

Articles of Association of the Arab Women's Legal Network

Chapter One Introductory Provisions

Article (1) Terminology

A. Definitions

The hereunder words and expressions shall have the adjacent meanings whenever used in these Articles unless the context indicates otherwise:

Network:	The Association of the Arab Women's Legal Network
Articles:	The Articles of Association of the Network
Minister:	Minister of Interior
Ministry:	Ministry of Interior
General Assembly:	All Active Members of the Network who have fulfilled their membership commitments as set forth in these Articles.
Executive Board:	The board elected by the General Assembly to manage the affairs of the Network.
Active Member:	A person meeting the membership requirements as set forth in these Articles and whose membership has been accepted by the Executive Board
Honorary Member:	Member accepted by the Executive Board pursuant to Article (8) of these Articles.
Arab Country	As defined by the League of Arab States

B. Interpretation:

Words importing the singular also include the plural and vice versa, unless the context indicates otherwise.

Article (2) Establishment of the Network

On May 8, 2005, the women, whose names are set forth in Article 34, agreed to establish this non-profit Association under the name of the Association of the Arab Women's Legal Network with its headquarters based in Amman, Jordan at the following address: 21 Mohammad Ali Jinah Street, P.O. Box

841226 - Amman 11181. This Network is entitled to open one or more branches inside and outside the Kingdom.

Article (3) Network Mission

A regional, non-profit, non-governmental, Legal and professional Association that aims to facilitate the meeting of Arab women working in the legal profession through providing a forum to exchange expertise and individual experiences, discuss common challenges and issues, provide specialized training and professional development programs, facilitate sharing of information and resources, and prepare publications and materials in order to enhance the abilities of Arab women in legal practice and to raise public awareness about the law and legal issues in Arab countries.

Article (4) Network Objectives

The objectives of the Network are to:

- Improve capabilities of Arab women working in the legal profession and enhance their legal knowledge.
- Develop cooperation among women working in the legal profession.
- Support future generations of women working in the legal profession.
- Increase awareness regarding women's rights at all levels.
- Strengthen the status of women working in the legal profession through networking, exchanging experience and advocacy.
- Supporting efforts to guarantee women's rights through international agreements and national laws.
- Participate in law reform at the regional and national level.

Network Activities

Article (5) Non-Discrimination

The Network has no political, ethnic, religious or sectarian objectives and extends services to all members alike without discrimination.

Chapter Two Membership

Article (6) Founding Members

- a) The Founding Members are the seven (7) members whose names are set forth in Article 34 of these Articles.
- b) The Founding Members will form the first Executive Board of the Network and will remain in office until the Second Annual General Meeting, when an Executive Board shall be elected in accordance with the rules set forth in Article 22 of these Articles.

Article (7) Membership Terms & Conditions

- a) Membership is open to every Arab woman working in any of the legal professions.
- b) An Active Member must meet the following conditions:
 - 1. Holds Arab country nationality and enjoys all her civic rights.
 - 2. Works in a legal domain in an Arab country and/or holds a university degree in law.
 - 3. Must be of good standing.
 - 4. Is not less than (21) years old at the date of application for membership.
 - 5. Is committed to fulfilling the Network goals.
 - 6. Has paid the membership fee.
 - 7. Has certified in the signed application that she has read and agreed to abide by the Articles of Association of the Network, and that she meets the qualifications for membership.
- c) Each application must be submitted in a standard form as developed and approved by the Executive Board.
- d) Each application must be accompanied by the subscription fee. In the event of rejecting the application, the subscription fee will be refunded.
- e) The Executive Board shall decide whether or not to accept a membership application or delegate such authority to any person or persons who it deems fit. However, the Board reserves the right to reject such applications for good reasons. These decisions shall be taken by a majority vote of the Executive Board without any obligation, when rejecting such applications to state the reasons for such rejection.

- f) Network membership is renewable on an annual basis upon payment of annual membership fee.
- g) Membership is undertaken in the applicant's individual capacity and not on behalf of an organization or agency.

Article (8)
Honorary Members

- a) Honorary membership in the Network is open to any person who has demonstrated a commitment to improving the condition of women, and / or whose achievements in the legal or judicial or academic sectors are such that sets them apart from their colleagues, and who through their honorary membership, will contribute to the mission of AWLN as set forth in Article (3).
- b) Honorary Memberships are granted by the Board in accordance with Article (8) (a) for the period, position and conditions specified and approved by majority vote of the Executive Board.
- c) Honorary Members may neither vote in elections nor be nominated for election to the Executive Board.

Article (9)
Membership Fees

- a) There shall be a Membership Fee, payable once by every Active Member upon submitting the membership application to the Executive Board or Authorized person(s).
- b) There shall be an Annual Fee payable by every Active Member at the start of each fiscal year. In the event that the membership application is accepted during the first half of the fiscal year, the annual fees must be paid in full. If membership is accepted after the commencement of the seventh month of the fiscal year, the membership fees shall be discounted and the annual fees that will be due for that year shall be one half of the annual fee.
- c) The Executive Board shall determine the amount of the membership and annual fees, method and time of payment for all Members. The Executive Board may alter the membership fee and annual fee amounts as necessary to effectuate the mission of the AWLN.
- d) Membership fees may be waived by the Board in cases of demonstrated financial hardship.

Article (10)
Termination of Membership

- a) Membership shall be terminate automatically upon the occurrence of any of the following events:
 - 1. Withdrawal or resignation from the Network by way of a written request.
 - 2. Non-fulfillment of any of the membership conditions.
 - 3. Death.
- b) The Executive Board may decide to terminate a person’s membership if:
 - 1. The member conducts herself in a manner that would adversely affect the Network, financially or by reputation.
 - 2. The member exploits her membership in the Network for personal ends that are remote from the Network goals.
 - 3. The member fails to pay her annual fee on the due date and for a period of three months after notification in writing of the amount overdue.
 - 4. The member violates any provision of these Articles and continues to be in violation despite being notified in writing to cease such violation.
- c) Termination of membership pursuant to paragraph (b) of this article is based on a decision by the majority vote of the Executive Board.

Article (11)
Reinstatement of Membership

- a) The Executive Board or Authorized person(s) may reinstate any member whose membership was terminated for non-payment of fees, if such a member makes all overdue payments.
- b) A member whose membership ceases for any reason shall have no right to retrieve either her membership fees or donations or gifts presented to the Network by her, nor shall her successors.

Chapter Three
Network Finances, Use and Disposal

Article (12)

Funding Sources

The funding sources for the Network are:

- a) Membership and annual fees.
- b) Donations, gifts and grants.
- c) Registration fees, subscriptions and other proceeds generated from activities of the Network.
- d) Endowment and curatorship.
- e) Any other sources approved by the Executive Board.

Article (13) Fiscal Policy

- a) The Network fiscal year shall start on the 1st day of January and end on the 31st day of December of every calendar year except for the first year, which begins on the date of registration and ends on December 31 of that year.
- b) Network funds shall be deposited in the bank designated by the Executive Board.
- c) Network Funds may not be used for any purpose outside the mission and objectives of the Network. Withdrawal of funds is subject to the financial procedures determined by the Executive Board.
- d) The Network shall organize and keep in its headquarters, books and records in accordance with generally accepted accounting principles.
- e) The Network accounts shall be annually audited by a certified practicing accountant within a period not to exceed three months from the end of the Network's fiscal year.

Chapter Four General Assembly

Article (14) Constitution

The General Assembly shall consist of all active members of the Network who have fulfilled their membership commitments according to the provision of these Articles.

Article (15) General Assembly Meetings

- a) An annual ordinary meeting of the General Assembly shall be called for each year and shall take place no later than July of each year provided that the audit report of the Network's accounts are submitted to the Association in the time specified.
- b) The Executive Board may call for additional extraordinary general meetings whenever it deems it necessary.
- c) The Agenda of the Annual General Assembly Meeting shall include following:
 - i. the endorsement of the year-end account balance of the Network;
 - ii. viewing and discussing the annual audit report;
 - iii. the annual report of Network activities for the preceding year, prepared by the Executive Board;
 - iv. approval of the Network estimated budget for the new fiscal year;
 - v. election of members to the Executive Board by way of secret balloting once every two years commencing from the second annual general meeting;
 - vi. any other matter approved by the Executive Board or the General Assembly.
- d) The quorum at a general meeting is considered legal either if 20% of the members representing five (5) Arab countries are present or if 50% of the members are present. If after the first notice of meeting a quorum is not present, the president of the Network shall call for another meeting to be held within fifteen (15) days of the date of the first meeting and the quorum for such a meeting shall then be convened with the attending of at least 10% of the members.
- e) Resolutions of the General Assembly in a general meeting shall be adopted by a majority vote of 50%+1 by a show of hands except as provided in Article 15(c)(v).

Article (16)

Extraordinary General Meetings

- a) Special general meetings may be called by any twenty members of the General Assembly by delivery of a written petition to the Executive Board. The petition must bear the names and signatures of the 20 members, set forth the basis for the request and the resolutions sought from the General Assembly.
- b) The Executive Board must respond to such request within two months by issuing a notice of meeting in accordance with Article 18 of these Articles.
- c) The quorum in a special general meeting is deemed legal if either fifty (50) members attend, provided that at least eight (8) Arab countries are represented or 50% of the members attend.

- d) A resolution at a special meeting shall be by a special majority vote of 2/3 of those present at the meeting.

Article (17)
Extraordinary Resolutions

Passage of the following resolutions at an extraordinary general meeting shall be by a special majority vote of 2/3 of those present at the meeting:

- a) Amendment of these Articles.
- b) Dissolution of the Network.
- c) Termination of services of some or all members of the Executive Board.

Article (18)
Notice of Meetings

The Executive Board shall call for a meeting of the General Assembly by sending a notice of the meeting, including the place, dates and times of the proposed meeting and a proposed agenda for such meeting to all Active Members who are entitled to attend the meeting at least one month prior to the date of the meeting.

Article (19)
Proxy

Each member may delegate one member to vote on her behalf in meetings of the General Assembly in accordance with a letter of delegation that contain the name of the absent member, the name of her proxy and the period during which the proxy shall be in effect. Such absent members shall be counted for purposes of determining the quorum required for attending the meeting.

Article (20)
Chairperson

Meetings of the General Assembly shall be chaired by the Chairperson of the Executive Board and by the Vice-Chairperson in the event that the Chairperson is absent. In the event that both are absent, the General Assembly shall elect from among its members a Chair for that meeting.

Article (21)

Records of General Assembly Meetings

All resolutions of the General Assembly are duly recorded in the minutes of meetings and signed by both the Chairperson and Treasurer. The minutes of the General Assembly meetings must include names of members entitled to attend and vote, names of the members present at a meeting, whether in person or by proxy, decisions taken, number of votes supporting each decision taken, and the names of the Chairperson and the Treasurer. Minutes will be stored at the Network Headquarters.

Chapter Five The Executive Board

Article (22) Structure and Elections

- a) The Network is administrated by an Executive Board comprised of seven (7) members elected by the General Assembly at the annual general meeting.
- b) Members shall be elected in accordance with the numbers of votes received except that:
 - 1. there shall be two members from Jordan, to ensure continuity of mission, and
 - 2. the remaining members shall each represent a different Arab state.
- c) The Executive Board shall serve for a term of two (2) years. Members may be re-elected for one additional term.
- d) The Executive Board shall notify the Ministry of the date on which a new Executive Board will be elected at least fifteen (15) days prior to the date of election, in order for the Ministry to assign one or more of its employees to attend the election process and verify that the elections process was conducted in accordance with the provisions of these Articles.
- e) Paragraphs (b) and (c) shall not apply in the first year of operation of the Network, at which time the Executive Board shall be formed by the Founding Members, who shall serve in that capacity until the second Annual General Meeting of the Network.

Article (23) Board Members Criteria

- a) In addition to the membership conditions, members running for elections for the Executive Board must:

1. Have a record of being active with respect to the objectives and goals of the Network.
 2. Have been a Member of the Network for at least one year.
- b) Members of the first Executive Board are exempted from paragraph (a) (2) of this article.
 - c) Nomination for the Executive Board election shall be opened on the first day of the Annual General Meeting and closed **before Election Day**.

Article (24)
Compensation

No member of the Executive Board shall be a paid employee of the Network.

Article (25)
Vacancies

- a) A person who has acquired the most votes next in line to the elected members of the Executive Board in the previous election shall fill a vacancy on the Executive Board.
- b) In the event that there is no such person as aforesaid, the Executive Board shall elect a qualified member from the General Assembly to fill the vacancy until the following meeting of the General Assembly is held in order for it to approve such election or to elect the member who shall occupy the vacant post according to the provisions of these Articles.
- c) The new member shall serve the remainder of the term of her predecessor.

Article (26)
Responsibilities and Authorities

The Executive Board shall be responsible for the management of the affairs of the Network including, in particular, the following:

- a) Planning, approving and overseeing Network activities at the regional and national level;
- b) Organizing the meetings of the General Assembly and composing the agenda for meetings; both ordinary and extraordinary.
- c) Preparing the annual report of the Network;
- d) Preparing the year-end accounts and reviewing the auditor's report;
- e) Preparing an estimate budget for the following fiscal year;
- f) Preparing the financial and administrative regulations and instructions for the Network;

- g) Forming permanent and temporary committees; and
- h) Representing the Network before governmental, international, civil and judicial authorities in terms of the Network's rights and obligations; the Executive Board may delegate this responsibility to the Chairperson or the Vice-Chairperson or the Executive Director.
- i) Participating in raising fund for the Network.
- j) Appointing the required employees to run the affairs of the Network
- k) Any other authorities and responsibilities expressly provided for in these Articles.

Article (27)
Procedures

- a) The Executive Board shall in its first meeting elect from among its members a Chairperson, Vice-Chairperson, and Secretary.
- b) The Executive Board shall appoint an Executive Director at its first meeting or no later than three (3) months commencing from the date of registration of the Network and at that time commission the Executive Director with necessary authorities to facilitate administrative and managerial tasks of the Network, including the establishment of the Secretariat
- c) The responsibilities of the Chairperson, Vice-chairperson, Secretary, and Executive Director shall be specified in the Network procedures.
- d) The Executive Board shall issue the Network procedures within a period not to exceed six (6) months commencing from the date of registration of the Network.
- e) Amendment of the procedures referred to in this article shall be by majority vote of the Executive Board.

Article (28)
Meetings

- a) The Executive Board shall hold a meeting once every four months to discuss the affairs of the Network.
- b) A quorum shall be present if the majority of members are in attendance.
- c) Resolutions shall be passed by the consent of the majority of the members present and in the event of a tie in votes, the Chairperson shall have the deciding vote.

Article (29)
Absences

- a) No member of the Executive Board may be absent from a meeting of the Board without obtaining an acceptable leave from the Chairperson.
- b) A member who is absent from Executive Board meetings for three (3) consecutive meetings shall lose her seat on the Executive Board.

Article (30)
Advisory Board

- a) The Executive Board shall, no later than its second meeting, appoint an Advisory Board comprising (3) to (5) members. The Advisory Board shall be appointed annually.
- b) The Advisory Board is charged with providing advice to the Executive Board, both generally and in response to specific questions posed by the Executive Board.
- c) Members of the Advisory Board shall be senior members of the profession. Honorary Members may be appointed to the Advisory Board.

Chapter Six
General Provisions

Article (31)
Dissolution of the Network

- a) The Network shall be dissolved by a resolution of the General Assembly adopted in an extraordinary meeting by the consent of 2/3 of the Members attending and who are entitled to vote.
- b) In the event that the Network is dissolved for any reason, the Network's transferable and In rem assets, after having performed all of the obligations, shall be transferred to one of the civil society institutions whose goals and objectives support the empowerment of women in one of the Arab countries.

Article (32)
Relationships with Other Organizations

- a) The Network may subscribe, subject to decision of the Executive Board, to any association or union, whether national, regional, or international, whose goals and objectives do not contradict those of the Network.

- b) The Network may also establish relationships with any local or foreign organization or establishment for purposes aimed at the fulfillment of Network objectives.

Article (33) Property

The Network may own properties as well as movable and In rem assets. The Network shall have the right to sell, mortgage, and lease any of its properties and assets for the benefit of the Network by majority vote decision of the Executive Board except that any sale of property exceeding \$40,000 in value must be voted on and approved by majority vote of the General Assembly.

Conflict of Interest

Article (34) Founding Members

Information pertaining to founding members has been provided in accordance with Article 6/b and 19/b of the Law of Associations and Non-Profit Organizations No. 33 of 1966.

الرقم	اسم العضو	المهنة	العمر	تاريخ الميلاد	محل الإقامة
1-	الشيخة هيا ال خليفة	محامية	53	1952/10/18	المنامة- البحرين
2-	زبيدة رشيد عسول	مستشارة قانونية	48	1956/5/15	14 شارع النخيل – الابيار- الجزائر العاصمة/ 16000 الجزائر
3-	عائشة بنت محمد ابراهيم القرش	محامية	59	1946 /11/1	8 شارع الحسن الأول – شقة 17 – الرباط/ المغرب
4-	جريدة بنت الهادي قيقية	قاضية	58	1947 /3/11	8I – كياف – حي النصر 2080 أريانة- تونس
5-	ميسم عبد القادر النويري	قاضية	56	1951 /3/2	قصر العدل و محكمة الاستئناف المدنية- بيروت - لبنان
6-	إحسان زهدي عبد المجيد بركات	قاضية	41	1964 /9/5	الشميساني- شارع رفعت الصليبي – ص.ب 921558 -11191-الأردن
7-	ريم أبو حسان	محامية	42	1963/11/16	5 شارع عبد الله بن عمر – الشميساني-الأردن