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Memorandum

The purpose of the Emerging Public Leaders Alumni Network (EPLAN) Constitution, is to provide a legal framework for the establishment of the alumni body of the Emerging Public Leadership Fellowship of Ghana (EPL) and to serve as a blueprint for other EPL alumni bodies in other jurisdictions and to provide for related matters.

The Constitutions opens with a Preamble which recognizes the relevance of the EPL’s values and the opportunities that the EPL fellowship offered for fellows to work towards transforming the African Public Service and how network of ethical public service leaders can help achieve the desired efficient public service.

Article 1 establishes the name of the alumni body as EPLAN. Article 2 recognizes this Constitution as the supreme law of the Network subject to the 1992 Constitution of Ghana whiles article 3 provides for the enforcement of this Constitution to allow matters of Constitutionality to be determined by the Judicial Committee.

The headquarters of EPLAN is established in the Greater Accra Region by article 4 and the aims and objectives that the Network seeks to achieve as spelt out in article 5.

Articles 6 categories membership of the Network into 3; full, honourary and associate members. Full members are those members who have completed the stipulated full duration of the fellowship and are entitled to full benefits including holding of executive positions. Honourary and associate membership are awarded, hence not entitled to hold executive roles within the Network.

Congress, Advisory Body, Alumni Secretariat and the Executive Committee are the organizational units of the Network which are established in article 7. These organizational units shall be the driving forces behind the smooth operations of the Network.

Article 8 provides for the finances of the Network and article 9 states out the elected officers of the Network and their respective duties. The qualifications and procedures for elections, the electoral commission and other election related matters are provided for in article 10.

Article 11 establishes the standing committees which shall help the elected officers in the performance of their responsibilities. Being futuristic, article 12 provides for an opportunity for the network to own both movable and immovable property in the future.

Articles 13, 14 and 15 provides for amendments to this constitution, rules at Congress and transitional matters respectively.
PREAMBLE

We, the alumni of the Emerging Public Leaders (EPL) Programme;

Having imbibed/shared in EPL’s values of thinking critically, acting ethically and driving change;

Being Mindful of the enrichment and opportunities brought to our lives through our association with the EPL programme;

Being Desirous of a transformed public service for efficient service delivery;

Being Aware of the significant role of the Alumni Network in the growth and development of the EPL Fellowship programme and the public service;

Having constituted ourselves as an Alumni Network; and

Having Pledged to continue to support EPL in the delivery of its mandate;

DO HEREBY ADOPT, ENACT AND GIVE TO OURSELVES THIS CONSTITUTION.

Article 1. Name of the Network

The name of the Network shall be Emerging Public Leaders Alumni Network (EPLAN), hereinafter referred to as EPLAN.

Article 2. Supremacy of the Constitution

1. This constitution shall be the Supreme Law of the EPLAN and any law found to be inconsistent with any provision of this constitution shall to the extent of its inconsistency be null and void

2. Notwithstanding clause 1 of this article above, the Constitution shall be subject to the Constitution and laws of the Republic of Ghana.

Article 3. Enforcement of the Constitution

1. A person may bring an action to the Judicial Committee for a declaration if he/she alleges that-
a. an enactment or anything contained in or done under the authority of that or any other enactment; or
b. any act or omission of any person, is inconsistent with, or is in contravention of a provision in this Constitution.

2. The Judicial Committee shall, for the purposes of a declaration under clause (1) of this article, make such orders and give such directions as it may consider appropriate for giving effect, or enabling effect to be given, to the declaration so made.

3. Any person or group of persons to whom an order or direction is addressed under clause (2) of this article by the Judicial Committee, shall duly obey and carry out the terms of the order or direction.

4. Failure to obey or carry out the terms of an order or direction made or given under clause (2) of this article constitutes a high crime under this Constitution and shall, in the case of the Executive Officer constitute a ground for removal from office under this Constitution.

Article 4. Headquarters

1. The Headquarters of EPLAN shall be in the Greater Accra Region.

2. Notwithstanding Article 4 (1) above, Congress may resolve to move the headquarters elsewhere within Ghana.

Article 5. Aims and Objectives

I. To continually assist EPL in elevating the quality of human capital in the public sector and improve the performance of civil service organizations.

II. To provide mentorship and guidance to current fellows to enable them to be successful at their posts/placements during their fellowship period.

III. To sustain engagements with Alumni of the EPL programme through events and initiatives aimed at career and professional development, knowledge and experience sharing, and networking among members.

IV. To promote fraternity among EPLAN members.

V. To promote the activities of EPL Ghana and establish a mutually beneficial relationship between EPL Ghana and its alumni.

VI. To serve as a medium by which members can offer meaningful contributions and assistance towards the progress of the EPL Programme.
5.1 Mission

To facilitate continuous engagement with EPL Ghana and the professional development of EPLAN members to improve public service delivery in Ghana.

5.2 Vision

To be a network of ethical public servants committed to excellence, and who act as catalysts for driving systemic change in Africa’s public sector.

Article 6. Membership

6.1 Membership Criteria

Membership of EPLAN shall be opened to:

I. Graduates of the EPL Ghana Fellowship Programme;
II. High achieving public servants in Ghana; and
III. Any person that shares in the values and ideals of the Network.

6.2 Membership Class

1. The Network shall have the following class of members:

   I. Full;
   II. Honorary; and
   III. Associate.

2. A member shall hold only one class at any point in time.

6.2.1 Full Member

I. Any fellow who successfully completes the EPL Ghana programme shall be eligible to become a full member of the Network.

II. A full member:
   a. is eligible to vote during meetings;
   b. is eligible to contest for any office within the Network; and
   c. shall pay monthly membership dues or any levy of an amount determined by Congress.
6.2.2 Honorary Members

1. A person is eligible to become an Honorary member of the Network if s/he;
   I. holds/has held a public service office at Director level;
   II. impacts the public service; or
   III. has contributed favourably to the growth and development of the EPL programme.

2. An Honorary member shall not be eligible to
   I. vote during meetings
   II. contest for/hold any position within the Network.
   III. pay dues and other levies except for donations.

3. Without prejudice to above, a member shall be admitted as Honorary Member by Congress upon the recommendation of the Executive Committee.

6.2.3 Associate Members

1. A person is eligible to apply to become an associate member if s/he is a:
   I. fellow who could not complete the EPL programme;
   II. public servant who shares the values of EPLAN.
   III. An associate member shall pay a monthly membership due of an amount determined by Congress
   IV. An Associate member shall not be eligible to
       a. vote during meetings
       b. contest for/hold any executive office within the Network.

6.3 Membership in Good Standing

A member is said to be in good standing if he/she:
   I. is a member of the Network for at least two years or such a time as determined by Congress;
   II. has no criminal records;
   III. has served in any capacity at any level of the Network; and
   IV. has paid all dues and levies in a timely manner.

6.4 Cessation of Membership
1. A person shall cease to be a member if the person:
   I. resigns as a member by notice in writing to the Secretary of the Network;
   II. dies;
   III. is terminated or expelled as a member for non-compliance of regulations under the Disciplinary Process of EPLAN;
   IV. is suspended as a member under the Disciplinary Process. In which case the person ceases to be a member for the period of such suspension.

2. Any person who ceases to be a member shall not be entitled to any refund of subscription fee or any monetary contribution made.

3. Membership shall not be transferable.

6.5. Membership Registration

1. The Executive Committee shall prescribe and make available such forms and documents for admitting full, associate and honorary members.

Article 7. Organs and Organizational Units

The following shall constitute the organizational units of the Network

   I. Congress
   II. Advisory Board
   III. Alumni Secretariat
   IV. Executive Committee

Article 7.1. Congress

1. There shall be Congress which shall be the highest decision-making body of the Network.

2. Congress shall be
   a. attended by all members of the Network;
   b. organised every two (2) years in the month of September/October, or as may be determined by a Congressional resolution; and.
   c. Chaired by the President or the Vice President in his absence.

3. Without prejudice to clause 2b above, the year proceeding Congress, the Executive Committee shall hold an annual general meeting to discuss matters concerning the Network.
4. The Secretariat shall
   a. provide at least eight (8) weeks prior notice to members to the convening of Congress.
   b. deliver the notice by e-mail or any other appropriate means.

7.1.2. Quorum

One-third of full members of the Network and at least two members of the Executive Committee including the President or Vice President, shall at any time constitute a quorum for the transaction of business of Congress.

7.1.3. Decisions of Congress

I. Decisions at Congress shall be by simple majority of full members present and shall be binding on all members of the Network.

II. Members shall vote by simply raising their hands or by other any means as directed by the Chair to indicate their approval or otherwise to a subject matter

III. Notwithstanding Article 7.1.3 (I) above, secret ballots shall be employed in certain situations as may be determined by the Congress including the election of Executive Committee members.

IV. Where secret balloting is to be used, the Electoral Commission established by this Constitution shall be responsible for undertaking the exercise.

7.1.4. Congress Agenda

1. The agenda of Congress shall be determined by the Executive Committee and shall form part of the notice inviting members to Congress.

2. It shall include matters in respect of the
   a. Reports of the Executive Committee on the operations of the Network;
   b. Report on the financials; Election of Executive Committee officers; and
   c. Any Other Matters concerning the Network

3. Any member may submit an issue of interest to the Executive Committee/Alumni Secretariat to be considered a part of the Agenda not less than eight (8) weeks prior to Congress.

7.1.5 Special/Extraordinary Congress

1. A Special or extraordinary Congress may be summoned at any time:

   I. by a resolution of the Executive Committee;
II. if a request is made in writing by not less than one-third of full members in good standing; or
III. as may be agreed by Congress.

2. If a request for a special or extraordinary Congress is upheld, the Executive Committee shall make preparations to convene Congress within twenty-one (21) days upon approval of the request and provide notice to members in not less than two (2) weeks to the scheduled date
3. The quorum for special or extraordinary Congress shall be the same as for the main Congress.
4. Without prejudice to 7.1.2 and 7.1.3, in the event that a quorum is not formed, Congress shall be unable to elect executive officers nor amend the Constitution.

Article 7.2. Advisory Board

There shall be an advisory body of the Network called the Advisory Board whose roles shall be purely ADVISORY to the Network.

7.2.1 Composition of the Board
1. The Advisory Board shall consist of;
   a. the president
   b. immediate past president
   c. EPL Ghana Country Director
   d. One (1) representative each from OHCS, PSC not below the rank of a Deputy Director or an Analogous grade
   e. One (1) private sector representative and
   f. EPLAN secretary (None voting member).

2. Without prejudice to 1 above, the Board may co-opt any other person to attend a Board’s meeting.

7.2.2. Meeting
1. The Board shall meet twice in a year.
2. Notice of a meeting of the Board shall be by mail or whatever medium convenient to members of the Council at least fourteen (14) days before the day of the meeting.
7.2.3. Quorum

The Quorum shall be one third (1/3) of the total membership including the Chairperson.

7.2.4. Chairperson

(a) The Chairperson of the Board shall be elected by Board members at their first meeting.

(b) The Chairperson shall hold office for a period of two years and is eligible for re-election, but shall not be eligible for more than two consecutive terms.

Article 7.3. Alumni Secretariat

1. There shall be an Alumni Secretariat located at EPLAN headquarters
2. Congress shall upon the recommendation of the Executive Committee appoint paid staff to man the secretariat.

Article 7.4. Executive Committee

1. There shall be an Executive Committee of the Network comprising elected officers.
2. The Executive Committee of the Network shall, in the performance of its duties, have powers to direct, regulate and / or give effect to the following in accordance with the aim and objectives of the Network;
   a. to approve contractual agreements in the management of the affairs of the Network;
   b. to consider all financial decisions of the Network;
   c. to prepare a Code of Conduct for members of the Network;
   d. to oversee the operations of Alumni secretariat;
   e. to make interim appointment(s) to fill any vacancy or vacancies that may occur in the Network before the next Congress
   f. to act generally in all other matters concerning or affecting the Network and its members and to exercise such powers as are, or may be conferred on it by Congress.
   g. establish short, medium and long-term strategic activities, objectives and goals for the Network;
Article 8. Financial Provisions of the Network

1. The funds of the Network shall come from membership dues, levies, donations or other sources as may be determined by the Executive Committee and approved by Congress.

2. The Network shall keep Bank Account(s).

3. The President, Treasurer/Financial Controller and Secretary and shall be signatories to the account.

4. Without prejudice to clause 3 above, the president and any of the other signatories shall be required for any financial transaction.

5. The finances of the Network shall be applied solely in a manner prescribed by the Executive Committee with approval or ratification by Congress, and no portion thereof shall be paid, transferred either directly or indirectly by way of dividends, bonuses or profits to any person or persons whatsoever.

5. To facilitate the provision above, the Network shall register as a non-governmental organization with the Registrar General’s Department and the Ministry responsible for Social Welfare.

Article 9: Elected Officers

1. The Elected Officer which is also the Executive Committee shall be the management body of the Network.

2. They shall meet monthly to take decisions for the Network and seek approval from members upon which they are representing where necessary.

3. They shall initiate and execute plans and programmes of the Network.

4. The Executive Committee shall include the following;

   I. President
   II. Vice President
   III. Secretary
   IV. Treasurer/Financial Controller
   V. Organiser

Article 9.1: Duties of Officers

1. President

The President shall perform the following duties:
I. Inspect the annual work plans of the various Officers;
II. Provide overall leadership and direction to the Network;
III. Preside over meetings of the Network and oversee the activities of the executive committee;
IV. Represent the Network on the EPL Board;
V. Signatory to the Network’s Account;
VI. Structure the Network to ensure continuity of leadership by providing opportunities for members;
VII. Represent the Network in all relevant meetings and programmes and ensure good publicity to upload a positive image of the Network and mother organization, the Emerging Public Leaders of Ghana;
VIII. Oversee the overall financial responsibility for the Network;
IX. Approve all of the Network’s communications;

2. **Vice President**

The Vice President shall assist the President and perform the following duties:

I. Oversight of all Standing Committees of the Network;
II. Assist the President in providing overall leadership and direction to the Network;
III. Assume the role of President when the President is indisposed; and
IV. Any other role assigned by the President

3. **Secretary**

The Secretary shall perform the following roles:

I. Serve as secretary to the Advisory Board,
II. Handle the correspondences of the Network and keep records of same,
III. Maintain official records of all meetings,
IV. Distribute minutes of previous meeting two weeks prior to a meeting,
V. Inform members/officers of all relevant deadlines,
VI. Coordinate mailing of notices/newsletters to members,
VII. Maintain complete and up-to-date copies of the Network’s by-laws and other organizational documents,
VIII. Oversee the creation of the annual event calendar,
IX. Ensure the completion of the Networks’ annual reports each year and make them available to members in a timely manner.

4. Treasurer/FC

The Treasurer shall perform the following duties:

I. The Treasurer shall be responsible for funds, financial obligations and financial records of the Networks.
II. Ensure the proper accounting of contributions received, expenditures thereof and charges thereto of the Network.
III. Shall serve as Chair of the Budget, Finance and Fundraising Committee.
IV. Prepare the annual budgets, financial controls and statements of the Network for the Executive Committee perusal.
V. Second Signatory to the Network’s Account.
VI. Ensure that adequate budget and financial controls are maintained.

5. Organizer

The Organizer shall perform the following duties:

I. Preparation and control of the Network’s meetings;
II. Assist in organizing and conducting all meetings;
III. Galvanize the support and commitment of all members of the Network for its cause;
IV. Promote events and Programmes of the Alumni Network.
V. Provide mechanisms to maintain regular contact and engagement between alumni and fellows; and
VI. Execution of the annual event calendar.

Article 10: Elections of Officers

The Electoral Commission shall be in-charge of the Election of the Network. The Officers shall be elected at Congress. The election of Officers of the Network shall be held by secret ballot and a simple majority.

10.1 Term of Office

Elected Officers shall serve for a period of two (2) years and are eligible for re-election but not more than two (2) consecutive terms for the same office.
10.2 Removal from Office

1. An Executive Officer shall be removed from office if s/he is found, in accordance with the provisions of this article -
   a. to have acted in wilful violation of the oath of allegiance and the oath of office, or in wilful violation of any other provision of this Constitution; or
   b. to have conducted herself/himself in a manner which brings or is likely to bring the reputation of the Network into disrepute, ridicule or contempt; or
   c. prejudicial or inimical to the economy or the security of the Network; or
   d. to be incapable of performing the functions of his/her office by reason of infirmity of body or mind.

2. For the purposes of the removal from office of an executive officer, a notice in writing
   a. signed by not less than 10 members the of Network in good standing, and
   b. stating that the conduct or the physical or mental capacity of the officer be investigated on any of the grounds specified in clause (1) of this article, shall be given to the Chief Justice who shall immediately inform the officer in question.

3. The notice referred to in clause (2) of this article shall be accompanied by a statement in writing setting out in detail the facts, supported by the necessary documents, on which it is claimed that the conduct or the physical or mental capacity of the officer be investigated for the purposes of his/her removal from office.

4. Subject to clause (5) of this article, the Chief Justice shall, by constitutional instrument, immediately convene a Judicial Committee meeting and the Committee shall inquire, on camera, whether there is a prima facie case for the removal of the officer.

5. The officer shall be entitled during the proceedings of the Committee to be heard in his/her defence by himself/herself or by a lawyer or other expert or person as the case may be, of his own choice.

6. Where the Committee specified in clauses (4) and (5) of this article determines that there is a prima facie case for the removal of an officer or that the officer is by reason of physical or mental incapacity unable to perform the functions of his/her office, the findings shall immediately be submitted to the Executive Committee through the Chief Justice and copied to the officer.

7. The Executive Committee shall, within fourteen days after the date of the findings of the Committee, convene an emergency Congress to determine whether or not the officer shall be removed from office.
8. The resolution of Congress for the removal from office of an officer shall be by a secret ballot and shall be taken to be approved by Congress if supported by the votes of not less than two-thirds of full members present.

9. The officer shall cease to hold office on the date Congress decides that he be removed from office

10.3 Electoral Commission

1. There shall be a minimum and maximum of 3 and 5 members of the Electoral Commission; at least two of whom shall be females and headed by a Chairperson called the Commissioner.

2. The Commissioner and members shall be appointed by the Executive Committee in consultation with the Advisory Board.

3. The Commission shall be in-charge of all elections of the Network.

4. The Commissioner shall declare the results of the election within 48 hours.

10.4 Nominations

The Electoral commission of the Network shall call for nominations for the various Executive Offices three (3) months to Congress.

Each nomination for an office shall be supported by at least fifteen (15) active members or any number as Congress may from time to time determine.

The Commission shall compile, vet and publish the names of all qualified candidates and present the same to Congress.

In cases where a member of the Electoral Commission is nominated for election, he or she shall resign upon acceptance of the offer and contest for the election.

10.5 Eligibility for Executive Office

A member shall qualify for Executive Office if he or she:

I. is a full member of the Network
II. fulfills financial obligations of the Network
III. actively participates in the events or activities of the Network for not less than two (2) years.
Article 11. The Standing Committee

11.1. Provisions for Standing Committee

I. The Executive shall appoint members to serve in various committees within three (3) months of coming into office.

II. Members of the Network shall serve on not more than two (2) standing committees at a time except for members of the Executive Committee, who may serve on a maximum of three (3) committees at a time.

III. Each standing committee shall have a minimum and maximum of three and seven members respectively. However, the pioneering committee may have exceptions.

IV. Each standing committee shall meet twice every year or as and when necessary.

V. All meetings shall be convened by the chairperson or a member delegated to do so in the capacity of the chairperson.

VI. The time, venue and agenda for all meetings shall be communicated to all members at least seven (7) days before the onset of a scheduled meeting, except for emergency meetings.

VII. At all meetings, one third of the membership including the chairperson or secretary shall constitute a quorum.

VIII. Each standing committee shall appoint unto itself a secretary who shall maintain a record of proceedings of all meetings, including a register of attendance.

IX. Decisions taken at all meetings shall submitted to the Executive Committee for the necessary actions.

11.2. Composition and Functions of the Committees

11.2.1. Welfare Committee

I. The Vice President shall be the Chairperson of this committee;

II. The Committee shall

   a. be concerned with the general welfare of members of the Network;

   b. among others, be responsible for the determination of remunerations; allowances, awards etc as and when necessary;
c. form a forum for discussion of members' welfare issues where necessary; and

d. perform any other duties assigned it by Executive Committee

11.2.2. Judicial Committee

I. There shall be a minimum and maximum of 3 and 5 members of the Judicial Congress and Executive Committee shall nominate a maximum of 3 and 2 members respectively.

III. There shall be a Chairperson of the Committee called the Chief Justice and shall be elected amongst the nominated members of the Committee.

IV. The Committee Shall

a. be responsible for interpreting provisions made in this constitution;

b. deal with all matters referred to it by the Executive Committee; and

c. perform any other duties referred to it by the Executive Committee.

11.2.3. Finance/Fund Raising Committee

I. The Committee shall be chaired by the Financial Controller.

II. This committee shall

a. be responsible for the financial arrangements of the Network;

b. raise funds to support the operations of the Network;

c. liaise closely with the Executive Committee in planning the budget and present an annual budget for the fiscal year;

d. build and maintain relationships with sponsors; and

e. perform any other duties assigned it by the Executive Committee

11.2.4. Audit Committee

I. The Committee shall be chaired by the Internal Auditor; an alumnus with the requisite qualification shall be nominated by the Executive Committee and approved by Congress;

II. Members of the committee shall be nominated and seconded by Congress;
III. The committee shall audit the accounts of the Network, all Committees and Commissions, established under this Constitution or by a resolution of Congress and prepare an audit report at the end of every fiscal year;

IV. The reports of the committee shall be presented to Congress;

V. For the purposes of section (III) above, the Chairperson or any person authorized or appointed for such purpose by the Chairperson shall have access to all books, records, returns and other documents relating or relevant to those accounts;

VI. The accounts of the Network and all other committees referred to in clause (2) of this article shall be kept in such forms as the Audit Committee shall approve;

VII. For the purpose of its work, it shall be lawful for the Audit Committee to subpoena any person, including members of the Executive Committee to appear before it; and

VIII. Any person who, knowingly or recklessly makes, either orally or in writing to the Audit Committee, any statement conveying information or explanation required by the Committee or to which the Committee is entitled which is found to be misleading, false or deceptive shall be liable to any sanctions approved by Congress.

11.2.4.1. Independence and Powers of the Audit Committee

I. In the performance of its functions under this Constitution or another resolution of Congress, the Audit Committee shall:
   a. not be subject to the direction or control of any other person or authority;
   b. disallow any item of expenditure which is contrary to the provisions of this Constitution or a resolution of Congress and surcharge the amount of any expenditure disallowed upon person(s) responsible for incurring or authorizing expenditure or any sum which has not been duly brought into account, upon the person by whom the sum ought to have been brought into account; or the amount of any loss or deficiency, upon any person by whose negligence or misconduct the loss or deficiency has been incurred.

II. A person aggrieved by a disallowance or surcharge made by the Audit Committee may appeal to the Judicial Committee.

11.2.5. Organising and Planning Committee

I. Committee shall be chaired by the Organizer.

II. This committee shall
   a. organize all activities and programs of the Network;
   b. liaise closely with the secretariat in planning and organising Congress; and
   c. perform any other duties assigned to it by the Executive Committee
11.2.6. Disciplinary Committee

I. Any inquiry into a matter bothering on the discipline or conduct of members shall be referred to the Disciplinary Committee by the Executive Committee.

II. A notice of inquiry shall be accompanied with a copy of all relevant documents pertaining to the matter being inquired into.

III. A member in whose matter an inquiry is to be conducted shall be given the opportunity to appear at the hearing with his/her lawyer or any other person.

IV. Evidence given before the Committee shall be on oath and shall be taken down in writing verbatim by the secretary.

V. At the end of proceedings, the Committee shall submit a report to the Executive Committee which shall contain the findings, recommendations and signatures of Committee members present at the proceeding.

VI. On receipt of the report of the Committee, the Executive Committee shall, within one month of its meeting on the matter, inform the member whose matter or conduct was inquired into, of the outcome of the inquiry.

VII. The Executive Committee shall cause to implement the recommendations of the Committee with or without variation.

VIII. Where the findings of the inquiry bother on criminality, the Executive Committee shall refer the matter to the appropriate law enforcement agency for further action.

11.2.7. Ad-hoc Committee

1. Notwithstanding the provisions of this article, the Executive Committee shall have the power to create sub or Ad-hoc Committees to deal with any matter in the pursuit of the aims of the Network.

2. Without prejudice to any provision in this Constitution, the Executive Committee may have the power to co-opt members from outside the Network to serve on such committees.

Article 12. Property of the Network

1. Executive Committee with the approval of Congress may acquire such property as may be necessary for the due functioning or operation of the Network.

2. The Alumni Secretariat shall have custody of all the property of the Network, and shall apply or dispose of it solely in a manner as prescribed or may be prescribed by Congress.
Article 13. Amendments to the Constitution

1. Any proposal to amend this Constitution shall be included in the Notice convening the Congress.
2. Any proposals for amendment may be made either by the Executive Committee or any member of the Network and supported by at least one-third of full members in good standing.
3. Any such amendment(s) may be adopted with or without modification by a vote of not less than Seventy-Five per cent (75%) of those present at Congress and voting without prejudice to Article 7 (5).

Article 14. Rules and Regulations at Congress

I. Each full member of the Network shall be entitled to one vote
II. Voting privilege shall include the right of members to make or second motions of nominations
III. All motions must have a proposer and a seconder. The proposer shall have the right to explain his motion before the motion is seconded. The motion shall be open to discussion if only it is cleared to be substantive by the members present at the meeting.
IV. The debate must deal with the subject being discussed. The Chairperson should bring to order any speaker failing to adhere to the subject under discussion.
V. A point of order must be heard at all times during deliberations except during the act of voting. It must deal with the conduct of procedure of meetings and concern only indecorum transgression of the rules and regulations governing Congress, and calling attention to the introduction of matters not pertaining to the issue under consideration.
VI. A point of information is one where information is asked for, from or given to the speaker. If information is desired of a person holding the floor, he may decide whether he wishes to be interrupted at that time.
VII. The chairperson shall equalize the discussion for and against all motions unless the majority of member(s) decided to the contrary. At any time, members may ask for a ruling from the chair on any point of the constitution or rules and regulations governing Congress, provided that the point is a relevant one and direction shall be asked for and be given on point of order.
VIII. In debate of any question, each member shall have the right to speak, except that a member who has already spoken on the question cannot make a second speech on the same question so long as a member who has not spoken desires the floor.
IX. Every speaker shall address himself solely to the chairperson. If two or more members rise to speak at the same time, precedence shall be given to him who first catches the attention of the chairperson.

Article 15. Transitional Provisions.

The transitional provisions specified in Schedule ONE and TWO to this Constitution shall have effect notwithstanding anything to the contrary in this Constitution.

FIRST SCHEDULE:
FIRST EXECUTIVE OFFICERS

Notwithstanding anything in this Constitution, the persons duly elected or nominated as Executive Officers of the Network, immediately before the coming into force of this Constitution shall be taken to have been duly elected for the purposes of this Constitution.

SECOND SCHEDULE
INTERIM EXECUTIVE OFFICERS

Notwithstanding anything in this Constitution, ALL ACTIONS or INACTIONS, MISSIONS OR OMISSIONS by the INTERIM EXECUTIVE Officers of the Network, immediately before the coming into force of this Constitution, shall be DEEMED LAWFUL for the purposes of this Constitution.

THIRD SCHEDULE
OATH OF OFFICE THE PRESIDENTIAL OATH

I ……………….. having been elected to the high office of the President of EPLAN, do hereby solemnly swear that I will be faithful and true to the Network; that I shall strive at all times to preserve, protect and defend the Constitution of the EPLAN and I hereby dedicate myself wholly to conform to the principles of strict accountability, financially and otherwise, and that should I at any time break this oath of office, I shall submit myself to the dictates of the EPLAN Constitution and suffer the penalty there from. SO, HELP ME GOD.
EXECUTIVE OFFICERS OATH

I………… having been elected ……. of the EPLAN, do hereby solemnly swear that I will at all times faithfully and truly serve the Network in my capacity as ……………… that I will support and uphold the principle of meticulous accountability at all times, financially and otherwise. I further solemnly swear that should I at any time break this oath of office, I shall submit to the penalty prescribed by the Constitution. SO, HELP ME GOD.

FOURTH SCHEDULE

Effective Date of this Constitution

This Constitution came into effect from the ……………… after it has been ratified by Congress and signed by …………… as EPLAN President and …………. as General Secretary.

Effective Date of Drafted Constitution

This final draft Constitution came into effect from the 8th Day of March, 2021 after it was adoption by EPL Cohort 1 alumni and duly initialled by the Chairperson of the Interim Committee.

Vasco Ayere Avoka
VAA
Chairperson, Constitutional and Interim Committee.
08-03-2021
# Members of the Constitutional and Interim Committee

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<thead>
<tr>
<th>S/N</th>
<th>NAME</th>
<th>DESIGNATION</th>
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<tbody>
<tr>
<td>1</td>
<td>Vasco Ayere Avoka</td>
<td>Chairperson</td>
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<tr>
<td>2</td>
<td>Esther Emmanuella Spio</td>
<td>Secretary</td>
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<td>3</td>
<td>Emmanuel Sackey</td>
<td>Treasurer</td>
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<td>Eugene Saa Appiah Oppong</td>
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<td>5</td>
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<td>6</td>
<td>Prosper Abuanor</td>
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<td>7</td>
<td>Abigail Amoah</td>
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