

DZOLALI 85

KETASCO



**THE CONSTITUTION
AND
BY-LAWS 2014**

TABLE OF PROVISIONS

ARTICLE	TITLE	PAGE
	Preamble	3
CHAPTER I – THE ASSOCIATION		
Article 1	Name	4
Article 2	Objectives	4
Article 3	Headquarters, Regional and Overseas branches	5
Article 4	Membership	5
Article 5	Register of Members	6
CHAPTER II – THE EXECUTIVE		
Article 6	Officers of the Association	7
Article 7	The President	7
Article 8	Vice President	8
Article 9	Secretary	8
Article 10	Treasurer	9
Article 11	Organising Secretary	9
CHAPTER III – ADMINISTRATION		
Article 12	Executive Committee	10
Article 13	Subsidiary Committees	10
Article 14	Election of Executive officers and term of office	11
Article 15	Removal of Executive offices	13
CHAPTER IV – FINANCE		
Article 16	Sources of funds	14
Article 17	Monthly contribution and special levies	14
Article 18	Administration of funds	15
Article 19	Audit	15
Article 20	Appointment of Auditors	15

Article 21	Report of Auditors	16
Article 22	Statement of Account	16
Article 23	Publication of Auditor's report	17

CHAPTER V – MEETINGS OF THE ASSOCIATION

Article 24	Types of meetings	18
Article 25	Procedure at meetings	20

CHAPTER VI – AMENDMENT OF THE CONSTITUTION

Article 26	Procedure for Amending the Constitution	21
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CHAPTER VII – MISCELLANEOUS

Welfare Fund By-law		22
First Schedule		24
Second Schedule		25

THE CONSTITUTION AND BY-LAWS OF DZOLALI 85

PREAMBLE

IN THE NAME OF THE ALMIGHTY GOD

We the 1985 old students of Keta Senior High School (KETASCO) - Ghana,

IN EXERCISE of our desire to establish a framework of association, realising that education in Ghana calls for support from everyone, because funding which hitherto rested on the shoulders of government and parents, is no longer sustainable due to the competing demands on government revenue;

IN A SPIRIT of friendship and cooperation and believing that it is now incumbent on us, as beneficiaries of education to make our contributions in various ways, by giving something back to sustain our Alma Mata;

AND IN SOLEMN declaration and affirmation of our commitment to securing for ourselves, and posterity the benefits of education, we echo this sentiment:

“others have labored and we share their glory
the time has come for us to contribute and add to that gain
those who come after will take up the story and continue the struggle”;

**DO HEREBY ADOPT, ENACT AND GIVE TO OURSELVES THIS
CONSTITUTION AND BY-LAWS.**

CHAPTER I – THE ASSOCIATION

ARTICLE 1: NAME

- 1) The name of the Association shall be Dzolali 85 herein after referred to as the Association.
- 2) The Association shall be non-political and non-profit making.

ARTICLE 2: OBJECTIVES

- 1) The objective of the Association is to uphold the ethos on which Keta Senior High School (KETASCO), Ghana was founded and to promote the welfare of the school. This shall be pursued by the following means:
 - a) Fostering and sharing information by bringing all Dzolali 85 students together to provide a common forum to deliberate on matters concerning the school and the Association;
 - b) Holding meetings for discussion of any matters of interest to the school and to members of the Association;
 - c) Sustaining the interest of the Association through maintaining facilities for contact and different channels of communication between the school and the Association;
 - d) Promoting programmes and activities that will help improve the school's infrastructure and general conditions to enhance teaching, and learning in the school;
 - e) Encouraging members to participate in a Welfare fund and other various development initiatives through mobilization of capital resources for the school such as, bursaries, scholarships, prizes and grants to deserving students and staff of the school;
 - f) Sponsoring in conjunction with other year groups, the production and publication of books, journals and other pamphlets of interest to the school and the Association;
 - g) Providing information and liaison services for the school by seeking to promote a good relationship between the school administration and the Association;
 - h) Establishing dialogue, consultation and working together with organisations of other schools with similar objectives on matters relating

to education, career development, discipline and welfare in schools in Ghana;

- i) Helping the school to consistently maintain the high academic standards and the ideals of the founding fathers;
- j) Using any other means proper for the carrying out of the Association's objectives.

ARTICLE 3: HEADQUARTERS, REGIONAL AND OVERSEAS BRANCHES

- 1) The headquarters of the Association shall be in Accra.
- 2) The Association shall foster the formation of branches anywhere it seems desirable within Ghana or overseas.
- 3) There shall be established regional and overseas branches of the Association in administrative regional capitals in Ghana or locations overseas on the advice of the Executive Committee and confirmed by a majority vote of members at a General Meeting.
- 4) The Executive Committee shall take into consideration geographical mobility of members in arriving at the decision to establish a regional branch in an administrative capital or location in Ghana or an overseas branch.

ARTICLE 4: MEMBERSHIP

- 1) There shall be three (3) categories of membership, namely full member, voluntary member and associate member.
- 2) Membership of the Association shall imply acceptance of this Constitution and By-laws that the Association from time to time may establish.

FULL MEMBER

- 3) Full membership shall be open to old students who entered the school in 1980 and completed in 1985 or 1987, those who entered sixth form in 1985 or those enrolled anytime between 1980 and 1985 and completed at least two full years of study in the school.
- a) No full member shall belong to any other KETASCO old student's year group.

- b) Only full members shall be elected to offices of the Association.

VOLUNTARY MEMBER

- 4) Voluntary membership shall be conferred by the Association on students who were in the school between 1980 and 1985 but for less than two years of study.

ASSOCIATE MEMBER

- 5) Associate membership shall be conferred by the Association on anyone who through contributions and other acts renders special assistance to the school through the Association.

ARTICLE 5: REGISTER OF MEMBERS

- 1) The Secretary of the Association shall keep an accurate and up to date register of all members, their addresses and other contact information.
- a) In pursuance to clause (1), all members shall take responsibility to notify the Secretary of any changes to their addresses and other contact information.

CHAPTER II – THE EXECUTIVE

ARTICLE 6: OFFICERS OF THE ASSOCIATION

- 1) The officers of the Association shall be President, Vice President, Secretary, Organising Secretary, Treasurer and other officers that the Association may from time to time at an Annual General Meeting resolve to appoint as necessary, for the conduct of the Association's business.

ARTICLE 7: THE PRESIDENT

- 1) There shall be a President of the Association who shall be the Leader of the Executive Committee and the Association.
- 2) The Executive authority is vested in the President and shall be exercised in accordance with the provisions of this Constitution and any By-laws of the Association.
- 3) The Executive authority shall include responsibility for the general administration of the Association and shall extend to the execution and maintenance of this Constitution and all By-laws made by the Association.
- 4) Before assuming office the President shall take and subscribe before members of the Association, at the Annual General Meeting the Presidential oath set out in the Second Schedule to this Constitution.
- 5) The President shall represent and be the spokesman of the Association at all official meetings that require the attendance of the Association. The President may delegate this duty to the Vice President, another member of the Executive Committee or the Association.
- 6) The President shall be one of the three (3) signatories to the Association's bank account(s) and shall authorise all disbursements of the Association's funds in conformity with the approved budget.
- 7) The President shall convene and preside over all meetings of the Executive Committee and the Association. Whilst presiding over the meetings, the President shall preserve order and decorum.
- 8) Within three (3) months of assuming office, the President shall present at a General Meeting his/her broad policy objectives to fulfil the vision of the Association during his/her term of office.
- 9) In conformity to the duty in clause (8), the President shall present a yearly State of the Association's report at every Annual General Meeting.
- 10) The President shall perform other duties that may be assigned to him from time to time by the Association at its Annual General Meeting.

ARTICLE 8: VICE PRESIDENT

- 1) There shall be a Vice President of the Association who shall assist the President and also perform such functions as may be assigned to him by this Constitution or by the President.
- 2) The Vice President shall before commencing to perform the duties of Vice President, take and subscribe before members of the Association, at the Annual General Meeting, the Vice Presidential oath set out in the Second Schedule to this Constitution.
- 3) Whenever the President dies, resigns or is removed from office, the Vice President shall assume office as President for the unexpired term of office of the President with effect from the date of the death, resignation or removal of the President.
- 4) Whenever the President is for any other reason unable to perform the functions of his office, the Vice President shall perform the function of the President until the President is able to perform his/her duties.
- 5) The Vice President shall, upon assuming office as President under clause (3), nominate a person to the office of Vice President subject to approval by the Executive Committee.

ARTICLE 9: SECRETARY

- 1) There shall be a Secretary who shall be responsible for all communications relating to the business of the Association.
- 2) The Secretary shall ordinarily be responsible to issue or receive all communications on behalf of the Association. It shall be the duty of the Secretary to respond to all communications to the Association within a reasonable time.
- 3) The Secretary shall be responsible for taking minutes at the Executive Committee meetings and all other meetings of the Association.
- 4) In consultation with the President, the Secretary shall give notice to the meetings of the Association and any other meetings as directed by the President.
- 5) Notices of all General Meetings shall be given either in writing and published through available organs of the mass or social media.
- 6) The Secretary shall assist the President to prepare the State of the Association's report to be presented at every Annual General Meeting.
- 7) The Secretary shall be one of the three (3) signatories to the Association's bank account(s).

ARTICLE 10: TREASURER

- 1) There shall be a Treasurer, who shall be the Principal Financial Officer in charge of all accounts of the Association.
- 2) The Treasurer shall be responsible for the collection and payment of all sums due to or for the Association.
- 3) The Treasurer shall keep an accurate financial record of all monies paid or received on behalf of the Association and take steps to deposit the monies into the Association's designated account within three (3) days.
- 4) The Treasurer in consultation with the President shall be responsible for preparing, overseeing and maintaining the operating budget of the Association.
- 5) In the exercise of the duty in clause (1), the Treasurer shall keep an imprest to be agreed upon by the Executive Committee in order to fulfil all financial transactions on behalf of the Association.
- 6) The Treasurer shall present a comprehensive monthly, quarterly, and annual financial reports to the Executive Committee and Annual General Meetings or at any time that members may request statement of account of the Association.
- 7) The Treasurer shall be one of the three (3) signatories to the Association's bank account(s).

ARTICLE 11: ORGANISING SECRETARY

- 1) There shall be an Organising Secretary, who shall be the official Publicity Officer ensuring full publicity, organisation and the proper execution of all activities of the Association as appropriate.
- 2) The Organising Secretary shall assist the Secretary in the organisation of all meetings, and the Treasurer in the mobilization of capital resources for the Association.
- 3) The Organising Secretary shall be one of the three (3) signatories to the Association's bank account(s), in the absence of the Secretary.

CHAPTER III – ADMINISTRATION

ARTICLE 12: EXECUTIVE COMMITTEE

- 1) There shall be a five member Executive Committee, which shall consist of the President, Vice President, Secretary, Treasurer and Organising Secretary.
- 2) The Executive Committee shall oversee the activities and be responsible for the governance of the Association.
- 3) The Executive Committee shall assist the President in the determination of the general policy of the Association.
- 4) The Executive Committee shall meet as and when it deems fit but not less three (3) times in a year.
- 5) The quorum at the Executive Committee meeting shall be three (3) of its members including the President and or the Vice President.
- 6) The Executive Committee shall regulate the procedure of its meetings.
- 7) The Executive Committee shall have power to convey Extra-ordinary General Meeting at short notice.
- 8) Apart from the President, in the event that any member of the Executive Committee should resign, vacate the office, is incapacitated or otherwise unable to perform his/her duties, the Association shall take practical steps within three (3) months to elect another member to fill the vacant position at an Extra-ordinary General Meeting.
- 9) The person elected to fill such vacancy in clause (8) shall complete the remainder of the term of the officer whom he/she replaced and may be eligible for re-election.
- 10) In pursuance of the smooth governance of the Association and before the election to fill the vacant position, the Executive Committee, may appoint a member of the Association who must be of good standing, to act in the vacant position as a result of the event in clause (8).

ARTICLE 13: SUBSIDIARY COMMITTEES

- 1) In pursuance of the aims, objectives and the administration of the business of the Association, the Executive Committee shall by a resolution recommend for adoption at a General Meeting the establishment of various subsidiary committees.
- 2) Membership and terms of office of the subsidiary committees may be approved by members of the Association.

- 3) Some of the subsidiary committees that may be formed are the scholarship award committee, the fundraising and investment committee, the publicity committee.

SCHOLARSHIP AWARD COMMITTEE

- 4) The Scholarship Award Committee will select students of KETASCO who have demonstrated academic excellence, leadership potential, and service to the school and or community.
 - a) Selected student nominees will be ask to write an essay for consideration for the award. The committee will review nominations and essays before making the decision and award to deserving winners.

FUNDRAISING AND INVESTMENT COMMITTEE

- 5) The Fundraising and Investment committee will be responsible for raising funds for the scholarship programs and all special projects that the Association agrees to undertake for the development of the school's infrastructure and general wellbeing.
 - a) Members of the Association will be encouraged to demonstrate their commitment to a special fund for the purpose in clause (5) through donations and fund raising activities that will be used for the scholarship programs and the Association's special projects.

PUBLICITY COMMITTEE

- 6) The Publicity committee will be responsible for sharing information about the school and the Association through newsletters, press releases, books, papers, the social and mass media.

ARTICLE 14: ELECTIONS OF EXECUTIVE OFFICERS AND TERM OF OFFICE

- 1) The Association's year shall run from April to March.
- 2) Members of the Association vying for Executive offices of the Association shall be nominated and supported by at least two (2) full members of the Association who must be of good standing.
- 3) Nominations to offices of the Association shall be opened at least three (3) months before the conduct of elections and in a case of a removed or resigned officer one (1) month.
- 4) Nominations shall be closed two (2) weeks before the elections.
- 5) All members shall be notified by the Secretary in writing, through the print, electronic or other social media platforms, of the nomination and intention to hold election of Executive officers.

- 6) The Executive officers shall be elected by a simple majority through a secret ballot at an Annual General Meeting and shall be eligible to serve for three (3) years.
- 7) An Executive officer shall be eligible to be re-elected for another three (3) years term but shall have to wait for two (2) years after re-election before vying for another office.
- 8) Before the election of Executive officers, members of the Association by a simple majority vote, at a General Meeting shall appoint an Electoral Commissioner.
- 9) The Electoral Commissioner shall have the following functions:
 - a) To receive nominations from members of the Association vying for Executive offices;
 - b) To conduct and supervise election of Executive officers;
 - c) To swear-in the Executive committee officers at an Annual General Meeting;
 - d) To perform such other functions as may be prescribed by the By-laws of the Association.
- 10) Immediately after the close of the election, the Electoral Commissioner shall, in the presence of members of the Association, proceed to count the ballot papers and declare the results of the election.
- 11) Subject to the provisions of this Constitution, where at the close of nominations two or more candidates have been nominated for an Executive office, the election shall be held and the candidate who receives the largest number of votes cast shall be declared elected.
- 12) For the purposes of the election, where at the close of the nominations, only one candidate stands nominated, a further period of ten (10) days shall be allowed for nomination of other candidates.
- 13) Where at the close of nominations under clause (12) of this article only one candidate stands nominated, there shall be no election and that candidate shall be declared elected.
- 14) The Association may, by By-laws, make regulations for the effective performance of the functions of the Electoral Commissioner under this Constitution and in particular, for the provision of voting by proxy, for members in overseas branches.

ARTICLE 15: REMOVAL OF EXECUTIVE OFFICERS

- 1) An Executive Committee member may be removed from office by a resolution of the Association passed by at least two-thirds of members present at a General Meeting.
- 2) Before the resolution at a General Meeting for the removal of the officer(s), the following conditions must be satisfied:
 - a) The allegation(s) of improper conduct of the officer(s) shall be put in writing to the Secretary, who shall provide a copy to all members of the Association, including the officer(s) in question;
 - b) The officer(s) shall be given the opportunity to respond to the allegation(s) within one (1) month.
 - c) At a General Meeting following the expiration of the one (1) month response to the allegation(s) period, the matter shall be put on the agenda, a copy of the response must be circulated prior to the meeting to members and the matter shall be discussed before the resolution and vote is taken.

CHAPTER IV – FINANCE

ARTICLE 16: SOURCES OF FUNDS

- 1) The Association shall derive its income from the following sources:
 - a) Membership registrations levy;
 - b) Monthly contribution;
 - c) Special levies;
 - d) Donations and voluntary contributions;
 - e) Fund raising activities;
 - f) Revenue from the sales of publications;
 - g) Fines;
 - h) Any other legitimate sources of income that shall be available to the Association;
- 2) The amount to be paid under sub clauses (a), (b) and (g) shall be fixed or reviewed annually at the Annual General Meeting by members of the Association.

ARTICLE 17: MONTHLY CONTRIBUTION AND SPECIAL LEVIES

- 1) Every member shall be liable to pay monthly contribution as the Association may from time to time determine at an Annual General Meeting.
 - a) All monthly contribution shall be due and payable at the Monthly General Meetings of the Association. Members may pay bulk sums of the monthly contributions in advance if they so wish for up to a full year.
 - b) Any member who is in arrears of monthly contributions may lose his/her right and privileges as a member until he/she has made good the arrears to date.

SPECIAL LEVIES

- 2) The Association may from time to time prescribe the collection from its members, special levies or contributions towards the maintenance of the Association, or for the purpose of pursuing any of the objectives of the Association.

ARTICLE 18: ADMINISTRATION OF FUNDS

- 1) The Association shall open and operate a current account with a recognised bank where all monies of the Association shall be deposited.
- 2) Any two (2) of the three (3) signatories namely the President or in the absence of the President, the Vice President, the Treasurer or in the absence of the Treasurer, the Secretary shall have the mandate to operate the bank account of the Association.
- 3) No sums due by the Association shall be paid until payment has been authorised by the Executive Committee.
- 4) Payment of funds shall be applied solely towards the promotion of the Association's objectives provided that nothing herein contained shall prevent remuneration to any person or organisation for any service actually rendered to the Association or payment of expenses properly incurred in the discharge of a service on behalf of the Association.

ARTICLE 19: AUDIT

- 1) The Association's accounts shall be audited at least once every year and for that purpose.

ARTICLE 20: APPOINTMENT OF AUDITORS

- 1) The Executive shall appoint two (2) Auditors who are members of the Association for the purpose of auditing the accounts of the Association.
- 2) The persons so appointed shall hold office for two years and shall ordinarily be reappointed at the expiry of their tenure unless:
 - a) They are not qualified for reappointment or;
 - b) A resolution has been passed appointing some other persons or providing expressly that they are not to be reappointed at the expiry of their tenure;

- c) They have given notice of their unwillingness to be reappointed.
- 3) The Auditors shall be professional Accountants and have a registered place of business in Ghana.
- 4) Every Auditor shall have right to access at all times the books, accounts and vouchers of the Association and shall be entitled to require from the Association's officers all such information and explanation as he/she thinks necessary for the performance of his/duties during the Audit.

ARTICLE 21: REPORT OF AUDITORS

- 1) The Auditor(s) shall report in writing to the Executive Committee whether the accounts are in conformity with the rules of accounting, and whether or not the statement of accounts contain a full and true account of the financial transactions of the Association.
 - a) It shall be lawful for the Auditor(s) to report specifically as to any payment which they may judge to have been made without sufficient authority.
 - b) The expense of the Audit, including any payment to any person whose assistance the Auditor(s) may require shall be paid out of the revenues of the Association.

ARTICLE 22: STATEMENT OF ACCOUNT

- 1) A statement of account showing the income and expenditure of the Association duly audited and attested, shall be presented each year to the Executive Committee at least three (3) weeks before the Annual General Meeting during for consideration.
 - a) The statement of account shall cover the period since the end of the last accounting period and up to date but not earlier than three (3) months before the date of the Annual General meeting.
 - b) The statement of account shall be kept with Executive Committee and shall always be open to the inspection of members of the Association upon request.

ARTICLE 23: PUBLICATION OF AUDITOR'S REPORT

- 1) A copy of the statement of account, together with a copy of the Auditor's report shall be published or circulated to all members, not less than three (3) weeks before the date of the Annual General meeting.
- 2) The Auditors shall attend all Annual General Meetings of the Association and be heard at the meeting on any part of the business of the meeting concerning them as Auditors.

CHAPTER V – MEETINGS OF THE ASSOCIATION

ARTICLE 24: TYPES OF MEETINGS

- 1) There shall be Monthly, Emergency, Extra-ordinary and Annual General Meetings of the Association from time to time during the year.

BI-MONTHLY MEETINGS

- 2) The Association shall meet at least once every two months at a date and time as agreed by the Executive Committee.

EXTRA-ORDINARY GENERAL MEETING

- 3) The Executive may by a resolution convene an Extra-ordinary General Meeting at any time or upon a request of members of the Association.
 - a) A request of members for an Extra-ordinary General Meeting must be in writing and shall be signed by not less than fifteen (15) members of good standing and served on the Secretary or the Organising Secretary in the absence of the Secretary.
 - b) The Secretary shall give 14 days' notice of every Extra-ordinary General Meeting. The notice shall state clearly the agenda, time and place of the meeting.
 - c) If the Secretary does not give notice of the Extra-ordinary General Meeting, pursuant to the request from members under sub clause (a) or after the expiry of 21 days from the service, the requesting members may give notice and hold the meeting within 3 days, with at least two (2) members of the Executive present.
 - d) No other business other than that for which notice has been given in accordance with sub clause (b) shall be entered into or discussed at the Extra-ordinary General Meeting.
- 4) The business which may be conducted at an Extra-ordinary General Meeting may include:
 - a) Removal of officer(s) of the Association;
 - b) Any other business as deem necessary for the administration of the business of the Association that the Executive Committee may agree by a resolution or a request in writing to the Secretary and signed by at least fifteen (15) members of the Association.

EMERGENCY MEETING

- 5) An Emergency Meeting shall be convened to discuss emergency issues and matters affecting the Association.
- a) Emergency meetings shall be called upon request of three (3) members of the Executive Committee or by request in writing to the Secretary and signed by ten (10) members of good standing, including members of the Executive Committee.
- b) The Secretary in consultation with the President, shall convene the Emergency meeting within fourteen (7) days of the request in sub clause (a) for an Emergency Meeting.

ANNUAL GENERAL MEETING

- 6) There shall be an Annual General Meeting of the Association to be held at the end of the year in Accra or any other regional capital as the Association may from time to time decide, after due notice is given and the agenda for the meeting published or circulated to all members.
- 7) The Annual General Meeting shall be the highest Legislative body of the Association and shall enact By-laws necessary for the proper conduct and function of the Association.
- 8) The business of the Annual General Meeting shall include the following:
 - a) To receive the President's annual state of the Association's report and plans for the future;
 - b) To receive the Secretary's report on the activities of the Association during the preceding year;
 - c) To receive and consider the Audited accounts of the Association for the year and the consideration of any such other business as shall be brought forward by or with the receiving and consideration of account of the Association;
 - d) To elect officers of the Association where the tenure of the Executive Committee has elapsed;
 - e) To remove, elect or confirm the Auditors for the ensuing period;
 - f) To discuss the Welfare of the school and members of the Association;
 - g) Nominate and elect officers designated in this Constitution to the subsidiary committee(s);
 - h) To remove or suspend on the basis of the findings of a Committee appointed by members solely to investigate improper conduct against any

member of the Executive Committee, which has been stated in the notice for the meeting;

- i) To adopt and amend the Constitution and By-laws of the Association.

ARTICLE 25: PROCEDURE AT MEETINGS

- 1) At all General Meetings of the Association, a quarter (1/4) of members on the register of members under article (5) shall form a quorum. At least three (3) of the members forming the quorum shall be members of the Executive Committee.
- 2) The minutes of the proceedings of every meeting shall be recorded for that purpose.
- 3) In the absence of the President and Vice President other members of the Executive shall be nominated to preside over a meeting.
- 4) The minutes of each meeting shall be read at the next meeting of the Association and when confirmed shall be signed by the President or his/her representative who presided over the meeting.
- 5) Apart from voting of Executive officers which shall be by a secret ballot, voting on motions shall be of show of hands.
- 6) Notwithstanding the provision in clause (5) the Association may by a resolution decide to vote on a particular motion other than by show of hands.
- 7) Motions shall be made, seconded, voted on and carried through by a simple majority.
- 8) Where the votes on any motion are equal at a meeting, the President shall have a casting vote.

CHAPTER VI – AMENDMENT OF THE CONSTITUTION

ARTICLE 26: PROCEDURE FOR AMENDING THE CONSTITUTION

- 1) Subject to the provisions of this Constitution, the Association may, by a resolution, amend any provision of this Constitution.
- 2) This Constitution shall not be amended by a resolution or altered whether directly or indirectly unless:
 - a) The sole purpose of the resolution is to amend this Constitution; and
 - b) The resolution has been passed in accordance with this Constitution.
- 3) This Constitution shall be amended by a decision of two thirds (2/3) of members of the Association at an Annual General Meeting provided that:
 - a) A proposal for the amendment of any provision shall be supported by at least fifteen (15) members of good standing and submitted in writing to the Secretary for consideration by the Executive Committee.
 - b) The Executive Committee shall make a decision as to whether or not to accept or reject the proposal for amendment within thirty (30) days after receiving the proposal.
 - c) Where the proposal for amendment is accepted by the Executive Committee, the Secretary shall give notice in writing and circulate copies of the proposal to amend the constitution to all members of the Association.
 - d) Where a proposal to amend the Constitution is rejected by the Executive Committee, they shall give their reasons in writing and refer the matter to be reviewed by the Association at the Annual General Meeting.
 - e) No part of this Constitution shall be altered, repealed or additions made until due notice of the proposed amendment has been placed on the agenda of the Annual General Meeting, notice of which shall have been circulated to members one (1) month in advance.
 - f) The Association may by a majority vote at the Annual General Meeting decide to go ahead with the amendment having considered a rejected proposal under the grounds in sub clause (d).
 - g) Where the Association approves the amendment it shall be presented to the President for his/her assent and the Secretary must take reasonable steps to ensure that all members of the Association are notified within seven (7) days about the amendment.

CHAPTER VII – MISCELLANEOUS

WELFARE FUND BY-LAWS

REGULATION 1: NAME

- 1) There shall be a Welfare Fund established for the benefit of members as defined under Article 4 of the Association and hereinafter referred to as the Fund.

REGULATION 2: MEMBERSHIP

- 2) Membership of the Association as defined under this constitution shall before automatic members of the Fund.

REGULATION 3: PURPOSE

- 3) The purpose of the Fund shall be to enable donations to be made by the Association in the event of any of the following:
 - a) the marriage of a member;
 - b) the out-dooring of a member's child;
 - c) protracted sickness of a member;
 - d) the death of a member's spouse, parent or child;
 - e) the death of a member.

REGULATION 4: ADMINISTRATION

- 4) The Fund shall be administered by the Executive Committee.

REGULATION 5: INVESTMENT

- 5) The Executive Committee shall present to an investment policy for the Fund, subject to the approval by a simple majority of members of the Association.
 - a) When a new Executive Committee assumes office, they shall review the investment policy and present their recommendations within three (3) months to members of the Association to consider.

- b) Members of the Association may by a 2/3 majority vote decide whether or not to change the investment policy following the recommendation in sub clause (a).

REGULATION 6: REPORT

- 6) At every Annual General Meeting of the Association, the Executive Committee shall give a report on the state of the Fund.

REGULATION 7: DONATIONS

- 7) The Executive Committee shall within one (1) month of their assumption to office, put forward proposals regarding the appropriate level of donations for each eventuality specified in Regulation 3.
 - a) The appropriate level of donations shall be subject to review from time to time and ratified by members of the Association at an Annual General Meeting.
 - b) Only members in good standing, who have contributed to the Fund, shall be eligible for the appropriate level of donations as ratified.

REGULATION 8: TRUST INSTRUMENT

- 8) These regulations shall form a part of any trust instrument that may subsequently be drawn up in regards to the Fund.

FIRST SCHEDULE

TRANSITIONAL PROVISIONS

- 1) Notwithstanding anything in this constitution, any person duly elected as an Executive officer immediately before the coming into force of this Constitution shall be taken to have been duly elected for the purposes of this Constitution.
- 2) The Executive officer referred to in section (1) of this section shall assume the appropriate office elected to, on the date of the coming into force of this Constitution notwithstanding provision in this Constitution.
- 3) Any other member of the Association who immediately before the coming into force of this Constitution held or was acting in an office in existence immediately before the coming into force of this Constitution, shall be deemed to have been appointed as far as is consistent with the provisions of this Constitution, to hold or act in the equivalent office under this Constitution.
- 4) The transitional provisions specified in this Constitution shall have effect notwithstanding anything to the contrary in this Constitution.

SECOND SCHEDULE

FORMS OF OATH

THE PRESIDENTIAL OATH

I,.....
having been elected to the office of President do (in the name of the Almighty God swear) (solemnly affirm) that I will be faithful and true to the members of the Association; that I will at all times preserve, protect and defend the Constitution of the Association; and that I dedicate myself to the service and well-being of the Association and to do right to all members.

I further (solemnly swear) (solemnly affirm) that should I at any time break this oath of office I shall submit myself to the provisions of the Constitution of the Association. (So help me God).

To be administered by the Electoral Commissioner before members of the Association.

THE OATH OF THE VICE PRESIDENT

I,.....
having been elected to the office of Vice President, do (in the name of the Almighty God swear) (solemnly affirm) that I will be faithful and true to the members of the Association; that I will at all times preserve, protect and defend the Constitution of the Association; and I dedicate myself to the service and well-being of the members of the Association and to do right to all members.

I further (solemnly swear) (solemnly affirm) that should I at any time break this oath of office, I shall submit myself to the provisions of the Constitution of the Association. (So help me God).

To be administered by the Electoral Commissioner before members of the Association.

THE OATH OF OTHER MEMBERS OF THE EXECUTIVE COMMITTEE

I,
having been elected to the office ofdo
(in the name of the Almighty God swear) (solemnly affirm) that I will uphold, preserve, protect and defend the Constitution of the Association; and that I will faithfully and conscientiously discharge the duties of my office. (So help me God)

To be administered by the Electoral Commissioner before members of the Association.



Signed on 22nd day of December 2014 under my hand.

A handwritten signature in black ink, appearing to read 'D. Quarshie', is centered below the text.

David Roy Quarshie

PRESIDENT

Dzolali 85



DZOLALI ANTHEM

Once to every man and nation, comes the moment to decide,
In the strife of truth with falsehood, for the good or evil side;
Some great cause, some great decision, offering each the bloom or blight,
And the choice goes by forever, 'twixt that darkness and that light.

Then to side with truth is noble, when we share her wretched crust,
Ere her cause bring fame and profit, and 'tis prosperous to be just;
Then it is the brave man chooses while the coward stands aside,
Till the multitude make virtue of the faith they had denied.

By the light of burning martyrs, Christ, Thy bleeding feet we track,
Toiling up new Calv'ries ever with the cross that turns not back;
New occasions teach new duties, time makes ancient good uncouth,
They must upward still and onward, who would keep abreast of truth.

Though the cause of evil prosper, yet the truth alone is strong;
Though her portion be the scaffold, and upon the throne be wrong;
Yet that scaffold sways the future, and behind the dim unknown,
Standeth God within the shadow, keeping watch above His own.



