

UNION OF GHANAIANS IN NORWAY

(GHANA UNION NORWAY)



CONSTITUTION

Act, 2002 Constitution - Adopted on the *16th of November 2013*
Postboks 174, Furuset. 1001 Oslo. Norway.
e-mail: ghanaunionnorway@gmail.com.

Copyright © 2013 Ghana Union Norway

THE FUTURE BEGINS TOMORROW

**Juridisk navn: Union Of Ghanaians In Norway: Org.nr: 986033297:
Etableringsdato: 16/11/2002: Foretakstype: FLI**

OUR STATE OF THE UNION PARTY SHALL BE HELD ON THE SAME DAY EVERY NOVEMBER AFTER THE AGAM. (Annual General Assembly Meeting)

PREAMBLE

We Ghanaians, resident in **NORWAY** having realised the unifying force and mutually beneficial effects which a citizens' Association or **Union** confer upon us hereby, voluntarily resolve to constitute ourselves into a **Union** or **ORGANISATION**. We do hereby adopt, enact **AND ENFORCED UPON** ourselves this day 16th of November **2013** in the year of our Lord.

ARTICLE 1 – NAME

The name of the **ORGANISATION** shall be known as **UNION OF GHANAIANS IN NORWAY** hereafter referred to as **GHANA UNION NORWAY**. The seat of the **ORGANISATION** is Oslo (Oslo kommune).

ARTICLE 2 – AIMS AND OBJECTIVES

CLAUSE 1

The **ORGANISATION** shall be **MANDATORY** (voluntary for non Ghanaians.) **for all Ghanaians in Norway**. Shall be non-profit making ,non racial and non-political **or religious ORG** devoted to protection and promotion of **GHANAIANS and member's interests**.

CLAUSE 2 - Welfare

The **Union** shall promote the general welfare of **all Ghanaians** and members and cater for some of **their special needs**.¹ The **Union** shall adopt a social welfare charter to spell out and guide its welfare pursuits **for the benefit of all Ghanaians or members**.

CLAUSE 3 – Social

The **Union** shall be specifically enjoined to organise activities to commemorate first and foremost Ghana's Independence Day; and where there is the need to do so Republic Day. The **Union** shall hold occasional get-together, fun fairs and other activities, which are in the interest of members. Such gatherings are purported to serve as platforms for members to fraternise with each other, portray our cultural heritage and promote the general image of Ghanaians in Norway.

CLAUSE 4 – Unity

The **Union Shall Teach and** work actively to promote **Our Cultural** unity and harmony among members in the quest for closer national and social integration. For the same reason of promoting unity among Ghanaians living abroad, the **Union** shall act as a link between members and **other Ghanaians around** Norway and Scandinavia in particular, and the World at large.

CLAUSE 5 – Relationship with Norwegians

The **Union** shall actively work for the promotion of understanding and strengthening the already cordial relations between Norwegians and Ghanaians.

CLAUSE 6 – Civic Education

The **Union** shall **Teach and** provide a forum for dialogues, discussions, debates and dissemination of information and other civic activities of interest to **all** members.

CLAUSE 7 -CULTURAL AWARENESS

CLAUSE 7 - Promote Cultural Awareness

The Union shall work diligently to promote cultural awareness among the Ghanaians and non Ghanaian child through cultural events.

ARTICLE 3 – MEMBERSHIP

CLAUSE 1 – Member is open to ALL natives of Ghana, their spouses and their offspring resident in **any part of Norway**.

CLAUSE 2 - Membership is also open to other persons associated with Ghana either by adoption or naturalisation or married.

CLAUSE 3 – In all cases, eligible persons for membership must be resident of Norway.

CLAUSE 4 - A duly registered member shall be defined as someone who has paid his/her annual dues in full. Membership is valid for one calendar year on payment of

¹ Refer to Article 11, Clause 1

the annual dues, **and is automatically renewable after that unless** upon one's **decease or permanently leave Norway.**

CLAUSE 5 - Proof of payment of the annual dues must, at all times be obtained from the financial Secretary and must be produced upon request to the Auditors. The **Union** shall issue membership cards **to all paid members.**

ARTICLE 4 – ORGANS OFFICES OF THE UNION

CLAUSE 1 – General Assembly Meeting (the GAM) is the supreme constitutional body of the **UNION**. Final decision-making **for the community** is vested in the GAM.

CLAUSE 2 - The Executives shall preside over the **Union's** General Assembly Meetings.

ARTICLE 5 – GENERAL ASSEMBLY MEETING (GAM)

CLAUSE 1 - The GAM shall consist of all members of the Union. Only members who have paid their dues in full shall be accorded the right to vote at the **Union's** ordinary Annual GAM. **There Shall be selected Permanent Senior members of our community (SMS) to supervise the work of the Union by the board and approved by the GAM. The SMS shall be the guide of honour for the Union on a visiting International Figure from abroad to the Union.**

CLAUSE 2 – There shall be 4 GAMs in a year. The meeting shall be held on **any Saturday** of the following months: **January, April, August and November.**

- I. The last GAM shall be in November each year. This meeting shall be the **Union's** Annual GAM **and Dinner night.**
- II. The annual GAM shall be the highest decision making body of the Union.
- III. The Annual GAM alone **Upon Seriously Non Performance of the board** shall have the power to elect and remove from office members of the Executive.

CLAUSE 3 – The Executive Committee shall inform members in writing, **sms, e-mail, phone, face book on the Web or any means of communication.** at least **2 days**, one week and at most two weeks before the GAM meeting.

CLAUSE 4 - The agenda for the Annual GAM shall include among other things the following:

- I. An annual report on the activities of the **Union**
- II. Presentation of the audited accounts of the **Union**
- III. A list of nominations to the respective executive positions (during an election year)

CLAUSE 5 - The Executive is free to set the agenda for other (ordinary) GAM. Members can ask influence the agenda, by putting their requests in writing to the Executive.

ARTICLE 5 - MEMBERSHIP AND FUNCTIONS OF THE EXECUTIVE

CLAUSE 1 – Composition of the Executive

I. The Executive shall consist of the following offices:

- Chairman or **President**
- Vice-chairman or **President**
- Secretary
- Information secretary/Vice-secretary
- Financial secretary/treasurer
- Vice-financial secretary/treasurer
- Welfare and cultural secretary
- Executive members without portfolio – contact persons for various counties **and sub orgs in Norway**
- Secretary for INVESTMENT
- Secretary for Sports

- I. The Executive shall be responsible for the implementation of the decisions of the GAM.
- II. The Executive shall collectively work to promote the aims and objectives of the **Union**
- III. The Executive in its capacity as the working committee of the **Union** shall draw up the agenda for the General Meetings.
- IV. The Executive shall be the link between the **Union** and the Norwegian Authorities **and Ghana Embassy in Denmark or in Ghana.**

CLAUSE 2 – Functions of the Chairman or the **President**

- I. The Chairman or **President** shall preside over the meetings of the Executive and the GAM.
- II. The Chairman **or President** shall be the official spokesperson of the **Union** in all matters after consultation with the Executive.
- III. The Chairman or **President** in consultation with the Vice-Chairman or **President** and the Secretary shall be responsible for drawing the agenda of the Executive's meetings.
- IV. The chairman or **President** shall present an annual financial report on the financial state of the **Union** at the Annual General Assembly Meeting

CLAUSE 3 - Functions of the Vice-Chairman or **President**

- I. The Vice-Chairman or **President** shall assist the Chairman or **President** in his/her duties and carry any other functions that may be entrusted to him/her.
- II. The Vice-Chairman or **President** shall act in the absence of the Chairman **or the President.**
- III. The Vice-Chairman or **President** shall collaborate with the **President** to draw the agenda for Executive meetings.

CLAUSE 4 – Functions of the Secretary

- I. The Secretary shall be responsible for taking and keeping the minutes and records of the **Union**
- II. The Secretary shall be responsible for the **Union's** correspondence and for letters summoning members to meetings in consultation with the **President** and his/her vice and the other members of the Executives where necessary.
- III. The Secretary in consultation with the **President** and his/her are responsible for drawing the agenda for Executive meetings.

CLAUSE 5 – Functions of the Vice-Secretary/Information Secretary

- i. The Vice-Secretary shall assist the Secretary in the performance of his/her duties and carry out any other functions that may be entrusted him/her.
- ii. Shall be responsible for the **Union** publications, for example the **Union's** newsletter and homepage(s).
- iii. Shall be responsible, in co-operation with the Secretary in disseminating information about the **Union** to members and the general public.

CLAUSE 6 – Functions of the Welfare/Culture Secretary

- I. The Welfare Secretary shall be the head of the welfare committee, whose members are to be appointed by the Executive.
- II. Shall be responsible for the organising of the activities of the **Union**, and any other functions entrusted to him/her.
- III. Shall implement decisions of the Executive and the General Assembly Meeting.
- IV. Shall be responsible for the organising of sports activities of the **Union** and any other functions entrusted to him/her.
- V. Shall be responsible for the booking duties
- VI. **There shall be sports activities officer under Welfare appointed by the board.**

CLAUSE 7 – Functions of the Vice-Welfare/Culture Secretary

- I. The Vice-Welfare /culture Secretary shall assist the sector secretary in the performance of his/her duties and carry out any other functions that may be entrusted him/her.
- II. **There shall be records keeping office officer under Welfare appointed by the board.**

CLAUSE 8 – Functions of the Financial Secretary/Treasurer

- III. The Financial Secretary/Treasurer shall be responsible for keeping records of all the financial transactions of the **Union**.
- IV. Shall be solely responsible for the collection of dues.
- V. Shall be one of the signatories for all monies withdrawn from the **Union** accounts.
- VI. Shall issue and keep receipts for all financial transactions.
- VII. Shall prepare an annual financial report on the financial state of the **Union**

CLAUSE 9– Functions of the Vice-Financial Secretary/Treasurer

- I. The Vice-Financial Secretary/Treasurer shall assist the sector secretary in the performance of his/her duties and carry out any other functions that may be entrusted him/her.
- II. **CLAUSE 10- Functions of the Secretary for INVESTMENT**
- III. **The Secretary for Investment shall assist and carry out information and communications Infrastructure logistics investment opportunities and to work hand in hand with other parties to promote the interest of Ghana.**
- IV. **The Secretary and the board Shall appoint a team that should represent Ghana's interest at all forums.**
- V. **All interested parties may apply to the Union President their interest to represent the Union in such forums.**
- VI. **The Secretary SHALL source for INVESTMENT OPPORTUNITIES for Ghana and to advice the board.**

ARTICLE 6 – MEETINGS OF THE EXECUTIVE AND THE GENERAL ASSEMBLY MEETING

CLAUSE 1

- The **President** in consultation with the Vice- **President** and the Secretary shall call Meetings of the Executive.
- The Executive shall be compelled to call an extraordinary Executive meeting within two weeks from the receipt of a request letter signed by one-third of registered members who have paid their dues.

CLAUSE 2 – The Executive shall have the power to call extraordinary meetings of the **Union**.

CLAUSE 3 – The Executive shall be compelled to call an extraordinary meeting of the **Union** within two weeks from the receipt of a request letter signed by one-third of registered members who have paid their dues.

CLAUSE 4 - The Secretary shall circulate the agenda for the General Assembly Meeting in writing, **e-mail, web, radio, sms, face book and any form of communication** at least **2 days** or one week and at most two weeks before a GAM meeting, with the exception of extraordinary meetings.

CLAUSE 5 – A member, who fails to attend a meeting without a notice, **shall be giving a warning and fired after three times absence without notice.**

CLAUSE 5 – Quorum at meetings

- I. **The Executive:** Either the Chairman/vice-chairman or the Secretary in addition to three other members of the Executive shall constitute a quorum for executive meetings.
- II. **The General Assembly Meeting:** One-third of the registered members shall constitute the quorum for GAM.

- III. Extraordinary General Meeting:** The quorum for an extraordinary General Assembly Meeting shall be the same as specified under Article 5 subsection II
- IV.** The Executive in consultation with members present, shall advise it self, should a quorum not be attained after the expiration of thirty minutes from the fixed time of the meeting.

CLAUSE 7 – Voting

- VII. Voting shall be by show of hands. Election or removal of members of the Executive shall be by a secret ballot.
- VIII. Decisions shall be carried by a simple majority of duly registered members present at voting.

ARTICLE 7 – ELECTION AND TENURE OF OFFICE²

CLAUSE 1- the Annual GAM shall elect the chairman or the **President** of the **Union**.

- I.** The Chairman. **President** shall (**form his trusted cabinet to work with**) for the rest of the executive positions listed under article 5.
- II.** The names of the executives have to be submitted to Annual GAM for approval within 6 weeks upon his/her election.

CLAUSE 2 – The Executive shall hold office for **5** years, and shall be eligible for re-election, as **long as the GAM has trust in them**.

CLAUSE 3 – Removal from office

- Any member of the Executive shall be removed from office should any charge(s) be made and proved against the said officer before the GAM, that the conduct or actions of such and **an** officer has been or is detrimental to the affairs and the image of the **Union**.
- Any member of the Executive shall be removed from office where the GAM has been able to establish and prove beyond any reasonable doubts that there is conflict of interests concerning a said member.³
- The BOARD can remove any executive member where a case of non-performance has been established against the said member.

CLAUSE 4 – Resignation from office

- I.** Resignation from the Executive shall be submitted to the **President**, who upon consultation with the other members of the Executive, shall accept or reject the resignation.
- II.** Where the **President** tenders resignation or a collective resignation, the letter(s) of resignation shall be submitted to the **President**. The Executive shall be obliged to call an extraordinary GAM.
- III.** Any member of the executive intending to resign shall give at least a month's written notice.

² This article was amended in 2003. The original clause: The Annual GAM shall elect members of the Executive, for a term of 2 X 4 years.

³ Refer to Article 11 Clause 3

- IV. The resignation letter shall be addressed to the Executive committee, care of the **President**.

CLAUSE 5 - Election - electoral committee

The GAM in August shall select an electoral committee of 2 persons. The committee shall be responsible for the organisation the **Union** elections.

ARTICLE 8 – FINANCE

CLAUSE 1 – Registration fee: There shall be **free_Registration fee**
The shall be non refundable fee for membership and membership card.

CLAUSE 2 – Dues: Each member shall pay annual dues by a Bank giro or any other appropriate means. The **Union** has the following categories of membership dues:

- I. membership – **20yrs and above**
- II. **Pensioners between the age 62 and above Shall pay 60% of normal dues.**
- III. Special Membership fees and dues – members by virtue of their stay – a year or shorter, shall pay kr. which shall cover dues.

CLAUSE 3 – Accounts.

The **Union** shall keep a savings account with the **bank. DNB**

CLAUSE 4 – Signatories

- I. The **President** the Secretary and the Financial Secretary/Treasurer shall be the signatories for the **Union's** accounts.
- II. The Financial Secretary/Treasurer and any of the other two above shall be signatories to all financial transactions.
- III. The Executive committee shall authorise the Financial Secretary to keep a limited amount as petty cash. The Executive shall determine the amount.

CLAUSE 5 – Auditing

- I. The GAM in August shall elect an Audit committee from the **SMS**(2 persons) to audit the accounts of the **Union** for presentation to the Annual GAM in November.
- II. The Audited accounts shall be made available to the executive committee for comments before submission to the GAM.

CLAUSE 6 - Budget

The executive shall be responsible for drawing up the budget of the **Union Association** for the approval by the General Assembly before presentation to the authorities.

ARTICLE 9 - INTERPRETATION OF THE CONSTITUTION

CLAUSE 1 - In cases of doubt as to the meaning or intent or purpose of any part of this constitution, the conflict shall be resolved by a decision of the Annual GAM.

ARTICLE 10 - AMENDMENTS

CLAUSE 1 - This constitution shall be amended by a two-third (2/3) majority of the duly registered and due paying **members present at the meeting**. This proposal must be tendered in written form.

CLAUSE 2 - Notice of a proposed amendment shall be included in the agenda for the GAM.

ARTICLE 11 - INTERPRETATION OF CERTAIN TERMS

CLAUSE 1 - Article 2 clause 1 and 2

"Interest and special needs of members" shall be deemed to include, but not limited to problems or cases with the Norwegian Authorities or otherwise; constraints arising from bereavement of close kith or kin, serious ill health, or injuries; and during joyous occasions like birth, marriages and other ceremonies. etc.

CLAUSE 2 - Article 6, Clause 3:

"Detrimental to the good conduct": This phrase shall be taken to include but not limited to any conduct which goes to tarnish the image of the **Union** or its members, thereby bringing the **Union** into disrepute; embezzlement of the **Union's** funds, gross negligence of duty, and using the name of the **Union** for personal advancement, politically economically or both.

CLAUSE 3 – Article 7, Clause 2: This clause may be interpreted as: “An Executive member shall hold a particular office for more than two consecutive terms.”

CLAUSE 4 – Norway as used in the preamble includes the counties all over Norway.

ARTICLE 12 - DISSOLUTION

CLAUSE 1 - Dissolving the Union shall not be permitted

ARTICLE 13 - COMMENCEMENT

This constitution shall take effect from *16th of November 2003* **2013** in the year of Our Lord.

Union of Ghanaians in Norway

Welfare Charter ACT

The Welfare Charter aims to lay the foundation of closer relation and to forge social solidarity among its members **and to maintain Peace among all Ghanaians.**

The Welfare Charter intends to uphold the time-honoured Ghanaian tradition of mutual support and solidarity. This charter has therefore decided to establish welfare Trust Fund and a guideline to meet traditional and social needs of its members.

Shall honour our Elderly in the Union

To qualify fully under this **ACT** fund, the beneficiary must be a fully paid up member and an active participant in the **Union's** activities. Benefits will accrue in the following circumstances:

1. BIRTH TO A MEMBER ACT

Two members of the welfare committee or two Executive members shall visit the happy family. A gift equivalent to kr. shall be given to the member. The notification of the event has to be in a written form and must be addressed to the Chairman. **board**

2. COMING OF AGE OF A MEMBERS CHILD

Upon an invitation from a member, a token present of kr. **SHALL** be given to the member. The written invitation has to be addressed to the Chairman or the **President**.

3. MARRIAGE CEREMONY

When a member invites the **Union** to his or her marriage ceremony. The **Union** shall give the member **a present**. The invitation has to be addressed to the **Board**.

4. ILLNESS OF A MEMBER

The welfare committee or the Executive committee shall visit any member admitted at any health institution, for a period of more than one week. The visit shall however be clarified with the patient beforehand. Fruits/flowers equivalent to kr. will be bought for the member. The patient or relative has to notify the **President**.

5. DEATH OF A GHANAIAN IN -NORWAY, THE UNION SHALL WORK HAND IN HAND WITH THE DECEASED FAMILY FOR WORK OUT AND SUPPORT. THE UNION SHALL ACT AS PARENT IF THE DECEASED HAS NO KNOWN FAMILY IN NORWAY. (Limited to-wife, husband and children).

A. STRICTLY ACTIVE MEMBER

- Upon the death of a Ghanaian in our catchment's area (**strictly active member**), an amount of at least Kr.....and single membership, and Kr. for family membership, shall be collected.
- This collection shall be strictly compulsory.
- The **President** shall add an amount of kr. to whatever has been collected. The above amount shall be donated to the bereaved.

Individuals can make separate contribution to the bereaved family.

- A written notification has to be sent to the chairman.
- **President**

B. PASSIVE MEMBER

- Upon the death of a Ghanaian in our catchment area (**Passive Member**) An amount of at least Kr. shall be collected, this collection shall be strictly compulsory.
- An amount of Kr. from the Association **Union** shall be added to whatever collected and given to the bereaved family.
- Individuals in addition can donate individual contribution bereaved family.
- A written notification has to be sent to the chairman.

- **President**

C. NON MEMBER

- Upon the death of a Ghanaian in our catchment area (Non Member), it will be proper for us in the famous Ghanaian spirit to send a representative of the **Union** if there should be any funeral arrangements.
- The welfare committee and the Executive will decide on an amount between kr. ... Kr. ... to be given to the bereaved family.
- Individuals in addition can donate individual contribution to the bereaved family.
- A written notification has to be sent to the chairman or the President.

6. FINANCIAL AID

- This Charter emphasises that the **Union** shall **NOT** offer any financial aid in time of personal need. The **Union** shall offer advice or channel the member to the right authorities.

7. MEMBERS IN PREDICAMENT WITH THE LAW

- Moral boosting or visit if possible should be **considered** for any member that might find himself or herself incarcerated.
- A written notification has to be sent to the chairman or the **President**.

8. THE SHALL BE A MERCHANDISING OFFICE FOR THE UNION FOR UNION OR GHANAIAAN PRODUCTS.

COMMENCEMENT OF THE CHARTER

This Welfare Charter shall take effect from *16th November 2002* in the year of Our Lord.

The End of 2002 Constitution.

Act: 2013. Act:201- ON OUR DATA BASE SHALL HOLD ALL INFORMATION OF OUR MEMBERS

Act:201a. - The personal information you choose to provide us must be the truth and only the truth and shall not be shared with others.

***Act: 201b.- Except as required by legal procedures.**

Act: 202. THE UNION COMMANDMENT

There shall be commandment to safe guide the Union board, and is as follows:

- 1.HAVING THE CORRECT TECHNOLOGY FOR THE UNION**
- 2.KNOWING THE TECHNOLOGY FOR THE UNION**

- 3.KNOWING IT IS CORRECT FOR THE UNION
- 4.TEACHING CORRECTLY THE CORRECT TECHNOLOGY
- 5.APPLYING THE TECHNOLOGY
- 6.SEEING THAT THE TECHNOLOGY IS CORRECTLY APPLIED
- 7.HAMMERING OUT OF EXISTENCE INCORRECT TECHNOLOGY
- 8.KNOCKING OUT INCORRECT APPLICATIONS
- 9.CLOSING THE DOOR ON ANY POSSIBILITY OF INCORRECT TECHNOLOGY
- 10.CLOSING THE DOOR ON INCORRECT APPLICATION

Act:203 - PROGRAMS.

All programs among Ghanaian communities living in one common town shall be notify or booked a date with the Union Office to avoid crash programs.

Act: 203b,- All Ghanaian/Norwegian shall have the right to be heard.

Act 204,- Complaint on behalf of a Union member:

(a)If you make a complaint on behalf of someone else, you must upload/submit a copy of a written original power of attorney. The power of attorney must state that you have the right to complain to the Ghana Union Norway on behalf of the complainant.

(b) If Ghana Union Norway have to file a complain on behalf of someone else, that person must upload/submit a copy of power of attorney allowing Ghana Union Norway to represent (him/her) on behalf of the complainant.

(c) Ghana Union Norway shall be the only soul body representing all Ghanaians/Norwegians in Norway in all matters and social matters.

(d) All sub Ghanaian Organizations (Any Ghanaian who forms NON A/S organization in Norway) Automatically becomes permanent sub org member of Ghana Union and shall be under the Ghana Union Norway and as such paid yearly dividend (1/10 of yearly income)to The Union for Union development and shall abaid by the rules of the organization.

(e) The Union Shall be the last problem solving point among all Ghanaians in Norway. (Problem solving Committee/)Shall be appointed by the board.

(f) Ghana Union Shall represent (all) any Ghanaian/Norwegian in Norway who may have problem with the Norwegian or Ghanian Government. Letter of attorney is required.

Act:205: - The Constitution shall be reviewed every Week by the board through out the years ahead and re-new the areas that prevent the community of Ghanaians in Norway from making progress or success as sub ACT.

Act:206: - Dual Citizenship Ghanaians shall know their right before making any move for their own sefty.

Act:206: - There Shall be an Omsorg(Care) Center Office in the Union for helping our Forster children in Norway.

Act:207: - OPPORTUNITIES FOR INVESTMENT IN GHANA:

(a) - The Union SHALL assist and represent Ghanaians/Ghana in Norway on any Investment Platform.

Any Interested parties in conjunction with the Union can work hand in hand for a common interest solution for investment in Ghana.

Act:208 - There Shall be an Office for Investment for the Union.

Act:209 - The future begins tomorrow (OUR MOTTO)

Act: 210:- KEEPING THINGS CLEAN IS CHEAPER THAN BUYING MEDICINE THEREFOR LET US KEEP THE UNION FROM ALL ABUSES.



ACT:211

Commitment to Hold the UNION Harmless:

a:- According to hold harmless agreements, the UNION shall be held harmless for any liabilities or damages arising out of any accident or mishap taking place with the UNION in question.

b:- The hold harmless agreement also specified that the UNION shall be held harmless in case of any injury or damage caused to any third party in which the UNION played a role.



Ghanaians in Norway shall urged to adhere to the rule of law in our Constitution.

So help us God/Allah

GHANA UNION NORWAY - 2013