



United Nations
Educational, Scientific and
Cultural Organization



Intangible
Cultural
Heritage

REQUEST BY A NON-GOVERNMENTAL ORGANIZATION TO BE ACCREDITED TO PROVIDE ADVISORY SERVICES TO THE COMMITTEE

DEADLINE 30 APRIL 2021

Instructions for completing the request form are available at:

<https://ich.unesco.org/en/forms>

1. Name of the organization

1.a. Official name

Please provide the full official name of the organization, in its original language, as it appears in the supporting documentation establishing its legal personality (section 8.b below).

جمعية السدو التعاونية الحرفية

1.b. Name in English or French

Please provide the name of the organization in English or French.

ALSADU HANDCRAFT COOPERATIVE SOCIETY

2. Contact of the organization

2.a. Address of the organization

Please provide the complete postal address of the organization, as well as additional contact information such as its telephone number, email address, website, etc. This should be the postal address where the organization carries out its business, regardless of where it may be legally domiciled (see section 8).

Organization: ALSADU HANDCRAFT COOPERATIVE SOCIETY

Address: SADU HOUSE, QIBLA, ARABIAN GULF ST., BLK 15, KUWAIT CITY
P.O.BOX 5742 SAFAT, POSTAL CODE 13057 KUWAIT

Telephone number: +965 22 43 23 95

Email address: admin@alsadu.org.kw

Website: www.alsadu.org.kw

Other relevant information: WhatsApp: +965 66 35 37 40

2.b Contact person for correspondence

Provide the complete name, address and other contact information of the person responsible for correspondence concerning this request.

Title (Ms/Mr, etc.):	Ms.
Family name:	AL SABAH
Given name:	Bibi
Institution/position:	Chairperson and General Manager
Address:	Kuwait City
Telephone number:	+965 99700006
Email address:	balsabah@alsadu.org.kw
Other relevant information:	Jumana Al Refaie; communications coordinator info@alsadu.org.kw

3. Country or countries in which the organization is active

Please identify the country or countries in which the organization actively operates. If it operates entirely within one country, please indicate which country. If its activities are international, please indicate whether it operates globally or in one or more regions, and please list the primary countries in which it carries out its activities.

<input checked="" type="checkbox"/> local
<input checked="" type="checkbox"/> national
<input checked="" type="checkbox"/> international (please specify:)
<input type="checkbox"/> worldwide
<input type="checkbox"/> Africa
<input checked="" type="checkbox"/> Arab States
<input checked="" type="checkbox"/> Asia & the Pacific
<input type="checkbox"/> Europe & North America
<input type="checkbox"/> Latin America & the Caribbean
Please list the primary country(ies) in which it is active:
Kuwait and Gulf Coopertive Countries

4. Date of its founding or approximate duration of its existence

Please state when the organization came into existence, as it appears in the supporting documentation establishing its legal personality (section 8.b below).

1/12/1991

5. Objectives of the organization

Please describe the objectives for which the organization was established, which should be 'in conformity with the spirit of the Convention' (Criterion C). If the organization's primary objectives are other than safeguarding intangible cultural heritage, please explain how its safeguarding objectives relate to those larger objectives.

Not to exceed 350 words; do not attach additional information

Objectives:

- 1• Safeguarding Kuwait's textile and weaving heritage for posterity.
- 2• Promoting Kuwait's traditional Sadu weaving at the local and international levels.
- 3• Providing knowledge, research, and info for researchers, artists, and cultural organizations.
- 4• Training and capacity building in the field of textiles and weaving heritage.
- 5• Developing and innovating the craft in its contemporary setting.
6. Honoring and raising awareness about the textile heritage of Kuwait and its community.
7. Cooperating and collaborating with the Kuwaiti public and private educational institutions, and UN agencies to educate through "Train the Trainers" programs.

6. The organization's activities in the field of safeguarding intangible cultural heritage

Sections 6.a to 6.d are the primary place for establishing that the NGO satisfies the criterion of having 'proven competence, expertise and experience in safeguarding (as defined in Article 2.3 of the Convention) intangible cultural heritage belonging, inter alia, to one or more specific domains' (Criterion A).

6.a. Domain(s) in which the organization is active

Please tick one or more boxes to indicate the primary domains in which the organization is most active. If its activities involve domains other than those listed, please tick 'other domains' and indicate which domains are concerned.

- oral traditions and expressions
- performing arts
- social practices, rituals and festive events
- knowledge and practices concerning nature and the universe
- traditional craftsmanship
- other domains - please specify:

6.b. Primary safeguarding activities in which the organization is involved

Please tick one or more boxes to indicate the organization's primary safeguarding activities. If its activities involve safeguarding measures not listed here, please tick 'other safeguarding measures' and specify which ones are concerned.

- identification, documentation, research (including inventory-making)
- preservation, protection
- promotion, enhancement
- transmission, formal or non-formal education
- revitalization

other safeguarding measures – please specify:

Innovation and contemporary creative expression of the traditional craft.

6.c. Description of the organization's activities

Organizations requesting accreditation should briefly describe their recent activities and relevant experience in safeguarding intangible cultural heritage, including those demonstrating the capacities of the organization to provide advisory services to the Committee. Relevant documentation may be submitted, if necessary, under section 8.c below.

Not to exceed 550 words; do not attach additional information

Our activities are as follows:

A. EDUCATION AND INNOVATION PROGRAMS & INITIATIVES:

1. Insij Program: a knowledge transfer program teaching skills of traditional AISadu weaving.

Aims to protect and pass on AISadu skills for years to come by building a new generation of weavers who use traditional techniques in their pieces and in their teachings as well providing AISadu traditional workshops to the public. Many workshops have been launched since 1991.

2. Fun with Textiles Program: a textile arts and handcrafts program designed for children.

Since 2011, AISadu Society has been running a variety of textile arts workshops and junior school of textiles designed for children of age 8-13 years old.

3. Sadu Art & Design Initiative (SADI)

(SADI) encourages creativity, innovation and cultural exchange in the field of textile arts. It starts with a rigorous set of lectures and workshops to immerse artists in the field, and ends with an exhibition of the works of the artists inspired by the AISadu craft and weaving. The exhibition has travelled to numerous art spaces inside and outside of Kuwait. Currently running its 6th annual course.

4. SADI Studio Program: an artist residency program for creatives to be inspired by AISadu craft and weaving.

Sadi Studio establishes a creative space for design and innovation in textile arts each artist gets a six month residency. It creates dialogues and interests around the artist's work, while encouraging community engagement. Up to now three residents have been mentored by textiles experts in order to encourage their sense of exploration in the sphere of textile arts.

B. INVENTORYING:

1. The Permanent Collection

Over 450 pieces of mainly Bedouin weavings and animal trappings have been collected. The collection also includes a few bishts, quilts and works of art. There is an archiving and preservation team dedicated to protecting, cleaning, labeling, and archiving the permanent collection.

2. The Story of Weaving is shown and told at the permanent exhibition (Museum):

A permanent exhibition explaining the story of Kuwait's weaving history of both the nomadic and urban weaving.

3. The Library

A reference library of over 300 books with emphasis on weaving techniques, regional cultures, traditional crafts, art and design. As well as a digital photo archives of patterns and studies and research on Bedouin weaving and natural dyes.

4. Publications

The society has published five books on the techniques, patterns, skills, and history and culture of the craft, in Arabic and English language. The society encourages and supports researchers to study the weaving heritage of Kuwait and assists in publishing their work.

6.d. Description of the organization's competence and expertise

Please provide information on the personnel and members of the organization, describe their competence and expertise in the domain of intangible cultural heritage, in particular those that demonstrate the capacities of the organization to provide advisory services to the Committee, and explain how they acquired such competence. Documentation of such competences may be submitted, if necessary, under section 8.c below.

Not to exceed 200 words; do not attach additional information

1. The traditional AISadu master weavers of Kuwait, National Treasures, are at the heart of the society and their knowledge formed the basis of our expertise. They have been the core of the society's safeguarding efforts, providing their skills, techniques, and meanings behind the craft.
2. Altaf S. ALSABAH: a founder of the initial AISadu project in 1980, and the present Patron and Honorary President of the Sadu Society. She carried the work forward through her vision and advocacy to safeguarding cultural heritage. She earned her master's degree in Social Anthropology from the American University of Beirut in 1975. She taught at Kuwait University during the period 1977-1992. She also served as a board member of the Kuwait National Council on the Arts, Culture and Letters (NCCAL) from 1980 to 1990. She authored two books, "Ibjad: Ornate Tent Dividers and Weavings of the Kuwait Desert" Al Sadu, Kuwait 2006. And "Kuwait Traditions: Creative Expressions of a Culture". Al Sadu, Kuwait 2001. She published several research papers and articles, and gave numerous lectures inside Kuwait and abroad on the cultural heritage of Kuwait.
3. Bibi D. ALSABAH: the chairperson of AISadu Society and general manager since 2010. She developed three main programs and many cultural events that connect the ALSadu heritage with the public, reaching out for all the different age groups in the society. She earned an MBA degree from Kuwait University in 2004. Prior to joining AISadu Society, she taught at the Gulf University for Science and Technology, a private Kuwaiti university.
4. The members of the Society of both weavers and art teachers have conducted various events that safeguard, promote, and train in the field of traditional arts, crafts, and weaving, inside Kuwait and abroad.
5. The members of the Society have been cooperating and collaborating with the many educational institutions such as the Anthropology department at Kuwait University, the Graphic Design department at the American University of Kuwait, and others.
6. The members of the Society have been collaborating with the NCCAL, a Kuwaiti government institution in charge of promoting Culture, arts, and letters, in many cultural heritage events inside and outside Kuwait.
7. The members of the Society serve as freelance experts and consultants to researchers, students, and educators.

7. The organization's experiences in cooperating with communities, groups and intangible cultural heritage practitioners

The Committee will evaluate whether NGOs requesting accreditation 'cooperate in a spirit of mutual respect with communities, groups and, where appropriate, individuals that create, practise and transmit intangible cultural heritage' (Criterion D). Please briefly describe such experiences here.

Not to exceed 350 words; do not attach additional information

The inscription of 'Traditional weaving of AISadu' on the representative list of the intangible cultural heritage of humanity (Dec 2020) was a product of the strong cooperation between ALSadu society and the master weavers of ALSADU of Kuwait, and the NCCAL. In addition, this multinational file reflected the strong ties between the State of Kuwait and the Kingdom of Saudi Arabia in the field of intangible cultural heritage, i.e., ALSADU weaving.

AlSadu Society cooperates with groups, individual heritage experts, and cultural institutions through several related projects:

- Jasleen DHAMIJA, a textile art historian from India, crafts expert, and former UN specialist worked with us on the development of our crafts initiative. Her valuable advice and consultation led to the current institutional setup of AlSadu as a craft cooperative society.

- THE PRINCES SCHOOL FOR TRADITIONAL CRAFTS. A special exhibition of the works of the school was held at Sadu House in 2007, supervised by the school's director Dr. Khalid Azzam and opened by HRH Prince Charles on Feb. 2007, during his visit to Kuwait. A related talk and workshop on sacred geometry and painting was conducted by teachers from the school .

- Lesli ROBERTSON, a Fulbright foundation grantee, US Textile expert and designer served as a project manager of the "Cultural Connections and Exchange Through Textile Arts": The Weaving Stories Initiative. She and the Society brought together traditional weavers, contemporary designers, and the community to create new stories inspired by the weaving heritage of Kuwait. It is an interactive exhibition and outreach initiative that honors the textile arts of Kuwait and aims at spreading more awareness among the youth, and introducing the cultural heritage meanings of traditional textiles to them. Mrs Robertson also conducted the educational workshops for the art teachers.

- Hussa ALMUTAWA, the supervisor of the department of fine art at the Kuwait Ministry of Education, and Amanda DATSON, art education specialist, have conducted education and training programs and workshops for art teachers in Kuwait. Both educators were assisted by AlSadu society members Hanan ALKAHZIMI, Shelby ALLAHO, Nawal ALBAKER in conducting this "train the trainers" successful program.

- Lesli ROBERTSON and Amanda BATSON, in cooperation with the chairperson and board members of the AlSadu society, prepared a special weaving curriculum for training art teachers of the public schools of Kuwait. The first workshop conducted by the Society ,supervised by Lesli Robertson and Amanda Batson and members of the society . In 2018, the policy makers of the ministry of education decided to add a course named: "The Art of Weaving in Kuwait" for middle school curriculum.

- Masira ALANIZI and Patricia Redding ABUL, both members of archiving committee of the society, reviewed and documented the permanent collection of traditional Sadu textiles of around 500 pieces, as elements of intangible cultural heritage.

- Altaf S. ALSABAH and the weavers of the society have conducted monthly meetings to do the inventory works for the inscriptions and meanings of design pattern in Sadu weavings of Kuwait.

-Dr.Waleed ALSAIF, ICH UNESCO facilitator and adviser to the Minister of Information, Minister of State for Youth Affairs, and the President of the NCCAL, collaborated with the AlSadu Society which resulted in the inscription of AlSadu Weaving in the Heritage List of Islamic World, ICESCO. He also advised the AlSadu Society to apply for ICH NGO Accreditation.

- Farah ALSABAH, ICH expert from the Department of museums at Kuwait's NCCAL. She has assisted the Society in preparing the AlSadu Weaving file in 2018 for inscription to the UNESCO's ICH Representative list in 2020.

-The Kuwait Foundation for the Advancement of Science (KFAS) has been very generous in financing AlSadu various publications. The KFAS's Chairperson is the President of Kuwait.

- Regional collaborations with many Gulf countries through many visiting exhibitions and craft fairs.

- The Research Centre for Islamic History Art and Culture (IRCICA): The Society cooperated closely with the (IRCICA), and participated in their various conferences; Traditional Carpets and Kilims in the Muslim World 2001, Arabesque of the Crafts of the Muslim World 2002 , -"Developing Craft Tradition as a Contemporary Form of Creative Expression and Cultural Identity", A paper by Altaf S ALSABAH, presented at the International Congress on Islamic Arts & Crafts- Iran 2002.

-The World Craft Council: the Society is a registered member in World Craft Council, and won two

- The World Craft Council: the Society is a registered member in World Craft Council, and won two awards in the category of traditional weaving.
- The Society members have participated in various workshops, projects and events that highlight the craft, its living traditions and innovations, locally and regionally.

8. Documentation of the operational capacities of the organization

The Operational Directives require that an organization requesting accreditation submit documentation proving that it possesses the operational capacities listed under Criterion E. Such supporting documents may take various forms, in light of the diverse legal regimes in effect in different States. Submitted documents should be translated, whenever possible, into English or French if the originals are in another language. Please label supporting documents clearly with the section (8.a, 8.b or 8.c) to which they refer.

8.a. Members and personnel

Proof of the participation of the members of the organization, as requested under Criterion E (i), may take diverse forms such as a list of directors, a list of personnel and statistical information on the quantity and categories of the members; a complete membership roster usually need not be submitted.

Please attach supporting documents, labelled 'Section 8.a'.

8.b. Recognized legal personality

If the organization has a charter, articles of incorporation, by-laws or similar establishing documents, a copy should be attached. If, under the applicable domestic law, the organization has a legal personality recognized through some means other than an establishing document (for instance, through a published notice in an official gazette or journal), please provide documentation showing how that legal personality was established.

Please attach supporting documents, labelled 'Section 8.b'.

8.c. Duration of existence and activities

If it is not already clearly indicated in the documentation provided under section 8.b, please submit documentation proving that the organization has existed for at least four years at the time it requests accreditation. Please provide documentation showing that it has carried out appropriate safeguarding activities during that time, including those described above in section 6.c. Supplementary materials such as books, CDs, DVDs or similar publications cannot be taken into consideration and should not be submitted.

Please attach supporting documents, labelled 'Section 8.c'.

9. Signature

The application must include the name and signature of the person empowered to sign it on behalf of the organization requesting accreditation. Requests without a signature cannot be considered.

Name: Bibi D. ALSABAH

Title: Chairperson and General Manager

Date: Monday 15 February 2021

Signature:

ALSADU
KUWAIT



السبكو
الكويت

8.a. Members and personnel

Board Members:

- | | |
|----------------------------|------------------|
| • Sheikha/ Bibi D.Al-Sabah | Chairperson |
| • Maseera Al Enezi | Vice Chairperson |
| • Nawal Al-Attiya | Treasurer |
| • Ibtissam Al-Rujaib | Board Secretary |
| • Nawal Al Baker | Member |
| • Noha Al Mansour | Member |
| • Fatma Al Bouloushi | Member |
| • Dr. Zainab Al Ibrahim | Member |
| • Reem Al Wugayan | Member |

Administrative Employees:

- | | |
|----------------------------|-------------------------------------|
| • Sheikha/ Bibi D.Al-Sabah | General Manager |
| • Sabeeha Alheno | Liaison Officer |
| • Jumana Al Refai | Communications Coordinator |
| • Maha Abdelwahab | Administrator/Financial Coordinator |
| • Al Yamamah Muzaffar | Program Coordinator |
| • Badour Al Senan | Publications and Library Supervisor |



#	The Members of Alsadu Cooperative Society	#	The Members of Alsadu Cooperative Society
1	Bibi D. Al-Sabah	28	Jhfeia Al Azmi
2	Refaa Al Azmi	29	Ebeb Al Azmi
3	Fat'hia Al Feeli	30	Sara Musarqa
4	Bouna Alazmi	31	Del Al Mutair
5	Sa'da Thuwaini	32	Fatma Al Res
6	Turkiya Awwad	33	Qarwa Al Azmi
7	Nahid Soud	34	Fatma Souad
8	Dama Ayedh	35	Jooza Al Azmi
9	Amsha Al Nuwaim	36	AlJazi Al Rushidi
10	Seeta Al Ajmi	37	Elbibbi Al Ajmi
11	Mariam Edris	38	Saleema Jmaya
12	Nada AbdulLatif	39	Jhfa Edrai'
13	Afra Al Rashidi	40	Mariam Musleh
14	Wadha Nasser	41	Jazwa Abdulla
15	Eida Al Azmi	42	Nuwair Al Rushidi
16	Farida Al Baqsami	43	Wadha Matouq
17	Wasmia Al Ajmi	44	Haya Al Rashidi
18	Elbibbi Ahmed	45	Turkiya Mohammed
19	Afrah Mushkhis Al Rashidi	46	Khalda Al Azmi
20	Wafa Bourislee	47	Hessa Muhsen
21	Wadha Al Ajmi	48	Munya Al Muhsen
22	Dalayil Al Mutairi	49	Bena Al Azmi
23	Wadha Hadi	50	Nadia Al Jarrah
24	Shaikha Al Olaiwa	51	Hakima Jeyad Nasser AlShammari
25	Dalal Bourislee	52	Dalal Al-Sultan
26	Mashayel Marzouq AlAzmin	53	Eyman AlKanderi
27	Aljazzi Marshoud Murshed	54	Dama Ayeth



55	Nourah Jaber Hammad	69	Noha Al Mansour
56	Harbiya Fahad Nasser AlKhaldi	70	Nawal Al Baker
56	Jouza Ameer Mathi	71	Ibtissam Al-Rujaib
57	Munirah Sultan AlAjmi	72	Wafah Hussain AlBloushi
58	Ghanima Shehab Hamad AlShemiri	73	Zainab Al Ibrahim
59	Bona Iyed Sayel	74	Meesira Al Enezi
60	Jouza Mouhaisin Barak	75	Noha Al Mansour
61	Marriam Ahmmad AlMuharib	76	Fatma Al Bouloushi
62	Amal Rehai		
63	Kadeja AlKanderi		
64	Sarah AlShawaf		
65	Badriya Alasfour		
66	Kathmiya Mohammad Jasem		
67	Nadah Salah Taher BoSalha		
68	Wadha Mansour Fahad AlMahffouz		



8.b. Recognized legal personality

Ministry of Social Affairs and Labor

Minister of Social Affairs and Labor

Issued on: 13 Jumada Al-Awwal 1412 AH

Corresponding to: November 19, 1991 AD

Ministerial Resolution No. (2060) for the Year 1991

on the Proclamation of ALSadu Handcraft Cooperative Society

The Minister of Social Affairs and Labor

- After reviewing Law No. 24 of the year 1979 regarding cooperative societies,
- Ministerial Resolution No. 108 of the year 1979 issuing the executive regulations for Law No. 24 of 1979 regarding cooperative societies,
- The meeting minutes of the Constituent Assembly of ALSadu Handcraft Cooperative Society and its Articles of Association, and
- Upon a presentation of the Undersecretary of the Ministry

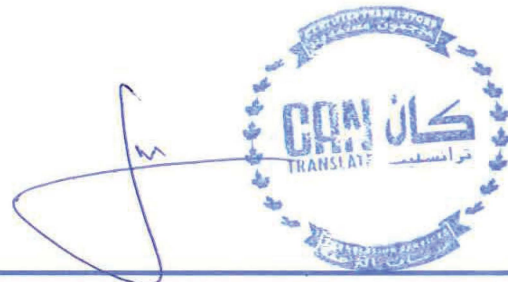
Hereby Resolves as follows

Article (1)

The ALSadu Handcraft Cooperative Society shall be proclaimed and the summary of its Memorandum of Association and Articles of Association shall be published in the Official Gazette.

Article (2)

This resolution shall be published in the Official Gazette and shall be enforced from the date of its publication.



The Public Authority for Civil Information

Date : 08/10/2018

Ref. : 254375

To Whom It May Concern

The Public Authority for Civil Information hereby states that this entity is registered with us according to the following data:

Sign Name : Al Sadu Weaving Cooperative Society

License Name :

Holder Name : Al Sadu Weaving Cooperative Society

Latin Name :

Civil Number of Entity : 1058661

Economic Activity : Production of Carpets and Sadu Weaving

Area : Qiblah Block: 15 Plot: 900023

Building : 0 Floor : 0 Type of unit: Unit No.: 0

PACI No : 10330724

File No. of licensed entity: 50 License No.

Licensing No. no license

This certificate has been issued upon his/her request without any responsibility on PACI towards third parties. The copy shall be disregarded, and one Kuwait Dinars was received for the issuance of this certificate.

Director General

Signed and stamped





**Typical Articles of Association of Occupational
Productive Cooperative Society For Women Working
In Al Sadu**



**Typical Articles of Association of Occupational Productive Cooperative
Society For Women Working In Al Sadu**

Part one

Name of the society, and its workplace, and purposes

Article (1)

The cooperative society founded with the conditions contained in these articles of association is called Typical Articles of association of Occupational Productive Cooperative Society for women working in Al Sadu.

Article (2)

The headquarters of the society is Kuwait city, and its workplace is state of Kuwait.

Article (3)

The period of this society is unlimited, starting from date of publication in the official gazette "Al Kuwait Al Youm".

Article (4)

The purpose of establishing this society is to promote the economic and social level of its members, and organize, and develop the energies, and services of production for Al Sadu Industry in purpose of keeping the heritage, and promoting the handcraft and occupational work in field of Al Sadu Industry through following the cooperative principles provided in the executive draft of the law No. 24 of the year 79 regarding the cooperative society.

And for realizing this purpose, it shall carry out the following:-

- 1- Adapting the incentives, and providing the moral and material encourage to the women working, and being members for continuing in this craft, and developing it, and keeping the skill associated to the same against the extinction, and encouraging the women practicing the craft for joining to the society.
- 2- Submitting the technical directives leading to improvement of the work style, and its development.
- 3- Establishing the training courses for promoting the skills of members, and preparing courses for educating the craft to the ones willing to



- practice the same, and it can establish a specialized training center for training the craft, and managing this center.
- 4- Trying to develop the production in way conforming with the need of consumers in light of the new life requirements.
 - 5- Establishing, and managing a workshop related to the transaction of wool for struggling the epidemics, and improving the paint, and developing the equipments, and maintaining them for serving the members.
 - 6- Disseminating the technical awareness, and beautiful taste of the traditional products of Al Sadu with all means available inside and outside.
 - 7- Marketing the products of members, and establishing the temporary and permanent expositions, and marketing stores inside and outside.
 - 8- Encouraging execution of researches, and studies leading to improving the production, and promoting it to be national popular industry with economical returns.
 - 9- Providing the requirements of production to the members with the suitable quality, and low prices.

Article (5)

The society may deal with other than its members and in the limits realizing its purposes without those' having the right of subscription in its shares, and it may employ money in other than its projects against interest lower than the one given to the members.

Part two

The membership in the society

Article (6)

The number of the members of the society is unlimited, and the field of membership is open to each one with whom the conditions of membership are satisfied.

Article (7)

Without prejudicing what contained in the article six, the membership of society is limited on the women, and the following conditions shall be provided with the woman whom will be accepted in the society:-

- 1- To be Kuwaiti
- 2- To be practitioner of the craft of Sadu, or be excellent in the same.



- 3- Not to be a member in other cooperative society practicing the same purpose.
- 4- To be of good conduct and behavior, and she has not been previously subjected to any crime, or misdemeanor prejudicing the honor unless shall have received her consideration.
- 5- To accept the writing of the articles of association of society.

Article (8)

The acting members are the women practicing the craft of Al Sadu in the society, whose age is twenty one calendar years, and they shall solely have the right to participate in managing the society, and the right to attend the ordinary and extraordinary general assemblies.

And the affiliated members are the subscribers whose age are lesser than twenty one calendar years, and they and their representative shall have the right to participate in managing the society, or attending the ordinary and extraordinary general assemblies, and their rights are limited on receiving their shares in the distributed profits.

Article (9)

The ones satisfying the conditions indicated in the article seven of these articles of association, and willing to join to the society shall submit a written request to the board of directors, on the form prepared for this purpose.

And the request shall be accompanied with a copy of the documents evidencing the authenticity of conditions, and the price of shares they willing to subscribe in, in addition to the fees of joining to the society determined by the founders, and an amount of Kuwaiti dinar ten only, and it is not allowed to subscribe in lesser than five shares of the shares of society, and not more than one fifth of the society's capital.

Article (10)

The board of directors shall determine and decide regarding the request of membership within maximum one month, and if the request is accepted, then the relative member will be notified about the same, and her name will be registered in the membership registry, and if the request is refused, then the amount will be returned to the applicant with indicating the reasons of refusal.

Article (11)

The woman whose membership request is refused may challenge against the resolution of refusal before the first meeting of general assembly through a registered letter of board of directors to offer the same to it.



And the resolution of general assembly of accepting or refusing the request shall be final.

Article (12)

The member may not withdraw from the society except after expiration of at least two years from date of her joining to the same. And the withdrawal will be made by a registered letter to the board of directors of the society, and in case of accepting the withdrawal, then it will pay to the withdrawing member the amount of share she paid, and her account will be suspended whether credit or debit to the society till approving the final account of the final year within which she has withdrawn.

Article (13)

The board of directors shall render the resolutions of dismissing the member from the society in the following cases:

- 1- If she committed acts harming the society, or can affect the trust in the society, or its activity.
- 2- If she loses one of the membership conditions.

The member against whom a resolution of dismissal has been rendered may challenge against the resolution of dismissal before the first meeting of general assembly through a registered letter to the board of directors for offering the same to it.

And the dismissed member's accounts will be settled in accordance with what contained in the previous article.

Article (14)

In case of death of the member, some or all of her heirs may continue in the society, if they satisfy the conditions of membership contained in these articles of association. And they may withdraw from the society, and in this case, their accounts shall be settled in accordance with what contained in the article (12) of these articles of association.

Article (15)

The right of claiming the amount of shares will expire upon expiration of fifteen years of date of removal of the membership. And the right of claiming any rights resulting from the shares shall expire upon expiration of five years of date of approving the same by the general assembly, and not claiming the same within this period.



Part three
Management of cooperative society
A- Board of directors

Article (16)

The society will be managed, and all of its works will be accounted by a board of directors consisting of 9 members elected by the general assembly by secret voting among the members who have the right to attend the general assembly.

Article (17)

The period of board of directors is three years, one third will be dismissed annually by lot, and other members will be elected, and the general assembly may reelect the member after cancellation of her membership.

Article (18)

The board of directors shall elect in its first meeting its chairman, vice chairman, secretary, and cashier for one year.

And the chairman shall be the one representing the society with the jurisdiction, and with third parties, and she shall execute the resolutions rendered by the board of directors.

And the vice chairman shall replace the chairman upon her absence, or when there is any prevention regarding the same.

Article (19)

The board of directors of the cooperative society shall perform the following:

- 1- Realizing the purposes, and aims for which the society has been founded, putting the long term policies it sees to be appropriate and able to realize these aims, taking the means possible to be taken for facing the needs of society in future, and making sure the guarantee of its success, and flourishing.
- 2- Putting a right and sound plan for the administrative organization of society, and its branches, whereas they can perform their jobs with the best possible adequacy for realizing the aims it reviews.
- 3- Putting the efficient persons in the main positions so that there will be a tranquil to the safety of efforts exerted for executing the policy of society.
- 4- Following up actual means for control guaranteeing to receive satisfactory results.



Article (20)

The chairman shall perform the following:

- 1- Inviting the board of directors for meeting as required, and she shall invite the board for at least one time each month, and the agenda of the monthly session shall include especially the following:
 - A- Summary of accounts of society, and its activity
 - B- Inventory of treasury, and comparing it with the books.
 - C- Completing the accounting books
 - D- Movement of purchases and sales.
- 2- Inviting the general assembly for ordinary annual meeting within the four months following the date of expiration of the financial year after the board of directors decides the same, and inviting the same for meeting in any time with ordinary or extraordinary authority.
- 3- Taking over the headship of board of directors held in her presence, and managing the session, and signing the minutes of meeting of board of directors with the secretary .
- 4- Taking over the headship of general assembly, and its management, and appointing observers of voting upon approval of general assembly, signing on the minutes of meeting of general assembly with the secretary, and observers of voting.
- 5- Signing on all messages, and letters of the society.

The vice chairman shall take over the said works in case of absence of chairman, or that there is prevention to the same.

Article (21)

The secretary shall take over the following:

- 1- writing the invitations of convening of the board of directors, and the general assembly, and participating with the chairman in determining the agenda.
- 2- Writing the minutes of convening of the board of directors, and general assembly, and signing on them with the chairman.
- 3- Writing the correspondences related to the board of directors, and delivering the letters provided to it, and offering the same to the board of directors.
- 4- Supervising on holding the administrative records and books.
- 5- Sending the papers required to be sent to the ministry on their specific time.
- 6- Keeping all papers of society, and its documents.



Article (22)

The cashier of society shall take over the following:

- 1- Supervising on holding the accounting records and books.
- 2- Signing with the chairman, or her vice on the cheques, and transactions of banks.
- 3- Keeping a permanent borrowing determined by the board of directors in maximum KD 1000 for releasing on the urgent matters.
- 4- Providing the accounts controller, and inspector of Ministry of Social Affairs and Labor with all details required by them.
- 5- Supervising on preparing the final account, and account of profits and losses.
- 6- Keeping the guarantees, and contracts of loans, mortgages, receipts, and voucher of payment, and all papers having financial value.
- 7- Collecting the money, or debts of the society on their due dates.

Article (23)

It is conditioned for authenticity of convening of the meetings of board of directors the attendance of the majority of its members, provided that one of them shall be the chairman or her vice, and the resolutions will be rendered with the absolute majority of the attendants' votes, and if they are equal, then the casting vote shall be given to the side in which the chairman exists.

Article (24)

The board of directors may appoint a manager from the members of society, or others for processing its financial and administrative affairs, provided that she shall not be one of the members of board, and the board of directors shall determine the competences of manager, her manager, and salary, and the board of director shall be responsible for works of manager in towards the general assembly.

The manager may not, for her account, or for third parties' account, carry out the any of works practiced by the society, or contradicting with its interests.

The board of directors shall provide the ministry with a copy of the resolution of appointing the manager, and competences authorized to her, and the duties imposed on her.

Article (25)

The board of directors may appoint secondary committees from its members, or others for proceeding specific works ascribed to them, provided that the board of



directors shall determine her competences, responsibilities, and period of her employment.

And the board of directors may estimate the rewards granted to the members of committees from other than the members of board of directors.

Article (26)

The member of board of directors may not practice for her account directly or indirectly or for account of third parties, any works of type of works practiced by the society, or works contradicting with its interests, and she may not contract in the name of society, except by a written authorization from the board of directors.

Article (27)

The board of directors shall offer the balance sheet, and final accounts of the expired financial year to the accounts controller for auditing them at least two months before time of convening of the general assembly, and it shall provide Ministry of Social Affairs and Labor with a copy of this report at least one month prior to the time of convening of the general assembly.

Article (28)

The board of directors shall open the field of candidacy to the membership of board of directors for one full month in the period between the expiration of the financial year, and time of convening of the general assembly, and it shall notify in at least two local gazettes about this time, and invite the members willing to candidate themselves to submit their papers to the secretary of society.

Article (29)

The members of the board of directors may be granted rewards for the good management, provided that the total rewards shall not be more than 10% of the net profit, and in maximum amount for which a resolution from Minister of Social Affairs and Labor will be rendered annually, by a resolution of the general assembly.

Article (30)

Each concerned person may, within fifteen days following execution of elections, challenge against the authenticity of electing members of board of directors, by a petition submitted to the ministry. The resolution of ministry in this regard shall be final.



Article (31)

The member of board of directors shall be considered to be resigned, if she is absent of attending the meetings of the board for three times subsequently, or five times separately, annually, without an excuse accepted by the board of directors.

Article (32)

If places in the board of directors are empty for any reason, then the board of directors shall involve to its membership from the reserve members whom have been elected in the last general assembly in maximum three members, and those members shall replace the members whose places are evacuated as per the group of votes obtained by both of them, and complete remaining period of both members whose places are evacuated.

Article (33)

The board of directors shall submit to the annual general assembly a report from the current and future projects of society in which it shall determine its financial position.

And the board of directors shall provide the ministry with a copy of this report at least one month before the time of convening of general assembly.

Article (34)

Each cooperative society shall have an accounts controller not from its members, appointed by the annual general assembly from the ones nominated by the board of directors, and shall determine their rewards, and it is conditioned to be a legal accountant.

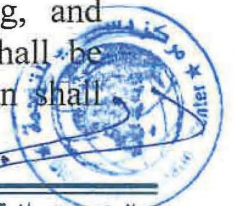
Article (35)

The accounts controller shall take over the revision of accounts of society, and make inventory to its treasuries, and stores, and revise its final accounts, and he shall, in purpose of the same, audit its books, accounts, and documents, and he shall provide Ministry of Social Affairs and Labor with required details or clarifications.

B- General Assembly

Article (36)

The general assembly shall be composed of the members working, and participating in the society within the previous financial year, and shall be presided by the chairman, and if she is absent, then the vice chairman shall



preside the same, and in case of absence of both of them, then the eldest member of board of directors will preside the same.

Article (37)

The acting members will be invited for attending the general assembly at least fifteen days prior to the time of it convening by a registered letter, and the invitation shall be accompanied with the agenda of general assembly, and reports of board of directors, and accounts controller.

Article (38)

Each member shall have one vote in the general assembly whatever the number of shares she owns, and the members of general assembly may not send the view in writing, or by delegating third parties for attending the meetings of general assembly.

Article (39)

The ordinary general assembly shall be convened annually within the four months following the expiration of the financial year upon an invitation by the board of directors for reviewing the following:

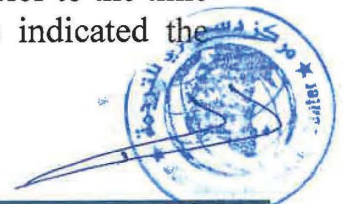
- 1- Balance sheet
- 2- Approving the annual accounts, and reports of board of directors, and accounts controller.
- 3- Appointing an accounts controller to the society, and determining their rewards.
- 4- Reviewing the other matters contained in the agenda
- 5- Electing new members to the board of directors.

Article (40)

It is allowed to invite the general assembly in any time for convening, with an ordinary authority, upon request of both:

- 1- Ministry of Social Affairs and Labor
- 2- One tenth of number of acting members of the society.
- 3- Majority of members of board of directors

The invitation for convening this general assembly shall be made through publication in at least two daily local gazettes at least one week prior to the time prescribed for the convening, and in the invitation it shall be indicated the matters that will be offered in the meeting.



Article (41)

The meeting of general assembly shall true, if the majority of acting members attends, and the number of attendants is lesser than the same, then the meeting will be postponed to another meeting held in any time determined by the letter of invitation after the time of the first meeting, and within maximum fifteen days, and the second meeting will be true if at least 15 members attend, and the resolutions shall be rendered by majority of votes of attendants.

Article (42)

The board of directors shall invite the general assembly for convening with an extraordinary authority if it is required to do the same by both:

- 1- One fifth of the number of the acting members of the society.
- 2- The majority of members of board of directors.
- 3- Ministry of Social Affairs and Labor
- 4- Accounts controller

Article (43)

The meeting of the extraordinary general assembly will not be true except upon attendance of two thirds of the acting members of society, and if the said quorum is not complete, then the meeting shall be postponed for at least six months, and if the quorum is not complete in the second meeting, then the subject will be offered to the society in its meeting shall be refused, and the resolutions will be rendered with the majority of votes of the acting members of society, and the extraordinary general assembly shall take over the following:

- 1- Amending the articles of association of society
- 2- Merging the society in another society
- 3- Dissolving the society before the time prescribed to it.

The resolution of dissolution shall include appointing liquidators, determining their wages, and indicating their authorities, and the period necessary for liquidation.

Article (44)

It is not allowed to offer to the ordinary general assembly subjects not listed in its agenda, or subjects have been offered, and their not obtaining the required majority have not spend at least one month, and it is not allowed to offer to the extraordinary general assembly subjects not listed in its agenda, or subjects that have been offered, and their not obtaining the required majority have not spend at least one year.



Part four
Money of society

Article (45)

The money of society shall be undefined, and consists of the following:

- 1- Capital subscribed by the members of society.
- 2- Reserves provided in the executive draft of law.
- 3- Gifts and contributions accepted by the society.
- 4- Value of shares, or rights resulting from the same, and the right of claiming the same expires.
- 5- Fees of joining to the society.

Article (46)

The shares of society shall be nominal, and indivisible, and the amount of each share shall be Kuwaiti Dinar Ten Only, and each member shall have the right to subscribe in new shares with considering the contents of the article nine of these articles of association.

Article (47)

It is not allowed to assign the shares except to one of the members of society, or to one with whom the conditions of membership are provided and satisfied, in accordance with the provisions of article seven of these articles of association, and after receiving the approval of the board of directors.

And the assignment shall be affirmed in the books of membership, and signed by both the assignor and assignee.

Article (48)

The responsibility of the financial members shall be limited with the value of shares subscribed by which in the society.

Article (49)

The money of society shall be deposited in the Kuwaiti banks, and it is not allowed to withdraw from the same except by signature of both chairman, or her vice chairman in addition to the cashier of society.

Article (50)

The financial year of society shall start on the first day of January of every year, and expire on 31/12 of every year, except the first year, it shall start from the date of month of society, and till 31/12/1991.

Article (51)

The profits resulting from the works of society shall be distributed after deducting the amounts required to be deducted for facing the burdens of labor law in the private sector, and law of social securities in accordance to what contained in the executive draft of law No. 24 of the year 1979 regarding the cooperative societies.

Article (52)

The mandatory reserve of the society will be added to by the following:

- 1- Fees of joining to the society
- 2- Contributions, gifts, and any other contributions received by the society.
- 3- Interests of society, and returns of transactions whose approval by the general assembly spent five years, and they have not been required.
- 4- The amount of shares which not claiming them for fifteen years of date of removal of the membership capacity.

Part five

Dissolution of society and its liquidation

Article (53)

The extraordinary general assembly may render a resolution of dissolving the society upon an optional dissolution, and the resolution shall appoint the liquidators, determine their salaries, and indicate their authorities, and period necessary for liquidating it.

Article (54)

Ministry of Social Affairs and Labor may render a resolution of dissolving the society obligatorily in the following cases:

- 1- If number of its members is lesser than fifteen members.
- 2- If it loses more than half of its capital, or its continuance will lead to losses.
- 3- If it is affirmed that it violates its financial obligations, and cooperative aims, or deviate of the rules prescribed by the law.
- 4- If it merges in other society.

The relative parties can challenge against this resolution before Court of First Instance within thirty days of date of publishing the same in the official gazette.

Article (55)

The accounts of liquidation shall be published in the official gazette, and the members may, within thirty days following their publication, challenge against the same before the court of first instance, and the judgment shall be published upon its final render in the official gazette.

Article (56)

Of the remainder after liquidation, it will not be distributed on the members more than what they paid actually of the amount of their shares, and if there is remainder thereafter, it shall be deposited with Ministry of Social Affairs and Labor for spending in accordance with the provisions of article No. (34) of the law No. (24) of the year 1979 regarding the cooperative society.

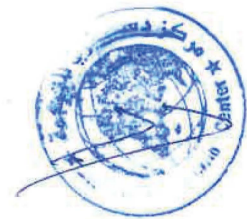
Part six
General provisions

Article (57)

All otherwise not provided in these articles of association shall be subjected to the provisions of law No. 24 of the year 1979 regarding the cooperative society, and its executive draft, and these said articles of association, law, and draft shall be considered an integral part.

Article (58)

The provisions of these articles of association shall be applied from date of applying their summary in the official gazette.



قرار وزاري رقم (٢٠٦٠) لسنة ١٩٩١

بشهر الجمعية التعاونية الحرفية للسدو

صدر بتاريخ : ١٣ جمادى الاولى ١٤١٢ هـ
الموافق : ١٩ نوفمبر ١٩٩١ م

وزير الشؤون الاجتماعية والعمل

— بعد الاطلاع على القانون رقم ٢٤ لسنة ١٩٧٩ بشأن
الجمعيات التعاونية

— وعلى القرار الوزاري رقم ١٠٨ لسنة ١٩٧٩ باصدار
اللائحة التنفيذية للقانون رقم ٢٤ لسنة ١٩٧٩ في شأن الجمعيات
التعاونية .

— وعلى محضر اجتماع الجمعية التأسيسية للجمعية
التعاونية الحرفية للسدو ونظامها الاساسي .

— وعلى عرض وكيل الوزارة .

قرر

مادة (١)

تسهر الجمعية التعاونية الحرفية للسدو وينشر ملخص
عقد تأسيسها ونظامها الاساسي في الجريدة الرسمية .

مادة (٢)

يشر هذا القرار في الجريدة الرسمية ويعمل به من
تاريخ نشره .