

## **Seven Steps to Creating a National Chapter of GOPAC**

1. Three or four parliamentarians representing all or most parties in parliament decide that it would be beneficial to create a chapter of GOPAC within their parliament. They become the Interim Steering Committee.
  2. They advise the Regional Chapter and GOPAC Global Secretariat in Ottawa (by providing names and contact information of members) that they are in existence. They continue to maintain regular communications with both to ensure their success as well as to stay informed of GOPAC initiatives.
  3. Each member of the Steering Committee commit to finding four or five more parliamentarians to participate. This brings the number to around twenty.
  4. The twenty or so parliamentarians hold a meeting and constitute themselves as the founding members and adopt the constitution for a National Chapter.
  5. They elect an Executive Committee in accordance with the constitution.
  6. They should try to identify an NGO that is willing to act as the Secretariat of the Chapter (e.g. Transparency International). They also reach out to the local offices of the official donor community and to civil society. They inform the Speaker and political parties of their existence as a non-partisan entity.
  7. They adopt a work plan from the Global Task Forces (GTFs) or from a local agenda in consultation with local representatives of donor organisations, civil society and the Regional Secretariat or Global Secretariat.
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