

GRC/HQ/ADM/57/2019

February 2019

GHANA RED CROSS SOCIETY

BRANCH DEVELOPMENT POLICY

Approved and Adopted at Central Council Meeting of November 2018, NASCO Hotel, Koforidus

Signed by

**Nana Dr. Michael Agyekum Addo
President**

Signed by

**Samuel Kofi Addo
Secretary General**

Preamble:

Ghana Red Cross is a humanitarian-based and grassroots voluntary organization. Therefore, it needs to have the necessary structures and policies for effective implementing of programmes and activities at the following levels;

School links

Chapter Level

Districts Level

Regional Level

National Level

SCHOOL LINKS

This consist of all Schools/ institutions from basic to the university level

- 1 Youth membership must start from age 6 to 25 years.
- 2 All youth members must register and pay dues annually.
- 3 All school heads must be patrons for the School links
- 4 At least a teacher must be nominated by the school authorities to be in charge of the Red Cross activities
- 5 There should be elections for the leadership every year.
- 6 Youth must support fundraising at all levels when the need be.

CHAPTERS

These are registered Red Cross members in the communities

1. Chapters may consist of Youth, Mothers and Men
2. All Chapters must have at least 15 Members and must be chartered by National Headquarters
3. There should be at least 10 chapters in each District.
4. All members must pay their dues annually.
5. There should be elections for leaders every two years.

These may include Chairman, Vice Chairman, Honorary Public Relations Officer, Honorary Treasurer, Youth Representative, Honorary Health Advisor and Honorary Legal Advisor.

6. All paid up members must be allowed to vote during chapter elections.
7. Chapters must report to the District committee or work under the District organizer.
8. All volunteer staffs in the chapter are appointed by the chapter organizer in consultation with the District committee members.

DISTRICTS

The National administrative districts will be used as a base of classifying our districts

- 1 There should be only one district branch
- 2 All districts must have at least 15 Chapters
- 3 Districts must have at least 200 paid up members
- 4 All Districts organizers must work under the supervision of the Region Manager
5. There should be elections in every two years for districts committee members. They may include Chairman, Vice Chairman Honorary Public Relations Officer, Honorary Treasurer, Youth Representative, Honorary Health Advisor, Honorary Legal Advisor.
- 6 All paid up members are eligible to vote and be voted for at the district as well as the Regional level.
- 7 District committee nominate and recommend the District Organizer for approval at the Regional level
- 8 Formal appointment letters shall be issued from the National Headquarters
- 9 District management committee play oversight responsibility over the district

REGIONS

The National Society will use the administrative Regions in the country

1. All Regions must have 12 committee members elected to run the day to day activities of the Region.
2. These positions shall be Chairman, Vice Chairman Honorary Public Relations Officer, Honorary Treasurer, Youth Representative, Honorary Health Advisor, Honorary Legal Advisor and all these must be elected positions.
3. Stakeholder organizations shall be members without voting right
4. Regions regulate activities of the districts, chapters and school links.
5. Nominate District organizers in consultation with district committee
6. Formal appointment letters shall be issued from the National Headquarters
7. Regions must have at least 2000 membership in good standing
8. All registered and paid up members are eligible to vote and be voted for at the Regional elections.
9. Four (4) committee members are to represent the region for the Annual General meetings at the National Head office including the youth representative and the Chairman
10. All staff of Red Cross can be a member but shall not have a voting right.
11. All the Regional committee members should be nominated from the various Districts.
12. The Regions develop program and activities to mobilize resources to take care of its core cost
13. Regions shall undertake projects and also partnership to implement projects in consultation with the National head office.
14. Develop regional data base for its members
15. Regional committee approves of the nominee of the district organizer by the District committee.
16. All the Regional volunteer staffs are appointed by the National Headquarters of the Ghana Red Cross in consultation with the Regional management committee.

NATIONAL LEVEL

1. There shall be an annual general meeting
2. There shall be a Bi -annual General Meeting. (Every two years) to elect the committee members.
3. Develop Management and Board Charter
4. There shall be a central council meeting. (Four times in a year)
5. All the elected members must be a nominee(s) from the Regions and of good standing.
6. All nominee must be members of Ghana Red Cross Society for at least two years.
7. Developed long and short term strategic plan for the development of NS
8. Develop partnership and projects plans both for local and international
9. Develop plans to Strengthen branches and its development
10. Develop policy directions for the NS

Annexes

- Guidelines for chapter formation