

APPROVED:  
the Statute in The new version  
by Extraordinary Conference,  
Protocol #1 of 20.07.2013

# STATUTE

Of Regional Non-Governmental Human Rights Organisation  
UNION “WOMEN OF THE DON REGION”



*Translation from Russian*

Novocherkassk  
2013

## **1. General Principles**

1.1 The regional public human rights organisation Union of Don Women (mentioned further as 'The Union') operates according to the existing law of the Russian Federation, according to the principles of this statute, and according to the Federal law for the public organisations.

1.2 'The Union' is a regional independent, self governed, human right, peacebuilding, public organisation, which is established on the basis of membership, uniting on voluntary basis public organisations as legal entities and persons

### **1.3 AIMS OF THE UNION**

- Protection and defence of human rights
- Realisation and protection of civil, political, economic and social rights of women
- Contribution to the development of women's activities and emancipation
- Active involvement of women in public and governmental affairs
- Promoting family as a strong entity, acknowledgment of the public benefit of the motherhood, parenthood, household work of women, defence of the children's rights
- Reaching civic consensus and peace between peoples, ethnic groups and nationalities, combating all forms of nationalism and chauvinism
- Care about mental and physical health of children and youth
- Protection of the right of the youth to participate in the public life at present and in future
- Protection and promotion of spiritual and cultural heritage as well as the best traditional practises of the peoples living in the country
- Contribution to the development of the market structures of the economy, entrepreneurship, including the development of women and women's organisation
- Widening of international communications with women's organisations

### **1.4 MAIN OBJECTIVES OF THE UNION**

- Raising the awareness on the political and social problems affecting women and on the methods to solve them
- Providing juridical help to the members of the Union, women, disabled, conscripts and members of their families, unemployed, disadvantaged and socially deprived citizens, youth
- Contacts and collaboration with the governmental structures and public administration at all levels and local authorities for achieving the goals of the Union
- Collaboration with civil organisations and parties that have goals corresponding to those of the Union

- Establishment of funds and other forms for financial support of families, children, youth, women, and organisations
- Raising the awareness of women on human rights according to the international instruments and agreements and other existing corresponding legislation
- Advocating and defence in case of violation of the rights of women, children, youth, deprived and disadvantaged people, and conscripts
- Coordination of the activities of the members of the Union through mutual understanding of the interests of the others

1.5 The Union is a legal entity since the moment of registration and, according to the existing law of the Russian Federation, it has a round seal with the full name of the Union on it, a stamp, letter-heads, independent statement, separate estate, settlement and other accounts including dollar accounts in various institutions both in the Russian Federation and abroad. The Union is entitled in its own name to accrue rights of property and other rights, to have duties, to sue and be sued.

1.5.1 The full name of the organization is Regional Non-Governmental Human Rights Organisation

Union “Women of the Don Region”, short name of the Union is RNGO "WDR"

1.5.2 English name: Union “Women of the Don Region”

1.5.3 The range of the Union's activity – Rostov region

1.5.4 The Union's location: Rostov region, Novocherkassk, ul. Dubovskogo 24

1.5.5 Organizational and legal form of the Union is civic organization.

## **2. Membership in the Union**

2.1 Members of the Union can be

- persons above the age of 18
- legal entities – civic organisations working on issues related to the problems affecting women and family, supporting the aims and the objectives of the Union, participating in its activities, registered as members of the Union according the this Statute and according to the Russian laws.

2.2 The Coordination Council is the body, which decides on acceptance of new members of the Union with no restrictions. The decisions are made by the Coordination Council with the agreement of no less than 2/3 of the members present and at the presence of no less than 1/2 of the members of the Coordination Council.

2.3 In order to become a member of the Union the following documents have to be submitted:

2.3.1. *Legal Entities*

- Copy of the Statute
- Copy of the registration certificate
- Copy of the minutes showing the decision of their managing body to become members of the Union
- Official application form

2.3.2 *Persons*

- Application form indicating place of residence, place of employment, date of birth

2.4 A member of the Union can be excluded with a decision of the Coordination Council in case of violation of this Statute or death. The decision of the Coordination Council is considered as valid if it is made with the agreement of no less than  $\frac{1}{2}$  of the members present and at the presence of no less than  $\frac{2}{3}$  of the members of the Coordination Council and at the presence of no less than  $\frac{1}{2}$  of the members of the Coordination Council. The decision must be presented to the Conference for approval.

In case of a voluntary quitting the membership in the Union the member of the Union applies with a relevant application to the Coordination Council and is considered quitting the membership in the Union since the moment of submitting the application

### **Rights and duties of members of the Union**

2.5 A member of the Union has the right to:

- elect and be elected to governing and audit bodies of the Union
- participate in determining the key areas of the Union's activity, realizing its plans and events
- have information about the work of the union and its members, to receive methodological, consultation and organizational assistance of the Union
- have the Union's support in governmental and local authorities bodies
- represent the Union by order of the Coordination Council as plenipotentiary in governmental, non-governmental, international and other organizations
- leave the Union freely

2.6 A member of the Union must:

- comply with the Statute
- meet commitments assumed toward the Union
- participate actively in meeting the aims and objectives of the Union

- contribute to enhancing the Union's prestige in the society, extending its power among women community in Rostov region and the Russian Federation
- carry out the decisions of the Conferences conducted by the Union
- promote the Union's interests in the Russian Federation and abroad.

### **3. Rights and Obligations of the Union**

The Union is entitled to:

3.1 Represent interests of women members of the Union in the Russian Federation bodies of governmental structures and public administration at all levels and local authorities

3.2 Collaborate with domestic, foreign and international organizations, alliances and associations whose activity complies with this Statute, aims and objectives of the Union, to maintain direct international contacts.

3.3 Set up foundations.

3.4 Acquire, rent or lease or sublease any kind of property.

3.5 Establish representative missions of the Union as provided for by the Russian Federation law

3.6 Disseminate freely information of the aims and work of the Union and of the events being conducted.

3.7 Come forward with initiatives concerning various issues of social life; submit proposals to governmental bodies.

3.8 Determine independently the order and the structure of the Union management; and the form and system of remuneration of the staff and experts working for the Union.

The Union must:

3.9 The Union must comply with the law of the Russian Federation, unanimously accepted principles and norms of the international legislation as well as the norms provided for by this Statute and other documents.

3.10 In case of violation of the Russian Federation legislation the Union is responsible in conformity with the Federal law "On non-governmental alliances" and other laws of the Russian Federation.

#### **4. Managing and control of the activities of the Union**

4.1 The main management body of the Union is the Conference, which is held once in every 2 years. The Conference has the rights to countermand any decision made by the other management bodies of the Union

4.2 Extraordinary conference can be called by the request of  $\frac{1}{2}$  of the members of the Coordination Council or  $\frac{1}{3}$  of the members of the Union

4.3 The Conference of the Union is entitled to take any decisions related to the activities of the Union. The decision are taken by a majority vote of the present members of the Union

4.4 Only the Conference is entitled to make decisions on:

- Approving the Statute of the Union, making changes or additions
- Electing the Chair-Coordinator and early termination of her/his powers
- The main directions of the activities of the Union and principles of accruing and use of its assets
- Approving the decisions of the Coordination Council on exclusion of members of the Union
- Electing the Coordination Council and the Control-Auditing Commission and early termination of their powers
- Approving of the Coordination Council and the Control-Auditing Commission reports
- Reorganisation or liquidation of the Union
- Approving the structures of the Union

The conference decisions are made by a majority vote (open or secret ballot) except on the issues relating to the approval of the Statute, making amendments to it, electing the chair- coordinator, the Coordination Council and the Control-Auditing Commission, determining the main areas of activity of the Union, and and principles of accruing and use of its assets, reorganization and liquidation which are made with the agreement of no less than  $\frac{2}{3}$  of the members present and final registration according to the Russian Federation laws.

4.5 Members of the Union – legal entities and persons – enjoy equal rights and have equal duties.

4.6 The Conference of the Union is entitled to take any decisions if more than  $\frac{1}{2}$  of the members of the Union are present.

If the quorum is not secured the chair-coordinator is entitled to declare a new Conference day no later than two weeks since the earlier set time. These actions cannot be performed by the chair-coordinator more than two times running.

4.7 The Coordination Council is the standing management body with the authority to manage the Union's activity during the periods between the Conferences.

The quota of the members of the Coordination Council is established by the Conference. The Coordination Council consists of the members elected by the Conference for two years' period.

### **Coordination Council**

4.8 The Coordination Council has the following authority:

- To act during the period between the Conferences on behalf of the Union on all issues that are not coinciding with those mentioned above as the ones which only the Conference is entitled to make
- To coordinate the activities of the members of the Union, to give juridical, organisational or consultative help
- To organise the work for implementing the decisions of the Conference
- To provide the necessary assistance to the members of the Union
- To work for realisation of the current objectives of the Union
- For realisation of the current goals and objectives of the Union to open public help points, advisory bureaus etc.
- To accept or exclude members of the Union with the final approval of the Conference
- To establish funds, to make decisions on establishing structures of the Union (branches and representatives), and approve provisions concerning them
- To organise events of the Union (conferences, symposia, meetings etc.)
- To develop the budget of the Union
- To approve programmes and sources of funding
- To approve decisions related to the employment practise of the Union

4.9 The Coordination Council must:

- keep record of all assets of the Union including funds
- render assistance in developing the resource base of the union
- render comprehensive assistance and support to the Union members
- report to the Conference on their activity
- submit documents for control and audit
- take measures to eliminate faults revealed by the Control-Auditing Commission

4.10 The Coordination Council is entitled to decide issues relating to its authority if no less than 1/2 of its members are present. The decisions of the Coordination Council are made with a majority vote except on the issues relating to accepting or

excluding members of the Union which are made with the agreement of no less than 2/3 of the members present.

### **Chairman-Coordinator**

4.11 The work of the Coordination Council is managed by Chairman-Coordinator of the Union who is elected by the Conference for the period of 2 years. The Chairman Coordinator is a member of the Coordination Council

If the chair-coordinator abdicates her responsibility before the Conference gathers the Coordination Council elects acting chairperson from among the Coordination Council members.

4.12 Chair-Coordinator of the union has the following authorities:

- to summon the Conferences of the Union
- to sign the decisions of the Coordination Council
- to call the Coordination Council of the Union
- to organize realization of the Coordination Council's decisions
- to represent the Union's interests in governmental, non-governmental and international organizations
- to conclude contracts and agreements on behalf of the Union
- to preside over the Union meetings
- to preside over the Coordination Council meetings
- to identify staff with the relevant skills to perform organizational, economical and other activities of the Union
- to approve personnel arrangements
- to open settlement, dollar and other accounts in banking institutions, including foreign ones
- to hire and fire individuals of the staff according to the personnel arrangements and labour law
- to sign accounts and records and financial documents
- to carry on negotiations and business meeting with governmental and nongovernmental organizations, enterprises and citizens, including foreign ones
- to appoint a task to any members of the Union, including any member of the Coordination Council
- to issue directives
- to coordinate, control and direct the work of management bodies of the Union toward exercising authorities
- to organize keeping the books, accounts and records
- to inform the members of the management bodies of the Union of the state of affairs in the Union



4.13 The Coordination Council elects from among its members co-chairs of the Union in the number determined by the Coordination Council but no more than 1/3 of the members of the Coordination Council. The co-chairs fulfil the duties imposed on them by the Coordination Council at the suggestion of the chair-coordinator.

On the instructions of the chair-coordinator co-chairs are entitled to:

- preside over the Union's Conference sessions
- preside over the Coordination Council meetings

## **5. Control-Auditing Commission**

5.1 The Control of the financial activities of the Union is implemented by Control-Auditing Commission.

5.2 The Control-Auditing Commission is elected by the Conference of the Union for the period of 2 years and is comprised of not less than 3 members.

5.3 Members of the Control-Auditing Commission can not be the Chairman-Coordinator of the Union, the members of the Coordination Council of the Union or persons employed by the Union.

5.4 The Control-Auditing Commission elects the Chairman of the Control-Auditing Commission

5.5 The Control-Auditing Commission is entitled to:

- independently work out and approve the plans of its activity
- enlist the services of experts in order to conduct check-outs and audits;
- ask any members of the union for the documentation necessary to conduct check-outs and revisions;
- draw up check-out and revision reports
- conduct unscheduled sampling check-out and revision

5.6 The Control-Auditing Commission must:

- audit the appropriateness and usefulness of expenditure of the union's monetary funds according to plan at least once a year
- make statements on the results of the revision and check-outs
- state opinion on yearly reports and balances without which the latter cannot be approved by the Conference
- report to the coordination council on the conducted check-outs and revisions of financial and economic activity

- demand calling an extraordinary conference meeting if essential interests of the union are threatened, if the statute of the union has been violated, or if misconduct of the union's personnel has been revealed

5.7 Certificate of audit and check-out must be signed by all members of the Control-Auditing Commission who conducted the audit or check-out. If any one of the members of the Control-Auditing Commission who conducted the audit or check-out does not agree with the opinions or conclusions of the Commission he must report about this in writing to the Coordination Council or the Conference. But for all that he must sign the certificate of audit (check-out) expressing his separate opinion.

## **6. Assets and Funds**

6.1 The assets and funds of the Union come from the following sources:

- voluntary contributions and charitable contributions of natural and legal persons
- publishing and other economic activities allowed by the existing laws
- holding cash and prize lotteries, exhibitions and other events
- other sources and types of activity which do not contravene the existing legislation

6.2 The Union's assets are reflected in the Union's separate balance made up in accordance with established procedure.

6.3 The assets, including the funds, are used at the decision of the coordination council and the chair-coordinator. If the decision is taken by the chair-coordinator alone, he/ she must report about it at the next Coordination Council meeting.

6.4 Control over the appropriateness of using the assets, including the funds, is exercised by the Control-Auditing Commission.

6.5 The Union is entitled to have as its property buildings, structures, equipment, housing resources; it is entitled to rent space for meeting the stated objectives; it is entitled to have assets for cultural and educational and health-improving purposes, monetary funds, stock, securities and other assets necessary to provide material security of the statutory activity of the Union. The Union is entitled to have as its property publishers, mass media created at its own expense in compliance with its aims.

6.6 All resources of the Union are spent in order to fulfil statutory objectives and for charitable purposes and cannot be distributed among the Union's members.

## **7. Reorganization and liquidation of the Union**

7.1 Reorganization of the Union can occur by the conference decision with the agreement of no less than 2/3 of the members of the Union present. The union can be reorganized in accordance with the existing law into a legal entity with the aims similar to the aims of the Union's activity. After its reorganization the Unions assets are handed over to the newly emerged legal entities in accordance with the existing law of the Russian Federation.

7.2 The Union can be liquidated either by the decision of the conference with the agreement of no less than 2/3 of the members of the Union present or by court decision. Reorganization and liquidation of the Union can occur in accordance with the existing law of the Russian Federation

7.3 After the Union is liquidated and settlements with creditors are made the assets of the Union are handed over for the purposes provided for under the Statute of the Union. The assets of the Union must not be distributed among the members of the Union.

7.4 The decision on the liquidation of the Union is submitted to the authorized public organ to enter into the State Single Register of Legal Entities the information that the organization is being liquidated. The process of liquidation is considered to be over and the Union to cease its existence after the entry about it is made in the State Single Register of Legal Entities.

## **8. Branches and Representatives**

The Union is entitled to open branches and representatives over the territory of Rostov region. The branches and representatives are set up by the Coordination Council of the Union.

- A representative is an isolated subdivision of the Union situated in a different place which represents and defends the interests of the Union
- A branch is an isolated subdivision of the Union situated in a different place and exercising all its functions or only part of them, including the functions of a representative
- Branches and representatives are not legal entities. They are provided with the property of the Union that has created them and function on the basis of the provisions approved by the Coordination Council of the Union. Record of the assets of the branches and representatives are kept on a separate balance sheet and on the balance sheet of the organization.
- Heads of the branches and representatives are appointed by the Union and function on its warrant

Decision on setting up a branch or a representative is made by the Coordination Council by the majority vote.

## **9. Making Amendments to the Statute**

### 9.1 The order of making amendments to the Statute

- Decision on making amendments to the Statute are made by the conference with the agreement of 2/3 of the members of the Union present
- The amendments to the Statute are considered valid since the moment of official registration of these amendments

## **10. Final Provisions**

All the other issues not provided under this Statute are solved in accordance with the procedure established by the RF law "On public alliances", RF Civil Code, and other existing laws.