

Handout: Cooperative Governance

Instructions:

Read the list of cooperative governance responsibilities below. With your group, decide whether each responsibility belongs to the General Assembly, Board of Directors, or Supervisory Committee. Put an “X” in the column corresponding to your answer.

	General Assembly	Board of Directors	Supervisory Committee
Example: Approve the minutes of the last meeting of the General Assembly.			
Verify the effectiveness of guidelines established by the General Assembly.			
Approve the cooperative’s business plan for the following year.			
Hire and establish the salary for the general manager.			
Prepare the agenda for an ordinary General Assembly.			
Decide how any available surplus and interest will be distributed or invested.			
Supervise the management of the cooperative.			
Elect members of the Supervisory Committee and other committees.			
Prepare the draft budget for the following year.			
Oversee the functioning of the cooperative’s permanent internal auditor.			
Implement decisions made by the General Assembly.			
Decide on the management structure to facilitate service delivery to members.			

Handout: Sustainability Bingo

Instructions:

It is time to mingle with your fellow cooperative leaders. For each box below, find a cooperative doing that practice. Write the name of that cooperative in the box.

Example: If ANON cooperative has a female manager, you will write “ANON” in that box (last box, bottom row).

The first person to get a straight line wins!

Has a plan to gradually increase salaries above the regional average and the official minimum wage.	Has a policy forbidding discrimination based on gender, age, nationality, disability, marital status, religion, or HIV/AIDS status.	Does not employ children below the age of 15 or under the age defined by local law, whichever is higher.	Uses energy efficiently and replaces non-renewable sources with renewable ones as much as possible.
Provides training to members and workers who handle pesticides and other hazardous chemicals.	Has designated areas for the storage and disposal of hazardous waste.	Includes disadvantaged or minority groups (for example, women, young and old people, people of lower income levels, etc.).	Has a policy for maternity leave according to national laws.
Can demonstrate that pesticides are applied based on knowledge of pests and diseases.	Has training on practices that reduce or prevent soil erosion, where risk of soil erosion or already eroded land has been identified.	Has identified water sources in the farming area and has recommended buffer zones to protect the water sources.	Has accessible first aid box nearby.
Has at least 25% female membership.	Has 1 person who ensures sustainability goals are followed.	Has drinking water and clean toilets with hand washing facilities nearby.	Has at least 1 female manager.