



## Constitution

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### DEFINITIONS

For the purpose of interpreting this constitution the following keys verbs have the following meanings:-

<u>Word</u>	<u>meaning</u>	<u>degree of directive</u>
must	compulsory	+++++
shall	directive	++++
should	recommended	+++
can	empowering	++
may	permissive	+

LIVESTOCK (cattle, sheep, goats, pigs, horses, mules, donkeys, poultry, ostriches, rabbits, fish, crocodiles, and any other domesticated animals) commonly defined as domesticated animals (including farmed game and wild game used for the production of meat, fibre etc.) raised in an agricultural setting to sustainably be used either as draught animals or to produce commodities such as meat, eggs, milk, fibre, leather and wool.

## NAME

The name of the organisation is the Livestock Welfare Coordinating Committee (LWCC)

## STATUS OF THE LWCC

It is a coalition of the willing who want to work together to improve the welfare of livestock.

## MANDATE OF THE LWCC

Through inclusive participation of stakeholders and based on an integrated science-based approach, use the power of persuasion to promote the responsible, humane, compassionate and sustainable use and treatment of livestock in every phase of the production process.

## OBJECTIVES

The objectives of the LWCC will support and take cognisance of national objectives including social upliftment, food security, food safety, economic and human development (including well-being) and sustainability.

1. Identification of all organisations involved in livestock production and processing, from farms to slaughter/harvesting.
2. Involvement\* of relevant and identified organisations in promoting livestock welfare.
3. Define terms\* to be used in assessing and discussing livestock welfare.
4. Support the development of, and underwriting of, mandatory and voluntary standards, norms, codes and training manuals that promote and ensure livestock welfare.
5. Collaboration and engagement with relevant authorities regarding the establishment of adequate and effective legislation to ensure that livestock welfare can be monitored satisfactorily and enforced.
6. Support all involved in the entire process of livestock keeping, use, production and processing to adopt suitable practices that ensure humane treatment and to promote and protect livestock welfare.

7. Involvement in any activities and processes that affect the sound welfare of livestock.
8. Convey a coordinated message to all stakeholders involved in livestock keeping, use, production and processing, and the public at large, that promotes and educates them about animal welfare.

## MEMBERSHIP

1. Nationally recognised and properly constituted organisations that are directly or indirectly and actively involved in the processing aspects of livestock production from farm to slaughter, and that subscribe to the promotion of animal welfare, are eligible for membership, either through applying for membership or on by invitation from the LWCC.
2. Membership will be granted to eligible organisations after due consideration by current members, based on sufficient relevant information submitted.
3. Other organisations or individuals may be co-opted or given associate status in order to promote the LWCC objectives.
4. Membership of LWCC does not prevent any organisation from expressing an opinion at variance from that of the LWCC, provided that it is made clear that the opinion is given in the organisations' own capacity, and not the LWCC.
5. Membership shall cease if an organisation fails to be represented or attend at least one meeting per year, unless representations are made and acceptable reason are given.
6. Membership may be suspended or ended by a two-thirds majority of votes after a fair and diligent investigation process, has been undertaken into actions or inactions by a member that are deemed by the LWCC to be in extreme conflict with its objectives or procedures.
7. Observers or guests may attend meetings or parts of meetings at the discretion of the Chairperson but shall not have a vote.
8. Membership shall cease if a member organisation withdraws its membership in writing.

## POWERS OF THE LWCC

1. Each member shall have one (1) vote.
2. Between meetings the chairperson is authorised to make decisions on urgent matters and implement them, but must first consult with relevant parties in the LWCC, including the vice-chairperson. Such decisions are subject to reporting and ratification at the next LWCC quarterly meeting.
3. The quarterly meetings may establish permanent or ad hoc committees or working groups, subject to rules being set out and reports being made to quarterly meetings as required. These committees or working groups can only function under the direction of the entire membership and may not make or implement decisions without authority of the chairperson, or a quarterly meeting.
4. Quarterly meetings are empowered to make decisions, authorisations, recommendations, referrals and rules for the effective running of the LWCC.
5. Decisions should preferably be made by general agreement, or consensus, or failing this by simple majority (>50%) vote, except for changes to the constitution, which requires a 3 months notification, full written justification and a two thirds (67%) majority.

## ADMINISTRATION

1. The official language of the LWCC shall be English, but this does not preclude presentations, discussions or communications being made or held in any other official language, provide that a short oral or written translation is made where this is deemed necessary.
2. Meetings shall be held at least 4 times per year (quarterly meetings) unless special circumstances render this unnecessary.
3. Notice of meetings giving the time, place and agenda should be circulated to members one month in advance of the meeting.
4. The members present at a duly constituted meeting shall constitute a quorum.
5. The LWCC shall at its first quarterly meeting after the close of the financial year elect a chairperson and vice chairperson to serve for one year. At the same meeting an Administrator, Secretary, External Auditor and Internal Audit Committee must be appointed to serve for one year.
6. The second quarterly meeting shall serve as the Annual General Meeting of the LWCC.

7. Terms of reference, powers, reporting, job descriptions and procedures for office bearers shall be used to guide administration.
8. Should any office bearer be in dereliction of the duties and expectations supplied on appointment, the membership may proceed with disciplinary measures according to an open and fair procedure.
9. Finances shall be administered by the Administrator, who must keep adequate records of all transactions and be subject to satisfactory audits. The audited financial report shall be presented at the Annual General Meeting for approval. The financial year of LWCC is from March to February and financial statements must be submitted by the end of April.
10. The costs of attending meetings and matters incidental to actions undertaken must be borne by members.
11. The costs of administration must be obtained by financial subvention from organisations that support the objectives of LWCC and should be in proportion to the activities of the LWCC as well as the benefits of LWCC activities to various organisations and livestock industries.
12. Proxy voting or representation at meetings will be allowed provided that the Administrator is notified in writing before the meeting and the nominee has agreed to act as proxy representative.
13. In the absence of the Chairperson at a meeting the Vice-chairperson or an ad hoc chairperson shall be elected by members present.
14. The LWCC may be terminated by a resolution supported by a two-thirds majority (67%) of its membership.