

Constitution

WorldSkills Africa

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1 Name and seat

1.1 Name

The name of the association is WorldSkills Africa.

The association (hereinafter referred to as: "WorldSkills Africa") operates on the African continent and is politically and denominationally neutral and shall not seek to make a profit.

1.2 Seat

WorldSkills Africa shall have Legal and Juridical Personality and enjoy the most extensive juridical capacity, which is recognised for legal persons of the country's nationality in which it shall have its Headquarters.

2 Purpose, mission and objectives

2.1 Purpose

The purpose of WorldSkills Africa is to harness the power of skills for Africa's development.

2.2 Mission

Being the regional hub for empowering member states' own effort to strengthen the alignment between skills development and industry through exchange of best practices, benchmarking, and peer learning.

2.3 Objectives

- Promoting and enhancing the WorldSkills Movement in Africa by supporting and enhancing the WorldSkills strategy and brand within an African context.
- Improving quality of Technical and Vocational Education and Training (TVET) systems for enhanced skills profile, youth employability, and entrepreneurship.
- Creating an inclusive TVET system that offers increased access for women and other marginalized persons.
- Establishing capacity building centres for training experts for skills excellence in Africa.
- Creating robust mechanisms for knowledge generation, dissemination, and dialogues.
- To increase the attractiveness and prestige of TVET in Africa.
- To raise awareness of the importance of professional excellence and practical knowledge in high-quality TVET in Africa.
- To provide a unique tool of exchange and comparison of world-class competency standards across all sectors of the African economy.
- To increase and develop the cooperation and partnership between organizations that are active in TVET in the field of skills and excellence development.
- To achieve these objectives WorldSkills Africa will:
 - organize "WorldSkills Africa Competition", the biennial skills competition to be the place and the platform for celebrating African excellence in skills by showcasing the next generation of skills talents for Members, industry partners, governments, African and international organizations, and educational institutions.
 - work with Members and partners from industry, development, and education on upskilling trainers through capacity building programmes nationally and regionally.
 - create TVET Conference as peer learning platform for Members, industry, and educators.
 - leverage exiting regional Centres of Excellence to promote upskilling, model innovations, and create an environment for learning and exchange within the continent and beyond.
 - along with WorldSkills International, create and maintain international and national platforms for collaboration between industry and Vocational Education and Training.
 - assist Members in attracting funding from development partners or others available for national skills organizations and competitions.
 - cooperate with WorldSkills International to benchmark the quality of African TVET systems globally.
 - engage with companies and African and international organizations to develop world-class competency standards for modern Africa and the economy's needs.
 - to enhance TVET in Africa by facilitating collaboration among Members

3 Membership

3.1 Definition

The term “Member” means a body representing a TVET system in a country, being a member of the African Union and is recognized as such by WorldSkills Africa. Should a country leave the African Union the member representing the said country will remain a member of WorldSkills Africa providing that country is fulfilling its obligations as a member after exiting the African Union. Only one organization per country may become a member of WorldSkills Africa.

3.2 Admission

All founding members do not have to go through a vetting process if they are already Members of WorldSkills International. All other memberships will be decided by the Board and must be thereafter ratified by the General Assembly (WorldSkills Africa’s Standing Orders govern the admission procedure).

3.3 Delegates

Each Member is entitled to nominate an Official Delegate and a Technical Delegate, who are both formal representatives of the Member. Each Delegate is nominated by the Member and authorized to vote on behalf of the Member in appropriate meetings – depending on the level of membership. A nominee meet membership criteria in Standing Order 6.2 and be selected based on his or her demonstrated commitment to the WorldSkills movement and ability to actively contribute to their role and responsibilities for WorldSkills Africa.

3.4 Resignation

A Member may resign at the end of a calendar year provided that it notifies WorldSkills Africa in writing of its intention at least six (6) months beforehand.

At the end of its membership, the Member must have discharged its obligations to WorldSkills Africa.

3.5 Information

Every Member must notify WorldSkills Africa without delay of any changes within its body that could affect its membership.

3.6 Expulsion

A Member may be expelled by the General Assembly for serious or repeated breaches of the Constitution, the Code of Ethics and Conduct, the Objectives of WorldSkills Africa or the neglect of financial commitments, provided that three-quarters (3/4) of the Members in good financial standing (referred to hereafter as “Financial Members”) represented at the meeting agree.

The General Assembly shall vote on a proposal of expulsion from the Board after being satisfied that the requirements of due process have been met.

4 Governing bodies, standing committees, and appointed officers

4.1 Governing Bodies

WorldSkills Africa's governing bodies are:

- the General Assembly, and
- the Board.

4.2 Standing Committees

WorldSkills Africa's standing committee are:

- the Strategy Forum, and
- the Competitions Committee

The General Assembly can decide on the establishment of other standing committees.

4.3 General Assembly

The General Assembly is the highest authority. The General Assembly consists of the Official Delegates and the Technical Delegates, representing the Members of WorldSkills Africa. Each Member has one vote to be cast by one of the Delegates (as defined in Standing Order 2).

The General Assembly shall meet once every year. It is chaired by the Chair of the Board. A special meeting of the General Assembly may be convened at any time by resolution of the Board of Directors or at the request of one third of the Members in good financial standing (referred hereafter to as "Financial Members").

All meetings will be convened by letter or email with an indication of the items to be dealt with at least four weeks before the meeting.

The powers of the General Assembly include:

- election of the Board of Directors (including Chair of the Board and Treasurer),
- selection of the hosts of Competitions and General Assembly meetings
- approval of WorldSkills Africa's annual accounts and adoption of the financial statements audited by an auditor in accordance with the laws of the country in which WorldSkills Africa has its domicile, after it has been registered
- resolutions on reports and proposals from the Board of Directors,
- decisions about future Competitions,
- ratification of the admission of Members,
- expulsion of Members,
- resolutions concerning awards,
- approval of Competition results,
- approval of the budget and the Annual Fees,
- ratification of changes to the Standing Orders, Competition Rules, Code of Ethics and Conduct, and other official documents on the proposal of the Board of Directors,
- ratification of changes to the Constitution on the proposal of the Board of Directors, and
- dissolution of WorldSkills Africa.

4.4 Board of Directors

All Board members are unremunerated volunteers.

The Board of Directors consists of four members with equal status in conducting the affairs of WorldSkills Africa. The Board of Directors is responsible to the General Assembly.

Board members are elected for a two-year term to fulfill the following roles:

- Chair of the Board,
- One Board member responsible for Competitions Committee,
- One Board member responsible for Strategy Forum,
- Treasurer.

The Board members are elected by a secret ballot of the General Assembly and are eligible for re-election to any position. In the case of a Board vacancy a new election will be held at the next General Assembly meeting. In such cases, the term of the incoming Board member is until the next election for that position.

The Board of Directors shall meet at least four times a year (face-to-face and/or videoconference meetings). These meetings are chaired by the Chair of the Board. The Chief Executive Officer participates in the meetings for advice. A special meeting of the Board of Directors may be convened at any time at the request of the majority of the Board members. The agenda for all meetings will be issued at least two weeks before a meeting.

The powers of the Board of Directors include:

- overall responsibility for WorldSkills Africa,
- appointment of the Chief Executive Officer,
- preparation of updates to the Constitution,
- preparation of updates to the Standing Orders and Code of Ethics and Conduct,
- preparation of a strategic plan and monitoring the Chief Executive Officer 's associated action plan,
- monitoring the quality of the Competitions,
- coordination of the WorldSkills Africa's meetings,
- coordination of the results from WorldSkills Africa's meetings and subsequent reports and proposals to the General Assembly,
- decisions on special tasks to be undertaken by the members of the Board,
- approval of WorldSkills Africa's annual report,
- appointment of an auditor following *the laws of the country of registration*
- decisions on the annual accounts,
- contacts with other organizations,
- admission of new members for ratification by the General Assembly
- approval of Awards
- evaluation of Competition hosts and General Assembly meeting hosts and subsequent proposals to the General Assembly, and
- establishment of working groups.

4.5 Strategy Forum (SF)

The Strategy Forum (SF) consists of the Official Delegates. The chairing is a responsibility of the Board member responsible for the strategic development of WSAfrica. The SF supports ways to create and improve the impact of WorldSkills Africa and achieve its mission and objectives. The SF will also have a reflective role to examine areas of emerging focus where capacity building for trainers and excellence

in competitions can enhance the economic prosperity of young African people and the communities in which they live.

4.6 Competitions Committee (CC)

The Competitions Committee consists of the Technical Delegates. The chairing is a responsibility of the Board member responsible for Competitions Committee leadership.

The Competitions Committee has oversight responsibility for preparing, delivering, and managing the skills competitions ensuring excellence in all aspects and standards.

4.7 Chief Executive Officer (CEO)

The Chief Executive Officer is appointed by and reports to the Board and is remunerated by WorldSkills Africa for services rendered. The terms and conditions of the appointment are set out in a contract for services as agreed to by the Board and the Chief Executive Officer.

4.8 Representation

The Board or the Chief Executive Officer represents WorldSkills Africa as follows:

- At official WorldSkills Africa functions or other functions where WorldSkills Africa is formally represented: the Board Chair and/or the CEO or a designated Board member and/or the CEO;
- For contracts the CEO and Treasurer or the CEO and Board Chair;
- For day-to-day or any operational matters, including contractor/staff engagement, the CEO;
- The Board may assign the Secretary function to any Board member other than the Board Chair or the Treasurer for legal signatory purposes;
- In the case of unavailability in the above, the Board Chair or the Board may designate any Board member to represent WorldSkills Africa for a specific activity.

4.9 Information

Every Member has the obligation to notify the Chief Executive Officer without delay of any material changes within its body that could affect its membership.

5 Finances

5.1 Financial year

WorldSkills Africa 's financial year is from the first day of January up to and including the thirty-first day of December. The financial year may change in accordance if the laws of the country of its registration require so.

5.2 Income

The income of WorldSkills Africa includes:

- Admission Fees for membership,
- Annual Membership Fees,
- Hosting Fees,
- fees for professional services,
- the sale or licensing of Technical Descriptions, literature, analyses, and other intellectual property,
- income from conferences,
- voluntary donations,
- Sponsorship Fees, and
- Other sources as approved by the General Assembly or Board.

5.3 Annual Fees

On the recommendation of the Board, the General Assembly sets the Fees.

5.4 Remuneration

Board members, Members of WorldSkills Africa, and their Delegates are not remunerated for their services.

5.5 Liability

Any commitments will be covered by WorldSkills Africa's assets.

Members who resign or who are expelled from the WorldSkills Africa by resolution of the General Assembly have no claim to the WorldSkills Africa's assets.

5.6 Auditing

The accounts and a statement of the WorldSkills Africa 's assets and liabilities shall be audited by an auditor as referred to by the law of the country in which WorldSkills Africa has been legally established as its domicile before submission to the General Assembly.

6 General provisions

6.1 Awards

On the approval of the Board, past Delegates, partners, sponsors, and stakeholders or past Presidents of WorldSkills Africa may be nominated for WorldSkills Africa certificates and honorary membership.

6.2 Standing Orders

The Board shall prepare Standing Orders in English as necessary to regulate the WorldSkills Africa's affairs and define the roles and responsibilities of the Board and committees.

All such Standing Orders shall be submitted to the General Assembly for approval.

6.3 Interpretation

All official documents as well as the documents derived from it, including those in the annexes, have been written in French and English, both versions being deemed authentic, but for legal purposes the text in English is to be given priority of interpretation.

In all WorldSkills Africa documentation, whenever a gender-specific term is used, it should be understood as referring to all genders, unless explicitly referring to a named individual.

7 Interim provisions

7.1 Preparation of the decision on domicile country for WorldSkills Africa

Initially, WorldSkills Africa will be established as an unincorporated association. Its business will be conducted by a secretariate that is hosted by the African Union Development Agency (AUDA-NEPAD), Midrand, South Africa.

Immediately after its establishment but not later than within the first five years, the Board will explore and propose to the General Assembly a domicile country where WorldSkills Africa will enjoy the most extensive juridical capacity, be registered as a charity, and is not obliged to pay any or minimum taxes. Members are encouraged to propose to the Board their respective countries as the legal domicile for WorldSkills Africa and lobby for the support of their respective governments in this regard.

7.2 Trustee

Until WorldSkills Africa is legally established in accordance with article 7.1 AUDA-NEPAD will serve as the secretariate and the trustee of WorldSkills Africa and manage its finances solely following the decisions of the General Assembly, the Board, and the CEO.

A separate trustee agreement will be drafted between WorldSkills Africa and AUDA-NEPAD that covers the management of the budget by the trustee on behalf of WorldSkills Africa.

8 Final provisions

8.1 Amendments

The Constitution may be amended by the General Assembly provided that two-thirds of the members represented at the meeting and entitled to vote, agree.

8.2 Dissolution

WorldSkills Africa may be dissolved by the General Assembly provided that three-quarters of the members represented at the meeting and entitled to vote, agree.

In the event of dissolution, the assets of WorldSkills Africa shall be returned to Financial Members in proportion to their latest Annual Membership Fee.

8.3 Representation

The Chair of the Board, together with the Chief Executive Officer, is entitled to represent the Organization.

Revisions

The following table shows the date that the Constitution updates were ratified by the General Assembly.
