



# Statutes

**Paiman Charity Foundation**

سال تاسیس ۱۳۹۳  
www.paimanfoundation.com

**2014**

[www.paimanfoundation.com](http://www.paimanfoundation.com)

Paiman Foundation is found in the year 2014 in Logar Province & started its operations from Logar province, the founder of Paiman Charity foundation is Mr. Mohammad Shah Paiman who is the resident to Zarghonsahr village of Mohammad Agha district who has been living in Sweden since last 23 years along with his family.

due to his personal interest in humanitarian work and helping people for the sake of Allah's mercy and to support people with extreme need who has been suffering from ongoing conflict in Afghanistan. Since its establishment the foundation provided support to hundreds of families under extreme poverty across the country especially in Logar and the foundation has expanded its programs to all central provinces.

Paiman Charity foundation has been providing help to people without any discrimination of gender, language and race and provided support to everyone equally. The foundation is being financed by Mr. Paiman's personal contribution and fundraising inside and outside of the country.

## **The main objectives of the Charity foundation**

1. Digging wells for mosques and schools.
2. Installation of water pumps on the wells.
3. Construction of water tanks and facilities for ablution in mosques and schools.
4. Paying tuition fee of some university students who could not afford to pay his/her fee.
5. Distribution of food items to families with need and disabled.
6. Distribution of food and nonfood items during Eid Days in jails, widows and children.
7. Cash aid to some patients who cannot afford their treatment.
8. Distribution of laptops and iPads to school children of poor families.

9. Treatment of patients our side of Afghanistan.
10. Supporting newly returned refugees.
11. Skills development courses of youths (computer, Tailoring, Embroidering, electrification and gardening.)
12. Literation courses for illiterate people.
13. Supporting people with disability.

Paiman Charity foundation is trying to gain the trust of Afghans living in Europe, America and Canada and get their financial support in order to help poor families in Afghanistan.

Foundation has a plan to facilitate patient's treatment outside of Afghanistan.

Paiman Charity Foundation is a not profitable humanitarian and independent organization which does not have any affiliation to political parties and its constitution contains 7 chapter and 37 sections. Our main goal is seek the happiness of people and Allah.

## Chapter one

Section 1: The name of the foundation is Paiman Charity Foundation (PCF)

Section 2: Location

Paiman Charity foundation has offices in Sweden and Afghanistan.

Section 3: Definition

- A. Paiman Charity Foundation in Sweden is social and nonpolitical organization which pays close attention to regional, Islamic, Historical and cultural values of Afghanistan and it operates independently.
- B. This Foundation does not have any political affiliation and does not operate for the benefits of a particular party or person.

## Chapter Two

### The objective of the foundation:

Section 4: Fundraising in Sweden and other countries for humanitarian work in Afghanistan through joint efforts of people and government.

Section 5: Support poor families, widows and people with disability and creating facilities for learning skills and literacy.

Section 6: Facilitation of educational opportunities such as libraries and sharing valuable information through social media.

Section 7: Calibration of national and historical days.

Section 8: Building friendly relationship with other charity organizations inside and outside Afghanistan.

Section 9: Supporting aid provision to affected families.

Section 10: Supporting women and youths participation in social affairs.

## Chapter three

### Organizational Structure:

Section 11:

- A. Board of Paiman Foundation consists of 13 permanent members and it's the main power of decision making and they are meeting once in a year to make key decision about foundation. The main task of the board is to review annual reports, review the performance and make important decisions such as selection of directors and commission of control.

B. Amendment and changes in the memorandum of association, changes in the structure of foundation and deactivation of foundation.

C. Selection of Directors and commission of control through voting.

D. Directors and commissioners of control are selected in the annual meeting based on their level of education, loyalty and experience.

Section 13: Emergency meeting can be requested at any time to make important decision about foundation.

Section 14: Date and venue of annual meeting is communicated with all members one month in advance.

Section 15: Annual meeting can be held in the presence of more than 50% members if they are less than 50% meeting cannot make decision and it needs to be held in another date and time.

Section 16: Management team is responsible to implement all decisions made in the annual meeting by board; the management team consists of a director, deputy director, secretary and directors of departments,

Note: Members of other foundations and association can get the membership of this foundation in Afghanistan and outside of Afghanistan.

Section 17: Organizational Structure

1. Chief
2. Technical Deputy Director
3. Executive Deputy Director
4. Deputy Director of Administration
5. Responsible for charitable foundation in Kabul
6. Responsible for charitable foundation in Mohammad Agha
7. Women affairs committee
8. Financial affairs committee
9. Financial Committee member
10. Financial Committee member

11. Foreign Relations Committee
12. Youths affairs committee
13. Monitoring committee of projects

Section 18: Committee's officials are introducing them self and nominating their self for deferent commits in the annual meeting and they are getting selected by voting in the annual meeting.

Section 19: Main tasks and responsibilities of Management team

1. Execution of decisions made by board at the annual meetings.
2. Management of daily operations of the foundation.
3. Coordination and expansion of committees and programs planning.
4. Management and holding of all events including general assembly.
5. Management of documents and facilities of the foundation.
6. HR Management and recruitment of staff.
7. Relationship management with other organizations.

Section 20: General assembly as reviewing 5 application of new members into commission and making decisions about new memberships, they review annual financial reports and approves next year annual budget.

Section 21: Director, deputy director and finance director has the responsibility and reportable to all relevant parties.

The logo of the Afghan Charity Foundation is a circular emblem. It features a central green shield with a white cross and a red crescent and star. The shield is surrounded by a green wreath. The text 'Afghan Charity Foundation' is written in blue around the bottom of the circle. Below the circle is a red banner with white text in Arabic script and the website 'www.afghancharity.com'.

## Chapter Four

Membership, rights and tasks of members

Section 22: Membership in the foundation can be obtained voluntary, every Afghan 18 and above years old inside or outside of Afghanistan can get the membership of the foundation.

Note: Younger than 18 years old can also get the membership without paying membership fee but they can't vote or nominate.

Section 23: Membership in the foundation can be obtained by paying minimum three months membership fee

Section 24: Membership in the foundation is voluntary and based people's interest.

Section 25: Each member can leave or postponed membership at anytime

Section 26: Non Afghan foreigners can be accepted as members.

Section 27:

- A. Every member who does not pay membership fee for 3 months his/her membership will be freeze and kept on hold.
- B. Membership can be reactivated once the membership fee owed is paid and cleared.
- C. Suspended members cannot participate in the assembly

Section 28: All members of foundation has similar and equal rights and they can vote or nominate for any post and can submit their complains in written to the commission of control.

Section 29: Members responsibilities

- A. Every member should pay membership fee on time.
- B. Every member should participate actively in all activities.

Section 30: The amount of membership fee is identified by members in general assembly.

## Chapter five

### The council of Paiman Foundation:

#### Section 31:

- A. The council of foundation consist of members of board of directors, commission of monitoring and control and directors of committees
- B. The director of foundation lead the council in the absence of director the deputy director of administration is taking lead.
- C. The council held meeting once in a year but in case of need any time meeting can be held.
- D. In the meeting of council members review reports and provides advice and feedbacks for improvement.
- E. The council is constantly flowing up the execution of decisions made and support the management team.

## Chapter 6

### Dissolution of Paiman foundation:

Section 32: dissolution of foundation can be only done if 3 out 4 quarters of members show agreement and demand the dissolution.

Section 33: Force dissolution of foundation is only possible in case of financial crises.

Section 34: delegate of clearance is selected by to do all necessary clearance and sale properties belongs to the foundation and deposit money into another charity organizations account the decision about closing of organization should also be communicated with people through media.



## Chapter Seven

### Others

Section 35: Funding sources of the foundation are including membership fee, private donation, fundraising, income from activities and funding from international donors.

Section 36: this memorandum of association includes 37 sections and 7 chapters which is approved on June 22, 2017 in the first general assembly of the foundation.

Section 37: Paiman foundation is charity organization and its independent and does not belong to any political party and its purpose is to help people with extreme needs.





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