



PNG RESOURCE GOVERNANCE COALITION COMPLIANCE PLAN

March

April

May

June

Election of Council

IG decisions

Membership drive

Do you want a form?

Both members of interim group and other members?

Could go to ballot so membership important

Ballot for council members if vacancies exceed nominations

What is the term for the council? (One year)

1 ✓ Reconfirm makeup of the Interim Council Working Group
R: Interim group

1 ✓ Agree on election process for the council
R: Interim group

Develop nomination form or agree that letters will be used
R: Sub Committee

Apply to be office bearers / members of the council
R: Interested Members

Receive nominations
R: National Coordinator

Decision (AGM)

Ballot for election of office-bearers and ordinary members

Council members and office bearers confirmed

Send Notice of Secretary to Registrar of Companies

Pre-AGM Registration of Members

How strict?

Current working group

1 ✓ Agree approach to Assess Membership Criteria per Constitution
R: Interim Group

1 Identify potential Coalition Members
R: Interim Group

1 Agree membership form - ask for copy of constitution
R: Interim Group

Send invites to any additional
R: National Coordinator

Receive applications & refer to Interim Group
R: National Coordinator

Assessment of Coalition Members
R: Interim Group

Approve: Send letter
R: National Coordinator

Reject: Send letter
R: National Coordinator

Payment of fee
R: Applicant

Certificate of Membership
R: National Coordinator

Register of Members
R: National Coordinator

Annual General Meeting

Minute cut-off date for AGM

Key stakeholders?

Requirements for a quorum

1 Agree approach for AGM
R: Interim Group

Seek funding and develop plan for AGM
R: Interim Group

Call the AGM
R: National Coordinator

Invite (interim) Coalition Members to AGM
R: National Coordinator

Annual General Meeting

Governance & Administration

1 TOR for Sub Committee

Board induction and training
R: RGC Council

MOU between RGC and CIMC
R: RGC Council

Bylaws and BoD Council manual
R: RGC Council

- Audits and Accounts
- Common seal
- Management of funds
- Records
- Source of funds
- Independently audited financial statement
- Alteration of Constitution