

Ghana Institution of Engineering
Notice to Amend the Bye-Laws

Date: 20th December 2024

From: The Executive Director & Council

To: All Members and Registered Entities of Good Standing

Notice

The Council, at its 623rd Meeting on 18th December 2024 accepted the proposed amendments to the Bye-Laws in accordance with Articles 18.2.3 and 18.2.4 of the Constitution submitted by the Bye-Laws Amendment Committee (BAC) it has set up in accordance with Articles 18.2.1(c) and 18.2.4. The accepted amendments are provided in **Schedule 1: Proposed Amendments to the Bye-Laws**.

Notice is hereby given to all Members in accordance with Article 18.2.5 of the Constitution to amend the Bye-Laws of the Institution.

Members and Registered Members of Good Standing may, by a notice to the Executive Director, suggest specific modifications to the proposed amendments within 30 days of this notice in accordance with Article 18.2.6 of the Constitution. This notice of modification will thus expire on 19th January 2025. Notice to the Executive Director should have the heading “**Notice to Amend Bye-Laws**” and sent to executive.director@ghie.org.gh

Members must note the following Constitutional Provisions:

- i. Article 18.2.7. If no such notice is received within the notification period, then the proposed amendment is automatically adopted and the amendment becomes effective immediately.
- ii. 18.2.8. Where such notices have been received, these will be considered by the Council within 30 days of the expiry of notification period and by a two thirds majority adopt the amendments in its original form or as has been further modified. The amendment becomes effective immediately. Otherwise, the amendment is rejected.

The Following are attached to this notice:

- Schedule 1: Proposed Amendments to the Bye-Laws
- Schedule 2: Rationale for the Amendments
- Schedule 3: Schedule of Action
- Schedule 4: Constitutional Amendment of 27th March 2023

Ing. Samuel Magnus Asiedu, F-GhIE

Ag. Executive Director

Schedule 1: Proposed Amendments to the Bye-Laws

Article 4.6. Other Structures

4.6.2 (a) The Groups of Strategic Interest (GSI) recognized by the Institution are:

- 1) Women in Engineering (WinE); and
- 2) Youth in Engineering (YE)

4.6.2 (b) The specific objectives for setting up the Groups of Strategic Interest (GSI) are as follows:

- 1) Women in Engineering (WinE) seeks to empower females in the study and practice of engineering, to position them to rise higher and take advantage of opportunities in industry, academia, public service, and all related sectors in Ghana and beyond. The specific objectives include:
 - a. To promote the study and practice of engineering amongst women in Ghana;
 - b. To ensure the provision of equal opportunities for both genders in their pursuit of engineering careers in Ghana;
 - c. To provide a support network for women in engineering; and
 - d. To provide a unified, representative voice for women on issues relating to women in engineering.

These shall be pursued through strategic initiatives such as: outreach and awareness creation; mentorship and networking; advocacy; capacity building; and community building.

- 2) Youth in Engineering (YE) aim to inspire, educate, and empower young people to pursue careers in engineering and related fields, and to excel in their current careers. Specific objectives include:
 - a. Promote STEM education: Foster interest and enthusiasm for Science, Technology, Engineering, and Mathematics (STEM) subjects.
 - b. Mentorship and guidance: Offer guidance and support from experienced engineering practitioners, mentors, and industry professionals.
 - c. Career awareness: Expose members to various engineering disciplines, career paths, and industry applications.
 - d. Networking opportunities: Facilitate connections with professionals, academics, and peers in the engineering community.
 - e. Build confidence and self-esteem: Encourage members to develop a growth mindset, take risks, and believe in their abilities.
 - f. Teamwork and collaboration: Foster a sense of community and teamwork among members, promoting communication, problem-solving, and leadership skills.
 - g. Develop soft skills: Help members improve their presentation, project management, and time management skills.
 - h. Outreach and community service: Organize events, workshops, or projects that benefit the local community, promoting engineering as a force for good.

- i. Partnerships and collaborations: Establish relationships with schools, universities, industry partners, and other organizations to promote engineering education and awareness.

4.6.2 (d) The category of Members eligible for membership of the Groups of Strategic Interest (GSI) are as follows:

- 1) Women in Engineering (WinE) is the women's wing of the GhIE. A member of WinE is a female, who is an engineering practitioner or a trainee engineering practitioner or a student of an engineering institution, or an advocate of gender equity in Science, Technology, Engineering and Mathematics (STEM) and is a registered Member of the Institution.
- 2) Youth in Engineering (YE) is the youth wing of GhIE. A member of YE is a young person, 35 years old or younger, who is an engineering practitioner or a trainee engineering practitioner or a student of an engineering institution and is a registered Member of the Institution.

4.6.2 (g) The following provisions are mandatory and shall be included in the Regulations of the Groups of Strategic Interest (GSI):

- 1) That the GSI is formed as Groups of Strategic Interest in accordance with Article 4.6.2 of the Constitution and Bye-Laws of the Institution.
- 2) That the GSI is incorporated as a subsidiary of the GhIE, and its continued existence is subject to Article 4.6.2 (c) of the Constitution of the GhIE.
- 3) The Regulations of the Groups of Strategic Interest shall be approved by the Council. The Council has the authority to request the GSI to amend its regulations at any time, and the GSI will comply accordingly.
- 4) The specific objectives for setting up the Groups of Strategic Interest as provided for in Article 4.6.2 (b) of these Bye-Laws shall be clearly stated in the regulations that govern the operations of the GSI.
- 5) Membership of Groups of Strategic Interest shall be limited to Members of the Institution as provided for under Article 4.6.2 (d) of the Constitution and Bye-Laws of the Institution. Membership shall, in every instance, be open to members of all Occupational Groups, Technical Divisions and Branches of the Institution and such inclusion shall be actively pursued.
- 6) A Groups of Strategic Interest will state clearly in its regulations the means of raising funds for its activities, including contributions through the budget of GhIE. Any levies on its members will have to be approved by its General Meeting with a concurrent approval by the Council.
- 7) The annual budget and accounts of the Groups of Strategic Interest must be lodged with the Executive Director of the Institution and will be audited by the Auditors of the Institution as appointed in accordance with Article 14.3.2 (e) and the financial management processes in Article 15.3 of the GhIE Constitution.
- 8) The operations of the Groups of Strategic Interest shall be subject to the administrative procedures applicable in the Secretariat of the Institution and in the Branches, providing administrative support required by the group.

- 9) The banner line for all instruments of communication of the Groups of Strategic Interest shall have the logo and name of the Institution clearly stated before the name and logo of the GSI. These include letterheads, cloth, souvenirs, certificates, adverts, and the like.
- 10) The regulations of the Groups of Strategic Interest shall include the following:
 - a. A Preamble: Stating clearly the date of adoption by a General Meeting of the GSI and Approval by the Council. It must be countersigned by the President.
 - b. Name and Nature: The name must be as provided in the Bye-Laws of the GhIE.
 - c. Objectives and Functions: The Objectives must be as stated in the Bye-Laws.
 - d. Membership: Meet the requirements stated in the Bye-Laws.
 - e. Governance: Must have an elected Chairperson and executive committee at the National and Branch levels. Elections must comply with the General Provision for election by the Institution as provided for in the Constitution and Bye-Laws.
 - f. Meetings: These must include an Annual General Meeting at the National level and ordinary meetings as may be determined by the GSI.
 - g. Financial Management: Must meet the financial management requirements of the Constitution and Bye-Laws of the Institutions.
 - h. Amendments: Procedure for amendment of the Regulations, including the need for approval by the Council.

4.6.3 The Provision in a Memorandum of Understanding (MoU) with a group recognized by the Institution as an Affiliated Engineering Groups (AEG) shall include:

- 1) The name and address of the Parties.
- 2) The purpose or objective of the collaboration.
- 3) The key activities to be undertaken.
- 4) A provision requiring ratification of the MOU by the governing councils of the parties involved for it to be valid.
- 5) The validity period of the agreement and the conditions for renewal. The validity period shall not exceed five years from the date of signing.
- 6) Any obligations (financial or otherwise) of the Parties.
- 7) A provision to amend the MOU by mutual consent.
- 8) A provision to terminate the MOU by either Party upon written notice. Termination shall not take effect earlier than sixty (60) days after the notice.

Schedule 2: Rationale for the Amendments

These amendments became necessary after the 2023 Annual General Meeting (AGM) amended the Constitution to provide for:

- i. Article 1.1. Scope: To provide for the definition of Affiliated Engineering Groups (AEG) and Groups of Strategic Interest (GSI).
- ii. Articles 4.1. Organizational Structures: To incorporate Other Structures as part of the structures of the Institution.
- iii. Article 4.6. Other Structures:
 - a. 4.6.1 To provide that Affiliated Engineering Groups (AEG) and Groups of Strategic Interest (GSI) constitute the Other Structures of the Institution and provide;
 - b. 4.6.2 To make provisions for establishing Groups of Strategic Interest (GSI); and
 - c. 4.6.3 To make provisions for recognizing Affiliated Engineering Groups (AEG).

These Constitutional amendments require additional provisions to be made in the Bye-Laws for these structures.

The proposed amendments respond directly to the above as follows:

- i. Article 4.6.2(a): Requires that *“A Group of Strategic Interest shall be named in the Bye-Laws.”* They have been named accordingly.
- ii. Article 4.6.2(b): Requires that *“The specific objectives for setting up a Group of Strategic Interest shall be provided for in the Bye-Laws.”* This is provided for accordingly for the two GSI.
- iii. Article 4.6.2(g): Requires that a GSI *“shall submit its Regulations for the approval of the Council and shall observe Mandatory Regulations as are provided for in the Bye-Laws.”* The mandatory provisions have been made.
- iv. Article 4.6.3: Requires that in addition to the objectives and conditions of the affiliation with Affiliated Engineering Groups being stated in a Memorandum of Understanding (MoU), *“Additional provisions on the content of the MoU, including period of recognition, are provided for in the Bye-Laws.”* The additional provisions have been provided for.

Schedule 3: Schedule of Action

Article	Activity Required	Status
18.2.1	Set up a Bye-Laws Amendment Committee (BAC) by the Council	Done
18.2.1	BAC submit Proposed Amendments of Bye-Laws to ED	Done
18.2.2	ED submit Proposed Amendments of the Bye-Laws to Council Members	Done
18.2.3 & 18.2.4	Council Accepts Proposed Amendments of the Bye-Laws by a two-thirds majority vote	Done
18.2.5	ED notifies Members and Registered Entities on Proposed Amendments and requests for notices of modification	Done
18.2.6	Members and Registered Entities issue notices to modify proposed amendments	Deadline is 19 th January 2025
18.2.7 & 18.2.8	The Council accepts the final version of Amendments of the Bye-Laws by a two-thirds majority vote. Amendment becomes effective.	29-Jan-2025

Schedule 4: Constitutional Amendment of 27th March 2023

These amendments to the Constitution were adopted by the AGM in accordance with Article 18.1.7 of this Constitution on 27th March 2023.

i. **Article 1.1. Scope**

Add to Article 1.1.1 the following:

(r) “Affiliated Engineering Groups” means any group recognized by the Institution in accordance with Article 4.6.3

(s) “Groups of Strategic Interest” means any group set up or recognized by the Institution in accordance with Article 4.6.2.

ii. **Articles 4.1. Organizational Structures**

Add to Article 4.1.1. the following:

(e) For pursuing other interest, consist of Other Structures.

iii. **Article 4.6 Other Structures**

Amend Article 4.6 as follows:

4.6.1 Other Structures of the Institution are made up of:

- (a) Groups of Strategic Interest; and
- (b) Affiliated Engineering Groups.

4.6.2 A Group of Strategic Interest may be formed or recognized by the Institution for the purposes of advocacy, affirmative action and mentoring as follows:

- (a) A Group of Strategic Interest shall be named in the Bye-Laws.
- (b) The specific objectives for setting up a Group of Strategic Interest shall be provided for in the Bye-Laws.
- (c) The Council may, through an amendment of the Bye-Laws, add or remove a Group of Strategic Interest but the total number of such Groups shall not exceed four (4) at any time.
- (d) Membership of a Group of Strategic Interest shall be limited to Members of the Institution. The category of Members that are eligible to be members of a Group of Strategic Interest shall be provided for in the Bye-Laws. Membership shall, in every instance, be open to members of all Occupational Groups, Technical Divisions and Branches of the Institution and such inclusion shall be actively pursued.
- (e) A Group of Strategic Interest is expected to raise funds through means stated in its Regulations as provided for in item (g) below and subject to the fiduciary supervision of Council. Notwithstanding, the Institution shall make provisions in its budget to support the activities of the Group.
- (f) The Secretariat of the Institution shall provide administrative support to the Groups of Strategic Interest in the organization of their activities.
- (g) A Group of Strategic Interest may be self-regulating, subject to the provisions of the Constitution and Bye-Laws. Furthermore, it shall submit its Regulations for

the approval of the Council and shall observe Mandatory Regulations as are provided for in the Bye-Laws.

4.6.3 A Group may be recognized by the Institution as an Affiliated Engineering Group for the purposes of advocacy, collaboration and partnering in advancing the practice of engineering and/or providing support for registration of its members with the Engineering Council of Ghana. The objectives and conditions of the affiliation shall be stated in a Memorandum of Understanding (MoU) approved by a two-thirds majority vote at a regular meeting of the Council. Additional provisions on the content of the MoU, including period of recognition, are provided for in the Bye-Laws.

iv. **Article 10.1. The Council**

Add to Article 10.1.2. the following:

(j) The Chairperson of each Group of Strategic Interest.

Delete Article 10.1.5.

v. **Article 10.6. Specific Provision for Election of Council Members**

Add a new Article 10.6.9 as follows:

10.6.9 The Chairperson of a Group of Strategic Interest shall be elected in accordance with the Regulations of the Group of Strategic Interest provided in Article 4.6.3(g) above.

vi. **Article 12.1 The Branch Executive Committee**

Add to Article 12.1.2. the following:

(g) A Representative of each Group of Strategic Interest.

Signed
Ing Dr Charles Anum Adams
President

Signed
Ing David Kwatia Nyanteh
Executive Director