



The Palestinian Working Woman Society For Development

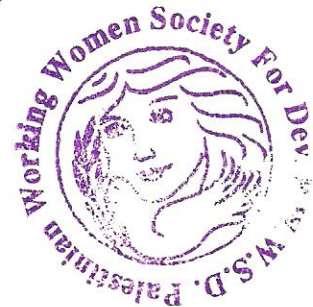
جمعية المرأة العاملة الفلسطينية للتنمية

Tele: 00/972/2/2986761 / 2981977 Fax: 00/972/2/2963288

P.O.Box 25113, East Jerusalem e-mail: pwwsd@palnet.com

*Articles of Association of
Palestinian Working Woman
Society for Development*

*Approved by the General Assembly
on June, 3rd 2005*



Chapter One:

Article One:

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The Palestinian Working Woman Society was founded in Jerusalem, Palestine in 1981 under the name of the (Union of Committees of the Palestinian Working Woman). In 1992, it was licensed as a nonprofit society under the name (The Palestinian Working Woman Society) and in 2001 it was given a license by the Ministry of Interior of the Palestinian National Authority under the name (The Palestinian Working Woman Society for Development). It has a body corporate status and has the right of acquisition and disposal of finances and rights. This being within the limits of the aims that the society was founded upon and in accordance with the laws of civil societies. It is a non- governmental, independent society, which is an indivisible part of the democratic women's developmental movement, in local, Arab, and international democratic arenas.

Article Two:

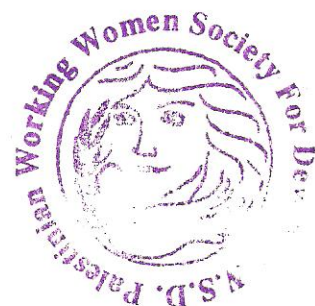
- 1- Location of the Head Quarters: Ramallah.
- 2- It has the right to establish branches in all the Palestinian Territories.
- 3- The Society offers its services, through its different programs, to Palestinian women and to women in general within its vision and aims.

Chapter Two:

Article Three

Vision

PWWSD is devoted to ensuring that women's political concepts are integral parts of human rights principles and women's rights are an integral part of universal human rights, based on the values of equality, justice and equity. The Society works hand in hand with other local, regional, and international progressive democratic movements to resist the Israeli occupation and all other forms of oppression and discrimination based on race, sex, or belief and it is committed to



building a Palestinian civil democratic society and confronting militarization of globalization and working on empowering women and marginalized social sectors and protecting their right to access resources through restructuring the community on a base of balance in power between sexes. In addition to that, PWWSD is interested in protecting the right of the marginalized sectors of self- determination. The guidance in this is the civilized, legal, and human progressive heritage regardless of its resources.

Article Four

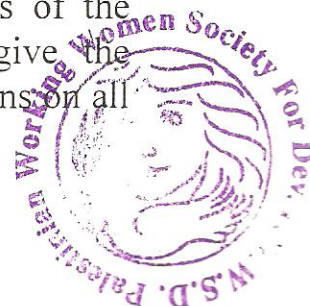
Mission:

Palestinian Working Woman Society for Development is an active society in the West Bank and Gaza Strip. It works on achieving justice and equity in the Palestinian community through redistributing the roles that could be achieved by activating women participation in the decision making process and developing the capacity of women as well as supporting women under crises. Moreover, PWWSD works on activating the coordination and networking mechanisms.

PWWSD is an educational and developmental organization that aims at empowering women to participate in all the public, social and political aspects of life. It works on achieving equality in all the legislation, regulations, and procedures as well as involving women in the economic activities in order to combat poverty, violence, and marginalization. Moreover, it is devoted to resist the patriarchal structure of the community to combat all forms of discrimination.

Values:

- PWWSD applies the participatory approach believing that empowering women could not be achieved but through involving women in the planning, implementing, and evaluating process.
- PWWSD respects human rights and the principles of the international and human law and it is committed to the principles of women and feminism movement. It respects, as well, the principles of justice, equality, and equity and it believes strongly that democracy is a base element in the development process.
- The functioning mechanism of the Society is based on decentralization according to the regulations and bylaws of the high administration of the organization in order to give the employees wider room to participate in making the decisions on all the levels of the Society.



- PWWSD is committed to develop the qualifications of its staff as well as the qualifications of the target groups
- Transparency is a vital indicator in the Society where monitoring and evaluation mechanisms are among the basic elements of PWWSD's strategy

Article Five:

The society's reference documents are:

- 1- Independence Declaration
- 2- The Palestinian Basic Law
- 3- Palestinian Chart of Women's Rights
- 4- International Human Rights Declaration
- 5- CEDAW
- 6- Arab Women Forum (Aisha) Chart

Article six:

Objectives:

First: Increase women participation in the decision making process through:

- Raise women's awareness of their public and private rights
- Lobbying
- Train leaders women

Second: Contribute in developing the laws, systems, and regulations and administrative structures in a manner that ensures equality through:

- * Arrange community awareness campaigns about labor law, family law, electoral law, penalties law, and social security fund law
- * Monitor implementing the laws and regulations
- * Lobbying

Third:

Help in providing work opportunities for women and work to involve them in the economic activities through:

- Support small income- generating projects for women
- Save and lend cooperatives
- Vocational training

Fourth:

Provide social and psychological support for women and children and work on combating all forms of violence against women through:



- Provide social and psychological support for women and children especially those living socio psychological crises
- Contribute in creating psychological balance between the self and surrounding for women and children
- Raise the awareness of the necessity to combat all forms of violence.
- Arrange lobbying campaigns

Fifth:

Contribute in forming local, regional, and international coalitions to develop progressive women oratory through:

- Activate coordination and build coalitions with the local, regional, and international democratic women movements
- Increase the awareness of the women political developmental concept based on gender and development (GAD)
- Spread the women democratic thought and oratory that reinforces gender relations based on equality on all the public and private aspects

Sixth:

Develop the organizational and administrative and financial capacity of the Society through:

- Develop the qualifications of the staff (employees and volunteers)
- Establish income- generating projects to fund some expenditures of PWWSD's activities
- Continual revise of the strategies and the financial and administrative systems of the Society

Chapter Three:

Article seven:

Financial Resources: The society receives funding from:

- Donations, grants and other legal funds approved by the Board of Directors.
 - Income generated from projects undertaken by the PWWSD.
 - Revenues approved by the administrative board
 - Membership fees of the General Assembly Members (Board of Trustees) or any committees of other organizational structures formed.
- Expenditure is carried out on the basis of the financial system of the society, which is considered an indivisible part of its Articles of Association.

Article Eight:



- The Society has an annual budgets released by the auditor and the fiscal year starts on January the first and ends on December 31st of the same year
- The Society deposits its cash flow in banks accounts
- The treasurer is not allowed to keep cash flow in the branches' fund more than the amount approved by the financial system
- The Society is obligated to present all the financial documents and the meetings minutes and receipts to the auditor
- The Society submits administrative and financial reports to the authorized ministry.

Article Nine:

Financial Auditing: The mechanisms and tools currently utilized for auditing purposes are in accordance with the financial system of the society, which is a fundamental part of the Articles of Association.

Chapter Four:

Article Ten:

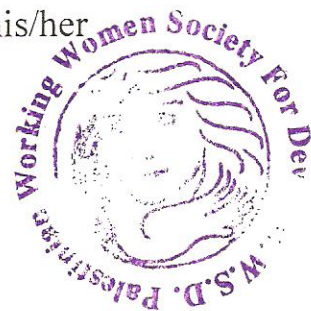
Membership requirements:

- 1- A member should not be less than 25 years old.
- 2- The initial fee of (4 J.D) and annual 5 J.D fee should be settled
- 3- Possesses the community work spirit
- 4- Committed to the national democratic trend
- 5- Committed to defend the Society's vision and objectives as well as the tendency to be involved in its activities
- 6- No conflict of interests between the member and the Society
- 7- Attend the regular meetings of the Society

Article eleven:

Membership suspension: Membership is suspended by the General Assembly if the following conditions are not met:

- 1- If the member loses the above mentioned conditions.
- 2- If the member has committed a crime whereby he/she loses his/her legal capacity.
- 3- If the member harms the society or its good name.



- 4- Death.
- 5- Discharge.
- 6- If the member fails to pay his/her yearly dues.
- 7- Missing two sequence meetings without previous excuse approved by the general assembly

Chapter Five:

Article Twelve:

The Structure:

- 1- The Society General Assembly (Board of Trustees): The General Assembly of the Palestinian Working Woman Society is made up of all members who have met the membership requirements and the numbers of members should not be less than seventeen
- 2- The General Assembly (Board of Trustees) meets under the auspices of the Society Director once a year, invited by the Board of Directors.
- 3- The General Assembly (Board of Trustees) may meet provided there is a written request from a third of its members.
- 4- The General Assembly (Board of trustees) is specialized in the following:
 - A- Defining the society's general vision.
 - B- Defining the society mission in relation to its general vision.
 - C- To lay out the general policies and the necessary aims and mission.
 - D- Appointing a certified auditor.
- 5- Representing the Society officially before the official & non-official bodies, locally, regionally, and internationally.
- 6- The ratification of the Board of Directors yearly report.
- 7- The ratification of the Society's yearly report.
- 8- Strengthening the Society's relations with the community locally, regionally and internationally.
- 9- The ratification of the board of directors suggested strategies.
- 10- The Board of Trustees has the right to accept or end the membership of any member in case of a violation of the membership rules provided and it should be approved by two thirds of the members.

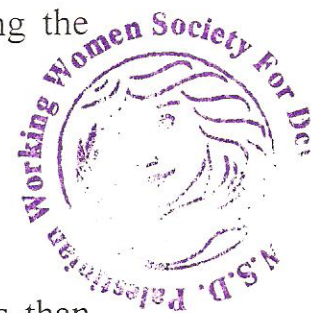


- 11- The Board of the trustees elects the Board of Directors in its ordinary session provided that the number of the members is no less than seven.
- 12- Decisions in the general assembly are issued by absolute majority in matters pertaining to withdrawal of confidence of the Board of Directors or any of its members; it shall be carried out by two thirds of the Society members.
- 13- The Board of Trustees has the right to adopt a resolution to integrate with any organization or other organizations but it has to get the approval of the majority of the members of the Board of Trustees.
- 14- The meeting of the board of trustees is valid with the presence of absolute majority and in case the absolute majority is not ensured, the meeting is postponed to another session to take place within a period not exceeding fifteen days from the first date. The meeting will be valid with those members present provided they are not less than a third of the Society's members.
- 15- The Board of Trustees has the right to form a specialized consultancy and a non- consultant committees in accordance to its needs.
- 16- The Board of Trustees holds a non- ordinary meeting in the following cases:
 - A- By the Board of Directors decision.
 - B- By the request of the working members only provided the demanders are no less than a third of the members.
 - C- The purpose of the meeting has to comply with the study of one clause in the agenda.
- 17- The meeting date is decided and is declared fifteen days before it takes place.
- 18- The election of the Board of Directors- is earried out by secret ballot with absolute majority of the present votes and applying the methods defined by the Board of Trustees.

Articles Thirteen:

The Board of Directors

- 1- Elected by the General Assembly and it consists of no less than seven members



- 2- The Board of Directors may not have two members related by kinship of first and second degree. Also, a society employee is not entitled to membership of the Board of Directors.
- 3- The meetings of the Board of Directors are held periodically, at least once each three months.
- 4- Decisions are taken by absolute majority of the total number.
- 5- The President of the Board of Directors is in charge to call for meetings or her delegate in case of her absence. The meeting is considered legal in the presence of the third of the members. In case of falling short of the legal quorum, a second meeting will take place and the decisions are taken by those present.
- 6- In case the votes for a decision were equal, the president has a preferable vote for which part she voted
- 7- The member of board of directors loses her membership in case she misses three consequence sessions without legal excuse

Article fourteen:

The functions of the Board of Directors:

- 1- Reporting the general instructions and the decisions of the Board of Trustees.
- 2- The follow- up of the activities and the achievements of the staff and presenting the necessary reports to the Board of Trustees.
- 3- Taking the decisions of employing, confirmation, promotion and the discharge of the employees of management instructions.
- 4- Forming suitable committees in order to develop working procedures and to improve work performance.
- 5- Forming the committees that it finds necessary to develop the work of the Society
- 6- Preparing the final accounting of the ending of the fiscal year and preparing the financial budget for the new fiscal year.
- 7- Presenting the annual financial and administrative reports and any future projects to the Board of Trustees.
- 8- The convocation of the Board of Trustees (for an ordinary or non - ordinary session in order to execute its decisions in accordance to the respect of law).
- 9- The fellow - up of any in coming comment from the (Authorities) pertaining to the Society and how to respond to it.
- 10- Looking for new funding resources in order to increase the Society's budget.



- 11- Obtaining financial facilitations from the banks to the Society.

Article Fifteen:

Responsibilities:

- A- The President of the Board of Directors: Elected from the members of the Board of Directors. She is in charge of the following:
- 1- To preside and call for periodical and emergency meetings.
 - 2- Represent the board of directors in front of local and international authorities.
 - 3- Coordinating work between the Board of Directors and the specialized committees through the general director of the Society.
- B- The vice- president: Help the president in fulfilling all her duties and replace her in case of absence
- C- The Treasurer: She is in charge of the following:
- 1- Supervise all financial movements according to the applied financial system
 - 2- Keeping the cheque - books.
 - 3- Follow up of bank drafts and transactions.
- D- The General Director of the Society:
- 1- Attends all the meetings of the Board of Directors.
 - 2- Follows up the decisions of the Board of directors with parties responsible for their execution
 - 3- Keeps the records and minutes of the boards of directors meetings
 - 4- Hires and discharges the employees of the projects and direct responsible of employees affairs in front of the board of trustees in accordance with the applied administrative system
 - 5- Presenting the reports on all the projects to the Board of Directors
 - 6- Presenting the financial reports to the Board of Directors from the financial department with the coordination of the treasurer.
 - 7- Representing the society and signing of all correspondence, contracts and agreements with other parties.

Article Sixteen:

In case of the impossibility of the meeting of the board of Directors due to resignation or death, the remaining members take over as a temporary committee. It will carry out the functions of the Board of Directors for a

maximum period of one month. The Board of Trustees is called during the same period in order to elect a new Board of Directors.

Article Seventeen:

Dissolution of the Society

The society is dissolved by a decision of the Board of Trustees by a ratio of two thirds of the members. Its properties or estates are transferred to the suitable party provided that the decision suits the objectives and aims of the organization and are spent inside the borders of Palestine.

