

# **CONSTITUTION OF THE GHANA ASSOCIATION OF SOCIAL WORKERS**

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# CONTENTS

<b>Contents</b> .....	III
<b>Preamble</b> .....	IV
<b>Chapter One: preliminary matters, name, motto, symbol, colour and philosophy</b> .....	1
Article 1. Name .....	1
Article 2. Motto .....	1
Article 3. Symbol .....	1
Article 4. Colours .....	2
Article 5. Philosophy .....	2
<b>Chapter Two: Aims, objectives and head quarters</b> .....	4
Article 6: Aims and objectives .....	4
Article 7. Head quarters .....	6

<b>Chapter Three. Membership</b> .....	7
Article 8. Full member, associate member, student member, honorary and corporate membership .....	7
Article 9. Affiliate, honorary and corporate membership.....	37
Article 10. Suspensions, expulsion and reinstatement .....	12
<b>Chapter Four. Structure of the Association</b> .....	13
Article 11. The association shall be organized at regional and national levels .....	13
Article 12. National Congress .....	17
Article 13. The general assembly .....	21
Article 14. Election of officers / eligibilities .....	22
Article 15. Auditing of the account of the association .....	26
Article 16. National executive council .....	27
Article 17. The national executive committee .....	27
Article 18. Meetings of national executive council .....	28

and the executive committee	
Article 19. Counselors of the association .....	28
Article 20. Sub-committees .....	28
Article 21. Rules of procedure at all meetings .....	32
Article 22. Rule and regulations .....	33
Article 23. Funds of the association .....	33
Article 24. Auditors.....	34
Article 25. Amendment of Constitution .....	34
Article 26. Dissolution.....	35
Article 27: grievance procedures .....	35
Article 28: sanctions .....	36
Article 29: Amendment of constitutions.....	37
Article 30: Dissolution.....	37

## CONSTITUTION OF THE GHANA ASSOCIATION OF SOCIAL WORKERS.

### PREAMBLE

We the members of the GHANA ASSOCIATION OF SOCIAL WORKERS (GASOW), believing in the destiny of Ghanaians to build a society that truly realises human values based on the mobilization of the talents and energies of our people and on the sustainable development of the potentials endured us, as human beings;

Conscious of the historical, political and social context of the diverse groups of people that make up Ghana

Recognising that the prerequisite for the equitable development that the country on the platform of our history and social conditions within must be development of the people and must be achieved through the involvement that all humans being are endowed with

Determine to provide a framework of voluntary professional association within which Ghanaian and social workers operating in Ghana from all areas of practice can contribute to the advancement of the social work practice for the optimum benefit of their clients and the advancement of the profession,

Resolve to uphold the constitution of the republic of Ghana and committed to self-determination and equity and social justice.

Do hereby give ourselves this constitution.

# CHAPTER ONE

## PRELIMINARY MATTERS, NAME, MOTTO, SYMBOL, COLOURS AND PHILOSOPHY

### ARTICLE 1 : NAME

The name of Association shall be **GHANA ASSOCIATION OF SOCIAL WORKERS** referred to in this constitution as “the Association”

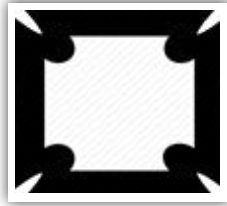
### ARTICLE 2 : MOTTO

The motor of the association shall be GASOW!! ‘Rendering social service with dignity integrity and professionalism”

### ARTICLE 3: SYMBOL

The symbol of the association shall be the Adrinkra symbol called **FIHANKRA**





## ARTICLE 4 : COLOURS

The colours of the association shall be Blue and White

## ARTICLE 5: PHILOSOPHY

Social Work as a functional social institution has become entrenched in the social structure of the Ghanaian society. It promotes social change, problem solving in human relationships and the empowerment and liberation of people to enhance well-being. Utilizing theories of human behaviour and social systems, social work intervenes at the point where people interact with the environment. Principles of human rights and social justice are fundamental to social work. It has developed

methods and skills based on experience and on scientific knowledge about individuals, groups, and communities and their inter-relationships, and depend upon a systematic application of these methods and skill for effective service.

Deriving from the above objectives, it becomes necessary that those who are engaged in social work everywhere should not only acquire the requisite training but should also approach their work with that sense of vocation which results only from a dedication to a profession. It is chiefly on this ground that it has been deemed necessary that there should be an Association of Social Workers in the country as a basis for a concrete and meaningful profession under which all Social Workers can approach their functions guided by a Code of Ethics. By such an association they can also achieve recognition as a non-profit corporate body in the service of the nation.

## CHAPTER TWO

### AIMS, OBJECTIVES AND HEAD QUATERS

#### ARTICLE 6 : AIMS AND OBJECTIVES

The aims and objectives of the Association are to:

- (a) Bringing all social workers in Ghana and beyond under one voluntary umbrella for the common good of members and the profession of social work
- (b) Addressing peculiar problems and circumstances of Social Workers and Social Work Practice in Ghana
- (c) To promote, develop, and sponsor activities appropriate to the strengthening and unification of the social work profession
- (d) To present and promote the point of view of the social work profession to International and National Organizations carry out social, planning, social development, social action and welfare programmes.

- (e) To promote the highest standard of social work and maintain the ethical conduct and discipline of the profession.
- (f) To promote the exchange of information and experience in social work among social workers in Ghana and in other countries through exchange programmes, conferences and publication of papers and professional journals.
- (g) To promote training and research among its members.
- (h) To uphold the principles of Universal Human Rights in collaboration with other National and International organizations, and to encourage all social workers to assume their full responsibility of citizenship.
- (i) To establish, and maintain relations with National and International Organizations relevant to social development and welfare.

- (j) To contribute to the professionalism among social work practitioner.

*The aims and objectives shall conform to internationally recognized social work principles and values and to the fundamental human rights and freedoms.*

#### **ARTICLE 7 : HEAD QUATERS**

- (a) The seat of the Association shall be in Accra, it may be transferred elsewhere by the decision of the general meeting.
- (b) The secretariat shall have such staff as administrative and other auxiliary staff as may be determined by the National Executive Council.

## CHAPTER THREE

### MEMBERSHIP

#### ARTICLE 8 : FULL MEMBER, ASSOCIATE MEMBER, STUDENT MEMBER, HONORARY AND CORPORATE MEMBERSHIP

##### 1. Full Membership

Membership of the association shall be open to:

- (a) Persons who have completed an accredited course of study in Social Work leading to at least a diploma in Social Work or have equivalent social work-related training and to people in social work practice for at least three years but may not have had formal social Work training; or
- (b) Persons with a Bachelor's degree or higher in Social Work-related subjects or allied professional with at least 2 years social work experience in any recognized Social Work or welfare organization upon the recommendation in writing by at least two full members of the Association in good standing

- (c) Upon the payment of the prescribed membership registration fee

## **2. Student Membership**

Student membership shall be open to:

- (d) Persons who are currently pursuing programmes of study in social work or related programme at the tertiary education level; and/or
- (e) A person qualified to be a member under section 1 above and who is currently a full-time student irrespective the course of study.
- (f) A person may be registered as member or student member of the association if that person:
  - (g) Accepts the constitution, aims, objectives, principles and programmes of the association;
  - (h) Accepts the discipline and rules of conduct of the association; and

- (i) Pays the subscription fee and annual dues as required
- (j) Upon the payment of the prescribed membership registration fee

### **3. Corporate Membership**

Membership of the association shall be open to any organization and agency that satisfies the conditions in sub-clause 3 where the organization or agency is accepted as a member by the national executive council of the association, its members shall register individually as members upon the payment of the prescribed membership registration fee.

### **4. Affiliate Membership**

A person wishing to join the association shall fill the prescribed membership form available on line and at the association's contact offices throughout the country. Upon the payment of the prescribed membership registration fee;



## **ARTICLE 9 : AFFILIATE, HONORARY AND CORPORATE MEMBERSHIP**

There shall be Affiliate, Honorary, Associate and Corporate Members of the Association:

### **Affiliate Members:**

1. An organization may be affiliated to the association and is entitled to send delegation to the national congress if:
  - (a) It publicly endorses the aims, objectives, policies and programmes of the association.
  - (b) Accepts to pay the requisite subscription fees and annual dues determined by the national congress.
2. Application for affiliation shall be made in writing to the national executive committee and shall be accompanied with:
  - (a) The organizations constitutions, charter or regulations as the case may be.
  - (b) A description of current membership and main activities;

- (c) A list of its national officers; and
- (d) A statement of its other affiliations and organizational links nationally and internationally.

### **Honorary Members**

3. Honorary membership may be conferred by the General Assembly on anybody who has made significant contribution to promote the profession of social work upon recommendation by the national executive council.

### **Corporate Members:**

4. Corporate Membership–This shall be open to any duly registered company limited by guarantee whose activities promote and compliment social work upon the recommendation of at least 5 members with full membership status and of good standing.
- (a) An organization may apply for corporate membership upon filling the appropriate form and paying the dues.

## **ARTICLE 10 : SUSPENSIONS, EXPULSION AND REINSTATEMENT**

1. Membership of the Association lapses automatically with non-payment of annual subscription for one year,
2. Any member who violates any of the professional Code of Ethics or in any other form seriously counteracts the basic interest aims and policies of the Association may be suspended by the National Executive Council or expelled by the General Assembly upon the recommendation of the National Executive Council provided that the individual member shall have the right to be heard by the Association before a decision is made.
3. A suspended member of the association may be reinstated to membership by the General Assembly. Evidence that grounds for suspension no longer exist shall be provided to the National Executive Council by or on behalf of the suspended member. Such evidence shall be considered by the National Executive Council for the reinstatement of the member.
4. One shall cease to be a member if one resigns and the resignation is accepted by the National Officers.
5. One ceases to be a member of the Association if one in addition to the above, is expelled due to gross misconduct which may discredit the Association

## CHAPTER FOUR

### STRUCTURE OF THE ASSOCIATION

#### ARTICLE 11 : THE ASSOCIATION SHALL BE ORGVVANIZED AT REGIONAL AND NATIONAL LEVELS.

##### A. DISTRICT EXECUTIVE COMMITTEE

The basic unit of the association shall be the district that shall comprise members of the association at the District.

1. A district meeting shall discuss strategies to:
  - (a) carry out association programmes and activities; and
  - (b) recruit members;
2. District Executive Committee

There shall be a district executive committee of the association that consists of the following

- (a) Chairman,
  - (b) Vice chairman
  - (c) Secretary
  - (d) Financial secretary
  - (e) One (1) co-opted member chosen by the executive committee.
3. All except the co-opted member of district the executives shall be elected at the region.
4. The executive committee shall hold office for three (3) years and are eligible for re-election for maximum of two (2) consecutive terms.
5. The executive committee is responsible for:
- (a) Organisation of the association's activities within the district;
  - (b) The implementation of the decisions of the national congress and the regional conference of the association under the guidance of the national executive committee; and
  - (c) the submission of a written report to the region and national executive committee on the regional conference not later than two (2) weeks after the conference is held.

## **A. REGIONAL EXECUTIVE COMMITTEE**

The basic unit of the association shall be the Region that shall comprise members of the association at the Region.

1. A regional meeting shall discuss strategies to:

- (a) Carry out association programmes and activities; and
- (b) Recruit members;

2. Regional Conference

- (a) There shall be a regional conference held every four (4) years to elect regional officers of the association at a venue within the region.
- (b) The regional conference shall be convened by the chairman of the regional association in consultation with the regional executive.
- (c) Where the regional chairman fails to convene a regional conference, the general secretary of the association shall direct as to the convening of such conference giving the venue, time and agenda.
- (d) Where for sufficient reason a regional conference cannot be organized within four years, the national executive committee shall direct the holding of conference at a subsequent date.

(e) All members in good standing shall attend and vote at the regional conference.

### 3. Regional Executive Committee

There shall be a regional executive committee of the association that consists of the following:

(a) Chairman,

(b) Vice chairman

(c) Secretary

(d) Organising secretary

(e) Financial secretary

(f) Two (2) co-opted members chosen by the regional executive committee.

(g) A representative each from districts of the region with five or more members of the association.

4. All except the co-opted members of the regional executives shall be elected at the regional congress.

5. The regional executive committee shall hold office for three (3) years and are eligible for re-election for maximum of two consecutive terms.

6. The regional executive committee is responsible for:
- (a) Organisation of the association's activities within the region;
  - (b) The implementation of the decisions of the national congress and the regional conference of the association under the guidance of the national executive committee; and
  - (c) the submission of a written report to the national executive committee on the regional conference not later than two (2) weeks after the conference is

## ARTICLE 12 : NATIONAL CONGRESS

There shall be national congress of the association to be held once every three (3) years. The national congress is the highest decision-making body of the association.

1. The national congress shall be convened by the Secretary General acting on the direction of the National Executive Committee, which shall state the date and venue of the national congress.
2. The following are entitled to attend and vote at the national congress of the association:
  - (a) Each regional executive member from every active region;
  - (b) Each member of the national executive committee;



- (c) Former general secretaries;
- (d) Former national chairmen;
- (c) Representatives of affiliated organisations and agencies who are members of the association.

### 3. Special National Congress

- (a) The National Executive Committees may call a special national congress by notice at a place and on a date determined by it.
- (b) The special national congress shall have the same representation and powers as the national congress

### 4. The National Executive Committee

There shall be a National Executive Committee that consists of the following:

- (a) National President;
- (b) First National Vice
- (c) Second National Vice
- (d) Secretary General

- (e) Deputy Secretary General
- (f) Financial Secretary
- (g) National Organiser
- (h) Deputy National Organiser
- (i) Regional Representative

## **DUTIES OF OFFICERS OF THE ASSOCIATION**

### **(a) National President**

1. The National President shall be the Chairman of the National Executive Council and may attend other sub-committee meetings as an office member. He shall preside at all meetings of the National Executive Council, the National Executive Committee and the General Assembly except in such cases as he otherwise may direct.
2. In the event of vacancy in the office of the National President or his inability to serve, his duties shall be assumed by the First Vice President or in the absence of the latter, by the Second Vice President until the next meeting of the General Assembly.

**(b) Secretary – General**

The Secretary – General shall be responsible for the implementation of decision of National Executive Council. He shall be assisted by the Assistant Secretary General and in the event of vacancy in the office of the Secretary-General, the assistant secretary general shall act as Secretary General.

**(c) National Treasurer**

The National Treasurer shall collect, receive and have charge of all funds in a bank designated by the National Executive Council and shall pay account with the limit of the budget adopted by the General Assembly. Any expense outside this budget shall be incurred only with the written consent and authority of the National President and shall prepare Annual Financial Statements and Budgets.

**(d) Regional Representatives**

There shall be Regional Representatives for each Region of the country. The Regional Representative shall be the presidents of the regional branches of the Association

**(e) Administrative Secretary**

The Administrative Secretary shall be appointed by the National Executive Council and shall be responsible to the National Executive Council.

5. The members of under sub-clause **a, b, c, d, e, f, g** and h above shall be elected at the national congress.
6. All national committee members as the national congress shall hold office for a term of three (3) years and are eligible for re-election.
7. A person shall not qualify to be a member of the National Executive Committee unless that person has paid up the membership fees and annual dues fully.

## **ARTICLE 13 : THE GENERAL ASSEMBLY**

### **Membership**

- (a)** The General Assembly is the supreme governing policy and decision making body of the Association. It shall consist of all members of the Association.
- (b)** The ordinary General Assembly shall meet once every year. In addition, extraordinary meetings of the General Assembly may be convened, either by a decision of a two-thirds majority of the members of the National Executive Council voting in person or at the

request of half of the members of the General Assembly.

## **Functions**

- (a)** It shall be the responsibility of the General Assembly to further the aims and objectives of the Association.
- (b)** The General Assembly shall determine the general and financial policies of the Association, and shall review the Associations activities and accounts.
- (c)** The General Assembly shall elect the officers of the National Executive Council.
- (d)** The General Assembly shall elect an Elections officer to carry out such duties as it may decide, subject to the constitution.
- (e)** The General Assembly may delegate any of its powers to the National Executive Council except the power to alter, amend or add to the Articles of the constitution.

## **ARTICLE 14 : ELECTION OF OFFICERS / ELIGIBILITIES**

- (a)** A member seeking election shall be in good standing.
- (b)** Any member who held office but was dismissed for any act of dishonesty, shall not be eligible to hold any office in the Association unless after 10 years.

- (c) Any member who has been convicted of criminal offense shall be disqualified from contesting election. If the fact of criminality is established after election, such a
- (d) No member shall hold more than one office at a time.
- (e) After a mandatory three (3) year period, if election are prevented by circumstances beyond the control of the Association, National Executive Committee shall appoint an Interim Management Committee (IMC) to administer the association.
- (f) A prevented election at a lower level shall not obstruct election in the upper levels.
- (g) A candidate vying for a position to National Office shall fill a nomination form which must be seconded by one delegate each from the six regions.
- (h) To be elected as a Finance Office at any level, one must show evidence of having financial/ accounting background.
- (i) Nomination for election shall be opened and closed within one month.
- (j) Membership register for all election shall be closed three months before election.
- (k) If there is only one candidate vying for a position, he/she shall be deemed duly elected provided he/she meets all other requirements.

## **OFFICERS OF THE ASSOCIATION**

The officers of the Association shall consist of the following:

- (a) National President
- (b) First Vice President
- (c) Second/Vice President
- (d) Secretary-General
- (d) Assistant Secretary-General
- (f) Three Co-opted Members
- (g) Regional Representatives
- (h) Organizing Secretary

## **TENURE OF OFFICE**

- (a) The tenure of office for each officer shall be three (3) years
- (b) An officer shall be re-elected to serve a second term only, i.e. No office holder can serve more than two (2) terms in the same position/office

- (c) Vacancies caused by death, resignation or otherwise shall be filled by officer elected by the respective Executive Committee and person so elected shall hold office until the next Delegate Conference.
- (d) Any such officer elected as in (c) shall have such term counted as having served one term and can only serve for one additional term, except in the case where the period of acting is less than one year.
- (e) A person to be appointed must be a member of the respective Council.
- (f) An Interim Management shall be constituted in the case of abrupt resignation, suspension. Interdiction or dismissal of all elected officers.
- (g) When it becomes necessary, the IMC shall not be in office for more than three (3) months
- (h) Suspension of officers should not be carried out on mere allegations. Preliminary investigation must be conducted into the allegation for prima facie (preliminary information to support a case) to be established before the accused Officer(s) is /are suspended for further detailed investigation to be conducted. Then an IMC of three (3) shall be appointed. In all cases allegation, the next high Officer shall conduct the preliminary investigation to establish the prima facie case.



- (i) The membership of an IMC should not exceed (3) and shall not be formed on mere accusation. In all cases through investigation shall be carried out before the formation of the IMC by the next higher authority and if the incumbent is exonerated after investigation, he/she or they shall be reinstated. But where the incumbent is/are culpable, the next higher authority shall exact the appropriate sanctions.

### **The power of the IMC**

The IMC should be given 6 months to reorganise and put the house in order. They shall not enter into any transaction that goes beyond its tenure of office except on the approval of the respective Executive Committee.

## **ARTICLE 15 : AUDITING OF THE ACCOUNT OF THE ASSOCIATION**

Upon recommendations of the National Executive Committee the General assembly shall appoint an auditor for the association.

1. The account of the association shall be audited at the end of every year by a qualified auditor.
2. The financial year of the association shall end on the 31st December of every year.

## **ARTICLE 16 : NATIONAL EXECUTIVE COUNCIL**

The National Executive Council shall be the executive body of the Association. The Council shall be charged with the general business and administration of the Association between meetings of the General Assembly. The National Executive Council shall consist of the National Executive Committee, Regional Representatives and the Administrative.

## **ARTICLE 17 : THE NATIONAL EXECUTIVE COMMITTEE**

The Executive Committee shall consist of all members of the National Executive Council except the Regional Representatives and shall be elected by the General Assembly for a period of 3 years.

The Executive Committee shall be charged with general business and administration of the Association between meetings of the National Executive Council provided that decision at the Executive meetings shall be ratified by the National Executive Council at its next meeting.

## **ARTICLE 18 : MEETINGS OF NATIONAL EXECUTIVE COUNCIL AND THE EXECUTIVE COMMITTEE**

The National Executive Council shall meet at least once in three months. Special meeting may be convened either by the National President or at the request of two-third of the members. It shall itself determine the place of meeting. Resolutions shall be passed by simple majority of members voting

## **ARTICLE 19 : COUNSELORS OF THE ASSOCIATION**

1. The National Executives Council shall have the power to co-opt in consultative capacity as “Counsellors of the Association” certain persons who on account of their technical competence or their interest in social work have rendered special services to the Association. At least one of the counsellors shall be: a lawyer
2. The counsellors of the Association shall have no voting rights.

## **ARTICLE 20 : SUB-COMMITTEES**

- (a) Publicity and Advocacy Sub-Committee
- (b) International Relation Sub-Committee

- (c) Finance Sub – Committee
- (d) Complaints & Disciplinary Sub-Committee
- (d) Resource Mobilization Sub-Committee
- (f) Election Sub- Committee

1. Election Sub-Committee

A committee of three (3) including the Returning officer appointed by the National Secretariat shall supervise elections at the Secretariats and the Annual General meetings.

2. Finance sub-committee

The duties of the Finance sub-committee shall include:

- (a) Receiving money of the Association and paying to bank
- (b) Paying bills approved by the President
- (c) Keeping proper records of all monies collected.
- (d) Writing statement of accounts for auditing.

3. Publicity and Advocacy Sub-Committee

The duties of the Publicity and Advocacy Sub-Committee shall include:

- (a) Making all necessary arrangements for meetings
- (b) Assisting the General Secretary or any persons or committee entrusted with the writing and
- (c) Performing other duties assigned by the President.

#### 4. Complaints & Disciplinary Sub-Committee

- (a) In the case of Disciplinary issues, the supervising secretariat shall appoint a committee of not more than Five (5) members
- (b) In the case of National Secretariat, the committee shall be appointed by the National Executive Committee.
- (c) No member qualifies to sit on a disciplinary committee unless he/she is a member in good standing.
- (d) The Disciplinary committee shall cause the member into whose conduct an inquiry is to be held to be served with a notice, specifying in the form of a complaint, the subject matter of the inquiry, and the date, time and place at which the inquiry is proposed to be heard.  
Where the member does not appear at the time and place appointed by the notice, the
- (e) inquiry shall not proceed in his absence unless the Disciplinary Committee is satisfied that the member has had sufficient notice of not less than 28 days and chosen not to appear.

- (e) Where the member does not appear at the time and place appointed by the notice, the inquiry shall not proceed in his absence unless the Disciplinary Committee is satisfied that the member has had sufficient notice of not less than 28 days and chosen not to appear.
- (f) An enquiry into the conduct of a member shall be held in camera. The Disciplinary Committee at the hearing may receive any evidence as would be admissible in the court of law.
- (g) After the holding of the enquiry the committee shall decide whether the allegation enquired into are approved, it shall recommend the sanctions as stated in the constitution or any further orders as are reasonably necessary to the appointing authority.
- (h) In all case of suspension, or expulsion, the final decision shall lie with the National Secretariat with a vote of at least two-thirds majority In that case of expulsion of National Officer(s), the final decision shall lie with the National Delegates Conference with a two thirds majority.
- (g) A prima-facie case shall first be established by the appointing authority before the formation of a disciplinary committee.

5. Complaints & Disciplinary Sub-Committee
6. And such other committees as the National Executive Council may deem fit.

## ARTICLE 21 : RULES OF PROCEDURE AT ALL MEETINGS

### 1. Voting

Matters of determination at all levels of the Association shall, unless otherwise provided in this constitution or bye-law made under it, be decided by a simple majority of members present shall be decided by a simple majority of those present.

2. . In the event of a tie, the Chairman or the person presiding shall have a second or casting vote.
3. Only members of good standing shall be allowed to vote on any matter at a meeting of the Association.
4. . Quorum: One third of the members shall form a quorum at all meetings including congress.
5. Minutes; Record of Minutes shall be kept by the Association. The National Executive Council and Committee shall be expected to keep record of all transactions at meetings.

## **ARTICLE 22 : RULE AND REGULATIONS**

The National Executives Council shall have the power to issue rules and regulations for the regulations for the management of the Association and such rules and regulations shall come into operations immediately provided always the such rules and regulations shall be subject to ratification and shall not be inconsistent with provisions of the constitution.

The National Executive Council shall have the power to issue rules and regulations for the management of the Association and such rules and regulation shall come into operation immediately provided always that such rules and regulations shall be subject to ratification and shall not be inconsistent with provisions of the constitution.

## **ARTICLE 23 : FUNDS OF THE ASSOCIATION**

Funds of the Association shall be provided by annual subscription, subsidies, grants, donations and legacies and resource mobilization.



3. The President, Treasurer and Secretary-General shall have authority to sign cheques on behalf of the Association, any two in conjunction.

#### **ARTICLE 24 : AUDITORS**

1. (The present constitution may be amended by a decision of the General Assembly requiring a majority of two-thirds of the members present and voting
2. Any proposed amendment to the constitution shall be circulated in writing to the members at least six weeks before the General Assembly meets to deliberate on the proposed amendments.

#### **ARTICLE 25 : AMENDMENT OF CONSTITUTION**

1. The present constitution may be amended by a decision of the General Assembly requiring a majority of two-thirds of the members present and voting
2. Any proposed amendment to the constitution shall be circulated in writing to the members at least six weeks before the General Assembly meets to deliberate on the proposed amendments.

## **ARTICLE 26 : DISSOLUTION**

1. The General Assembly may decide the dissolution of the Association
2. A decision to dissolve the Association shall require a three-quarter majority of members present and voting.

## **ARTICLE 27 : GRIEVANCE PROCEDURES**

1. A dispute in Association at the District level shall in the first instance be settled by the district Secretariat.
2. If the aggrieved party or parties are not satisfied with the decision, either of the aggrieved party shall refer the matter to the supervising Regional Secretariat.
3. If the party or parties are still not satisfied with the decision, the aggrieved party or parties shall appeal to the National Secretariat.

If the aggrieved party or parties are still dissatisfied with the decision of the National Secretariat, they shall appeal to the National Delegates Conference.

The matter of appeal is referred to the next stage by filing the grounds of the complaint and the decision complained of with the Secretary of the District, Regional or National secretariat concerned within the period of 21 days from the day of decision complained of.

4. Any disputes or lawsuits arising from the present constitution shall be subjected to the laws of Ghana.

## **ARTICLE 28 : SANCTIONS**

1. The Association can caution. Fine, suspend, dismiss or expel an officer, a member, or group of members or officers who subvert any portion on portion of this Constitution. Or are found guilty of misconduct.
  - i. Suspension of members for the first offence shall not exceed three months at all level of the Association.
  - ii. Under no circumstances shall an indefinite suspension be imposed on a member for a proven offence; however, interdiction of a charged member can be indefinite.

2. Any member/members who make unsubstantiated allegation shall refund to the Association two third (2/3) of expenses incurred during investigation in a period as may be determined by the appropriate authority of shall be expelled from the Association depending on the gravity of allegations.

### **ARTICLE 29 : AMENDMENT OF CONSTITUTIONS**

- (a) The present constitution may be amended by a decision of the General Assembly requiring a majority of two-thirds of the members present and voting.
- (b) Any proposed amendments to the constitution shall be circulated in writing to the members at least six weeks before the general amendments.

### **ARTICLE 30 : DISSOLUTION**

1. The general assembly may decide the dissolution of the Association.
2. A decision to dissolve the association shall require a three-quarter majority of members present and voting.

3. Any dispute or lawsuit arising from the present constitution shall be subject to the laws of Ghana.

This constitution shall be adopted at the general assembly ahead of any other business of the Association mutatis mutandis.

**EFFECTIVE DATE** : This constitution shall come into force two days after it has been vetted, debated and voted upon at the General Assembly.

**EFFECTIVE DATE** : .....

