

THE CONSTITUTION

OF THE

NATIONAL SEED TRADE ASSOCIATION OF GHANA
(NASTAG)

Updated and approved at the 4th AGM
OCTOBER 2020

Preamble:

Recognizing the numerous benefits that a unified seed sector association would accrue to the seed industry and its stakeholders, as discussed and agreed during the National Seed Sector Stakeholders Consultative Workshop held in Ejisu, Ashanti Region of Ghana from the 9th to 11th of November 2015,

Realizing the mutual advantages to be derived from the effective and systematic exchange of information and experiences in the various fields of the seed industry,

Desirous of facing issues of the seed sector with a strong common voice and to form an effective advocacy and lobby front to engage Government of Ghana and other partner stakeholders in the ECOWAS Region and Africa as a whole on the development of the seed industry,

Desirous of developing the technical and business competences of the seed industry players to position members to take advantage of the opportunities that a unified body provides for business linkages,

Intending to reorganize their approaches in order to position themselves to act as major implementer of interventions which affect, impact or in any way relate to the seed industry of Ghana,

The seed sector stakeholders in Ghana, namely:

- Seed Producers Association of Ghana (SEEDPAG)
- The Seed Trade Association of Ghana (STAG)
- The Ghana Agro-Input Dealers Association of Ghana (GAIDA)
- The Crop-Life (Ghana)
- The Research Institutes (CSIR-CRI, CSIR-SARI)
- Ministry of Food and Agriculture (MOFA)
- Development Partners- USAID Feed the Future Agriculture Projects
- Other related/affiliated entities as represented at the above workshop;

That are involved in seed related activities and desirous of enhancing activities in varietal development, seed production, seed conditioning, seed certification, storage and marketing etc. unanimously decided to form the National Seed Trade Association of Ghana, hereinafter referred to as "the Association" and also to be known by its acronym "NASTAG", which shall be governed by the following provisions:

Article I

Definitions

1. Whenever used in this Constitution, the following words and terms shall have the following meanings:

- a) “Seed” shall mean agricultural and horticultural seed and planting material of different classes.
- b) “Seed Company” shall mean a corporate body incorporated as limited liability company, which is involved in seed production, processing, distribution and marketing.
- c) “Annual General Meeting” and “Executive Council” shall mean respectively, the Annual General Meeting and Executive Council of the Association.
- d) “President”, “Vice President”, “Treasurer”, and “Executive Secretary” shall mean, respectively, the President, Vice President, Treasurer, and Executive Secretary of the Association.
- e) “Secretariat” shall consist of the Executive Secretary and its staff.
- f) “Bye-laws” shall mean Bye-laws of the Association adopted by the Annual General Meeting pursuant to this Constitution.
- g) “Act” shall mean and include the Ghana Seed Law, (Act 803) of 2010 and any subsidiary legislative instrument(s) that will be promulgated in pursuance of the Act.
 - h) “Country” shall mean The Republic of Ghana
 - i) “FIS” shall mean International Seed Trade Federation
 - j) “ASSINSEL” shall mean International Association of Plant Breeders for the Protection of Plant Varieties.
 - k) “The Northern Savanna Belt” shall mean Northern, Savanna, North East, Upper East and Upper West Regions, “The Middle Belt” shall mean Ashanti, Bono, Bono East, Ahafo and Eastern Regions and “The Coastal/ Southern Belt” shall mean Greater Accra, Volta, Oti, Central, Western and Western North Regions of Ghana.
 - l) “Founding Members” are members as defined in Article 4(a) and 4(b) of the Constitution who were registered upon payment of Registration fees of Five Hundred Ghana Cedis (GHC500.00) prior to the coming into effect of this constitution and who are also entitled to pay the prescribed annual membership dues within 6 months of the first year of the inauguration of the constitution.
 - m) “Constitution” shall mean and include the Rules and Regulations framed herein called the National Seed Trade Association of Ghana (NASTAG) Constitution.

Article II

Objectives

2. Objectives

The objects for which the NATIONAL SEED TRADE ASSOCIATION OF GHANA (NASTAG) is established are as follows:

- a) To provide a forum for interaction and information exchange among its members.

- b) To actively promote and seek the business interests of its members and as far as feasible promote business linkages in the association.
- c) To support members with services needed for their business profitability and growth.
- d) To represent interests of the Seed Industry in Ghana nationally and internationally.
- e) To promote the development of the National Seed Industry for the betterment of crop production in Ghana, West Africa and the entire world.
- f) To improve communication between seed stakeholders in Ghana, West Africa and the entire world by providing necessary seed industry information; holding meetings, seminars, workshops, attending FIS congresses and other relevant national and international fora.
- g) To interact with the National/Public institutions (eg. Ministry of Food and Agriculture, Ministry of Science and Environment, Research Institutions, etc) and International organisations (Donor Agencies, United Nations Agencies, Research Institutions, Other seed industry players etc) involved in seed activities in order to promote the interests of the seed industry.
- h) To promote activities that lead to regulatory harmonisation in Ghana, West Africa and other regions in order to facilitate trade in seed.
- i) To develop a statistical database on national seed Production and Trade.
- j) To promote use of improved quality seed by conforming to national and international quality standards.
- k) To provide an organisation which can advise and be consulted by government on matters of regulations, rules and general policy affecting the seed industry.
- l) To represent the entire interests of the NASTAG members at international conventions and in particular at FIS.
- m) To promote harmonious working relations with the Plant Breeders Associations in Ghana and ASSINSEL (FIS).
- n) To advise the relevant Government regulatory authorities in drafting rules and regulations pertaining to seed trade
- o) Arbitrate in any disputes between members.

Article III

Legal Status

3. The Association shall be a non-profit making organisation duly incorporated under the Companies Code Act 179 of Ghana

4. The Association shall be non-political
5. The Association shall have the capacity of a legal person to perform any acts appropriate to its objectives within the powers granted to it by the Constitution. It shall have in particular the capacity to hold movable and immovable properties of every description, enter into contracts, institute and defend suits and other legal proceedings, and do all things necessary to honour its Constitution.
6. Until otherwise decided, the registered offices of the Association shall be at Accra, Greater Accra Region of Ghana.
7. The organs of the Association shall be:
 - a) The Annual General Meeting
 - b) The Executive Council
 - c) The Secretariat
 - d) Technical Committees and/or other organs that are deemed necessary at the Annual General Meeting
8. The Bye-laws / Code of Ethics of the Association, which shall be approved by a majority of votes by the Annual General Meeting, shall specify the functioning of the different Technical Committees/organs of the Association.

Article IV

Membership

9. The membership of the Association shall be open to the following legal entities in Ghana on payment of an entry fee as determined from time to time by The Executive Council established under Article III Paragraph 7(b) and accepting to abide by the Code of Ethics and Practice of NASTAG.

a) Ordinary members with voting rights

These are:

- i) Private commercial enterprises registered or incorporated under The Ghana Companies Code Act 179 or private international companies registered in Ghana for purposes of producing, processing, and marketing of seed. They shall deal exclusively in seed or have seed as a major component of their enterprise and
- ii) Private Seed Trade Associations Registered under the Ghana Companies Code Act 179.

Each ordinary member shall have one voting right and shall have the right to be elected to the Executive Council.

b) Associate members without voting rights. These are:

- i) Seed enterprises registered overseas and whose substantial business is outside Ghana.
- ii) NGOs involved in extension services, distribution and marketing of seeds.
- iii) Material Inputs and Services Suppliers.
- iv) Government enterprises, Government agencies, Government departments, divisions or programmes involved in research and training, other support to National public and/or private seed producers, or which deal in seed.
- v) Other organizations or individuals involved in seed production, processing and marketing.
- vi) Honorary Members.

c) Register of Members

The Association shall keep and maintain a Register of all its members; containing their names, addresses, date of joining and the class of membership at the Association's registered office at Accra or at such place or places as the Executive Council may deem fit.

10. Conditions of membership

The Executive Council shall formulate requirements to be met prior to admission as a member which could be reviewed as and when necessary. The Executive Council shall delegate the periodic assessment of all new applicants to a sub-committee of the Executive Council. If and when such conditions are met, the Sub-committee shall present appropriate recommendations to the Executive Council for final decision.

The members of the Association shall be those who subscribe to the Constitution, Code of Ethics and Practice and fully paid up in membership dues and annual dues within a specific period within the year. Such a member shall be considered as being in good standing.

Except for Founding Members of the Association,

- Each new applicant shall communicate its interest of joining the Association through any standard means of communication to any of the Executive Council Members, the Secretariat or any registered member of the Association.
- The intended applicant access, completes the designated form and make a payment of a defined amount as application processing fee into the Association's designated Bank Account.
- The applicant then submits the completed form together with the proof of application processing / registration fee via an appropriate means with all required documents to NASTAG secretariat for further action.

- Final Decision made on each application at the end of each quarter of the calendar year shall be communicated officially to the applicant upon consideration of the assessment report from the sub – committee to the Executive Council
- Even though applications shall be processed on quarterly basis, no new member shall be approved 60 days prior to the next Annual General Meeting (AGM)

11. **Cancellation of Membership**

- a) Any member may withdraw from the Association one year from the day on which membership was acquired by giving written notice to the Chief Executive Officer of the Association. The resignation will take effect at the end of the year in which it takes place. That year's full membership fees shall be due.
- b) Every member of the Association shall pay annual dues of a defined amount as may be determined from time to time. Membership dues shall be paid by the **end of the 6th month of each** calendar year. A member who fails to pay the annual membership dues shall be notified 30 days and again 60 days after the due date, thereafter, ceases to be a member of the Association 90 days after the due date. This shall be communicated officially from the Association's secretariat on behalf of the Executive Council.
- c) Any member of the Association who fails to fulfill any of the obligations prescribed in the Constitution and Code of Ethics and Practice may be dismissed from the Membership of the Association by a decision taken at the Executive Council Meeting and communicated accordingly to all Members.

Article V

Rights and Obligations

12. Members shall have the right to:
 - a) Attend the Annual General Meetings, special meetings, seminars and conferences that may be called by the Association.
 - b) Request and obtain information on matters that concern them, including guidelines for obtaining technical and financial assistance and collaboration in the pursuit of their activities.
 - c) Receive publications, data and other information that may be distributed by the Association
 - d) Participate in training and related activities that may be organised by the Association
 - e) Be obliged to adhere to the Constitution, Code of Ethics and Practice / Bye-laws and any Resolutions passed by members.
 - f) Benefit from business and other services provided by the Association at agreed terms.

Article VI

Annual General Meeting

13. There shall be an Annual General Meeting (AGM) of the members of the Association once a year and it should be held by the end of the first quarter of each calendar year following the end of a particular financial year of the Association.

Extra Ordinary General Meetings, as and when needed, shall be convened by any of the following:

- i) By the President
- ii) By the Chief Executive Officer
- iii) By not less than 40% of ordinary members in good standing.

Notice of AGM or Extra Ordinary General Meeting may be communicated in writing to members at least 21 days before the meeting. The proposed agenda should be sent together with the notice of meeting.

14. The Executive Council shall be made up of The President, The Vice President, The Treasurer and three (3) others elected by members of the respective zones to represent 3 Agro-Ecological Zones of Ghana, namely Southern, Middle and Northern Belts.
15. In the absence of the President, the Vice President shall preside over the meetings of the Annual General and the Executive Council Meetings. If neither the President nor the Vice President is present, the Executive Council shall elect one of its members to preside over the meeting provided the members form a quorum.
16. The **Annual General Meeting** shall:
 - a) Consider and confirm minutes of the previous Annual General Meeting
 - b) Consider the report on the activities of the Association since the previous meeting
 - c) Consider and approve the budget and audited financial statements of the Association
 - d) Elect members of the Executive Council and specifically The President, Vice President, Treasurer and 3 members from the 3 agro-ecological zones of Ghana.
 - e) Appoint an auditor
 - f) Determine and or revise (review) the criteria for admitting new members into the Association
 - g) Consider and take action on other matters presented by the Executive Council
 - h) Determine and /or revise (review) the annual membership fee payable by the members
 - i) Subject to the provisions of the Constitution, approve or revoke Bye-laws in the interest of the Association.

17. **Quorum for Annual General Meeting**

50% of ordinary members with voting rights present shall form a quorum for an AGM or Extraordinary AGM.

Voting Procedure

18. Voting for ordinary business shall be by ballot and a simple majority will be required provided a quorum was formed for the meeting.

Article VII

Executive Council

19. a) There shall be an Executive Council elected by the Annual General Meeting
- b) The members of the Executive Council shall be made up of The President, the Vice President, The Treasurer, The General Secretary and a representative each from the 3 agro-ecological zones of Ghana namely, The Northern Savanna Belt, The Middle belt and The Southern Belt.
- c) The President, Vice President and Treasurer shall be elected by the entire General Assembly while the zonal Representatives shall be elected to office by members within the respective jurisdictions.
- d) The quorum for Executive Council Meetings shall be three (3) members. The members of the Executive Council shall hold office for a period of two years, and shall be eligible for re-election for only one more term.
- e) Apart from the President, any other member of the Executive Council qualifies to contest another position after serving two consecutive terms.
21. The Executive Council shall have the power to approve applications for new membership based on recommendations from a Technical Committee of the Executive Council mandated to assess new members applications.
22. The Executive Council shall establish the Association's Secretariat and employ its Chief Executive Officer
23. The Executive Council may establish such Technical Committees as it deems necessary or delegate any of its functions to such Technical Committees except those provided for in Articles VII and VIII. Such Technical Committees should at all times be chaired by a member of The Executive Council.
24. The Executive Council shall be responsible for directing the activities of the Association. To this end, the Council through the President shall,
- a) Submit to the Annual General Meeting:
- i) Reports on the Association's activities;

- ii) Annual and long-term work programmes including a rolling 3-year strategic plan, a rolling 3-year business plan and annual budget estimates;
 - iii) Proposals for acceptance of new members;
 - iv) Be an arbitration panel to settle disputes between members;
- b) Meet at least once every three (3) months
 - c) Authorize the Chief Executive Officer to arrange for adoption of a resolution by seeking a vote by correspondence with members if and when necessary.
 - d) Adopt such rules and regulations as may be necessary or appropriate to conduct the business of the Association, provided that such rules and regulations shall not be inconsistent with the Constitution or Bye-laws / Code of Ethics of the Association.
 - e) Abide by the Constitution, Bye-laws / Code of Ethics and resolutions taken at an Annual General Meeting during execution of its duties.

Roles and Responsibilities of the Executive Council Members

a) **The President:** The President shall:

- i) Chair all Executive Council meetings
- ii) Be the official spokesperson for the Association
- iii) May also chair a sub-committee of the EC where necessary
- iv) Delegate responsibilities to any Executive Council member or members of the Association where necessary
- v) Develop a meeting Agenda with the Support of the Executive Secretary

b) The Vice President: The Vice President shall:

- i) Preside over the meetings of AGM and EC and subcommittees meetings upon delegation and in the absence of the President.

c) The Treasurer: The Treasurer shall:

- i) serve as internal auditor;
- ii) chairs funds mobilization committee, and other Technical Committees of the Executive Council where applicable
- iii) Execute any other role as may be delegated by the President

d) The Zonal Representatives:

- i) Coordinate the concerns of members within their respective zones with suggestions to address the challenges and report to the EC
- ii) Represent the Association within the zone where necessary
- iii) Serve as the Public Relations persons within their respective zones
- iv) Share only approved and vital information within the zone

v) Carry out other assignments as may be determined or delegated by the President

Article VIII

The Secretariat

25. The secretariat shall consist of the Chief Executive Officer and other staff appointed by the Chief Executive Officer in consultation with the Executive Council and ratified during the subsequent Annual General Meeting.
26. The Chief Executive Officer shall:
- a) Be responsible for the day-to-day administration of the Association
 - b) Convene Association's meetings, as instructed by the President and/or the Executive Council or an extra ordinary circumstance by 40% of fully paid-up ordinary members.
 - c) Ensure that the Secretariat provides support to all members of the Association.
 - d) Organise conferences, symposia, training programmes and other meetings in accordance with the approved programme of work
 - e) Arrange to issue periodic and other publications covering seed and planting material and related activities in the country and provide documentation services concerning such activities inside and outside the country.
 - f) Prepare proposals for joint action programmes with other regional and international bodies for the Executive Council's consideration.
 - g) Be responsible, under the supervision of the Executive Council, for the financial management of the Association.
 - h) Take action on other matters consistent with the objectives mentioned in Article II.
 - i) Perform other functions that may be specified by the Executive Council and/or the Ordinary or Extraordinary Annual General Meetings.
- j) Attend all meetings of the Executive Council and the Annual General Meeting ex-officio (without any voting rights) and shall be the secretary for such meetings.

ARTICLE IX

Revenues and disbursement

27. The Chief Executive Officer shall submit the annual budget of the Association to the Annual General Meeting for approval and provide regular financial reports to the Executive Council.

28. The financial period of the Association shall be the calendar year.

29. The financial resources of the Association shall be raised under:

- a) Admission fees, payable on admission, and annual membership fees
- b) Advertisement in and subscriptions to Association publications
- c) Courses and delegate fees
- d) Voluntary contributions from members, grants, donations from other sources, and other sources of income
- e) Services rendered to members, as directed by the Executive Council and other seed related Associations/organisations.

30. The Chief Executive Officer, on behalf of the Association, shall have the power and authority to:

- a) Employ and discharge staff members of the Association
- b) Incur expenses in connection with the administration and operation of the Association within the budget approved by the Annual General Meeting.
- c) Collect, receive and acknowledge contributions and place them in appropriate bank accounts, on behalf of the Association.
- d) Authorise, record and account for all disbursements made by or on behalf of the Association within the approved budgets.

Article X

The Technical Committees of the Executive Council Advocacy and Communication Committee

31. Purpose: The purpose of constituting this Committee is to support the Executive Council and the Secretariat to raise greater awareness on the Association and its relevance to the development of the Agricultural sector.

32. Functions and Roles of the Committee

- i) Generate ideas that contribute effectively to the Association's Annual Action Plan with respect to advocacy, communication and publicity
- ii) Develop a Medium to Long Term Communication Plan or strategy for the Association based on its strategic plan
- iii) Develop and disseminate ways and means of raising the profile of the Association
- iv) Collate and share information from members on their experiences in implementing strategies aimed at raising the profile of the Association

- v) Seek out opportunities for strengthening the relationship between the Association and its members as well as key stakeholders in the Agricultural Sector, both locally and internationally
- vi) Work in close relation with other sub-committees to provide relevant information to members
- vii) Act on tasks assigned by the Executive Council as and when may be required.

Business Development and Ethics Committee

1) Purpose: The purpose of constituting this Committee is to support the Executive Council and the Secretariat to carve a path to strategically grow the Association and enhance mutual relationship among members of the Association

2) Functions: The Committee shall

- i) Review and oversee the development and implementation of the Association's growth strategies and make recommendations to the Executive Council for their approval.
- ii) Oversee compliance with the rules of conduct, standards and policies that guide the Association. Functions in this respect shall include:
 - Resolve conflicts among members and between members of the association and other institutions.
 - Oversee the compliance of members to rules and regulations governing the association which have been stated in the association's code of Conduct
 - Conduct reviews on the performance of members and administering sanctions and other necessary forms of discipline where rules have been broken.
 - Review company ethics and policies and recommend changes to the Executive Council.
- iii) Work with the Executive Council and the secretariat in ensuring that members follow the standard procedures at the Association and governmental levels to build trust and confidence in the Association.
- iv) Communicate the Associations ethics policies to the entire members periodically

1. Membership of Each of the Committee

- The Executive Council shall propose the members to serve on the Committee at the maiden meeting of the Executive Council after an AGM where the executives were elected into office.
- The committee shall include at least one Executive Council member who will chair the Committee meetings
- Appointments to the committee shall be for a period of up to two (2) years after which members may be re-appointed
- The committee shall comprise of three (3) members in good standing and with basic knowledge and general experience in the respective fields or related fields.
- Only members of the committee have the right to attend committee meetings. However, other individuals and external advisers may be invited to attend all or part of any meeting as and when appropriate.

2. Quorum

The quorum necessary for the transaction of business shall be two (2) members of the Committee. A duly convened meeting of the Committee at which a quorum is present shall be competent to exercise all or any of the authorities, powers and discretions vested in or exercisable by the Committee.

3. Meetings

- The committee shall meet at least once in a quarter of the calendar period, as may be required by the Executive Council based on periodic task assigned or as maybe deemed fit by the committee.
- Meetings of the committee shall be called by the Chairperson of the Committee.
- The meeting could be either physical or through an electronic medium (ie. Teleconference etc.) as may be agreed on by the committee
- Unless otherwise agreed, notice of each committee meeting confirming the venue, date and time, together with an agenda of items to be discussed, shall be forwarded to each member of the committee by the chairperson and any other person required to attend, no later than five (5) working days before the date of the meeting.
- Supporting documents shall be sent to committee members and to other attendees as appropriate, at the same time.
- The committee at each sitting shall agree on one (1) committee member to record the proceedings of the day.
- Minutes of committee meeting shall be circulated among committee members, once agreed and signed by the chairperson it shall be adopted for further action based on the next steps agreed upon.
- The committee shall ensure that recommendations, proposals and / or decisions arrived at are communicated to the Executive Council or implemented directly as may be determined.

Article XI

Participation of Observers

- 3) Institutions that are not members of the Association may, upon written request and approval of the Executive Council, attend meetings of the Annual General Meeting and subsidiary bodies of the Association, as registered observers.
- 4) Participation of regional and international organisations in the work of the Association shall be governed by the relevant provisions of the Constitution and the resolution of the Annual General Meeting. The President, at the request of the Annual General Meeting or the Executive Council, shall be empowered to invite regional and/or international organisations to attend meetings of the Annual General Meeting.
- 5) Observers shall not have voting rights.

Article XII

Bye-laws, Rules and Regulations

- 6) For the discharge of subsidiary functions under the Constitution, Bye-laws / Code of Ethics and Practice shall be specifically formulated by the Executive Council and approved at an Annual General Meeting in regard to:
 - a) Conditions for membership
 - b) Procedures for convening the Annual General Meeting
 - c) Election of the Executive Council and its officers
 - d) Procedures and functions of the Executive Council
 - e) Procedures and functions of *ad-hoc* bodies, working parties and consultations
 - f) Financial resources management
 - g) Audit procedures, including appointment of an auditor
 - h) Suspension and amendment of Bye-laws.
- 7) For the discharge of the subsidiary functions under the Constitution and Bye-laws, Rules and Regulations may be formulated by the Executive Council and approved by the Annual General Meeting in regard to:
 - a) Personnel management of the Secretariat, including recruitment, promotion and disciplinary measures
 - b) Financial management, such as opening of bank accounts, preparation of accounts and financial statements, and calculation of travel allowances
 - c) Procedures to conclude contracts and agreements with other organisations
 - d) Procedures for acceptance of donations
 - e) Amendment of the rules and procedures.

Article XIII

Amendment of the Constitution

- 8) The Annual General Meeting can amend this Constitution by a two-thirds majority of ordinary members with voting rights.
- 9) Proposals for amendment of the Constitution can be made either by the Executive Council or a member of the Association in a communication addressed to the President of the Association. The

President shall circulate to all members all proposals for amendment 30 days before the Annual General Meeting. No proposal for amendment of the Constitution shall be included in the agenda of the Annual General Meeting unless notice thereof has been received by the President at least 45 days prior to the opening of the Annual General Meeting.

- 10) The adopted amendment of the Constitution shall be forwarded to all the members and shall become effective 30 days after such Annual General Meeting.

Article XIV

Settlement of disputes

- 11) Any dispute arising between members of the Association concerning the interpretation and application of the provisions of the Constitution and that cannot be settled by the parties concerned shall be submitted to the Executive Council whose decision shall be final.

Article XIV

Dissolution of the Association

- 12) The Constitution of the Association can be abolished and the Association dissolved by three-fourths majority vote of the total ordinary membership. The abolition of the Constitution shall entail dissolution of the Association.
- 13) In case of dissolution of the Association, the responsibility for the settlement of outstanding liabilities, if any, or receipts from sales or assets after settlement of liabilities, if any, would be shared equally by all members.
- 14) Executive Committee members are indemnified in their personal capacities provided that they have acted in the best interest of the Association.

Revised and Adopted on October 23, 2020 at the Annual General Meeting at Anita Hotel, Ejisu - Kumasi.

**CRITERIA FOR ADMISSION OF NEW MEMBERS TO
NASTAG**

Good seed companies are legally registered business entities that are committed to producing and or marketing high quality seeds and educating farmers about its benefits. These entities are central to improving food and nutrition security in Ghana and the world. To ensure that its members have capacity and expertise to deliver high quality products to farmers NASTAG experts that, a potential Member must:

1. **REGISTRATION:** *Be a Seed or seed related business entity included but not limited to Seed Producer, Marketer/ Distributor, Processor, Researcher, Agro input dealer and registered by the Registrar General's Department (RGD) under the laws of Ghana with Certificates of Incorporation and Certificate to Commence Business from Registrar General Department. In cases where the company is not directly registered as a seed business, the company should indicate the percentage of its business devoted directly to the seed.*
2. **OWNERSHIP:** *be wholly owned by Ghanaian or at least 51% of the company shares owed by a Ghanaian partner (s).*
3. **SEED BUSINESS PERMIT:** *Where applicable, the business must be certified by, or registered with the Environmental Protection Agency or Ghana Seed Inspection Division (GSID) of the PPRSD of the Ministry of Food and Agriculture (MoFA).*
4. **PHYSICAL LOCATION:** *The Company should have well-functioning administration space and equipped with staff.*
5. **TECHNICAL EXPERTISE:** *With regards to seed production of any class of seed, the company should have staff with basic knowledge in Seed Technology.*