

**C O N T E N T S**

**PART 1**

***THE CONSTITUTION***

	Page
ARTICLE 1	3
ARTICLE 2	3
ARTICLE 3	4
ARTICLE 4	4
ARTICLE 5	4
ARTICLE 6	5
ARTICLE 7	5
ARTICLE 8	6
ARTICLE 9	6
ARTICLE 10	7
ARTICLE 11	10
ARTICLE 12	11
ARTICLE 13	14
ARTICLE 14	15
ARTICLE 15	16
ARTICLE 16	18
ARTICLE 17	19
ARTICLE 18	20
ARTICLE 19	21
ARTICLE 20	21
ARTICLE 21	21
ARTICLE 22	22
ARTICLE 23	23
ARTICLE 24	23
ARTICLE 25	23
ARTICLE 26	23

**PART 2**

***REGULATIONS OF UNITS OF THE PARTY***

REGULATIONS OF THE PARTY GROUP	24
REGULATIONS OF THE CONSTITUENCY GROUP	25
REGULATIONS OF THE GENERAL COUNCIL	27
REGULATIONS OF THE CENTRAL EXECUTIVE	28
REGULATIONS OF THE LEGISLATIVE GROUP	29
REGULATIONS OF THE YOUTH LEAGUE	32
REGULATIONS OF THE WOMEN'S LEAGUE	34
REGULATIONS OF THE ANNUAL CONVENTION AND SPECIAL CONVENTIONS	36

**PART 3**

***REGULATIONS OF STANDING COMMITTEES OF THE GENERAL COUNCIL***

1. DISCIPLINARY COMMITTEE	37
2. EDUCATION COMMITTEE	38
3. RESEARCH COMMITTEE	38
4. FOREIGN AFFAIRS COMMITTEE	39
5. PUBLIC RELATIONS COMMITTEE	40

6.	LABOUR RELATIONS COMMITTEE	40
7.	ELECTIONS STRATEGY COMMITTEE	41
8.	CENTRAL ELECTIONS COMMITTEE	42
9.	PARTY WELFARE COMMITTEE	42
10.	FIELD OFFICERS COMMITTEE	43
11.	OPERATIONS COMMITTEE	44
12.	POLICY COMMITTEE	45
13.	POLICY ADVISORY COMMITTEE	45
14.	VIGILANCE COMMITTEE	47
15.	RULES REGULATIONS AND STANDING ORDERS COMMITTEE	48

**PART 4**

***REGULATIONS OF STANDING COMMITTEES OF THE  
CENTRAL EXECUTIVE***

1.	INVESTIGATIONS COMMITTEE ON DISCIPLINARY MATTERS	49
2.	MEMBERSHIP SCREENING COMMITTEE	50
3.	MANAGEMENT AND PERSONNEL COMMITTEE	50
4.	ENTERTAINMENT COMMITTEE	51
5.	FINANCE AND ECONOMICS COMMITTEE	51
6.	DONATIONS COMMITTEE	52

**PART 5**

***APPENDICES***

APPENDIX 1	FINANCIAL REGULATIONS	54
APPENDIX 2	ADMINISTRATIVE REGULATIONS	56
APPENDIX 3	REGULATIONS FOR THE NOMINATION AND ELECTION OF OFFICERS OF THE MOVEMENT	58
APPENDIX 4	REGULATIONS FOR THE SELECTION OF PARTY REPRESENTATIVES ON LEGISLATIVE BODIES	58
APPENDIX 5	STANDING ORDERS FOR CONVENTIONS OF THE PEOPLE'S NATIONAL MOVEMENT	60
APPENDIX 6	SCHEDULE OF ANNUAL DATES	62

**PART I**

**CONSTITUTION**

***ARTICLE 1 — NAME***

The name of the Organization shall be the People's National Movement (P.N.M.)

***ARTICLE 2 — AIMS AND OBJECTIVES***

The P.N.M. is a political organization pledged to the maintenance of the rule of the law, founded upon democratic principles, basic human rights and dignity, and dedicated to the raising of the moral and material standards of the citizens of Trinidad and Tobago, and the promotion of their progress in all fields — political, economic, social, moral and cultural.

To this end, the P.N.M. specifically pledges itself to give special emphasis to the following objectives:

1. The preservation of the national independence for the people of Trinidad and Tobago;
2. The promotion and maintenance of the democratic way of life in Trinidad and Tobago;
3. The development of an educated democracy participating actively in the conduct of public affairs by the promotion of political education and practical training;
4. The raising of the level of economic productivity of the people by planned and rational development of the country's resources both human and physical;
5. A higher standard of living for all, both moral and material;
6. The elimination of those conditions in the community which give rise to juvenile delinquency and anti-social behavior;
7. The provision of social security for all;
8. The encouragement of proper industrial relations practices and effective democratic trade unionism;
9. Equality of opportunity for all and a career open to talent;
10. The elimination of all forms of discrimination in public life;
11. The integration of the many racial and cultural strains, which have contributed to the development of our cosmopolitan society.
12. Economic integration of and cultural collaboration among the various countries of the Caribbean in the interest of the political dignity, economic development and social being of its peoples;
13. Collaboration with the international community in the world struggle for an environmentally sustainable earth <sup>1</sup>, the establishment of a just society and the achievement of lasting peace.

**ARTICLE 3 — MEMBERSHIP**

Membership shall be of two kinds: —

1. Individual:
  - (a) Adult membership;
  - (b) Life membership;
    - i. Associate Life membership<sup>2</sup>
    - ii. Life Membership<sup>3</sup>
  - (c) Youth membership
2. Group membership

**ARTICLE 4 — ADULT MEMBERSHIP**

1. Eligibility: —

Any person who under the laws of Trinidad and Tobago is entitled or would on attaining the age of eighteen (18) years, be entitled to vote in any parliamentary election is eligible for membership in the Movement if he;

  - (a) has attained the age of eighteen (18) years;
  - (b) accepts the aims and objects and the principles, policy and programme of the Movement and pledges himself to work for their achievement.
  - (c) agrees to abide by the Constitution, discipline and decisions of the Movement;
  - (d) is not a member of any other political party or is not a member of any organization whose policy or programme is contrary to or inconsistent with those of the Movement.
2. Procedure: —

To become a member such a person must make an application on the prescribed form accompanied by such sum as may be prescribed by the General Council from time to time, either;

  - (a) to the Secretary of the Party Group in the Polling Division in which he resides; or
  - (b) if there is not a Party Group operating in that Polling Division, to the Secretary of the Constituency Executive, or the Provisional Constituency Executive or the Temporary Constituency Committee operating in the Electoral District in which he resides; or
  - (c) if there is no such Constituency Executive or Provisional Constituency Executive or Temporary Committee existing in the Electoral District, to the General Secretary of the Movement.
3. Admission: On admission such member shall: —
  - (a) receive a duly authenticated membership I.D. Card and a member's subscription card, provided that until determination of the application by the Central Executive an applicant for membership may receive an Interim Membership Card issued by the General Secretary or the Constituency Secretary after approval by the Constituency Group.
  - (b) Pay a quarterly subscription as set by the General Council;
  - (c) become liable to make such additional contributions as may, from time to time, be required of him by the Central Executive.

**ARTICLE 5<sup>4</sup> — LIFE MEMBERSHIP**

1. Associate Life Membership: —

Associate Life Membership shall be conferred on a person who accepts the aims and objectives, policies, principles and programmes of the Party but cannot otherwise become a member. Such member shall contribute such sum as may be prescribed by the General

Council for such associate life membership.

2. Life Membership: —  
Life Membership shall be conferred on a person who is an adult member of the Party for at least one (1) year and who contributes such sum as may be prescribed by the General Council from time to time.

#### **ARTICLE 6 — YOUTH MEMBERSHIP**

1. Eligibility: —  
Any person who on attaining the age of eighteen (18) years would be entitled to vote at a Parliamentary Election is eligible for membership in the Youth League of the Movement if he: —
  - (a) is not less than twelve (12) years of age, and not more than twenty-five (25)<sup>5</sup> years of age;
  - (b) accepts the aims and objects, the principles, policy and programme of the Movement;
  - (c) agrees to abide by the Constitution, discipline and decisions of the Movement;
  - (d) is not a member of any other Political Party or is not a member of any organization whose principles, policy or programme are contrary to or inconsistent with those of the Movement;
  - (e) has obtained the written consent of his parent or guardian.
  - (f) is a member of a Party group.<sup>6</sup>
2. Procedure: —  
To become a member, such a person must make an application on the prescribed form accompanied by such sum as may be prescribed by the General Council from time to time:
  - (a) to the Secretary of the Party Group in the Polling Division in which he resides;
  - (b) if there is no Party Group operating in the Polling Division through the Secretary of the Constituency Executive, the Provisional Constituency Executive or the Temporary Constituency Committee operating in the Electoral District in which he resides;
  - (c) if no such Constituency Executive or Provisional Constituency Executive or Temporary Constituency Committee exists in the Electoral District, to the General Secretary of the Movement.
3. Admission: —  
On admission such a member shall:
  - (a) receive a duly authenticated membership I.D. Card and a member's subscription card, provided that until determination of the application by the Central Executive an applicant for membership may receive an Interim Membership Card issued by the General Secretary or the Constituency Secretary after approval by the Constituency Group.
  - (b) pay a quarterly subscription as set by the General Council.
  - (c) be assigned to the Constituency Youth League subject to the provisions of Article 13 of the Constitution.<sup>7</sup>

#### **ARTICLE 7 — AFFILIATE GROUP MEMBERSHIP**

1. Eligibility: —  
Any democratic organization in Trinidad and Tobago such as a Trade Union, Friendly Society, Co-operative, Credit Union or other Group which:
  - (a) accepts the aims and objects, principles, policy and programme of the Movement and pledges itself to work for their achievement;
  - (b) agrees to abide by the Constitution, discipline and decisions of the Movement;
  - (c) is not affiliated to or connected with any organization whose aims and objects or

principles or policy or programme are contrary to or inconsistent with those of the Movement shall be eligible for affiliate membership in the Movement.

2. Procedure: —  
To become an affiliate member of the Movement such an organization shall
  - (a) make an application to the General Secretary of the Movement;
  - (b) submit with its application an authenticated copy of its Constitution and of its rules, if any as well as a list of its Officers certified by its Chairman or President and Secretary;
  - (c) pay together with its application such affiliation fee of one hundred dollars as may be prescribed by the General Council.
3. Admission: —  
On admission such an Organization shall: —
  - (a) receive a Certificate of Affiliate Membership signed by the Chairman and General Secretary of the Movement;
  - (b) pay such an annual fee as may be prescribed by the General Council from time to time.

#### ***ARTICLE 8 — UNITS***

The Units of the Movement shall be the following:

1. The Party Group
2. The Constituency Group
3. The Tobago Council<sup>8</sup>
4. The General Council
5. The Central Executive
6. The Legislative Group
7. The Youth League
8. The Women's League
9. The Annual Convention

#### ***ARTICLE 9 — THE PARTY GROUP***

1. The Party Group shall be the basic Unit of the Movement and its minimum membership shall be twenty (20) members.
2. Each Party Group shall operate within the area of a Polling Division of an Electoral District for election to the House of Representatives; provided that the Central Executive may approve such modifications to the area of operations and composition of a Party Group as may be deemed necessary.
3. Every Party Group shall operate in accordance with and conform to the Party Group Regulations under the Constitution and such other directives as may, from time to time be given to it in writing by the Central Executive, either directly or through the Constituency Group, or Temporary Constituency Committee as the case may be.
4. Each Party Group shall at its Annual General Meeting elect:
  - (a) a Party Group Executive which shall consist of the following :A Chairman, a Vice Chairman, a Secretary, an Assistant Secretary, a Treasurer, a Public Relations Officer, an Elections Officer, an Education Officer, a Youth Officer and not more than two (2) other members.
  - (b) Three (3) of its members as its representatives on the Constituency Group.
  - (c) Three (3) delegates to the Annual Constituency Conference.
  - (d) One (1) delegate to the Annual Convention.<sup>9</sup>
5. Each Party Group shall elect, whenever a Special Convention is summoned, a delegate to represent it at such Special Convention.

6. Each Party Group and the Party Group Executive shall meet at least once per month. The quorum for a Party Group Executive Meeting shall be five (5) [*members*] and for a Party Group Meeting seven (7) [*members*] of whom at least two (2) shall be officers.
7. The Secretary of each Party Group shall within seven (7) days of the election of the Party Group Executive forward to the General Secretary of the Movement and to the Secretary of the Constituency Group of its Electoral District the names of the members of the Party Group Executive.
8. The Secretary of each Party Group shall keep a register of members of the Party Group and such other records as he may by regulations, from time to time, be required to keep.
9. Each Party Group shall, through its Secretary, forward to the Central Executive and to its Constituency Group a quarterly report which shall contain: —
  - (a) a return of all applications for membership;
  - (b) a return of its members and their financial standing;
  - (c) a statement of its financial position;
  - (d) a written report of its activities for that quarter
10. Each Party Group shall, through its Secretary, forward each month to the Constituency Secretary, all monies due and payable by it under the Constitution.
11. A Party Group which shall fail to submit its Quarterly Report<sup>10</sup>, shall be liable to such disciplinary action including suspension or disbandment as the Central Executive may in the circumstances deem fit.
12. Any Party Group which shall be suspended or deemed to be in abeyance by the Central Executive shall be without any status or entitlement in the Movement provided that for good reason it may be re-instated on such terms and conditions as the General Council may decide. Provided also that the status of a person as a bonafide member of the Movement shall not be adversely affected solely for the reason that action has been taken against a Party Group in accordance with this Article.
13. Every Party Group shall have the right to nominate persons for selection as candidates of the Movement for election to the House of Representatives or to any Municipal Corporation and the Tobago House of Assembly<sup>11</sup> and it shall be its duty so to do. The names and other data of the persons so nominated shall be forwarded in writing to the Constituency Executive for its information and to the Central Executive for final approval.
14. Every Party Group shall have the right to nominate persons for election as Officers of the Movement. Nominations shall be forwarded to the Central Executive through the Constituency Executive.
15. No Party Group shall enter into any affiliation or association with or give support of any kind whatever to any other Party or Political Group or Organization or any individual in politics or any candidate other than the Movement's Candidate for Elections without the prior written approval of the General Council.
16. Every Party Group shall be directly responsible to the Central Executive and to its Constituency Group for carrying out the principles, policy and programme of the Movement.
17. When the financial membership of a Party Group falls below ten (10) such Party Group shall not be entitled to select candidates for the Movement for election to the House of Representatives, to any Municipal Corporation or the Tobago House of Assembly<sup>12</sup>, nor shall a Party Group have the right to nominate persons for election as Officers of the Movement.

***ARTICLE 10 — THE CONSTITUENCY GROUP***

1. Constituency Groups shall be of three (3) kinds: Constituency Groups, Provisional Constituency Groups, and Temporary Constituency Committees
2. The Constituency Group:
  - (a) There shall be a Constituency Group in each Electoral District for elections to the House of Representatives in which there are not fewer than fifteen (15) properly constituted Party Groups;

- (b) A Constituency Group shall be formed from the duly elected Representatives of the Party Groups, the Constituency Women's League and the Constituency Youth League.
- (c) Such Representatives shall at their first meeting elect from among their members a Constituency Executive, with the exception of Lady Vice-Chairman who is Chairman of the Constituency Women's League and two (2) Youth Officers (one male and one female) and the Chairman of the Constituency Youth League who are elected by the Constituency Youth League.
- (d) A Constituency Executive shall comprise the following:
  - (i) Chairman
  - (ii) Vice Chairman
  - (iii) Lady Vice-Chairman
  - (iv) Secretary
  - (v) Assistant Secretary
  - (vi) Treasurer
  - (vii—viii) Two (2) Youth Officers (1 male and 1 female)
  - (ix) The Chairman of the Constituency Youth League
  - (x) Public Relations Officer
  - (xi) Election Officer
  - (xii) Education Officer
  - (xiii) Field Officer
  - (ix) Welfare Officer <sup>13</sup>
  - (xiv) Ten (10) other members

And in addition, as ex-officio members, all Legislative Group representatives residing in or representing the Constituency and who have not been elected thereto, provided that such member shall not have a right to vote.

- (e) The Constituency Executive shall meet as often as necessary but in any case at least once per month.
- (f) The quorum of the Constituency Executive shall be nine (9) members of whom at least three (3) must be officers.
- (g) A Constituency Group shall meet at least once- per month and its quorum shall be fifteen (15) of whom at least three (3) shall be officers.
- (h) The Constituency Group shall be responsible for the organization, administration and control of Party affairs in its Electoral District and its powers and duties shall be as follows:
  - i) to carry out the directives of the Central Executive and the General Council;
  - ii) to organize and supervise the Party Groups in its Electoral District under the general direction of the Central Executive;
  - iii) to submit to the Central Executive a Quarterly Report on its activities in the Electoral District and a Monthly statement of its financial position;
  - iv) to investigate on its own initiative, or at the instance of the General Council or Central Executive matters of discipline and party concern and forthwith to report thereon to the General Council or Central Executive as the case may be;
  - v) to convene an Annual Constituency Conference and with the prior approval of the Central Executive any Special Constituency Conference;
  - vi) to submit an Annual Report of its activities to the Annual Constituency Conference;
  - vii) to supervise, control and co-ordinate the activities of all other Party Units in its Electoral District;
  - viii) to establish, organize and maintain a Constituency Office;
  - ix) to organize Public Meetings in the Constituency for the purpose of reporting to the Electorate by members of the Party who are:
    - (a) Members of the Senate
    - (b) Members of the House of Representatives;
    - (c) Members of the Tobago House of Assembly and Local

Government Bodies;

Such meetings must be arranged by the Constituency Executive in consultation with the Political Leadership through the Deputy Political Leader (Party and Election Matters).

- x) to elect whenever a Special Convention is summoned such number of delegates as is prescribed under Article 15(3);
- xx) generally to promote the welfare of Party members in the Constituency.

3. Provisional Constituency Group and Provisional Constituency Executive:

Whenever the number of Party Groups in an Electoral District shall be fewer than fifteen (15) but not fewer than eight (8), the Central Executive may approve the establishment of a Provisional Constituency Group and Provisional Constituency Executive, which shall have generally the powers and perform the duties of a Constituency Group or Executive as the case may be, subject to such regulations as may, from time to time, be prescribed for their operation.

4. Temporary Constituency Committees:

Whenever the number of Party Groups in an Electoral District shall be fewer than eight (8) the Central Executive may nominate a Temporary Constituency Committee with such powers as it thinks fit for the management and organization of these groups, provided that the Central Executive may nominate a Temporary Constituency Committee to function in respect of more than one Electoral District where the number of Party Groups in each of such Electoral Districts shall fall below or be fewer than eight (8).

5. The Annual Constituency Conference:

- (a) The Annual Constituency Conference shall be summoned by the Constituency Executive not later than two (2) weeks from the date of the Annual General Meeting<sup>14</sup> and shall comprise:
  - (i) the Constituency Group;
  - (ii) three (3) delegates from each Party Group;
  - (iii) all the members representing that Electoral District or residing therein who belong to the Legislative Group;
  - (iv) all the members of the General Council residing in that Electoral District;
  - (v) three (3) delegates from the Constituency Women's League
  - (vi) three (3) delegates from the Constituency Youth League
  - (vii) such invitees as the Constituency Executive may determine, provided that the Annual Constituency Conference shall in addition comprise the representatives elected to form the new Constituency Group;
- (b) The Annual Constituency Conference shall elect from among the representatives elected to form the new Constituency Group:
  - (i) three (3) delegates to the Annual Convention;
  - (ii) three (3) representatives to sit on the General Council for one (1) year; provided that in the case of a Provisional Constituency the number of delegates to be elected to attend the Annual Convention shall be two (2) and the number of representatives to sit on the General Council shall be two (2); provided that each Temporary Constituency Committee shall hold an Annual Meeting at which it shall elect one (1) delegate to the Annual Convention and one (1) Representative to sit on the General Council.
- (c) Voting at the Annual Constituency Conference shall be restricted:
  - (i) in respect of Elections, to the delegates and representatives elected to the New Constituency Group or the New Provisional Constituency Group as the case may be.

- (ii) in respect of all other matters, to the delegates and the representatives of the Old Constituency Group.
6. A Special Constituency Conference shall be held at such time and be comprised in such manner as the Central Executive may approve.

**ARTICLE 11 — THE TOBAGO COUNCIL<sup>15</sup>**

Within the provisions of this Constitution, the Tobago Council shall be the Governing Unit and shall be responsible to the General Council for the organization, administration and control of the Party's Affairs in Tobago.

- 1 Functions of the Tobago Council:
  - (a) To consider and make recommendations to the General Council on matters concerning Tobago
  - (b) To bring to the notice of the General Council any matter which in the opinion of the Tobago Council, affects the welfare of Tobago and/or the interest of the Movement in Tobago.
  - (c) To consider and recommend candidates for all Tobago House of Assembly and Parliamentary elections in consultation with the Tobago East and West Constituencies.
  - (d) To make and amend regulations for the conduct of its internal affairs.
2. Members:

Members of the Tobago Council shall be financial members of the party comprising:

  - (a) The Executives of the Tobago East and West Constituencies
  - (b) The Tobago members of the House of Representatives
  - (c) Members of the Senate, resident in Tobago
  - (d) Members of the Tobago House of Assembly
  - (e) Twelve (12) other members elected at the First General Meeting of the Tobago Council each year, six (6) from Tobago East and six (6) from Tobago West
  - (f) The Deputy Political Leader Tobago
3. Meetings:
  - (a) The Tobago Council shall meet at least once every three (3) months to receive and consider reports
  - (b) The quorum for the meetings shall be fifteen (15) of the members of whom at least five (5) shall be Officers of the Council, and at least five from each Constituency.
  - (c) The Council shall establish Ad Hoc Committees as required.
  - (d) The Council shall convene an Annual Tobago Council Conference and any Special Council Conference
  - (e) The Executive of the Tobago Council shall report to the Annual Tobago Council Conference on the functioning of the Tobago Council.
4. The Executive:

The Executive of the Tobago Council shall be the Officers of the Tobago Council and the Deputy Political Leader Tobago. The Officers are as follows:

  - (a) The Chairman who shall be the Head and Presiding Officer of the Council
  - (b) Vice Chairman
  - (c) Secretary
  - (d) Assistant Secretary
  - (e) Treasurer
  - (f) Education Officer
  - (g) Public Relations Officer
  - (h) Research Officer

5. Standing Committees:  
The Executive of the Tobago Council shall appoint the following Standing Committees which shall be under its direct supervision and control and shall be directly responsible to it under the regulations made for their control and function.
  - (a) Electoral District Committees
  - (b) Finance Committee
  - (c) Education & Research Committee
  - (d) Public Relations and Publicity Committee
  - (e) Policy Advisory Committee to the Legislative Group
  - (f) Party Welfare, Vigilance and Field Officers Committee
  - (g) Any other Committee which may be established as necessary.
  
5. Quorum:  
The quorum of the executive shall be seven (7) members.
  
6. Meetings:  
The Executive shall meet at least once per month.
  
7. Reports:  
The Executive shall submit for consideration of the Tobago Council
  - (a) Quarterly Reports of its activities
  - (b) An Annual Report of its activities for the previous year.
  - (c) An Annual Report of its activities to the General Council for consideration by the Annual Convention.
  
8. Election of Officers:
  - (a) The Chairman shall be elected for a period of two (2) years.
  - (b) All other Officers shall be elected for a period of one (1) year.
  - (c) All elected Officers shall be elected at the Annual Tobago Council Conference
  - (d) The Deputy Political Leader Tobago shall be an Officer of the Tobago Council.
  
9. Voting:
  - (a) The Voting at meetings shall be by secret ballot except as otherwise determined by a resolution at any meeting.
  - (b) Elections of Officers of the Tobago Council shall be supervised by a member of Central executive and shall be by secret ballot on the basis of written nominations proposed by the Constituency, Party Group, the Women's League and Youth League. A nomination without the consent of the Nominee shall not be valid.
  - (c) The conduct of all meetings will be determined by the Chairman who shall be guided by the Regulations of the Tobago Council.
  
10. Resignation and Removal from Office:
  - (a) The Executive of the Council may, by resolution, recommend to the Council that any officer except the Deputy Political Leader Tobago, shall be dismissed from Office and the matter shall be decided on a motion duly passed by the Tobago Council
  - (b) The Tobago Council shall have the power to fill any vacancy occurring in any office in the Tobago Council in the absence of specific provisions in the Constitution.
  - (c) The replacement for such a vacancy shall be for the remaining portion of the term of the office.

**ARTICLE 12 — THE GENERAL COUNCIL**

1. (a) The General Council shall be the governing body of the Movement and shall be responsible for its policy, organization, administration and discipline.

- (b) It shall have control of the units, constituents and activities of the Movement and it shall report to the Annual Convention.
- (c) It shall have power to establish Standing and other Committees and to make and enforce rules, regulations and Standing Orders to enable it to carry out its various duties, responsibilities and functions.
- (d) It shall have power generally to do all things as are necessary for the enforcement of the Constitution and the achievement of the aims and objects, principles, policy and programme of the Movement.

- 2. The General Council shall comprise:
  - (a) The Officers of the Movement, that is to say:
    - 1. Chairman
    - 2. Vice Chairman
    - 3. Lady Vice Chairman
    - 4. Political Leader
    - 5. Deputy Political Leader (Party and Election Matters)
    - 6. Deputy Political Leader (Policy Matters)
    - 7. Deputy Political Leader (Legislative Matters)
    - 8. Deputy Political Leader (Tobago)<sup>16</sup>
    - 9. General Secretary
    - 10. Assistant General Secretary
    - 11. Treasurer
    - 12. Education Officer
    - 13. Public Relations Officer
    - 14. Labour Relations Officer
    - 15. Elections Officer
    - 16. Field Officer
    - 17. Welfare Officer
    - 18. Youth Officer (Male)
    - 19. Youth Officer (Female)
    - 20. Operations Officer.
  - (b) Three (3) Representatives from each Constituency Group elected by and at the Annual Constituency Conference;
  - (c) Two (2) Representatives from each Provisional Constituency Group (if any), elected by and at the Annual Provisional Constituency Conference.
  - (d) One (1) Representative from each Temporary Constituency elected at its Annual General Meeting, or a meeting convened for that purpose.
  - (e) Three (3) Representatives of the Youth League elected by and at the Annual Youth League Conference.
  - (f) Three (3) Representatives elected by and at the Annual Conference of the Women's League;
  - (g) The following persons who are PNM members shall be ex officio members of the General Council, provided that they are not entitled to vote, (unless otherwise elected thereto):
    - (1) All Members of Parliament
    - (2) All Mayors
    - (3) All Chairmen of Local Government Bodies
    - (4) The Chief Secretary of the Tobago House of Assembly.<sup>17</sup>
- 3.
  - (a) The General Council shall meet at least once each month.
  - (b) Its quorum shall be thirty (30), at least five (5) of whom shall be Officers of the Movement;

4. The Chairman of the Movement, or in his absence, any of the Vice Chairmen, in order of precedence as determined by their order of mention in the Constitution, or in the absence of all the foregoing an Officer elected for the purpose by the quorum present, shall preside over the meetings of the General Council.
5. (a) The General Council shall appoint the following Standing Committees which shall be under its direct supervision and control and shall be directly responsible to it under the regulations made for their control and function:
  1. Disciplinary Committee
  2. Education Committee
  3. Research Committee
  4. Foreign Affairs Committee<sup>18</sup>
  5. Public Relations Committee<sup>19</sup>
  6. Labour Relations Committee
  7. Elections Strategy Committee
  8. Central Elections Committee
  9. Party Welfare Committee
  10. Operations Committee
  11. Policy Committee
  12. Policy Advisory Committee to the Legislative Group
  - 13<sup>20</sup> Vigilance Committee<sup>21</sup>
  14. Rules, Regulations and Standing Orders Committee
  15. Field Officers Committee.
- (b) Members of the Standing Committees appointed by the General Council may be drawn from the members of the General Council as well as from such other members of the Movement as the General Council may deem fit, and shall include one member of the Women's League, and Youth League respectively who shall be elected at their respective Annual Conferences.<sup>22</sup>
- (c) The Chairman of a Standing Committee of the General Council shall be that Officer of the Movement elected to deal with the matters which fall within the scope of such Committee, but where there is no such officer, the General Council shall appoint the Chairman of the Standing Committee from among its members;
- (d) The Chairman of each Standing Committee shall in consultation with his Committee draw up a programme of work for such Committee and present it to the General Council for approval within one (1) month of the establishment of the Committee;
- (e) Standing Committees shall submit quarterly written reports on their activities for consideration at Statutory Monthly Meetings of the General Council;
- (f) Each Standing Committee shall submit an Annual Report to the General Council.
6. It shall be the duty of the General Council to summon and to make arrangements for the Annual Convention and the General Council shall also have the right and the power, in its discretion, on a Resolution being passed for that purpose to summon a Special Convention to consider and determine specific matters affecting the interest of the Movement.
7. The General Council shall prepare an Annual Report on the activities of the Movement for the consideration of the Annual Convention.
8. It shall be the duty of the General Council to prepare a report of the proceedings of each Annual Convention and of each Special Convention to be laid on the table at the next following Annual Convention.

9. The General Council shall have the power to determine if a vacancy exists in any Office and to make an appointment and to fill such vacancy in the absence of specific provisions therefor in the Constitution.

**ARTICLE 13 — THE CENTRAL EXECUTIVE**

1. There shall be a Central Executive which shall be responsible to the General Council.
2. In addition to any matter specifically assigned to it, the Central Executive is charged with the organization and administration of the Movement and shall have the power in an emergency to take such action on any matters as it may deem necessary.
3. The Central Executive shall comprise:
  - (a) The Officers of the Movement;
  - (b) Ten (10) other members elected to sit for one (1) year from among the Constituency Representatives on the General Council.
  - (c) Three (3) other members elected to sit for one (1) year by the Legislative Group from among its members elected to serve on the General Council, one (1) each from the members of Parliament and the Tobago House of Assembly and Local Government Bodies.<sup>23</sup>
  - (d) One (1) representative of the Women's League from its representatives on the General Council.
  - (e) One (1) representative of the Youth League from the Youth League representatives on the General Council.
  - (f) Five (5) representatives nominated by the Party's Leadership from among the members of the General Council.<sup>24</sup>
4. The Central Executive shall meet at least once per month.
5. The quorum for a meeting of the Central Executive shall be ten (10) of whom at least three (3) shall be Officers of the Movement.
6. The provisions for determining the person to preside over the meeting of the General Council shall apply also to meetings of the Central Executive.
7. The Central Executive is hereby assigned the following exclusive rights, powers and duties subject only to report to and ratification by the General Council: —
  - (a) to determine all questions of membership;
  - (b) to approve as the Movement's candidates for all Elections such persons as are recommended by the Political Leader in consultation with the appropriate Constituency Executive, and in the case of Tobago, the Tobago Council<sup>25</sup>;
  - (c) to assist the Political Leader with advice and information on the nomination of persons to Municipal Corporations and other bodies;
  - (d) to approve the establishment of Provisional Constituency Groups and Executives;
  - (e) to nominate Temporary Constituency Committees;
  - (f) to investigate matters of discipline at all levels of the Movement for reference to the General Council where necessary.
8. The Central Executive is hereby specifically empowered to take such steps as may be necessary after consultation with the Political Leader and other appropriate persons or bodies to direct party members on Public Bodies in matters pertaining to the discharge of their public responsibilities and particularly to the effective implementation of Party Policy and decisions.
9. The Central Executive shall appoint the following Standing Committees which shall be under

its direct supervision and control, and shall be directly responsible to it under the regulations made for their control and function:

- (a) The Investigations Committee on Disciplinary matters
  - (b) The Membership Screening Committee
  - (c) The Management and Personnel Committee
  - (d) Entertainment Committee
  - (e) Finance and Economics Committee
  - (f) Donations Committee.
10. Members of the Standing Committees of the Central Executive may be drawn from the members of the Central Executive as well as from such other members of the Movement as the Central Executive may think fit.

**ARTICLE 14 — THE LEGISLATIVE GROUP**

1. The Legislative Group shall be responsible to the General Council through the Central Executive and ultimately to the Annual Convention.
2. The Legislative Group shall comprise:
  - (a) the members who represent the Movement in Parliament, the Tobago House of Assembly and in any City, Borough and Regional Corporation.
  - (b) all persons approved by the Central Executive as the Movement's candidates for elections for the House of Representatives, the Tobago House of Assembly, the City, Borough and Regional Corporations<sup>26</sup>. Any such person shall automatically cease to be a member if he is defeated in the election.
  - (c) all Party Members serving as "Appointed Members" on Statutory Municipal Corporation Committees.
  - (d) all Party Members serving on such Statutory Bodies as may be determined by the Central Executive from time to time.
3. The Legislative Group shall meet at least once a month and its quorum shall be one-third (1/3) of its membership of which at least two (2) shall be Officers.
4. The Legislative Group shall be presided over by the Political Leader or in his absence the Deputy Political Leader (Legislative Matters), the Deputy Political Leader (Policy Matters), the Deputy Political Leader (Party and Election Matters) in that order. In the absence of the foregoing, a Chairman shall be elected by the members present.
5. The Legislative Group shall be represented at the Annual or any Special Convention by ten (10) delegates two (2) each from:
  - (a) the Senate
  - (b) the House of Representatives
  - (c) the City and Borough Corporations
  - (d) the Regional Corporations
  - (e) the Tobago House of Assembly
6. The Legislative Group shall be represented at the Annual Constituency Conference of a Constituency by all its members representing the particular electoral district or residing therein.
7. At the Annual or any Special Convention and at an Annual Constituency Conference Members

of the Legislative Group who are not delegates shall have the right to speak on all matters but not the right to vote.

8. The Legislative Group shall hold an Annual Conference at such time and such place as shall be determined by the Group in accordance with the Legislative Group Regulations.
9. The Legislative Group shall be represented on the General Council by one (1) representative for:
  - (a) each House of Parliament;
  - (b) each City or Borough Corporation
  - (c) each Regional Corporation
  - (d) The Tobago House of Assembly
  - (e) elected by and at the Annual Conference of the Legislative Group.
10. The Legislative Group shall elect at its Annual Conference such number of representatives on such Standing Committees of the General Council as may be prescribed in the Regulations pertaining to such Committees.
11. The Legislative Group shall submit a quarterly report on its activities to the Central Executive.
12. The Legislative Group shall submit annually to the General Council, through the Central Executive, for consideration by the Annual Convention:
  - (a) a report on its activities;
  - (b) a comprehensive Political Report covering all levels of Government in Trinidad and Tobago.
13. There shall be Caucuses of all Legislative Bodies, which shall be responsible to the General Council and shall comprise respectively all PNM Members of :
  - (a) Parliament
  - (b) The Tobago House Assembly
  - (c) Each Local Government Body.<sup>27</sup>
14. The Caucuses shall have responsibility for the formulation and implementation of Strategy for the operations of their members within their respective Bodies in accordance with Party Guidelines and decisions of the General Council and Annual and Special Conventions and shall advise the General Council and the Political Leader on Policy and Strategy on:
  - (a) National issues with respect to the Parliamentary Caucus
  - (b) Tobago matters with respect to the Tobago House of Assembly, and
  - (c) Local issues with respect to the Local Government Bodies.<sup>28</sup>
15. The Caucuses shall regulate their own affairs and shall submit monthly reports to the Legislative Group and an Annual Report through the Legislative Group to the General Council for consideration by the Annual Convention.<sup>29</sup>

#### ***ARTICLE 15 — THE YOUTH LEAGUE***

1. There shall be a Youth League which shall comprise the Youth members of the Movement and which shall be organized on a Constituency basis.
2. The Youth League shall have special responsibility for dealing with the problems of Youth and for promoting the full participation of Youth in all phases of National Community and Party life with particular emphasis on Education, Economic, Cultural, Sporting, Social and Moral activities.

3. The Youth Officers of the Movement shall be responsible to the General Council for the organization and supervision of the Youth League.
4. The Executive of the Youth League shall consist of a Chairman, a Vice-Chairman, a Secretary, an Assistant Secretary/Treasurer, an Education Officer, a Public Relations Officer, a Field Officer, a Welfare Officer, and the Chairman of each Constituency Youth League and shall meet at least once every month.
5. The Executive of the Youth League except the Chairman of each Constituency Youth League shall be elected at the Annual Conference of the Youth League from among the Youth members of the Movement.
6. The Youth League shall hold an Annual Youth Conference which shall comprise:
  - (a) the Youth League Executive;
  - (b) three (3) delegates from each Constituency Youth League elected at the Annual General Meeting of the Constituency Youth League;
  - (c) the Youth Officers of Constituencies and Party Groups (as Observers)
  - (d) the Officers of the Movement (as Observers)
  - (e) such other persons as the General Council might approve (as Observers).
7. The Annual Youth League Conference shall:
  - (a) consider the Annual Report of the Youth League Executive;
  - (b) elect the Youth League Executive for the ensuing year, provided that the members of the outgoing Executive shall be eligible for re-election;
  - (c) elect three (3) representatives to sit for one (1) year on the General Council.
  - (d) elect three (3) delegates to the Annual or to a Special Convention.
8. The Youth Members of the Movement in each Constituency shall be organized in a Constituency Youth League which shall be supervised by the Constituency Group through the Constituency Youth Officers, provided that such Constituency Youth League shall comprise not less than fifty (50) Youth Members.
9. The Constituency Youth Officers shall be assisted by an Advisory Committee consisting of all the Party Group Youth Officers in the Constituency,
10. The Constituency Youth League shall meet at least once every month.
3. Each Constituency Youth League shall convene an Annual General Meeting at which it shall elect:
  - (a) Two (2) Youth Officers (one male and one female) to serve on the Constituency Group from among its members and/or general membership of the Constituency.
  - (b) from among its members:—
    - (i) A Constituency Youth League Executive;
    - (ii) three (3) delegates to the Annual Youth League Conference
    - (iii) three (3) delegates to the Annual Constituency Conference
    - (iv) three (3) representatives to the Constituency Group
  - (c) consider resolutions for submission to the National Youth League Annual Conference or the Annual Constituency Conference as the case may be.
12. A Constituency Youth League Executive shall comprise: a Chairman, a Vice Chairman, a Secretary, an Assistant Secretary, a Treasurer, a Public Relations Officer, an Education Officer, a Welfare Officer, a Field Officer and ten (10) other members.
13. The Constituency Youth League Executive shall meet at least once a month.

14. The Constituency Youth Officers shall report on their activities to the Constituency at its regular monthly meeting.

**ARTICLE 16 — THE WOMEN'S LEAGUE**

1. There shall be a Women's League which shall comprise the women members of the Movement and which shall be organized on a Constituency basis.
2. The Women's League shall have special responsibility for dealing with the problems of women and for promoting the full participation of women in all phases of national and community life with particular emphasis on moral, social, economic and cultural activities.
3. The Lady Vice-Chairman of the Movement shall *ex officio* be Chairman of the Women's League and it shall be her duty to draw up in conjunction with the Women's League Executive, an Annual Programme for the Women's League and the approval of the General Council.
4. There shall be an Annual Conference of the Women's League which shall be convened by the Executive Committee of the Women's League and which shall elect the members of the Executive other than the Chairman. The Executive of the Women's League shall comprise:
  - (a) The Lady Vice Chairman of the Movement (*ex-officio*)
  - (b) Three (3) Vice Chairmen (one of whom shall be elected from members resident in Tobago);
  - (c) Secretary
  - (d) Assistant Secretary
  - (e) Treasurer
  - (f) Education Officer
  - (g) Public Relations Officer
  - (h) Welfare Officer
  - (i) The Chairman of each Constituency Women's League
  - (j) The Secretary of each Constituency Women's League
5. The Annual Conference of the Women's League shall also: —
  - (a) consider for approval the Annual Programme of the League;
  - (b) elect three (3) representatives to sit for one (1) year on the General Council;
  - (c) elect such number of representatives on the Standing Committees of the General Council as may be prescribed in the appropriate regulations;
  - (d) elect three (3) delegates to the Annual or to a Special Convention.
6. The Women's League shall submit a quarterly report of its activities to the Central Executive and an Annual Report for transmission to the General Council for consideration by the Annual Convention.
7. The Women's League may, with the approval of the General Council, enter into affiliation or association with national or international organizations of Women.
8. The women members in each Constituency shall be organized in a Constituency Women's League which shall be supervised by the Constituency Group through its Lady Vice-Chairman. The person elected to be Chairman of the Constituency Women's League shall *ex officio* be Lady Vice Chairman of the Constituency Group.
9. The Constituency Women's League shall convene an Annual General Meeting at which it shall elect from among its members:

- (a) An Executive comprising: Chairman, Vice-Chairman, Secretary, Assistant Secretary/Treasurer, Public Relations Officer, Education Officer, Welfare Officer and ten (10) other members.
  - (b) three (3) representatives to the Constituency Group in addition to the Chairman of the Constituency Women's League.
  - (c) three (3) delegates to the Annual Constituency Conference
  - (d) five (5) delegates to the Annual Conference of the Women's League.
10. The Constituency Women's League shall submit a quarterly report on its activities to the Central Executive through the Constituency Executive.

*ARTICLE 17 — THE ANNUAL CONVENTION*

- 1. The General Council shall summon the Annual Convention on a date in the month of September in each year but shall have the power in its discretion, for good reason, to summon the Annual Convention on a date in a month other than the month of September in any year.
- 2. The General Council shall have the power to summon at any time a Special Convention for specific purposes or on the written request of not less than two-thirds of the number of existing Constituency Groups.
- 3. The Annual Convention or any Special Convention shall comprise:
  - (a) the members of the General Council
  - (b) Ten (10) delegates from the Legislative Group comprising two (2) each from:—
    - i. the Senate
    - ii. the House of Representatives;
    - iii. the Local Government Bodies<sup>30</sup>
    - iv. the Tobago House of Assembly
  - (c) three (3) delegates from the Women's League
  - (d) three (3) delegates from each Constituency Group.
  - (e) two (2) delegates from each Provisional Constituency Group
  - (f) one (1) delegate from each Temporary Constituency Committee
  - (g) one (1) delegate from each Party Group
  - (h) three (3) delegates from the Youth League Executive provided that such Convention shall be deemed to be properly constituted in spite of the absence of delegates from any unit.
  - (i) Observers, who shall be entitled to attend any such Convention, comprise of the following:
    - (a) the Trustees of the Movement;
    - (b) the Board of Directors of the Company responsible for publishing the Party Organ.
    - (c) other members of the Legislative Group who are not entitled to attend a Convention as delegates or as members of the General Council.
    - (d) twelve (12) Foundation Members to be selected by General Council.
    - (e) all members elected to the General Council for the ensuing term.
    - (f) one (1) observer from each affiliate organization with membership of over two hundred (200) provided that such observer is a member of the Movement.
    - (g) such invitees as the General Council may determine.
    - (h) the elected members of the Youth League Executive
    - (i) the elected members of the Women's League Executive,
- 4. The Annual Convention shall be the supreme authority of the Movement and shall have the following rights, power and duties:
  - (a) to consider, formulate, declare or deal in any way with the principles, policy and programme of the Movement.
  - (b) to consider the Annual Report of the General Council.
  - (c) to consider the Annual Political Report

- (d) to consider, adopt, amend or deal in any way with the Constitution of the Movement.
  - (e) to hear and determine appeals from the decision of the General Council on the suspension or expulsion of any member or Unit of the Movement.
  - (f) to deal with any other matter or transact any other business submitted for its consideration by the General Council.
  - (g) to appoint two (2) Auditors to audit the Accounts of the Movement and to consider their audited report.
  - (h) to consider resolutions relative to National and International Affairs and to the Principles, Policy and Programme of the Movement provided that such resolutions have had the prior approval of the General Council or any Annual Constituency Conference.
5. A Special Convention shall have similar rights, powers and duties to those of an Annual Convention within the scope and for the purpose for which it has been summoned by the General Council.

**ARTICLE 18 — ELECTION AND REMOVAL OF OFFICERS**

1. The Chairman, Vice Chairman, Political Leader and General Secretary shall be elected in Annual Convention and shall hold office for the five (5) years and until a successor has been elected, unless they resign or are before removed in Annual Convention.
2. The Deputy Political Leaders (Party and Election Matters, Policy Matters and Legislative Matters) shall be appointed by the Political Leader after consultation with the Chairman, Vice Chairman and the Lady Vice Chairman, and in the case of the Deputy Political Leader Tobago, after consultation with the Chairman and Vice-Chairman of the Tobago Council.<sup>31</sup> They may be removed from office by the Political Leader after consultation with the Chairman, the Vice Chairman and Lady Vice Chairman, and in the case of the Deputy Political Leader, Tobago, after consultation with the Chairman and Vice Chairman of the Tobago Council.<sup>32</sup> They shall be named at each Annual Convention and if removed between Conventions shall be named at the General Council.
3. The other Officers of the Movement shall be elected in Annual Convention and shall hold office for one (1) year and until a successor has been elected.
4. All Officers, with the exception of the Deputy Political Leaders (Party and Election Matters, Policy Matters, Legislative Matters, and Tobago Affairs) shall be elected by secret ballot on the basis of written nominations proposed by a Party Group of the Movement and submitted to the General Council, provided that such nominations shall not be valid without the prior consent of the person nominated given in writing.
- 5.<sup>33</sup> The General Council may by resolution recommend to the Annual Convention that any officer with the exception of the Deputy Political Leaders (Party and Election Matters, Policy, Legislative Matters and Tobago Affairs) shall be dismissed from Office and the matter shall be decided on a motion duly passed at an Annual Convention or a Special Convention convened for the particular purpose.
7. The General Council shall have the power to fill a vacancy occurring in any office in the absence of specific provisions therefor under the Constitution. Where a vacancy occurs in the Office of the Political Leader, such vacancy shall be filled within six (6) months of its occurrence at a Special or Annual Convention.<sup>34</sup>

**ARTICLE 19 — THE POLITICAL LEADER AND DEPUTY POLITICAL LEADERS**

- 1 Subject to the provisions of this Constitution the Political Leader shall be responsible to the Party for the execution of its political affairs and in the execution of this responsibility he shall act in consultation with the Chairman, Vice-Chairman, Lady Vice-Chairman and the Deputy Political Leaders and the General Secretary<sup>35</sup> who shall together comprise the Political Leadership of the Party.
2. The Deputy Political Leader (Party and Election Matters) shall assist the Political Leader in the execution of his responsibilities in his relations with the Party and in matters affecting the relations of the Party with the electorate.
3. The Deputy Political Leader (Policy Matters) shall assist the Political Leader in the execution of his responsibilities in the formulation and implementation on matters of policy.
4. The Deputy Political Leader (Legislative Matters) shall assist the Political Leader in the execution of his responsibilities in relation to members who serve in Parliament in any Local Government Body the Tobago House of Assembly or such Statutory Bodies as may be determined by the Central Executive from time to time.
5. The Deputy Political Leader (Tobago) shall assist the Political Leader in the execution of his responsibilities in relation to Tobago.

**ARTICLE 20 — VOTING AND ELIGIBILITY FOR OFFICE**

1. Voting for all Elections at all levels of the Movement shall be by secret ballot.
2. No person shall be elected to hold any office in the Movement or to represent the Movement at any level who:
  - (a) has not been a member of the Movement for at least twelve (12) months; provided that in the case of members of newly formed or newly resuscitated Party Groups this restriction shall not apply;<sup>36</sup>
  - (b) is unfinancial
  - (c) is the subject of any disciplinary procedure
  - (d) The General Council may in its discretion in special circumstances waive compliance with paragraph (a), (b) and (c).<sup>37</sup>
3. Any person elected or appointed to hold office or to represent the Movement on any Unit or Committee shall automatically forfeit his seat thereon if he absents himself from three (3) consecutive, regular meetings of such Unit or Committee without reasonable excuse stated in writing to the Secretary of such Unit or Committee. And the vacancy thus created shall be declared by the Chairman of the Unit or Committee at its next regular meeting.
4. No unfinancial member may vote at any election of Officers at any level.

**ARTICLE 21 — FUNDS OF THE MOVEMENT**

1. The Funds of the Movement shall consist of such dues, levies, subscriptions, donations and other contributions as and in such manner, from time to time shall be determined by the General Council.
2. All monies and property of the Movement shall be vested in the name of the Movement or in the name of trustees for and on behalf of the Movement.

3. It shall be the duty of the Central Executive to make proper arrangements for the raising, collection, maintenance and control of the funds of the Movement.
4. Each of the several Units of the Movement shall be responsible for such of the funds and property of the Movement as for the time being come under its particular control and shall account for such funds and property to the Central Executive.
5. It shall be the duty of the General Council to appoint two (2) Trustees of the Movement.

#### *ARTICLE 22 — DISCIPLINE*

1. Any member of the Movement who shall, in rivalry or opposition to any Party Candidate or Nominee, or otherwise in defiance of, or contrary to any Party directive or declared policy or principle or announcement, or to the interests of the Movement:
  - (a) publicly announce his intention to participate in or contest, or be a candidate or nominee for election to a seat on any Municipal Corporation or other Public Body; or
  - (b) accept nomination or appointment to any such Municipal Corporation or Public Body shall thereupon cease to be a member of the Movement and shall not subsequently be or be entitled to be a member of the Movement except after the expiration of five (5) years from the date of such announcement or participation or acceptance or consent or otherwise as the case may be as determined by the General Council and then only upon the approval of and on such terms and conditions as the General Council may prescribe.
2. No member of the Movement on any Municipal Corporation or any other Public Body, to which he has been nominated by the Party, may tender his resignation from any such Council or Body without first giving to the General Council notice in writing of his intention so to do with the reason therefore and without first obtaining the permission of the General Council so to do. Any such member who tenders his resignation without such prior notice or permission or who allows his seat to lapse by default or otherwise, shall be liable to such disciplinary action as the General Council may deem fit.
3. Any member of the Movement who publicly expresses any opinion or makes or accepts any statement or pronouncement on the declared policy or principles or programme of the Movement which in the opinion of the General Council is in conflict with or contrary to or in contradiction of the declared policy or principles or programme of the Movement, or who enters into public controversy inimical to the interest of the Movement on any such opinion, statement or pronouncement, shall be required to explain his conduct to the satisfaction of the General Council and if he fails to do so, shall be liable to such disciplinary action as the General Council may deem fit.
4. Any member of the Movement on any Municipal Corporation or other Public Body who votes contrary to the declared policy or principles or programme of the Movement or to any directive of the Movement on any matter, or who willfully omits to vote or to act in accordance with any directive on the policy, principles or programme of the Movement, or does or willfully omits to do any act in connection therewith, which, in the opinion of the General Council, conflicts with or is contrary to the declared policy, or principles or programme of the Movement shall cease to be a member of the Movement and shall not subsequently be or be entitled to be a member of the Movement, except after the expiration of five (5) years from the date of any such act or omission or otherwise as the case may be and then only upon the special approval of the General Council and on such terms and conditions as the General Council may prescribe.

5. Any member of the Movement whose conduct is in the opinion of the General Council inimical to the interests of the Movement shall be liable to such disciplinary action as the General Council may determine.
6. Any member of the Movement who is charged with any breach of discipline may, in the discretion of the General Council, be suspended during the investigation of such charge.
7. A disciplinary charge shall be disposed of expeditiously and in any case within six (6) months of the date of the laying of such charge failing which the charge shall lapse.
8. Any member of the Movement who has been suspended or expelled by the General Council shall have a right to appeal to the next Annual Convention according to the procedure prescribed in the Regulations.

#### ***ARTICLE 23 — RESERVE POWERS AND INTERPRETATION***

The General Council shall have the power to determine all matters on which this Constitution and any Standing Orders or Rules or Regulations made hereunder are silent, or from which ambiguity or difficulty of interpretation or otherwise arises and its decision on any such matter shall be final for all purposes whatever, except as may otherwise be provided in this Constitution<sup>38</sup>.

#### ***ARTICLE 24 — AMENDMENT OF THE CONSTITUTION***

1. This Constitution shall be amended at Annual Convention or Special Conventions on the basis of written proposals duly submitted by a Unit of the Movement.
2. Such proposals shall not be considered at Annual Convention or Special Convention without the prior approval of the General Council.
3. A resolution to amend the Constitution must receive at least two-thirds (2/3) of the votes of the delegates.

#### ***ARTICLE 25 — AMENDMENT OF THE REGULATIONS***

The Regulations of the Party may be amended by a two-thirds (2/3) majority vote by the General Council and will take immediate effect.<sup>39</sup>

#### ***ARTICLE 26 — EMBLEM AND MOTTO***

The emblem of the Movement shall be a Balisier on a background flag of Black, Brown, Yellow and White, symbolizing at one and the same time the Movement's roots in the local environment and its inter-racial solidarity. The Motto of the Movement shall be:

***“MAGNUM EST P.N.M ET PR AE VALEBIT”  
GREAT-IS P.N.M AND IT SHALL PREVAIL***

.....

**PART 2**

**REGULATIONS OF UNITS OF THE PARTY**

***REGULATIONS OF THE PARTY GROUP***

1. **NAME:**  
Each Group shall be known and described by the number and name assigned to it by the Central Executive on the recommendation of the Constituency Executive.
2. **MEMBERS:**  
The Party Group shall comprise such members of the Movement resident within its area of operation as provided for in Article 9(1) or such members as may be permitted by the Central Executive.
3. **OFFICERS:**  
The Officers of a Party Group shall be such persons as are elected at the Annual General Meeting of the Group according to the provisions of Article 9(4) of the Constitution
4. **MEETINGS:**  
Each Party Group shall:
  1. Hold a Regular meeting at least once in each month. The Agenda at such meetings shall be in the following form:
    - (a) Roll Call
    - (b) Confirmation of Minutes
    - (c) Matters arising out of Minutes
    - (d) Correspondence
    - (e) Contributions and subscriptions
    - (f) Consideration of Applications for membership
    - (g) Consideration of Reports
    - (h) Other Business
  2. Convene its Annual General Meeting at the time fixed in the schedule of dates at which meeting it shall elect its Executive, Representatives and Delegates in accordance with Article 9 (4) of the Constitution.
5. **THE PARTY GROUP EXECUTIVE**  
The Party Group Executive shall:
  1. Be generally responsible for the smooth and efficient operation of the Party Group, and the implementation of directives duly issued.
  2. Meet at least once in each and every month;
  3. Within one (1) month of its election, prepare a programme of activities of the Group and submit same for the approval of the Constituency Executive.
  4. Have the power to fill such vacancy as may arise during their term of office. Whenever such vacancy is filled it shall be the duty of the Secretary, within seven (7) days thereof, to inform the General Secretary of the Movement and the Constituency Group of such appointment.
6. **UNFINANCIAL MEMBER**  
A member who is in arrears for three (3) months of his monthly subscription shall be deemed to be an unfinancial member and shall not enjoy voting rights. Full financial status shall be restored upon payment of arrears.

**REGULATIONS OF THE CONSTITUENCY GROUP**

1. NAME:  
Every Constituency Group shall bear the name of the Electoral District in which it operates.
2. COMPOSITION:  
The Constituency Group shall comprise three (3) members from each Party Group operating in its Constituency duly elected by the Party Group for that purpose, the Chairman of the Constituency Women's League and three (3) other representatives from the Women's League and the Chairman of the Constituency Youth League and three (3) other representatives from the Constituency Youth League and the Male and Female Youth Officers of the Constituency.
3. MEETINGS:  
The Constituency Group shall meet at least once per month.
4. FUNCTIONS:  
The Constituency Group shall:
  1. Be responsible for the organization, administration and control of Party affairs in its electoral district and for carrying out the duties set out in Article 10 (2) of the Constitution.
  2. Supervise the working and functioning of the Constituency Women's League and the Constituency Youth League.
  3. Fill vacancies among its officers and other members of the Constituency Executive, provided that at least seven (7) days notice shall be given of any meeting summoned for that purpose.
5. CONSTITUENCY EXECUTIVE  
The Constituency Executive shall:
  1. Be charged with the responsibility of directing and supervising the working and functioning of the Party Group, the Constituency Women's League and the Constituency Youth League and shall generally serve as the Executive arm of the Constituency Group in the exercise of its duties and functions.
  2. Meet at least once per month.
  3. Within one (1) month of its election prepare a comprehensive programme of activities for the Constituency for the ensuing year.
  4. Consider within one (1) month of receipt thereof programmes of activities submitted by Party Groups.
  5. Summon the Annual Constituency Conference.
6. TERM OF OFFICE:  
The members of the Constituency Group and the Constituency Executive shall hold office for one (1) year and shall continue in office and perform their functions until the new Constituency Group and Constituency Executive are installed at the next Annual Constituency Conference.
7. SECRETARY:  
The Secretary of the Constituency Group shall:
  1. Be responsible for forwarding to the General Secretary all relevant information about the Constituency Group and Executive. Such information shall among other things include:
    - (a) the number of Party Groups functioning
    - (b) names and addresses of members of the Constituency Group.
    - (c) names and addresses of members of the Constituency Executive

- (d) place, date and time of regular meetings of the Constituency Group and Executive.
2. Prepare the Minutes and summon meetings of the Constituency Group and Executive.
  3. Submit to the Central Executive, through the General Secretary, a monthly report of the Constituency's financial position, a quarterly report of its activities and an annual inventory of all property in the custody of the Constituency Group.
  4. Submit a report to the Annual Constituency Conference on the activities of the Constituency for the previous year.
  5. Perform such other duties as the Constituency Group may from time to time determine.
8. OUTGOING OFFICERS AND PARTY PROPERTY:
1. It shall be the duty of all outgoing Officers and members of the Constituency Group within fourteen (14) days of relinquishing Office to hand over to the new Constituency Executive all funds, books, documents and Party property entrusted to their keeping.
  2. All Officers and Members of the Constituency Group shall be responsible for the custody and safety of all monies, books, documents, vouchers, receipts or other records in their charge and shall at the request of the Central Executive forthwith produce and deliver these to the General Secretary of the Movement.
9. AGENDA:  
The Agenda for the regular meetings of the Constituency Group and Executive shall be in the following form:
1. Roll Call
  2. Minutes
  3. Business arising out of Minutes
  4. Correspondence.
  5. Contributions
  6. Applications for membership
  7. Consideration of Reports
  8. Other Business
  9. Date and Place of next meeting.
10. CONSTITUENCY CONFERENCE:
1. The Constituency Conference shall be held at such time and place as shall be determined by the Constituency Executive having regard to the Schedule of Approved Dates and the provisions of Article 10(5)(a).<sup>40</sup>
  2. The Constituency Conference shall receive an Audited Financial Statement from the Treasurer of the Constituency and shall receive reports from all outgoing officers and representatives in the Legislative Group.
11. VOTING:
1. Voting at regular meetings of the Constituency Group and Executive shall be by show of hands, provided that a member may, by resolution duly passed to that effect, demand a vote by ballot.
  2. Decisions on all matters, except as otherwise provided by the Constitution shall be a simple majority.
  3. The Chairman shall have an original as well as a casting vote.

12. PROVISIONAL AND TEMPORARY CONSTITUENCY GROUP:
  1. Subject to regulations as may from time to time be prescribed for their operation, a Provisional or Temporary Constituency Group shall have generally the powers and perform the duties of a Constituency Group and Constituency Executive.
  2. The first meeting of a Provisional or Temporary Constituency Group shall be convened and the election of Officers supervised by an Officer or other person appointed by the Central Executive.

#### ***REGULATIONS OF THE GENERAL COUNCIL***

1. CHAIRMAN POWERS AND DUTIES  
The Chairman of a meeting of the General Council shall be determined in accordance with the provisions of the Constitution as contained in Article 12 (4).
  1. The Chairman shall be responsible for maintaining the discipline and decorum of the meeting and his ruling shall be final and binding on all members.
  2. The Chairman shall have power to regulate the conduct of business in all matters not provided for in these Standing Orders and shall have an original and casting vote.
  3. Any Officer presiding over the General Council in accordance with the provisions of the Constitution to that effect shall have and exercise the like powers of the Chairman.
  4. The Chairman may, in his discretion, limit the speaking time of any member during discussions on any subject.
2. CONDUCT OF MEETINGS:
  1. The business of the General Council shall be conducted in accordance with the Regulations herein prescribed. Matters for the consideration of the General Council shall be brought before it in the form of papers, statements, reports.
  2. The Chairman may in his discretion terminate any discussion by putting the matter to the vote if in his opinion the matter has been sufficiently ventilated.
  3. Any member may move the closure of a debate and such motion need not be seconded, but it shall be entirely within the discretion of the Chairman to accept or reject such motion.
  4. Except with the permission of the Chairman no member shall be allowed to speak more than once on any motion provided that the mover of a motion shall have a right to reply.
3. STANDING COMMITTEES  
The General Council shall:
  1. appoint its Standing Committees as prescribed in Article 12(5) of the Constitution and shall expeditiously fill any vacancies arising therein from time to time.
  2. approve all rules, regulations and Standing Orders of its Standing Committees and amendments thereto.
  3. require each of its Standing Committees to submit quarterly reports.
4. MEETINGS
  1. The General Council shall meet at least once in every month at such date, time and place

- as it may decide.
2. The notice and Agenda for a regular meeting shall be circulated at least five (5) days prior to the date of the meeting.
  3. A Special Meeting shall be called at any time by the General Secretary:
    - (a) on the discretion of the Chairman
    - (b) on a written request signed by fifteen (15) members
    - (c) on a written request of the Political Leader.
  4. At a Special Meeting only the matters for which the meeting has been called may be discussed.
5. **AGENDA**  
 The Agenda for the regular meetings of the General Council shall be in the prescribed form:
1. Roll Call
  2. Minutes
  3. Business arising out of the Minutes
  4. Correspondence
  5. Finance — A statement of the Receipts and Payments for the preceding month
  6. Reports:
    - (a) Report of the State of the Party in the preceding month
    - (b) Tobago Council<sup>11</sup>
    - (c) Standing Committees
    - (d) Ad-hoc Committees
    - (e) Central Executive
    - (f) Other Reports
  7. General Business.

***REGULATIONS OF CENTRAL EXECUTIVE***

1. **CHAIRMAN'S POWERS AND DUTIES**  
 The Chairman of a meeting of the Central Executive shall be determined in accordance with the provision of the Constitution as contained in Article 12(4).
  1. The Chairman shall be responsible for maintaining the discipline and decorum of the meeting and his ruling shall be final and binding on all members.
  2. The Chairman shall have power to regulate the conduct of business in all matters not provided for in these Standing Orders and shall have an original and casting vote.
  3. Any Officer presiding over the Central Executive in accordance with the provisions of the Constitution to that effect, shall have and exercise the like powers of the Chairman.
  4. The Chairman may in his discretion limit the speaking time of any member during discussion on any subject.
2. **MEETINGS:**
  1. The Central Executive shall meet at least once every month at such time and place as may be decided upon.
  2. At such meetings the quorum shall be ten (10) of whom at least three (3) shall be Officers of the Movement.
  3. The Agenda for a regular meeting shall be circulated five (5) days prior to the date of the meeting and shall be in the following form:
    - (a) Roll Call

- (b) Minutes
- (c) Matters arising out of Minutes
- (d) Correspondence
- (e) Finance
- (f) Applications for membership
- (g) Reports of Standing Committees
- (h) Reports of Units of the Movement
- (i) General Business.

4. Within fourteen (14) days of its composition, that is to say its first meeting, the Central Executive shall hold a special meeting for the specific purpose of proposing a programme and budget for the current term which it shall submit to the second meeting of the General Council for its consideration and approval.
5. A Special Meeting shall be called at any time by the General Secretary either: —
  - (a) on the direction of the Chairman; or
  - (b) on a written request signed by five (5) members, or
  - (c) on the written request of the Political Leader. Such request should clearly indicate the matter or matters to be discussed.
6. At a Special Meeting only the matters for which the meeting has been called may be discussed.

3. DISCIPLINE

1. Any member or unit may, save where otherwise provided by the Constitution, make a complaint against any other member or unit for breach of the provisions of the Constitution or the regulations made thereunder or for contravention of any directive of the General Council or infringement of the announced policy of the Movement.
2. The complaint shall be made in the first instance to the Central Executive and shall be in writing duly signed and shall set out briefly the subject matter of the complaint-
3. The Central Executive shall refer any charge or complaint referred to it by any member or Unit to the Investigation Committee for consideration and report.

**REGULATIONS OF THE LEGISLATIVE GROUP**

1. MEMBERS:

***The Legislative Group shall comprise***

- (a) Those members of the Movement who are members of the House of Representatives, the Senate, Local Government Bodies, the Tobago House of Assembly and all Party members serving as Appointed members on Statutory Committees.
- (b) The persons approved by the Central Executive as the Movement's candidates for election to the appropriate Legislative Bodies mentioned in (a) above. Any such person shall automatically cease to be a member if he fails to be elected.

2. OFFICERS:

The Legislative Group shall have the following officers:

- (a) Chairman
- (b) Secretary
- (c) Assistant Secretary
- (d) Treasurer

3. CHAIRMAN:
  - (a) The Political Leader of the Party shall be Chairman ex-officio of the Legislative Group.
  - (b) In the absence of the Political Leader, the Deputy Political Leader (Legislative Matters), the Deputy Political Leader (Policy Matters), the Deputy Political Leader (Party and Election Matters), and the Deputy Political Leader (Tobago) in that order shall act as Chairman and in the absence of the foregoing a Chairman shall be elected by the members present.
4. SECRETARY:
  - (a) The Secretary and Assistant Secretary shall be elected by members and shall hold office for one (1) year or until such time as their successors are elected.
  - (b) The duties of the Secretary shall include the following:
    - (i) keeping a record of the proceedings of each meeting and the preparation of Minutes of such proceedings;
    - (ii) keeping a register of the names and addresses and other relevant information in respect of members of the Group.
    - (iii) keeping an attendance record of all meetings of the Group.
    - (iv) collecting all contributions by members and handing over such contributions to the Treasurer of the Group.
5. TREASURER:
  - (a) The Treasurer shall be elected by the members and shall hold office for one (1) year or until such time as his successor is elected.
  - (b) The Treasurer shall forward to the General Secretary at the end of each month all monies remaining in his possession.
  - (c) The Treasurer shall keep an account of all monies received and paid out by him, and shall give a report of the financial status of the Group at each meeting. He shall also submit a yearly audited statement of accounts to the Annual Conference of the Group.
6. FUNDS:

The Legislative Group, subject to the approval of the General Council may raise funds by donations, special levies and other means.

  - (a) Party members listed in the schedule hereunder, shall pay into the General Fund of the People's National Movement seven and one half percent (7 1/2%) (or such percentage or quantum as determined by the General Council from time to time) of the basic salary or wage or allowance which they receive by virtue of their office<sup>42</sup>
    - (i) Members of the House of Representatives
    - (ii) Senators
    - (iii) Mayors and Deputy Mayors
    - (iv) Chief Secretary of Tobago House of Assembly
    - (v) Chairman and Vice Chairman of Local Government Bodies
7. AGENDA:

The Agenda for each meeting of the Group shall be prepared by the Secretary for the approval of the Chairman.

8. MEETINGS:
  - (a) The Group shall meet on the second Wednesday in every month at such time and place as the Chairman may determine, provided that the date and place for each meeting may be altered from time to time by the majority decision of the Group.
  - (b) The Chairman may summon a Special Meeting of the Group any time.
9. QUORUM:

One third (1/3) of the members of the Group shall constitute a quorum.
10. MINUTES:

The Minutes of every meeting of the Group shall be circulated at the next regular meeting.
11. COMMITTEES:
  - (a) There shall be a Standing Committee of the Group known as the Vigilance Committee of the Legislative Group which will keep under constant supervision the discipline, attendance and other obligations and responsibilities of members. This Committee may report any member to the Group for appropriate action.
  - (b) The Chairman shall appoint the members of the Standing Committees and such Special Committees as from time to time be decided upon by the Group.
  - (c) The powers and duties of all Committees shall be fixed by the Group.
  - (d) The Chairman of the Group shall nominate the Chairman of every Committee at the time of naming the Committee and shall fix the quorum thereof.
12. DECISIONS:

All decisions of the Group shall be by majority vote of those members present and voting. The Chairman shall have an original and a casting vote.
13. LEADER OF THE HOUSE:
  - (a) The Leader of the House shall be such person nominated by his colleagues in each Council to hold that office.
  - (b) The Leader of the House shall submit a monthly report of the activities of his Council to the Secretary of the Group not later than one (1) week before the regular meeting.
  - (c) The Leader of the House shall report immediately to the Chairman of the Group any infringement of discipline by members of his Council.
14. POLICY ADVISORY COMMITTEE:

The Chairman of each Policy Advisory Committee of the Group as established by the General Council shall submit a monthly report on its activities to the Group in the form prescribed by the Group.
15. ANNUAL CONFERENCE:

The Group shall hold an Annual Conference at which it shall consider inter alia its activities for the year and the audited accounts.

At the Annual Conference, the Legislative Group shall elect:

  - (a) the Officers of the Group to hold office for one (1) year;
  - (b) representatives on the General Council and Central Executive in accordance with the Provisions of the Constitution.
  - (c) representatives on the appropriate Standing Committees of the General Council
  - (d) delegates to the Annual Convention in accordance with the provisions of the Constitution.

16. **REPORTS:**  
The Group shall submit to the General Council:
- (a) Quarterly reports on its activities
  - (b) an Annual Report on its activities for consideration by the Annual Convention.
  - (c) a Comprehensive Annual Report of Political Activities at all levels of Government in the Country for consideration by the Annual Convention,

### ***REGULATIONS OF THE YOUTH LEAGUE***

1. **MEMBERS:**  
The Youth League shall comprise the youth members of the Movement.
2. **FUNCTIONS:**  
The activities of the Youth League shall be aimed at preparing the Youth Members for working towards the fulfillment of the Aims and Objects of the Movement as defined in Article 2 and promoting educational, sporting, cultural, economic, social and moral activities among its members.
3. **YOUTH OFFICERS;**  
The Youth Officers of the Movement shall be responsible for the organization, supervision and functioning of the Youth League.
4. **YOUTH LEAGUE EXECUTIVE:**  
The Executive of the Youth League shall comprise the Youth members elected to hold office in accordance with Article 15 (4).
5. **MEETINGS:**  
The Executive of the Youth League shall meet at least once per month.
6. **POWERS AND DUTIES:**  
The Youth League shall:
- (i) convene the Annual Youth Conference in the month of July in each year.
  - (ii) be responsible for guiding and coordinating the working and functions of the respective Constituency Youth Leagues under the supervision of the Constituency Groups through their Youth Officers.
  - (iii) draw up an Annual Programme for consideration of the Annual Conference of the Youth League and the approval of the General Council.
  - (iv) submit a quarterly report on its activities to the Central Executive and an Annual Report of its activities to the General Council for the consideration of the Annual Convention.
7. **ANNUAL YOUTH CONFERENCE:**  
The Annual Youth Conference of the Youth League shall:
- (i) elect:
    - (a) The members of the Youth League Executive;
    - (b) Representatives to the General Council
    - (c) Delegates to the Annual Convention
  - (ii) consider reports and resolutions from the respective Constituency Youth Leagues;
  - (iii) consider the Annual Programme of the League for submission to the General Council.
  - (iv) approve resolutions to be submitted to the General Council for presentation to the Annual Convention.

- 8 THE CONSTITUENCY YOUTH LEAGUE:  
 The youth members of each Constituency shall be organized in a Constituency Youth League, but may for convenience and the better performance of its functions, be divided into as many branches as may be found practicable or necessary by the Constituency Group on the recommendation of the Constituency League Executive.
- The Constituency Youth League shall comprise a minimum of fifty (50) financial members.
9. POWERS AND DUTIES:  
 The Constituency Youth League shall:
- (i) be responsible for promulgating the Aims and Objects of the Youth League and carrying out the decisions and directions thereof, within the Constituency.
  - (ii) work under the supervision of the Constituency Youth Officers and in collaboration with the Constituency Group and Executive.
  - (iii) submit through the Constituency Executive a quarterly report on its activities to the General Council.
  - (iv) hold an Annual General Meeting in the month of June in each year at which it shall:
    - (a) elect its Executive
    - (b) elect three (3) delegates to the Annual Youth Conference;
    - elect three (3) delegates to the Annual Constituency Conference.
    - elect three (3) representatives to the Constituency Group
10. MEETINGS:
- (a) The full membership of Constituency Youth Leagues shall meet at least once per month.
  - (b) The Executive of the Constituency Youth League shall meet once per month.
  - (c) Groups of members shall meet as often as necessary for the purpose of carrying out various projects.
  - (d) At all meetings of Constituency Youth members, the Constituency Youth Officer, as an adult member, shall be present for the purpose of giving general superintendence of the activities of the Youth members.
11. FUNDS:  
 The Funds of the Youth League shall be obtained from:
- (a) The quarterly subscription of members three dollars (\$3.00) or such sum as prescribed by the General Council.
  - (b) fund raising activities;
  - (c) such other means as may be approved by the Youth League Executive and the Central Executive.
12. CONTROL OF FUNDS:
- (a) All applications for Fund Raising projects must be made through the Youth League Executive to the Central Entertainment Committee, whose written approval must be obtained. The Central Entertainment Committee, if it deems desirable in respect of any application, may consult with one or both Youth Officers of the Movement.
  - (b) all funds raised by the Youth League shall be deposited in the case of the Youth League Executive with the General Secretary of the Movement, In the case of the Constituency Youth League with the Treasurer of the Constituency.
13. DISCIPLINE:
- (a) in all circumstances the provisions of Article 22 of the Constitution shall apply to members of the Youth League.
  - (b) the Youth Officers of the Movement, and of the Constituency Group shall be responsible for the discipline of Youth members.

## **REGULATIONS OF THE WOMEN'S LEAGUE**

1. MEMBERS:  
The Women's League shall comprise the Women members of the Movement.
2. FUNCTIONS:  
The Women's League, in addition to the Aims and Objects of the Movement, shall:
  - (a) have the special responsibility for dealing with the problems of Women and for promoting the full participation of Women in all phases of national and community life with particular emphasis on moral, social, economic and cultural activities.
  - (b) promote by co-operative activity of all kinds among women of the community, a firm basis of inter-racial solidarity.
  - (c) pursue such activities as are calculated to preserve the sanctity of the Home and Family Life.
  - (d) subject to Article 16(7) of the Constitution, to develop and maintain friendly relations with Women's Organizations within and outside of the Country for the exchange of ideas and the furtherance of international understanding.
3. WOMEN'S LEAGUE EXECUTIVE:  
There shall be a Women's League Executive as provided by Article 16(4) of the Constitution.
4. POWERS AND DUTIES:  
The Women's League Executive shall:
  - (a) convene an Annual Conference of the Women's League in the month of July in each year.
  - (b) be responsible for guiding and coordinating the working and functions of the respective Constituency Women's Leagues in collaboration with the Constituency Groups.
  - (c) draw up an Annual Programme for consideration of the Annual Conference of the Women's League and the approval of the General Council.
  - (d) Submit a quarterly report of its activities and finances to the Central Executive and an Annual Report of its activities to the General Council for the consideration of the Annual Convention.
  - (e) elect whenever a Special Convention is convened three (3) delegates to represent it at such Special Convention.
5. ANNUAL CONFERENCE:  
The Annual Conference of the Women's League shall: —
  - (a) elect the members of the Executive within its competence
  - (b) consider reports and resolutions from the respective Constituency Women's Leagues;
  - (c) consider the Annual Programme of the League for submission to the General Council
  - (d) elect three (3) representatives to the General Council
  - (e) elect such members on Standing and other Committees as are and may from time to time be prescribed.
  - (f) elect three (3) delegates to the Annual Convention
  - (g) approve resolutions to be submitted to the General Council for representation to the Annual Convention.
6. CONSTITUENCY WOMEN'S LEAGUE:  
The Women members of each Constituency shall be organized in a Constituency Women's League, but may for convenience and the better performance of its functions be divided into as many branches as may be found practicable or necessary by the Constituency League Executive.

7. POWERS AND DUTIES:  
The Constituency Women's League shall:
- (a) be responsible for promulgating the Aims and Objects of the Women's League and carrying out the decisions and directions thereof, within the Constituency.
  - (b) work under the supervision of the Constituency Group and in collaboration therewith through its Lady Vice-Chairman.
  - (c) submit through the Constituency Executive a quarterly report on its activities to the General Council.
  - (d) hold an Annual General Meeting in the month of June in each year at which it shall:—
    - (i) elect its Executive
    - (ii) elect three (3) delegates to the Annual Constituency Conference
    - (iii) elect five (5) delegates to the Annual Conference of the Women's League.
 Voting at the Annual General Meeting shall be restricted to members of the Constituency Women's League.
8. MEETINGS AND QUORUM:  
The Women's League Executive shall meet at least once per month. Ten (10) members shall constitute a quorum.
9. VOTING:  
Voting shall be as provided in the Constitution. The Chairman shall have an original as well as a casting vote.
10. FUNDS OF THE WOMEN'S LEAGUE:  
The Funds of the League shall be obtained from: —
- (a) voluntary subscriptions of members for specific purposes;
  - (b) levies approved by the Women's League Executive for the League projects.
  - (c) such other means as the Women's League Executive may approve. The Funds of the League shall be controlled as follows: —
    - (a) All money raising projects must get approval of the Women's League Executive, and where funds are to be raised by way of an entertainment function, prior approval must also be obtained from the Central Entertainment Committee.
    - (b) No money raising project must be undertaken by a Constituency Women's League without informing the Constituency Executive as soon as approval is obtained from the Women's League Executive.
    - (c) The Constituency League Executive Treasurer and League Branch Treasurer shall not hold more than five hundred dollars (\$500.00)<sup>43</sup>.
    - (d) All monies collected by the Constituency League Executive and branches must be forwarded to the Women's League Executive Treasurer within fourteen (14) days together with a Financial Statement. A copy of each Statement is to be sent to the Constituency Treasurer.
    - (e) The Women's League Executive Treasurer shall not hold more than three hundred dollars (\$300.00) cash. All sums in excess of three hundred dollars (\$300.00) shall be lodged in a bank account in the name of the Chairman, Secretary and Treasurer of the Women's League Executive, of whom the Treasurer and any one of the two others may be authorized to make withdrawals.
    - (f) The Women's League Executive, in collaboration with the Treasurer of the Movement, shall determine how the funds of the League shall be expended.

- (g) The Women's Constituency Executive accounting system with modification as may be deemed necessary shall apply.
  - (h) The funds of the Women's League Executive shall be audited by the Auditors of the Movement.
11. DISCIPLINE:  
(a) In all circumstances, the provisions of Article 22 of the Constitution shall apply to all members of the League.  
(b) Each Constituency Women's League may investigate any breach of discipline within its membership for reporting to the Constituency Executive.
12. UNIFORM:  
White dress with Balisier Emblem.

***REGULATIONS OF THE ANNUAL CONVENTION  
AND SPECIAL CONVENTIONS***

1. COMPOSITION:  
(a) The Annual Convention shall comprise those members and delegates as set out in Article 17(3) of the Constitution.  
(b) Observers attending the Annual Convention shall have the right to speak but not to vote.
2. POWERS:  
The Annual Convention shall be the Supreme Authority of the Movement and shall have the power, rights and duties set out and contained in the Constitution at Article 17(4).
3. CHAIRMAN:  
The Chairman of the Annual Convention shall be the Chairman of the Movement and in his absence the Vice-Chairman. In the absence of both of the foregoing, the Lady Vice-Chairman in the absence of all of the foregoing such other Officer of the Movement as the delegates shall elect from among those Officers present.
4. SECRETARY:  
The Secretary of the Annual Convention shall be the General Secretary of the Movement.
5. QUORUM:  
One hundred (100) members eligible to attend and who shall have the right to vote shall constitute a quorum.
6. VENUE:  
The Annual Convention shall sit at such time and places as may be fixed by the General Council pursuant to Article 12 (6).
7. RESOLUTIONS:  
The Annual Convention shall consider resolutions relating to National and International Affairs and to the Principles, Policy and Programme of the Movement, provided that such resolutions shall have had prior approval by the General Council or any Annual Constituency Conference.

.....

**PART 3**

**REGULATIONS OF STANDING COMMITTEES OF THE GENERAL COUNCIL**

***1. DISCIPLINARY COMMITTEE***

1. **MEMBERS:**

The Disciplinary Committee shall comprise ten (10) members at least two (2) of whom shall be drawn from each of the following:

  - (a) the Officers of the Movement;
  - (b) the General Council
  - (c) the Central Executive
  - (d) the Legislative Group
  - (e) the nominee of the Women's League and of the Youth League
2. **MEETINGS:**

Members of the Committee shall hold office for one (1) year. The Disciplinary Committee shall meet as often as is necessary for the prompt determination of matters referred to it.
3. **QUORUM:**

At a meeting of the Disciplinary Committee five (5) members shall constitute a quorum.
4. **OFFICERS:**

The Chairman shall be appointed by the General Council. The Committee at its first meeting, shall elect annually from among its members the following other officers:

  - (a) Vice Chairman
  - (b) Secretary
  - (c) Assistant Secretary.
5. **FUNCTIONS:**
  - (a) The Disciplinary Committee shall be responsible for all matters of discipline in the Movement and shall hear and determine charges brought against a member or Committee or Unit of the Movement by the Central Executive on the basis of reports from the Investigation Committee.
  - (b) The members of the Committee shall, for the purpose of discharging their responsibilities, have the power to call for and shall have access to all books, records, documents of the Movement and shall have the power to summon any member of the Movement to appear before it.
  - (c) In hearing and determining any matters referred to it, the Committee shall observe the principles of natural justice. Provided that a member charged with any offence be allowed to name any other member to assist him in his defence.
4. The Committee, where it considers the circumstances warrant, may request any member or unit against whom any charge or matter is preferred to submit, if he or it so desires within a fixed time, his defence in writing and may in its discretion without any oral hearing, having regard to the defence set out, determine such charge or matter.
5. The Committee shall transmit its findings and recommendations in writing to the General Council upon any matter referred to it as expeditiously as possible after determination thereof.

6. VOTING:
  - (a) Decisions of the Committee shall be by simple majority.
  - (b) Voting shall be by secret ballot.
7. REPORTS:

The Committee shall submit:

  - (a) Quarterly reports on its activities to the General Council.
  - (b) An Annual Report to the General Council.

## **2. EDUCATION COMMITTEE**

1. MEMBERS:

The Education Committee shall comprise:

  - (a) the Education Officer of the Movement
  - (b) the Youth Officers of the Movement
  - (c) the Public Relations Officer of the Movement
  - (d) the Education Officer of the Women's League and of the Youth League.<sup>44</sup>
  - (e) all Constituency Education Officers
  - (f) ten (10) persons appointed by the General Council from members of the Movement.
2. QUORUM:

At meetings of the Committee ten (10) members shall constitute a quorum.
3. OFFICERS:
  - (a) The Chairman of the Committee shall be the Education Officer of the Movement.
  - (b) The Committee shall elect annually at its first meeting the following other Officers:
    - (i) Vice-Chairman
    - (ii) Secretary
    - (iii) Assistant Secretary
4. TERMS OF REFERENCE:
  - (a) The Committee shall be responsible for the social, political, economic and cultural education of the members of the Movement in particular and the members of the public in general and shall take appropriate steps for the attainment of these objectives.
  - (b) In its programme of activities the Committee shall place special emphasis on the establishment of a party school, the holding of seminars and weekend schools.
  - (c) The Committee shall co-operate with and assist in the promotion of the educational activities of all units and Standing Committees of the Movement.
5. MEETINGS:

The Committee shall meet at least once per month.
6. REPORTS:

The Committee shall, in accordance with the Constitution, prepare for the consideration of the General Council:

  - (a) Quarterly reports on its activities
  - (b) An Annual Report of its working for the previous year.

## **3. RESEARCH COMMITTEE**

1. MEMBERSHIP:

- (a) The Research Committee shall comprise ten (10) members; eight (8) appointed by the General Council, the nominee of the Women's League and of the Youth League
  - (b) The Committee shall have the power to co-opt.
  - (c) The Committee may interface with such available expertise as considered relevant to its deliberations.
2. QUORUM:  
At meetings of the Committee five (5) members shall constitute a quorum.
  3. OFFICERS:  
The Officers of the Committee shall be the Chairman appointed by the General Council and a Secretary elected by the Committee from among its members.
  4. FUNCTIONS:  
The functions of the Committee shall be as follows:
    - (a) to establish, maintain and control the archives of the Movement.
    - (b) to prepare studies on social, economic, political and organizational subjects for consideration by the General Council.
    - (c) To prepare and maintain records and statistics relating to elections.
  5. POWERS:  
In addition to preparing statements on subjects referred to it by the General Council, the Committee shall have power to initiate studies on subjects upon which it considers the General Council should be advised.
  6. MEETINGS:  
The Committee shall meet as often as necessary, but in any case at least once per month.
  7. REPORTS:  
The Committee shall in accordance with the Constitution prepare for the consideration of the General Council: —
    - (a) A quarterly report on its activities
    - (b) An Annual Report on its working for the previous year.

#### **4. FOREIGN AFFAIRS<sup>45</sup> COMMITTEE**

1. MEMBERSHIP:  
The Foreign Affairs Committee shall comprise:
  - (a) a Chairman appointed by the Political Leader
  - (b) Nine (9) other members appointed by the General Council, the nominee of the Women's League and of the Youth League
 The members of the Committee shall hold office for one (1) year.
2. TERMS OF REFERENCE:  
To consider and report on all matters referred to it by the Central Executive and the General Council pertaining to relations between Trinidad and Tobago and Commonwealth or other countries; and to bring to the notice of the General Council any matter involving such relations together with its report and recommendations thereon.
3. SECRETARY:  
There shall be a Secretary who shall be elected annually by the members of the Committee at its first meeting.
4. QUORUM:  
The quorum for a meeting of the Committee shall be five (5)

5. MEETINGS:  
The Committee shall meet at least once per month, provided the Political Leader or any three (3) members may request, in writing, that a Special Meeting be summoned. Decisions shall be by a simple majority taken by a show of hands.
6. REPORTS:  
In addition to the quarterly and annual reports required by the Constitution, the Committee shall submit to the General Council for its consideration such other reports as may be necessary.

#### **5. PUBLIC RELATIONS COMMITTEE<sup>46</sup>**

1. MEMBERS:  
The Committee shall comprise: —
  - (a) The Public Relations Officer of the Movement, who shall be Chairman.
  - (b) The Public Relations Officer of each Constituency
  - (c) The Public Relations Officer of the Women's League
  - (d) The Public Relations Officer of the Youth League.
  - (e) Three (3) other members appointed by the General Council.
  - (f) The nominee of the Women's League and of the Youth League
2. QUORUM:  
At meetings of the Committee ten (10) members shall constitute a quorum.
3. OFFICERS:  
The Committee shall elect annually, at its first meeting the following officers: —
  - (a) Vice Chairman
  - (b) Secretary
  - (c) Assistant Secretary.
4. TERMS OF REFERENCE  
The Committee shall be responsible: —
  - (a) for analyzing and evaluating public thought and sentiment towards the Movement.
  - (b) for keeping constantly before the public eye, the aims, objects and achievements of the Movement, and identifying these with the public interest.
  - (c) for recommending to the General Council such action as it may deem necessary to counteract criticisms and propaganda which affect the Movement.
  - (d) for feeling out and reporting to the General Council the sentiment on any proposed action of Government.
5. MEETINGS:  
The Committee shall meet at least once per month.
6. REPORTS:  
The Committee shall, in accordance with the Constitution, prepare for the consideration of the General Council:
  - (a) quarterly reports on its activities;
  - (b) an Annual Report on its working for the previous year.

## **6. LABOUR RELATIONS COMMITTEE**

1. MEMBERS:  
The Labour Relations Committee shall comprise: —
  - (a) The Labour Relations Officer as Chairman; and
  - (b) Eight (8) other members appointed by the General Council
  - (c) The nominee of the Women's League and of the Youth League
2. OFFICERS:  
The Committee shall, at its first meeting, elect the following officers: —
  - (a) Vice Chairman
  - (b) Secretary.
3. QUORUM  
At a meeting of the Committee five (5) members shall constitute a quorum.
4. TERMS OF REFERENCE:
  - (a) The Committee shall consider generally all matters affecting Labour including industrial relations, trade unions and the operation of the Labour Code.
  - (b) The Committee shall consider and advise upon such further matters as may be referred to it from time to time.
5. MEETINGS:  
The Committee shall meet at least once per month.
6. REPORTS:  
The Committee shall, in accordance with the Constitution, prepare for the consideration of the General Council: -
  - (a) quarterly reports on its activities
  - (b) an Annual Report on its working for the previous year.

## **7. ELECTIONS STRATEGY COMMITTEE**

1. MEMBERS AND OFFICERS:  
The Elections Strategy Committee shall comprise:
  - (a) The Political Leader — Chairman
  - (b) Four (4) Deputy Political Leaders with the Deputy Political Leader (Party and Elections Matters) as Vice Chairman.
  - (c) The Party Chairman
  - (d) The Vice Chairman
  - (e) The General Secretary — Secretary
  - (f) Treasurer
  - (g) The Public Relations Officer
  - (h) The Party Elections Officer — Assistant Secretary
  - (i) The Field Officer
  - (j) The Party Operations Officer.
2. QUORUM:  
At the meetings of the Committee six (6) members shall constitute a quorum.
3. POWERS AND DUTIES:  
Subject to the provisions of the Constitution:
  - (a) the Committee shall be the final authority on all matters relating to public meetings, election strategy, propaganda documents and statements.
  - (b) the Committee shall supervise the work of the Central Elections Committee and of the Operations Committee.

- (c) as the necessity arises, the Committee, after consultation with the appropriate Constituency Executive, shall nominate an Elections Campaign Manager for each Constituency.
  - (d) the Committee shall appoint, in order to obtain the necessary information on which to base its strategy decision, an appropriate number of Election Area Advisers each maintaining liaison with the Election authority in a number of Constituencies. These Election Area Advisers shall report to Regional Coordinators, appointed by the Strategy Committee, who shall report directly to the Political Leader. Reasonable travel allowances shall be made to those Advisers and Coordinators. Area Advisers and Regional Coordinators shall be ex-officio members of the Elections Committee.
4. MEETINGS:  
The Committee shall meet at such time as summoned by the Political Leader.
  5. REPORTS:  
The Committee shall, in accordance with the Constitution, prepare for the consideration of the General Council an Annual Report on its working for the previous year.

#### **8. CENTRAL ELECTIONS COMMITTEE**

1. MEMBERS AND OFFICERS:  
The Central Elections Committee shall comprise:
  - (a) The Party Elections Officer — Chairman.
  - (b) The Assistant General Secretary — Secretary
  - (c) The Elections Officer of each Constituency
  - (d) The Elections Campaign Manager of each Constituency nominated by the Elections Strategy Committee
  - (e) The Chairman of the Women’s League
  - (f) The Chairman of the Youth League.
2. QUORUM:  
At meetings of the Committee fifteen (15) members of the Committee shall constitute a quorum.
3. POWERS AND DUTIES:  
The Central Elections Committee, the work of which shall be supervised by the Elections Strategy Committee:
  - (a) shall have the specific responsibility of ensuring that the elections machinery of Constituencies is at all times well organized and prepared at short notice to function smoothly.
  - (b) shall set up sub-committees instructed by the Elections Strategy Committee, such sub-committee to have power to co-opt members of the Movement.
  - (c) shall work in liaison with the Constituency Elections Committee

#### **9. PARTY WELFARE COMMITTEE**

1. MEMBERS:  
The Party Welfare Committee shall comprise forty-seven (47) members appointed as follows:
  - (a) the Party Welfare Officer as Chairman
  - (b) Four (4) members appointed by and from the General Council
  - (c) The Welfare Officer of each Constituency<sup>47</sup>

- (d) One (1) representative from: —
  - (i) the Women's League
  - (ii) the Youth League
  - (iii) the Legislative Group.

The members of the Committee, other than the Chairman, shall be appointed for one (1) year.

2. QUORUM:  
At meetings of the Committee ten (10) members shall constitute a quorum.
3. OFFICERS:
  - (a) The Committee shall at its first meeting elect the following officers: —
    - (i) Secretary
    - (ii) Assistant Secretary.
  - (b) The Committee shall, at its first meeting appoint not more than four (4) of its members to form, together with its officers, a Management Group.
4. TERMS OF REFERENCE:  
The Committee shall have the following terms of reference:
  - (a) to receive and consider every kind of information affecting the welfare of members or groups of members.
  - (b) to recommend to the General Council such action as may be deemed necessary on (a) above.
  - (c) to consider and make recommendations to the General Council on matters affecting the welfare of the Party as a whole.
  - (d) to consider and make recommendations on such matters as may be referred to it by the General Council, the Central Executive or Political Leader.
5. MEETINGS:  
The Committee shall meet at least once per month. The Management Group shall meet as often as necessary, but not less than once per month to consider such matters as it deems expedient or which may be referred to it, and shall report to the Committee once per month, but shall have the right to submit special reports to the Central Executive on matters which it regards as of importance requiring immediate attention.
6. REPORTS:  
The Committee shall in accordance with the Constitution prepare for the consideration of the General Council:
  - (a) quarterly reports on its activities;
  - (b) an Annual Report on its working for the previous year.

#### ***10. THE FIELD OFFICERS COMMITTEE***

1. MEMBERSHIP:
  - (a) The Field Officer of the Movement as Chairman;
  - (b) Four members appointed by the General Council;
  - (c) The nominee of the Women's League and of the Youth League
  - (d) The Field Officers of each Constituency;
  - (e) The Field Officer of the Youth League Executive and each Constituency Youth League.
2. QUORUM:  
At meetings of the Committee ten (10) members shall constitute a quorum, for Executive meetings four (4) members.

3. OFFICERS:  
The Committee at its first meeting elect the following Officers: -
  - (a) Secretary
  - (b) Assistant Secretary
  - (c) Four (4) other members (one each from North, Central, South and Tobago) who together with the Officers shall form an Executive.
  
4. TERMS OF REFERENCE:  
The Committee shall work in close collaboration with Constituency Groups in the following:
  - (a) The establishment, resuscitation and registration of Party Groups;
  - (b) Assist in the formulation and execution of programmes for Party and Constituency Groups, where necessary or as requested;
  - (c) Investigate and assess on an ongoing basis the status of Constituency Groups, Constituency Women's Leagues, Constituency Youth Leagues and Party Groups and report thereon;
  - (d) Assist generally in the mobilization of the Movement.
  
5. MEETINGS AND REPORTING:
  - (a) The Committee shall meet at least once per quarter or at intervals of three (3) months, and such other times as may be necessary for the proper discharge of its duties;
  - (b) Reports on the activities of the Committee shall be submitted to the General Council quarterly or every three (3) months;
  - (c) Reports to the Annual Convention shall be submitted through the General Secretary.

## ***11. OPERATIONS COMMITTEE***

1. MEMBERS:  
The Operations Committee shall comprise ten (10) members as follows:
  - (a) The Party Operations Officer as Chairman
  - (b) Eight (8) members appointed by the General Council
  - (c) The nominee of the Women's League and of the Youth League
 The Committee shall have power to co-opt.
  
2. QUORUM:  
Five (5) members shall constitute a quorum.
  
3. OFFICERS:  
A Secretary and an Assistant Secretary shall be elected by the members of the Committee from among its members.
  
4. TERMS OF REFERENCE:  
The terms of reference of the Committee, the work of which shall be supervised by the Elections Strategy Committee, shall be as follows:
  - (a) to keep proper records of all public address equipment of the Movement and arrange for allocation, use and supervision of such equipment.
  - (b) to work in liaison and in connection with the Public Relations Publicity and Propaganda and Central Elections Committees of the Movement and with the Constituency Group
  - (c) to prepare and manage the public address systems for meetings arranged by the Elections Strategy Committee
  - (d) to make suitable security arrangements at all public meetings.
  - (e) to consider and make recommendations to the General Council through the Elections Strategy Committee on projects within the scope of its terms of reference.
  - (f) the committee may assign to any of its members the responsibility of discharging specific functions under the different aspects of its activities.

5. MEETINGS:  
The Committee shall meet at least once per month.
6. REPORTS:  
The Committee shall, in accordance with the provisions in the Constitution, prepare for the consideration of the General Council an Annual Report of its activities for the previous year. It shall submit this Annual Report through the Elections Strategy Committee.

## *12. POLICY COMMITTEE*

1. MEMBERS:  
The members of the Policy Committee shall comprise the following:
  - (a) The Political Leadership
  - (b) One (1) representative of the Youth League selected by the Youth League Executive
  - (c) Five (5) other members selected by the Political Leadership and shall include a representative from the Local Government Bodies.
2. QUORUM:  
Five (5) members shall constitute a quorum.
3. OFFICERS:
  - (a) The Chairman shall be the Political Leader
  - (b) The Vice Chairman shall be the Deputy Political Leader (Policy Matters)
  - (c) The Secretary shall be elected by the Committee from among its members.
4. TERMS OF REFERENCE:  
The terms of reference of the Committee shall be:
  - (a) to consider and report to the General Council on pending and/or contemplated and/or desirable legislation.
  - (b) to prepare draft manifestos for elections for the consideration of the General Council
  - (c) to prepare draft statements of Policy on appropriate matters for the consideration of the General Council.
  - (d) to review on an ongoing basis existing policies of the Movement and to focus on perspectives for the future in the light of changing circumstances.
5. SUB COMMITTEES:
  - (a) The Committee may set up sub-committees and working parties with specific terms of reference as may be considered necessary.
  - (b) The Committee may interface with such available expertise as is considered relevant to its deliberations.
6. MEETINGS:  
The Committee shall meet whenever necessary to carry out its terms of reference and whenever summoned by the Chairman.
7. REPORTS:  
The Committee shall submit for the consideration of the General Council:
  - (a) quarterly reports on its activities;
  - (b) an Annual Report of its working for the previous year.

### 13. POLICY ADVISORY COMMITTEE

1. NAME:  
There shall be a Policy Advisory Committee for:
  - (a) Parliament
  - (b) Local Government Bodies<sup>48</sup>
  - (c) The Tobago House of Assembly
  
2. AIMS AND OBJECTS:
  - (a) to provide effective liaison between Government and Party
  - (b) to enable the political representatives of the Movement on a particular Council to obtain advice from non-elected members of the Movement on the implementation of the Movement's programme and manifestos.
  - (c) to advise on matters affecting the Movement in the area served by the particular Council.
  
3. MEMBERSHIP  
A Policy Advisory Committee shall comprise:
  - (a) In the case of Parliament:
    - (i) the members of the Movement in the House of Representatives and Senate.
    - (ii) the Mayor of each Local Government Body<sup>49</sup> who are members of the Movement.
    - (iii) Fifteen (15) other members appointed by and from the General Council.
  - (b) In the case of Local Government Bodies<sup>50</sup>:
    - (i) the members of the Movement in the Local Government Body.<sup>51</sup>
    - (ii) the members of the House of Representatives whose Constituencies fall within the administrative area of the Local Government Bodies<sup>52</sup> and members of the Senate resident within such administrative area.
    - (iii) such number of members elected by each of the Constituency Groups falling within the administrative area of the Local Government Body or any approved sub-division thereof, from the Party membership in the Constituency or any subdivision thereof, at Annual Constituency Conference or otherwise, as the Central Executive may direct.  
  
The total number of such members shall be equally divided between all relevant Constituencies, and shall exceed the total number in (a) and (b) above by at least one (1).
  
3. OFFICERS:  
Each Policy Advisory Committee shall have the following officers:
  - (a) Chairman
  - (b) Secretary
  - (c) Assistant Secretary
  
4. CHAIRMAN:
  - (a) where the members of the Movement are in the majority on any Council, the Chairman of its Policy Advisory Committee shall be:
    - (i) in the case of the Parliament, the Political Leader;
    - (ii) in the case of the City or Borough Council, the Mayor;
    - (iii) in the case of the Local Government Body<sup>53</sup>, the Chairman;
    - (iv) in the case of The Tobago House of Assembly, the Chief Secretary

- (v) in the absence of the Chairman from any meeting, the Deputy Political Leader (Policy Matters), or Deputy Mayor, or Vice Chairman as the case may be shall be Chairman. In the absence of both a Chairman shall be elected from among the members present
  - (b) In a Council where the members of the Movement are in the minority, the Chairman of its Policy Advisory Committee shall be the Leader of the Opposition or the member of the Movement shall be the leader where the Movement has only one representative.
  - (c) In the case of a Council on which the Movement has no members the Chairman of the Policy Advisory Committee for the area served by such Council shall be nominated by the General Council.
5. SECRETARY:
- (a) the Secretary and Assistant Secretary shall be persons elected by the Committee from among its members.
  - (b) the Secretary and Assistant Secretary shall hold office for one (1) year or until replaced by a majority vote of members present and voting on a motion duly passed for that purpose.
6. MEETINGS:
- (a) a meeting shall be held at least once a month;
  - (b) a majority of the non-elected members may request the Chairman to call a meeting.
  - (c) the Political Leader may request the Chairman of any Policy Advisory Committee to call a meeting.
  - (d) the Chairman may, for good cause shown, call an emergency meeting at any time.
7. ATTENDANCE:  
The Secretary of the Legislative Group shall report to the General Council any member of a Policy Advisory Committee who fails to attend three (3) consecutive regular meetings without a written excuse.
8. QUORUM:  
One third (1/3) of the members of the Committee shall constitute a quorum, provided that such number shall include at least one (1) member from each side.
9. REPORTS:  
The Chairman of each Policy Advisory Committee shall submit a monthly report to the General Council and an Annual Report to the Annual Conference of the Legislative Group.

#### *14<sup>5d</sup>. VIGILANCE COMMITTEE*

1. MEMBERS:  
The Vigilance Committee shall comprise the following: —
- (a) The members of the Political Leadership
  - (b) Three (3) members appointed by the Political Leadership from among the members of the General Council, one of whom shall be a member of the Youth League.
2. QUORUM:  
At meetings of the Committee three (3) members shall constitute a quorum.

3. OFFICERS:  
The Committee shall at its first meeting elect from among its members:
  - (a) a Chairman
  - (b) a Vice Chairman
  - (c) a Secretary
  
4. TERMS OF REFERENCE:  
The terms of reference of the Committee shall be:
  - (a) To receive and investigate reports of irregularities:
    - (i) in the functioning of public sector organizations;
    - (ii) in the performance of individuals appointed or elected to serve on such bodies or elected or appointed to serve on Statutory Bodies.
  
  - (b) To submit reports on such investigations for the consideration of the General Council.
  
5. POWERS:  
The Committee shall have the power to co-opt persons in the performance of its functions.
  
6. MEETINGS:  
The Committee shall meet whenever necessary to carry out its Terms of Reference, and whenever summoned by the Chairman.
  
7. REPORTS:  
The Committee shall submit for the consideration of the General Council an Annual Report of its workings for the preceding year.

***15. RULES, REGULATIONS AND STANDING ORDERS COMMITTEE***

1. MEMBERS:  
The Rules, Regulations and Standing Orders Committee shall comprise seven (7) members appointed by the General Council who shall hold office for one (1) year.
  
2. FUNCTIONS:  
The functions of the Rules, Regulations and Standing Orders Committee shall be:
  - (a) to advise the General Council as to anomalies existing in the Standing Orders, Rules and Regulations of any Committee, as aforesaid, and to make recommendations thereon.
  
  - (b) to advise the General Council on the interpretation of the Standing Orders and Regulations of all Committees.
  
  - (c) to draft for the consideration of the General Council, Rules, Regulations and Standing Orders for the various Units, Committees, Conferences and Conventions of the Movement.
  
3. OFFICERS:  
The Officers of the Committee shall comprise a Chairman, who shall be appointed by the General Council and a Secretary who shall be elected by members of the Committee.
  
4. MEETINGS:  
The Committee shall meet as often as necessary but in any case not less than once in every quarter.

5. QUORUM:  
At meetings of the Committee three (3) members shall constitute a Quorum.
6. REPORTS:  
The Committee shall submit to the General Council:
  - (a) quarterly reports on its activities
  - (b) an Annual Report on its working for the previous year.



**PART 4**

**REGULATIONS OF STANDING COMMITTEES OF THE CENTRALEXECUTIVE**

***1. INVESTIGATIONS COMMITTEE ON DISCIPLINARY MATTERS***

1. MEMBERS:  
The Investigations Committee on Disciplinary Matters shall comprise the following members who shall be elected by the Central Executive.
  - (a) three (3) Officers of the Movement;
  - (b) three (3) members of the Central Executive other than Officers of the Movement.
  - (c) nine (9) members of the Movement who may or may not be members of the Central Executive.
2. QUORUM:  
At meetings of the Committee five (5) members of whom one (1) shall be a member of the Central Executive shall constitute a quorum.
3. OFFICERS:  
The Officers of the Committee shall be: —
  - (a) a Chairman appointed by the Central Executive from among the members of the Committee
  - (b) a Secretary appointed by the Committee from among its members.
  - (c) an Assistant Secretary appointed by the Committee from among its members.
4. FUNCTIONS:  
The Committee shall investigate and report upon all matters of discipline affecting any member or unit of the Movement referred to it by the Central Executive. The Committee shall have power to elicit facts from any source relevant to the complaint.
5. POWERS:
  - (a) The Chairman shall have power to appoint sub-committees of not less than five (5) members of the Committee to conduct inquiries on any matter referred to it
  - (b) The Committee shall have full access to and custody of any books and other documents in the possession of any member or unit that~ it may consider of value in investigating the matters referred to it.
  - (c) The Secretary of the Committee shall issue a receipt of all documents taken over by him and shall likewise obtain a receipt of all documents handed over by him.
  - (d) The Committee shall cause records to be kept on all matters investigated by it and of the evidence taken by it or such portions thereof, as it considers material to the investigation.

6. MEETINGS:  
The Committee shall meet as often as it is necessary for efficient and expeditious handling of matters referred to it.
7. REPORTS:  
The Committee shall report its findings on all matters referred to it as expeditiously as may be possible and shall also submit for the consideration of the Central Executive.
  - (a) quarterly reports of its activities;
  - (b) an Annual Report of its working for the previous year.

## **2. MEMBERSHIP SCREENING COMMITTEE**

1. MEMBERSHIP  
The Membership Screening Committee shall comprise a Chairman and fourteen (14) other members appointed by the Central Executive.
2. OFFICERS:  
The Committee shall, at its first meeting, elect a Secretary from among its members.
3. MEETINGS:  
At meetings of the Committee five (5) members shall constitute a quorum.  
  
The Committee shall meet at least once per month, but in any case meeting shall be held as often as it is necessary for the expeditious discharge of the responsibilities of the Committee.
4. FUNCTIONS: The functions of the Committee shall be: —
  - (a) to scrutinize all applications for membership in the Movement referred to it by the General Secretary and to make recommendations thereon to the Central Executive.
  - (b) to pay particular attention to and conduct such inquiries as may be necessary prior to recommending acceptance or rejection of applicants who are known to have had a political past, or whose loyalty to the Movement may be questionable, or who are known to be members of organizations whose principles and programme are contrary to or inconsistent with those of the Movement.
  - (d) to appoint such sub-committees as may be necessary for the discharge of its functions under (2).
5. VOTING:  
Decisions of the Committee shall be by a simple majority vote.
6. REPORTS:  
The Committee shall submit for the consideration of the Central Executive:
  - (a) a monthly report on its activities;
  - (b) an annual report on its working for the previous year.

### **3. MANAGEMENT & PERSONNEL COMMITTEE**

1. MEMBERSHIP:  
The Management and Personnel Committee shall comprise five (5) members of the Movement appointed by the Central Executive of whom the General Secretary shall be one (1).
2. OFFICERS:  
The Committee shall have a Chairman appointed by the Central Executive and a Secretary who shall be elected by members of the Committee from among its members at its first meeting.
3. QUORUM:  
At meetings of the Committee three (3) shall constitute a quorum.
4. FUNCTIONS:  
The functions of the Committee shall be:
  - (a) to recommend to the Central Executive the institution of any new system or the adoption of any existing system in order to ensure the efficient operation of the Central Secretariat.
  - (b) to advise on the principles to be adopted in the recruitment of staff for the Central Secretariat.
  - (c) to interview and recommend to Central Executive persons for employment in the Central Secretariat.
  - (d) to advise the Central Executive on conditions of service of persons employed in the Central Secretariat.
5. REPORTS:  
In addition to any special reports arising out of its activities, the Committee shall submit:
  - (a) quarterly reports on its activities
  - (b) an annual report on its working for the previous year.

### **4. ENTERTAINMENT COMMITTEE**

1. MEMBERS:  
The Entertainment Committee shall comprise: —
  - (a) a Chairman appointed by the Central Executive who shall hold office for one (1) year.
  - (b) A Secretary who shall be the General Secretary of the Movement;
  - (c) Five (5) other members appointed annually by the Central Executive.
2. FUNCTIONS:  
It shall be the duty of the Committee:
  - (a) to stimulate, co-ordinate and aid in the overall promotion of functions of entertainment in the name of the Movement for any purpose whatever.
  - (b) to collaborate with all fund raising committees of the Movement.
  - (c) to undertake and carry out all the entertainment commitments of the General Council.
  - (d) to consider and advise on all applications for entertainment given in the name and on behalf of the Movement by any of its units.
3. MEETINGS:  
The Committee shall meet as often as is required in order to deal with applications made, but in any case not less than once per month.

4. QUORUM:  
At meetings of the Committee, three (3) members shall constitute a quorum.
5. REPORTS:  
The Committee shall submit for the consideration of the Central executive:
  - (a) quarterly reports on its activities;
  - (b) an annual report of its working for the previous year.

#### **5. FINANCE AND ECONOMICS COMMITTEE**

1. MEMBERS:  
The Finance and Economics Committee shall comprise seven (7) members including the Treasurer of the Movement, who shall hold office for one (1) year.
2. OFFICERS:  
The Officers of the Committee shall be:
  - (a) a Chairman who shall be the Treasurer of the Movement; and
  - (b) a Secretary, elected by and from the members of the Committee.
3. QUORUM:  
At meetings of the Committee three (3) members shall constitute a quorum.
4. FUNCTIONS:
  - (a) to keep under review the systems of accounting in operation at the Central Office and in other Units of the Movement and to recommend the institution of new systems where necessary.
  - (b) to consider the monthly financial statements of the Movement submitted by the Central Office and to make recommendations to the Central Executive thereon, where necessary.
  - (c) to consider the financial and economic implications of any matter referred to it by the Central Executive.
  - (d) To make recommendations to the Central Executive for its consideration and inclusion in its Annual Programme and Budget, proposals, plans for:
    - (i) Investments
    - (ii) Welfare, Pension and/or the Retirement Benefits for Employees of the Movement.
  - (e) In these matters the Committee may interface with such available expertise as is considered relevant to its deliberations.
5. MEETINGS:  
The Committee shall meet as often as necessary but in any case not less than once per month.
6. REPORTS:  
The Committee shall submit to the Central Executive:
  - (a) monthly reports on its activities;
  - (b) an Annual Report of its working for the year.

#### **6. DONATIONS COMMITTEE**

1. OFFICERS AND MEMBERS:  
The Donations Committee shall be appointed by the Central Executive and shall comprise a Chairman and six (6) other Members of whom one shall be the Treasurer of the Movement. The Political Leader, ex officio, shall be Chairman of the Committee and the Secretary shall be elected by the Committee from its members.

The Committee shall be empowered to co-opt other members as it may deem necessary for the performance of its duties.

2. MEETINGS  
The Committee shall meet as often as its business may require.
3. QUORUM:  
At meetings of the Committee three (3) shall constitute a quorum.
4. FUNCTIONS:  
The functions of the Committee shall be:
  - (a) to solicit and receive donations from Party members, sympathizers and well-wishers for the purpose of furthering the Aims and Objects of the Movement.
  - (b) to organize and carry into effect Public Appeals on behalf of the Movement.
  - (c) to establish and maintain a proper system of collection and financial control of all donations.
5. VOTING:  
Decisions of the Committee shall be by a simple majority.
6. REPORTS:  
The Committee shall submit for the consideration of the Central Executive.
  - (a) quarterly reports on its activities
  - (b) an Annual Report on its working for the previous year.

.....  
PART 5

A P P E N D I C E S

APPENDIX 1

FINANCIAL REGULATIONS

A. PARTY GROUP:

1. *Each Party Member shall pay all monthly subscriptions, voluntary contributions and proceeds from fund raising ventures levies to the Secretary of his Party Group and in the absence of any such Party Group to the Secretary of the Constituency Group and in the absence of any of the foregoing, to the General Secretary of the Movement.*
2. *The Secretary shall give an acknowledgement of the receipt by him of all monies, from whatever source, in such manner as may be prescribed and shall make an entry of the monies so paid in the prescribed book or forms.*
3. *The Secretary shall hand over all monies received by him to the Treasurer together with a detailed statement of the heads under which money was received and the names of persons who have paid, and he shall demand a receipt there for at each Party Group meeting or as soon as possible after the receipt thereof.*
4. *The Treasurer shall not pay out any money save as specifically or generally approved by the Party Group Executive and only on the written requisition of the Secretary and Chairman.*
5. *All monies received by way of Application Fees and Voluntary contributions, shall be forwarded each month to the General Secretary through the Constituency Secretary. Monies raised through fund raising activities of Party Groups shall be split as follows:*
  - (a) *50% to be retained by the Party Groups;*
  - (b) *25% to be paid to the Constituency Group;*
  - (c) *25% to be paid to the Secretariat*

*Membership dues are payable quarterly and in advance. Each Party Group member is to be informed by his Group of his quarterly obligations of six dollars (\$6.00) at the beginning of each quarter and the Party Group is charged with the responsibility of collecting the dues and making payments to the Constituency and Secretariat in the following proportions:*

- (a) *33 1/3 % to be retained by the Party Groups;*
  - (b) *33 1/3 % to be paid to the Constituency Group;*
  - (c) *33 1/3 % to be paid to the Secretariat*
6. *The Treasurer shall at the end of each month prepare a Statement Account of all monies received and paid out by him and shall submit the same to the Secretary for transmission to the Constituency Secretary.*

**B. CONSTITUENCY GROUP:**

7. *It shall be the duty of the Constituency Secretary to collect from each Party Group or other Unit of the Movement within the Constituency all monies payable by them monthly. Monies raised through fund raising activities of constituencies shall be split as follows:*
  - (a) 75% to be retained by the Constituency Secretary;
  - (b) 25% to be paid to the Secretariat
8. *The Secretary shall give an acknowledgement of the receipt of all monies paid to him from whatever source in such manner as may be prescribed and shall thereafter make an entry of the monies so received in the prescribed records thereof.*
9. *The Secretary shall hand over all monies received by him to the Treasurer together with a detailed statement of the heads under which money was received and the names of persons who have paid, and he shall demand a receipt thereof at each Party Group Meeting or as soon as possible after the receipt thereof.*
10. *The Treasurer shall keep a record of all monies received and paid out by him, and shall not pay out any money, save as specifically or generally approved by the Constituency Executive and only on the written requisition of the Secretary and Chairman.*
11. *The Treasurer shall at the end of each month prepare a statement of account of the monies received and paid out by him and shall submit the same together with such monies as are in his possession and due to be paid to Central Office, to the Secretary for the consideration of the Constituency Group and transmission to the Central Executive.*

**C. WOMEN'S LEAGUE**

4. *Funds raised by the Women's League shall be controlled in accordance with Regulation 10 of the Women's League Regulations.*

**D. YOUTH LEAGUE**

5. *Funds raised by the Youth League shall be controlled in accordance with Regulation 12 of the Youth League Regulations*

**E. CENTRAL OFFICE:**

16. *All monies received at the Central Office shall be duly brought into account and shall, within twenty-four (24) hours be deposited to the credit of the appropriate Fund with the Party's Bankers*
17. *Receipts shall be issued for all such sums received.*
18. *There shall be kept at the Central Office the following records:*
  - (a) *Daily Cash receipt register;*
  - (b) *Daily Cash payments register*
  - (c) *Petty Cash Book*
  - (d) *Duplicate Receipt books*
  - (e) *Payment Vouchers duly authorised by the General Secretary.*
  - (f) *Such other books as may be duly required from time to time.*

19. *There shall also be kept at the Central Office the following books of accounts:*
  - (a) *Journal*
  - (b) *Credit-Purchase book*
  - (c) *Records of Constituency Dues*
  - (d) *Record of Legislative Group member's contributions*
  - (e) *General Ledger*
  - (f) *Such other books as may be duly required.*
20. *The General Secretary shall furnish to the Treasurer a monthly statement of Receipts and Payments and a quarterly statement of the Party's finances as the Treasurer may require from time to time.*
21. *No payment shall be made and no expenditure shall be incurred on behalf of the Movement except with the prior, general or specific approval of the Treasurer.*
22. *All payments exceeding the sum of fifty dollars (\$50.00) shall be by cheque*
23. *All payments in respect of which there has been prior approval shall be authorised by the General Secretary.*
24. *The General Secretary shall submit a Statement of Account once per quarter for the consideration of the Central Executive and General Council.*
25. *Any Unit which fails to forward monies as required by these Financial Regulations shall be liable to such disciplinary action, including suspension or disbandment, as the General Council may in the circumstances deem fit on the basis of a Report from the Central Executive.*

## **APPENDIX 2**

### **ADMINISTRATIVE REGULATIONS**

#### **1. THE GENERAL SECRETARY:**

*The General Secretary shall be primarily Secretary to the Annual Convention, the General Council and the Central Executive. He shall be wholly responsible for:*

- (a) *the recording of the Minutes of these three (3) Units of the Movement*
- (b) *the implementation of their decisions and directions;*  
*the maintenance of complete and comprehensive records on all matters pertaining to these Units so as to be informed at all times of all phases of party activities.*

#### **2<sup>55</sup>. ADMINISTRATIVE OFFICER:**

*The Administrative Officer shall be responsible to the General Secretary for undertaking all clerical assignments as directed by the General Secretary e.g.:*

- (a) *checking and recording returns of Units of the Movement;*
- (b) *preparing appropriate forms for the recording of data submitted by Units of the Movement.*

#### **3. ACCOUNTANT:**

*The Accountant shall be responsible to the General Secretary for the maintenance of the following duties:*

1. *the Cash Book*
2. *the purchases and services day book*
3. *the register of receipt books*
4. *the general ledger*
5. *the general membership ledger*
6. *Constituency Ledgers*
7. *register of all Party Groups returns received.*

*He shall also be responsible for: —*

1. *the receipt and banking of all monies paid to the Movement.*
2. *payment of all monies due and owing by the Movement as directed by the General Secretary or the Treasurer.*
3. *safe storage and control of all receipt books*
4. *the proper filing of all receipts for such monies paid out*
5. *filing of all invoices in respect of purchases made by and services rendered to the Movement from day to day.*
6. *preparation of a trial balance and a monthly statement of Accounts for submission to the General Secretary on or before the 7th day of every month in respect of the preceding month, and a report to include a schedule of creditors, debtors, contingent liabilities together with a schedule of proposed expenditure for the ensuing month.*

**4. ACCOUNTS CLERK:**

*The Accounts Clerk shall be the assistant to the Accountant and, in the absence of the Accountant, shall perform such duties as have been duties by the Accountant or, in the absence of the Accountant, the General Secretary.*

**5. STENOYPIST:**

*The Stenotypist shall be primarily Secretary to the General Secretary. She will be responsible, on the direction of the General Secretary, for a record of all incoming and outgoing mail in appropriate record books, and for the typing of all correspondence, minutes of meetings and confidential reports.*

*She shall have the control and custody of all stationery and office supplies.*

**6. RECEPTIONIST:**

*The Receptionist shall be directly responsible to the General Secretary and her duties shall be as follows: —*

1. *answering all telephone calls*
2. *logging all long-distance calls*
3. *recording and distributing all messages for any member of the Staff Central Executive or General Council or Legislative Group.*
4. *Maintenance of a Members' Visitor Book*

**7. JANITOR:**

*The Janitor shall perform such duties as he may be assigned by the General Secretary.*

**8. GENERAL:**

*The General Secretary may, in consultation with the Personnel Committee re-allocate from time to time, the duties of the officers under his supervision.*

### **APPENDIX 3**

#### **REGULATIONS FOR THE NOMINATION AND ELECTION OF OFFICERS OF THE MOVEMENT**

1. *All Officers of the Movement, with the exception of the Deputy Political Leaders shall be elected in Annual Convention on the basis of written nominations proposed by a Unit of the Movement.*
2. *The General Secretary shall issue nomination papers to all Units of the Movement on or before the 15th July in each year.*
3. *Nominations submitted by Units of the Movement must be accompanied by the written consent of the nominee.*
4. *All nominations shall be collated by the General Secretary and presented to the General Council on or before August 31st.*
5. *The list of all the Nominees shall be circulated to all delegates elected to the Annual Convention.*
6. *The General Council shall appoint a Returning Officer and such number of Clerks as are necessary to conduct the Elections at the Convention.*
7. *The Returning Officer shall cause to be prominently displayed in the Convention Hall list of Nominees and of the Delegates entitled to vote.*
8. *A Ballot shall be taken in respect of each Office for which more than one person is nominated, and the Returning Officer shall cause a Ballot Paper to be issued to each member entitled to vote at the Convention.*
9. *The Returning Officer shall cause to be recorded publicly at the Convention the votes cast in respect of each ballot.*
10. *It shall be the responsibility of the Returning Officer to arrange for the collection and counting of all ballots cast.*

### **APPENDIX 4**

#### **REGULATIONS FOR THE ELECTION OF PARTY REPRESENTATIVES ON LEGISLATIVE BODIES**

1. *Every Party Group and every Constituency Youth League shall have the right to nominate a candidate of its choice for any election provided that such nominee is qualified under the laws of Trinidad and Tobago. It shall send its nomination to the General Secretary with a copy to the Secretary of the appropriate Constituency Group.*
2. *Without the approval of the competent authority, no nomination by a Party Group shall be entertained unless the nominee fulfils the following basic requirements:*

- (a) *has been a Party member for at least twelve (12) months;*
- (b) *is in good financial standing in respect of Party obligations.*
- (c) *is not the subject of any disciplinary investigation*
- (d) *has given his consent to nomination in writing to the Party Group. or the Constituency Youth League as the case may be.*

3. *To assist the Party Groups and Constituency Youth League in their selection of appropriate candidates competent to deal with national problems as well as represent their constituents, the Central Executive shall prepare a roster of Party Members to be circulated to all Party Groups, Constituency Youth League and other Units of the Party.*

4. *The nominees selected by Party Groups, and Constituency Youth Leagues shall appear as summoned before the Political Leader who shall be assisted by a Screening Committee. The Political Leader and the Screening Committee shall interview the nominees in consultation with the Constituency Executive or Executives concerned, which shall meet separately, before the meeting with the Screening Committee, to assess the Party Groups and Constituency Youth League nominee and determine which (if any) of the nominees will, in their opinion, be most acceptable*

5. *The Political Leader shall not be bound to accept the recommendation of the Constituency Executive. If, after consultation with the Screening Committee, the Political Leader considers the Executive's recommendation unsatisfactory, he may require the Executive to make a new nomination. In the event that a new nominee is not forthcoming, the Political Leader is empowered to take such steps as he considers appropriate to obtain a nomination for recommendation to the Central Executive.*

6. *The Screening Committee shall comprise the following Officers of the Movement:*

The Political Leader	- Chairman
The Party's Chairman	- Vice Chairman
The Deputy Political Leaders	- Members
The Party's Vice Chairman	- Member
The Lady Vice Chairman	- Member
The General Secretary	- Member
The Elections Officer	- Member
The Public Relations Officer	- Member
The Party Operations Office	- Member

*The Political Leader, in consultation with the Screening Committee, shall make written recommendations to the Central Executive whose decision shall be final*

7. *Candidates appearing before the Political Leader and Screening Committee will be required to give evidence of their knowledge of the Party's Constitution and major Party Policy Documents, the National Constitution, the election law and procedures, and general matters of national or international concern.*

*The may also be questioned on their record of Party activities and their community activities.*

8. *Nominees for election to Central and Local Bodies, before their presentation to the public, shall give the following undertakings in writing to:*

- (a) *serve in whatever capacity the Political Leader may decide;*
- (b) *make such financial contributions to the Party as the General Council may impose,*
- (c) *carry out the directives of the Party.*
- (d) *pledge loyalty to the Party and its programme;*
- (e) *resign forthwith their seat if they cannot accept any Party Policy decision.*

9. *Regulations for the operation of the Screening Committee shall be made and approved by the Central Executive.*
10. *The selection of persons for nomination in Central and Local Government Bodies shall be made by the Political Leader, with the assistance of the Screening Committee, on the basis of written recommendations by Constituency Executives and Executives of the Women's League and Youth League, and after consultation with the Central Executive. Such recommendations shall specify the expertise and competence of the nominee in the context of the Party's public policy statements regarding particular areas of emphasis as well as their record of Party and Community Service.*
11. *Persons to be nominated for election as Mayors and Deputy Mayors, Chief Secretary of the Tobago House of Assembly and Chairmen of Local Government Bodies, shall be selected by Central Executive after consultation with the appropriate Constituency Executive concerned and members of the appropriate Municipal Corporations.*

## **APPENDIX 5**

### **STANDING ORDERS FOR CONVENTIONS OF THE PEOPLE'S NATIONAL MOVEMENT**

1. **CREDENTIALS:**  
*Each member or Observer attending the Annual Convention or a Special Convention shall before the opening session present his duly authenticated credentials to the Credentials Committee or other persons authorised to view them and thereafter, whenever so required.*
2. **PROCEDURE:**  
*The Chairman of the Movement shall take the Chair at Conventions and in his absence the Vice Chairman or Lady Vice Chairman in that order. In the absence of all of the foregoing, the delegates present shall elect a Chairman from among their number.*  
  
*The Chairman shall have the power to appoint Committees for the furtherance of business of the Convention and these Committees may sit during the hours of the Convention, if necessary.*  
  
*Each member present shall rise to address the chair and shall otherwise conform to the rules and requirements of the Convention.*
3. **SPEAKING TIME:**  
*No member shall speak on any subject before the Convention for more than five (5) minutes on any occasion except that—*
  - (a) *the mover of a motion be allowed to speak for ten (10) minutes in introducing his motion, and a further five (5) minutes in exercising the right to reply.*
  - (b) *any speaker, including the mover, may, by the approval of the Convention, be given one extension of no more than five (5) minutes on any occasion.*
  - (c) *the asking or answering of a question by permission of the Chair, or the taking of a point of order shall not be considered a speech.*
4. **DISCIPLINE:**  
*The ruling of the Chairman on all matters shall be final. Any person wishing to leave the Convention shall obtain the permission of the Chairman.*

5. **AGENDA:**  
*The Convention Agenda shall be issued to each delegate at least fourteen (14) days before the Convention and shall be strictly adhered to unless a resolution to suspend the Standing Orders be made and carried by a majority of not less than two-thirds (2/3) of those voting.*  
  
*No business which does not arise from motions or resolutions or subjects on the Agenda shall be considered at the Convention unless a motion to that effect is moved and passed by two-thirds (2/3) majority of those voting.*
6. **RESOLUTIONS:**  
*Notice in writing of all resolutions for consideration by the Convention shall be sent to the General Secretary of the Movement not later than twenty-eight (28) days before the opening date of the Convention for consideration by the General Council which alone shall have the power to decide whether such Resolutions will be included on the Agenda of the Agenda of the Convention.*
7. **VOTING:**  
*Voting at the Annual Convention shall be on the basis of one vote per member and shall, except for elections to any office, be by show of hands.*  
  
*Observers shall not have the right to vote nor without the express permission of the Chair be permitted to speak on any question before the Convention.*  
  
*The Chairman shall have an original and casting vote.*
8. **OBSERVANCE OF PARLIAMENTARY PRACTICE:**  
*In any matter on which the Standing Orders are silent, the Chairmen shall determine the procedure to be followed, and in the exercise of his discretion he shall be guided by generally accepted rules of parliamentary practice.*
9. **ANNUAL CONFERENCES OF UNITS OF THE MOVEMENT:**  
*The foregoing Standing Orders for Conventions of the Movement shall, except for Standing Order 6, apply mutatis mutandis to Annual or Special Conventions, Constituency, Women's League and Youth League Conferences<sup>56</sup>.*

**APPENDIX (6)**  
**SCHEDULE OF ANNUAL DATES**

UNITS	RESPONSIBILITY	PERIOD	FUNCTIONS
<i>1. Party Groups</i>	<i>Annual General Meeting</i>	<i>May</i>	<ol style="list-style-type: none"> <li><i>1. Receive Annual Reports concerning all aspects of its activities for the preceding year.</i></li> <li><i>2. Election of:</i> <ol style="list-style-type: none"> <li><i>(a) Party Group Executive</i></li> <li><i>(b) Representative to Constituency Group</i></li> <li><i>(c) Delegates to Annual Constituency Conference</i></li> <li><i>(d) Delegates to Annual Convention.</i></li> </ol> </li> </ol>
<i>2. Constituency Group</i>	<ol style="list-style-type: none"> <li><i>(a) Annual General Meeting</i></li> <li><i>(b) Annual General Meeting of Constituency Youth League</i></li> </ol>	<ol style="list-style-type: none"> <li><i>June 1 - 15th</i></li> <li><i>June 1 - 15th</i></li> </ol>	<ol style="list-style-type: none"> <li><i>1. Approve all Reports to be placed before the Annual Constituency Conference.</i></li> <li><i>2. Election of the new Constituency Executive.</i></li> </ol> <p><i>Election of:</i></p> <ol style="list-style-type: none"> <li><i>(a) Constituency Youth League Executive</i></li> <li><i>(b) Delegates to the Annual Youth League Conference.</i></li> </ol>

(c) <i>Annual General Meeting of Constituency Women's League</i>	<i>June 1 - 15th</i>	<ol style="list-style-type: none"> <li>1. <i>Receive and consider: the Annual report on its activities and resolutions for submission to the National Women's League and Constituency Conference.</i></li> <li>2. <i>Elect:</i> <ol style="list-style-type: none"> <li>(a) <i>a Constituency Women's League Executive</i></li> <li>(b) <i>three (3) representatives to the Constituency Group</i></li> <li>(c) <i>three (3) delegates to the Annual Constituency Conference</i></li> <li>(d) <i>five (5) delegates to the Annual Conference of the National Women's League.</i></li> </ol> </li> </ol>
(d) <i>Annual Constituency Conference</i>	<i>June 16 - 30th</i>	<ol style="list-style-type: none"> <li>1. (a) <i>Receive and consider all reports approved by the Annual General Meeting.</i> (b) <i>Consider resolutions to be forwarded</i></li> <li>2. <i>Elect:</i> <ol style="list-style-type: none"> <li>(a) <i>Representatives to the General Council</i></li> <li>(b) <i>Delegates to the Annual Convention</i></li> <li>(c) <i>Representatives to Standing Committees of the General Council (Welfare and Policy Advisory).</i></li> </ol> </li> </ol>

UNITS	RESPONSIBILITY	PERIOD	FUNCTIONS
3. <i>The Tobago Council</i>	<i>Annual Conference</i>	<i>First Week in July</i>	<ol style="list-style-type: none"> <li>1. <i>To receive and approve all Reports</i></li> <li>2. <i>Election of the new Executive</i></li> </ol>
4. <i>The Legislative Group</i>	<i>Annual Conference</i>	<i>First Week in July</i>	<ol style="list-style-type: none"> <li>1. <i>To approve the Annual Report of the Legislative Group for submission to the Annual Convention.</i></li> <li>2. <i>Election of:</i> <ol style="list-style-type: none"> <li>(a) <i>Representatives to the General Council</i></li> <li>(b) <i>Delegates to the Annual Convention</i></li> <li>(c) <i>Representatives to Standing Committees to be appointed by the General Council</i></li> <li>(d) <i>Representatives to the Central Executive</i></li> </ol> </li> </ol>
5. <i>The Women's League</i>	<i>Annual Conference</i>	<i>First Week in July</i>	<ol style="list-style-type: none"> <li>1. <i>To approve the Annual Report of the League for submission to the Annual Convention.</i></li> <li>2. <i>To approve the Programme of Activities for the ensuing year.</i></li> </ol>

6. *The Youth League*

*Annual Conference*

*Third Week  
in July*

1. *Receive and Consider:  
the Annual report on its activities  
and resolutions for submission to the  
National Youth League and  
Constituency Conference.*

2. *Elect:*

(a) *two (2) Youth Officers  
(1 male, 1 female)*

(b) *a Constituency Youth League  
Executive*

(c) *three (3) representatives to the  
Constituency Group*

(d) *three (3) delegates to the  
Constituency Conference*

(e) *three (3) delegates to the National  
Youth League Conference.*

UNITS	RESPONSIBILITY	PERIOD	FUNCTIONS
7. <i>The Annual Convention</i>		<i>September</i>	<ol style="list-style-type: none"> <li>1. <i>To consider, formulate, declare or deal with matters pertaining to the principles, policy and programme of the Movement.</i></li> <li>2. <i>To consider the Annual Report of the General Council and other units of the Movement.</i></li> <li>3. <i>To consider, adopt, amend or deal in any way with the Constitution of the Movement.</i></li> <li>4. <i>To hear and determine appeals against decisions of the General Council on the suspension or expulsion of and member or Unit of the Movement.</i></li> <li>5. <i>To appoint two (2) Auditors</i></li> <li>6. <i>To elect Officers of the Movement in accordance with Article 16 of the Constitution.</i></li> </ol>
8. <i>The General Council</i>	<i>(a) The Annual Convention</i>	<i>Fourth Week in July</i>	<ol style="list-style-type: none"> <li>1. <i>To consider the Annual Report of all Units and Standing Committees for submission to the Annual Convention.</i></li> <li>2. <i>To consider the report of the proceedings of the Annual Convention of the previous year.</i></li> <li>3. <i>To consider Nominations for the Election of Officers of the Movement.</i></li> <li>4. <i>To approve Resolutions submitted by Units of the Movement for consideration at the Annual Convention.</i></li> </ol>

	<i>(b) First Meeting of the General Council</i>	<i>October</i>	<ul style="list-style-type: none"> <li><i>1. To appoint representatives to Central Executive.</i></li> <li><i>2. To appoint Standing Committees</i></li> <li><i>3. To appoint Trustees</i></li> </ul>
<i>9. Central Executive</i>	<i>First Meeting of new Officers and members</i>	<i>October</i>	<i>To appoint Standing Committees</i>

- 
- <sup>1</sup> Environmental Objective added by the Amendments to the Party Constitution at Special Convention July 19, 1998 (“the 1998 Amendments”)
  - <sup>2</sup> Added by the Amendments to the Party Constitution at the 1992 Special Convention: Review of the Party’s Constitution, April 16, 1992 (“The 1992 Amendments”).
  - <sup>3</sup> Added by the 1992 Amendments.
  - <sup>4</sup> New Article 5 added by the 1992 Amendments
  - <sup>5</sup> New upper age limit for the Youth League added by the 1992 Amendments
  - <sup>6</sup> Added by the 1992 Amendments
  - <sup>7</sup> Subsection 1(f) on transfer of Youth League Members deleted by the 1992 Amendments.
  - <sup>8</sup> Tobago Council added by the 1998 Amendments
  - <sup>9</sup> Revised by 1980 Amendments to delete reference to Special Meeting to elect delegate.
  - <sup>10</sup> Revised by 1980 Amendments to delete reference to failure to transmit required monthly monies.
  - <sup>11</sup> THA reference added by the 1992 Amendments.
  - <sup>12</sup> THA reference added by the 1992 Amendments
  - <sup>13</sup> Welfare Officer added to Constituency Executive by 1992 Amendments
  - <sup>14</sup> Two week time frame for AGM included by 1992 Amendments
  - <sup>15</sup> New article on the Tobago Council added by the 1998 Amendments
  - <sup>16</sup> New Deputy Political Leader included in the 1998 Amendments
  - <sup>17</sup> New subsection Art.10 2 (g) replaced former subsections (g), (h) and (i) by the 1998 Amendments
  - <sup>18</sup> Committee named changed from Research and Commonwealth Committee by the 1992 Amendments
  - <sup>19</sup> Committee named changed from Public Relations, Publicity and Propaganda Committee by the 1992 Amendments
  - <sup>20</sup> Tobago Affairs Committee deleted by the 1998 Amendments
  - <sup>21</sup> Vigilance Committee added by the 1980 Amendments
  - <sup>22</sup> Representation from the Women’s League and Youth League included by the 1998 Amendments
  - <sup>23</sup> Representation from the THA, and name change to Local Government Bodies included by 1992 Amendments
  - <sup>24</sup> Subsection (f) included by the 1992 Amendments
  - <sup>25</sup> Consultation with the Tobago Council included by the 1998 Amendments
  - <sup>26</sup> Reference to Local Government Bodies included by the 1992 Amendments
  - <sup>27</sup> New subsection 13 added by the 1998 Amendments
  - <sup>28</sup> New subsection 14 added by the 1998 Amendments
  - <sup>29</sup> New subsection 15 added by the 1998 Amendments

- 
- <sup>30</sup> Reference to Local Government Bodies replaced City and Borough Councils and County Councils by the 1992 Amendments
- <sup>31</sup> New clause referring to the Deputy Political Leader, Tobago added by the 1998 Amendments
- <sup>32</sup> New clause referring to the Deputy Political Leader, Tobago added by the 1998 Amendments
- <sup>33</sup> Former subsection 5 regarding the status of the General Secretary as a paid Officer of the Party deleted by the 1992 Amendments
- <sup>34</sup> New provision regarding filling vacancy of Political Leader added by the 1998 Amendments.
- <sup>35</sup> General Secretary removed from Party Leadership by the 1992 Amendments and reinstated by the 1998 Amendments.
- <sup>36</sup> Subsection (a) restructured by the 1992 and the 1998 Amendments
- <sup>37</sup> Waiver for subsections (b) and (c) added by the 1998 Amendments
- <sup>38</sup> Last Clause included by the 1992 Amendments
- <sup>39</sup> New Article 25 added by the 1998 Amendments
- <sup>40</sup> Reference to Article 9 (5)(a) included by the 1992 Amendments
- <sup>41</sup> Subsection (b) added by the 1998 Amendments
- <sup>42</sup> Amended by the 1992 Amendments
- <sup>43</sup> Increased amount by the 1992 Amendments
- <sup>44</sup> Youth League Education Officer added by the 1992 Amendments
- <sup>45</sup> Committee named changed from Foreign & Commonwealth Committee to the present name by the 1992 Amendments
- <sup>46</sup> Committee named changed from Public Relations, Publicity and Propaganda Committee to the present name by the 1992 Amendments
- <sup>47</sup> Constituency representative specified to be the Constituency Welfare Officer by the 1992 Amendments.
- <sup>48</sup> Local Government Bodies replaced City, Borough or County Council by the 1992 Amendments
- <sup>49</sup> Local Government Body replaced City or Borough Council by the 1992 Amendments
- <sup>50</sup> Local Government Bodies replaced City, Borough or County Council by the 1992 Amendments
- <sup>51</sup> Local Government Body replaced City, Borough or County Council by the 1992 Amendments
- <sup>52</sup> Local Government Bodies replaced City, Borough or County Council by the 1992 Amendments
- <sup>53</sup> Local Government Body replaced County Council by the 1992 Amendments
- <sup>54</sup> Previous Article on the Tobago Affairs Committee deleted by the 1998 Amendments
- <sup>55</sup> Previous Subsection 2 regarding General Secretary as General Manager deleted by the 1992 Amendments
- <sup>56</sup> Reference to the applicability of Standing Orders to other Conferences added by the 1992 Amendments.