

	POLICY – NORMS FOR GOPIO COUNCILS	G/POL/206
	Rev: 1 (Date: 28 July 2012)	Page: 1 of 2

This document will be read and understood. A duly signed copy will be sent by the concerned Chairperson or Co-Chairperson (as applicable) to the President, GOPIO International for records within 30 days of issue of the appointment letter.

1. Each GOPIO Council will have a Chairperson and a number of Co-Chairpersons in different countries as required. The GOPIO Council will be a part of the local GOPIO chapter and will work with local GOPIO chapter(s). No Chairperson or Co-Chairperson is required to form a separate chapter or a committee to function.
2. The tenure of Chairperson and Co-Chairpersons will be as per appointment letter and can be extended by the President, GOPIO International as per performance and/or requirements. Another Chairperson or Co-Chairperson may be appointed by the President, GOPIO International with the consultation of Executive Committee at the expiry of the current tenure.
3. The Chairperson of each Council with the consultation of their Co-Chairpersons will develop an annual plan of their activities within 90 days (Maximum) of their appointment and will be sent to the President, GOPIO International for approval. After the approval by the Executive Committee of GOPIO International, the plan will be distributed to Co-Chairpersons for implementation. This plan shall include seminars, lectures and conferences. To hold seminars and lectures by Councils, prior approval is required from the President, GOPIO International alternatively from Executive Vice President. To hold conferences, prior approval is required from the Executive Committee of GOPIO International.
4. The Chairperson will monitor the performance of each Co-Chairperson and subsequently develop quarterly reports and sent to the President, GOPIO International, who will share the reports with Executive Committee. Records will be maintained by the relevant Chairperson and GOPIO International.
5. Each Council is required to hold at least one conference in a year apart from regular seminars and lectures on issues related to the Indian Diaspora. Invitations should be sent to Immediate Reporting Official, Regional Coordinator, Chairman and President of GOPIO International for major Council events, such as seminars, lectures, conferences, anniversaries etc. Such invitations shall be cc to Secretary of GOPIO International.
6. All Council finances shall be handled by the Treasurer of GOPIO International. The Treasurer of GOPIO International will be joint signatory with the Council Chairperson. The Chairperson of the Council shall have the authority to disburse funds up to US\$250.00 per year without the signature of the Treasurer of GOPIO International.
7. Each Council may target programs for youth, women and/or seniors (elderly) apart from issues related to Indian Diaspora.
8. Any awards by the Council must have prior approval from the President, GOPIO International.

	POLICY – NORMS FOR GOPIO COUNCILS	G/POL/206
	Rev: 1 (Date: 28 July 2012)	Page: 2 of 2

9. Council can work together with local organisation of a good standing on common issues and matters, but cannot work under or become a member of any other umbrella body.
10. No separate website is permitted to any GOPIO Council by the GOPIO International. Follow the criteria and other information from www.gopio.net
11. Appropriate corrective action will be taken for non-compliance to the above policy and other GOPIO policies, procedures, guidelines and directions.

12. Declaration

I have read and understood the above policy and accept the norms set out above.

Position & City/Location	Print Full Name	Signature	Date