

# **CONSTITUTION OF APOSTLE PADI OLOGO TRADITIONAL BIRTH CENTRE**

## **Article 1.**

### ***The Preamble***

Conscious of the need to combat Infant and Maternal Mortality in Rural Communities in Ghana, We the Apostle Padi Ologo Traditional Birth Centre have come together to help develop the rural communities in Ghana by assisting the District Health Directorates to train and improve the conditions of Traditional Birth Attendants (TBAs), have with one accord accepted to form a Non-Governmental Organization. The organization shall be guided by this document, herein after called the Constitution, as the governing instrument in its operations by which tenets, we all pledge to abide.

### ***Name of the Organization***

The organization shall be known and called Apostle Padi Ologo Traditional Birth Centre which shall be a partner to all local and foreign organizations with the same ideology and vision.

## **Article 2.**

### ***Aims and Objectives***

The general aim of this organization is to promote the Reproductive Health and Development of the people in the rural communities as well as **empower the women in the rural communities, economically, socially, politically, culturally to fight the injustice against the development of womanhood.**

### **Specific objectives are as follows:**

1. To improve maternal health among the rural women in Ghana.
2. To reduce infant mortality rate in the rural communities in Ghana.
3. To provide safety Child delivery in the rural communities by improving the conditions of the recognized TBAs in the Districts.
4. To improve upon the nutritional needs of the pregnant women in the rural communities.
5. To improve income generating activities in rural communities.
6. To give assistance either in cash or kind to local or national effort towards the implementation of self-help projects in the communities that will lead to the improvement of the condition of women and youth in Suhum municipality.
7. To help promote a high sense of awareness that will lead to the respect of the work of Traditional Birth Attendants.
8. To promote traditional medicines to foreign organizations.
9. To put in place, well planned educational programmes and other activities aimed at informing the rural women on their reproductive right, dangers involved in unsafe abortion and the need as well as methods of family planning.
10. To promote the total emancipation of women and the girl-child to take their rightful place in the rural economy - socially, politically and economically as well as to fight the injustice against womanhood.

### **Article 3**

#### ***a) Ordinary Members***

The subscriber to this constitution and such other persons as the council shall admit to ordinary membership shall be members of the organisation. The council may admit to ordinary membership of the association all persons in Suhum District except the following caliber of person:

- i) Person under eighteen (18) years of age
- ii) Any person certified not to be mentally sound
- iii) Any person convicted of criminal offence or any offence involving dishonesty

#### ***b) Associate Member***

1. The association in a General Meeting may resolve ordinary resolution that the Executive Council may admit to associate membership of the Organisation and may prescribe qualifications for such associate members

2. Associate members shall take part in all deliberation, functions of the Organisation but they shall have no vote

#### ***Resignation or Exclusions of members***

1. Any member (i.e. Ordinary or Associate) who wishes to resign or withdraw his or her membership from the organisation should give a notice in writing to the executive council.
2. The executive council may decide in its discretion to exclude from membership of the organization any member or person who
  - 1) in the opinion of the executive council, the continued membership of such a person would be detrimental, harmful or inimical to the interest of the Association or the attainment of the stated objectives

### **Article 4.**

#### ***a) General Meetings***

1. Annual General Meetings shall be held once in a year
2. Extra-ordinary General Meetings may be convened by the council whenever it is deemed fit and shall be convened on the requisition of the Local Committees and simple majority of the executive council members.

#### ***b) Attendance***

General Meetings shall be attended by the persons below:

- i. Five (5) representatives of each Local Committees of which at least two (2) shall be women
- ii. The chairman and his vice
- iii. Staff of the organization
- iv. Special members nominated by the Executive and approved by the General Meetings
- v. A representative from Suhum District Health Directorate.

### **Article 5.**

#### ***Functions of the Annual General Meeting***

- a) The Annual General Meetings shall be the highest policy making body of the Organisation

- b) The Annual General Meeting shall perform the following functions
  - i) Elect the chairman and vice chairman in alternate years through consensus
  - ii) Approved admission of members into the organization
  - iii) Receive and approve report of the executive council
  - iv) Elect an Audit Committee
  - v) Approval of programs and formulation of general policy
- c) A General Meeting shall be declared dully opened when there is quorum of (2/3) two-thirds majority.
- d) Minutes of the meeting shall be recorded by the secretary and made available to all executive members before subsequent meetings.
- e) Each member enlisted to vote at any General Meeting shall have one vote on a show of hand or a poll. Voting by proxy is not allowed.

**Article 6.**

***A) Executive Council***

The Organisation shall have a nine (9) member Executive Council. The members of the council shall be as follows:

1. Five (5) officers
2. Three (3) Ex-officio / Technical advisors
3. There shall be a General Secretary who shall be a council member.

***B) Functions of the Executive Council***

1. The Executive Council shall be responsible for the execution, supervision, monitoring and evaluation of all programmes
2. Approve the employment and deployment of any person
3. Prepare and present an annual report to the General Meeting
4. Approve reports from committees appointed under the `Constitution.
5. Appoint ad-hoc committees for projects and programmes

***C) Executive Meetings***

The executives shall meet a least four (4) times in a single year, aside, there shall be emergency meetings as far as duties are concerned.

**Ad-Hoc Committees on Programmes and Projects**

1. For effective and efficient implementation of all projects in the area, all projects shall have standing committees. The following shall constitute the committee
  - a. Representatives of the local committee of which women shall be included.
  - b. Two staff of the Organisation of which one shall act as a secretary
  - c. The chairmanship shall be given to a person of proven ability

***D) Functions of the Committee***

1. Assess and recommend applications for community initiated projects
2. Assess and approve in consultation with the appropriate Governmental Agencies and other Non Governmental Organization an officer in charge of the programmed community initiated projects.

3. This committee shall meet often until the business is finished.
4. After the project is completed, they shall put maintenance committee in place to maintain the project.

### **Article 7.**

#### ***A) Officers and Tenure of Office***

The Council shall have the following officers

1. Chairman
2. Vice Chairman
3. Secretary
4. Treasurer
5. Organising Secretary

#### **Tenure of Office**

1. The tenure of office for the chairman and secretary shall be even 2 (two) years, subject to renewal at the request and acceptance of plenary session of the Annual General Meeting
2. The office of the Treasurer and Vice Chairman shall be odd years, one (1) year, subject to renewal at the request and acceptance of plenary session of the Annual General Meeting

#### ***B) Function of the Chairman***

1. The Chairman shall be the head of the Executive Council
2. He shall convene and preside over all General Meetings
3. Shall make sure that all bodies in the Association functions well

#### ***C) Appointment of a General Secretary***

There shall be a General Secretary for the organization and he shall be responsible for the day-to-day administration of the organization and the implementation of all policies by the executive as well as the Annual General Meeting. He shall give reports to the Executive in the Annual General Meeting.

### **Article 8.**

#### ***A) Local Committee***

1. Local Committees shall be established in all recognized Areas of Traditional Birth Attendants. A local committee shall have not less than 12 and more than 15 members of which at least 7 shall be women. The committee shall be composed as follows:
  - a) 14 elected members from the various villages and towns that have Traditional Birth Centres
  - b) The local committee members shall elect the Chairman of the Committee. His choice should be proven ability.
  - c) The local committee members shall work with the chiefs and the queen mothers.
  - d) Members of the local committee shall hold office for two (2) years and shall be eligible for re-election for any further term.

#### ***B) Function of the Local Committee***

- Formulate local development plans and forward project application to the committee on projects
- Foster, maintains and promotes friendship links with the Ghanaian counterparts and the Foreign Donors.
- Responsible for the financial management of the local branch.
  - 2 co-operate and assist in the execution and maintaining of approved projects

**Article 9.**

***A) Financial Records***

**Bank Accounts**

All monies to the organization shall be deposited at the following Banks:

1. Universal Merchant Bank at Koforidua and
2. Agricultural Development Bank at Suhum.

***B) Signatories to the Account***

1. The account shall have three signatories comprising
  - a) The Chairman who shall be the principal signatory unless otherwise stated differently in a management committee meeting. In this case a resolution shall be passed to state the new condition.
  - b) The secretary
  - c) One of the Directors
2. The principal signatory and any one of the signatories shall be valid for the withdrawal of money from the bank.

***C) Auditing of Account***

1. The Accounts of the organization shall be audited annually
2. The Accounts may also be audited any time deemed necessary
3. The audit report shall be published and given out to the executive members to Study one clear week before the Annual General Meeting
4. The appointments of auditors shall be done during the Annual General Meeting

**Article 10.**

***Amendments***

Amendments to any article in the Constitution shall require 2/3 majority of the executive council or through consensus building.

BOARD OF DIRECTORS

NAME	SIGNATURE
Michael Ologo	Signed
Padi Ologo	Signed
Benard Tetteh	Signed
Felix Narh	Signed
Richard Padi	Signed



*Michael Ologo – Executive Director of Apostle Padi Ologo Traditional Birth Centre*