

**DEFENCE FOR CHILDREN INTERNATIONAL
(GHANA SECTION)**

CONSTITUTION

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Preamble

We the members of Defence for Children International – Ghana, in the exercise of our full citizenship right have agreed to set up an organisation and to be bound by the following regulations:

1.0 Name

1.1 The name of the organisation shall be Defence for Children International, Ghana Section (DCI-Ghana).

2.0 Status

Defence for Children International – Ghana shall remain non-profit and non-governmental organisation.

3.0 Mission Statement

3.1 DCI-Ghana is a non-governmental organisation dedicated to the promotion and protection of the rights of the child.

4.0 Vision Statement

DCI-Ghana believes that every child has socio-cultural, political and economic rights, which must be respected, protected and promoted to ensure proper growth and development of the child.

5.0 Goal

5.1 The goal of the organisation shall be to promote and protect the rights of the child.

6.0 Objectives

6.1 To respect, promote and protect children's rights as enshrined in the UN Convention on the Rights of the Child.

6.2 To create awareness and foster co-operation on the promotion and protection of children's rights in Ghana.

6.3 To seek, support and implement the most effective means of protecting children's rights in identified situations.

7.0 Membership

7.1 Membership shall be opened to anybody who shares the philosophy, mission, vision and aspirations of the organisation, irrespective of gender, tribe, status, age and religion.

7.2 The overall members of the organisation shall constitute the General Assembly (GA).

7.3 The General Assembly shall make and approve policies and decisions for the organisation.

7.4 Interested persons shall apply for membership by completing a membership form and pay a registration fee to be determined by the General Assembly subject to review.

7.5 Termination of membership may be done by the Executive Committee which having found a member to have acted contrary to the aims and objectives of the organisation may suspend him/her for one year.

7.6 The person suspended may be reinstated for the membership after the one year if the committee is satisfied with the conduct of the member, shall reconsider him/her or else recommend to the General Assembly for dismissal.

8.0 Executive Officers

8.1 In order to carry out its task effectively, there shall be executive officers comprising the President, Executive Secretary, Organiser, Treasurer and four other members who shall form the Executive Committee (EC).

8.2 The Executive Secretary shall be appointed by the Executive Committee who will also serve as a Secretary to the Executive Committee.

8.3 Other relevant offices may be created as the organisation grows.

8.4 The Executive Committee shall make recommendations and see to the implementation of the decisions and policies approved by the General Assembly.

9.0 Electoral Process

9.1 The officers except the Executive Secretary shall be elected for the term of two years. The election shall be done through voting by the General Assembly. A simple majority of the votes cast shall carry the day. Officer(s) may be re-elected for future terms.

9.2 Interested members shall nominate themselves or shall be nominated by other members as electoral officers to oversee elections. There shall be two nominations for each position and each nominee should be seconded by one more member after which members shall vote by secret ballot. Each member shall be entitled to only one vote. A nominee who loses an election for a position may contest for another.

9.3 In case there is only one nominee, the candidate should obtain half of the votes cast to qualify for the position.

10.0 Duties of Executive Officers

10.1 *President* – shall call meetings and preside over the organisation in all matters including meetings, programme implementation, public relations and advocacy.

10.2 *Executive Secretary* – shall be responsible for all correspondence and documentation and communication of the organisation. He/she shall also prepare relevant documents for meetings and keep records and shall act in the absence of the president.

10.3 *Organiser* - shall be responsible for the overall mobilisation and organisation of the members and shall work hand in hand with the Executive Secretary.

10.4 *Treasurer* – shall be the financial spokesperson for the organisation, shall be responsible for the collection of dues and donations and shall be the internal auditor for the organisation.

10.5 *Legal Officer(s)* – there shall be an appointment of legal officer(s) whom shall be responsible for initiating, undertaking, and coordinating legal issues and concerns of children that DCI-Ghana might be involved in.

11.0 Honorary Patron

11.1 There shall be an Honorary Patron, a person of distinguished career with great interest in children who will be consulted for advice and shall officiate at ceremonies. Preferably, the Patron shall be appointed from a royal family.

12.0 Meetings

12.1 There shall be quarterly meetings for the General Assembly.

12.2 A minimum of ten members shall form a quorum at the general meeting provided it is called in accordance with the procedures laid down in the constitution.

12.3 For a meeting to be valid, it shall be called by the President. Invitation letters shall thereafter be sent to all members at least one week before the date for the meeting. In the absence of the President, the Executive Secretary shall chair meetings or else any member of the executive officers shall be appointed to do so.

12.4 Executive bi-monthly meetings shall be held in every year, also to be called by the President. A minimum of four members shall form a quorum for executive meetings.

12.5 Emergency General/Executive meetings shall be called when necessary by the President.

13.0 Secretariat

13.1 The organisation shall keep a secretariat which shall be responsible for the day-to-day running of the organisation headed by the Executive Secretary responsible to the executive committee.

14.0 Finance

14.1 The main source of finances shall be the contribution of members in the form of membership dues, donations by individuals and organisations, fund raising, etc.

14.2 The organisation shall operate accounts with a bank agreed by the General Assembly and signatories to the accounts shall be the President, Executive Secretary and the Treasurer who shall sign all cheques and documents involving finance. The Executive Secretary and any one can sign.

14.3 The financial year of the organisation shall start in 1st January and ends in 31st December each year.

15.0 Constitutional Amendment

15.1 Proposal for amendment of any part of the constitution shall be done during emergency meeting of the General Assembly. Member(s) who want to propose amendment shall do so and it must be seconded by at least two other members and the General Assembly shall set up a three member committee to examine the technicalities of the constitutional amendment to make proposals to the General Assembly.

The General Assembly to consider the amendment shall be made up of at least two-third of members and a simple majority over the proposal of amendment shall carry the day.

16.0 Dissolution

16.1 Should the dissolution of the organisation be taken, the General Assembly shall determine the distribution of the organisation's assets to other organisations with similar or comparable aims of the organisation as stated in this constitution.

17.0 By Laws

17.1 By laws should address the procedure matters of the organisation provided they do not contravene the provisions in this constitution in which case they shall be null and void.

Adopted on 5th September 1996 and amended on this day 19th November 1998.