

GEA Board Representation

The Ghana Employers' Association (GEA) consists of large, medium and small enterprises that spread across all sectors of the economy.

The Association's wide network has enabled it to play a critical part in member engagement and service delivery. GEA members are drawn from all sectors of the economy such as:

- Agricultural & Fishing
- Airways & Inland Transport
- Banking & Financial
- Building & Civil Engineering
- Commercial
- Education & Learning
- Healthcare
- Hotels, Catering & Tourism
- Information Communication & Technology
- Insurance
- Manufacturing
- Mining
- Pharmaceutical
- Petroleum & Power
- Press & Publishing
- Private Protective Security
- Shipping & Ports
- Timber
- Utility
- Small and Medium Scale Enterprises

Employers' interests are safe guarded, due to GEA's representation on various committees and boards. At the national level, the GEA is involved in various forums where key issues of importance to employers are discussed including promotion of public-private sector dialogue, which is critical for enhancing a business- friendly environment.

GEA represents employers' interests on various boards such as:

- National Tripartite Committee
- Private Enterprise Foundation
- University of Ghana Counselling and Placement Centre
- Social Security and National Insurance Trust
- Ghana Education Trust Fund
- Ghana Aids Commission
- National Steering Committee on Child Labour
- National Vocational Training Institute
- National Labour Commission
- National Pensions Regulatory Authority
- National Council of Persons with Disabilities
- Student Loan Trust Fund
- Council for Technical, Vocational Education and Training
- All ten (10) Polytechnics in Ghana
- Management Development & Productivity Institute



**GHANA EMPLOYERS'
ASSOCIATION**

The Employers' Advocate

GEA Tripartite Relations

Ghana Employers' Association (GEA) is the premier employers' organization in Ghana, established in 1959 to represent the collective interest of Ghanaian employers. GEA membership is open to all organizations and employers in the private and public sectors.

GEA is the largest Employers organization in Ghana, serving its members on human resource management/industrial relations and Legal issues. GEA offers best practice, knowledge and training to sustain member organizations with institutional capacity and competence.

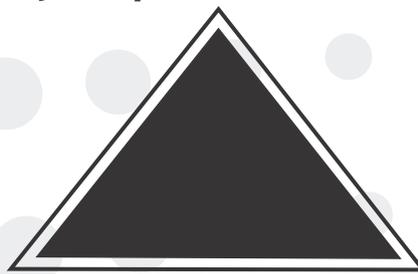
As an organization, we provide a forum for employers in promoting sound industrial relations and observance of fair labour practices. GEA also advocates and defends the interests of employers. In addition, the Association supports good management practices and develops sustainable institutional capacity and competence among members.

Our goal as GEA is to be the leading employers' representative in the country by providing quality and value-added services to our members. The Association cannot succeed without its members, we therefore appreciate their continued commitment and support which has allowed us to grow and improve over the years.

As part of the tripartite body dealing with labour issues in Ghana (GEA's relationship with the Ministry responsible for Employment and the Trades Union Congress Ghana -TUCG) the Association will continue to serve its membership and advocate for the employers agenda in the improvement of opportunities for doing business and enhancement of employment opportunities in Ghana.

GOVERNMENT
(Ministry Responsible for Employment)

GEA



TUC Ghana



GHANA EMPLOYERS' ASSOCIATION

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Contact Us

Location: State Enterprises Commission Building, (Ministries Area)
P. O. Box GP 2616 Accra, Ghana.

Tel: (233-302) 67 84 55 / 67 84 49, 68 07 95, 68 07 96

Fax: (233-302) 67 84 05 Hotline: 0289519440

Branches: Tema - Tel.: 0303 200353 Fax: 0303 200354

Kumasi - Tel.: 0322 041910 Fax: 0322 041911

Takoradi - Tel.: 03120 93983

Website: <http://www.ghanaemployers.com>

E-mail: gea@ghanaemployers.com



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In Ghana today, to be the best in your Business you need support and a voice that will facilitate improvement in the environment for doing business.

To be the best of doing business entails:

- **Access** to the best in skills development and training;
- **Access** to relevant knowledge sources that will improve your Business;
- **Subscription** to a membership network that will influence policy, by advocating and lobbying for your business to succeed;

This network is the **Ghana Employers' Association (GEA)** - the preferred centre of excellence in industrial relations services, management practices and advocacy of employers' interests.

GEA will meet all your people management needs; we have your best interests at heart

The Ghana Employers' Association (GEA)

- **Offers** support that is credible and well connected,
- **Provides** your business with technical experts, who are well versed in all aspects of people management,
- **Knows** the rights of Employers and their employees- for the protection of Employers' Interests

GEA sets the standard for best practices in Industrial Relations/ Human Resource Management

Join the Ghana Employers' Association today and be the best in your business; as you enjoy the benefits of our membership and specialized support services

Industrial relations is our speciality, your Business is our focus!!!

GEA- The Employers' Advocate



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OBJECTIVES

- To promote and protect the interest of Employers
- To act as a forum for Employers
- To keep members informed and advocate on the operation of existing laws and practices that affect Employers
- To represent employers in its dealings with Government, Non Governmental Organisations and other national bodies
- To promote good management practices

CORE VALUES

- Integrity
- Professionalism
- Trust



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GEA International Affiliation

The Ghana Employers' Association (GEA) facilitates good management practices and develops sustainable institutional capacity and competence among employer organisations.

As a representative employers' body in Ghana, GEA represents Employers at the International Labour Organisation (ILO) conferences. GEA is affiliated to the International Organisation of Employers (IOE), Business Africa, previously known as the Pan-African Employers Confederation (PEC) and the Federation of West African Employers (FOPA). The Association also has relations with employers' organisations in Africa and the rest of the world. GEA also runs special technical programmes with selected donor agencies, which are of direct benefit to members.

The Association has been collaborating with the following organisations to help build the capacity of GEA to serve its members better:

- ◆ Dutch Employers' Cooperation Programme (DECP).
- ◆ Pro€invest Project.
- ◆ Wage Indicator Project.
- ◆ International Labour Organisation.



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GEA Branches

The Association runs programs and services across the country through branch networks, open courses and clinics. In addition, GEA also provides regular updates on economic indicators which assist members to make informed management decisions.

As a member, you have at your disposal a wide range of services that include a highly qualified team of Industrial Relations experts. We offer legal advice and representation at discounted rates, as well as management and training consultants to enable your organization to profitably embrace the culture of best practices at your work place. We run a number of training courses throughout the year, to guide you and your staff in all issues related to employment and human capital management.

BRANCHES

Ghana Employers' Association (GEA) has branches in Tema, Kumasi and Takoradi; the head office is in Accra. All branches are managed by Officers. GEA regional branches have Regional Advisory Committees (RAC), facilitated by member elected chairman operating within the respective region.

Below are the contacts of the respective branches:

District Labour Office
P. O. Box C62, Tema
Tel: 0303-200353
Fax: 0303-200354

Harper Road, Toyota House
P. O. Box 7993, Adum, Kumasi
Tel: 03220-41910
Fax: 03220-41911

Opp. Mapees Int. Hostel
Fijai, Takoradi
Tel: 03120-93983

TEMA BRANCH

The Tema branch office regularly holds events for sensitization on the benefits members can obtain from the association. On a regular basis, the branch assists employers in administering best industrial relations and management practices, as well as, facilitating the negotiation of Collective Bargaining Agreements (CBAs). Other benefits offered at the Tema branch include consultancy services.

KUMASI BRANCH

The Kumasi branch serves the Ashanti/Northern parts of the country. RAC meetings are held in various venues so as to familiarize the membership with the activities at different enterprises. During the meetings, important economic issues affecting employers in the region are discussed. Some of these issues are developments in the area of industrial relations, private sector investment and other socio-economic issues which affect members.

TAKORADI BRANCH

The branch has continued to promote and defend the interest of employers in the Central/Western Regions, by way of organizing training on labour laws, HIV & AIDS, in-house industrial relations courses as well as open-house facilitator's training on HIV & AIDS and other management skills development courses.

The RAC has continued to hold its periodic meetings to discuss the state of industrial relations in the region, state of the economy and other problems facing employers.



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GEA Membership Benefits

As a member, you have at your disposal, a wide range of services that include a highly qualified team of industrial Relations Experts, who offer both labour specific legal advice and representation at discounted rates. Members also benefit from management and training consultants, who enable member organizations to profit from and embrace the culture of best practices at the workplace. GEA members also benefit from training which is carried out throughout the year. The Association gives its members an option of both in-house and open-house courses; all are offered at discounted rates. At the Association, members also benefit from policy documents and statistics that facilitate business practice.

Below is a detailed list of GEA's member benefits:

A. Lobbying and advocacy on behalf of employers

Labour market research and information, lobbying and advocacy.

B. Industrial relations and legal representations

Free guidance on industrial disputes, redundancy management, conflict management, collective bargaining agreements (with the union), terminations, discipline management and best practices at work place. This gives the management room to work on other strategic issues as GEA handles IR issues.

Representation before the National Labour Commission is offered at discounted fees.

C. Projects and capacity building

These are donor funded initiatives, offered at a subsidized rate to GEA members to enable them to enhance productivity levels. They include: Tackling Child Labour; Education on Occupational Safety and Health and HIV & AIDS workplace programme.

GEA members are linked to a wide network allowing for coordination of HIV&AIDS related services, through the Association's Branch offices. This allows GEA member organizations to learn from each other.

D. Management Consultancy Services

GEA has developed world class products which members access at discounted competitive rates. Areas of consultancy are Executive Selection & Recruitment, Job Evaluations, Strategic Planning, HR Policy Development & Reviews, Salary Surveys, Performance Management, and Restructuring & Reviews and Occupational Safety & Health, access to sectoral/company-specific remuneration surveys, among others.

E. GEA Training and Capacity Building

Training is offered at a discounted rate. Some of the listed courses include; New Labour laws, Redundancy Management, Occupational Safety & Health, Pre-CBA training, Terminations, Discipline Management and Retirement preparations among others.

F. Nation-wide branch networks and forum

This allows for consultation and service delivery to members wherever they are in Ghana. It is good for your business interests, especially for service campaign. It also allows for business networking and partnerships within the membership.

G. Representation on National Committees and Boards

GEA represents its members on various policy making statutory bodies.

Please send your membership queries to the email address: gea@ghanaemployers.com



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GEA Services

INDUSTRIAL RELATIONS SERVICES

The Ghana Employers' Association (GEA) has very strong and experienced industrial relations/human resource practitioners who have successfully facilitated various matters for GEA members and other clients. Our track record will show that the members' industrial relations needs are catered for as a result of the Association's experienced personnel with extensive expertise in the following Industrial Relations Services;

- Conducting collective bargaining negotiations between Employers and Trade Unions.
- Representation of Employers before the National Labour Commission.
- Giving advice on legal, labour and employment matters.
- Communicating with members on regular basis regarding topical issues and labour trends through Newsletters and Industrial Relations News.
- Representation and defence of employers' interest to relevant authorities and tripartite boards on policy matters.
- Promotion of the spirit of tripartism involving Government, Employers and workers in formulating and implementing social and employment policies.
- Representation in local and international business forums

Please send your legal & IR queries to the email address: gea@ghanaemployers.com

RESEARCH AND ADVOCACY

The Association's Research Department is responsible for the development of the employers' policy advocacy agenda and implementation of dynamic products portfolio aligned to the needs of members. The advocacy strategies are needed to shape public opinion, inform policy and practice, as well as to support best practices that lead to improved labour productivity and social development outcomes. This is achieved through strategic analysis and monitoring of policy issues that are meant to inform the Association's strategic and service delivery.

The Association undertakes research and policy analysis in areas related to minimum wages, skills development, labour and employment, fiscal and monetary policy, productivity, and pensions. The Association collects and analyses information on social and economic indicators to inform advocacy and wage negotiations as well as creation of an enabling business environment in general.

Key activities include:

- Conducting research and preparing reports on selected economic and labour issues.
- Reviewing and analysing government policies.
- Analysing and disseminating information on labour market, economic indicators and business environment to members and other relevant bodies.
- Representing employers views on economic and labour issues in various forums

Please send your research & public queries to the email address: gea@ghanaemployers.com

TRAINING

The Ghana Employers' Association (GEA) training portfolio provides for a combination of in-house and open-house courses carefully developed to meet individual and/or organizational specific needs.

Our rates are competitive, offering you great value for money. GEA training programmes will equip participants with the skills essential for success in business performance.

The training programmes offered by GEA include:

a) Legal/ Industrial Relations Programs

- New Labour Laws
- Diploma in Industrial Relations (a GEA/ ABE Partnership programme)
- Negotiation Skills
- Discipline Management
- Managing Redundancy
- Ending the Employment Relationship
- Managing Contracts
- Diploma/Certificate in Occupational Safety and Health (OSH) (a GEA/GIMPA partnership programme)

b) Management programs:

- Management Skills Development
- Pre-retirement Planning
- Performance Appraisals
- Strategic Management
- Entrepreneurship Training
- Managing Organizational Change
- Team Building
- Leadership
- Corporate Governance

CONSULTANCY SERVICES

GEA offers a wide range of management/consultancy services, which are developed to help organizations to focus on excellence in performance delivery. Our services include:

- Job Evaluation
- Organizational Review /Restructuring
- Designing/ Reviewing Job Descriptions
- Designing/ Reviewing Strategic Plans
- Executive Recruitment & Selection
- Designing/ Reviewing HR Manuals
- Designing/ reviewing Job Specifications
- Formulation of Performance Management Systems

PROJECTS AND CAPACITY BUILDING

The Association has continued to collaborate with the development partners to enhance its social dialogue strategies both nationally and internationally. Some of the areas that the Association is involved in include:

Elimination of the Worst Forms of Child Labour (GEA/ILO)

This project addresses the issues of child labour in line with ILO conventions on elimination of child labour.

Occupational Safety and Health (OSH)

GEA developed a guide and training curriculum to ensure compliance with new laws and safe working practices. OSH is available as an open and in-house training course

Please send any project specific queries to the email address: gea@ghanaemployers.com