



The Arab Women Authority's Bylaws

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Preamble:

Driven by the commitment to enhance the role of Arab women, promote their participation in public life, and consolidate the foundations of joint Arab action within the sphere of non-governmental work; affirming the noble values that unite Arab women and recognizing the importance of women's engagement in sustainable development as a principal and active partner; and since nations and peoples cannot rise alone, the need arose for a framework to represent, coordinate, and support projects and initiatives.

Thus, the Arab Women Authority emerged as a pioneering Arab project for women's empowerment, embodying this vision. The founding conference was convened in Egypt, in Cairo — the capital of the Arab Republic of Egypt — on 22 May 2000, attended by a large gathering of prominent Arab women, representatives of the League of Arab States and UNESCO, a number of civil society organizations, and media, artistic, and literary figures who believe in women's contribution to building modern societies based on the foundations of harmony between tradition and modernity. The conference unanimously approved, amid great enthusiasm, the establishment of this Arab project under the name "Arab Women Authority."

Name and Definitions

Article (1) Name: Arab Women Authority

Article (2) The following words shall have the meanings indicated opposite them wherever they appear in these Bylaws.

A. **The Authority:** The Arab Women Authority

B. **The Bylaws:** The Statutes of the Arab Women Authority

C. **The General Headquarters:** The place where the General Secretariat occupies a permanent headquarters to manage its work in an Arab country proposed by the Secretary-General.

D. **The Council:** The Board of Trustees of the Arab Women Authority serves as an advisory council that provides advice and consultations to the Authority and approves certain procedures related to the Authority's work.

E. **The General Secretariat:** The executive and administrative body responsible for managing the Authority's administrative, financial, and external relations affairs. It consists of the Secretary-General, his assistants, and the staff at the main headquarters and external offices.

F. **The Assembly:** The General Assembly of the Authority, which serves as the Authority's general conference, is composed of representatives of the unions and non-governmental organizations that are members of the Authority and are officially and legally accredited in each Arab country.



G – The Supreme President: A high-ranking, honorary position with honorary powers, such as attending the Authority's award presentations, delivering the opening speech at the General Assembly, and conducting protocol visits to countries. This position may be held by a prominent female figure with a prominent social standing who provides support for the Authority's projects. Her nomination shall be proposed

exclusively by the Secretary-General in consultation with the Chairman of the Board of Trustees.

Article (3) Definition: The Authority is a non-governmental, non-profit, public-benefit Arab Authority that works to frame, coordinate, and activate joint Arab women's work in the non-governmental sphere. It enjoys legal personality and independent financial status. It carries out development and cultural activities within the limits of the objectives set for it under these bylaws.

Objectives, Headquarters, and Membership

Article (4) Objectives of the Authority: To strive to develop the role of Arab women as active partners in the development process, to highlight their bright image at all Arab and international levels, and to document their successes and innovations through the following means and measures:

- Enhancing the participation of Arab women in decision-making bodies, increasing their contribution to the labor market, empowering them with educational opportunities, and eliminating the gender gap.
- Cooperating with Arab and international organizations and bodies to develop women's capabilities and enable them to access training opportunities and equal rights and responsibilities.
- Launching scientific, developmental, humanitarian, and health programs, projects, and initiatives that benefit women and working to publicize the achievements and innovations of Arab women in all regional and international forums.
- Preparing reports, research, studies, and workshops in coordination and cooperation with scientific centers, universities, and all relevant entities to increase women's integration in development plans and the labor market.
- Preserving the honorable image of Arab women from distortion and commodification in the media space.
- Encouraging women to manage and operate productive, developmental, health, educational, and humanitarian projects, particularly in least-developed countries, to reduce female unemployment, especially through micro and income-generating projects.
- Working to establish effective partnerships with international Authority and donor funds specialized in supporting women's capacity building and activating agreements with all governmental and non-governmental entities to ensure the achievement of the Authority's objectives.



Article (5) Permanent Headquarters and Affiliated Offices of the Authority: The Authority shall establish a coordinating headquarters for its activities and initiatives at the international level in one of the Arab capitals. The Secretary-General, after consulting the Chair of the Board of Trustees, shall determine the most suitable Arab country to host the Authority's permanent headquarters. The Secretary-General may also establish offices or branches in Arab countries in accordance with the Authority's interests, for the purpose of managing and implementing projects through agreements with Arab or foreign governments, in line with its developmental and humanitarian mission and without discrimination, in accordance with prevailing laws.

Article (6) Membership: Membership in the Authority shall be divided into:

A. **Full Membership:** Granted to Arab non-governmental unions and associations accredited in Arab member states of the League of Arab States, according to the approved membership form of the General Assembly, after fulfilling the established requirements. The entity shall be deemed a full member of the Authority after its approval by the Secretary-General, and the member shall be officially notified of this.

B. **Honorary Membership:** The Secretary-General may propose granting honorary or honorary membership to organizations or individuals who have provided distinguished services to the Authority, in accordance with the requirements for granting membership and the approval of the Supreme President.

C- **Gold and Silver Membership:** The Secretary-General may grant Gold and Silver membership cards to public figures or prominent women who provide distinguished services to the Authority in supporting its development initiatives. Participation cards in the Authority's activities and events are also granted to women who excel in their field of work or who wish to engage in volunteer work.

The Organization's Bodies and Departments.

Article (7) The Authority consists of the following main bodies:

- 1 - General Secretariat
- 2 - Board of Trustees
- 3 - General Assembly

Article (8) Duties and Powers: The responsibilities of the Authority's main bodies and leadership positions are defined as follows:

A – **The General Secretariat:** Headed by the Secretary-General, who is the chief executive of the Arab Women Authority, Head of the General Secretariat and responsible for all its departments and institutions. The Secretary-General represents the Authority before all official and non-official entities, signs its correspondence, maintains its records, monitors its financial and administrative rights, and oversees the proper performance and regularity of the Authority's administrative and financial apparatus to achieve its purposes.



The Secretary-General shall be nominated by one-third of the Board of Trustees' members and one-third of the General Assembly's members, with the approval of the Chair of the Board of Trustees and the Authority's First Adviser, either through direct voting or written consultation. His term is five years and is renewable.

The Secretary-General is responsible for safeguarding the Authority's higher interests and applying its financial and administrative regulations, and has the following powers:

- Submit quarterly reports on the progress of the Authority's work based on the nature of the required tasks, achievements, and the progress of the Organization's programs and projects to the Supreme President and Chairman of the Board of Trustees.

- Select the Secretary-General's assistants, and appoint and terminate employees and workers at the Authority's headquarters, whether at the General Headquarters, its affiliated institutions, or its external offices and headquarters.

- Propose projects, initiatives, or specialized institutions under the Authority's umbrella to the Chairman of the Board of Trustees, stating the reasons for such proposals.

- The Secretary-General has the right to request the Chairman of the Board of Trustees to dissolve the Board when the Authority's best interests require it and its effectiveness is deemed ineffective. In such a case, the Secretary-General shall request the Senior Advisor to propose a restructuring of the Board and propose the names of new, prominent individuals for membership, who are distinguished and capable of adding value to the Authority's work. Such proposals shall be approved by the first meeting of the General Assembly.

- Sign contracts and agreements to which the Authority is a party or authorize someone else to do so; maintain the Authority's archives, records, and documents; open accounts in the Authority's name for external offices and headquarters in legally licensed banks; sign disbursement orders, collect funds, manage financial and accounting operations and transactions. The Authority may appoint a legal accounting firm to audit the Authority's documents, disbursements, and revenues annually and submit a report thereon to the Board of Trustees.

B – The Board of Trustees: The Secretary-General proposes the appointment of its members, in consultation with the Chairman of the Board of Trustees and the Senior Advisor, from among individuals known for their competence, dedication, and concern for women's issues. The Board then selects a Chairman from among its members, upon the Secretary-General's recommendation, either by acclamation or by simple majority vote. The Chairman shall be a person who has provided distinguished services to the cause of women's empowerment. The Chairman shall chair the Board's regular or extraordinary meetings, prepare its meeting schedule in consultation with the Secretary-General, monitor the smooth running of the Authority's work and programs,

receive reports from the Secretary-General on the Authority's administrative and financial status, and propose, in consultation with the Secretary-General, the nomination of one or more members to the Board of Trustees when a seat becomes vacant.



The Board of Trustees consists of 10 to 12 members, including prominent social figures and individuals known for their support of women's issues and who believe in the principles, aims, and noble objectives of the Authority.

- The General Assembly shall approve the Board members during its first session for a five-year term, renewable by an absolute majority.
- The Board shall hold an annual meeting as appropriate to approve the Authority's annual plan, discuss programs and general activities, propose recommendations for developing working methods, approve development projects and ratify the Authority's annual budget.

C - The General Assembly: Consists of representatives from each member entity of the Authority from each Arab country. It shall hold an annual meeting at the General Headquarters or in any other country upon the invitation of the Secretary-General in consultation with the Supreme President and the Chairman of the Board of Trustees. The General Assembly shall discuss and approve the meeting agenda items and make recommendations to the Board of Trustees and the General Secretariat to develop the Authority's programs, activities, and annual plans.

- It may renew or withdraw confidence in Board members or even replace one or more members based on proposals submitted by the Secretary-General.
- Any proposed amendments to the bylaws require a written endorsement signed by five members. The proposed amendment must be submitted to the General Secretariat three months prior to the date of the regular General Assembly meeting. It must be discussed and then approved by a two-thirds majority of the members present. The General Assembly meeting is considered valid if attended by an absolute majority of half plus one.
- The Chairman of the Board of Trustees chairs the General Assembly meetings. At the opening session, members hear addresses from the Supreme President and a progress report from the Secretary-General on the Authority's work.
- Each member of the General Assembly has one vote.

D. Specialized Institutions: These are organizational units specialized in a specific area, such as media platforms, study and research centers, the Women's Fund for Development, the Arab Women's Academy, the Women's Academy for Medical Research, the Women's Newspaper, and any new institutions established in the future that serve the Authority's interests. Their work and all their affairs are regulated and governed by the General Secretariat's internal regulations.

Organizational, Administrative, and Financial Principles and Provisions:

Article (9) The Authority includes, within its scope of work, a number of specialized institutions, centers, platforms, and media outlets that operate in accordance with the provisions of the internal regulations.



Article (10) **The Authority's Financial Resources:**

The Authority's resources consist of unconditional financial and in-kind grants and donations provided by governments, public bodies, individuals, and businessmen, as well as financial returns generated from the Authority's investments directed towards achieving its objectives.

Article (11) The Board of Trustees shall approve the budget at its annual meeting.

Article (12) The Authority has the right to own land, real estate, means of production, and equipment related to its development objectives. It also has the right to invest in some of its facilities to provide resources to be used to serve the Authority's programs and projects and develop them in accordance with the approved financial and administrative regulations.

Article (13) The Secretary-General shall sign all of the Authority's financial papers, documents, and contracts before official and unofficial bodies, open bank accounts, safeguard its assets, and ensure the smooth running and regularity of its operations. He has the right to call the Board of Trustees to an emergency meeting in consultation with the Chairman of the Board of Trustees when necessary. He may also delegate part of his powers to the Senior Advisor when necessary and for a specified period by assignment decision in the event of his absence for any reason. This delegation shall be effective pursuant to a letter signed and stamped with the Authority's seal. The Senior Advisor shall work in accordance with the Authority's bylaws.

Article (14) The Secretary-General shall select one or more banks to open the Authority's accounts by depositing its funds in approved official banks. He shall maintain all bank statements, checkbooks, and similar financial papers to maintain operational transparency and provide copies thereof to the approved accounting auditors upon request, in order to uphold the principle of transparency.

Article (15) A Finance Committee shall be formed to oversee the annual budget expenditures, consisting of the Chairman of the Board, two members of the Board, the Senior Advisor, and a licensed financial accountant. The Committee shall prepare the annual financial report with full transparency, a copy of which shall be submitted to the President and the Chairman and members of the Board of Trustees.

Article (16) The General Secretariat shall maintain a certified record of all Authority assets, including land, real estate, buildings, and production units belonging to the Authority. The original copies may be deposited in one of the approved bank vaults and this responsibility may be delegated as needed.

Article (17) The Authority's real estate assets and investment projects may not be disposed of, whether by sale, lease, or transfer, except with the approval of the Chairman of the Board and the members of the Finance Committee.

Article (18) If a member entity fails to attend two consecutive General Assembly meetings without a valid excuse, a proposal shall be submitted by the General Secretariat to the Council to suspend its membership in the Authority.



Article (19) The Authority is committed to publishing its decisions, the Assembly and Council recommendations, the regulations governing its work and its implemented projects on its official website to maintain governance and integrity in its work and activities, upholding governance and transparency.

Article (20) The Authority is committed to cooperating with the press, advertising, and creative media sectors to preserve the positive image of Arab women and prevent any distortion or exploitation that could undermine their role in society.

Article (21) The Authority actively contributes to sustainable development, supports women's involvement in environmental protection and climate change mitigation, and engages in intercultural dialogue as a fundamental principle for promoting global peace and combating racial discrimination.

Article (22) In the event that the Authority dissolves its entity for any reason, this shall be done through a proposal from the Secretary-General to the Board of Trustees by a two-thirds majority, with the approval of the General Assembly and the Supreme President. In this case, the Senior Advisor shall be assigned to take legal measures for liquidation. All of the Authority's properties, fixed assets, and liquid assets shall be transferred to the Authority's Women's Development Fund for distribution to women-focused development and charitable institutions, under Financial Committee supervision.

Article (23) In the event that the Authority wishes to merge with another entity with the same objectives and principles, the same procedures shall be followed in the event of dissolution, taking into account the preservation of the Authority's noble objectives and goals in the new entity, as stipulated in these bylaws.

Article (24) These bylaws shall be posted in two copies, in Arabic and English, on the Authority's official website on the international internet, and copies thereof shall be distributed to all members and to Arab and international bodies and organizations concerned with women's issues, such as the United Nations Economic and Social Council and the League of Arab States.

Article (25) The Secretary-General shall present the Authority's financial and administrative regulations, prepared by the legal advisor, to the Supreme President and Chairman of the Board of Trustees for approval. These regulations shall be deemed effective upon signature by the Secretary-General, the Supreme President, and the Chairman of the Board of Trustees.

This bylaw consists of **twenty-five articles** and was approved at the Authority's first General Assembly meeting.

And God is the Grantor of success.

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