

GHANALIBRARYASSOCIATION

FOUNDED 1962

**Registered under the Professional Bodies Decree NRCD 143 of
1973 with Registration No. PB 21 dated 2nd August 1986**

CONSTITUTION

&

GUIDELINES FOR ACCREDITATION

CERTIFICATION OF MEMBERS

AUGUST 2006

APPROVED REVISED CONSTITUTION OF THE GHANA LIBRARY ASSOCIATION

1. NAME

The name of the Association shall be the Ghana Library Association.

2. OBJECTS

The objects of the Association shall be

- I. To ensure the maintenance of a high standard of professional practice and conduct;
- II. To promote and safeguard the professional interest of librarians;
- III. To encourage personal development and research into librarianship;
- IV. iv. To be instrumental in promoting the establishment and development of library and information services, bibliographical work and library co-operation;
- V. To unite all Librarians and Institutions in Ghana interested in libraries and librarianship.

3. INTERPRETATION

In interpreting the Constitution and Bye-laws, except where the context otherwise requires:-

Words in the masculine gender include the feminine, the singular includes the plural and the plural includes the singular.

"Paid-up Member" means any member whose subscriptions, as laid down in the bye-laws are fully paid up to 31st December immediately preceding the current financial year.

"Voting Member" means any paid up member or student member or an accredited representative of any paid up institutional member.

"Financial Year" means the period between 1st January and 31st December, both dates inclusive.

4. MEMBERSHIP

The Association shall have mainly three categories of membership: Professional members
Non-professional members Institutional Members

4.1. PROFESSIONAL/NON-PROFESSIONAL MEMBERS:

4.1.1 Professional, non-Professional membership registration shall be made up of:

- I. Fellow.
- II. Chartered member,
- III. Associate member.
- IV. Student member,
- V. Retired member.
- VI. Life member.

A requirement for each category of membership is found in Section 5 of the Guidelines for Accreditation and Certification of Members.

4.2 ORDINARY MEMBERS

Any person not in the outlined categories and institutions and interested in library service or librarianship may apply to Council for membership.

5. DISCIPLINE

5.1. Professional Conduct

Every member is required to uphold the reputation of the Association and the dignity of the profession.

A Professional member is required to observe the Code of Ethics and act in strict fiduciary manner towards his clients and employers and towards any others with whom his work is connected. The Association may make, amend and rescind rules to be observed by members with regard to their conduct in any respect, which may be relevant to their position as members of the Association.

5.2. Expulsion

The Council may, by the votes of not less than four fifths of the members present, remove from the Register the name of any member who shall opinion of the Council, shall have been guilty of such conduct as shall render him unfit to continue to belong to the Association. Provided that before taking such action the Council shall afford such member the opportunity of appearing before the Council or making representatio6 to it in writing.

6. COUNCIL

The governing body of the Association shall be the Council, which shall have power to act on behalf of the Association, in all matters except those reserved in the constitution, to members at an Annual or Special General Meeting.

6.1. COMPOSITION OF COUNCIL

The Council shall consist of:

The President

Vice-President

Immediate Past President

Secretary

Treasurer

Seven Ordinary Members two of whom shall be para- professionals

Branch or Section as provided by the Bye-laws of the Branch or Section concerned. N

6.2. Casual vacancies among the National Councillors shall be filled by the Council, by co-option. A casual vacancy among Branch Sectional Councillors shall be filled as laid down in the Bye-laws of the Branch concerned.

6.3. Any decision of the Council may be overruled by two-thirds majority of the members present, at any Annual or Special General Meeting.

6.4. Ordinary meetings of the Council shall be held at least three times in each financial year.

6.5. A special Council meeting shall be called by the Hon. Secretary, on receipt of the written request from at least 1/3 of the membership of the council

6.6 The quorum at Council meetings shall be four including an officer.

7. OFFICERS

7.1. The Officers of the Association shall be: the President, Vice President, Secretary, and Treasurer. They shall take office immediately after the adjournment of the Annual General Meeting, and shall retire at the end of their 2 year term of office. Officers shall be eligible for re-election.

7.2. Casual Vacancies. If the Presidency becomes vacant, the Vice President shall automatically assume the office and powers of President. The Council from among the elected Councillors shall fill other casual vacancies.

7.3. If the Treasurer is absent or incapacitated the Council may appoint an Acting Hon. Treasurer from among the elected Councillors, and he/she shall assume the powers and duties of Treasurer until the return of the Treasurer.

8. MEETING

- 8.1. The Annual General Meeting of the Association shall be held and the meeting shall be regulated as provided for the Bye-laws.
- 8.2. A Special General Meeting shall be called by the Secretary on receipt of a written request, signed by at least 15 members and stating the reason for requesting the meeting, within eight weeks of receiving such request.
- 8.3. Other Special Meetings may be called by the Council at any time.
- 8.4. The quorum at Annual and Special General Meetings shall be one quarter of the total paid-up membership.

9. VOTING RIGHTS

- 9.1 Only paid-up members shall have the right to vote either at meetings or in elections. Any member may challenge another member, if he has good cause to think that the other member is not eligible to vote. In of challenge, the ruling of the President, or in his absence the Se chairman of the meeting, shall be final.
- 9.2 Election of Officers and Council. Each voting member shall have one vote, which shall be exercised as provided for in the Bye-Laws
- 9.3 Meeting. Each paid-up personal and student member shall have one vote. Each paid-up institutional member may nominate one representative, who need not be a personal member, and he shall have one vote, on behalf of the institution he represents. If this representative is also a personal member, he shall be entitled to one further vote.

10. ELECTIONS

- 10.1. Officers and National Councillors shall be elected by postal ballot as provided in the Bye-laws. Only fully paid-up personal members shall be eligible to hold office as officers or Councillors and eligible to vote.
Provided in the Bye-laws. Only fully paid-up personal members shall be eligible to hold office as officers or Councillors and eligible to vote.
- 10.2 For each election, the Council shall appoint three persons of good standing, not being Members of the Association, to act as Scrutineers. At least two Scrutineers shall be present at the counting of votes and shall sign the declaration of result.
- 10.3 The members of the Association on the Professional register shall elect the President and he shall hold office for two years and shall be eligible for re-election for one more term.

- 10.4 The Vice-President shall be elected by the body of the Association on the Professional register. He shall be eligible for immediate re-election.
- 10.5 The Secretary shall be on the Professional register of the Association and shall be elected by Councillors from their membership.
- 10.6 The Honorary Treasurer shall be a paid up member of the Association.
- 10.7 The seven non-office bearer members of Council shall be elected from the entire membership of the Association of which at least two shall be non-professional registered member.
- 10.8 The period of office of all members of the Council shall be two years and they shall be eligible for immediate re-election.

11. **FINANCE**

- 11.1 Membership Subscription shall be laid down in the Bye-laws. They may be changed only at an Annual General Meeting of the Association, by a simple majority of the members present.
- 11.2 Other fees may be levied at the discretion of the Council by making the necessary provision in the Bye-laws.
- 11.3 The Council shall have power to make reasonable payments in respect of expenses or fees to any person performing special services for the Association at the request of the Council.
- 11.4 No payment in the nature of a fee or salary shall be made to any officer or Councillor. An officer or Councillor or other representative who travels outside Ghana on behalf of the Association will have part or all the expenses approved refunded.
- 11.5 The Treasurer shall keep all financial records and be responsible for receiving and paying out all monies on behalf of the paid-up members of the Association, and communicate this to the Secretary from time to time.
- 11.6 The Association shall keep its funds in a Bank, except such funds are required as petty cash. The Treasurer and either the President or Vice-President shall sign all cheques for payments over
₵100,000.00
- 11.7 The Treasurer shall draw up a balance sheet and statement of accounts at the end of each financial year. He shall submit these for audit together with all records, receipts, cheque books, bank statements and any other documents requested by the Hon not later than 31st January next following the end of the financial year.

11.8 Auditors. Members present at the annual general meeting shall two members as Honorary Auditors. '

12. **AFFILIATION**

12.1. The Council shall have the power to affiliate the Association to any national or international organization having objects of a comparable nature to those of the Association.

12.2 No Branch or Section shall affiliate itself to any other organization

12.3 The Council may, at any time, enter into negotiation with other organizations with a view to setting up a Ghanaian or West Africa system of professional qualifications or examination or both. The Council may enter into an agreement to establish a qualifying or examining body or both, but any such agreement shall be binding on the Association and its Members only after being ratified by the Members as if it were an amendment to the Constitution.

13. **BRANCHES AND SECTIONS**

13.1 Branches and Sections of the Association may be setup as provided in the Bye-laws. No Branch or Section Bye-laws shall be valid in so far as they conflict with any provision of the Association's Constitution or Bye-Laws.

13.2 The Council may give loans or grants to Branches or Sections.

14. **BYE-LAWS**

14.1 The Council may, at any time, make Bye-Laws for the purpose of implementing the Constitution, or for the purpose of regulating matters not covered by the Constitution, but no Bye-laws shall be valid in so far as they conflict with any provision of the Constitution.

14.2 Bye-laws, except one specifying the rates of Membership Subscriptions, may be amended or revoked by the Council at any time.

Any amendment or revocation of the Bye-laws shall be notified to all members within four weeks thereof, and shall not come into effect until six weeks after the Council Meeting at which the amendment or revocation was made.

15. AMENDMENT

15.1 The Constitution may be amended only by the affirmative vote of two-thirds of the members present at an Annual or Special General Meeting.

15.2 Any proposed amendment to the Constitution shall be made in writing to the Secretary not less than six weeks before the Annual or Special General Meeting at which the amendment is to be considered, and shall be circulated by him to all members at least at the meeting at which the amendment is being considered.

15.3 Minor modifications may be made to an amendment duly notified as aforesaid if those modifications are approved by the vote of at least two-thirds of the members present at the meeting at which the amendment is being considered.

BYE-LAWS

1. ADDRESSES

1.1 The Association shall rent a Post Office Box, have an e-mail address and a website which shall be the official address of the Association and shall be used in all correspondence.

2. MEMBERSHIP

2.1 Election of Members. All applicants for membership shall be submitted to the Secretary, who will forward it to the Registration and Accreditation Committee of Council for consideration.

3. SUBSCRIPTION

3.1 Subscriptions for members joining the Association after 30th June shall in respect of the remainder of that financial year be half the annual subscription.

3.2 All subscriptions shall be due on 1st January of each year. The Hon. Secretary shall send to any member who has not paid his subscription. Any member who is 12 months or more in arrears shall be automatically suspended from membership and shall have no voting rights until reinstated by the Council. Reinstatement shall be at the discretion of the Council, and payment of all arrears of subscriptions.

4. OFFICERS

- 4.1. The President, or in his absence the Vice-President shall be Chairman of the Council and of all general meetings.
- 4.2. The Secretary shall keep minutes of all Council and general meetings, and those minutes shall be circulated to all members of the Council or the Association, (as the case may be). He shall deal with the Association's correspondence and shall keep all records except financial records.
- 4.3. The Council may appoint a Councillor, not being an Officer, as an Assistant Secretary.
- 4.4 Retiring Council Members must provide full handing-over notes for newly elected Councillors at the handing over ceremony.

5. COUNCIL

- 5.1 The President may call a Council Meeting at any time.
- 5.2 The Secretary shall circulate the agenda for each Council Meeting to all members of the Council, at least one month before the date of the meeting.
- 5.3 The Council shall have power to set up such Standing Committee, as it may deem necessary.
- 5.4. The Council may at any time set up ad hoc committees and subcommittees to deal with matters specified by the Council. The Council shall have power to co-opt members to serve on ad hoc committees and sub-committees.

6. MEETING

- 6.1 The Secretary shall circulate to all members, at least two weeks before the date of the meeting, the agenda of each Annual or Special General Meeting.
- 6.2. Only voting members may attend and vote at either an Annual or a Special general Meeting. The Council may require all members attending such a meeting to be checked against the list of paid-up members before being admitted to the meeting.
- 6.3. Any member may submit to the Secretary notice of a motion to be discussed at the next general meeting. All motions shall be submitted at least 3 weeks before the meeting, and all shall be included on the agenda provided that Council may disallow any motion which ^t considers to be irrelevant to the purposes of the Association.

6.4. On the demand of any ten members present, any motion submitted to a general meeting shall be decided by secret ballot.

6.5. No member whose subscription is in arrears may attend a meeting.

7. ELECTIONS

7.1 The Hon. Secretary shall circulate to all members a notice of forthcoming elections, asking for nominations not later than a month before the election.

7.2 Nominations, which shall be signed by at least three paid-up members and shall include the written consent of the person nominated, shall be returned to the Hon. Secretary not later than one week before the election.

7.3 Voting shall be carried out on the 2nd day of the AGM under the supervision of at least one Scrutineer who is not a member of the Association.

7.4 The method of voting for Office shall be by simple majority vote.

7.5 In electing National Councillors each voter may vote for up to seven candidates. A ballot shall not be invalidated by reason only of the fact that less than seven votes are recorded. The seven candidates with the highest aggregate of votes shall be declared elected.

8. REPRESENTATION

The Council shall have power to appoint a representative to any organization to which the Association is affiliated and to any Committee, commission, Advisory or other body, if the Council considers that such representation would be of advantage to the Association. Decisions of any such body shall not be binding on the Association unless ratified by the Council.

9. BRANCHES AND SECTIONS

9.1. On receipt of the written request from at least twenty members of the Association residing or working in any region, the Council may set up a local Branch for the region.

9.2. At the Inaugural Meeting of any Branch, the members shall adopt Branch Bye-laws, and those Bye-laws shall make provision for each of the following matters, that is to say

- i. delimiting the geographical area to be covered by the Branch.
- ii. the election of a Branch Councillor to the Council of the Association.

- iii. the election of Branch Officers and a Branch Committee.
- iv. the finance of the Branch
- v. meetings
- vi. the procedure for amending the Branch Bye-laws
- vii. such other terms as may be considered necessary or expedient.

9.3. Any Branch Bye-laws, and subsequent amendments thereto shall before they take effect be approved by the Council of the Association.

9.4. All members of the Association who live or work in the area of a Branch, shall automatically be members of that Branch. No member shall be a member of more than one Branch but where a member, by reason of the place at which he lives or works, might join more than one Branch, the member concerned shall notify the Secretary which Branch he wishes to join.

9.5. On receipt of a written request from at least twenty members, who declare that they share in interest in a Special Section or aspect of library service, the Council may set up a Section comprising such members. Members of the Association may opt to join any Section.

9.6. The provisions regulating Bye-laws of Branches shall apply to sections, except that no geographical area shall be specified.

10. PUBLICATIONS

10.1 The Council shall appoint an Editor who shall be responsible for the production of the Association's publications.

10.2 A full list of members' names and addresses shall be published annually.

10.3 A copy of the Constitution and Bye-laws shall be sent to each member on election.

GUIDELINES FOR ACCREDITATION AND CERTIFICATION OF MEMBERS OF THE GHANA LIBRARY ASSOCIATION

1.1 Council

The Association shall consist of an eleven-member elected Council made up of a President, Vice-President, Immediate Past President, Secretary, Treasurer, and 4 ex-officio members,

1.2 Ghana Library Association

The Ghana Library Association shall consist of Council together with Fellows, Chartered Members, Associate Members, Retired Members, Life Members, Honorary Members and Student Members.

1.3 Members in Good Standing

All subscriptions shall be due on 1st January of each year. As at the 30th September of every year, Council shall cause the List of Members, including Institutional Members, in good standing of the Association to be published in an insertion in the Daily Graphic newspaper.

1.4 Advice to Employers

Employers shall be advised as to who are registered members of the Association in the various categories and qualified to practice in various positions in various libraries

2. REQUIREMENTS FOR ACCREDITATION/ CERTIFICATION OF MEMBERS

The requirements for Accreditation and Certification of members are as follows: " It.

2.1 The Applicant

a) Must have followed a course of study in Library Science, Librarianship, Information Studies, Library and Information Management. Information Science or a relevant course approved by Council for a minimum period of two (2) years for undergraduate and one (1) year for postgraduate, and possess a University Certificate as a form of attestation.

b) Should have completed one (1) year post-training individual supervision programme under a qualified librarian/information professional, evidenced by a report from his/her Supervisor.

c). He is expected to submit a written report covering his work experience after which he shall complete an application form for an interview.

d). He must be able to demonstrate that he has had some practical experience to justify his professional membership

2.2 Application Assessment Procedure

Application Forms shall be made available at the Association's Secretariat for prospective members to complete. Completed Application Forms shall be submitted to the Secretariat with a prescribed application fee. Council shall then fix a date for the interview of the applicant and/or approval of the application.

2.2.1 Evaluation of Applicant's Report

The Supervisor shall be required to complete a form to testify that he/she has supervised the applicant.

2.2.2 The Interview

The Registration Committee (RC), appointed by Council shall conduct the interview. The interview shall be audio recorded. The applicant shall be asked to sign a form consenting to the audio taping of the interview.

The tape shall be confidential to the Committee. It shall not be copied and shall be destroyed when the Committee is finished with its work. In the unlikely event of a disagreement between members of the Committee, Council shall appoint another member (or Members) to listen to the tape so that a recommendation can be made.

2.2.3 Notification

After completion of all assessment procedures, the Registration Committee shall submit a report to Council. Council shall advise the applicant as to whether he has been accepted for accreditation as a professional /para-professional member, after which the appropriate membership category will be conferred on him/her and then provided with other relevant information about membership, including the payment of an annual membership fee.

If the application is unsuccessful, specific reasons for delaying or refusing accreditation shall be given and the applicant shall be advised as to what specific training, supervision, or personal work the Registration Committee considers necessary to support reapplication.

2.2.4 Appeals

Appeals shall be submitted in writing, within 30 days, after notification of results, stating the reasons for the appeal. Appeals shall be heard and considered by Council in consultation with the Registration Committee.

3. THE REGISTRATION COMMITTEE

3.1. Council shall appoint a Registrar, a fit person of high integrity, with not less than fifteen (15) years experience as a professional librarian. He shall be the Chairman of the Registration Committee.

3.2. The Registration Committee, a Sub-Committee of Council, shall consist of 5 members one of whom should be from the Department of Information Studies, Legon.

3.3. The Registrar and the members of the Registration Committee shall hold office for 3 years renewable for one more term only.

3.4 Functions of the Committee shall be to:

3.4.1. Determine who are professionals/ para-professionals.

3.4.2. Work with the document of Council on Guidelines for Registration/Accreditation of members of the Association.

3.4.3. Establish and maintain a register of persons entitled to practice the profession and from time to time, recommend to Council to publish the lists of such persons.

3.4.4. Handle all issues relating to registration and accreditation of library and information professionals/ para-professionals in Ghana on behalf of Council.

3.4.5. Advise Council as to the amount of fees to be paid to Council in respect of the entry of name in the Register, without which a name will not be entered in the Register.

3.4.6. Carry out any additional activities which will ensure an accurate, clear, current Register.

3.5 Council shall deposit a copy of the Register with the Registrar of Professional Bodies and keep one at the Ghana Library Association Secretariat for inspection by members of the public. Such a Register, or documents purporting to be prints of an edition of a register so published shall (without prejudice to any other mode of proof) be admissible in any proceeding as evidence that any person specified in the documents read together, as being registered, is so registered, and that any person not so specified is not so registered.

4. PROFESSIONAL DISCIPLINE

In addition to the provisions of Section 5 of the Constitution of the Association, the following conditions shall also apply.

There shall be established a 5-man Disciplinary Committee of Council to whom all cases of indiscipline / misconduct shall be referred to for investigation. Such cases must be decided in 3 months and recommendations forwarded to Council for consideration.

4.1. Withdrawal of Membership

A member's registration shall be withdrawn if he is found to be guilty of unprofessional conduct.

4.1.1. Unprofessional conduct is where a registered person is:

a). Found guilty of infamous conduct in a professional respect by the Disciplinary Committee.

- b). Convicted by any court of law which in the opinion of Council is not compatible with the status of a member of the profession.
- c). Any offences that Council deems as bringing the name of the profession into disrepute.

4.1.2. Offences and punishment as stated in the NRCD 143 of 1973

Sections 20 & 21 shall also apply.

5. CATEGORIES OF MEMBERSHIP OF THE GHANA LIBRARY ASSOCIATION

5.1 Fellow

A "Fellow" of the Association may be granted at the discretion of the Council, to a Member who

5.1.1 Has had at least fifteen (15) years satisfactory experience in library and information work in a senior position after post graduate qualification.

5.1.2 Is competent by virtue of original work/research in the library field evidenced by publications.

5.1.3 Has otherwise rendered distinguished service to the Association. *1

5.1.4 Is a member in good standing in the Association.

The term "Fellow" shall be conferred accordingly. He/She may also use the title FGLA (Fellow, Ghana Library Association) The Council shall reserve the right to withdraw the Fellowship under exceptional circumstances.

Names of Fellows shall appear on the Members' Register of the Association and they are entitled to vote at general meetings and to hold office of the Association.

5.2 Honorary Fellow

The Council may at its discretion admit to "Honorary Fellowship" of the Association, any person of distinction who is not actively engaged in Library work, but who in the opinion of the Council has rendered distinguished service in promoting the objects of the Association or for meritorious contributions to library development in Ghana. Such a Fellow is exempted from payment of fees but may voice opinion and serve on Committees, but may not vote or hold office.

The term "Honorary Fellow" shall be conferred accordingly. Any reference to Fellows shall be deemed to include reference to Honorary Fellows.

The Council shall reserve the right to withdraw the Honorary Fellowship under exceptional circumstances.

5.3 Chartered Member

A " Chartered Member " must have been fully admitted as such by Council.

The applicant for admission as a Member shall comply with the following conditions.

He /She must have:

Successfully completed a course of study in a tertiary institution leading to the award of a post graduate degree in Library Science,

Librarianship, Library and Information Management, Information

Science or a relevant course approved by Council.

In addition must:

1. Show evidence of publications;
2. Satisfy other conditions and requirements governing accreditation and certification under GLA Bye laws.

OR

Must have been a practising library or information professional in another country and a member of a recognised Library/ Information

Professional Association or a related Professional Body approved by Council.

In addition must:

1. Show evidence of publications;
2. Satisfy other conditions and requirements governing accreditation /certification under GLA Bye Laws.

The term "Chartered Member" shall be conferred accordingly. He / She may also use the title CLG (Chartered Librarian of Ghana)

The- Certificate of a Chartered Member shall be issued- upon admittance and embossed with the Association's Seal.

Names of Chartered Members shall appear in the Chartered Members' Register of the Association and they are entitled to vote at general meetings and to hold office of the Association.

5.4 Associate Member

An "Associate Member" must have been duly admitted as such by Council.

The Applicant for admission as an "Associate Member" shall comply with the following conditions:

He/ She must

1. Have successfully completed a course of study in a tertiary institution leading to the award of an undergraduate degree in Library Science, Librarianship, Library & Information Management, Information Science or a relevant course approved by Council.
2. Satisfy other conditions and requirements governing accreditation certification under GLA bye laws.

OR

1. Have been a practising library or information para -professional for not less than ten(10)years and show evidence for it.
2. Satisfy other conditions and requirements governing accreditation /certification under GLA bye laws. OR Be one of those practising professional librarians who have not shown any evidence of publications, but satisfy other conditions and requirements governing accreditation/certification under GLA bye laws

OR

1. Be a practising library or information para-professional in another country for not less than ten (10)years and a member of a recognised Library/Information Professional Association or a related Professional body approved by Council;
2. Satisfy other conditions and requirements governing accreditation / certification under GLA Bye Laws.

OR

Have successfully completed a course of instruction in the prescribed courses approved by Council, and had obtained a non-degree diploma or certificate or its equivalent in Library

Science, Librarianship, Information Studies, Library and Information Management or Information Science, in an accredited institution.

5.4.1 Temporary Associate Member

Applicants who are undertaking supplementary training as stated in 2.1 above, and who are not already members of the Association will be considered for temporary Associate Membership of the Association.

The term "Associate Member" shall be conferred accordingly. He / She may also use the title As MGLA (Associate Member, Ghana Library Association)

The Certificate of Associate Member shall be issued upon admittance and embossed with the Association's Seal.

Names of Associate Members shall appear on the Associate Members' Register of the Association and they shall be entitled to vote at general meetings and to hold office of the Association at some levels.

5.5 Student Member

A "Student Member" must have been duly admitted upon application as such by the Council.

An applicant for admission as Student Member shall be currently pursuing a course leading to the award of a degree, diploma or certificate, in library science, librarianship, information studies, or information management. Such training course should be completed within the stipulated period as a Student member of the Association, although Council shall have absolute discretion to extend this period on a case-to-case basis.

No person may remain a Student Member after he ceases to attend the course referred to above or completes his studies.

The Certificate of Student Member shall be issued upon admittance and embossed with the Association's Seal

Names of Student Members shall appear on the Student Members' Register of the Association and they shall be entitled to vote at general meetings of the Association but not hold office in the Association.

5.6 Retired Member

A Member of the Association who retires from active service/work shall be given concession in the payment of his/her annual subscription. He/she shall enjoy all rights and privileges of full membership.

5.7 Life Member

This is awarded to a Member who is retired from active library service or related activities and has been a member of the Association for a total of twenty (20) years.

A Member must apply to the Council for such Life Membership and must provide proof of years of membership.

A Life Member shall be exempted from the payment of membership dues for his/her lifetime and shall enjoy all rights and privileges of full membership without a fee.

5.8 Honorary Members

Honorary membership may be conferred on an individual distinguished in his/her own field and who has rendered important service to library interests in Ghana, but who is not actively engaged in library work. Such a member is exempt from payment of fees; may voice opinions and serve on committees, but may not vote or hold office.

The Council shall reserve the right to withdraw Honorary Membership under exceptional circumstances.

Names of Honorary Members shall appear on the Honorary members' Register of the Association and they shall not be Entitled to vote at general meetings of the Association.

Dated this 2 DAY of August 2006 at the Ghana Library Association Secretariat, INSTI, Accra, Ghana.