

THE GAMBIA TEACHERS UNION



GTU

CONSTITUTION

Reviewed at the National Delegates Congress, 28th/29th August 2014

PREAMBLE:-

We the representatives and assembled delegation of the 1966 Fifteenth Annual Congress of the Gambia Teachers' Union

Determined to uphold the dignity of the Teaching Profession;

Aware of our duty to serve faithfully and willingly the cause of the teachers;

Conscious of the inadequacy of the RULES adopted at the First Annual Congress of The Gambia Teachers' Union in January, 1950.

Hereby make known to all, our will and pleasure, to formulate this constitution which shall determine and guide the actions and all organs and members within the frame work of the Union and which shall be designated the **Constitution Of The Gambia Teachers Union**

Pledge ourselves:-

To effect an organization of all teachers and education workers in schools, educational establishments and other institutions of learning within a National Union of Teachers which is the ultimate guarantee for the protection and promotion of the right of teachers;

To the achievement of better living standards, improved and enhanced status and better working conditions;

To obtain for all teachers stability of tenure, security of employment, security and insulation against invalidation, old age, accident and other risks and hazards of life and work victimization, redundancy and retrenchment, arbitrary dismissals, etc;

To struggle for the recognition and the defense of all the legitimate rights of teachers.

Aware of our rights, duties and responsibilities as citizens and teachers at all negotiation machineries and at the bargaining table, in the community and to all children.

WE shall serve the total interest of the teaching profession and teachers, of all children entrusted to our custody and guidance, and the people of The Gambia.

Shall work for the development and strengthening of our traditional institutions in conformity with our traditional way of life and aspirations, our attachment to freedom, justice and democracy.

Shall resolutely defend and uphold the democratic foundation and the principles upon which the future of our country must be build.

Shall strive to win full respect for the dignity and rights of the individual whom we serve.

Shall seek the fulfillment of our hopes and aspirations and the achievement of our aims and objectives through democratic processes and within the frame work of constitutional government and concern for the welfare of ALL TEACHERS and all CHILDREN.

ARTICLE I: NAME AND OFFICE

- 1.1 The name of the organization shall be THE GAMBIA TEACHERS UNION hereinafter called GTU;
- 1.2 The Secretariat of the Union shall be located on the MDI Road, Kanifing. Any change of this office shall be subject to the approval of the National Delegates Congress.

ARTICLE II: DEFINITIONS

- 2.1 UNION means THE Gambia Teachers Union;
- 2.2 TEACHER means all those persons in schools, educational institutions and establishments who are directly responsible for the education of pupils, students and children
- 2.3 EDUCATION WORKERS mean all other staff working in schools, educational institutions and establishments
- 2.4 BASIC UNIT OF THE UNION – The basic unit of the Union shall be an educational institution (school, college and education office). All members of the Union in an educational establishment shall constitute a branch.
- 2.5 SECRETARIAT means the official headquarters and the Administrative wing of the GTU. It is headed by the General Secretary
- 2.6 STAFF means persons employed by the GTU, including staff of its organs.

ARTICLE III: AIMS AND OBJECTIVES

The objectives of the Gambia Teachers' Union shall be:-

- 3.1** to, unite and secure a complete organization of all the teachers of The Gambia regardless of grade, qualification, race, sex, colour, religion, creed or nationality;
- 3.2** to bring about closer cooperation and promote better mutual understanding among teachers;
- 3.3** to strive to enhance the status of teachers and the teaching profession;
- 3.4** to secure better terms and condition of service of our members
- 3.5** to promote high standard of professional qualification, loyalty to established principles and unswerving devotion to the proper education of children;
- 3.6** to cooperate and participate in all matters calculated to lead to the improvement of the teaching profession;
- 3.7** to give constructive aid in promoting the cause, improvement and development of a unified education system, universal and free primary and secondary education for all Gambian children, eradication of illiteracy, and the achievement of equal opportunity for all through education;
- 3.8** to secure effective representation on all executive and advisory bodies having powers to make decisions that may affect the teacher and teaching profession;
- 3.9** to provide means whereby the collective views, opinions and decisions of members affecting the interest of education in general and those of the teaching profession in particular can be expressed;
- 3.10** to settle disputes between members of the Union or with its employers, and regulate the relations between them by collective constitutional means;
- 3.11** to offer to members advice and assistance in educational and professional matters and also to assist them in legal proceedings of a trade union nature;
- 3.12** to protect and strengthen our democratic institutions and to secure full recognition and enjoyment of rights and liberties, concessions and grants to which all teachers are entitled;
- 3.13** to maintain the democratic character of the Union and to safeguard its autonomy;

- 3.14 to encourage teachers to exercise their full rights and responsibilities of citizenship,
- 3.15 to promote the enactment of legislations for the protection and promotion of the rights of teachers and the interest of children;
- 3.16 to preserve objectives laid down in this constitution and to oppose through constitutional means legislations and policies contrary to the interest of teachers, children and the aims and objectives of the Union.
- 3.17 To advocate for world peace and to strive and encourage African Unity and greater economic integration;

In pursuance of the above, the Union may do or authorizes to be done all such acts as it considers necessary for the furtherance of these aims and objectives.

ARTICLE IV: MEMBERSHIP

4.1 TYPES OF MEMBERSHIP

4.1.1 Full Membership

- a. Full membership of the Union shall be open to all teachers in The Gambia
- b. Members who are pursuing further studies locally and overseas shall retain their membership of the Union;
- c. Any retired teacher who returns to active service (contract) can renew his/her membership but will not be eligible to hold office;

4.1.2 Associate Members

They shall include staff of the Union and other members as determined by the National Executive Committee.

4.1.3 Honorary Membership

Honorary membership shall be conferred by the NEC on individuals who have in one way or the other contributed immensely to the development of education and/or the GTU;

4.1.4 Student Membership

Student teachers may be enrolled as student members on such terms and conditions as the NEC may prescribe from time to time. A student on training who is recognized as a teacher shall not be entitled to a rank as a student member.

4.2 MEMBERSHIP DUES

4.2.1 Members shall pay a membership due as determined by congress;

An agency fee shall be levied on staff of the Union and associate members

4.3 ENTITLEMENTS OF FULL MEMBERSHIP

Full members shall attend meetings as may be relevant to their course; to vote on motions and at elections ; to seek election as School Representatives, Cluster Executive Members, or as delegates to Congresses.

They will be entitled to receive union journals, magazines and newsletters; advice on professional matters, appropriate legal aid and advice and other benefits and facilities as may be negotiated for union members from time to time.

4.4 ELIGIBILITY FOR ADMISSION TO FULL MEMBERSHIP

The following shall be eligible for admission as Full Members:

4.4.1 All qualified teachers in public and private schools;

4.4.2 Teachers in tertiary institutions;

4.4.3 Any other category or categories of teachers as may be defined by the National/Mid-Term Review Delegates Congress.

Bone Fide members are entitled to the following benefits:-

a. Union Protection and Assistance:

In regard to all matters affecting salaries, duty, pensions, super-annulations and other conditions of services;

b. Legal Advice and Assistance:

In situations pertaining to members' employment and at the discretion of the National Executive Committee, legal advice and assistance will be provided;

c. Loss of Entitlements:

A member shall lose entitlement to benefits from the Union if he/she fails to pay up his/her dues for three months without notice to the Secretariat or any justifiable reason.

4.5 PROCEDURE FOR ADMISSION TO FULL MEMBERSHIP

- 4.5.1 Teachers can apply to be members of the Union through their Clusters, Regional Executive Committees or the Secretariat;
- 4.5.2 Teachers will then be given a form to fill and as soon as they see/realise deduction for union dues is effected on their salary , they can apply for the Union Membership Card;
- 4.5.3 Members who resign from the teaching service and who at the time of their resignation were in full benefit, shall be eligible on reappointment as teachers, to qualify again for full benefit with effect from the date of receipt of their completed application forms authorizing deduction of union dues from salary,;
- 4.5.4 Each Regional Committee Chairperson shall be supplied by the Union Secretariat with forms for members to authorize the deduction of the Union Dues from their salaries. Completed application forms shall be forwarded to the Union Secretariat by the Regional Committee Chairperson within two weeks or receipt;
- 4.5.5 All members whose salaries within the Public Service shall authorize deduction of subscription from salary
- 4.5.6 Members not within the public sector shall pay their agency fees/union dues in accordance with arrangements presented by the NEC. Those arrangements shall include provisions for the readmission of a teacher after a break of service where such a teacher is not within the public sector.

4.6 CESSATION OF MEMBERSHIP

4.6.1 TEMPORARY – SUSPENSION CLAUSE

Any member of the Union may be suspended from membership when in the opinion of the NEC the conduct of such a member makes this necessary.

4.6.2 PERMANENT – EXPULSION CLAUSE

- a. If in the opinion of the UNION, the conduct of any member makes it desirable that, that member's name should not be on the register of the members, such a member shall be liable to expulsion by the NEC;
- b. A special committee shall be set up to investigate and recommend to the NEC for necessary action;
- c. The concerned member shall have the right to respond before the Special Committee
- d. Such a member shall not be entitled to any financial claim;
- e. The decision of the NEC is final;
- f. Individual members of the Union may withdraw their membership in the event of a prolonged illness after six months' notice to the NEC. Such a member shall not be entitled to any financial claim.

ARTICLE V: CODE OF ETHICS

All members of the Union shall adhere to a Code of Ethics as enshrined in Appendix I of the Constitution and as amended from time to time.

ARTICLE VI: REPRESENTATION

Only members whose dues for the academic year are fully paid up shall be eligible to vote and serve on a committee of the Union. All representations on other bodies or committees for and on behalf of the Union shall be subject to approval by the relevant Union authority. Persons who seized to hold responsibility of their initial positions that led to the recognition for the said representation shall be appropriately replaced.

ARTICLE VII: BASIC UNIT OF THE UNION

7.1 The basic unit of the union is the members of the GTU in an institution/school.
The Basic unit shall:

7.1.1 every three months deliberate on matters of common interest to members in the establishment;

7.1.2 Elect a school representative whose name shall be forwarded to the Cluster Chairperson for onward transmission to the Regional Chairperson.

7.2 The School Representative shall be the coordinator of the activities of the Union at the school level.

ARTICLE VIII: FINANCE

8.1 A Finance and Budget Sub-Committee composed of the President, Vice President, General Secretary and the National Treasurer together with two other Executive members who shall be nominated by the National Executive Committee and in their name the funds and property of the Union shall be vested;

8.2 The Committee shall have the power to co-opt other members;

8.3 The Finance and Budget sub-committee shall present to NEC an annual Budget for approval at the beginning of each year;

8.4 In addition to the annual subscription each member of the Union may be required to contribute such further sum as and when the National Executive Committee may deem necessary and sanctioned by MTR/NDC;

8.5 The Collection of dues and the allocation of the revenue from dues shall be subject to audit control by the National Executive Committee of the Union which shall have power to appoint auditors to effect the control subject to approval by the National Congress;

8.6 The establishment of a check off system, where Union Dues are deducted by employers from salaries paid, shall be an objective of the Union and all monies collected in the name of The Gambia Teachers Union shall be lodged into the accounts of the GTU;

8.7 The funds of the Union shall be used for the purpose of attaining the aims and objectives of the Union as defined by and subject to the provision of the constitution;

- 8.8 The yearly audited accounts of the Union shall be published in the Union's Newsletter at least once a year;
- 8.9 The Finance and Budget Sub-Committee shall deal with the funds and property held by them in accordance with the directions of the National Executive Committee and shall invest funds available for investment in accordance with such directions. The Finance and Budget Sub Committee shall be chaired by the National Treasurer;
- 8.10 The President, General Secretary and National Treasurer shall be the Signatories of the accounts of the Union;
- 8.11 The auditors shall be given access to accounting all books and documents of the Union and shall be given information and or explanation with regards to the accounts that he/she requires. He/she shall be required to submit a report to the NEC as soon as practicable after the audit.

ARTICLE IX: CLUSTER AND REGIONAL COMMITTEES

9.1 THE CLUSTER EXECUTIVE COMMITTEE

A local branch of the Union shall be established in a Cluster or an educational establishment on the recommendation of the Regional Executive Committee and approved by the NEC.

The Cluster shall:

- 9.1.1 discuss and decide matters of common interest to all members in the cluster and other matters referred to it by the Regional Executive Committee of the Union;
- 9.1.2 received and collate reports, resolutions, motions from members in the Cluster and submit a final draft to the Regional Executive Committee (REC);

The Cluster Committee shall be composed of one elected school representative from each school in the Cluster. A five-man Cluster Executive Committee shall be elected every 5 years.

The Cluster Executive Committee shall elect the following persons – Chairperson; Vice Chairperson; Secretary; Treasurer and one member The Chairperson shall be elected at the Regional Delegates Congress (RDC).

9.2 REGIONAL EXECUTIVE COMMITTEE (REC)

The Regional Executive Committee of the Union shall be formed in the Educational Regions or as may be determined by MTR/NDC. Regional membership shall include all members of the Union in the Region.

The Regional Executive Committee shall be headed by the Regional Committee Chairperson elected at the Regional Delegates Congress.

The GTUWW Regional Representative and the GTUCCU Regional Director shall serve as members of the Regional Executive Committee. The REC Chairperson, REC Vice Chairperson, REC Treasurer, GTUWW and the GTUCCU Regional Director shall form the Regional Management Team for each of the Regions.

Subject to the availability of funds, a REC of the Union shall be allocated a budget line as may be prescribed by NEC and such budget shall be managed by the Regional Executive Committee.

ARTICLE X: DELEGATES CONGRESSES

All congresses shall be delegated in nature.

10.1 REGIONAL DELEGATES CONGRESS

A Regional Delegates Congress shall be the highest political organ of the Regional Branch of the Union and shall be held before the National Delegates Congress. It shall comprise:

- a. members of the Regional Executive Committee;
- b. Representative(s) from schools or institutions in each cluster in the Region as may be determined by MTR/NDC;
- c. some members of the National Executive Committee and Staff of the Headquarters or Secretariat as observers.

A Regional Delegates Congress shall meet every 5 years and shall:

- 10.1.1** Decide on matters of the Region and other matters referred to it by the National Executive Committee of the Union and submit draft resolutions arising there-from to the National Delegates Congress;

- 10.1.2** Receive and collate reports, resolutions and motions from the region and submit final drafts to the National Delegates Congress;
- 10.1.3** Make recommendations to the National Delegates Congress for delineation of districts;
- 10.1.4** Elect the Regional Executive Committee comprising the Regional Executive Chairperson, Vice Chairperson/Secretary, Regional Treasurer, and Cluster Chairpersons;
- 10.1.5** The Women's Wing shall hold a Women's Caucus to elect its Regional Representative at the Regional Delegates Congress.
- 10.1.6** Clusters shall also hold caucuses to elect their Chairpersons

An emergency Regional Delegates Congress shall be convened with the approval of the NEC upon request of at least 2/3 of the school representatives in a region.

10.2 NATIONAL DELEGATES CONGRESS

- 10.2.1** In the interpretation of this Constitution and in the determination of the programme and policy of the Union the supreme authority shall be the National Delegates Congress and, except as otherwise provided for in this Constitution, its decisions shall be by simple majority vote. The Delegates Congress shall be the controlling and ultimate authority of the Gambia Teachers Union and shall run its affairs according to the provisions of this Constitution;
- 10.2.2** There shall be a Congress of the Union every five (5) years and Mid Term Review Delegates Congress (MTRDC) to review the activities of the Union;
- 10.2.3** The actual meeting date(s) of the Congress shall be decided upon by the National Executive Committee. The Congress shall meet at such other times as it may be convened by the National Executive Committee but not later than the mandated period/term of office;
- 10.2.4** The Women's Wing shall hold a Women's Caucus at the National Delegates Congress to discuss women issues and elect officers to the Executive Committee of the Women's Wing;
- 10.2.5** The National Executive Committee shall not overstay their term of 5 years or delay the date of Congress except in the event of a national calamity, natural disasters or a State of Emergency;

- 10.2.6** An Extraordinary Congress of Delegates shall be convened in accordance with a request by Two Hundred and Fifty (250) signatories of fully paid up members of the Union from each region;
- 10.2.7** The National Executive Committee shall choose the place of the meeting of the National Delegates Congress and notification of the choice of venue shall be included in the National Executive Committee's report submitted to such Congress of Delegates;
- 10.2.8** The following shall be entitled to attend the Congress of Delegates;
- 10.2.9** 1 Delegate duly elected for every 50 members by each of the Regions 1/3 of whom must be women. Each elected delegate shall be a fully paid up member at least one year preceding the National Delegates Congress;
- 10.2.10** Members of the National Executive Committee;
- 10.2.11** Observers from friendly organizations including invited guests from The Gambia and Overseas ;
- 10.2.12** Staff of the Secretariat of the Union.
- 10.2.13** Business of the National Delegates Congress: The National Delegates Congress shall consider and decide upon:
- a. The National Executive Committee's reports embodying the reports of the specialized Departments and Committees of the Union;
 - b. Resolutions laying down general policies, amendment of these rules and by-laws, distribution of the Union's Income and Budgetary proposals, etc;
 - c. The draft agenda of the Standing Orders
- 10.2.14** Quorum for the Congress of Delegates: Two-third (2/3) of the accredited delegates present at the Congress shall form a quorum at the opening of every Congress. In the course of the Congress half of the delegates shall form a quorum.
- 10.2.15** Representation: Members of the National Executive Committee and delegates from each region shall be entitled to vote at the National Delegates Congress
- 10.2.16** Time of National Delegates Congress: The National Delegates Congress shall be held at least once every 5 years at a place and time to be determined by the National Executive Committee (NEC).

10.3 MID-TERM REVIEW CONGRESS

- 10.3.1** There shall be a review delegates congress during the middle of any existing mandate
- 10.3.2** Delegates to the Mid-term Review Delegates Congress (MTRDC) shall comprise active members of the National Executive Committee and the Women's Executive Committee. The number of regional delegates to the MTRDC shall be 75% of the NDC quota for each of the regions. There shall be a Women's Caucus at the MTRDC to review and discuss women issues.
- 10.3.3** The regional delegates must be representative both in numbers, gender and cluster

ARTICLE XI: THE NATIONAL EXECUTIVE COMMITTEE

11.1 COMPOSITION OF THE NATIONAL COMMITTEE

The National Executive Committee shall be composed of 18 members and an Immediate Past President who shall sit on the NEC for 1 year. There shall be 12 elected members of which 5 shall be elected at National Delegates Congress/Women's Caucus while the Regional Chairpersons (7) at their various Regional Delegates Congresses.

The membership of the National Executive committee shall consist of the following:-

- a. The President
- b. Vice President
- c. National Treasurer
- d. Secretary
- e. Seven (7) Regional Chairpersons
- f. The Chairpersons of the GTU Wings
- g. The Chairperson of the Conference of Principals of Upper Basic Schools as Ex- officio Member (GamCop UBS)
- h. The Chairperson of the Conference of Principals of Senior Secondary Schools as Ex-officio Member (GamCop SSS)
- i. The Chairperson of the Association of Lower Basic Heads as Ex-officio Member (ALBASH);

- j. The Immediate Past President who shall serve for one year as Ex-officio
- k. General Secretary as Ex-officio Member
- l. General Manager of GTUCCU as ex-officio

11.2 THE NEC SUB COMMITTEES

There shall be established the following specialized statutory sub-committees within the National Executive Committee:

- a. Education, Professional Development Planning and Research
- b. Finance and Budget To be chaired by the National Treasurer;
- c. Management Sub-committee – to be chaired by the President

11.3 QUORUM

Two-thirds (2/3) of the NEC shall form a quorum at meetings of the National Executive Committee.

11.4 POWERS AND DUTIES OF THE NEC

The Government and functions of the Congress during the period between congresses shall be vested in the National Executive Committee and it may delegate its powers to the Secretariat.

11.4.1 The National Executive shall meet at least once quarterly every year and shall transact all business between congresses and shall consider reports of its sub-committees and of officers of the Congress and of such committees and bodies or commissions as may be appointed by the Congress or the bodies of the National Executive Committee. The meeting of the National Executive Committee shall be convened by the President and the General Secretary on their initiative or at the request of not less than 12 members of the National Executive Committee;

11.4.2 It shall enforce the constitution and take any action it deems necessary for such purposes. Any such action shall be reported to the next Congress of Delegates of the Union;

11.4.3 It shall endeavour to arbitrate differences and disputes between members and their employers;

11.4.4 It shall endorse the appointment of its representatives to its own committees and commissions and bodies and to any other such educational or government bodies requiring its representation;

11.4.5 It shall appoint its own negotiating bodies;

11.4.6 It shall discharge its task of administration and administer all funds of the Union and give directives on expenditure and investment of the Union's funds. It shall have power to make grants to individuals and to bodies and payments and all disbursement devolving upon the organization;

11.4.7 It shall have authority to co-opt, substitute members and other persons of professional experience into meetings of the National Executive Committee. Such co-opted members shall be allowed to participate in the discussions, but they shall not have voting rights;

11.4.8 It shall have authority to enter into any transactions and to execute any contract in the name and on behalf of the Congress subject to such directions and instructions as the ordinary or extraordinary Congress may from time to time issue;

11.4.9 It shall prepare a report of its work for submission to the Congress of Delegates. Any amendments to the Standing orders of the Nation Congress of Delegates and the National Executive Committee shall be contained in the report of the Union;

11.4.10 It shall appoint ad hoc committees to deal with particular questions that may arise from time to time;

11.4.11 Each member shall have one vote. A majority vote shall carry any resolution. In the event of a tie in the vote, the President shall be entitled to exercise a casting vote;

11.4.12 It shall direct all strategies and tactics for bargaining and negotiations.

11.5 TENURE OF OFFICE

11.5.1 An elected National Executive member shall not hold one office for more than 2 consecutive terms of 5 years each.

11.5.2 Retiring executives who served two 5-year mandates shall observe a cooling period of at least 1 year;

ARTICLE XII: THE SECRETARIAT

- 12.1** The Secretariat of the GTU shall consist of staff as may be prescribed from time to time by the GTU NEC and approved by MTR/NDC. It shall be headed by the General Secretary (appointed) and shall have units/departments to support its operations.
- 12.2** The Secretariat shall exercise such functions and powers vested in the National Executive Committee (NEC) as the NEC may delegate to it and shall, subject to the authority and directions of the National Executive Committee (NEC), be responsible for the day to day administration of the Union.

ARTICLE XIII: FUNCTIONS OF OFFICERS

The Union shall have the following officers elected to serve for a period of five (5) years:-

13.1 PRESIDENT

- 13.1.1 The President shall preside at all meetings of the National Executive Committee. He/she shall maintain order and decorum;
- 13.1.2 He/she shall in conjunction with the National Treasurer and General Secretary sign cheques and documents for and on behalf of the Union.
- 13.1.3 In the absence of the President and the Vice President the National Executive Committee shall have power to elect one of its members present at a meeting to conduct the business of that meeting.

13.2 VICE PRESIDENT

The Vice President shall chair the Professional Development, Planning and Research Sub Committee.

- 13.2.1 S/he shall assist the President in the execution of his/her duties;
- 13.2.2 As may be directed by the President, the Vice President shall assume his/her functions in an event he/she is out of the country or is unable to act.

13.3 GENERAL SECRETARY

13.3.1 He/she shall devote his/her time to the business of the Union and the National Executive Committee and shall be the Principal Executive Officer of the Union and head of administration at the Secretariat of the Union. He/she shall be responsible to execute the decisions of Congress and the National Executive Committee

13.3.2 He/she shall submit to the Congress, and when directed to do so by the National Executive Committee, a report on activities of the Union.

13.3.3 He/she shall be provided with all necessary personnel, transport, office accommodation and equipment and all other relevant facilities for conducting the business of and by the Union and the National Executive Committee

13.3.4 He/she shall be duty bound, be responsible, subject to the provision of these Rules and By-Laws, for the financial books and for the good administration of the funds of the Union in conjunction with the Treasurer and in accordance with the decisions of the Union and of the National Executive Committee.

13.3.5 He/she shall edit the Union Newsletter or Magazine or any information for publicity.

13.3.6 He/she should see or have a copy of a running file and as far as possible sign all correspondence emanating from the Union headquarters. He/she shall be ex-officio member of the National Executive Committee and shall be engaged when possible on the full-time basis and paid a salary determined and agreed upon by the National Executive Committee. He/she shall keep a record of the minutes of the Union, deal with correspondence and in consultation with the President make arrangements for meetings.

13.3.7 He/she shall, together with the President and National Treasurer, be a signatory to all cheques and documents on behalf of the Union.

13.4 NATIONAL TREASURER

13.4.1 The National Treasurer shall be the authorizing officer and shall be a signatory to all GTU Accounts.

13.4.2 He/she shall ensure that Union expenses are done in accordance to the Finance Policy and are kept within the approved budget.

13.4.3 He/she shall report on the Finances of the Union during NEC meetings.

13.4.4 He/she shall regularly inspect the books of accounts of the Union to ensure that the necessary books of account are kept and up to date.

13.4.5 He/she shall be the Chairperson of the Finance and Budget Subcommittee

13.4.6 He/she shall report on the finances of the Union on behalf of the NEC to the MTRDC/National Delegates Congress.

13.5 REGIONAL COMMITTEE CHAIRPERSONS

13.5.1 S/he shall coordinate and monitor GTU activities at the Regional level.

13.5.2 S/he shall report on the activities of Regions at REC and during NEC meetings.

13.5.3 S/he shall hold committee meetings at least once in every four months.

13.5.4 S/he shall provide quarterly narrative and financial report to the NEC through the Secretariat

13.5.5 S/he shall report to the Regional Delegates Congress.

13.5.6 S/he shall draw action plan indicating quarterly planned activities for regional operations and access to regional votes.

13.6 NEC SECRETARY

S/he shall take minutes of all NEC meetings and Congress Proceedings and submit to the Office of the GS for further actions

Assist the President in developing write-ups

ARTICLE XIV: ORGANS OF GTU

The GTU shall have the following organs:-

- a. The GTU Women's Wing (GTUWW)
- b. The GTU Cooperative Credit Union (GTUCU)
- c. Any other organ the NEC deems necessary to create.

14.1 THE GTU WOMEN'S WING (GTUWW)

The GTU Women's Wing (GTUWW) shall encourage the active participation of the female members of GTU.

14.1.1 It shall address issues pertaining to female members;

14.1.2 It shall have an Executive Committee with the Female Vice President, the General Secretary or his/her deputy and Desk Officer as Ex-Officio members

14.1.3 It shall elect its Executive members – a Chairperson, Vice Chairperson/ Secretary and Treasurer at a Caucus to be held at the National Delegates Congress;

14.1.4 It shall report to the NEC and to the National Delegates Congress on its activities and operations.

14.1.5 The GTUWW shall remain an organ of the GTU but it shall have its own Bye-laws to provide legal guidance for its operations in conformity with the spirit of the GTU Constitution

14.1.6 The Chairperson shall have a sitting and voting right on the NEC

14.1.7 It shall have a Regional Representative in each of the regions who shall be elected during the Regional Delegates Congress at a Women's Caucus. She shall be a member of the GTUWW Executive Committee.

14.1.8 Its Regional Representative shall serve as a sitting and voting member of the respective Regional Executive Committee

14.1.9 Its Executive Committee shall report to the NEC for its activities and operations through the Chairperson

14.1.10

14.2 THE GTU CO-OPERATIVE CREDIT UNION (GTUCCU)

The GTU shall form a Co-operative Credit Union for its members. Membership of the Credit Union is contingent upon one being a fully paid up member of GTU.

14.2.1 It shall save for its members each month the agreed sums as per the requirements of the GTU Credit Union

14.2.2 The Chairperson and General Manager shall have sitting and voting rights on the NEC

14.2.3 Its Board of Directors shall report to the NEC for its activities and operations through the Chairman.

14.2.4 It shall remain an organ of the GTU but it shall have its own bye-laws to provide legal guidance for its operations in conformity with the spirit of the GTU Constitution;

14.2.5 Its Regional Representative shall serve as a Sitting and Voting Member of their respective Regional Executive Committee

ARTICLE XV: AFFILIATION

The GTU shall be affiliated to organizations with similar objectives that NEC deem necessary.

ARTICLE XVI: AMENDMENTS

16.1 This Constitution, or any part thereof, may be amended by the MTRD/NDC upon passing a special resolution to that effect supported by two-thirds of paid up members of present and voting.

16.2. For the avoidance of doubt, the quorum for the meeting at which the motion for amendment is to be tabled shall not be less than two-thirds of all the paid up GTU members present.

16.3 Any member may propose an amendment of the Constitution or any part thereof by a notice to serve on by the President at least one (3) month before the meeting at which it is proposed to move the motion.

16.4 in the case of the Congress Task Team (CTT), all such proposals shall be presented to the NEC prior to the meeting at which it is intended to be presented

ARTICLE XVII: DISSOLUTION

17.1 GTU may be dissolved by a resolution supported by $\frac{3}{4}$ of the representatives of the eligible voters of a properly constituted National Delegates Congress.

17.2 The properties of the GTU shall irrevocably be dedicated to educational purposes and no part of the net income or assets of the Union shall be used to the benefit of any Executive Committee Member or officer, GTU member or any private person.

17.3 Upon the dissolution of the Union, its assets after the payment of all the debts and liabilities shall be distributed to not-for-profit (charity) organization operated exclusively for educational development purposes.

ARTICLE XVIII: MISCELLANEOUS

18.1 All matters, which are not specifically provided for in this Constitution, shall be dealt with in accordance with the powers vested in the National Executive Committee and the MTRD/NDC.

18,2 This constitution was revised for the GTU by the CTT in consultations with the NEC as indicated by the signatures below:

APPENDIX “1”: CODE OF ETHICS

PREAMBLE

We professional educators of The Gambia, affirm our belief in the worth and dignity of human kind. We recognize the supreme importance of the pursuit of truth, the encouragement of scholarship, and the promotion of democratic citizenship. We regard as essential to these goals the protection of freedom to learn and to teach and the guarantee of equal educational opportunity for all. We affirm and accept our responsibility to practice our profession according to the highest ethical standards.

We acknowledge the magnitude of the profession we have chosen, and engage ourselves, individually and collectively to judge our colleagues and to be judged by them in accordance with the applicable provisions of our Code of “Ethics.

PRINCIPLE I

1 Commitment To The Student

We measure success by the progress of each student towards achievement of his/her maximum potential. We therefore work to stimulate the spirit of inquiry, the acquisition of knowledge and understanding, and the thoughtful formulation of worthy goals. We recognize the importance of co-operative relationships with other community institutions, especially the home.

In fulfilling our obligations to the student, we shall:-

- 1.1** Deal justly and considerately with each student;
- 1.2** Encourage the student to study varying points of view and respect his/her rights to form his/her own judgment;
- 1.3** Withhold confidential information about a student or his/her home unless we deem that its release serves professional purpose, benefits the student, or is required by law;
- 1.4** Make discreet use of available information about the student;
- 1.5** Conduct congress with or concerning students in an appropriate place and manner;
- 1.6** Refrain from commenting unprofessionally about a student or his/her home;
- 1.7** Avoid exploiting our professional relationship with any student;

- 1.8 Tutor only in accordance with officially approved policies;
- 1.9 Inform appropriate individuals and agencies of the student's educational needs and assist in providing and understanding of his/her educational experience;
- 1.10 Seek constantly to improve learning facilities and opportunities.

PRINCIPLE II

2 Commitment To The Community

We believe that patriotism in its highest form requires dedication to the principles of our democratic heritage. We share with all other citizens the responsibility for the development of sound policies. As educators, we are particularly accountable for participating in the development of educational programmes and policies and for interpreting them to the public.

In fulfilling our obligations to the community, we:

- 2.1 Share the responsibility for improving educational opportunities for all;
- 2.2 Recognize that each educational institution may have a person authorized to interpret its official policy;
- 2.3 Acknowledge the right and responsibility of the public to participate in the formulation of educational policy;
- 2.4 Shall evaluate through appropriate professional procedures conditions within a district or institution of learning, make known serious deficiencies, and take any action deemed necessary and proper;
- 2.5 Shall use educational facilities for intended purposes consistent with applicable policy, law and regulation;
- 2.6 Shall assume full political and citizenship responsibilities, but refrain from exploiting the institutional privileges of our professional positions to promote political candidates of partisan activities;
- 2.7 Shall protect the educational programme against undesirable internal and external infringement

PRINCIPLE III

3 Commitment To The Profession

We believe that the quality of the services of the education profession directly influences the future of the nation and its citizens. We shall therefore exert every effort to raise educational standards, to improve our service, to promote a climate in which the exercise of professional judgment is encouraged and to achieve conditions which attract persons worthy of the trust to careers in education. Aware of the value of united effort, we shall contribute actively to the support, planning and programmes of our professional organizations.

In fulfilling our obligation to the profession, we:

- 3.1** Recognize that a profession must accept responsibility for the conduct of its members and understand that our own conduct may be regarded as representative;
- 3.2** Shall participate and conduct ourselves in a responsible manner and the development and implementation of policies affecting education;
- 3.3** Shall co-operate in the selective recruitment of prospective teachers and in the orientation of student teachers, and those colleagues new to their positions;
- 3.4** Shall accord just and equitable treatment to all members of the profession in the exercise of their professional rights and responsibilities, and support them when unjustly accused or mistreated;
- 3.5** Shall refrain from assigning professional duties to non-professional personnel when such assignment is not in the best interest of the student;
- 3.6** Shall provide, upon request a statement of specific reasons for administrative recommendations that lead to the denial of increments, significant changes in employment, or termination of employment;
- 3.7** Shall refrain from exerting undue influence based on the authority of our positions in determining professional decisions;
- 3.8** Shall keep the trust under which confidential information is exchanged;
- 3.9** Shall make appropriate use of time granted for professional purposes;
- 3.10** Shall interpret and use the writing of other and findings of educational research with intellectual honesty;

- 3.11** Shall maintain our integrity when dissenting by basing our public criticism of education valid assumptions as established by careful evaluation of facts or hypotheses;
- 3.12** Shall present honestly our professional qualifications and identify ourselves with reputable educational institutions;
- 3.13** Shall respond accurately to request for evaluations of colleagues seeking professional positions;
- 3.14** Shall provide applicants seeking information about a position with an honest description of the assignment, the conditions of work and related matters;

APPENDIX “2”: STANDING ORDERS

The GAMBIA TEACHERS UNION **2014 National Delegates Congresses** **Standing Orders**

A. Preamble

- 1 The Congress Task Team (CTT) shall provide technical and policy guidance on all matters related to Congress and its attendant issues.
- 2 The ruling of the President (Chair) on any question related to the Standing Orders or on points of order or explanation shall be final. For any dissenting views to be honoured, at least seven congress delegates must challenge the President’s decision with 2/3s of the delegates present voting against the Chair’s ruling;
- 3 The Chair may invite non-members, prospective members, GTUWW & CCU Executive and Board members and Full Time Officers of the Union to attend as observers;
- 4 Smoking is not permitted within the congress premises.

B. Notice

- 5 Delegates Congress notices shall be sent through Regional Executive Committees (RECs), GRTS and/or the Print Media for publicity;
- 6 The Agenda for the NDC shall include:

*** DAY 1**

- .a. Prayers
- .b. Ascertainment of quorum and apologies
- .c. Opening ceremony
 - .c.1. Introduction of GTU President by MC
 - .c.2. Welcome Address by President
 - .c.3. Fraternal Messages
 - .c.4. Statement (PS, MoBSE)
 - .c.5. Key Note Address (VC)
 - .c.6. Vote of Thanks and Announcements
(Delegates)
- .d. Presentation of Reports/Delegates Forum

- .d.1. Discussions on General Secretary's Activity Report
- .d.2. Discussions on President's Progress Report
- .d.3. Discussions on National Treasurer's Financial Report
- .e. Presentation of Candidates and Reading of Manifestoes
- .f. Socialization and Campaigns

* **DAY 2**

- .a. Prayers
- .b. Presentations of the Draft Resolutions and Constitutional Amendments
- .c. Lunch
- .d. Dissolution of NEC
- .e. Elections and Declaration of Results (IEC)
- .f. Acceptance Speech (President-elect)
- .g. Departure Formalities (FAO)

C. Voting

- 7 The NDC delegation is open only to Elected School Representatives (by their respective Regional Congresses) as prescribed by the GTU Constitution, all Regional Executive Committee Chairs, GTUWW/CCU Regional Reps, GTU MoBSE Focal Persons (Regional and HQs) and NEC members. The staff shall have no voting rights.
 - The size of the Regional delegation shall be as follows
 - Regions 1 & 2, 30 delegates each with at least 11 females (each)
 - Regions 3 to 6, 20 delegates each with at least 7 females (each)
- 8 In the event of votes being equal the Chairman shall have a casting vote.
- 9 No resolutions passed by the Congress shall be rescinded or amended at the same meeting at which it was passed, except with the consent of two-thirds majority of congress members present and voting.
- 10 Voting of NEC officials shall be by secret ballot for all the business of the National Delegates Congress unless otherwise decided by two-thirds of Congress members present and voting.

11 Candidates shall be nominated as prescribed;

D. Motion

12 Only Delegates and members of NEC shall take part in voting;

13 The Quorum for the NDC is 100 delegates. If the meeting is inquorate, the CTT Chairman/Committee in consultation with the General Secretary shall advise the President on what to do next;

14 Any proposal moved, that is, put forward, for adoption by a meeting is a "motion". The process by which a motion becomes a "resolution" depends on whether decisions are agreed by consensus or by determining the majority view. Decisions shall be favoured by a majority view. If a majority is in favour of a motion, it is "carried" thus forming a resolution. That is, the meeting has resolved to take the point of view and/or course of action detailed in the motion

15 A meeting shall not make decisions whilst it is inquorate. The Chair may suspend business until the quorum is re-established or close the meeting

16 Motions should normally be submitted in writing to the CTT through the General Secretary. Notice of motions and business items from regions shall be sent to the office of the General Secretary not later than the date specified by the CTT;

17 Emergency motions may be included after the opening of the Congress subject to the approval of the 1/3 majority of Congress members present and voting;

18 Every motion or amendment at the Congress must be proposed and seconded by members present at the meeting;

19 Once moved and seconded, motions and amendments may only be withdrawn with the consent of the meeting;

20 When an amendment to a motion is moved, no further amendments shall be discussed until the first amendment is disposed of. However, notice of the wording of any further amendments must be given before the first amendment is put to the vote;

21 If an amendment is adopted, the amended motion becomes the substantive motion. After all amendments have been disposed of, the surviving proposition may be put to the vote;

- 22 The mover of the original motion shall be allowed 3 minutes to move and 3 minutes for a “right to reply” to arguments raised against the motion; Other members may speak once on the motion, for 2 minutes, and once on each amendment, for 2 minutes. The mover of the amendment shall be allowed 3 minutes and has no right of reply;
- 23 The Chair shall call a vote immediately after the mover has had the right to reply and no further discussions shall be allowed;
- 24 Speakers should start by stating whether they are speaking in support or against the motion or amendment in question;
- 25 The General Secretary or his/her representative shall at all appropriate times have the right to speak on matters of policy
- 26 Any delegate may for stated purposes move the suspension of the Standing Orders. This motion on being seconded shall be forthwith put to the Congress without debate or amendment and if two-thirds of the delegates present vote in favour thereof, the suspension moved shall immediately take effect. In such instances, the Chairperson shall have the prerogative to preside over the congress,
- 27 The Chairperson reserves the right to suspend any delegate who in his/her opinion misconduct himself/herself and thereby stifling the smooth working order of the Congress Agenda;

RATIFIED THIS 29TH DAY OF AUGUST 2014 AT PAADISE SUITES HOTEL