

MANIFESTO OF JUDE CHUKWUKA IWELUMO – FRONTLINE CANDIDATE FOR POSITION OF ASSISTANT GENERAL SECRETARY, NIGERIAN BAR ASSOCIATION, LAGOS BRANCH.

LEARNED SILKS, LIFE BENCHERS, SENIORS AND COLLEAGUES

My name is Jude Chukwuka Iwelumo . I am in the race to serve the Nigerian Bar Association - Lagos Branch as Assistant General Secretary.

I am confident in my ability and capacity to serve in the said office as I have been very effective in discharging secretarial duties in various Associations where I have served as Secretary or Assistant Secretary in the past.

If given the opportunity to serve as Assistant General Secretary of our great branch, the Premier branch, I will be bringing my wealth of experience in administration and leadership to the executive table generally and the secretariat particularly; having led several organizations and associations to great heights in my leadership career thus far.

When given the nod to serve as Assistant Secretary of the Premier branch, I will assist the Secretary and Secretariat in building a very effective and functional Secretariat. While I do not support the idea of destroying foundations that have been laid in any environment, I am of the view that building on the structure left behind by my predecessor is a good way to start my stewardship to the Premier Branch in my capacity as assistant general secretary, while specifically, my areas of service will amongst other things, encompass;

1. **Recording and keeping of all Minutes of Meetings:** One of the key functions of the Secretariat is the preparation of minutes and collation of attendance from the last meeting. I solemnly vow to assist the secretary and secretariat in discharging this very sensitive function especially in cases where the Secretary may be indisposed either due to official reasons or personal reasons. I will also make sure that prior to monthly meetings of the branch, members continue to receive prompt email notifications of meetings as well as other attached documents. As the Branch seeks to return to conducting physical meetings, I pledge to assist the secretariat in seamlessly moving back to the old phase and should the need for hybrid meetings arise, I pledge to serve the branch through her secretariat to ensure success of meetings.
2. **Drafting and dispatching letters and other correspondence of the Branch:** I will work with the Secretary and Secretariat in carrying out this function effectively.

3. **Disseminating to all members of the Branch, information from the National Secretariat of the Association:** it is the right of all members of the branch to have access to information emanating from the National Body. I will ensure that this function is carried out optimally by the Secretariat as information is power.
4. **Keeping an up-to-date directory of members of the branch:** in times past, I am aware that this used to be a problem prevalent with the branch. However, over the past 2 administrations, efforts have been made to improve on the directory of financial and non-financial members of the branch by past Secretaries and their assistants. I pledge to improve with the aid of ever evolving technology, the directory of members of the branch including but not restricted to names, addresses, phone numbers, emails etc.
5. **Furnishing Annual/Special Reports of the activities of the branch to members:** This is a key constitutional duty and I will work with the Secretary and secretariat to ensure that all reports are prepared in good time and furnished to members as and when due/upon request.
6. **General Management of the Secretariat of the Branch:** while the branch seeks to recover from the debilitating effects of the END-SARS looting and pillage which unfortunately affected our Branch secretariat, I pledge to collaborate with the Secretary and other Executive Committee members, to ensure that members who visit the temporary Secretariat of the branch are attended to appropriately and timeously. Where the branch is able to secure a new permanent secretariat, I pledge to assist the secretariat in any and every way possible to set up the secretariat to 21st century standards.
7. **Acting as a liaison between the young lawyers of the branch, the Young Lawyers Forum and the executive members:** if given the mandate to assist the secretary and secretariat in the discharge of their duties, I pledge to ensure that there exists a smooth relationship between the young lawyers of the branch, the young lawyers forum and the executive members of the branch. I believe I am in a unique position to facilitate this being a young lawyer and being one who has been on the sidelines and interacted with fellow young lawyers as to their needs and wants.

On a final note, I am not unaware of the problem of late procurement of NBA STAMP/SEAL currently plaguing our branch. I promise to in conjunction with the secretariat, look into the remote causes of this delay with a view to curing same this year before the start of application for stamp/seal next year.

I need your mandate in order to achieve all I have stated above. I will put in the best efforts in discharging the duties of this office.

Building a 21st century, functional and forward-thinking Secretariat is not optional, it is a necessity and together with your support, we will.

I solicit your support to render the best service our branch deserves.

CAST YOUR VOTE FOR JUDE CHUKWUKA IWELUMO as Assistant General Secretary of the NBA Lagos Branch.