



**Mandate of the Committee for Public Education, Awareness and Training**  
**Approved by the Board 18<sup>th</sup> May 2017**

**1. PURPOSE**

1.1. The purpose of this Committee is to be the public face and voice of the organisation in raising the level of Public Education and Public Awareness in six areas relevant to its Mission and Objectives. These six areas form a framework for the integrated development of children. The Committee's work will involve promoting activities and actions within this framework with a practical emphasis on Training including the training of trainers, parents and others responsible for children in their formative years.

- Vocational education
- Entrepreneurial training, mentoring and support
- Developing cognitive skills and a culture of reading habits
- Promoting and teaching Virtues and Values
- Promoting Child Welfare & Child protection issues
- Promotion of Inter-generational equity through Governance, Transparency & Accountability

**2. GOVERNANCE**

2.1. The By Law regarding Committees applies to this Committee which is that: "Each Committee shall be governed by the Code of Conduct for directors, its mandate and terms of reference provided by the Board and by its own Rules of Procedure as agreed among its members. Unless otherwise determined by the directors, three (3) members of a committee shall be a quorum. Questions arising at any meeting of a committee shall be decided by a majority of votes and, in case of an equality of votes, the chairman of the meeting shall have a second or casting vote."

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**Gerard Pemberton (Secretary)**



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- 2.2. The Board will appoint a Chair of the Committee based on suitability for the purpose from among those directors of the Company who are not classified as Independent directors, officers, are not Chairs of any other Committee and are not members of the Governance, Monitoring and Evaluation Committee.
- 2.3. The Chair of the Committee shall nominate for approval of the Board the members who shall serve on this Committee other than any other director.
- 2.4. The Executive Officer and the Secretary shall be ex-officio members of this Committee if neither is a director.
- 2.5. The Governance, Monitoring and Evaluation Committee shall be responsible for oversight of this Committee.
- 2.6. The Board shall establish for the Committee and review from time to time:
  - a. A mandate setting out its purposes
  - b. Terms of reference
  - c. Powers, limitations and mode of reporting.
- 2.7. The Committee shall present to the Board annually its proposed goals, targets and plans.

**3. TERMS OF REFERENCE (the TOR)**

- 3.1. The Board shall establish the Terms of Reference on the advice of consultants and specialists in the various fields.
- 3.2. The TOR shall include fund-raising activities agreed with the Executive Officer and approved in advance by the Treasurer, applicable only to specific projects with defined time-frames and outcomes and arranged with sponsors.

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3.3. The TOR shall encourage media events, publications, conferences and other forms of communication related with or for the purpose of Public Education and Public Awareness in six areas relevant to its Mission and Objectives with due respect for and reference to the Spirituality of the organisation.

**4. POWERS, LIMITATIONS AND MODE OF REPORTING.**

4.1. The Governance, Monitoring and Evaluation Committee shall recommend to the Board for its approval the Powers, Limitations and Mode of reporting of this Committee.

4.2. The Committee must submit for the prior approval of the Board's Editorial Committee drafts of any written public statements or other publications in other forms the Committee wishes to issue if the substance or the context involves or refers to the philosophies, general policies and mission of the Company and Board decisions taken previously.

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