

Jordanian Women 's Union

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Hashemite Kingdom of Jordan

Ministry of interior

Amman

Ref. No: 3/276/1/25441

Date: 22/6/1994

Chairwoman of the Women's Union in Jordan

Reference is made to your letter No 183/94 dated 4/6/1994 and the attachment thereto; the Statute amending the previous regulation of the Union.

I, hereby, approve the amendments submitted to the Ministry in regard of your Statute, as well as approve the new title (Jordanian Women's Union- Ordinary Entity¹).

Yours sincerely,,,,,

**Minister of Interior
Salameh Hammad**

Cc: His Excellency Governor of Amman.

¹ "An entity comprising seven persons or more aiming at delivering or regulating services to the citizens or any group thereof, who have not been covered by the objectives of charity organizations; sport, cultural and social clubs; or scouting and guidance organizations". **Article 1: definitions** - Law of social Associations and Entities No 33 of the year 1966 and amendments thereto.

Hashemite Kingdom of Jordan

Ministry of interior

Amman

No: 30/276/1/2361

Date: 13/1/1999

Chairwoman of Jordanian Women's Union

Reference is made to your letter No 246/0126/98 dated 19/11/1998 and attachments thereto, requesting approval of amendments to the Statute of the Union as adopted by the General Conference of the Union in its extraordinary meeting held on 13/11/1998.

I, hereby, approve the amendments detailed in the attachment to your above referenced letter the way those adopted by the General Conference of the Union, as those aim at further regulating the functions of the Union.

Yours, sincerely,,,

Minister of Interior
Naif Soud Al Qadi

Cc: His Excellency Governor of Amman; in reference to his letter No 1/3/13825 dated 19/11/1998.

Chapter 1:

Definitions- Title-Headquarters

Article 1:

The following terms and phrases shall have the meanings assigned to them hereinafter, unless the context indicates otherwise:

The Kingdom: The Hashemite Kingdom of Jordan.

The Law: Law of Social Associations and Entities No 33 of the year 1966 and amendments thereto.

The Ministry: The Ministry of Interior.

The Minister: The Minister of Interior.

The Union: Jordanian Women's Union

The Branch: A branch of Jordanian Women's Union.

The Center: A Center of Jordanian Women's Union.

The Conference: The General Conference of Jordanian Women's Union.

The Council: The Central Council of Jordanian Women's Union.

The Executive Committee: The executive Committee of Jordanian Women's Union.

The General Board: The General Board of Jordanian Women's Union.

The Administrative Board: The Administrative Board of Jordanian Women's Union.

The Supervision Committee: The Committee supervising a Center of Jordanian Women's Union.

Article 2:

This Union shall be called "Jordanian Women's Union", and shall have the status of an Ordinary Entity, the status of a legal person, and shall enjoy administrative and financial independence.

Article 3:

The main headquarter of the Union shall be located in Amman, and the Union may set up Branches and subsidiary Centers all over the Kingdom and abroad.

Article 4:

The Union may, subject to valid laws, seek membership in any of the local, Trans- Arab, regional, international or specialized entities.

Chapter 2:

Purposes and Objectives- Means

Article 5: Purposes and Objectives

The Union shall pursue the achievement of the following objectives:

- a) To integrate and organize efforts and capabilities of Jordanian Women in defense of their rights and achievements.
- b) To confront all types of discrimination against Women.
- c) To emphasize and reinforce the status of Jordanian Women and the role they play in the society; enable them to enjoy their rights as citizens, employees and householders, based on the principles of Justice, Equality of Opportunity, Participation and Respect of Human Rights and Dignity.
- d) To improve the awareness of Jordanian Women of their rights and roles, as well as promoting their participation in all fields.
- e) To pursue the incorporation of Jordanian Women into the process of developing the local community; seek the improvement of their social status, and enable them to exhibit their creative and productive talents to the best.
- f) To pursue surmounting the legislative, Economic, Social, Cultural and other types of obstacles hindering the complete realization of Women's rights provided by international instruments such as CEDAW; or at the minimum, as provided by the Constitution of the Kingdom and the National Jordanian Charter.
- g) To activate the role of Jordanian Women and enable them to take up their duty in reinforcing independence of the country, promoting democracy, protecting national sovereignty and national culture.
- h) To pursue enabling Jordanian Women to get health care and protection in general and in particular, to get care in the fields of reproduction, sexual life, and maternity and childhood; disseminating the culture of health; to enable them to benefit from family planning activities and to endeavor to promote such activities.
- i) To pursue enabling Jordanian Women to benefit from and contribute to building the civil society, protecting and reinforcing human rights in general and Women and children's rights in particular.
- j) To provide Women with skills, expertise, capabilities and other various tools that enable them to contribute to the development and protection of the natural and demographic environment, improve the standards living of their household, ensure the welfare and stability of the members of their household particularly children, and enable them to defend the rights and interests of the family.

- k) To contribute in the process of eradicating Women's functional illiteracy, as well as ignorance in the fields of law, culture and politics.
- l) To support the Palestinian Women in defense of their legitimate national rights.
- m) To support and cooperate with Arab Women with view to achieve common objectives.
- n) To support Women round the world in their legitimate pursuits.

Article 6: means

The Union may deploy any of the legitimate means in pursuit of achieving purposes and objectives in accordance with its capabilities and as per the line of priorities:

- a) To prepare and implement plans and programs aiming at training and qualifying Women and providing them with knowledge, skills, expertise and other abilities.
- b) To secure supporting services to Women; the working Women in particular.
- c) To conduct researches and field studies related to Jordanian or Arab Women, as well as intellectual and scientific studies related to Women issues.
- d) To attend and participate in local, Trans- Arab and international Conferences, seminars, meetings and other specialized events with view to representing Jordanian Women therein.
- e) To issue a specialized periodical, publications and other press materials subject to the valid law.
- f) To contribute to the development and activation of the relations of Jordanian Women with the various concerned local, Trans-Arab and international entities with view to reinforce and sustain cooperation and friendship with those.
- g) To secure advisory services to Women in the various fields.
- h) To establish and administer various services and production projects, programs, Centers, institutes and funds, and/ or to participate and/ or mediate in their establishment, administration, supervision, termination or liquidation in pursuit of achieving the objectives and purposes of the Union.
- i) To establish and administer Centers for Women related researches, studies, documentation, information, libraries and other types of services Centers.
- j) To benefit from the various types of mass media and to cooperate with those.

- k) To participate in the activities of Women oriented or related committees and entities.
- l) To hold and organize Conferences, seminars, lectures, forums, presentations, exhibitions, and other types of activities.
- m) To organize educational and training courses in fields related to Women, and to cooperate with concerned parties or, otherwise collaborate with them in preparing such courses on the local, Trans-Arab or international level, in addition to endeavoring to enable members of the Union and other Women to benefit from those courses.
- n) To organize the various legitimate forms and means meant to influence the public opinion and decision makers in relation to issues of concern for the Union.
- o) To support and encourage Women to access and attain decision making positions.
- p) To organize special programs and activities for the various sectors of Women; Women in rural areas, Bedouin Women, Women in refugee camps, Women in public areas, Women farmers, employed Women, housewives, young talented and creative girls and students, little girls, old Women as well as those of special needs.
- q) To conduct contests and to declare and award prizes and certificates.

Chapter 3:
Membership

Article 7:

The membership to the Union shall be open, with no discrimination, provided prerequisite are met, to each Jordanian woman or wife of a Jordanian.

Article 8: membership prerequisites:

- a) Legal capacity and having attained 18 years of age.
- b) Acceptance of the objectives of the Union and its Statute.

Article 9: procedures for acquiring membership status:

Those desiring to join the Union and acquiring the status of active members shall have to:

- a) Submit an application as per the form accredited by the Union for the purpose, duly filled out, to the nearest Branch or Center to her residency or work location.
- b) Get a written recommendation on the form from two members of the Supervision Committee of the Center, or from two members of the Administrative Board of the Branch, or from three members of the General Board of the Branch.
- c) Pay (2 JD) registration fee.
- d) The applications shall be considered by the following first meeting of the Center Supervision Committee or the Administrative Board of the Branch wherein the submission took place. The first must forward applications along with appropriate recommendations to the Administrative Board of its Branch, whereas, the Administrative Board must consider application directly submitted or forwarded from the Supervision Committee during the first following meeting.
- e) The applicant shall be notified of the decision of approval or denying membership on grounds of not having met the prerequisites within two weeks as of the date of taking the decision, and shall be delivered in hand or through registered mail to the address provided on the application.
- f) Those having been denied the membership on grounds of shortage of required information and documentation may, at anytime, make up the shortage and apply anew, or otherwise, may contest the decision within two months as of its date before the Executive Committee of the Union, which in turn, shall have to consider the

contest during the first following meeting, and its decision shall be subject to appeal before the following first meeting of the General Conference; the decision of the Conference shall, however, be conclusive.

Article 10: loss of membership:

Membership shall be deemed lost in the following cases:

- a) Death.
- b) Resignation.
- c) Failure to pay off the annual subscription fees for more than four months as of the due date, provided that the termination is preceded by a written notification establishing a deadline for two months, handed over against signature or delivered through registered mail to the address maintained in the membership registry. However, such loss can be regained through applying and paying anew.
- d) Committing any action contradictory to the Statute or objectives of the Union, provided that the termination is preceded by granting the member in question the opportunity to defend herself in accordance with the disciplinary procedures of the Union.
- e) In cases of loss of membership, the same contest and appeal procedures for the denial of membership, shall apply.
- f) Members, who lost their membership for any reason, may not nor does any of their heirs claim refund for the subscription fees, donations, or contributions they made in favor of the Union or any of its subsidiaries or projects.

Article 11: general provisions related to membership:

- a) A membership registry shall be established in each Center or Branch, wherein all data related to membership shall be maintained. The registry shall be reviewed and updated on annual basis.
- b) Each member shall be issued a membership carnet carrying her photo, and any other appropriate information in addition to being signed by the Chairwoman.
- c) The Union may establish special membership insignia bearing the motto of the Union.
- d) The Union may grant honorary membership to any of those Women who contributed to the advancement of Jordanian Women or their movements, or has proved a pioneer in her field. Such membership shall be granted by a resolution adopted by the

Executive Committee upon recommendations from of any of the Boards of the Union, and shall be awarded in a ceremony especially organized for that purpose.

- e) The supporting membership may be granted, upon the request of the person or entity desiring to attain such membership, to those advocating the objectives of the Union, Men or Women. The supporting member, or the legal representative in case the member is a legal person, shall have the right to receive the publications of the Union and attend activities and events whenever invited provided payment of the due subscription fees is made. However, such member shall not enjoy the right to contest elections, election and voting. The same procedures of active membership shall be applicable in case of the supporting membership.
- f) A woman with permanent residency in Jordan may be granted membership.

Article 12: rights of the members

The active member shall have the right to:

- a) Receive notifications and communications, and notifications published in any of the local newspapers shall be deemed duly communicated except for personal notifications.
- b) Attend ordinary and extraordinary meetings of the General Board of the Branch.
- c) To contest elections or elect members of the Administrative Board of the Branch, the General Conference, the Central Council, the Executive Committee of the Union or to any position in the Union.
- d) Express opinions and have a vote on resolutions during meetings.
- e) To be informed with the registries, records, and annual financial and administrative statements.
- f) Subscribe to the press and publications of the Union.
- g) Benefit from the projects, programs and services undertaken by the Union.
- h) Participate in the functioning of the committees.

All the above mentioned shall be subject to the provisions of this Statute and other valid regulations within the Union.

Article 13: duties of members

The active member must:

- a) Pay the annual subscription fees.

- b) Pay off other voluntary financial obligations such as, subscription fees to press and publications of the Union, and against benefiting from the services.
- c) Abide by the objectives of the Union, the Statute of the Union, Rules of Procedures of the Union, and other instructions.
- d) Participate, to the extent possible, in the activities, events, meetings and committees of the Union.

Chapter 4:
Organizational Structures and Rules

Article 14:

The Union is an Ordinary Body committed to democratic procedures, and endeavoring to reinforce the Rule of Law in its functioning with view to achieve its objectives. The Union shall be administered by the organizational structures, entities and rules provided for in this chapter.

Article 15:

The Union shall be made up of central and subsidiary bodies, each of which shall enjoy administrative and financial independence, and shall carry out activities under the supervision of immediate higher ranking body on the organizational structure.

Article 16:

The organizational structure of the Union shall be made up of:

- The Union/ the highest ranking on the organizational structure performing functions and competences through the central bodies provided for in this Statute, and in accordance with provisions of the same.
- Branch/ shall comprise a minimum of a hundred members abiding by payment of subscription fees, and shall be established by a resolution issued by the Central Council in its first meeting after receiving a request supported by subscription applications and the amount of the due fees on those applications, and signed by at least ten members, provided that the General Conference ratifies the resolution during its first following meeting. Within the same single Governorate, there may not be more than one Branch.
- Center/ shall comprise a minimum of twenty five members in cities, towns, villages and other areas, and shall report to the nearest Branch, and shall be established by a resolution issued by the Administrative Board of the Branch upon written request signed by ten members and supported with evidence of meeting establishment prerequisites, provided that the General Board of the Branch ratifies the resolution in its first following meeting. The Center may be expanded to a Branch upon availability of prerequisites provided for in this Statute.

- At any time, standing or interim committees may be established comprising a minimum of three members. Such committees shall be established, dissolved, and assigned competences through a resolution issued by the side to which they report, in addition, those shall perform activities and carry out assignments under the supervision of the side and at its own risk.

Article 17: Bodies of the Union

The Union shall function through its following boards:

- a) The General Conference.
- b) The Central Council.
- c) The Administrative Committee.
- d) The General Board of the Branch.
- e) The Administrative Board of the Branch.
- f) The Supervision Committee of the Center.
- g) The various working committees whether; quality or specialized committees; standing or interim committees, headquarter or Branch committees, internal or joint committees.

Article 18:

All boards shall function in pursuance with valid Laws, this Statute, rules of procedure of the Union and other internal applicable instructions and resolutions.

Article 19:

The General Conference

Upon convening, it shall be deemed the highest authority in the Union:

- a) The General Conference shall comprise members of the Central Council and members of the Administrative Board of each Branch, in addition to elected representatives of General Boards of the Branches at a rate of one representative for each twenty five subscription paying members in the Branch provided that the number of representatives from any Branch does not exceed 50% of the members of the Conference.
- b) The General Conference shall convene to its ordinary meeting once every three years, and the Executive Committee shall issue invitations to the members of the Conference in accordance with the reports of the meetings of the General Boards of the Branches,

which shall have to have provided the number of paying members of the Branch on the date of the meeting and names of members elected to membership of the Conference. The invitation shall be in the form of written notification communicated to the members of the Conference through the Branch or through announcement in any of the daily newspapers at least fifteen days prior to the date of the Conference, and provided that the invitation takes place during the first four months of the calendar year. The General Conference shall convene to its ordinary meeting once a year.

- c) The invitation shall include date, location and timing of the meeting, and shall be accompanied by a proposed agenda and any other documents which the executive committee have decided to distribute along with the invitation. If the proposed agenda contains proposals for amendments of the Statute, such proposed amendments shall have to be communicated to the invitees along with the invitation.
- d) The Chairwoman of the Union shall preside over the Conference until the Conference has elected, at the outset of the meeting, the steering Board of the Conference.
- e) The meeting of the Conference shall be deemed lawful if the majority of members are attending, and shall take its decisions with the majority of votes, except for those decisions that need a special majority as per the provisions of this Statute.
- f) If the quorum for the meeting could not be achieved after the first invitation, the meeting shall be postponed for two weeks after which the meeting shall be deemed lawful regardless of number of attendees.
- g) The Conference may convene to an urgent meeting upon request justified with genuine reasons from one third of the members of the Administrative Board of a Branch or from four members of the Conference or in accordance with a resolution from the Central Council of the Union. The Executive Committee shall issue invitations following the procedures for the invitation for ordinary meetings, provided that the agenda of the urgent meeting does not include more than the item(s) mentioned in the request or the resolution, the quorum must be achieved, otherwise the invitation shall be deemed cancelled.
- h) The Union may invite any deemed appropriate concerned entity or personality whether local, Arab, international or whether enjoying an honorary or supporting membership status to attend and participate in all activities except for contesting election and casting votes.

- i) The Conference shall look into items contained in the agenda prepared by the Executive Committee in consultations with other Branches. Suggestions related to items of the agenda or amendments to the Statute or the rules of procedure must be submitted to the Executive Committee prior to the end of the financial year.
- j) The General Conference, when convening, is the highest authority in the Union and shall be competent to address all the affairs of the Union. The following duties, in particular shall be assigned to the Union:
 - Discussion and Accreditation of the administrative report issued by the Administrative Committee regarding activities and actions during the previous term, including the status of membership, public relations and other issues of concern.
 - Mapping out the general policy of the Union.
 - Approving action plans proposed directly by the Executive Committee or submitted through the Committee from other Branches, Centers, Committees, Boards or Programs related to the Union.
 - Discussion and verification of statements of accounts and annual budgets of the Union for previous financial years, in addition to discussing and approving estimated budget for the next two financial years and formulating the financial policy of the Union.
 - Assigning the financial auditor of the Union and defining his/her wages.
 - Electing members of the Central Council by secret ballot.
 - Look in and decide in appeal decisions issued by the Central Council as well as requests submitted to the Conference in accordance with the provisions of this Statute or any of the other valid regulations and directives.
 - Any matters within the scope of the objectives of the Union that have been decided to be included by a decision of the majority of attendees provided those are included in the agenda at the beginning of the meeting.

Article 20: the Central Council

- a) the Central Council shall comprise chairwomen of Branches in addition to twenty three members that shall be elected by secret ballot from the members of the General Conference once every three years. A number proportionate to the increase of the number

of Branches that takes place during the period that separates two sessions for the Conference shall be added.

- b) The Central Council shall be assigned the following competencies:
- supervise the functioning of the executive committee of the Union as well as the Administrative Boards of the Branches; monitoring the implementation of the decisions adopted by the Conference, action plans, policies and programs.
 - Supervise the coordination of the activities of the Branches, Centers and committees.
 - discuss and approve the organizational, financial and administrative plans submitted by the executive committee, Branches and Centers, also discussing the proposed budgets including those to be presented to the General Conference.
 - Assign the executive committee with duties necessary to steer the affairs of the Union.
 - Elect the Chairwoman and members of the executive committee from the members of the council by secret ballot during the first meeting of the council after being elected. The Chairwoman shall be elected by a separate ballot paper.
 - The Chairwoman of the executive committee elected by the Central Council shall be deemed Chairwoman of the Union and Chairwoman of the Central Council.
- c) The Central Council shall decide on requests coming from Branches and appeals coming from members of the Union, including requests related to suspension or termination of membership for reasons provided for in the Statute of the Union or any of its rules of procedures.
- d) The Central Council shall convene to an ordinary meeting at least once every four months upon invitation from the Chairwoman, which shall include location, date, timing and agenda. The meeting shall be deemed lawful if attended by the majority, and where the quorum was not achieved, the meeting shall be postponed for fifteen days and the meeting shall be deemed lawful regardless of the number of attendees.
- e) Decisions shall be taken with ordinary majority of the attendees unless, in case of certain issues, this Statute indicates otherwise.
- f) The council shall convene urgent meetings upon an invitation of the executive committee or a request from one third of the members.

Article 21: The Executive Committee.

Shall comprise eleven members elected by the Central Council, in its first meeting, from its members by secret ballot and two separate ballot papers; one for the Chairwoman and the other for the ten members. The positions within the committee shall be assigned to its members in its first meeting, provided that among the positions are, a Vice Chairwoman, a chief accountant and a vice chief accountant, secretary and a vice secretary, in addition, the committee may initiate any positions deemed necessary for the functioning of the committee.

- a) the committee shall be assigned the following competences:
- implement the resolutions of the General Conference and the Central Council.
 - Implement policies, plans and programs approved by the General Conference and the Central Council.
 - Audit membership of the Branches and supervise their Conferences, the election of their Administrative Boards and ratifying the results.
 - Prepare the annual administrative, financial and organizational report, provided the report presents a comprehensive overview of the Union in terms of membership, finance, Branches, Centers, activities, contributions, events and programs.
 - Prepare the budget estimates of the next financial year.
 - Prepare proposals of rules and regulations necessary for the Union.
 - Administer daily duties of the Union, recruit employees and assign their duties and define their wages and rights and termination.
 - Form committees and oversee those.
 - Decide the delegations of the Union or the representatives of the Union to the various local, trans-Arab and international forums and events .
 - Propose agendas for the meetings of the major central bodies of the Union such as the Conference, the Central Council and committees, in addition to conducting preparatory steps, propose plans and programs to support the realization of the objectives and purposes of the Union.
 - Regulate and control approved records and accountancy books.

- Take necessary measures towards implementing and realizing the objectives and purposes of the Union.

Article 22: the Chairwoman

The Chairwoman of the Union shall act the spokeswoman of the same, and shall assume the role of the representative of the Union before others, official and judicial parties. She shall preside over the meetings of the General Conference until a chairing board is elected, and shall preside over the meetings of the Central Council and the executive committee. She shall have the authority to sign, on behalf of the Union, transactions, contracts and everything else. She also, shall administer and oversee the functioning of the executive committee and issue invitations to meetings in accordance with the provisions of this Statute. All the authorities of the Chairwoman shall be delegated to the vice Chairwoman upon absence of the first

Article 23: the General Secretary

The General Secretary shall assume the duty of preparing for the meetings, preparing correspondence; recording minutes of meetings and signing those along with the Chairwoman; organizing, maintaining and updating records including the membership central record; maintaining and organizing correspondence, documents and supervising the preparation of incoming documents, reports and correspondence; following up on outgoing correspondence in addition to conducting and/or supervising all office work of the Union. All authorities of the General Secretary shall be delegated to vice secretary general upon absence of the first.

Article 24: the Treasurer

The Treasurer shall be assigned the responsibility of receiving incoming funds against signing and sealing formal receipts; depositing the funds in the banking institution determined by the Central Council; supervising the cashing process of the treasury allocation meant for miscellaneous expenditures; maintaining financial documents and accountancy books of the Union; preparing monthly reports of the financial situation of the Union and presenting those to the Central Council; signing along with the Chairwoman of the Union on various documents and financial transactions of the Union. All authorities of the Treasurer shall be delegated to the vice Treasurer upon absence of the first.

Article 25:

The General Board of the Branch.

Shall comprise all members of the Branch and subsidiary Centers provided those have made all due payments of subscription fees within ten days prior to the date of the meeting of the General Board.

Article 26:

The General Board of the Branch shall convene on annual basis during the first three months of the financial year, and at least one month prior to the date of convening the General Conference. The rules of the Conference shall apply to the General Board meeting except those otherwise require by nature.

Article 27:

The General Board of the Branch shall be assigned the competences assigned to the General Conference but at the level of the Branch. The General Board shall elect an Administrative Board comprising nine members every three years by secret ballot, in addition, the General Board shall elect representatives to the General Conference as provided for in article 19 of this Statute.

Article 29: the Supervision Committee of the Center

Shall comprise five members to be elected once every three years by the members of the Center who have paid all due subscription fees and under the supervision of the Administrative Board of the Branch to which the Center reports. The committee shall elect, from the members of the committee, a supervisor for the Center and she shall be the representative for the Center. The committee shall be assigned the duty of implementing the resolutions of the General Board of the Branch in addition to administering the functioning of the Center under the supervision of the Administrative Board of the Branch.

Article 30: general organizational rules

- a) No double membership shall be allowed simultaneously leading bodies (a leading body refers to the Administrative Board of the Branch and the executive committee).
- b) A member of the Union may not participate in voting on and resolution related to an intended contract with her, raising an action against her, terminating an action raised against her, or upon

having a personal interest in the resolution. Casting votes to elect the executive committee or any other board or committee provided for in this Statute.

- c) Any member nominating herself to any position shall be required to have spent one full year in the membership; in addition a member shall be required to have spent at least six months in membership to be able to vote.
- d) The nomination procedure shall be through filling out the form prepared for the purpose at the headquarters of the Union or the Branch and shall be signed by the Chairwoman and the General Secretary within the declared period and in accordance with procedures provided for in this Statute and other instructions.
- e) The rules and procedures provided for in this Statute and other organizational rules and instruction shall be applicable in administering meetings.
- f) Where the votes are in tie, the vote of the Chairwoman shall preponderate.

The events of the meetings shall be recorded in detail and accuracy by the rapporteur and the General Secretary, and the minutes of the meetings shall be maintained after being signed by the Chairwoman, General Secretary and the rapporteur.

- g) A person wronged by any of the resolutions issued by any of the bodies of the Union may petition her case before a higher body and appeal to the General Conference by a written detailed application that shall be submitted to the headquarters of the Union against a receipt at least one month prior to the date of the meeting.
- h) The nomination to any position shall be closed one week prior to the date of the meeting held for the purpose of election. The nomination shall be on the form prepared for the purpose, and in the headquarters of the related body and shall be accredited upon the signature of the Chairwoman and the General Secretary. Names of candidates and a list of the electors shall be declared on the announcements board in the headquarters of the body on the following day to closing the nomination, and shall be contestable during the meeting.
- i) In case of a tie between two candidates or more, the member older in terms of membership in the Union shall win, and in case two candidates tie in terms of the date of membership the older in terms of age shall win.
And if such rules are not applicable, the ballot shall be repeated.
- j) The executive committee shall assume the responsibility of external relations; trans- Arab and international. The Branch may

communicate with local entities after notifying the executive committee.

Chapter 5:
Finance

Article 31:

The Union and each of the subsidiary Branches shall enjoy financial independence in terms of receiving and spending resources in accordance with the provisions of this Statute and the financial regulations of the Union.

Article 32:

The financial resources of the Union and each of the subsidiary Branches shall comprise:

- a) The registration and subscription fees of members, and the rate predefined to the favor of the Union from the Branch.
- b) Donations, grants, endowments and other types of unconditional funding.
- c) The revenues of activities and events.
- d) The revenues of press materials and publications.
- e) The revenues of products.
- f) The allocations assigned to the Union from the authorities or any other party.
- g) Any other resources approved by the executive committee of the Union or the Administrative Board of the Branch.

Article 33: general financial provisions

- Each Branch shall have to pay 15% of its annual resources to the Union within three months as of the start of the financial year.
- The amount of the subscription fees shall be two Jordanian Dinars for active membership and ten Jordanian Dinars for supporting membership, and shall be paid upon submitting the enrollment application and shall be repeated in cases of rejection. The registration fees shall cover the remaining period of the financial year of the Union as subscription fees.
- The amount of the annual subscription fees shall be two Jordanian Dinars that shall be paid during the first two months of the financial year.
- The financial regulations shall deal in detail with situations that have not been provided for in this Statute.

Article 34:

The financial year of the Union

The financial year of the Union shall start on the first of January of each year and end on the 31st of December of the same year.

Article 35:

The funds of the Union and or Branches shall be deposited in a banking institution to be defined by the executive Committee or the Administrative Board of the Branch, provided the Treasurer does not keep in cash more than a hundred JD for the urgent miscellaneous expenditures.

- A chartered accountant, assigned by the General Conference for the Union and by the General Board for the Branch, shall assume the role of auditing the accounts of the Union.
- The Union and each of its Branches shall prepare a budget, and shall function in accordance with an estimated budget; and both are subject to ratification.
- The auditing of accounts and issuance of budgets shall take place by the end of the four first months of the financial year.

Article 36: the accounts of the Union

- The Union and each of its Branches shall hold organized accounts and apply accountancy standards, shall maintain accountancy books at the headquarters, shall not spend any amount without a decision from the competent board and shall be for purposes of the Union.
- An amount shall be spent upon a financial order from the Chairwoman and the Treasurer, and in accordance with the financial instructions issued by the executive committee.
- The accounts of the Union shall be audited during the first three months after the end of the financial year.

Chapter 6:
General and transitional provisions

Article 37:

The Union or any of its Branches may own, rent, benefit, sell, lease, mortgage and dispose of moveable or immovable properties with legal means within the limits of the needs of the Union.

Article 38:

Neither the Statute nor any of its provisions shall be amended without two thirds majority of the present members of the General Conference, provided such amendments are listed on the agenda and attached to the invitation. Any amendment shall be deemed valid upon ratification from the Conference and in accordance with law and legislations. The amendment shall not have retroactive effect. The union and branches must adapt to the new provisions within a maximum of one year as of the date of entering into force.

Article 39:

The General Conference may approve regulations and rules of procedure necessary for the realization of the objectives of the Union, controlling and regulating the functioning of the union in accordance with the provisions of this Statute.

Article 40:

None of the amendments to this Statute shall have a retroactive effect; affect any of the rights of others, or any other previous contract obligations. The new provisions shall apply as of the date of acquiring the validity unless, otherwise, is provided for in this Statute or the valid law.

Article 41: dissolving the union

- a) The union may only be dissolved upon a majority of two thirds of the members of the General Conference and in accordance with the law.
- b) In case the union is dissolved, its moveable and immovable properties shall be transferred to the side determined by Conference after meeting all obligations of the union, provided that this side is similar to the union in terms of objectives and purposes, otherwise, the properties shall be disposed of as per the valid law.

Article 42:

The Central Council may, with two thirds majority, suspend or dissolve any board, branch or Center upon any of these persisting in contradicting the resolutions of the union or any of its boards as per the hierarchal order, the procedures of objection and appeal of the member in relation to the board shall apply.

Article 43:

This Statute shall cancel the previous and shall enter into force as of the date of meeting prerequisites of enforcement as per the valid law. The bodies of the union shall have to adapt to the provisions of the new Statute within a maximum of one year as of the date of entering force.