

AN ACT TO ESTABLISH THE CHARTERED INSTITUTE OF SOCIAL WORK PRACTITIONERS AND TO MAKE PROVISIONS, AMONG OTHER THINGS, FOR MEMBERSHIP AND CONTROL OF THE PROFESSION OF SOCIAL WORK, AND FOR RELATED MATTERS, 2019 (HB. 1258)

ENACTED by the National Assembly of the Federal Republic of Nigeria —

PROVISION OF BILL	COMMITTEE'S RECOMMENDATION	REMARK
PART I — ESTABLISHMENT OF THE CHARTERED INSTITUTE OF SOCIAL WORK PRACTITIONERS Establishment of the Chartered Institute of Social Work Practitioners. 1. (1) There is established a body to be known as the Institute of Social Work Practitioners in the Bill referred to as "the Institute"). (2) The Institute shall be a body corporate: (i) with perpetual succession and a common seal; (ii) may sue and be sued in its corporate name; and (iii) may, subject to the Land Use Act, hold, acquire and dispose of any property, movable or immovable.	Retained	
Functions of the Institute. 2. The Institute is charged with the following functions: (a) determining the standards of knowledge and skill to be attained by persons seeking to become registered as chartered Social Work Practitioners (in this Bill referred to as "the Professionals"); and raising the standards from time to time as circumstances may permit; (b) securing in accordance with the provisions of the Bill, the establishment and maintenance of Register of corporate members, fellows, associates, honorary fellows, and the publication of the list of registered members from time to time; (c) building Professional capacities and providing professional guidance to members for enhanced service delivery in the chosen area of the institute professional practice.	Retained	

(d) creating and advancing consciousness in the professional practice of Social Work, providing a forum for the interaction of practicing Social Work Practitioners and collaborating with individuals, groups and corporate bodies with interest in Social Work practice with the aims of sharing professional and technical skills, experiences, benefits and research findings for advancement of professional Social Work; (e) licensing and providing professional proficiencies and guidance to members in practice and to persons who shall practice as Social Work Practitioners; (d) issuing from time to time code of conduct booklet to serve as catalyst guiding the professional behavior of the members of the Institute.		
Membership of the Institute. 3. Members of the institute shall be drawn from diverse professions in areas of Social Work and related matters including Community Development, Adult Education, Sociology and Psychology: (i) subject to the provisions of the Bill, a person admitted to membership of the Institute shall possess adequate interest, knowledge and understanding of Social work and related matters and shall be registered as a member in any of the following categories: (a) Fellow; (b) Senior Member; (c) Member; (d) Associate Member. (ii) a person registered under the Bill as a Member of the Institute shall be entitled to be enrolled: (a) as a Fellow, if he satisfies the Council that: (i) he is the holder of an approved academic qualification; (ii) he is an Associate member of the Institute for not	Retained	

less than 5 years;

(iii) he has attended all Mandatory Continuous Professional programs, seminars and symposia organized by the Institute;

(iv) he must also ensure that he/she pays the entire Institute's annual subscription, dues and levies;

(v) has been in continues active practice on their own account as social work practitioners, employees and or in partnership with other social workers;

(b) as a Senior Member, if he has passed all the stages of the Institute examination and inducted, is otherwise a fit and proper person to be enrolled as Senior Member;

(c) as an Associate Member, if he is enrolled as a student of the Institute and has satisfied the Council that his a fit and proper person to be enrolled as Associate member;

(iii) the Institute may register a member as an Honorary Fellow or Corporate Member;

(iv) an Honorary Fellow shall be a person who has been in continuous employment of a reputable organization as a Social Worker for a period of not less than 15 years preceding the date of his application or nomination to the Institute for registration as an honorary fellow or person who has contributed to human capacity development in the country, and who is an employer of labor with knowledge of Social Work;

(v) corporate membership shall consist of Ministries, Departments, Agencies or Companies which:

(a) are in a functional working relationship with the Institute;

(b) at the date of application, employ not less than 25 persons;

(c) it has been licensed to carry out a business with high corporate social content in Nigeria in the case of a company;

(d) satisfied any other condition, which the

Council may from time to time approve; and (e) provided that corporate membership shall be conferred at the discretion of the Council and that admission shall not confer automatic professional membership of the Institute on any member of the company or organization; (vi) a corporate member shall ensure that its employees are registered with the Institute to promote ethical standards and self-regulation in social work practice; (vii) a person shall, when enrolled or registered, as the case may be, receive a certificate in such form as the Council may approve for the purpose; (vii) every member is required to attend a number of Mandatory Training programs as may be specified by the council from time to time which shall serve as a prerequisite for upgrading and recertification; (ix) at the commencement of the Bill, any person not a member of the former Institute who, but for the Bill, would have been qualified to apply for and obtain membership of the profession, may, within the period of three months beginning from the date of commencement of the Bill, apply for membership of the Institute in such manner as may be prescribed by rules made by the Council and if approved, he shall be registered according to his qualifications.		
Membership privileges. 4. Persons registered as Fellows and Associates of the Institute shall be entitled to use after their names, the (Acronyms) words: (a) "Fellow, Institute of Social Work Practitioners", (FSOW); (b) "Senior Member, Institute of Social Work Practitioners" (SMSOW); (c) "Associate, Institute of Social Work Practitioners" (ASOW): (i) a person registered as a Fellow or Associate of the Institute shall have the right to affix a member seal and stamp on every document endorsed by or emanating from them;	Retained	

(ii) a person registered as a Fellow or Associate of the Institute shall be awarded a certificate of qualification, practicing certificate, plaque and other membership details such form as the Council may approve.		
Duties of members and code of conduct. 5. It shall be the duty of every registered member of the institute to abide by the rules, regulations, code of conduct and other policy established by the institute for the purpose of sound practice. Every member of the institute shall be bound to further to the best of his ability and judgment the objects, purposes and interest of the institution: (a) every member of the Institute shall subject to subsection (viii) and (ix) of the Bill, comply with the code of conduct set out by the Council in schedule 5 to the Bill; (b) every member shall also order his conduct as to uphold the dignity and reputation of the institute and shall observe the provision of the Bill and other regulation as may be enacted by the Governing Council.	Retained	
Governing Council of the Institute. 6. There shall be for the Institute a Governing Council (in the Bill referred to as "the Council") charged with the administration and general management of the Institute: (i) the Council shall consist of the following members: (a) the president of the Institute who shall be the chairman; (b) the Vice-president of the Institute who shall be the vice-chairman; (c) a representative from the Ministry of Education; (d) one duly enrolled Social Worker to represent institutions involved in training of social workers on rotation; (e) one duly enrolled Social Worker from human services NGOs to represent public interest;	Retained	

(f) six State Zonal Coordinators to represent the 6 Geopolitical Zones; and (g) the Registrar of the Institute who shall be the Secretary to the Council; (ii) the supplementary provisions set out in the Schedule to the Bill shall have effect with respect to the proceedings of the Council and the other matters contained therein. (iii) subject to this section, the Council shall have capacity to make standing orders for the regulation of its proceedings and meetings; (iv) decisions and acts of the Council shall be deemed to be decisions and acts of the Institute.		
Functions of the Governing Council. 7. The Governing Council shall: (a) determine the standards of knowledge and skill of candidates aspiring to be members of the Institute; (b) ensure that those admitted into the Institute as members upgrade their knowledge from time to time through regular attendance of seminars and workshops and Mandatory Continuous Professional Education Programs (MCPEP) designed to raise their skills as Social Work practitioners and experts; (c) regulate and control the Social Work profession through adequate screening of prospective desirous candidates who apply (enroll) for memberships from time to time; (d) do such other things that in its opinion are necessary to ensure the effective performance of the functions of the institute under the Bill.	Retained	
The President and Vice President of the Institute. 8. There shall be a President and Vice-Presidents of the Institute who shall be elected at the Annual General Meeting of the Institute: (a) the President shall be the Chairman at meetings of the Institute, so however that in the event of the death, incapacity or inability for any reason, of the President, the Vice-President shall act as President	Retained	

for the un-expired portion of the term of office as Chairman, as the case may be, and references in the Bill to the President shall be construed accordingly; (b) the President and the Vice-President respectively shall be Chairman and Vice-Chairman of the Council of the Institute under the Bill; (c) where the President or the Vice-President ceases to be a member of the Institute, he shall cease to hold any of the offices designated under this section.		
Tenure of Office and Cessation of the Governing Council. 9. (1) The President and members of the Council other than the ex - officio Members shall hold office for a term of two years in the first instance from the date of investiture and may be elected or re-appointed for another term of two years and no more. (2) The office of the President or any member of the Council shall become vacant where: (a) he resigns his office by notice in writing under his hand addressed to the Registrar of the Institute; (b) he becomes of unsound mind or is incapable of carrying out his duties due to infirmity of mind or body; (c) he is declared bankrupt by a court of competent jurisdiction; (d) he is found guilty of gross misconduct relating to his duties or is convicted of a felony or of any offence involving dishonesty, corruption or embezzlement; or (e) in the case of an ex-officio member, he/she ceases to hold the office on the basis of which he/she became a member of the Council.	Retained	
Remuneration of Members of the Council. 10. Members of the Council shall be entitled to allowances; travel expenses and such other benefits as may be determined from time to time by the Council.	Retained	
Establishment of the Board of Trustees. 11. There shall be for the Institute Board of Trustees (IBOT), which membership shall consist of the promoters of the	Retained	

Institute and such other person(s) that the Board deemed qualified and which membership shall: (a) not be subjected to any election; (b) ensure that in the event of death of a member, the Board shall arrange for a successor, but not necessarily from among the council members; and (c) the Board shall comprise of: (i) Chairman; (ii) Vice Chairman; (iii) Secretary; (iv) four (4) members.		
Functions of Board of Trustees. 12. The Institute Board of Trustees shall bear and determine complaints that be brought before it by members (who are not in arrears of their subscriptions and (levies) its decision of any issue is not subjected to any further debate; (a) the Board shall hold its meeting, from time to time as may be scheduled by the chairman of the Board of Trustees; (b) the Board shall act as adviser on issues relating to the activities of the Institute; (c) at least a member of the Board of Trustees shall be required to be present at the meeting of the governing council; (d) where disciplinary committee is unable to resolve any matter brought before it, it shall refer the matter to the council. In the event that the council is unable to resolve same, it shall in turn refer it to Board of Trustees and any decision taken on the matter shall be final.	Retained	
PART II — STAFF OF THE INSTITUTE Appointment and Duties of the Registrar 13. (1) The council shall appoint the registrar who shall be the Chief Executive Officer (CEO) of the institute for the purpose of the Bill.	Retained	

(2) The Registrar shall: (a) be charged with the general responsibility for matters affecting the day-to-day management and operations of the Institute; (b) on the instructions of the President of the Institute or any committee of the Institute or the Council, convene and keep minutes of the proceedings at all meetings thereof as the case may be; (c) be responsible to the Council and be responsible for: (i) taking the minutes of meetings of the Council; (ii) keeping records and conducting the correspondence of the Council; and (iii) issuing notices for the meetings of the Council. (d) responsible for any other duties or functions as may be necessary for the effective and efficient running of the Institute.		
Qualifications, function of the Registrar, etc. 14. (1) The Registrar shall possess such professional qualifications and cognate experience as the Council may prescribe. (2) In addition to other duties under the Bill, the Registrar shall prepare and maintain, in accordance with the rules and regulations made by the Council, a Register of the names, addresses, approved qualifications and such other qualifications and particulars as may be specified in the rules, of all persons who are enrolled, in accordance with the provisions of the Bill as Fellows, Full Members, Associate Members, Graduate Members, Student Members, Honorary Fellows or Corporate Members. (3) The Registrar shall: (a) correct, in accordance with the Council's directions, any entry in the Register which the Council directs him to correct as being in the Council's opinion an entry which was incorrectly	Retained	

made;

(b) make, from time to time, any necessary alterations in the registered particulars of registered members.

(c) remove from the Register the name of any enrolled or registered members who has died; and

(d) record the names of Members of the Institute who are in default for more than six months in the payment of annual subscriptions, and to take such action in relation thereto (including removal of the names of defaulters from the Register) as the Council may direct or require.

(4) If the Registrar:

(a) sends by post to any enrolled or registered person a registered letter addressed to him at his enrolled address on the Register, enquiring whether the enrolled registered particulars relating to him are correct and receives no reply to the letter within the period of six months from the date of posting it; and

(b) upon the expiration of that period sends in the like manner to the person in question a second similar letter and receives no reply to that letter within three months from the date of posting it, the Registrar may remove the particulars relating to the person in question from the Register and the Council may direct the Registrar to restore to the appropriate part of the Register any particulars removed there from under this subsection.

(5) The Registrar shall:

(a) cause the Register to be printed, published and put on sale to members of the public not later than two years from the commencement of the Bill and thereafter, cause to be printed, published and put on sale as aforesaid, either a corrected edition of the Register or list of corrections made to the Register, since it was last printed;

(b) cause a print of each edition of the Register and of each list of the corrections to be deposited at the principal offices of the Institute;

(c) keep the Register and lists so deposited and made available at all reasonable times for inspection by

members of the public; (d) from time to time appoint such other category of staff or as it may deem expedient and necessary to assist the Institute in the performance of its functions under the Bill; (e) pay its employees such remuneration, allowances and other benefits as may be approved by the Council from time to time; and (f) make rules relating generally to the conditions of service of employees of the Institute and without prejudice to the generality of the foregoing, the rules may provide for the appointment, promotion and disciplinary control of all employees of the Institute as approved by the council.		
Staff Pension. 15. The Council may, on the recommendation of the Registrar appoint such other staff as it may consider necessary to assist the Registrar in the discharge of his duties: (a) the employment of the Registrar and other staff shall be pensionable, in accordance with the terms and conditions of the Civil service in the Federal Government of Nigeria.	Retained	
Indemnity of members, etc. 6. Every member, agent, auditor or employee for the time being of the Council shall be indemnified out of the assets of the Institute against any liability incurred by him in defending any proceedings, whether civil or criminal in which judgment is given in his favour or in which he/she is acquitted, if any such proceedings has been brought against him in his capacity as such a member, agent, auditor or employee.	Retained	
PART III — FINANCIAL PROVISIONS Establishment of Fund of the Institute. 17. (1) The Council shall establish and maintain a Fund for the purpose of the Bill. (2) There shall be paid into the Fund of the Council: (a) all fees and other moneys payable to the Council in pursuance of the Bill; and	Retained	

(b) such moneys as may be payable to the Council, whether in the course of the discharge of its functions or otherwise. (3) There shall be paid out of the Fund of the Council established pursuant to subsection (1) of this section: (a) the remuneration and allowances of the Registrar and other employees of the Council; and (b) such reasonable travelling and subsistence allowance of members of the Council in respect of the time spent on the business of the Council as the Council may, with the approval of the Council, determine. (4) The Council may invest moneys in the fund in any security created or issued by or on behalf of the Federal Government or in any other securities in Nigeria approved by the council. (5) The Council may, from time to time, borrow money for the purposes of the Institute and any interest payable on moneys so borrowed shall be paid out of the fund. (6) The Council may create as Social Work Practitioners Benevolent and Educational Fund: (a) the fund shall be managed by the Board of Trustees and a management committee both to consist of members appointed by the Council; (b) the fund shall provide assistance to indigent or distressed or ill or incapacitated members of the Institute; (c) the Council may create other funds as it deems fit. <i>Accounts, etc.</i> (7) The Council shall keep proper accounts on behalf of the Institute in respect of each year and proper records in relation to those accounts and the Council shall cause the accounts to be audited by an auditor and, when audited, the accounts shall be submitted to the members of the Institute for approval by them at the meeting of the Institute.		
Power to accept gifts. 18. (1) The Institute may accept gifts of land, money or other property upon such terms and conditions, if any, as may	Retained	

be specified by the person or organization making the gift. (2) The Council shall not accept any gift if the conditions attached by the person or organization making the gift are inconsistent with the functions of the Council or any other law in Nigeria.		
Annual estimates and accounts. 19. (1) The Institute shall not later than 1st October in each financial year or soon thereafter submit to the Council for approval, its estimate of revenue and expenditure in respect of the following financial year. (2) The Institute shall prepare and submit to the Council not later than 31st July in each financial year, a report on its activities during the preceding financial year and the report shall be accompanied by a copy of the audited accounts of the Institute for that period and of the auditor's report on the accounts.	Retained	
PART IV— REGISTER AND REGISTRATION OF SOCIAL WORK PRACTITIONERS Publication of register of membership. 20. (1) The Registrar shall — (a) cause the contents of the Register of Members to be published and put on sale and the publication shall be updated annually; (b) reasonable copies of the Publication shall be deposited at the principal office of the Institute for the purpose of inspection by members of the public. (2) Any edition of the Register published under this section by the authority of the Registrar or documents purporting to be prints of an edition so published and of the list of corrections to that edition so published, shall, without prejudice to any other mode of proof, be admissible in any proceedings as evidence that any person specified in the publication or document as being registered was so registered at the date of the edition or of the list of corrections, as the case may be, and that any person not so specified was not so registered.	Retained	
Registration as a Social Worker. 21. (1) A person shall be entitled to be registered as a Social	Retained	

Worker if he: (a) passes the qualifying examination accepted by the Council and completed the practical training prescribed by the Institute under this Bill; (b) holds any other qualifications acceptable by the Institute for the time being; or (c) qualifies for registration as a member in any of the categories specified under subsection 2 of section 3 of the Bill. (2) An applicant for registration shall, in addition to satisfying stipulated conditions set and approved by the Council he/she must: (a) be of good character; (b) be within the age prescribed under the Bill; and (c) not convicted; in Nigeria or elsewhere, of an offence involving fraud or dishonesty. (3) The Institute shall, from time to time, publish particulars of qualifications for the time being accepted by the Council for Registration as a member (Social Work). (4) The Council may for the purposes of the Bill approve — (a) any course of training at an approved institution or location intended for persons who are seeking to become or are already members and experts and which the Council considers is designed to confer on any person completing it sufficient knowledge and skills for admission into the Institute; (b) any qualification, which, as a result of an examination taken in conjunction with a course of training approved by the Council under this section indicates that the candidate has sufficient knowledge and skills for certification to practice as a Social Worker.		
Instruction and examinations leading to approved qualification. 22. (1) The Council is to ensure that its members are kept abreast with nature of the instructions and examinations given at approved institution or location(s) to any person attending approved course(s) of training and may appoint,	Retained	

either from among its own members or otherwise, persons to visit approved institutions, or to participate in the invigilation such examinations. (2) It shall be the duty of a person appointed under this section to report to the Council on the sufficiency of the- (a) instruction given to persons attending approved courses of training at institutions visited by him; and (b) examination invigilated by him. (3) The Council may, if it thinks fit, withdraw any approval given under section 23 of the Bill in respect of any course, qualification or institutions, but before withdrawing such an approval the Council shall — (a) give notice 2-weeks that it proposes to do so to any person in Nigeria appearing to the Council to be the person by whom the course is conducted or the qualification is granted or the Institution is controlled, as the case may be; and (b) afford each such person an opportunity of making to the Council representations with regard to the proposal in pursuance of paragraph (b) of this subsection.		
PART V — PROFESSIONAL DISCIPLINE 23. (1) There shall be two constituted committees for deciding disciplinary cases of members of the Institute: the Institute of Social Work Practitioners Investigating Panel (in the Bill referred to as "the investigating panel"); and the Institute of Social Work Practitioners Disciplinary and Appeals Tribunal (in the Bill referred to as "The Disciplinary and Appeals Tribunal"). (2) The investigating panel shall be charged with the following duties of: (a) conducting a preliminary investigation into any case to the registry where it is alleged that a member has misbehaved in his capacity as a professional Social Work, or is (should) for any other reason be the subject of proceedings before the Disciplinary and Appeals Tribunal; (b) ascertaining the extent of incrimination of the alleged member in the case in reference and make a recommendation(s) to the Disciplinary Tribunal if	Retained	

need be, and (c) an alleged member must be given registry query on the matter at stake before his/her case be referred to the investigation panel. (3) The Investigation Panel shall be appointed by the Council and shall consist of three members: (i) a reputed fellow member of a high level of integrity and objectivity (chairman); (ii) any member of the Institute, not below 5 years of post-induction experience; and (iii) one legal practitioner who will act as the secretary (Three registered members of the Institute who are not members of the Council and one legal practitioner who will act as the secretary). (4) The Disciplinary and Appeals Tribunal is a council committee and shall be charged with the duties of: (a) considering and ratifying cases, inter alia, referred to it by the Investigating Panel, established under subsection (1) of this section and any other case of which the Disciplinary Tribunal has cognizance under the provisions of the Bill. (5) The Disciplinary and Appeals Tribunal shall consist of five members: (i) a council member as Chairman; (ii) a fellow of the Institute; (iii) a member of the Institute, not below 5 years of post-induction experience; (iv) a legal Adviser of the Institute; and (v) the Registrar of the Institute as Secretary. (6) The provisions of the Second schedule to the Bill shall so far as applicable to the tribunal and Panel respectively, have effects with respects to those bodies. (7) The Council may make rules not inconsistent with the provisions of the Bill which constitute professional misconduct for Social Work Practitioners.		
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Penalties for unprofessional conduct.	Retained	
24. (1) Where — (a) a member is adjudged by the Disciplinary and Appeals Tribunal to be guilty of infamous conduct in any professional respect; (b) a member, is convicted in any court of law having power to award imprisonment for an offence (whether or not punishable with imprisonment), which in the opinion of the Tribunal is incompatible with the status of a member of the Institute; (c) the Disciplinary and Appeals Tribunal is satisfied that the name of any person has been fraudulently enrolled or registered; (d) the Disciplinary and Appeals Tribunal may, if it thinks fit, give a direction, reprimanding that person, or ordering the Registrar to strike his name off the relevant part of the Register. (2) The Disciplinary and Appeals Tribunal may, if it thinks fit, defer its decision as to the giving of a direction under subsection (1) of this section until a subsequent meeting of the Disciplinary and Appeals Tribunal, Provided that: (a) no decision shall be deferred under this subsection for any period exceeding two years in the aggregate; and (b) no person shall be a member of the Disciplinary and Appeals Tribunal for the purposes of reaching a decision which has been deferred, or further deferred, unless he was present as a member of the Disciplinary and Appeals Tribunal when the decision was deferred. (3) For the purposes of subsection (1) (b) of this section, a person shall not be treated as convicted as therein mentioned, unless there is no appeal pending or may, without extension of time, be brought in connection with the conviction. (4) When the Disciplinary and Appeals Tribunal gives a direction under subsection (1) of this section, the Disciplinary Tribunal shall cause notice of the direction to be served on the person to whom it relates. (5) The person to whom a direction given under subsection		

(1) of this section relates may, at any time within 30 days from the date of service on him of notice of the direction, appeal against the direction to the Federal High Court, and the Disciplinary and Appeals Tribunal may appear as respondent to the appeal and for the purpose of enabling directions to be given as to the costs of the appeal and of proceedings before the Federal High Court, the Disciplinary and Appeals Tribunal, shall be deemed to be a party thereto whether or not it appears on the hearing of the appeal. (6) A direction of the Disciplinary and Appeals Tribunal under section (1) of this section shall take effect — (a) where no appeal under this section is brought against the direction within the time limited for such an appeal, on the expiration of that time; (b) where such an appeal is brought and is withdrawn or struck out for want of prosecution, on the withdrawal or striking out of the appeal; and (c) where such an appeal is brought and is not withdrawn or struck out as aforesaid, if and when the appeal is dismissed, and shall not take effect except in accordance with the foregoing provisions of this subsection. (7) A person whose name is struck off the Register in pursuance of a direction of the Disciplinary and Appeals Tribunal under this section, shall not be entitled to be enrolled or registered again, except in pursuance of a direction in that behalf given by the Disciplinary and Appeals Tribunal on the application of that person and a direction under this section for the striking off of a person's name from the Register may prohibit an application under this subsection by that person until the expiration of such period from the date of the direction, and where he has duly made such an application, from the date of his last application, as may be specified in the direction.		
Penalties and offences. 25. Any person, who for the purposes of procuring the registration of any name, qualification or other matter — (a) makes a statement which he believes to be false in a material particular; or (b) recklessly makes a statement, which is false in a material particular, commits an offence.	Retained	

PART VI — OFFENCES AND PENALTIES Practicing as a Social Worker. 26. As from the commencement of the Bill, any person, not being a member of the Institute or certified by the Institute as a Social Worker or any other recognized Institution, who practices as a Social Worker for or in expectation of reward, or takes or uses any name, title, addition or description implying that he is in practice as a registered member of the profession of Social Work, commits an offence.	Retained	
Falsification of register. 27. Any person, including the Registrar or any other employee of the Institute, who willfully makes any falsification in any matter relating to the Register or with intent to defraud alters any entry in the Register, commits an offence.	Retained	
Penalties. 28. (1) A person guilty of an offence under section 27 shall be liable — (a) on summary conviction be liable to pay a fine of an amount not exceeding ₦250,000; (b) on conviction or indictment to a fine of an amount not exceeding ₦250,000 or to imprisonment for a term not exceeding two years, or both. (2) Where an offence under the Bill was committed by a body corporate, the Chief Executive Officer, Director, Manager or Secretary shall be liable to pay a fine of ₦200,000 each unless, having regard to the nature of his functions in that capacity and to all the surrounding circumstances, he proves that- (i) the offence was committed without his knowledge, consent or connivance; and (ii) he had taken all reasonable precautions and exercised due diligence to prevent the commission of the offence.	Retained	
PART VII — MISCELLANEOUS Regulations, rules and guidelines. 29. (1) Subject to the foregoing provisions of this section, the Institute may, subject to the approval of the Council, make rules and regulation or issue guidelines with respect of	Retained	

the enforcement of any of the provisions of the Bill including — (a) regulation membership registration and keeping of register; (b) specifying the fees including any annual subscription, to be paid to the Institute in respect of the entry of names on the Register and authorizing the Registrar to refuse to enter a name on the Register until any fee specified for the entry has been paid; and (c) regulating the making of applications for enrolment or registration, as the case may be and providing for the evidence to be produced in support of the applications. (2) The Council may in consultation with the principal officers of the Institute and the Committee of Fellows make rules for — (a) the training of suitable persons in management; (b) the licensing of people to be employed in management positions; (c) the fees to be paid by Social worker; and (d) restrictions on the right to practice when all prescribed conditions have not been met. (3) The Council may also make rules prescribing the amount and due date for payment of the annual subscriptions and for such purposes, different amounts may be prescribed by the rules according to the grades of membership. (4) Rules when made shall, if the Chairman of the Council so directs, be published in the print media and in the official gazette.		
Award of Honorary membership of the Institute. 30. The Council shall be free to award honorary membership of the institute to person whom it considers worthy of such honour, on terms and conditions prescribed by the Council and approved by the Institute in the general meeting.	Retained	
Provision of Library Facilities, etc.	Retained	

31. The Institute shall — (a) provide and maintain a library, physical and online, comprising books and publications for the advancement of knowledge in Social Work, and such other books and publications as the Council may think necessary for the purpose; (b) encourage research into Social Work theories and methods and allied subjects to the extent that the Council may from time to time consider necessary; (c) undertake regular study of the existing social work, its information services including the library system, internet and electronic mail services and related operations and evolve a state of the art technology driven Research, Publication and Social Work; and (d) engage in the production and sale of materials, books and journals arising from its research and consultancy activities.		
Limitation of suits against the Council. 32. Notwithstanding anything to the contrary contained in any other enactment, no suit against the Institute, a member or any employee of the Institute, for any act done in pursuance or execution of any enactment or law, or of any public duty or authority, or in respect of an alleged negligence or default in the execution of such enactment or law, duty or authority, shall lie or be instituted in any court unless it is commenced within 12 months next after the act or neglect complained of or in the case of a continuing damage or injury, within 12 months next after the ceasing thereof: (i) no suit shall be commenced against the Institute before the expiration of a period of one month notice of intention to commence the suit shall have been served upon the Institute by the intending plaintiff or his authorized agent and the notice shall clearly and explicitly state: (a) the cause of action, (b) the particulars of the claim, (c) the name and place of abode of the intending plaintiff, and	Retained	

(d) the relief which he claims; (ii) The notice referred to in subsections (1) and (2) of this section and any summons, notice or other document required or authorized to be served upon the Institute under the provisions of the Bill or any other enactment or law may be served by delivering the same to the President, Chairman Governing Councilor the Registrar of the Institute and by sending it by registered post to the principal office of the Institute.		
Transition and savings. 33. (1) All assets, funds, resources, movable or immovable property which immediately before the commencement of the Bill held on behalf of the institute shall by virtue of the Bill and without further assurance, be vested in the Institute of Social Work Practitioners. (2) Any person immediately before the commencement of the Bill being a holder of an office in the Institute of Social Work Practitioners shall on the commencement of the Bill be deemed to have been appointed to his office by the Institute of Social Work Practitioners.	Retained	
Interpretation. 34. In the Bill: "Board" means Board of Trustees; "Council" means the Council established as the governing body of the Institute under section 6 of the Bill; "Disciplinary and Appeals Tribunal" means the Institute of Social Work Practitioners Disciplinary and Appeals Tribunal established under subsection (3) of section 25 of the Bill; "Enrolled" in relation to a fellow, a member, an associate member means registered in the part of the Registrar to fellow, member, associate member as the case may be; "Fees" include annual subscriptions and other levies; "Social Worker" — A person is deemed to be a professional Social Worker if, for consideration for remuneration received or to be received, and whether by himself or in partnership with any other person — (a) he engages himself in the practice of Social Work;	Retained	

the Council and in the case of any of its committees shall not be less than half of the members of such committee.

11. Where standing orders made under paragraph 1 of this Part of this Schedule provide for the Council to co-opt persons who are not members of the Council, such persons may advise the Council on any matter referred to them by the Council but shall not be entitled to vote at a meeting of the Councilor count towards a quorum.

12. Subject to its standing orders, the Council may appoint such number of standing and ad-hoc committees as it thinks fit to consider and report on any matter with which the Council is concerned.

13. Every committee appointed under paragraph 12 of this Schedule shall be presided over by a member of the Council and shall be made up of such number of persons, not necessarily members of the Council, as the Council may determine in each case.

14. A decision of a committee shall be of no effect until it is confirmed by the Council.

Miscellaneous

15. The fixing of the seal of the Council shall be authenticated by the signature of the chairman and the Council Secretary.

16. Any contract or instrument which, if made or executed by any person not being a body corporate would not be required to be under seal, may be made or executed on behalf of the Council by any person, generally or specially authorized to act for that purpose by the Council.

17. Any document purporting to be a contract, instrument or other document duly signed or sealed on behalf of the Council shall be received in evidence and shall unless the contrary is proved, be presumed to have been so signed and sealed.

18. The validity of any proceeding of the Councilor of any of its committees shall not be affected by —

(a) any vacancy in the membership of the Councilor any of its committees;

(b) any defect in the appointment of any member; or

(c) reason of the fact that any person not entitled to do so took part in the proceedings. 19. Any member of the Council and any person holding a position on a committee of the Council who has a personal interest in any contract or arrangement entered into or proposed to be considered by the Council or its committee shall not be present at any deliberation relating to the contract arrangement.		
EXPLANATORY MEMORANDUM This Bill seeks to establish the Institute of Social Work Practitioners to be charged with the responsibility for registration of person aspiring to become Social Work Practitioners in Nigeria.	Retained	