



# Bylaws

November 2017





# Bylaws

**NASAC Bylaws**

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# CONTENTS

<b>ARTICLE 1: Membership .....</b>	<b>1</b>
<b>ARTICLE 2: Election of Members of the Board .....</b>	<b>1</b>
<b>ARTICLE 3: Statements .....</b>	<b>4</b>
<b>ARTICLE 4: Host Academy.....</b>	<b>6</b>
<b>ARTICLE 5: NASAC Publications .....</b>	<b>6</b>
<b>ARTICLE 6: The Secretariat .....</b>	<b>6</b>

# ARTICLE 1: Membership

- 1.1** Application for membership of NASAC by science academies in Africa may be made at any time. It shall be in writing and provide information on objectives, members and organisational structure of the national academy seeking membership. Each academy seeking membership shall explicitly endorse the NASAC Statutes and Rules of Procedure.
- 1.2** Membership applications shall be reviewed in the first instance by the Board.
- 1.3** The Board shall grant an academy seeking membership, if eligible, the status of provisional member. Academies with provisional membership may participate fully in all NASAC programmes and activities.
- 1.4** At its next regular meeting, the General Assembly shall vote on new applications for membership and grant provisional members the status of full membership unless there are compelling reasons not to do so.
- 1.5** The election of a member academy should be based on merit. The academy should be autonomous and in a position to provide independent and objective advice.

## **ARTICLE 2: Election of Members of the Board**

In nominating members for election to the NASAC Board, academies are requested to consider gender when making nominations. The General Assembly when voting for academies to serve on the board should give consideration to appropriate representation from the continent as a whole.

### **2.1 Members of the Board**

2.1.1 The Board is the governing arm of the Organisation consisting of a minimum of seven (7) and a maximum of nine (9) members, including:

- a. The President
- b. Three Vice-Presidents
- c. The Secretary General
- d. The Treasurer
- e. The outgoing President

2.1.2 The above officials shall hold office for a term of three (3) years. However, they shall be eligible for re-election for one (1) final successive term as a Board Member.

2.1.3 The Executive Director shall attend Board meetings without the right to vote and shall be responsible for drafting minutes of the meeting.

2.1.4 The duties of the President, the Secretary General and the Treasurer are as described in the Constitution of the Organisation. The Board shall prescribe the duties to be assigned to each of the three (3) Vice-Presidents and other members of the Board, if any.

2.1.5 Currently, the three (3) Vice-Presidents are assigned specific responsibilities as follows:

- a. Vice President Policy Review and Administration
- b. Vice President International Relations and Scientific Affairs
- c. Vice President Resource Mobilisation and Development

2.1.6 The Board may co-opt up to a maximum of two (2) additional members to the Board, provided that the prescribed maximum in the NASAC Constitution is not thereby exceeded.

### **2.2 Procedures for submission of candidatures**

2.2.1 At least six (6) months before the end of the term of office of the President and members of the Board, the Secretariat,

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under the guidance of the Secretary general, shall request all NASAC member Academies to indicate whether they seek membership of the Board.

- 2.2.2 In submitting the request to member Academies, the Secretariat shall fix a deadline before which member Academies shall respond. This deadline shall be at least thirty (30) days prior to the first day of the forthcoming meeting of the General Assembly.
- 2.2.3 A member Academy shall propose not more than one (1) candidate from its Organisation, clearly indicating whether the candidacy is for the position of President or Member of the Board.
- 2.2.4 A member Academy nominating a candidate for the position of President may indicate that, if the candidate is not elected as President, he/she should be considered for election as a Member of the Board.
- 2.2.5 The candidate proposed by the member Academy may be a sitting Board member seeking re-election, if eligible, or a member seeking election for the first time.
- 2.2.6 In submitting its candidacy, a member Academy shall provide a brief citation of one page at most in which it summarises the reasons why it seeks membership.
- 2.2.7 Immediately following the deadline for the submission of candidacies, the Board shall appoint an Election Committee of three (3) persons selected from among representatives of member Academies that do not seek election or re-election to the Board.
- 2.2.8 At least fourteen (14) days prior to the first day of the forthcoming meeting of the General Assembly, the Election Committee shall circulate to all member Academies a list of all candidates for membership of the Board. The list shall be divided into two (2) groups: (a) those seeking (re-)election as President; and (b) those seeking (re-)election as Members of the Board.

## **2.3 Voting Procedures**

- 2.3.1 From the nominations received, the Election Committee shall present to the General Assembly the two (2) lists of candidates seeking election as President and Members of the Board, respectively.

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- 2.3.2 The election of the President and Members of the Board shall be conducted by secret ballots using paper forms provided by the Election Committee.
- 2.3.3 The General Assembly shall vote first on the election of the President. The candidate, who receives a majority of votes, shall be elected. If the top two (2) or more candidates receive the same number of votes, the candidate with the least number of votes shall be taken off the slate of candidates and a new vote shall take place. This procedure shall be repeated if necessary until a candidate receives a majority of votes.
- 2.3.4 Unsuccessful candidates for President may choose to be considered for election as Members of the Board provided that such a request has already been made by their respective Academy in line with section 2.2.4 above.
- 2.3.5 Following the election of the President, the General Assembly shall vote on the election of five (5) members of the Board. Each member Academy present in the General Assembly shall vote for five (5) candidates, using the paper ballots provided by the Election Committee.
- 2.3.6 Ballots containing less or more than five (5) votes shall be considered null and void.
- 2.3.7 The Election Committee shall determine the number of affirmative votes each candidate has received and select the five (5) candidates with the largest number of votes as elected Members of the Board. If two (2) or more candidates have received the same number of votes for the last (fifth) position, these candidates shall draw lots to decide.

## **2.4 Designation of Office Bearers of the Board**

- 2.4.1 Following the election of the President and Members of the Board, the latter shall hold its first session to designate:
- a. The Secretary General
  - b. The Treasurer
  - c. Three (3) Vice-Presidents
- 2.4.2 At the same session, the Board shall prescribe the duties to be assigned to each of the three (3) Vice-Presidents.

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2.4.3 The Board may choose to alter the duties and responsibilities assigned to the three (3) Vice-Presidents of the previous Board.

2.4.4 The designation of the Office Bearers shall be by mutual consent. However, if no consensus can be found, the President shall have the power to allocate the duties and responsibilities of the five (5) Board Members.

## **2.5 Replacement of Board Members**

2.5.1 If a Board Member is disqualified by virtue of Article XIX of the NASAC Constitution, resigns, ceases to be a Member of the National Academy or becomes incapacitated through illness or otherwise, the member Academy to which he/she belongs may propose a replacement.

2.5.2 If the member Academy chooses not to propose any replacement, the Board shall appoint a replacement from an academy that is not represented on the Board in an acting capacity until the next General Assembly at which this membership shall be ratified and confirmed.

2.5.3 The above procedure shall be used to replace up to two (2) Board Members during a term of office.

2.5.4 If it becomes necessary to replace more than two (2) Board Members during a term of office, a new election shall be carried out to elect a new Board.

## ARTICLE 3: Statements

- 3.1** If the Board determines that NASAC shall issue a Statement in which it takes a public position on a scientific or societal problem of a continental or global nature, the Board shall appoint an Editorial Committee to prepare a draft text.
- 3.2** Such a draft text shall be circulated to the member academies at least six months before the General Assembly meeting at which the text is to be considered for adoption as a NASAC Statement. Member academies shall be requested to comment on the draft text and the Editorial Committee shall consider all comments so received.
- 3.3** The Board shall place the final draft before the General Assembly for a decision. If the draft receives the support of all NASAC member academies, it shall be made public as a NASAC Statement. If one or more NASAC member academies do not agree with the Statement, the logo of NASAC should not be put on it. Instead, the logos of the academies that endorse the Statement should be included.
- 3.4** If it is not possible to submit a final draft to a meeting of the General Assembly, the draft may be submitted by email to NASAC member academies for a decision by an email ballot. In that case there shall also be a period of six months between the communication of the draft to NASAC member academies and the decision on whether or not to make it public as a NASAC statement.
- 3.5** If the Board determines that NASAC shall issue a Statement on a scientific or societal problem of an urgent nature that requires prompt action, it shall submit a draft text to the member academies.
- 3.6** Within two weeks after receiving the draft text the member academies shall send in comments, both on the text as such and on the desirability of issuing a Statement.
- 3.7** Within a week of receiving the above comments the Board shall decide whether to proceed with the Statement and, if so, produce a final draft, taking into account the comments received.
- 3.8** The Board shall submit the final draft of the Statement to all NASAC member academies for approval, indicating the deadline for sending in approvals or disapprovals.
- 3.9** If, at the end of the deadline, there have been no dissenting views from any NASAC member academy, that draft shall be made public

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as a NASAC Statement. If the draft is not endorsed by one or more member academies, it shall not be issued as a NASAC Statement but shall explicitly indicate the NASAC member academies that support it.

**3.10** If the Board determines that an exceptional event of the greatest urgency requires immediate action, it shall contact the member academies outlining the Statement it wishes to make public, including a deadline for the requested response.

**3.11** If there is no negative response of any member within 48 hours of the initial message of the Board, the latter shall publicly issue a Statement on behalf of NASAC.

## ARTICLE 4: Host Academy

- 4.1** If the host academy has notified the Board that it wishes to terminate its role as host academy, or if the Board decides to propose to the General Assembly to elect a new host academy, the Board shall request, without delay, NASAC member academies to indicate whether they seek to serve as the host academy, giving a deadline for the submission.
- 4.2** On the basis of the candidatures so received, the Board shall develop a proposal for a new host academy and place that proposal before the next Ordinary Session of the General Assembly.
- 4.3** If it is not possible to postpone the decision until a regular meeting of the General Assembly, the decision may be made by an email ballot.

## ARTICLE 5: NASAC Publications

- 5.1** The Board shall appoint from among its members and other Members of NASAC, a NASAC Publication Committee and charge it with approving, or disapproving, draft publications emanating from any NASAC programme or activity to be issued as a NASAC publication.
- 5.2** The approval, or disapproval, of a draft publication shall be based on the merits of its data, analysis and conclusions and shall not imply that the NASAC or its member academies approve the content of the publication. If necessary, the Publication Committee may decide to subject a draft publication to an independent review process.

## ARTICLE 6: The Secretariat

- 6.1** The Secretariat shall be the coordinating arm of the Organisation responsible for the formal functions and legal operations of the Organisation under the guidance of the Board.
- 6.2** The Secretariat shall be headed by an Executive Director who shall be appointed by the Board in a meeting called for that purpose.
- 6.3** The Organisation shall have two signatories on cheques, namely, the Treasurer and either the Executive Director or the Finance Officer. The Treasurer shall be the controlling/mandatory signatory. For its day to day operation, the Secretariat shall be entitled to keep a specified amount as petty cash.



**The Network of African Science Academies (NASAC)** was established on 13th December 2001 in Nairobi, Kenya, and is currently the affiliate Network for Interacademy Partnership (IAP) in Africa.

NASAC is a consortium of merit-based science academies in Africa and aspires to make the “voice of science” heard by policy and decision makers within Africa and worldwide. NASAC is dedicated to enhancing the capacity of existing national science academies and champions the cause for creation of new academies where none exist.

***As at November 2017, NASAC comprised of the following twenty-five members:***

Academie Nationale des Sciences et Technologies du Senegal (ANSTS)  
Academie Nationale des Sciences du Burkina (ANSB)  
Academie Nationale des Sciences et Technologies du Congo (ANSTC)  
Academie Nationale des Sciences, Arts et Lettres du Benin (ANSALB)  
Academie Nationale des Sciences, Arts et Lettres du Togo (ANSALT)  
Academy of Science of South Africa (ASSAf)  
Academy of Sciences of Mozambique (ASM)  
African Academy of Sciences (AAS)  
Algerian Academy of Science and Technology (AAST)  
Botswana Academy of Science (BAS)  
Burundi Academy of Sciences and Technology (BAST)  
Cameroon Academy of Sciences (CAS)  
Ethiopian Academy of Sciences (EAS)  
Ghana Academy of Arts and Sciences (GAAS)  
Hassan II Academy of Science and Technology, Morocco  
Kenya National Academy of Sciences (KNAS)  
Madagascar National Academy of Arts, Letters and Sciences  
Mauritius Academy of Science and Technology (MAST)  
National Academy of Cote d'Ivoire  
Nigerian Academy of Science (NAS)  
Sudanese National Academy of Science (SNAS)  
Tanzania Academy of Sciences (TAS)  
The Uganda National Academy of Sciences (UNAS)  
Zambia Academy of Sciences (ZaAS)  
Zimbabwe Academy of Sciences (ZAS)

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