

### How to join

The International Scout and Guide Fellowship, (ISGF) through membership of a National Scout and Guide Fellowship (NSGF) or the Central Branch (CB) is open to former and present adult members of the Member Organisations of the World Association of Girl Guides and Girl Scouts (WAGGGS) and the World Organisation of the Scout Movement (WOSM) and to adults who did not get the opportunity to be Scouts/Guides at an early age or to be active Scout/Guide

leaders, but are now willing to subscribe to the values of Scouting and Guiding. If you live in a country which does not have a National Scout and Guide Fellowship why not join the Central Branch. You can contact the CB Coordinator at the World Bureau by email: [worldbureau@isgf.org](mailto:worldbureau@isgf.org)

### General information

Central Branch (CB) was founded in 1957 and enables adults in countries without a National Scout and Guide Fellowship (NSGF) to join the International Scout and Guide Fellowship. The CB has a great significance for the ISGF, both because it is for many people a way through which people can follow the Aims of ISGF, including keeping the Scout / Guide Promise in countries where there is no National Fellowship (NSGF). The Central Branch is the stepping stone towards the foundation of a National Fellowship enabling growth and development within a Region. Central Branch membership is open to all adults, who are willing to commit themselves to the principles and aims of ISGF.

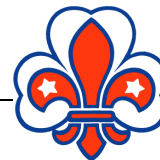
Conditions and circumstances may vary from country to country, as do the ways of starting a NSGF. In some countries there may be groups of adults already established in cooperation with the youth movement and in other countries there may have to be a new initiative by a few individuals.

The World Committee encourages Region Committees to work closely with the CB members within their Region encouraging them to form local fellowships and where possible to work closely with the National Organisations of WAGGGS and WOSM.

The Central Branch is one according to the ISGF Constitution and is **centrally managed at a Global level by** a CB coordinator. The coordinator **in cooperation with the Regions** will request CB Groups to fill in an annual questionnaire reporting their activities and their census and will arrange for them to pay their annual fee with the cheapest transfer cost.

### A Central Branch group is:

- a) a group of more than 8 members who are asked to appoint a contact person, who keeps a record of the members joining and leaving the Group. A contact person is appointed in each country, as it would be too costly to send all the information to the individual members and the contact person has the possibility to address them in their own language,
- b) the contact person receives from the CB Coordinator some guidelines and also a username and log-in in order to enter the closed section of the ISGF website.
- c) requested to fill in an annual report reporting its activities,
- d) entitled to use the ISGF emblem and CB emblem in accordance with the Bye-Law 6.2. and 6.3.
- e) would be identified by a name chosen by its members, and would normally be in your own language, however as ISGF is a world-wide organisation the title should include Central Branch of the International Scout and Guide Fellowship. Please notify the CB Coordinator of the title so that a certificate of recognition can be issued following approval of the name.



The title registered with ISGF would be (translated into English and /or French) and would be that used, where necessary, to register a voluntary group in your own country.

*Use by organisations working towards membership*

*6.2 Non-Member national adult organisations recognized by the World Committee as working towards Membership may be granted by the World Committee a non-exclusive license to use the Emblem for the duration of such recognition, but otherwise shall acquire no rights in it.*

*6.3. Sub-licensing. Members of ISGF and any non-Member national adult organisation recognised by the World Committee as working towards Membership shall not be entitled to sub-license the use of the Emblem without the consent of the World Committee obtained through the World Bureau.*

The CB Group or individual members will be contacted by a member of the Region Committee who will ensure that CB members are invited to Regional and Sub Regional events and that support is given to encourage further growth and the development of a National Scout and Guide Fellowship.

- a) When the CB Group develops into a Fellowship it will normally identified by a name chosen by its members. The name of the Fellowship is a national responsibility and would normally be in your own language. But as you will also be known as “the National Scout and Guide Fellowship of XXXX” or “the XXXX National Scout and Guide Fellowship” (in English or French), it is recommended that one of these is added as a sub-title to your name.

### **Role and responsibilities of region committee**

This covers:

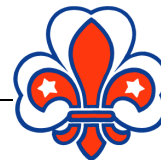
- a) The relationship between the Region Committee and the CB Coordinator and CB individual members/groups
  - b) Identification and support of possible development of a CB membership / Group towards becoming a National Fellowship.
1. To appoint a member of the Region Committee, or if necessary co-opt a member from the Region to work with the Central Branch Coordinator.
  2. Each Region is to develop with the Guidance from the CB Coordinator, when necessary, a strategy for encouraging the recruitment of Central Branch members in Countries within the Region where there is no active membership of ISGF.
  3. To ensure that Central Branch members are routinely invited to Region and Sub-Region Conferences, Gatherings, workshops and other events.
  4. When required provide help with the development of official documents to enable a National Fellowship to be formed.
  5. Ensure that Region constitution enables CB members to have voting rights at the Region Conference which are comparable to those at a World Conference.

### **Role of Central Branch coordinator**

#### **Relationship with CB individual members, CB Groups and Regions**

The ISGF World Committee appoints a person responsible to coordinate at a Global Level the Central Branch status and activities, and whose functions will be as follows:

- 1) To be responsible for the centralised administration of the Central Branch
- 2) To provide to Regions the necessary support for the development of their CBs.



- 3) To register groups and where no group, individuals as members and supply the appropriate lists of names of CB members to the Regions and keep a consolidated centralized list with names of all CB members
- 4) To keep close contact with the Regional Committee members responsible for CB. Regional Committees and CB coordinator shall keep each other informed on CB membership development
- 5) In cooperation with the Regions to send application forms and details on the ISGF to prospective new members.
- 6) To issue an e-Newsletter with ISGF Info, the Fellowship Day message and other relevant press releases to CB members (individuals or Groups).
- 7) To issue a membership card to each member/Group on request
- 8) To keep financial records for the CB and to prepare an annual statement of accounts for the Treasurer and World Bureau.
- 9) To assist Regions'/Sub-Regions' Committees with their work in a country working towards Membership, in cooperation with the World Committee Legal Team and the World Bureau.
- 10) To send to the contact persons of the CB Groups the annual report forms and other relevant papers that the World Bureau circulates to all NSGFs.
- 11) To advise the World Committee and the Regional Committees on any matters relating to the Central Branch, such as a summary of the annual reports.
- 12) To release an update for the World Committee about the development in CB, to be placed on the closed part of the website.

### Appendix

#### A. Provisions in the ISGF Constitution and Bye-Law regarding CB and Regions

##### **ISGF Constitution**

##### **Article 5 Membership**

##### **12. Central Branch**

Individuals and small groups of adults living in a country where there is no NSGF may register with the World Bureau and thus become members of the Central Branch. Conditions for the Central Branch are outlined in Bye-Law 4

##### **BYE-LAW 4**

##### **The Central Branch**

##### **1. Election of representatives at World Conference**

*The delegates representing the Central Branch at a World Conference shall be elected immediately prior to the commencement of the Conference by, and from among, participating Central Branch member. \*\**

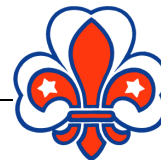
##### **2. Central Branch Co-ordinator**

*A Central Branch Co-ordinator shall be appointed by the World Committee to be responsible for the administrative work of the Central Branch and to provide all possible support for its members. The Co-ordinator, Regional Committees and Sub-Regional Committees shall keep each other informed on membership developments in common areas.*

##### **3. Finances**

*The level of the annual per capita fee for membership of the Central Branch shall be determined by the World Committee. \**

##### **4. Termination of membership**



*During the twelve months following the date on which a national adult organisation becomes a Member of the ISGF, membership of the Central Branch shall cease for members living in that country, unless they are working towards the establishment of a second NSGF as mentioned in article 5, paragraph 6 of the Constitution.*

### **BYE – LAW 6**

#### **Use of the Emblem**

##### **2. Use by organisations working towards membership**

Non-Member national adult organisations recognised by the World Committee as working towards Membership may be granted by the World Committee a non-exclusive license to use the Emblem for the duration of such recognition, but otherwise shall acquire no rights in it.

\*The annual fee in EURO for CB members is dependent on the Gross National Product (GNP) and is agreed at the ISGF World Conference.

\*\*CB members are normally invited to Regional and Sub-Regional meetings. A Region can have provisions in its Constitution (if it has one) on the CB members in the Region.

## **ISGF CONSTITUTION**

### **ARTICLE 12**

#### **Regions and Sub-Regions**

##### **1. Regions**

NSGFs are grouped together in geographical areas known as Regions, as defined by the World Committee after consultation with the NSGFs concerned. NSGFs neighbouring two Regions may opt to join both Regions, after consulting the World Committee.

##### **2. Regional Constitutions**

A Region may decide to approve its own Constitution. Regional Constitutions and amendments thereto must be approved by the World Committee before entering into force. In the event of a conflict between the World Constitution and a Regional Constitution, the World Constitution shall prevail.

##### **3. Regional Committees – Establishment and Composition**

A Regional Committee may be established within a Region. It shall be composed of members from within the Region nominated by their NSGFs. The Committee shall elect one of its members as Chairman and inform the World Committee.

##### **4. Regional Committees – Functions**

The functions of a Regional Committee are:

- a) to foster the development of the ISGF in the Region and to support its programme and activities;
- b) to promote regional gatherings;
- c) to liaise with the World Committee, Sub-Regional Committees, NSGFs and Central Branch members in the Region.
- d) to develop contacts with WAGGGS and WOSM on a regional basis.

##### **5. Sub-Regions**

NSGFs within a Region may form Sub-Regions with the approval of the World Committee. NSGFs neighbouring two Sub-Regions may opt to join both Sub-Regions, after consulting the World Committee.

##### **6. Sub-Regional Committees - Establishment and composition**

A Sub-Regional Committee may be established within a Sub-Region. It shall be composed of members from within the Sub-Region, nominated by the NSGFs. The Committee shall elect one of its members to be appointed as Chairman and inform the World Committee.

##### **7. Sub-Regional Committees – Functions**

The functions of a Sub-Regional Committee are:



- a) to develop the ISGF within the Sub-Region;
- b) to promote Sub-Regional gatherings;
- c) to liaise with the World Committee, Region, Regional Committee, NSGFs and Central Branch members in the Sub-Region.

### **B. General working arrangements for the Central Branch Coordinator:**

The person responsible for the Central Branch is appointed by the ISGF World Committee at its first meeting after an ISGF World Conference, for a three-year term of office. The CB coordinator who is not a member of the World Committee will:

- a) be considered as an ex-officio member of the World Committee and invited to World Committee meetings with right to speak, but not to vote;
- b) receive a copy of the agenda, minutes and other communications of the ISGF World Committee;
- c) be reimbursed for participating in World Committee meetings in accordance with the World Committee working arrangements.