

UCC CLASS OF 94 ASSOCIATION



WELFARE BENEFITS BYLAWS

**WELFARE BENEFITS BYLAWS
OF THE
UCC CLASS of '94 ASSOCIATION**

1.0 PREAMBLE

In pursuant to Article III, Section 3.4.2 of the UCC Class of 94 Association Constitution (hereafter referred to as the Constitution), this Bylaw hereby presents the benefits that are available to all members.

2.0 QUALIFICATIONS

To qualify for benefits, a person shall be expected to meet all requirements of membership and be of good standing, as declared in Article III, Section 3.1 and 3.4 of the Constitution.

3.0 INTERPRETATIONS

For the sake of understanding, the Association shall recognize the following interpretations.:

3.0.1 *Member*: Any person who meets all the requirements of Article III of the Constitution.

3.0.2 *Bereaved Member*: A member who has lost an immediate family member.

3.0.3 *Deceased Member*: A member who has passed away.

3.0.4 *Immediate Family Members*: Comprise of ...

- (a) Spouse (Husband or wife)
- (b) Parent (Father or mother)
- (c) Children

3.1.5 *Next of Kin*: Any person designated on the Membership/Welfare Form to play the role in the absence of the member.

4.0 MEMBERSHIP/WELFARE FORM

In order to enjoy all benefits, all members of the Association shall complete a Membership/Welfare Form to provide biographical information and also to declare the following necessary information:

- (a) Name of Spouse.
- (b) Name of Parents.
- (c) Names of children*
- (d) Name of Next of Kin (Provide full address and telephone numbers)

**Even though members are required to provide the names of all their children, it is hereby determined that only two children shall be eligible for the sake of enjoying benefits.*

5.0 INFORMING THE ASSOCIATION

A member seeking to inform the Association of any welfare situation must do so IN WRITING to the Welfare Officer through any member of the Association.

- 5.0.1** The Welfare Officer shall duly inform the Executive Committee for the necessary decision to be taken.
- 5.0.2** As stated in the Constitution, the Welfare Officer shall be responsible for the implementation of these Byelaws, and in consultation with the Executive Committee.
- 5.0.3** In the event of the passing of a member, the Next of Kin or any family member shall duly inform any member of the Association. That member shall duly inform the Welfare Officer.

6.0 BENEFITS

The following defines the benefits available to members.

6.1 Death of an Immediate Family Member.

- 6.1.1** A member shall be paid the following, in the event of the death of a:
 - i. Spouse, an amount of GH¢2000.00
 - ii. Parent, an amount of GH¢2,000.00
 - iii. Child, an amount of GH¢2,000.00
- 6.1.2** In addition to the specified donations, the Association shall also provide, and present customary drinks as follows:
 - i. 2 cartons Soft Drinks
 - ii. 10 cartons/boxes of Water
 - iii. In lieu of the drinks, a cash donation at the prevailing price of the item may be made.

6.2 Sickness

- 6.2.1** It shall be the responsibility of the Association to seek the absolute welfare of its members when they fall ill.
- 6.2.2** The Executive Committee shall keep track of such situations and provide every necessary support.
- 6.2.3** In the event of a member's hospitalization or extended period of recuperation, the Association shall delegate a Team to visit the member.
 - i. The Team shall assess and evaluate the member's condition and make the necessary recommendation to the general membership.
 - ii. A donation, not exceeding GH¢2000.00, shall be made to the sick member to help cover some of his/her hospital expense and immediate needs
 - iii. As much as possible, the member him/herself shall determine the recipient of this donation.

- iv. If the sick member is unable to communicate, then his/her Next of Kin (as shown on his/her declared Membership/Welfare Form) shall receive the donation.
- v. If the Next of Kin is not available, the Executive Committee, shall appoint a caretaker team to help the sick member convalesce.

6.2.4 The Association shall endeavor to ensure that any member who falls into such a condition ends up in absolute dignity. **WE SHALL NEVER NEGLECT A SICK MEMBER.**

6.3 Transportation to the Motherland/Hometown

6.3.1 If a sick member with a terminal condition, and who very much depends on the Association, expresses the wish to go home to the motherland/hometown before the worse happens, then the Association shall raise funds to provide transportation and other incidentals for the sick member to reach home safely.

6.3.1 In such a situation, the Executive Committee shall determine the needs and members shall make contributions to undertake this venture.

6.4 Deceased Member

6.4.1 In the event of the death of a member, the Association shall attend and actively participate in all the funeral arrangements.

6.4.2 The Association shall provide the following to the immediate family members of the deceased member:

- i. A wreath
- ii. An amount of GH¢5,000.00
- iii. 2 cartons Soft Drink
- iv. 10 cartons/boxes of Water

7.0 CONTRIBUTIONS OF MEMBERS TOWARDS BENEFITS.

7.0.1 Each member shall be required to make the following minimum contributions towards:

(1)	Bereavement of a member	GH¢50.00
(2)	Support and comfort to the sick/terminally ill member	GH¢100.00
(3)	Death of a member	GH¢50.00
(4)	Death of a member, where spouse is also a member	GH¢100.00
(5)	Other benefits	GH¢20.00

7.0.2 All amounts over and above the recommended donations as above will be deposited into the Association's account.

7.0.3 All contributions are subject to periodic review and changes by the Executive Committee.

7.0.4 The General Assembly shall approve any such changes before implementation.

8.0 FINANCIAL COMMITMENT

8.0.1 Without the approval of the Executive Committee, no member shall commit the Association to any expenditure exceeding GH¢200.00.

8.0.2 Receipts covering such expenses shall be presented to the Financial Secretary/Treasurer for reimbursement in an expedited manner.

9.0 PETTY CASH

A petty cash to fund incidentals shall be kept by the Financial Secretary, to support the Welfare Officer perform his/her duties.

9.0.1 Petty cash not exceeding GH¢500.00 (Five Hundred GH Cedis).

9.0.2 Reimbursements to Petty Cash shall be done after an audit check.

10.0 ENTERTAINMENT

The Association shall host the following events/activities

10.1 Homecoming

Homecoming shall be held bi-annually

- i. The Association shall on such occasions raise funds for funds for such an event.

10.2 Get-Togethers/Parties/Weddings

12.2.1 A member may host the Association to a Get-together or Party at a place and time of their choosing.

- i. The Invitation shall be in writing through the Executive Committee.
- ii. The Invitation should be received at least four weeks prior to the occasion.

10.2.1 If the invitation is not in writing it will be deemed as a personal invitation to individual members.

11.0 ATTIRE FOR SOCIAL FUNCTIONS

11.0.1 The Association may produce its own specially designed cloth(s) to be used as Association attire for special occasions.

11.0.2 In addition, the Association shall have Polo T/shirts (colors will be determined by members) with the Association logo printed/embossed on them.

11.0.3 For all presentations and/or donations to be made at Funerals, Parties or other Ceremonies, members will be required to wear their Association attire, unless otherwise agreed upon.

11.0.4 Alternatively, a select group may be delegated to make such presentations or donations while wearing the Association attire.

12.0 FUNDRAISING ACTIVITIES


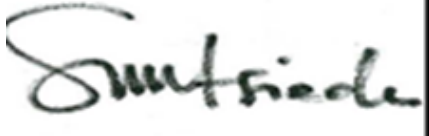

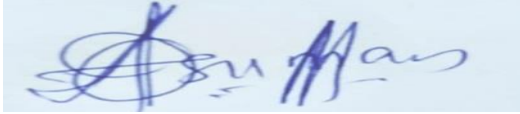


12.0.1 The Executive Committee and shall undertake fund raising and other activities deemed to be in the interest of the general membership to support the welfare activities of the Association.

12.1 Whenever a welfare need arises, the Welfare Officer and the Financial Secretary shall ensure that members contribute towards the funds needed.

CERTIFICATE

The undersigned, being the Chair and members of the Welfare ByLaws Drafting Committee hereby certify that this Constitution of the University of Cape Coast Class of 94 Association was duly adopted by the members at their meeting held on the 26th day of July, 2020.

Signed on this 2nd. day of August 2020.

	
Prof. Alex. Kobina Armoo	Dr. Emelia Amoako Asiedu
[Chair, Constitution Committee]	[Member, Constitution Committee]
	
Ms. Veronica Dekoladenu	Mr. Mohadeen Osuman, Esq
[Member, Constitution Committee]	[Member, Constitution Committee]
	
Mr. Shamsuddeen Yunus Iddris,	Mr. Philip Cobbina
[Member, Constitution Committee]	[Member, Constitution Committee]