

SOCIETY FOR THE WELFARE OF ANIMALS – GHANA (SWAGH)



(PROMOTING EXCELLENCE IN ANIMAL WELFARE)

CONSTITUTION - 2008

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CONSTITUTION OF SOCIETY FOR THE WELFARE OF ANIMALS – GHANA (SWAGH)
(PROMOTING EXCELLENCE IN ANIMAL WELFARE)

First **written** and **adopted** in **2005**

First **revised** and **adopted** in **2008**

Name of Organization

The name of the organization shall be known and called **Society for the Welfare of Animal Ghana (SWAGH)**.

Objectives

The organization's objectives are to:

1. promote kindness to all animals
2. improve Animal welfare standards in Ghana and the world at large.
3. use appropriate educational campaigns to achieve high Animal welfare standard in Ghana
4. awaken People's interest and compassion for Animal Welfare in Ghana and the world
5. spread knowledge on good practice of handling farm animals, companion animals, wild animals and laboratory animals
6. reduce the incidence of bushfires which results in the destruction of wild Animals, their habitats and environment
7. promote safe, conducive and harmonious living between humans and animals

8. influence people about attitudinal, superstitious and ethical change towards Animals
9. encourage Government and Metropolitan/Municipal/District Assemblies to put legal structures in place to ensure high Animal Welfare standards in Ghana and the world at large.
10. Reduce to the minimum cruel practices on animals
11. encourage governments to put in place, systems and skilled people of these systems to ensure high Animal welfare standards in Ghana and the world
12. develop the talents of SWAGH members to see themselves as a mouthpiece of the voiceless Animals.

Overall oversight Responsibilities

The overall oversight responsibility of the organization lies in the hands of **SWAGH Executives council**

The Executive Council

- (a) The executive committee shall be composed of not less than five members nor more than twelve members.
- (b) Members of the executive council will be nominated and elected by members of the organization
- (c) Election to the Executive Council shall be by secret ballot which shall be conducted in the following manner, that is to say:

(i) Any ordinary member wishing to nominate another ordinary member or members for election to the Executive council shall notify the secretary in writing, accompanied by the nominee's consent in writing, at least twenty one clear days before the date of the annual general meeting of the association. A retiring member shall be eligible for re-election without nomination and shall be deemed to offer himself for re-election unless he notifies the secretary in writing, at least twenty- one days before the date of the annual general meeting that he does not wish to stand for re-election.

(ii) If the number of nominees competent for appointment as members of the Executive Council and retiring members offering themselves for re-election exceeds the number of vacancies to be filled, the secretary shall, at least fourteen days before the date of the annual general meeting, send to each ordinary member a ballot paper containing a list of the names of such nominees and retiring members offering themselves for re-election requesting him to indicate by means of distinctive mark on the ballot paper the names of the persons for whom he votes. Each member may vote for one or more persons not exceeding in numbers of vacancies to be filled.

(iii) No ballot paper shall be valid unless returned to the registered officer of the Association not less than twenty- four hours before the time appointed for the annual general meeting and shall be counted by scrutinizers appointed at the meeting who shall inform chairman of the meeting of the votes obtained by each

candidates to the meeting. The chairman shall then announce the names of the successful candidates to the meeting. No ballot paper shall be valid on which votes have been cast in excess of the number of vacancies, and in case of doubt as to the validity of a ballot paper or the intention of the voter the decision of the chairman of the meeting shall be final and conclusive .

(iv) If the number of competent nominees and retiring members offering themselves for re-election does not exceed the number of vacancies, the chairman of the meetings shall declare the candidates duly elected. If the number so elected is less than the number of vacancies, the remaining vacancies may be filled as casual vacancies.

(v) Any casual vacancy in the number of members of the Executive Council may be filled by the Executive Council or by ordinary resolution of the members in general meeting.

Chairman and Vice Chairman of the Executive Community

(1) The Executive Council members at their first meeting held after each annual general meeting shall elect from the members a chairman and a vice chairman, of the Association who shall hold office for the ensuing year or until their successors are elected.

(2) Any vacancy accruing in these offices shall be filled in like manner at the next meeting of the Executive Council held after the occurrence of the vacancy.

Committees

(1) The Executive Council may appoint committees from among their own members or the members of the Association or from a combination of both.

(2) The chairman, or if he is unable or unwilling to act, the vice-chairman, shall ex-officio be member of every committee.

(3) The terms of reference and duration of office of all committees shall be prescribed by the Executive Council and all such committees shall be deemed to be committees of the Executive Council.

Secretary, Treasurer and Other officers

(1) The Executive Council shall appoint a Secretary and a Treasurer or a Secretary/Treasurer who may be their own members or a member of the Association or neither.

(2) If one of their own numbers is appointed, then the office shall be an honorary one without

(3) remuneration.

(4) The Executive Council may also appoint such other officers and agents as may be necessary or expedient

The Seal

(1)The Executive Council shall be empowered to adopt a common seal for use by the Executive/SWAGH and shall provide for the safe custody thereof.

(2)The seal shall only be used by the authority of the Executive Council or of a committee of the council authorized by the Executive Council in that behalf, and every instrument to which the seal shall be affixed shall be signed by a member of the Executive Council and shall be countersigned by the secretary or a second member of the Executive Council or by some other person appointed by the Executive Council for the purpose.

Service of Documents

Any document may be served by the Association or any ordinary member, debenture holder or member of the Executive Council in the approved manner as in National laws and may be served in like manner or any associate or honorary member either personally or at the address supplied by him to the Association for the purpose of service of notices.

Accounts and Audits

(1)The Executive Council shall cause proper books of account to be kept and an income and expenditure account and a balance sheet to be prepared, audited and circulated to all stakeholders as required by National Law

(2)Qualified Auditors as specified in National laws shall be appointed to audit the books of accounts of SWAGH.

Membership

(a)The Executive Council or it's appointed committee or person(s) for membership recruitment shall admit interested people to ordinary membership

(b)To be admitted as a ordinary member, the interested party must send in an application letter, fill out the necessary forms, pay the necessary dues and await his his/her application approved

(c)An interested party in the organization only becomes a member after passing through the two preceding steps above and a certificate of membership granted him/her

Honorary Membership

(1)The Association in general meeting may resolve by ordinary resolution that the Executive Council may admit to honorary membership of the Association any person, whether or not an ordinary or associate member of the

Association, who in the opinion of the Executive council has rendered signal service to the Association or to any of the objects which the Association is formed to promote.

(2)An honorary member, unless also admitted as an ordinary member of the Association shall have rights as an ordinary member but shall not be liable to pay any subscription to the Association.

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Resignation or Exclusion of Members

(a)Any ordinary, associate or honorary member may resign his membership by notice in writing to the Executive Council.

(b)The Executive Council may in its discretion exclude from membership of the Association any ordinary or associate member.

(i) If the subscription payable to the Association by such ordinary or associate member shall be unpaid six months after the same have become due and payable; OR

(ii) If the opinion of the Executive Council the continued membership of such person would be detrimental to the interests of the Association or the furtherance of its objects.

General Meeting and Resolution

- (a) Annual general meetings shall be held on last Friday in October each
- (b) Extraordinary general meetings may be convened on the requisition of ordinary members in consultation with the Secretary of SWAGH or Executive council of SWAGH or 2/3 members of SWAGH.
- (c) Annual General Meetings shall be called by the Secretary by a notice at least one Month to the meeting day.
- (d) General meetings may be attended by the members.
- (e) A member shall not be entitled to attend or vote at any general meeting proxy.
- (f) A body corporate which is a member of the Association may attend and vote at any general meeting by a representative appointed.
- (g) The chairman, or in his absence the vice-chairman of the Association, shall preside as chairman at every meeting but if neither is present within five minutes after the time appointed for holding the meeting, the members present shall choose one of their number to be chairman of the meeting.
- (h) On a poll being demanded on any resolution at a general meeting the chairman of the meeting may direct a postal ballot of the ordinary members and shall so direct if an ordinary resolution to that effect is moved at the meeting and passed on a show of hands or if the resolution concerned in a special resolution

- (i) A resolution in writing signed by all the members, or being bodies corporate by their duly authorized representatives, shall be as valid and effective for all purposes , except when a special resolution.
- (j) Minutes of the general meetings shall be kept by the secretary and the executive council
- (k) **Vote of members:** Each ordinary member of the Executive Council at the general meeting shall have one vote on a show of hands or a poll and if a postal ballot is directed in each ordinary member, whether or not present at the meeting shall have one vote.

Declaration

This is to declaration that the entire content of this book is the constitution of SWAGH and is appropriately endorsed by the Directors, Secretary and an executive member

Ujakpa Martin Mabeifam

Gabriel Dinu

(Director)

(Director)

Godson Charnor

Amamu Stephen

(Secretary)

(Exec. Cmttee Member)

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