



KATANGA ALUMNI ASSOCIATION

GLOBAL WELFARE CHARTER



PREAMBLE

WE the graduate former residents (Fellows) of the University Hall (Katanga) of the Kwame Nkrumah University of Science and Technology (KNUST) formerly University of Science and Technology, finding ourselves in Ghana and in different climes,

CONSIDERING the exceptional friendship and camaraderie that characterises our association with the Hall, the fondness with which we uphold this association and agreeing that our continued association with each other is important to keeping our memories of the good times shared as well as harnessing our collective and individual talents for our mutual benefit and that of our nations,

AGREEING that the welfare needs of one Fellow soon becomes the need of another but noting with concern that Fellows may in times of such need or joy, not benefit from the support of other Fellows in the true spirit within which the unity in our numbers is capable of being exercised,

RECOGNIZING the need to show our commitment to supporting each other especially in such times and accepting particularly that,

ONE, death to any of us or our immediate family is an inevitable event of life and during such times, the support and help of friends and family are invaluable,

TWO, as fate has it, some Fellows would elect to, or have children whether by birth to a partner or wife or by adoption,

THREE, from the hard work and values instilled by the slogan "REST NOT" and the positive dynamism which characterises our behaviour, it is inevitable that some amongst us would reach greater heights of achievement worth recognising and

FOUR, that the vagaries of life may throw us an occasion of whatever description to either mourn or celebrate,

ACCEPTING that our contributions may never be adequate to compensate a loss or pay the debt for celebrating joy, we nonetheless agree that a scheme should be put in place which shall be fair and equitable and become a certain means through which the welfare needs of Fellows may be met with the ultimate aim of providing some consolation to Fellows or the children they may leave behind, or share the joy of any Fellow in times of achievement,

DO HEREBY ENACT AND ADOPT AS FOLLOWS:



PART 1: NAME

- 1.1 The name shall be the Katanga Alumni Welfare Scheme hereinafter referred to as the “Scheme” which shall derive its authority from this Charter.

PART 2: MEMBERS

- 2.1 Members qualifying to contribute and therefore benefit from the Scheme shall have been residents (officially or not) of or been assigned/affiliated to Katanga at some point during their education at KNUST.
- 2.2 Such members shall also be registered and or recognised as members of the Branch of the Katanga Alumni Association (the Association) where this Charter has been adopted.
- 2.3 Save members who are already registered with the relevant Branch of the Association, all new members wishing to join the Scheme shall be nominated by one existing member and seconded by a further three existing members to qualify for membership.

PART 3: RIGHTS AND DUTIES

- 3.1 Members shall have a right to benefit from this Scheme upon making the relevant minimum contributions and remaining in good standing.
- 3.2 Members shall have a duty to formally inform the Welfare Secretary as soon as a qualifying event has occurred and provide further details as and when available but in such a good time so as to make it possible for the needed resources to be marshalled.

PART 4: QUALIFYING EVENTS

- 4.1 Qualifying events triggering the need for support for a member of the Scheme shall be;
 - (a) death of a member
 - (b) death in immediate family of a member whether that family member is by birth, adoption or fostering
 - (c) birth to a member or the addition to a member’s family whether by adoption or fostering
 - (d) long term or terminal illness of a member
 - (e) achievement of a member in a field of endeavour that justifies recognition
 - (f) any other events that the members of the particular branch of the Association may from time to time agree to be covered. In such a case, this Charter shall be amended to capture such new event



PART 5: QUALIFYING RELATIONS

- 5 Where the general membership of the particular Branch considers it necessary for certainty, it may apart from the register of members of this Scheme, keep another register of all family members whose death may trigger a qualification under this scheme.

PART 6: THE WELFARE SECRETARY

- 6.1 There shall be a Welfare Secretary whose duty shall be to administer the Scheme in conjunction with the Executive Committee and with the support of the General Membership.
- 6.2 The Welfare Secretary shall be appointed by the Executive Committee in conjunction with the general membership except that where expedient, a member of the Executive of a Branch can be made the Welfare Secretary with the agreement of the General Membership.
- 6.3 The office of the Welfare Secretary shall be held for a term of two years but may be renewed for a further year term but shall not in any case, serve more than three terms.
- 6.4 Where a Welfare Secretary is removed, resigns or becomes incapable of performing his duties for any reason, his replacement shall serve out his term as though he had continued with his tenure. Such period of tenure shall not restrict one from serving out three full terms thereafter.
- 6.5 A Welfare Secretary may be removed from office on the same grounds as prescribed by the constitution of the Association in force at any time.

PART 7: CONTRIBUTIONS

- 7.1 Contributions to the Scheme shall be made in one of two ways;
- (a) into a fund which shall be disbursed for qualifying events or
 - (b) on adhoc basis on the day of attending or in the days leading up to a qualifying event
- 7.2 Where a Branch opts to make contributions on the day of or in the run up to attending the qualifying event, the Welfare Secretary shall agree in advance with members, the minimum contributions to be made. He shall then provide members with suitable means of transmitting the contributions and make a donation on behalf of the Scheme.
- 7.3 Members of every Branch may agree to make fixed periodic payments into the Welfare Fund. The Welfare Secretary shall make available to members, details of the bank account into which contributions must be paid if a member prefers to make the apportionment on payment.
- 7.4 The amount to be paid as per 7(3) above shall be determined by the members of the Scheme and shall be paid on a monthly basis except where a member elects to pay up to a year upfront.



PART 8: QUALIFICATION FOR BENEFITS

- 8.1 To be able to claim or be offered a benefit under the Scheme, a member should have made at least six monthly contributions to the fund unless the Executive Committee by a unanimous decision, agree to waive this requirement in exceptional circumstances.

PART 9: DISBURSEMENT

- 9.1 Members of a Branch may by a unanimous agreement of members, set fixed amounts to be disbursed when a qualifying event occurs so as to be fair to all. This shall be reviewed on an annual basis.
- 9.2 Where in exceptional circumstances, a Branch opts for payments as per 7(1)(b) above, any monies collected in excess of the fixed sum mentioned in 9.1 above should be deposited in the bank account of the Scheme.
- 9.3 Where a Fellow feels or is closer to the departed Fellow or the family of a Fellow, it is acceptable for him to make separate or further contributions as he may consider necessary.
- 9.4 Any costs of attending the ceremony of a Qualifying Event or other incidentals should be borne out of the funds of the Branch and not the Welfare Fund.
- 9.6 Where the Qualifying event is the death of a Fellow, the Branch may with the agreement of members of the Scheme, elect to make a token payment to the family of the Fellows and say invest/deploy the remainder for the benefit of his children or to the wife or partner.
- 9.7 Where the Qualifying Event is an achievement by a Fellow, an advert by the Branch in a relevant media, congratulatory messages from members or a citation sung by Fellows should suffice.

PART 10: PUBLICATIONS

- 10.1 The Welfare Secretary shall publish a quarterly notice detailing the Welfare activities to include members who contributed and the donations made.
- 10.2 Where the Welfare Secretary has been notified of a qualifying event, he shall publish a notice to all Fellows with emphasis on those that contribute to the Fund to which the impending charge is to be made. The publication should also be made through all communication media used by the Branch and any details of ceremonies entered as an event on the calendar on the Association's website.
- 10.3 Where the qualifying event is the death of a Fellow, the Welfare Secretary shall confer with the bereaved family to seek their agreement and may prepare a write-up to be published on the website under the segment "Fallen Fellows"

PART 11: FINANCE

- 11.1 A separate bank account (The Welfare Fund) shall be opened for the purpose of this Scheme.
- 11.2 The Welfare Secretary, the President and Financial Secretary shall be the only signatories. Any withdrawals shall be authorised by the Welfare Secretary and either the President or Financial Secretary.



- 11.3 Where monies or contributions due to the Welfare Fund is kept with the accounts of the Branch, such monies should be specifically designated as the "Katanga Alumni Welfare Scheme Trust"

PART 12: INVESTMENT AND INSURANCE

- 12.1 A Branch may by approval of the local membership of the Scheme, invest any sums received for the purposes of the welfare, in instruments that would generate more profit than that which would ordinarily be obtainable if it hand remained in the bank account.
- 12.2 Notwithstanding clause 12(1) above, there should always be some base funds left in the account to cater for at least the disbursement of monies for four Qualifying Events of the highest financial order.
- 12.3 Where suitable, the Branch may by agreement of the general membership, take out insurance policies to cover the liabilities of the Scheme and pay the premiums thereof.

PART 13: NOTICE OF WITHDRAWAL

- 13.1 A member shall withdraw from contributing and therefore benefiting from the Scheme if he shall serve a formal notice on the Welfare Secretary by post or email to that effect and cease forthwith to be a member.
- 13.2 A member shall be deemed to have withdrawn his membership if without reasonable excuse agreed to by two thirds of the membership, fails to make two successive contributions on an adhoc basis for a Qualifying Event or misses two successive regular payments to the Fund and he is not willing to make good.

PART 14: NON QUALIFYING MEMBERS

- 14.1 Where a Qualifying Event occurs for a Fellow who is not a member of the Scheme, it is entirely at the discretion of members of Scheme to make contributions save that such contributions shall unless with the approval of all contributing members of the Scheme, be made from the finances of the Branch and not that of the Scheme.

PART 15: ANNUAL ACCOUNTS

- 15.1 The Welfare Secretary shall prepare accounts of the fund on an annual basis and publish it on the website of the Association and to the general membership of the relevant Branch. The accounts shall detail all the activities of the scheme to include its members in good standing, payments made and received and the qualifying events that were triggered in the year.
- 15.2 For the purposes of the annual account, the year shall be from January to December or in line with the adopted accounting period for the Branch.
- 15.3 In any case, the period for the accounts shall always cover a twelve month period.

PART 16: DISMISSAL OF MEMBERS

- 16.1 A member may be dismissed or suspended from the Scheme by a unanimous decision at a general meeting of the Local Association if he is at any time found



to have;

- (a) misled the association as to his qualification as a Katangee
 - (b) misled the association as to a qualifying relation/event whether or not such representation was made with the view of having a personal benefit.
 - (c) any other grounds that the executive committee may enact from time to time with the approval of the general membership.
- 16.2 Where a member is to be dismissed or suspended from the Scheme, the Welfare Secretary shall submit a report to the members of the Scheme at least two clear weeks before a general meeting at which the matter shall be discussed.
- 16.3 The report shall state why the member should be dismissed or suspended and should also include the arguments of the member being dismissed or suspended if such is available. The matter shall be put to vote and requires a two thirds majority in favour for a member to be considered dismissed.
- 16.4 A dismissed or suspended member shall have a right of appeal to be heard by an Appeal Committee of three Fellows who are members of the Scheme but none of whom shall be a member of the Executive Committee of the Branch.
- 16.5 The right of appeal shall be exercised on the same day as the decision is taken at a general meeting except that, where the member is not present, he may make his intentions of appeal clear to the Welfare Secretary through communications before the date of the meeting.
- 16.6 The Appeal Committee shall be appointed on the day of the decision and be required to convene within two weeks. They shall adopt their own terms of reference and shall attest to not having any conflict of interest in the matter. Their decision which shall be final, should be published before the expiration of two months from the date of their first sitting.
- 16.7 Where a decision has been reached by the Appeal Committee to justify the dismissal of a member, any contributions that member made to the Scheme is deemed to be forfeited.
- 16.8 A dismissed member shall not be re-admitted into the membership of the Scheme unless. A suspended member however assumes full rights after serving the period of suspension.

PART 17: CROSS BRANCHES

- 17.1 Members of a Branch Scheme may elect to support a Fellow in another Branch Scheme if a Qualifying Event occurs except that the decision must be supported by two thirds of the membership of that Scheme.
- 17.2 Without prejudice to any contrary provision in this Charter, where a Branch Scheme elects to contribute to a Qualifying Event as per 17(1), that scheme is at liberty to treat the funds as a Special Donation except that it must be disbursed only for the purpose of the particular Qualifying Event.
- 17.3 Where a Branch Scheme is in receipt of a Special Donation, it shall be treated as per 17(2).



PART 18: CONFLICTS

18.1 To the extent that this Charter conflicts with any provisions of the constitution of the Association or any relevant local laws, the provision of the constitution or the law of the land shall be held to be supreme.

PART 19: AMENDMENTS

19.1 This charter may be amended as is necessary by a Branch to give effect to any peculiarities except that any such amendments shall be void if it detracts from the preamble of this Charter.

19.2 To have effect, any amendments as referred to in 19(1) above, shall be dated and referenced on the last page of this Charter from the date on which it is expected to take effect.

PART 20: DEFINITIONS

20 The words below shall have the following meanings;

General members:	Members of the particular Branch
General meetings:	Meetings of the particular Branch
Immediate family:	Siblings and parents of a Fellow
Foreign Welfare Scheme:	Any other Katangese Branch Welfare Schemes
Long term illness:	Any incapacitating illness of not less than six months
Member:	Fellows who have subscribed to the Welfare Scheme
Special Donation:	Donation by a Foreign Welfare Scheme for a non-member for a Qualifying Event under the UK Scheme.
Terminal illness:	Any Illness where the person may not be expected to live beyond one year.
Website:	The website of the Association
Welfare fund:	Fund for monies of the Scheme

**Accepted As A Working Document By the Katanga Alumni Association on
This First Day Of December Two Thousand and Eighteen.**

