

THE AIKO ADADE FOUNDATION

THE CONSTITUTION

Date Prepared	January 2023
Review Frequency	2 years
This document shall be reviewed every two (2) years by the Executives of the Aiko Adade Foundation. It shall not be deleted, altered or amended outside of the review period except deemed extremely necessary by Executives of the Foundation and approved by same.	

Rev. No.	Review Date	Prepared By	Approved By	Sign
001	23/02/2025	Secretary	Director	
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This table must be completed at the end of every review process to keep track of changes and period within which they were made.



INTRODUCTION

The Aiko Adade Foundation, dedicated to advancing responsible dog ownership, eradicating rabies, and enhancing community well-being in Ghana, establish this Constitution to guide our actions, governance, and operations.

ARTICLE 1: NAME

The name of the organisation shall be **The Aiko Adade Foundation**, hereinafter referred to as “the Foundation.”

ARTICLE 2: LEGAL STATUS

The Foundation is established as a non-profit, non-membership, and non-governmental organisation with perpetual succession. It shall exist independently of any political, religious, or commercial affiliation.

ARTICLE 3: REGISTERED OFFICE

The registered office of the Foundation shall be located at 14 Okang Mensah Avenue, Nmaidzorn in the Adenta District of the Greater Accra region as determined by the Board of Trustees, and may be changed in accordance with applicable laws and regulations.

ARTICLE 4: VISION

To be a driving force in advancing responsible dog ownership and enhancing community well-being in Ghana by delivering accessible veterinary care, educational outreach, and essential social services.

ARTICLE 5: MISSION

Our mission is to help eradicate rabies in Ghana through comprehensive education, outreach, and community engagement, pet vaccinations, promoting responsible pet ownership and public health.

ARTICLE 6: OBJECTIVES

The Foundation's objectives include:

1. To conduct nationwide rabies vaccination campaigns aimed at preventing the spread of rabies and protecting public health.
2. To implement school-based education and awareness programmes that foster knowledge and compassion towards animals and promote disease prevention.
3. To provide accessible veterinary care and distribute credible information regarding animal health and responsible pet ownership.
4. To foster community engagement through outreach initiatives that build understanding and participation in animal welfare and public health.
5. To advocate for public health policies that promote responsible pet ownership and control of zoonotic diseases.
6. To develop strategic partnerships with national and international stakeholders, including government agencies, NGOs, and private sector entities to advance the Foundation's mission.

ARTICLE 7: PROGRAMME AREAS

To give effect to its objectives, the Foundation shall establish and operate the following programmatic areas, each of which may be implemented independently or in coordination with others, as the Board of Trustees may determine:

1: Rabies Control and Elimination Programme

- 1.1 The Foundation shall coordinate and implement nationwide rabies vaccination campaigns targeting domestic and stray animal populations.
- 1.2 It shall collaborate with public and private veterinary institutions to expand vaccination coverage, especially in high-risk and remote areas.
- 1.3 The Foundation shall undertake monitoring, data collection, and reporting to support national rabies elimination targets and international standards.

2: School-Based Education and Awareness Programme

2.1 The Foundation shall disseminate educational materials on rabies prevention, animal welfare, and responsible pet ownership for use in schools.

2.2 It shall utilise the channel of teachers, peer educators, and community volunteers to deliver animal health education in formal and informal settings.

2.3 The programme shall leverage school clubs, community theatres, and media content to reach children and youth with life-saving information.

3: Veterinary Care and Public Information Programme

3.1 The Foundation shall provide affordable and accessible veterinary care services, including mobile outreach clinics in underserved communities.

3.2 It shall maintain a comprehensive information system for the public, including hotlines, online platforms, and printed materials, on veterinary services and disease prevention.

3.3 The programme shall work to reduce preventable animal suffering and curb the spread of zoonotic diseases through timely interventions.

4: Community Outreach and Engagement Programme

4.1 The Foundation shall organize public forums, house-to-house campaigns, radio discussions, and community events to raise awareness and solicit local input.

4.2 It shall partner with local leaders, traditional authorities, youth and women's groups, and civil society to build grassroots ownership of animal health and public safety initiatives.

4.3 The programme shall use participatory methodologies to ensure that interventions are culturally appropriate and sustainable.

5: Policy Advocacy and Legal Reform Programme

5.1 The Foundation shall advocate for public health policies and legal frameworks that promote responsible pet ownership, animal welfare, and rabies elimination.

5.2 It shall engage in dialogue with policymakers, regulators, and sector stakeholders, providing technical expertise and public health data to inform legislation.

5.3 The Foundation shall monitor the implementation of relevant laws and policies and support enforcement through strategic litigation, civic education, and policy briefs.

6: Partnership and Stakeholder Engagement Programme

6.1 The Foundation shall develop and maintain partnerships with governmental bodies, non-governmental organizations, academic institutions, and donor agencies at national and international levels.

6.2 It shall enter into memoranda of understanding, project agreements, and collaborative initiatives to enhance capacity and resource mobilization.

6.3 The Foundation shall actively participate in relevant networks and platforms that support its mission and programmatic goals.

7: Media and Strategic Communications Programme

7.1 The Foundation shall operate a robust media and communications strategy to raise visibility, share knowledge, and influence public attitudes.

7.2 It shall utilise print, radio, television, online, and social media to promote its campaigns, educate the public, and counter misinformation.

7.3 The programme shall support the production of content, including documentaries, public service announcements, interviews, and educational series, aligned with the Foundation's objectives.

ARTICLE 8: FOUNDATIONAL VALUES

The Foundation shall be guided by the following values, which shall inform its governance, programmes, partnerships, and day-to-day operations:

1. Compassion and Animal Welfare: The Foundation shall promote the humane treatment of animals, recognizing the interdependence of animal and human health.

2. Community Ownership and Participation: The Foundation shall place communities at the centre of its work, encouraging grassroots participation and empowering individuals and groups to become agents of change.

3. Transparency and Accountability: The Foundation shall conduct its affairs with integrity, openness, and responsibility to its stakeholders and the public.

4. Collaboration and Partnership: The Foundation shall actively seek strategic partnerships at the local, national, and international levels to enhance the effectiveness, reach, and sustainability of its programmes.

5. Public Health and Safety: The Foundation shall recognize the critical link between human and animal health and work to safeguard both through integrated “One Health” approaches.

6. Effective Communication and Media Engagement: The Foundation shall utilize traditional, digital, and social media platforms to disseminate information, influence public attitudes, and advocate for behavioural change in support of its mission.

ARTICLE 9: GOVERNANCE STRUCTURE

9.1 The Foundation shall be governed by the following organs:

Board of Trustees

Executive Management

Advisory Council (Optional)

9.2 Board of Trustees

a) The Board shall be the highest decision-making and policy-setting body of the Foundation.

b) The Board shall consist of not fewer than three (3) and not more than nine (9) members.

c) Trustees shall serve for a renewable term of three (3) years.

d) The Board shall have the power to:

Set strategic direction and approve policies;

Appoint and supervise the Executive Director;

Approve annual budgets and financial reports;

Ensure the Foundation’s compliance with laws and regulations;

Amend the Constitution in accordance with Article 10.

9.3 Executive Management

The day-to-day operations of the Foundation shall be managed by an Executive Director, appointed by the Board of Trustees.

The Executive Director shall:

Implement the Foundation's policies and programmes;

Manage staff and resources;

Prepare reports and plans for Board review;

Represent the Foundation in dealings with partners and stakeholders.

9.4 Advisory Council (Optional)

The Board may establish an Advisory Council composed of experts and stakeholders to provide guidance and technical support on specific issues related to the Foundation's work.

ARTICLE 10: POWERS OF THE FOUNDATION

The Foundation shall have the power to:

Enter into contracts and agreements;

Receive grants, donations, and other contributions;

Own, lease, and manage property;

Employ personnel and engage consultants;

Collaborate with local and international entities;

Organize public events, seminars, and campaigns aligned with its objectives.

ARTICLE 11: FINANCIAL MANAGEMENT

1. The Foundation's income shall be derived from donations, grants, fundraising activities, and other lawful sources.
2. All income and property shall be used solely for the promotion of the Foundation's objectives and not for the personal benefit of any individual.
3. Proper books of account shall be maintained, and annual financial statements shall be audited by a qualified auditor appointed by the Board.

ARTICLE 12: MEETINGS OF THE BOARD

1. The Board of Trustees shall meet at least twice a year.
2. Special meetings may be convened by the Chairperson or upon request of at least one-third of the Trustees.
3. A simple majority of Trustees present shall constitute a quorum.
4. Decisions shall be made by majority vote, and in the event of a tie, the Chairperson shall cast the deciding vote.

ARTICLE 13: DISSOLUTION

In the event of dissolution, the Foundation's assets shall, after satisfaction of all liabilities, be transferred to another non-profit organization with similar objectives, as approved by the Board and in accordance with applicable law.

ARTICLE 14: AMENDMENTS TO THE CONSTITUTION

This Constitution may be amended by a resolution passed by two-thirds (2/3) of the Board of Trustees, provided that notice of the proposed amendment has been circulated to all members of the Board at least 21 days prior to the meeting.

ARTICLE 15: INTERPRETATION

In the event of any ambiguity or dispute regarding the interpretation of this Constitution, the decision of the Board of Trustees shall be final and binding.



Adopted on: 30th January, 2023

