Dear Member,

**Member Update May 2023**

This is to update you on the outcomes of our recent Council retreat, which was held on the 28th and 29th of April 2023. The retreat was a valuable opportunity for the newly elected Council members to come together and discuss a range of important issues affecting our profession and our institution.

We engaged in productive discussions during the retreat and developed a few strategic objectives for the council period ahead. These strategic objectives cover the following areas.

1. Governance & Institutional Strengthening
2. Society / Influencing Public Policy
3. Membership
4. Welfare

The goals to be achieved under these strategic objectives are attached. This would ensure amongst others:

1. Enhancing our member engagement and communication strategies to better meet the needs of our diverse membership base and ensure that all members feel valued and supported by the institution.
2. Strengthening our advocacy efforts to promote the importance of our profession and ensure that our members are recognized as leaders in their fields.
3. Improving our professional development offerings to provide members with the knowledge and skills they need to succeed in their careers.
4. Increasing our institution’s resilience and sustainability to ensure that we are well-positioned to meet the challenges and opportunities of the future.
5. Promoting environmental, social, and corporate governance (ESG) principles and best practices in creating a sustainable and just future for all.

We are excited to move forward with these strategic objectives and continue working together to advance our profession and institution. We look forward to keeping you updated on our progress in the months ahead.

Thank you for your ongoing support of our institution.

Sincerely,



***Ing. David K. Nyante, FGhIE***

***Executive Director***

Also, note the following:

1. The simplified membership process for professional engineering practitioners continues.
2. The membership portal is up and can be accessed on the website.
3. Simplification process at the secretariat continues.
4. Notwithstanding the position papers listed to be prepared in Goal 2.1, members can initiate the preparation of position papers by following the attached position paper development procedure.
5. Division Fora has been created on the website for discussion of topics. Division chairs will help facilitate this.

**2023 - 2025 STRATEGIC OBJECTIVES**

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| **Strategic Objective 1: Governance & Institutional Strengthening** | **Action By**  |
| Goal 1.1 | **Strengthen Branches** | Branch Chairs  |
| 1. Provide administrative templates for uniformity
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| 1. Undertake Mandatory Activities: Branch AGM, Industrial visits, technical papers, ethics lecture, welfare.
 |
| 1. Institute Branch competition
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| Goal 1.2 | **Strengthen Divisions** | Division Chairs  |
| 1. Provide administrative templates for uniformity
 |
| 1. Undertake Mandatory Activities: conferences, Industrial visits, technical papers.
 |
| 1. Institute Division competition
 |
| 1. Assign MOUs with Industry to Division to appoint Project Managers
 |
| Goal 1.3 | **Create New Divisions** |   |
| 1. Initiate creating a Digital Division
 | Division Chairs  |
| 1. Initiate creating a Municipal Division
 | Civil Chair |
| Goal 1.4 | **Create a New Group of Interest** | Exco/ Council  |
| 1. Initiate the creation of the Ghana Armed Forces Engineering Practitioners
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| Goal 1.5 | **Create New Affiliates** | Exco/ Council  |
| 1. Biomedical Engineers Association
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| Goal 1.6 | **Simplification & Efficiency Project** | Exco / ED |
| 1. Digitisation of Operations
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| 1. Review Document Management System (hard and soft)
 |
| 1. Review Financial Management Manual
 |
| 1. Review Legal Obligations Register
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| 1. Evaluate Council Members
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| Goal 1.7 | **Benchmarking** | Exco |
| 1. Benchmark GhIE with other Professional Institutions
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| 1. Benchmark GhIE with other African Professional Institutions
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| Goal 1.8 | **Projects** | Exco |
| 1. Initiate New Building Complex Project
 |
| 1. Setup ADR Centre
 |
| 1. Review the Learning & Development Program
 |
| Goal 1.9 | **Code of Ethics** | PPE |
| 1. Issue revised Code of Ethics document
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| **Strategic Objective 2: Society / Influencing Public Policy** | **Action By**  |
| Goal 2.1 | **Develop Position Papers (Using Think Tanks)** |   |
| 1. Arts to Engineering Programs in University
 | Education and Training Comm.  |
| 1. Review of Ghana Standards for Rebars
 | Civil Chair  |
| 1. Flooding in Cities
 | Civil Chair  |
| 1. Disaster Management Preparedness
 | All Divisions  |
| 1. Electrical Wiring of Buildings
 | Electrical Chair  |
| 1. Infrastructure Scorecard
 | Infrastructure Scorecard Chair  |
| 1. Research on Engineering Education
 | Education and Training Comm.  |
|   | 1. Illegal gold mining
 | Chemical Chair |

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| Goal 2.2 | **Develop Academia & Industrial Relations** |   |
| 1. MOU with AGI to collaborate with their engineering-related organisations.
 | EXCO  |
| 1. Modular Internship for lecturers, students and TPEs
 | Division Chairs  |
| 1. Service Provider’s partnership with Educational Units.
 | Eng. Serv. Providers Chair & Edu. Units Chair |
| Goal 2.3 | **Support Engineering Council of Ghana** |   |
| 1. Liaise with ECGh with the implementation of Act 819 and LI 2410.
 | EXCO/ Engineering Council  |
| Goal 2.4 | **Collaborate with Relevant International Bodies** |   |
| 1. Joint programs and conferences and also benchmark.
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| Goal 2.5 | **Engagement with Government**  |   |
| 1. Input and evaluate new policies and articulate GhIE’s position.
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| **Strategic Objective 3: Membership** | **Action By**  |
| Goal 3.1 | **Review Membership Processes** | Membership Committee  |
| 1. Review Confirmation Hearing Process
 |
| 1. Create Membership subcommittees based on Divisions and Occupational Groups
 |
| 1. Review the Student Membership Process
 |
| 1. Develop a Transition from Student Members to TPEs
 |
| Goal 3.2 | **Membership ID Cards** | Exco/ED |
| 1. Design and Issue Membership ID Cards to Members
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|   |
| Goal 3.3 | **Diversity, Equity & Inclusivity (DEI) Statement** | WinE / YE |
| 1. Develop and implement a Diversity, Equity & Inclusivity Statement
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|  | **Environment, Social and Corporate Governance (ESG) Statement** | Exco |
|  | 1. Produce an Environment, Social and Corporate Governance Statement
 |
| Goal 3.4 | **Mentoring Program** | PPE  |
| 1. Develop and Implement a face-face and virtual mentoring program
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| **Strategic Objective 4: Welfare** | **Action By**  |
| Goal 4.1 | **Engage a legal firm**  | Exco |
| 1. Provide legal support for members with employment and other professional challenges
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| 1. Assist GhIE to advance its position when required.
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| Goal 4.2 | **Engage a labour Consultant for labour issues**  | Exco |
| 1. Assist in developing strategies for advocating for better salaries and conditions of service for engineers.
 |
| 1. Advice members who may have issues with employees.
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| Goal 4.3 | **Social Personal issues**  | Branches |
| 1. Support members through social challenges via Branches
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| Goal 4.4 | **Engineering Services Providers (ESP)** | Exco |
| 1. Support ESP engage with gov’t agencies when required.
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**Position Paper Development Procedure**

1. **Proposal to develop a position paper.**
2. Background: A brief overview of the issue or topic the position paper will address and the purpose of the paper.
3. Objectives: Clear and concise objectives that outline the specific goals for developing the position paper. These objectives should be measurable, achievable, and relevant to the issue or topic.
4. Scope of Work: A detailed description of the tasks and activities required to achieve the objectives. This should include research, analysis, drafting, and review of the position paper and any additional tasks required to communicate and disseminate the paper (see details in B below).
5. Deliverables: The expected outputs of including the final position paper and any supporting materials, such as data and research reports.
6. Timelines: A detailed timeline of the work, including milestones and deadlines for each stage of the project.
7. Roles and Responsibilities: Clear roles and responsibilities for all team members involved in the project.
8. Budget: A detailed budget that outlines the expected costs for the project, including any expenses related to research, data collection, analysis, drafting, review, and communication.
9. Evaluation and Reporting: A plan for evaluating the success of the project and reporting on the results. This should include clear indicators of success, methods for monitoring progress, and a schedule for reporting on the project's achievements.
10. Confidentiality: A statement outlining any confidentiality or data protection requirements for the project.
11. Approval Process: The proposal shall be approved by Exco.
12. **Scope of Works for Developing a position paper for the GhIE.**
13. Identify the issue or topic to be addressed. This may be based on a particular event, a change in legislation or policy, or a concern raised by members.
14. Research and gather information: Once the issue has been identified, it's important to gather relevant information about the issue. This may involve researching statistics, policies, and expert opinions.
15. Analyse and synthesize information: After gathering information, it's important to analyse and synthesize the information. This will involve identifying key themes, patterns, and arguments related to the issue.
16. Develop the position: Based on the analysis, develop the proposed GhIE position on the issue. This should be a clear and concise statement that shall reflect the organization's stance on the issue.
17. Provide supporting evidence: It's important to support the position with evidence. This may include statistics, case studies, expert opinions, and other relevant information.
18. Consider counterarguments: It's important to consider potential counterarguments and address them in the position paper. This will help to strengthen our position and demonstrate that we have considered multiple perspectives.
19. Review and finalize: Once the position paper has been drafted, it's important to review and finalize it. seeking feedback from members or a particular speciality of members (experts) and making revisions based on this feedback. The position paper would be presented to Council for approval.
20. Communicate the position: Finally, GhIE shall communicate its position to members, stakeholders, and other relevant parties. This may involve distributing the position paper, issuing a press release, or engaging in advocacy efforts.