

Climate Action Association Statutes

First Chapter

Name, position, and goals

Article 1: Definitions and Interpretations

A- Definitions:

1. The words and phrases mentioned in this bylaw shall have the meanings assigned to them in the applicable Associations Law.
2. The following expressions, wherever they appear in this Law, shall have the meanings assigned to them, unless the context indicates otherwise:

The association:	“Climate Action Association”
The system:	Association Statutes
Responsible Minister:	Minister His Excellency the Minister of Environment (to be filled after the approval decision is issued)
Competent Ministry	Ministry of Environment (to be filled out after the approval decision is issued).
General Assembly	All members working in the association by the provisions of this bylaw.
The governing body	The body elected by the general body to manage the affairs of the association
The active member	the founding member, and whoever joins the association, and a decision has been issued approving his affiliation with the association by the administrative board, provided that he has fulfilled all his obligations by the provisions of this bylaw, including the payment of his annual subscriptions.

Article Two: Association Center

- A- The founders whose names are mentioned in Article (5) of this Bylaw and the signatories to the application for registration have agreed to establish an association under the name “Climate Action Association”, provided that its headquarters will be in the Amman Governorate, District/Qasbah District. The geographical scope of its work in all regions of Jordan and its address the approved correspondence and notification as indicated in the registration application.
- B- The approved address for correspondence and notification shown in the registration application is considered a legal address for the association unless the concerned minister and the secretary-general of the association's registry are notified of any change or alteration that occurs to it.

Article Three: Objectives and Objectives

A- The association’s specialization, field of work, and activities are represented in the following, provided that the required approvals, permits, and permissions are obtained wherever necessary by any of the legislation in force:

Enter the appropriate definition in the following table (note: all data must be entered)

Select the main field of specialization and its number						
environment (5)						
Work area number	Work area	Description of the field of work	Choose the type of activity	Main target group	Secondary target group (optional)	Gender
1 - 5	Urban environment and the built environment	Planning cities so that the person interacts with his environment in a way that satisfies the requirements of his daily life, and includes the development of the structure, spaces, streets, and infrastructure formed by the human being, and it also includes public parks and transportation	<input type="checkbox"/> Lobbying <input type="checkbox"/> Raising Awareness <input type="checkbox"/> Loans, financial and in-kind assistance, and support <input type="checkbox"/> Research, studies, and documentation <input type="checkbox"/> Services <input type="checkbox"/> Building skills	<input type="checkbox"/> Children (0-17 years) <input type="checkbox"/> Youth (18-24 years old) <input type="checkbox"/> Adults (25-64 years old) <input type="checkbox"/> Elderly > 65 years old <input type="checkbox"/> Family/ clan <input type="checkbox"/> Society as a whole <input type="checkbox"/> Civil society organizations <input type="checkbox"/> The media <input type="checkbox"/> Private sector <input type="checkbox"/> Government	<input type="checkbox"/> Orphans <input type="checkbox"/> The poor and needy <input type="checkbox"/> Refugees and the afflicted <input type="checkbox"/> Unemployed <input type="checkbox"/> Visual impairment <input type="checkbox"/> Impaired hearing <input type="checkbox"/> Impaired mobility <input type="checkbox"/> Psychological disability <input type="checkbox"/> Multiple disabilities	<input type="checkbox"/> Male <input type="checkbox"/> female <input type="checkbox"/> Male and female
2-5	Water	Managing and providing	<input type="checkbox"/> Lobbying <input type="checkbox"/> Raising	<input type="checkbox"/> Children (0-17	<input type="checkbox"/> Orphans <input type="checkbox"/> The	<input type="checkbox"/> Male <input type="checkbox"/> female

		water, ensuring adequate sanitation, and utilizing and recycling gray water	<p>Awareness</p> <ul style="list-style-type: none"> <input type="checkbox"/> Loans, financial and in-kind assistance, and support <input type="checkbox"/> Research, studies, and documentation <input type="checkbox"/> Services <p>Building skills</p>	<p>years)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Youth (18-24 years old) <input type="checkbox"/> Adults (25-64 years old) <input type="checkbox"/> Elderly > 65 years old <input type="checkbox"/> Family/clan <input type="checkbox"/> Society as a whole <input type="checkbox"/> Civil society organizations <input type="checkbox"/> The media <input type="checkbox"/> Private sector <p>Government</p>	<p>poor and needy</p> <ul style="list-style-type: none"> <input type="checkbox"/> Refugees and the afflicted <input type="checkbox"/> Unemployed <input type="checkbox"/> Visual impairment <input type="checkbox"/> Impaired hearing <input type="checkbox"/> Impaired mobility <input type="checkbox"/> Psychological disability <p>Multiple disabilities</p>	Male and female
3 - 5	Urban environment and the built environment	Activating the citizen's role in preserving the environment	<ul style="list-style-type: none"> <input type="checkbox"/> Lobbying <input type="checkbox"/> Raising Awareness <input type="checkbox"/> Loans, financial and in-kind assistance, and support <input type="checkbox"/> Research, studies, and documentation <input type="checkbox"/> Services <p>Building skills</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Children (0-17 years) <input type="checkbox"/> Youth (18-24 years old) <input type="checkbox"/> Adults (25-64 years old) <input type="checkbox"/> Elderly > 65 years old <input type="checkbox"/> Family/clan <input type="checkbox"/> Society as a whole <input type="checkbox"/> Civil society organizations 	<ul style="list-style-type: none"> <input type="checkbox"/> Orphans <input type="checkbox"/> The poor and needy <input type="checkbox"/> Refugees and the afflicted <input type="checkbox"/> Unemployed <input type="checkbox"/> Visual impairment <input type="checkbox"/> Impaired hearing <input type="checkbox"/> Impaired 	<ul style="list-style-type: none"> <input type="checkbox"/> Male <input type="checkbox"/> female <p>Male and female</p>

				<input type="checkbox"/> The media <input type="checkbox"/> Private sector Government	<input type="checkbox"/> Psychological disability Multiple disabilities	
4-5	Renewable energy (green)	Develop the use of alternative and renewable energy) environment-friendly energy (such as solar and others to reduce the level of pollution	<input type="checkbox"/> Lobbying <input type="checkbox"/> Raising Awareness <input type="checkbox"/> Loans, financial and in-kind assistance, and support <input type="checkbox"/> Research, studies, and documentation <input type="checkbox"/> Services Building skills	<input type="checkbox"/> Children (0-17 years) <input type="checkbox"/> Youth (18-24 years old) <input type="checkbox"/> Adults (25-64 years old) <input type="checkbox"/> Elderly > 65 years old <input type="checkbox"/> Family/clan <input type="checkbox"/> Society as a whole <input type="checkbox"/> Civil society organizations <input type="checkbox"/> The media <input type="checkbox"/> Private sector Government	<input type="checkbox"/> Orphans <input type="checkbox"/> The poor and needy <input type="checkbox"/> Refugees and the afflicted <input type="checkbox"/> Unemployed <input type="checkbox"/> Visual impairment <input type="checkbox"/> Impaired hearing <input type="checkbox"/> Impaired mobility <input type="checkbox"/> Psychological disability Multiple disabilities	<input type="checkbox"/> Male <input type="checkbox"/> female Male and female
6 - 5	Waste Management	Develop and support the recycling of organic waste, electronic waste, plastic, metal, cardboard, medical and	<input type="checkbox"/> Lobbying <input type="checkbox"/> Raising Awareness <input type="checkbox"/> Loans, financial and in-kind assistance, and	<input type="checkbox"/> Children (0-17 years) <input type="checkbox"/> Youth (18-24 years old) <input type="checkbox"/> Adults (25-64 years old)	<input type="checkbox"/> Orphans <input type="checkbox"/> The poor and needy <input type="checkbox"/> Refugees and the afflicted	<input type="checkbox"/> Male <input type="checkbox"/> female Male and female

		hazardous waste, and others to mitigate and reduce pollution resulting from it.	<p>support</p> <input type="checkbox"/> Research, studies, and documentation <input type="checkbox"/> Services Building skills	<input type="checkbox"/> Elderly > 65 years old <input type="checkbox"/> Family/clan <input type="checkbox"/> Society as a whole <input type="checkbox"/> Civil society organizations <input type="checkbox"/> The media <input type="checkbox"/> Private sector Government	<input type="checkbox"/> Unemployed <input type="checkbox"/> Visual impairment <input type="checkbox"/> Impaired hearing <input type="checkbox"/> Impaired mobility <input type="checkbox"/> Psychological disability Multiple disabilities	
5 - 11	Reduce desertification	Protecting green areas and increasing the green area to contribute to the reduction of desertification	<input type="checkbox"/> Lobbying <input type="checkbox"/> Raising Awareness <input type="checkbox"/> Loans, financial and in-kind assistance, and support <input type="checkbox"/> Research, studies, and documentation <input type="checkbox"/> Services Building skills	<input type="checkbox"/> Children (0-17 years) <input type="checkbox"/> Youth (18-24 years old) <input type="checkbox"/> Adults (25-64 years old) <input type="checkbox"/> Elderly > 65 years old <input type="checkbox"/> Family/clan <input type="checkbox"/> Society as a whole <input type="checkbox"/> Civil society organizations <input type="checkbox"/> The media <input type="checkbox"/> Private sector Government	<input type="checkbox"/> Orphans <input type="checkbox"/> The poor and needy <input type="checkbox"/> Refugees and the afflicted <input type="checkbox"/> Unemployed <input type="checkbox"/> Visual impairment <input type="checkbox"/> Impaired hearing <input type="checkbox"/> Impaired mobility <input type="checkbox"/> Psychological disability Multiple disabilities	<input type="checkbox"/> Male <input type="checkbox"/> female Male and female

5 - 13	Climate change and global warming	Mitigating gases and emissions from industries, greenhouses, and others, and finding ways to adapt to their potential effects within a sufficient period that allows ecosystems to adapt naturally to climate change, to ensure that food production is not threatened, which could negatively affect economic development	<input type="checkbox"/> Lobbying <input type="checkbox"/> Raising Awareness <input type="checkbox"/> Loans, financial and in-kind assistance, and support <input type="checkbox"/> Research, studies, and documentation <input type="checkbox"/> Services Building skills	<input type="checkbox"/> Children (0-17 years) <input type="checkbox"/> Youth (18-24 years old) <input type="checkbox"/> Adults (25-64 years old) <input type="checkbox"/> Elderly > 65 years old <input type="checkbox"/> Family/clan <input type="checkbox"/> Society as a whole <input type="checkbox"/> Civil society organizations <input type="checkbox"/> The media <input type="checkbox"/> Private sector <input type="checkbox"/> Government	<input type="checkbox"/> Orphans <input type="checkbox"/> The poor and needy <input type="checkbox"/> Refugees and the afflicted <input type="checkbox"/> Unemployed <input type="checkbox"/> Visual impairment <input type="checkbox"/> Impaired hearing <input type="checkbox"/> Impaired mobility <input type="checkbox"/> Psychological disability <input type="checkbox"/> Multiple disabilities	<input type="checkbox"/> Male <input type="checkbox"/> female <input type="checkbox"/> Male and female
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B- The association implements programs, activities, and projects that achieve the above-mentioned goals and objectives and are consistent with them, and it informs the competent ministry of them before starting their implementation. These activities are as follows:

1. Building and implementing interventions to mitigate climate change.
 - 1.1 Develop methods and systems to mitigate climate change.
 - 1.2 Establishing and strengthening local and regional cooperation between the concerned authorities.
 - 1.3 Conducting studies for governmental and non-governmental institutions locally and regionally within agreements and contracts.
 - 1.4 Cooperation with bodies concerned with scientific research in fields related to the fields of the association.

2. Build and implement adaptation and adaptation interventions to the negative effects of climate change.
 - 2.1 Develop methods and systems for adaptation and adaptation to climate change.
 - 2.2 Conducting studies and consultations for governmental and non-governmental institutions locally and regionally within agreements and contracts.
 - 2.3 Strengthening relations with other entities working in sectors concerned with the association's fields of work.
 - 2.4 Cooperation with bodies concerned with scientific research in areas related to the fields of work of the Association.
3. Building and implementing interventions within the association's work areas.
 - 3.1 Developing methods and systems within the association's work fields.
 - 3.2 Cooperation with bodies concerned with scientific research in areas related to the fields of work of the Association.
 - 3.3 Implementation of direct interventions within the fields of work of the association.
4. Spreading awareness, raising and building capacities, and empowering communities within the association's work fields.
 - 4.1 Spreading societal awareness within the association's work fields.
 - 4.2 Raising and building the capacities of the public and private sectors within the association's work fields.
 - 4.3 Strengthening the capabilities and increasing the resilience of poor and remote communities to better adapt within the association's fields of work.
 - 4.4 Implement direct interventions to support communities in the association's work areas.
5. Contribute to the development of local policies related to the association's fields of work.
 - 5.1 Disseminate and raise awareness regarding policies and legislation within the association's fields of work.
 - 5.2 Building policy briefs to contribute to the development of policies related to the association's fields of work.
6. Contracting with any government, authority, authority, company, individuals, or institution that serves the fields of the association.
 - 6.1 Import and export equipment and devices to carry out the work of the association.
 - 6.2 Obtaining bank loans to carry out projects within the fields of the association.
 - 6.3 Investing the funds of the association within the fields of work of the non-profit association.
 - 6.4 Purchasing, selling, leasing, and leasing movable and immovable funds to carry out the association's business.

Fourth Article:

The association provides its services to citizens alike and voluntarily without aiming to reap or share profits or achieve any benefit for any of its members or any specific person whether directly or indirectly, or to achieve any political goals that fall within the scope of the work and activities of political parties or achieve sectarian goals.

Chapter Two

Membership

Article Five: Founding Members

The founding members of the association are the members listed in the table below.

Number	Full name	Academic qualification	Specialization
1	Shafi Ghayad		
2	Khlfeh Khalf Ayed		
3	Attia Samir Ghayyad		
4	Noir Ayed Mayouf balconies		
5	Abdullah Samir Ghayyad		
6	Fatima Ali Odeh Siba		
7	Nael Abdullah Samir		
8	Saeed Ghayad		
9	Bilal Saeed Ghayad Al-Sharafat		
10			
11			
12			
13			

Article Six: Membership Conditions

A- Any person has the right to apply for membership in the Association, provided that it meets the following conditions in addition to the conditions stipulated by the law:

1 -He must have completed 25 years of age (**note: it may be agreed that the person applying for affiliation should be more than 18 years old, but in all cases, he must be at least 18 years old**)

2 -He must be fully qualified.

3 -To serve the objectives of the association and contribute to the implementation of its work and activities.*

4 -To agree to the statute of the association in writing.*

5 -He should have sufficient knowledge in the fields of work of the association

B - Affiliation applications shall be submitted according to the form prepared by the management body which decides to accept or reject the application. The affiliation applicant has the right to object to the rejection decision with the competent minister within thirty days from the date of notifying him of the decision. The competent minister, after verification, may take what he deems appropriate, and his decision in this regard is final.

C- The management body may accept honorary members in the association for the period it deems appropriate according to the principles it decides, provided that none of these members has the right to participate in the meetings of the general assembly or the management body, vote on its decisions, or assume administrative positions in the association.

D- Subject to the provisions of this bylaw, legal persons may join the association by the principles determined by the management body.

(Note: Associations are excluded from membership as a legal person, as it is not permissible for an association to be a member of another association by the provisions of Associations Law No. (51) of 2008)

Article Seven: Affiliation Fee and Annual Subscription

A- A membership fee of 10 Jordanian dinars is set, to be paid only once when joining the association.

B- The value of the member's annual subscription is set at 10 Jordanian dinars, to be paid in advance annually or in monthly installments at the request of the member and with the approval of the management board. In all cases, the annual subscription must be paid in full at least one month before the end of the association's financial year.

C- If a member becomes a member of the association during the fiscal year, he shall pay only what he is entitled to from the subscription for the remaining period of the year*.

Article Eight: Termination of Membership

A- Membership is terminated in any of the following cases:

1 -Withdrawal

2 -death

3 -Lack of eligibility or loss

4 -If the member is late for the date of entitlement to the subscription allowance as mentioned in Article (7) above.

5 -Chapter

A- A member shall be dismissed by a decision taken by the management body by the provisions of this bylaw in any of the following cases:

1 -If he performs an act that would cause the association serious material or moral harm.

2 -If he takes advantage of his joining the association, whether directly or indirectly, for a personal purpose or to achieve a personal benefit.

3 -If the member violates the statute of the association and the violation continues despite being notified in writing of the necessity of stopping this violation.

B- The member shall be dismissed by a decision taken by the management body by a majority of votes if any of the cases specified in Section (1) above are fulfilled. If the member whose dismissal is required is a member of the management body, he is not entitled to attend the session held for this purpose and vote in it.

C- The member whose dismissal was decided has the right to object to the dismissal decision with the competent minister within thirty days from the date of notifying him of the decision.

B- Freezing of Membership:

1 -Two-thirds of the members of the management body have the right to suspend the membership of any of the members of the association for a specified period in any of the following cases:

a- If the member submits a written request that includes freezing his membership for a certain period.

b- If it is proven to the management body that the member committed administrative or financial violations and formed committees to audit or investigate these violations.

2 -During the period of freezing his membership, a member loses all his rights as an active member of the association as stipulated in the law and this bylaw.

3 -The member whose membership was decided to be suspended has the right to object to the decision of freezing to the competent minister within thirty days from the date of notification of the decision.

Article Nine: Re-membership

A- If the person whose membership is terminated wishes to rejoin the association and the reason for the termination of his membership was his failure to pay his contributions, the provisions of Articles Six and Seven of this Bylaw shall apply to him.

B- The management body, by a decision taken by a majority of votes, may cancel the decision to freeze the membership of the member whose membership has been frozen after verifying that the reasons for freezing this membership have been removed.

C- A member of the association or the heirs of the deceased member may not have the right to recover the fees, subscriptions, gifts, or donations he made to the association.

D- If the competent minister decides to reinstate the membership of the member who was dismissed from the association's membership by Article 8/5 of this bylaw.

Chapter Three

General Assembly

Article 10: The General Assembly of the Association

The General Assembly shall consist of all working members by the definition specified in Article (First) of these Bylaws.

Article Eleven: General Assembly Meetings

A- The general assembly must be called for an ordinary meeting at least once a year, and the general assembly may be called for extraordinary meetings whenever necessary.

B- The management body invites the general assembly for meetings at the center of the society or at any other place determined by the management body, with a written notice to be delivered to all members of the general assembly at the addresses chosen by these members, and the invitation shall be at least two weeks before the date of the meeting, accompanied by the meeting agenda.

C- If it is not possible to deliver the notification according to the item (b) above, the announcement of the holding of the general assembly meeting in two daily newspapers shall be considered as a notification to them, provided that this is at least two weeks before the date of the meeting and that the announcement includes the meeting agenda.

D- Twenty percent (20%) of the members of the general assembly may send a written request to the management body to invite the general assembly to convene with a statement of the purpose of holding this meeting and attached with their names and signatures. If the management body does not respond to this request, these members may submit a request to the competent minister to hold the said meeting, and the concerned minister, after verifying the request, may take the appropriate decision.

E- The management body shall notify the concerned minister and the secretary general of the Associations Register in writing of the date, place, and agenda of the general assembly meeting, at least two weeks before the date of its convening, otherwise the meeting shall not be considered legal.

F- The management body shall deposit with the competent ministry a copy of the decisions issued by its general body within fifteen days from the date of their issuance.

Article 12: Substitutions

A- Each member has the right to delegate another member to represent him in attending the meetings of the General Assembly and voting to make decisions in these meetings by a written proxy according to the form prepared by the management body for this purpose, provided that it is submitted to the management body 7 days before the date of the meeting to Accreditation and ratification.

B - A delegated member may not represent more than one member.

C- The attendance of the member on behalf of another member is calculated for calculating the quorum for the meeting and for the holding of any other meeting to which the meeting of the general assembly is postponed, provided that the delegation percentage does not exceed (20%) of the number of members of the general assembly.

Article Thirteen: Chairman of the Meeting

The meetings of the general assembly are chaired by the chairman of the management body or his deputy in the event of his absence.

Article Fourteen: Holding Meetings

A- Quorum for the ordinary general assembly meeting:

The ordinary general assembly meeting shall be legal in the presence of the majority of the members of the general assembly who have paid their annual subscriptions in person and by proxy. The new date and the second meeting shall be legal with the attendance of no less than the prescribed number of members of the management body specified in this bylaw.

B- Quorum for the extraordinary general assembly meeting:

The extraordinary meeting of the general assembly shall be legal in the presence of at least two-thirds of the members of the general assembly who have paid their annual subscriptions in person and by proxy.

Article 15: Agenda of the General Assembly*

(Note: It may be agreed to add other powers that fall within the competence of the General Assembly in its regular and extraordinary meetings in addition to the powers specified in Paragraphs (A) and (B) of this Fifteenth Article)

A- Business of the General Assembly at its ordinary meeting:

The General Assembly, at its ordinary meeting, discusses the following matters:

- 1 -The management body's report on the association's activities and the status during the year ended.
- 2 -Ratification of the final financial statements of the association.
- 3 -The report of the chartered accountant.
- 4 -Approval of the draft annual budget.
- 5 -Electing the members of the management body by secret ballot*. **(Note: It is possible to agree on another polling method other than a secret ballot)**
- 6 -Dismissal of the management board or any of its members if there is justification for that.
- 7 -Appoint a chartered accountant who is not a member of the management board.
- 8 -Approving the general policy of the association and the necessary plans and programs for its implementation.
- 9 -Overseeing the management of the association's funds and supervising the association's work and activities.
- 10 -Discussing and approving the internal regulations and financial and administrative instructions of the association, including those related to the work of the branches and their relationship with the parent association.

B- Business of the General Assembly in its extraordinary meeting:

- 1 -Dissolution of the association is optional.
- 2 -Amending the association's statute about its goals and objectives, provided that the approval of the Association's Register Board of Directors is obtained for this amendment.
- 3 -Approval of the establishment of a branch or branches of the association, provided that the association deposits a copy of the general assembly's decision to establish the branch with the Secretary General of the Associations Register and the competent ministry and inform them of the address of the headquarters of this branch.

4 -Merging the association with any other association or associations, provided that the approval of the association's board of directors is obtained upon the recommendation of the competent minister.

5 -Any matter that affects the reputation of the Assembly, and decisions are taken on it by an absolute majority of the attendees.

Article Sixteen: Decisions of the General Assembly

A- Taking into consideration what was stated in Clause (5) of Paragraph (B) of Article 15 above, decisions are taken in the ordinary general assembly meeting by an absolute majority of the attendance of the members of the general assembly, and by a two-thirds majority of the attending members who paid their annual subscriptions at the general assembly meeting. Unusual.

B- A member of the general assembly of the assembly may not participate in voting if the subject presented to the general assembly is to conclude an agreement with him, file a case against him, or terminate a case between him and the assembly, as well as when he has a personal interest in the decision put to vote, except for the election of the management body and other bodies Or the committees related to the association.*

Article Seventeen: Record of Meetings

A- The decisions of the general assembly shall be recorded in the minutes of the sessions and signed by the president and the secretary. The meeting minutes shall mention the names of the members of the association who have the right to attend and the names of the attendees in person or by proxy, as well as the name of the president and the secretary, the decisions issued, and the number of votes they obtained.

Chapter Four

management body

Article Eighteen: Association Management

The association is managed by a management board of 5 members who are elected by the general assembly of the association by the provisions of this bylaw, and the term of membership of the members of the management body is 3 years, subject to renewal.

An exception to this is the first administrative body of the association, which is called a preparatory committee, whose term of office is 6 months and the number of its members (provided that it does not exceed 6 months).

(Note: The number of members of the management body must not be less than five, and the term of office of the members of the management body must not exceed four years)

Article Nineteen: Conditions for Membership of the Management Board

A- A member of the management body, in addition to the conditions that must be met by an active member of the association, must meet the following:

- 1 -He must be at least 30 years old.*
- 2 -He should have a noticeable interest related to the goals and purposes for which the association was established.*
- 3 -He must not have been convicted of a misdemeanor involving moral turpitude or any felony.
- 4 -To be interested in the work of the association and its projects.

b- The General Assembly may elect a non-Jordanian or legal member as a member of the management body, provided that the approval of the Council of Ministers is obtained for his membership in the management body.

Article 20: Vacancy of a position*

A- If the position of a member of the management body becomes vacant during its term for any reason, the member who received the most votes after the members elected at the previous management board election meeting shall become a member of the management body instead of the member whose position became vacant, and his membership shall be complementary to the term of office. Vacant membership.

B- If the management body is unable to implement the provisions of paragraph (a) above, the management body shall exercise its powers entrusted to it until the first subsequent meeting of the general body to approve this election or for the general assembly to elect the person who will fill the vacant position by the provisions of this bylaw, and he shall undertake The new member appointed in all cases for the remainder of the work of his predecessor.

C- The provisions of Article (Eighth) of this Bylaw shall be applied to the members of the Board of Directors regarding termination of membership.

Article Twenty-first: Powers of the Management Board*

The powers of the management body include everything related to the management of the affairs of the association, specifically the following:

1 -Managing the affairs of the association, including the appointment of staff and related procedures.

2 -Preparing the internal regulations and financial and administrative instructions for the association and its branches and presenting them to the general assembly for approval.

3 -Preparing the draft annual budget, annual report, and final financial statements and presenting them to the General Assembly for approval.

4 -Forming specialized administrative committees to assist the management body in managing the association and its affiliated programs, defining their powers and the basis for their work, and monitoring them.

5 -Delegating the signature on behalf of the association in some of the financial, administrative, and judicial affairs of the association to any of the members of the management body or a group of them.

6 -Approval of the bank in which the association's funds are deposited, provided that the approval of the competent ministry is obtained and the Secretary General of the Associations Register is notified of this.

7 -Managing the Association's movable and immovable funds, disposing of them, mortgaging them, and donating them by the powers granted to it by the General Assembly.

8 -Any other tasks or powers delegated to it by the General Assembly.

Article 22: Meetings of the Board of Directors

The management body holds a meeting at least once every 30 days to consider the affairs of the association*, and its meetings are legal in the presence of (51%) of the members of the management body, and decisions are issued by an absolute majority of those present, and if the votes are equal, the president has a casting vote.*

(*Note: It is possible to agree on the number of meetings of the management body, but in all cases, it should not be less than once every three months. It is also possible to agree on a quorum for the meetings of the management body and take decisions from it).

Article Twenty-Three: Election of the President, Vice President, Treasurer, and Secretary

In its first meeting after the general assembly meeting, the board of directors elects a president from among its members. It also elects a vice president, a treasurer, and a secretary at the same meeting, and the same procedures are followed if a position becomes vacant.

Article Twenty-four: Duties and Powers of the Chairman of the Board of Directors

A- The powers and duties of the head of the management body include the following:

- 1 -Presiding over the meetings of the management body and the general assembly.
- 2 -Representing the association before official and civil authorities.
- 3 -Supervising the work of the association and its affiliated committees.
- 4 -Any other tasks stipulated in this bylaw or delegated to it by the general assembly or the management body.

b- In the event of the president's absence or his apology, the vice president will take his place.

Article 25: Duties and Powers of the Secretary

The powers and duties of the secretary include preparing the meeting schedule of the general assembly and the management body, writing its minutes, and keeping its records and records.

Article Twenty-six: Duties and Powers of the Treasurer

The Treasurer's powers and duties include the following:

A- Receiving the cash that comes to the association and depositing those amounts in the bank decided by the management body after being registered in the association's records, provided that the documents, records, and financial records are kept for at least five years.

b- Receiving the in-kind donations received by the association after estimating their financial value according to their price in the local market and registering them in the association's records.

C- Executing the decisions issued by the management body regarding the association's financial transactions and supplies. The head of the management body signs the commitments related to this and submits a monthly account of the association's financial status to the management body.

D- Keeping financial books and documents at the center of the association to be at the request of the competent administrative authorities, provided that the documents, records, and financial records are kept for at least five years.

e- The funds of the association may not be spent or disposed of except as decided by the management body and by the provisions of this bylaw.

Article 27: Attending Meetings*

A- It is not permissible for a member of the management body to fail to attend its meetings without an acceptable excuse presented before the meeting.

B- Every member who fails to attend three consecutive meetings without an acceptable excuse loses his membership in the management body, and in this case, the management body must take the legal procedures stipulated in Article (Twenty) of this Bylaw.

Chapter Five

Association resources and how to use and dispose of them

Article Twenty-Eighth: Association Resources

A- The Association's resources consist of:

1 -What is monitored by the members from their funds to spend on the association to achieve its goals and objectives.

2 -Affiliation fees and annual subscriptions for members.

3 -Donations, gifts, and grants.

4 -Support from the Associations Support Fund.

5 -Proceeds from revenue from activities.

6 -Commandments.

7 -Any other resources approved by the association's management body.

B - If the association wishes to obtain a donation or funding from a non-Jordanian entity, it must notify the Council of Ministers of that, provided that the notification indicates the source of this donation or funding, its amount, the method of receiving it, the purpose for which it will be spent, and any special conditions for it.

Article Twenty-Nine: The Association's Financial Year and Records

A- The association's financial year begins on 1/1 and ends on 12/31 of each Gregorian year. If the association begins work during the second half of the year, its first fiscal year ends at the end of the next fiscal year.

B - The funds of the association shall be deposited in the bank designated by the management body, and its accounts shall not enjoy banking secrecy in the face of any

inquiry submitted in this regard by the competent minister or the Secretary General of the Associations Register.

C- Subject to what is stated in these bylaws, the management body shall prepare internal instructions regulating the financial matters of the association and specifying the mechanism for withdrawing any sums from the association's funds deposited in the bank, the minimum petty cash expenditures, the authority to sign bonds and other financial matters.

D - In all cases, no amount of the association's funds may be spent except to achieve any of its purposes, and it may not be spent on anything else.

F- The association maintains in its position financial records and records organized according to the financial rules specified for keeping accounting books.

H- The association maintains in its head office a special register of the members of the general assembly, annual subscriptions, minutes of meetings of the general assembly and management body, and any other technical records related to the work of the association.

J- The accounts of the association must be audited annually by a legal auditor, provided that they are audited within a period not exceeding three months from the end of the association's financial year. Finance by the competent ministry.

Article Thirty: Remunerated work

Any of the working members of the association may work for a wage in it, subject to the approval of the general assembly based on a decision taken by the general assembly of the association by the majority of its members, including the appointment period, its reasons, the nature of work and the salary, provided that it is commensurate with the salaries of counterparts in the labor market.

Chapter Six

Governance

Article 31: Good Governance*

A- In carrying out its work and activities, the association is keen to adopt practices, standards, regulations, and instructions that would enhance good governance and rules of transparency through:

1 -Implementing standards and practices that aim to respect the association, its members, the management body, and its employees of the laws, regulations, and public morals, and seek to achieve the public interest by participating in the community development process and preventing any practices that may negatively affect the public interest.

2 -Applying standards and practices aimed at the commitment of the association, its members, the management body, and its employees to the association's statute, internal instructions, and policies that comply with the legislation in force within the Hashemite Kingdom of Jordan.

3 -Adopting well-rounded behavioral standards and practices that limit conflicts of interest in financial, administrative, technical, and supplies matters, and ensuring confidentiality for all information related to the association and its business in a manner that does not conflict with the provisions of the legislation in force.

4 -Adoption of tight administrative regulations and instructions that enable the management body to achieve oversight and supervision of the association's work and activities and impose administrative and legal accountability, as well as achieve separation of powers and responsibilities to ensure proper oversight.

5 -Adopting tight financial regulations and instructions that ensure continuous financial control over the association's resources and ways of spending them, and ensure that the association adheres to the resources stipulated in this system.

6 -Adopting regulations and instructions that govern the recruitment process in the association so that it depends on efficiency and merit, and securing an appropriate work environment for employees.

7 -Adopting standards that govern the process of collecting donations and grants for the association, so that the association seeks through them to build trust with donors and funders and gain their support.

8 -Adopting advanced standards of integrity and transparency to achieve the association's goals and mission and implement its activities.

B- The Association is keen to maintain the vitality and integrity of the volunteer work sector and to enhance the community's confidence in it through financial transparency and documented information.

1 -Exerting due diligence to identify the donors or beneficiaries of the association's services, ascertain their legal status, their activities, the purpose of the business relationship with the association, the nature of this business relationship, and the real beneficiary of the relationship between these persons and the association, if any, and record all relevant data in special records And keep it for no less than five years from the date of completion of the transaction or the date of termination of the business relationship with the association, as the case may be, and update these data periodically.

2 -Be careful not to deal with unidentified persons, with fictitious or fictitious names, or with fictitious banks or companies.

3 -Immediately notify the Secretary General of the Associations Register of any operation suspected of being linked to money laundering or terrorist financing and keep a copy of the notice, documents, data, and information related to it for no less than five years from the date of giving the notice or until a final court ruling is issued regarding this process, whichever is longer.

4 -Respecting the confidentiality of information related to the notification submitted to the Secretary General of the Associations Register by the provisions of Clause (3) of this

paragraph and any procedures related to this notification that may be taken regarding operations suspected of money laundering or terrorist financing or any information related thereto.

5 -Keep records to record the local, regional or international financial operations conducted by the association, including sufficient data to identify these operations, and keep these records and all related documents, data, and information for no less than five years from the date of completion of the transaction or the end date of dealing with Assembly as necessary, and update this data periodically.

6 -Observe the provisions of the Law of Associations in force about funding from non-Jordanian entities.

7- Observe and adhere to the obligations contained in the relevant and enforceable international resolutions, which are notified to the Association by the Secretary General of the Associations Register or the competent authorities in this regard.

Chapter Seven

Assembly solution

Article 32:

A- The association shall be dissolved by the provisions of this bylaw or according to the provisions of the legislation in force, and in the event of dissolution of the association, it shall cease to carry out its activities and the association shall retain its personality to the extent necessary for its dissolution.

b- The competent minister will form a committee to dissolve the association, which will undertake the following tasks:

1 .Announcing the decision to dissolve the association by publishing in two local daily newspapers for three consecutive days at the expense of the association, provided that the advertisement includes inviting creditors to submit their claims and debtors to state their obligations, and confirming the need to review the association's dissolution committee within a month from the date of publication and submitting documents and data supporting their claims or their obligations.

2 .Addressing the banks approved by the association through the competent ministry to stop the approval of the authorized signatories on the association's accounts and request a detailed account statement showing the association's balance and the latest financial movements made on it.

3 .Opening a special account for the association in the bank approved by the committee, in which the funds received or collected are deposited.

4 .Counting the assets of the association from movable and immovable funds, organizing detailed statements therein, limiting the association's liabilities to third parties, preparing detailed statements and the obligations of the association to others, and approving them.

5 .Take the necessary legal measures to collect the association's debts and protect its funds, including filing lawsuits and taking what is necessary to preserve the association's funds, collect its rights, and pay its debts from the account referred to in Clause (3) of this paragraph or from any other accounts of the association.

6 .Selling the association's assets or any part of it if it is proven that no cash is available in the association's account or that it is insufficient to pay all its obligations.

7 .Recommending to the competent minister the formation of a specialized technical committee to study any program or project whose implementation procedures have not been completed or the lack of clarity in its financial documents in terms of disbursement, capture, and implementation, and submitting the necessary recommendations in this regard.

8 .Verify the extent to which the decision issued by the association's general assembly before its dissolution, which includes donating or disposing of any of its assets for the benefit of any other party, conforms to the provisions of this system and the applicable associations' law, and that this decision has nothing to do with dissolving the association and recommending the competent minister to implement the commission's decision general assembly or not.

9 .Provide the competent ministry with a monthly report on the progress of its work, including its accounts.

10. Assignment to the competent ministry, after completing the procedures for dissolving the association, by transferring its assets to the association specified by this system, provided that this association has the same goals and objectives. Otherwise, those assets will be transferred to the fund.

Chapter Eight

General Provisions

Article 33:

A- An association may form with one or more other associations a coalition to implement a joint development program, activity, or project aimed at achieving its goals and objectives.

B- The association may join an existing union or participate in the establishment of a new union by the effective Associations Law and the regulations issued pursuant thereto.

Article 34:

The association has the right to own real estate, land, and other movable and immovable funds and has the right to sell, mortgage, rent or donate any of them by the provisions of this system.

Article 35:

The provisions of the applicable Associations Law and the regulations and instructions issued pursuant thereto shall apply to any case not provided for in this Law, or what its articles conflict with the provisions of the Law of Associations in force and the regulations and instructions issued pursuant thereto.