

Educators SA: Constitution Action Planning

<i>What are the action areas for us?</i>	<i>Creating changes: who and when?</i>	<i>Useful resources</i>	<i>Timeline for changing the Constitution</i>	<i>Decision making process</i>

Approving and Registering your New Constitution

- Notify members of a special general meeting or that changes to the are on the agenda for the AGM
- Provide the required notice period (minimum 28 days)
- Provide a copy of the proposed constitution highlighting the changes.
- Put a formal motion and document the result (minimum 75% required)
- Register the new constitution with the CBS (forms 6 & 7) online
- Publish your new constitution: ensure all committee members are familiar with its content
- Provide all new committee members with a copy or link to your constitution (and by-laws)