

# **Asmaa Constitution**

## **Article 1:**

The Name of the organization:

Asmaa Society for development

Address:

Khartoum East Dium block 3 H.34

Foundation: 2002

## **Article2:**

Objectives:

1. participation on women development, awareness raising and training
2. development of women with special needs
3. women capacity building on income generating activities
4. raising women awareness on environment reservation and combating environment deterioration
5. addressing poverty reduction issues
6. combating harmful traditions
7. dissemination of peace culture among women
8. developing studies and researches on women issues

## **Article3:**

The means:

- Forums
- Workshops
- Training on handcrafts
- Assistance of poor families to acquire means of production
- Initiation of kindergarten
- Literacy classes
- Organizing women
- Coordination with other NGOs working in women development and exchanging and sharing experience

## **Article 4:**

- Membership is open to Sudanese women not less than 18 years old who agree on this constitution
- Shall apply in written application to be approved by two registered members who pay their shares

- The new accepted members will enjoy the full rights except the right to vote which will be acquired after one year
- Membership shall be frozen in case of violation of any of the constitution articles by a member against a resolution from the executive committee and should be dismissed in approval by the general assembly.

## Article 5:

### Sharing:

- Every member should pay an annual share of 5 pounds in addition to a subscription fees of 2 pounds
- Every member who fails to pay for one year will be dismissed
- Every member shall receive a receipt against any pay
- Sharing shall not be repaid in case of dismissal or resignation.

## Article 6

### Administrative Structure

General Assembly : means all the members of the society with full membership

Executive Committee: means the executive committee that elected by the general assembly

Specialized Offices : means the offices that the general committee initiated and defined their tasks

The Consultancy Board : means the board that nominated by the general assembly to advise the executive committee

## The General Committee:

- Consisted of all members who pay their shares .It is the supreme authority which makes the policies of the society, elects the executive committee and call it to account, and it has the right to amend the constitution either by omitting or adding and the right to solve the society .
- It holds a regular meeting at least once a year to discuss the annual report and the budget and to elect a new executive committee in presence of the register of the societies or his /her delegate.
- An unordinary meeting can be held if the executive committee or two third of the members calls for it.
- The quorum of the EXC meeting is the absolute majority 50%+1
- In case that the quorum dose not complete, another meeting will be called for in not more than 2weeks period with attendance of any number of the general assembly members.

- The present of the society is she who heads the general assembly meetings, in case of her absence her deputy will replace her.
- The members of the general assembly members will be informed with the meeting either ;by a written invitation ,through the media or by advertising on the society buildings at least one week before the day of the meeting

### **The executive committee EC:**

- The EC consisted of 10 members who are elected by the general assembly including the specialized offices reporters
- The E C is the legal representative of the GA and it has the right to delegate representatives for whatever tasks.
- The EC manage the affairs of the society, implement its resolutions, and take care of its funds and proprieties and rationalize its use for the benefit of the society.
- The EC shall overtak what so ever assist in realizing the objectives of the society.
- The EC meets once a month at least and takes its resolution through the absolute majority ,in case of equivalence of votes the president vote will balance .
- Half of the members of the EC makes the quorum.
- The EC shall report to the G A about its activities, achievements, and finance at the end of its round.
- In case that an EC member travels for more than 6months or dismissed the EC shall admit the higher votes member from the reserve list.

### **The specialize offices SO.**

- The interior regulations the number, style ,and task of the SO according to the society work and what changes that may occur.
- A reporter for each office shall be chosen of the EC members
- The SO shall make a work plan and fix a date for the periodical meetings at the consent of the EC.
- SO shall report regularly to the EC.

### **The Branches :**

The society have the right to initiate branches in the different regions and towns of Sudan, the regulations must define the bases of initiation and the relation with the mother society.

## **Elections:**

### **Article 7**

- The General Assembly elects the Executive committee through a direct free voting by a neutral committee.
- Any member who dose not pay her shares and who did not spend a full year of membership have no right to vote.

### **Article 8:**

#### **The Society Funds;**

1. Consist of:
  - The members shares.
  - Formal and informal support
  - Gifts and donations
  - The returns of the society income generating activities
2. the society funds must be kept in a bank , the society president or her deputy in addition to the treasurer must sign the cheque or any financial documents
3. No member has the right to draw back any payments to the society even in case of resignation or dismissal.
4. The society budget shall be audited annually by a legal auditor and a copy of the approved budget shall be send to the societies register
5. The treasurer must keep the financial documents in a voucher
6. The society has the right to develop its resources according to the executive committee view unless it contradicts the codes and legislations which organize civil societies work or the constitution of the society

### **Article 9:**

1. The constitution should not be amended unless by consent of 2third of the general assembly who pay shares, the constitution shall be valid as soon as approved by the societies register
2. In case that the chorum is not fulfilled the meeting will be postponed a week later and will be legal with the attendance of any number of the members and the amendment should be approved by 2third of the attendance.
3. The internal orders should not be abolished or amended unless with the approval of 2third of the executive committee.

### **Article 10**

#### **The solution of the society**

The solution of the society is not allowed unless approved by 2third of the general assembly members in a meeting which is held specifically and the society funds and proprieties will resort to the societies register after paying it debts