

CONSTITUTION OF THE GHANA RED CROSS SOCIETY, 1989

(AMENDED and Approved at the General Assembly 2011 in Sunyani)



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GHANA RED CROSS PROPOSED AMENDED CONSTITUTION

WHEREAS the **Ghana Red Cross Society** (hereinafter referred to as “the Society”) was established by the Ghana Red Cross Society Act 1958 (No. 10 of 1958).

AND WHEREAS it is the desire of the Ghana Red Cross Society to revise its existing constitution for the purpose of providing for itself a fuller and clearer constitution:

NOW THEREFORE the Ghana Red Cross Society gives unto itself this new constitution(amended)

CHAPTER ONE

1. FUNDAMENTAL PRINCIPLES AND OBJECTIVES OF THE GHANA RED CROSS SOCIETY

The Ghana Red Cross Society shall continue to be governed by the Fundamental Principles of the International Red Cross and Red Crescent Movement namely: -

- (a) **Humanity** - The International Red Cross and Red Crescent Movement born of a desire to bring assistance without discrimination to the wounded on the battlefield, endeavours in its international and national capacity, to prevent and alleviate human suffering wherever it may be found. Its purpose is to protect life and health and to ensure respect for the human being. It promotes natural understanding, friendship, cooperation, and lasting peace among all people.
- (b) **Impartiality** - It makes no discrimination as to nationality, race, religious beliefs, class or political opinions. It endeavors to relieve the suffering of individuals, being guided solely by their needs, and to give priority to the most urgent cases of distress.
- (C) **Neutrality** - In order to continue to enjoy the confidence of all, the Movement may not take sides in hostilities or engage at any time in controversies of a political, racial, religious or ideological nature.
- (d) **Independence** - The Movement is independent. The National Societies, while auxiliaries in the humanitarian services of their government and subject to the laws of their respective countries, must always maintain their autonomy so that they may be able at all times to act in accordance with the Principles of the Movement.

- (e) **Voluntary Service** - It is a voluntary relief movement not prompted in any manner by desire for gain
 - (f) **Unity** - There can be only Red Cross or one Red Crescent Society in any country. It must carry on its humanitarian work throughout its territory.
 - (g) **Universality** - The International Red Cross and Red Crescent Movement, in which all Societies have equal status and share equal responsibilities and duties in helping each other, is world-wide.
- (1) As a National Society with legal entity by Act 10,1958, the Ghana Red Cross Society acts as auxiliary to the government in its humanitarian activities in accordance with the conventions of the Movement within Ghana.
 - (2) The Society's auxiliary role shall be as embodied in the International Humanitarian Law such as the Geneva Convention 1, 1949, Article 26 and Statute of the Movement (Articles 3 (1) and 4 (3)).
 - (3) The Society shall continue to maintain its autonomy to allow for its unbridled performance in accordance with the fundamental principles.

2. HEADQUARTERS

The Headquarters of the Society shall be situated in Accra.

3. THE AIMS AND OBJECTIVES OF THE SOCIETY

- (1) The aims and objects of the Society shall continue to be
 - (a) to volunteer and provide humanitarian assistance in times of war, both civil and military, in accordance with the spirit and conditions as enshrined in the Geneva Conventions.
 - (b) to perform the functions devolving upon Red Cross Society of a nation the Government of which has acceded to the Geneva Conventions.
 - (c) to carry out and assist, in times of peace or war, the promotion of health, the prevention of disease and the relief of suffering throughout the world.
- (2) The performance of any function for the achievement of objectives of the Society shall be without discrimination based on race, place of origin, political opinions, colour, creed or sex

4. FUNCTIONS OF THE SOCIETY

- (1) In promoting the aims and objectives of the Society, it shall be the duty of the Society
- (a) to train personnel and maintain a permanent organization with the function of relieving sickness, suffering and distress especially among victims of war or disaster
 - (b) to be ready to supply trained auxiliaries for the medical and nursing services when these are engaged in relief work in order to supplement official services where they exist
 - (c) to provide additional stores, special equipment and extra comfort where needed and to be ready to take initiative where official stores and equipment do not exist or are limited.
 - (d) to be ready in any emergency to organize relief services and supply personnel, stores, and equipment as a temporary measure until officials' services are rendered to take over or the need ceases to exist and to cooperate with other organizations, if necessary, in organizing such services.
 - (e) to understand work in conformity with the aims and objectives of the Society for the promotion and improvement of health and the prevention of diseases including the provision of courses of instruction related to its aims and functions which shall be open to the public.
 - (f) to encourage and promote the enrollment of both adult and youth for membership of the Society
 - (g) to bring to the knowledge of the people of Ghana the provisions of the Geneva Conventions and their additional protocols.
 - (h) to propagate the Fundamental Principles of the Red Cross as stated in Article 1 and the International Humanitarian Law in order to develop among the people of Ghana and in particular among the youth the ideals of understanding, mutual respect and peace
 - (i) to act, generally, as a channel through which the public may express their sympathy for the sick and suffering but except in the circumstance set out in paragraphs (b) and (d) of this clause, the Society shall not undertake, usurp or act in any manner so as to take the place of government in the discharge of government's functions or schemes, nor shall the Society assume or undertake any responsibility which is the legitimate function of the Government.

- (2) Notwithstanding paragraph (i) of this article the Society may, at the request of Government, undertake the discharge of any responsibility not being inconsistent with any of the aims and objectives of the Society.

5. MEMBERSHIP OF THE SOCIETY

(1) Membership of the Society shall be open to all persons irrespective of race, place of origin, political opinion, colour, creed, age or sex and shall be as follows:

- (a) there shall be honorary members who shall be appointed by the General Assembly on the recommendation of the Central Council in recognition of their exceptional services and contributions to the Society
- (b) there shall be ordinary members (members of Chapters and Mothers Clubs) who pay an annual subscription fee as shall be determined by the Management Committee and approved by the Central Council.
- (c) there shall be corporate members who are groups of persons or companies, corporations, organizations and institutions which pay subscription of such amounts for such periods as shall be determined by the Central Council.
- (d) there shall be Youth members who are persons enrolled as such in youth links or such other groups to carry out voluntary services approved by the relevant branch of the Society and who pay an annual subscription of such amount as shall be determined by the Management Committee with approval of the Central Council
- (e) there shall be Life members who are people who pay one time premium of such an amount as shall be determined by the Management Committee to become members for life.

(2) Duties of a Member

- i. to respect and comply with the Fundamental Principles of the Red Cross Movement
- ii. to respect and promote respect for the Red Cross Emblem
- iii. to respect and comply with the statutes, policies, procedures and other rules and regulations of the Ghana Red Cross Society
- iv. to help in advancing the aims and objectives of the Society
- v. to participate actively in the work of the Society
- vi. to be regular in payment of subscription fees

(3) Benefits of a Member

- i. to receive training in first aid and be issued with Basic First Aid Certificate
- ii. to receive Red Cross quarterly newsletter on developments in the Society
- iii. to enjoy the opportunity of becoming part of an international organization which established world-wide
- iv. to represent the Society at meetings, workshops, conferences or seminars
- v. to elect representatives on governing boards and to stand for election.

(4) LOSS OF MEMBERSHIP OF THE SOCIETY

- (a) Membership of a person expires after twelve months, unless otherwise renewed, but prior to that, the subscribing member shall be notified of the need for him/her to renew his/her subscription one month before expiration.
- (b) loss of membership can be as a result of expulsion by a branch committee for serious cause and the member shall be informed without delay. A member so expelled shall have the right to appeal to the Central Council, whose decision shall be final.
- (c) The Central Council shall make regulations for hearing of appeals (or provision for an external and arbitration procedure) to ensure justice and fairness.
- (d) A person may lose his/her membership upon notice in writing at any time to the Society.

5 (3) SUBSCRIPTION

Subscription paid by members shall be allocated to the Headquarters, the Regional and District offices in such proportions as shall be determined by the Management Committee with the approval of the Central Council.

6. PATRONS OF THE SOCIETY

- (1) The Head of State of the Republic of Ghana shall be Chief Patron of the Society
- (2) There shall be other persons to be conferred as Patrons by the General Assembly on the recommendation of the Central Council.
- (3) A patron shall be a person of eminence and distinction in the Ghanaian society and shall be a person who has exhibited an interest in the activities of the Society or whose appointment as Patron, may enhance the image and advance the performance of the functions of the Society.

CHAPTER TWO: ADMINISTRATION OF THE SOCIETY

7. GENERAL ASSEMBLY

- (1) There shall be a General Assembly for the Ghana Red Cross Society and shall be the highest decision-making body of the Society

Composition of the General Assembly

- (2) The General Assembly shall consist of the following as members: -
- (a) the President and Vice
 - (b) members of the Central Council with voting rights
 - (c) Chairperson of Regional Committees
 - (d) two elected regional representatives for any region with a minimum of 1000 paid-up members. Representatives of Regions who do not meet this requirement may attend the General Assembly but are not entitled to vote. any additional accredited representation shall be determined by the General Assembly on the recommendation of the Central Council.
 - (e) one representative of the Youth elected by the Annual General meeting of each region.

(3) Functions of the General Assembly

The functions of the General Assembly are: -

- (a) the election of President and Vice-President of the Society
- (b) the election of Honorary Treasurers
- (c) the election of members of the Central Council
- (d) the consideration and approval of the annual report of the Society and the report of the auditors on the books of accounts of the Society as well as the balance sheet and statement of accounts of every Regional Committee
- (e) the approval of the budget of the Society
- (f) such other functions as are conferred on the General Assembly under this constitution

(4.) Meetings of the General Assembly

- (a) the General Assembly shall meet once in two years at a date and place to be determined by the Management Committee, but such meeting shall take place after the annual meeting of the Central Council.
- (b) the President shall convene a meeting at the request of not less than ten (10) members of the General Assembly and the matter to be deliberated upon stated in the request. Such a meeting shall be held not later than fourteen (14) days from the date of the request or on such date as is reasonably practicable thereafter.
- (c) all meetings shall be presided over by the President or in the absence of the President, by the Vice-President and in the absence of both the President and Vice-President the meeting shall elect one of the members to preside.
- (d) the Central Council may invite representatives of the Ministries, Departments Government or non-Governmental organizations to any particular meeting of the General assembly, but such representatives shall not have noting rights;
- (e) The Officer presiding shall have a casting vote in case of equality of votes.
- (f) the General Assembly shall take its decision on any matter or issue, except for amendment of the constitution, with a quorum of 25% of total members and by a majority of those present and voting, provided that where at any meeting there is less than 25% of the total members present, the members present may constitute themselves into a Committee of the Assembly
- (g) the quorum for the amendment of the constitution shall be 50% of the total members of the General Assembly and one member
- (h) any paid-up member of the Society may attend meetings of the General Assembly but shall not have the right to vote

(5) Sessions of the General Assembly.

- (a) Once in every two years the President shall cause to be called not later than the thirty first day of June or so soon thereafter a meeting of the General Assembly.
- (b) In the event where it becomes impossible for the General Assembly to be convened for such longer period of two years, the Central Council shall convene within a reasonable time a session to consider approval of plans, budgets and financial reports.
- (c) The Management Committee may also invite other person not being members of the Society to attend the General Assembly meeting but such persons shall not have voting rights.

8. NOMINATIONS AND CREDENTIAL COMMITTEE

- (1) At every meeting of the General Assembly, there shall be appointed three (3) of its members to constitute the Nomination and Credential Committee.
- (2) Without prejudice to the power conferred on the three persons appointed as Committee members, the General Assembly may further appoint one (1) member from the public authorities with knowledge of electoral process for expert advice and experience.
- (3) The functions of the Committee shall include control, supervision and administration of elections into various offices of the Society.
- (4) An election to any office of the Society shall always be held whether there is only one nominee or more than one nominee for the same office.
- (5) Nomination papers for the election of the President and the Vice-President shall be deposited with the Secretary-General at least **seven clear days** before the meeting date of the General Assembly.
- (6) The Secretary-General shall submit all the nomination papers for any elections to the Nomination and Credential Committee immediately after their appointment by the General Assembly.
- (7) Election for offices shall take place every two years
- (8) Any person who had been elected or appointed to an office shall be eligible for re-appointment but shall not be permitted to stand for re-election or re-appointment after holding office for three consecutive terms
- (9) After a lapse of two years a person can stand for election or be appointed for the same office or any other office.

9. CENTRAL COUNCIL

- (1) There shall be a Central Council which shall subject to the general directives of the General Assembly, be the governing and the policy making organ of the Society.
- (2) The Central Council shall comprise the following:
 - (a) the President and Vice-President
 - (b) the Treasurer
 - (c) the Adviser on Health
 - (d) the Legal Adviser
 - (e) the Public Relations Adviser
 - (f) the Regional Chairman elected at the Annual General meeting of the Regions
 - (g) not more than five members elected by the General Assembly for their outstanding qualities, competence and interest in the Society
 - (h) a Youth representative elected by the Regional Youth representatives of the General Assembly

- (i) a representative each from the Ministries of Defence, Health (who must be a medical officer), Foreign Affairs, Education, interior, Youth, Sports, Employment and Social Welfare, Director of Medical Services of the Ghana Armed Forces, Director of Nursing Services all of whom shall have no voting right.
- (j) National Mother's Clubs facilitator elected at their congress

(2.1) Term of Office of the Central Council

Members of the Central Council shall have their term of office expiring at the end of two years.

(3) Functions of the Central Council

The functions of the Central Council are: -

- (a) to advise on all matters to be deliberated upon by the General Assembly
- (b) to appoint the Secretary-General on the recommendation of the Management Committee
- (c) to keep a broad perspective with regard to the effectiveness of the Society and evaluate the performance of the Secretary-General
- (d) to appoint chairmen and members of the sub-committee of the Society
- (e) to act on behalf of the General Assembly excepting the election of officers where the General Assembly does not meet in any year.

(4) Meeting of the Central Council

- (a) Upon assumption of office of the Central Council, a delegation of council members led by the President shall pay a courtesy call on the chief patron.
- (b) The Central Council shall meet at least once in every three months on such a date as the President shall determine
- (c) The President may at any time call a special meeting of the Central Council at the request of not less than seven (7) members of the Central Council
- (d) In the event of any armed conflict within or involving Ghana, the President shall immediately summon a meeting of the Council
- (e) Notices of the meeting of the Council prior to the meeting of the General Assembly shall be by post to all members at least fourteen (14) clear days before the day of the meeting with copies of any documents to be discussed prepared in accordance with the provisions of the constitution
- (f) The President shall preside over all the meetings of the Council, but in the absence of the President, the Vice-President shall preside and in the

- absence of both the President and Vice-President, the members may elect one of their numbers to preside
- (g) Questions arising out of any meeting of the Central Council shall be decided by the votes of the majority of the members present and voting in the case of an equality of votes the member presiding shall have a second or casting vote
 - (h) The quorum at any meeting of the Council shall be **seven**

(5) **Sub-Committee of the Central Council**

- (a) The Central Council shall appoint such sub-committees as it deems fit
- (b) The Chairman of any such sub-committee shall be appointed by the Central Council from among its members
- (c) The President shall be an ex-officio member of any sub-committee appointed by the Central Council
- (d) A member of the Society not being a member of the Central Council may be appointed a member or Chairman of a sub-committee of the Society
- (e) The quorum at any meeting of any such sub-committee shall be three
- (f) The Chairmen of such sub-committees shall develop job description of their committees which shall be approved by the Management Committee

10. **MANAGEMENT COMMITTEE**

- (1) There shall be a Management Committee which shall be responsible for the monitoring of the day-to-day administration of the affairs of the Society
- (2) Without prejudice to clause (1), the Management Committee shall before the end of each calendar year
 - (a) make an estimate of the income and expenditure of the Society for the next calendar year.
 - (b) estimate the amount to be made available to each region and expected contribution of each regional branch
 - (c) submit to the Council, the proposed budget for the ensuing year which shall contain a summary of the budget of each regional branch together with monies expected from the regional branches; and
 - (d) present through the central Council to the General Assembly the annual report of the work of the Society for the preceding year including the auditor's report on the books of account of the Society.
- (3) The Management Committee shall consist of
 - (a) The President
 - (b) The Vice-President
 - (c) The Treasurer
 - (d) The Legal Adviser on Health

- (e) The Public Relations Adviser; and
 - (f) The Chairmen of the Sub-committees of the Society
 - (g) The Secretary-General shall act as the Secretary to the Management Committee but has no right to vote
- (4) Where a member of the Management Committee vacates his/her office before the expiration of his/her term of office, the President shall appoint a person from the Central Council, for the remainder of the term of office of the vacating member.
- (5) Heads of Department shall attend this meeting and present reports on their respective programme areas but have no right to vote
- (6) Meetings of the Management Committee**
- (a) The Management Committee shall meet once every two months at a time and place to be determined by the President
 - (b) The President may summon a special meeting of the Management Committee at his discretion or at the request of not less than three members of the Management Committee
 - (c) A member of the Central Council not being a member of the Management Committee or any of its sub-committees, may attend any meeting of the Management Committee and take part in its deliberations but shall not be entitled to vote
 - (d) The President shall chair all the meetings of the Governing Board and in the absence of both President and his Vice, members present shall elect one of their number to preside
- (7) Questions arising out at any meeting of the Management Committee shall be decided by the majority of the members present in voting and in the case of equal votes the member presiding shall have a second or casting vote
- (8) The quorum at any meeting of the Management Committee shall be four
- (9) Unless the Management Committee otherwise decides, any member of the Management Committee who fails to attend three consecutive meetings without justification shall be deemed to have resigned his membership and the Management Committee shall proceed to co-opt another member of the Society to serve the unexpired term of such a member.

11. Regional/District Committees

- (1) There shall be established for each region or district as the Central Council shall determine a Regional or District Committee of the Society consisting of
 - (a) a Chairman
 - (b) a Vice-Chairman
 - (c) a Treasurer
 - (d) an Adviser on Health
 - (e) a Legal Adviser
 - (f) a Public Relations Officer
 - (g) one Youth Representative
 - (h) not more than five other members and
 - (i) a Representative each of the Ministries specified in paragraph (1) clause (2) of Article 9 where possible
 - (j) Chairmen of District Committees
 - (k) A representative of Regional Mother's clubs facilitator
 - (l) The Regional Manager shall act as Secretary to the Regional Committees
- (2) The members of the Regional Committees shall be elected once in every two years to coincide with the year of election into the General Assembly, subject to the approval of the Central Council
- (3) The members so elected shall resume their office immediately following the Annual General Meeting at which they were elected and shall hold office for two years till the next election.
- (4) Subject to clause (5) and (6) of this constitution, a member of a Regional Committee shall be eligible for re-election into a particular office for not more than three consecutive terms.
- (5) A Regional Committee shall have power to fill vacancies in its membership to co-opt persons for its purposes and to appoint advisory committees consisting of members of the Regional Committee or non-members or both but shall not delegate any executive authority to a committee not consisting entirely of Regional Committee unless authorized by a resolution of the regional branch at its Annual General Meeting.
- (6) Unless the Regional Committee otherwise resolves, any member of the Committee who fails to attend three consecutive meetings without reasonable justification, shall be deemed to have resigned his membership of the Committee and the Committee may co-opt another member to serve the remainder of the period for which the person deemed to have resigned was elected.

12. Function of the Regional Committee

- (1) A Regional Committee shall be responsible for all the activities and functions conferred on a Regional Committee by this clause or the regulations of the Society and shall have full authority for the work of the Society within the Region including the work of its subsidiary units, chapters, mothers' clubs, youth links in the Region subject to the general control of the Central Council.
- (2) A Regional Committee shall arrange the form and method of cooperation in such matters with public health and sanitation subject to the general policy as laid down from time to time by the General Assembly.
- (3) Without prejudice to the generality of the preceding provisions of this article it shall be the duty of a Regional Committee:
- (4)
 - (a) to organize chapters, mothers' clubs and youth links within the Region
 - (b) to stimulate, assist and co-ordinate all work of the mothers' clubs and youth links within the Region
 - (c) to see that all work authorized to be done within the Region is effectively carried out
 - (d) to make a survey of the needs of the Region and to explore new avenues of Red Cross efforts therein.
 - (e) to organize or assist in fund raising activities within the Region by any methods approved by the Central Council
 - (f) to prepare and submit to the Central Council not later than 31st January in each year
 - i. Annual report of the work of the Society within the Region during the preceding calendar year including the work of chapters, mothers' clubs, youth links
 - ii. an audited balance sheet and statement of receipts and expenditure for the preceding calendar year under such headings and in such form as may be prescribed by the Central Council
 - (g) to keep the Central Council fully informed on all work carried out within the Region and to make recommendations with reference thereto
 - (h) to keep minutes of all meetings of the Regional Branch and of the Regional Committee and to send copies thereof to the Central Council as soon as possible

13. Meeting of the Regional Committee

- (1) A Regional Committee shall ordinarily meet not less than six times a year
- (2) The quorum at any meeting of the Regional Committee shall be **five**
- (3) Subject to the provisions of this article, a Regional Committee may regulate the procedure at its own meetings

14. **Annual General Meeting of the Region**

- (1) Each Regional Branch shall hold an annual general meeting not later than thirty first day of May in each year at a place to be determined by the Regional Committee
- (2) Five members of the Society resident within each district shall be entitled to attend the meeting. Only paid-up members shall have the right to vote and be voted for. However, that member below 18 years of age shall NOT be entitled to vote.
- (3) Ten percent of the paid-up members shall constitute a quorum at any such annual general meeting
- (4) A report of the work of the Society within the Region together with an audited balance sheet and statement of receipts and expenditure for the preceding calendar year shall be presented by the Regional Committee to the annual meeting for approval.
- (5) The Regional Committee shall present its budget proposals and development plan to the annual general meeting for approval

15. **DISTRICT COMMITTEE**

- (1) There shall be in each district as the Central Council shall determine a District Committee of the Society
- (2)
- (3) The District Committee shall comprise the following:
 - (a) a Chairman
 - (b) a Vice-Chairman
 - (c) a Treasurer
 - (d) an Adviser on Health
 - (e) a Public Relation Adviser
 - (f) a Legal Adviser (if available)
 - (g) a Youth Representative
 - (h) not more than five other members
 - (i) a representative each of the Ministries as specified in paragraph (1) of clause (2) of Article 9 where possible
 - (j) Chairmen of Chapters, and Mothers Clubs
- (4) In the event that the district is unable to identify a Public Relation Adviser or a Legal Adviser it shall call on the Region for assistance
- (5) **Functions of a District Committee**

A District Committee carries out, at the district level, all of the functions as carried out by the Regional Committee. It exercises direct control over Red Cross groups ie. Chapters, mothers' clubs, and youth links in its area of Authority

- (i) the members of the District Committees shall be elected once in four years to coincide with the year of election of the General Assembly for which they shall report directly to the Secretary-General at Headquarters
- (ii) the members so elected shall resume their office immediately following the Annual General Meeting at which they were elected and shall hold office for four years(s) till the end of the next election
- (iii) subject to clause (7) and (8) of Article 8 of this constitution, a member of a district committee shall be eligible for re-election for not more than two consecutive terms
- (iv) a District Committee shall have power to fill vacancies in its membership and to co-opt persons for its purposes and to appoint advisory committee consisting of the members of the District Committee or non members of both but shall not delegate any executive authority to a District Committee, unless authorized by a resolution of the District Committee at its annual general meeting.
- (v) unless the District Committee otherwise resolve, any member of the Committee who fails to attend three consecutive meetings of the Committee, except on sick leave and or temporary absence, shall be deemed to have resigned his membership of the Committee and the Committee may co-opt another member to serve the remainder of the unexpired term which the person deemed to have resigned was appointed.
- (vi) the term of office of a member of a District Committee is two years

16. **Meetings of the District Committees**

- (1) A District Committee shall ordinarily meet not less than six times a year
- (2) the quorum at any meeting of the District Committee shall be **five**
- (3) subject to the provisions of this article, a District Committee may regulate the procedure at its own meetings

17. **Annual General Meeting of the District**

- (1) Each District Branch shall hold an annual general meeting not later than thirtieth day of April in each year or soon at a place to be determined by the District Committee
- (2) All members of the Society resident within the district shall be entitled to attend the meeting. Only paid-up members shall have the right to vote. All members below 18 years of age shall NOT be entitled to vote

- (3) ten percent of the paid-up members shall constitute a quorum at any such annual general meeting
- (4) a report of the work of the Society within the District together with an audited balance sheet and statement of receipt and expenditure for the preceding calendar year shall be presented by the District Committee to the annual general meeting for approval.
- (5) the District Committee shall present its budgets proposals and development plan to the annual general meeting for approval
- (6)

18. Chapters and Mothers Clubs

- (1) there shall be Local Committees hereinafter to be known as Chapters in each District of the country
- (2) the chapters shall be established by the District Chapter Organizers and approved by the District Committee. All chapters so formed shall be registered at the Headquarters and be issued with a charter certificate
- (3) the chapters should be formed by the district in consultation with the Region by a criteria determined by the Central Council.
- (4) each Chapter shall consist of the following as members
 - (a) a Chairman and Vice-Chairman
 - (b) a Health worker (adviser on Health)
 - (c) a Financial Secretary
 - (d) a Representative of the Youth
 - (e) a Secretary/Organiser
 - (f) District Mother Club Facilitator
 - (g) not more than five other members
- (5) Members of the Chapters shall be elected once in every two years to coincide with the year of election into the Regional Committee of that Region, subject to the approval of the Central Council
- (6) Elected Members shall assume their office immediately following the annual general meeting at which they were elected. The term shall continue till the next election.
- (7) Subject to clause (7) and (8) of Article 8 of this constitution, a Chapter member shall be eligible for re-election for not more than two consecutive terms.
- (8) Chapter in this constitution includes mothers' clubs

19. EMPLOYEES OF THE SOCIETY

National Secretariat

1. Secretary-General

- (a) The Society shall have a Secretary-General who shall be the Chief Executive Officer of the Society
- (b) He/She shall be an ex-officio member/secretary of the Central Council, and all Committees of the Society
- (c) The Secretary-General shall not have voting right.
- (d) The secretary -General and his deputies shall be appointed by the central council on the recommendation of the Management committee.
- (e) All paid staff shall be appointed by the Secretary-General in consultation with the management committee.
- (f) Subject to preceding clauses the secretary-General may appoint such employees, as may from time to time be required for the work of the society and under such terms and conditions as may be determined by the management committee.
- (g) Employees of the Society may be required or permitted to attend any meeting of the General Assembly, the Central Council, Management Committee, or a sub-committee thereof and may speak at any such meeting but shall not be entitled to vote.

20. Officers of the Society

2. The Honorary Treasurer shall –

- (a) advise the society on all questions and policy affecting the finances of the society.
 - (b) consider the policy of the society with regard to the raising of funds and the acceptance of grant-in-aid from Government or other agencies so as to ensure that the policies of the society are in accordance with the principles of the international Red Cross and Red Crescent Movement.
 - (c) supervise the preparation of the annual budget and.
 - (d) advice on the investment of any surplus funds
- (2) The other officer of the society shall perform the functions which are ordinary performed by such officers and shall also perform such other functions as may be assigned to them by the Central Council
- (3) Any vacancy occurring in any office during the year may be filled by the Central Council and where any officer is temporarily absent from Ghana. The Central

Council may authorize some other person to perform his function during his absence.

- (4) No remuneration shall be paid to any elected or appointed officer or volunteer of the society but this shall not prevent an elected or appointed officer or volunteer from receiving a refund of reasonable out-of-pocket expenses actually incurred in the performance of his functions

21. Finance

- (1) The funds of the society shall consist of-
 - (a) Subscription of members
 - (b) Subvention and other grants-in-aid received from the Government
 - (c) Endowments from whatever source
 - (d) Gifts and donation to the society
 - (e) Trust funds held in the name of the society
 - (f) The proceeds of any funds raising activity organised by the society or a branch thereof.
- (2) Subject to the ultimate power of control vested in the Central Council each branch or other subsidiary units of the society is authorised to deal with the funds and other property under its control in the manner prescribed in these Articles and in the regulation and to apply them for the purposes of the society in accordance with the policy laid down by the Central Council.
- (3) Except with the permission in writing of the Central Council funds and other property held by on behalf of the society shall be used only for the purposes of the society.
- (4) No funds of the society shall, without the permission, in writing of the General Assembly be used for the purpose of making monies available to non-Red Cross organizations, institutions or to funds which are themselves appealing to the public for support or are entitled to support from Government or local government.
- (5) In case of disaster in Ghana or elsewhere the Management Committee may authorize such extraordinary expenditure whether from current resource or from reserves, as it may seem fit. The Central Council shall be informed of all expenditure made.

22. Regional Estimates and Expenditures

- (1) Each Regional Committee shall, before the thirtieth day of November of each year, submit for approval by the Management Committee its income and expenditure, including that of subsidiary units operating under its control for the succeeding two calendar years.
- (2) The Management Committee may add to, delete, or vary the estimates or any item contained therein, including the sum required from or made available to, Central Council as the case may be.
- (3) Each regional committee shall make available to the Central Council from its resources such sums as the Central Committee may annually decide, for meeting the expenditure of the Central Council.
- (4) A branch or other subsidiary unit of the Society shall make available to the Regional Committee such sums as the Regional Committee may annually decide for meeting expenditure in the Region.
- (5) Each Regional Committee shall prescribe a procedure to ensure that any expenditure or financial commitment incurred by a branch or other subsidiary unit within the Region has been authorized by the appropriate Committee of the branch or unit before it is incurred. Different procedures may be laid down for different subsidiary units, according to their size and financial resources.

CHAPTER THREE: MISCELLANEOUS

23. Accounts and Audit

- (1) The Central Council shall appoint an auditor or auditors to whom all books, records, accounts and reports of the Society and its officers shall be submitted at such times as may be required.
- (2) The report of the auditor or auditors shall be presented each year to the General Assembly through the Central Council for approval. Where the General Assembly does not meet, the report shall be submitted to the General Council for approval.
- (3) The accounts of each Region and its branches and the subsidiary units shall be kept in the form prescribed in the regulations and shall be audited annually by independent auditors appointed by the Regional Committee.
- (4) The financial year of the Society, and the branches and subsidiary units shall be from the first day of January to the thirty-first day of December in each year.

24. Land and Other Property

- (1) All land, buildings and other property acquired by the Central Council, the Management Committee, a Regional Committee, or any branch of the Society shall be vested in the Society and shall be managed by such branch or committee of the Society, as the Central Council may determine.

25. Red Cross Emblem

- (1) The Society is permitted by law to have and use as an emblem and badge in carrying out its purposes, a Red Cross with vertical and horizontal arms of the same length, on and completely surrounded, by a white background.
- (2) The emblem may be displayed-
 - (a) on any building or other structure erected or used by the Society for carrying out any of its functions and
 - (b) on any ambulance or other vehicle used by the Society for carrying out its functions.
- (3) The emblem may be worn by members in uniform in accordance with the regulations on occasions when uniform, is permitted to be worn, but no person other than a full-time employee of the Society shall wear a uniform except when actually engaged in the work of the Society or going to or from such work.
- (4) Members shall at all times, and especially in times of war avoid using the emblem in such a way as to suggest that any person or object is entitled to the protection of the Geneva Conventions when not so entitled.
- (5) Members shall report any misuse of the emblem whether by a member of the society or by any other person to the police.
- (6) No person shall use the red cross emblem contrary to the provisions of the Red Cross Emblem (Control) Decree 1973 (NRCD216) and the Regulations on the use of the emblem by National Societies adopted the Twentieth International Conference of the Red Cross in Vienna, 1965.

26. Relation with Government and Other Organizations

- (1) It shall be the duty of the Society to cooperate with Central Government authorities, and other voluntary organizations engaged in work similar to that of the Society, but on the condition that the Society retains administrative control over its own funds, personnel and materials so that its independence and integrity in accordance with Red Cross principles are maintained and its privileges and status in time of war are not put in jeopardy.
- (2) In accordance with the provisions of the Geneva Conventions regarding the name and use of the emblem, the Society shall not, except where so expressly authorized by the Central Council, and in accordance with the Red Cross Emblem (Control) Decree 1973 (NRCD 216) use the name and emblem of the Society, with any other voluntary aid society in an appeal for funds or for any other purpose.
- (3) The Society and any branch thereof shall not, except for purposes of consultation, become a member of any organization other than a voluntary aid Society.

- (4) The Central Council may authorize regular and specified services to be administered on the basis that those who are able and willing, should contribute toward the expenses of such services, and may also authorize the acceptance of grants in aid from government and local authorities for the cost of specified services undertaken at their request.
- (5) All communications with the International Committee of the Red Cross, the League of Red Cross and Red Crescent Societies, other national voluntary societies shall be affected through the Management Committee.
- (6) All communications with the Government shall be affected through the Management Committee.

27. Appeals for Funds and other Publicity

- (1) No member or employee of the Society, either alone or in association with any other person shall issue any public appeal or take part in any public activity, with the object of raising funds for the Society without the consent in writing of the Management Committee or the appropriate Regional Committee.
- (2) No member or employee of the Society shall make any statement to the Press or broadcast any communication concerning the society, or the Red Cross and Red Crescent movement generally without the consent in writing of the management committee or an official appointed in that behalf by the Management Committee.
- (3) The provision of this article shall not apply to reports or notice of annual meetings, inspections, reviews, lectures or other local activities of the branch of the society.

28. Fund Raising Activities.

- (1) The central council may appeal to the public for funds and carry out such other local activities as may yield funds to the society.
- (2) The Central Council may delegate its function under this article to a sub-committee of the Management Committee and may call on the Regional Committees and any other members or associate of the Society to assist in fund raising activities.
- (3) Proceeds of activities carried on locally by a Regional Committee or subsidiary unit thereof may be retained in the funds of that committee or unit unless the Management Committee otherwise directs.

29. Bank Accounts

(1) All monies received by the society, or any breach thereof shall be paid into such bank account as the Management Committee may direct.

(2) A bank account shall not be opened or operated except in accordance with a resolution passed by the appropriate branch as the case may be.

30. Investment of funds

(1) Any monies held by the Society or a Regional Committee, a branch or subsidiary unit which are in excess of reasonably current requirements may be invested in any short-term government securities. Investment shall be centralized. Any Regional Committee intending to invest shall obtain the permission of the Management Committee.

31. Expenditure of funds

(1) The expenditure of the Society shall be in accordance with an annual budget prepared under the supervision of the Honorary Treasure, considered by the Management Committee and approved by the Central Council or the General Assembly.

(2) Where funds are available, the Management Committee may authorize the continuation of the expenditure on salaries and other recurrent items between the end of one financial year and approval of the budget for the next year and may also authorize the expenditure on such items in excess of that provided for in the annual budget, where the Management Committee is satisfied that the additional expenditure is unavoidable and that the work of the society will suffer if it is not authorized immediately.

32.. Regulations

(1). The Management Committee may the approval of the Central Council make Regulations:

(a) For the organization of members of the Society into youth unit and other groups

(b) For the training activities of the Red Cross Youth

(c) For giving out a relief work not inconsistent with the purposes of the society

(d) For advancing the relationship that should exist between the various Regional Committee of the society including the occasions on which there may be direct communications generally with the Headquarters

(e) Generally, for giving full effect to the provisions of this constitution

33.. Vacancies in committee

1. Any Committee may act notwithstanding vacancies in its membership and the accidental omission to give notice of a committee meeting to any of the members, and the non-receipt by a member of a notice shall not invalidate anything done at the meeting.

34.. Amendments of Constitution

1. These Articles may be amended by the General Assembly at any time after 3months notice embodying the proposed amendment has been sent by registered letter or by receipted acknowledgement to all members of the General Assembly before the date of the meeting at which the proposal is to be considered.
2. A proposal to amend any provisions of these Articles shall not be carried unless it approved by at least two-thirds of the voting members present and voting.
3. Any proposed amendments to the constitution shall be communicated to the League of Red Cross and Red Crescent Societies and the International Committee of Red Cross.
4. Where on any matter, whether arising out of these Articles or otherwise, there is no provision express or by necessary implication of these Articles or of Regulations made thereunder which deals with the matter, the Management Committee may, subject to the approval of the Central Council, deal with the matter in such manner as it deems fit.

35.. Interpretation

In these Articles, unless the context otherwise requires-

- (1) “branch” means a Region of the Society recognized as such by the Central Council
- (2) “Central Council” means the Central Council established pursuant to provision of Article 9 of these Articles
- (3) “emblem” means the emblem of the Society
- (4) “functions” includes powers and duties
- (5) “Geneva Conventions” include the Geneva Conventions in 1949 and any protocol, convention, or agreement supplementing, amending, varying or in any other manner modifying the Geneva Conventions

(6) "Management Committee" means the Management Committee established by the provisions of Article 10 of these Articles

(7) "Region" include a Region of Ghana and any area for which the Central Council has established a Regional Committee

(8) "Regional Committee" means the Regional Committee established for each Region by provision of Article 11 of these Articles

(9) "Regulations" means the Regulations made pursuant to the provisions of Article 32 of these Articles

(10) "Society" means the Ghana Red Cross Society

(11) "Youth Red Cross" means Red Cross Youth organized by a Regional or District Committee in the Region.

THE FUNDAMENTAL PRINCIPLES OF THE RED CROSS SOCIETY ARE:

- HUMANITY
- IMPARTIALITY
- NEUTRALITY
- INDEPENDENCE
- VOLUNTARY SERVICE
- UNITY
- UNIVERSALITY
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