

# GHANA BOOK DEVELOPMENT AGENCY BILL, 2018

## ARRANGEMENT OF SECTIONS

### *Establishment of the Ghana Book Development Agency*

1. Establishment of the Agency
2. Object of the Agency
3. Functions of the Agency

### *Governance of the Agency*

4. Governing body of the Agency
5. Tenure of office of members of the Board
6. Meetings of members of the Board
7. Disclosure of interest
8. Establishment of committees
9. Allowances
10. Ministerial oversight

### *Administration of the Agency*

11. Appointment of Executive Director
12. Functions of the Executive Director
13. Appointment of Deputy Executive Director
14. Appointment of other staff
15. Secretariat of the Agency
16. Departments and divisions of the Agency
17. Internal Audit Unit

### *Financial Provisions*

18. Funds of the Agency
19. Bank account
20. Accounts and audit
21. Annual report and other reports

### *Miscellaneous Provisions*

22. Collaboration with other bodies
23. Book fairs
24. Compliance with book industry standards
25. Provision of assistance
26. Regulations
27. Interpretation

*Ghana Book Development Agency Bill, 2018*

A  
**BILL**

ENTITLED

**GHANA BOOK DEVELOPMENT AGENCY ACT, 2018**

AN ACT to establish the Ghana Book Development Agency to oversee the development and regulation of the book industry in the country and to provide for related matters.

PASSED by Parliament and assented to by the President:

*Establishment of the Ghana Book Development Agency*

**Establishment of the Agency**

1. (1) There is established by this Act a body corporate with perpetual succession to be known as the Ghana Book Development Agency.

(2) The Agency may for the performance of the functions of the Agency, acquire and hold movable and immovable property and enter into a contract or any other transaction.

(3) Where there is a hindrance to the acquisition of property, the property may be acquired for the Agency under the State Lands Act, 1962 (Act 125) and the cost shall be borne by the Agency.

**Object of the Agency**

2. The object of the Agency is to ensure

- (a) the development and regulation of the book industry in the country; and
- (b) the publication and distribution of textbooks and reading materials in the country to foster national development.

*Ghana Book Development Agency Bill, 2018*

**Functions of the Agency**

3. For the purposes of section 2, the Agency shall
- (a) plan and co-ordinate activities of public and private entities which have an interest in book development;
  - (b) promote the habit of reading among Ghanaians, particularly school children;
  - (c) promote
    - (i) the development of indigenous authors; and
    - (ii) the translation of books written by indigenous authors into Ghanaian languages;
  - (d) promote the distribution of books in the country;
  - (e) promote and co-ordinate the international distribution of books written by Ghanaians;
  - (f) prescribe and enforce standards for the printing and publication of final book proofs by publishers and printers in the book industry in accordance with international best practice;
  - (g) ensure the removal from circulation of books that do not comply with the prescribed standards;
  - (h) collaborate with stakeholders to ensure the development of a conducive environment for building a robust book industry;
  - (i) carry out research essential for the development of the book industry;
  - (j) represent the country at international book fairs; and
  - (k) perform any other functions that are incidental to the object of the Agency.

*Governance of the Agency*

**Governing body of the Agency**

4. (1) The governing body of the Agency is a Board comprising
- (a) a chairperson;
  - (b) one person each with expertise in
    - (i) finance;
    - (ii) academia;
    - (iii) history;
    - (iv) publishing;

*Ghana Book Development Agency Bill, 2018*

- (v) printing; and
- (vi) journalism  
nominated by the Minister;
- (c) one representative of the Ministry not below the rank of a Director, nominated by the Minister; and
- (d) the Executive Director of the Agency.

(2) The chairperson and other members of the Board shall be appointed by the President in accordance with article 70 of the Constitution.

(3) The Board shall ensure the proper and effective performance of the functions of the Agency.

**Tenure of office of members of the Board**

5. (1) A member of the Board shall hold office for a period of three years, and is eligible for re-appointment but a member shall not be appointed for more than two terms.

(2) Subsections (1) and (3) do not apply to the Executive Director and a person who is a member of the Board by reason of the office of that person.

(3) A member of the Board may, at any time, resign from office in writing addressed to the President through the Minister.

(4) A member of the Board other than the Executive Director who is absent from three consecutive meetings of the Board without sufficient reason ceases to be a member of the Board.

(5) The President may, by letter addressed to a member, revoke the appointment of that member.

(6) Where a member of the Board is, for a sufficient reason, unable to act as a member, the Minister shall determine whether the inability would result in the declaration of a vacancy.

(7) Where there is a vacancy

- (a) under subsection (3), (4) or (5) or subsection (2) of section 7,
- (b) as a result of a declaration under subsection (6), or
- (c) by reason of the death of a member,

the Minister shall notify the President of the vacancy and the President shall, subject to subsection (2) of section 4, appoint a person to fill the vacancy.

**Meetings of members of the Board**

6. (1) The Board shall meet at least once every three months for the despatch of business at the times and in the places determined by the chairperson.

(2) The chairperson shall, at the request in writing of not less than one third of the membership of the Board, convene an extraordinary meeting of the Board at the time and place determined by the chairperson.

(3) The quorum at a meeting of the Board is seven members.

(4) The chairperson shall preside at meetings of the Board and in the absence of the chairperson, a member of the Board elected by the members present from among their number shall preside.

(5) Matters before the Board shall be decided by a majority of the members present and voting and in the event of an equality of votes, the person presiding shall have a casting vote.

(6) The Board may co-opt a person to attend a meeting of the Board, but that person is not entitled to vote on any matter for decision at the meeting.

(7) The proceedings of the Board shall not be invalidated by reason of a vacancy among the members or a defect in the appointment or qualification of a member.

**Disclosure of interest**

7. (1) A member of the Board who has an interest in a matter for consideration by the Board shall

(a) disclose the nature of the interest and the disclosure shall form part of the record of the consideration of the matter; and

(b) not participate in the deliberations of the Board in respect of that matter.

(2) A member ceases to be a member of the Board if that member has an interest in a matter before the Board and

(a) fails to disclose that interest, or

(b) participates in the deliberations of the Board in respect of that matter.