

APPROVED BY
FOUNDING MEETING OF THE
“FREEDOM OF INFORMATION CENTER”
NON-GOVERNMENTAL ORGANIZATION
29 May, 2003

PRESIDENT OF THE ORGANIZATION
SH. DOYDOYAN

REGISTERED BY
STATE REGISTRATION OFFICE
June 13, 2003
NUMBER OF REGISTRATION **211.171. 01863**
NUMBER OF THE CERTIFICATE **03 U.060776**

HEAD OF THE STATE REGISTRATION OFFICE
G. SARGSYAN

STATUTE
“FREEDOM OF INFORMATIO CENTER”
NON-GOVERNMENTAL ORGANIZATION

YEREVAN- 2003

1. GENERAL PROVISIONS

- 1.1. "Freedom of Information Center" /hereinafter: Organization/ is a non-governmental organization that operates in accordance with the Constitution of the Republic of Armenia, international agreements of the Republic of Armenia, current legislation and this charter.
- 1.2. The organization operates throughout the territory of the Republic of Armenia and in foreign countries, in accordance with the legislation of those countries.
- 1.3. The organization does not persecute political victims, does not belong to any political trend.
- 1.4. The official name of the organization is:

Armenian: «Ինֆորմացիայի ազատության կենտրոն»

Russian: «Центр свободы информации»

English: "Freedom of Information Center"

2. THE STRUCTURE AND MANAGEMENT BODIES OF THE ORGANIZATION

- 2.1. The supreme body of the organization is the General Meeting of the members, which is called by the Management upon necessity but not less than once a year. Extraordinary General Meeting can be called only upon the request from the President of the Board of the Organization or from at least one third of the members and Revision Commission. The members are informed about each General Meeting and its agenda no later than one month prior to the date of the meeting. The General Meeting is authorized to take decisions, if more than the half of members of the organization is present.
- 2.2. The Board is the managing and executive body of the organization. The Board is elected by the General Meeting, for a one-year period. The Board has five members. The Board's sessions are called by the President of the Organization as needed but not less than once a month. The Board is taking its decisions based on the simple majority votes of the Board members. The Board session is law competent if more than the half of the Board members participates in the session.
- 2.3. The Board:
 1. specifies the Organization's staff list,
 2. manages the entire activity of the Organization during the period between the sessions of the General Meeting as well as oversees the execution of the bylaws,
 3. establishes separate subdivisions, branches, and representations of the Organization and approves their bylaws,
 4. resolves issues related to election or dismissal of members of Organization,
 5. handles the financial and other means of the Organization that belong to it with the ownership right,
 6. makes decisions to purchase and handle property for the Organization including alienation and writing off, according to the types and sizes of the property,
 7. makes decisions on providing material and other support to members of the Organization,
 8. on behalf of the Organization, discusses and selects the most preferable versions of problem solving and follows up direct implementation of those decisions,
 9. states the size and payment order for membership fees,
 10. hears and approves the reports by the heads of the Organization's subdivisions on their activities,
 11. coordinates the Organization's activities with interested organizations,
 12. solves other issues of its competency.
- 2.4. The President of the Organization is elected by the General Meeting, for a one-year period, with the right to be reelected. The President of the Organization has all rights provided by these bylaws.
- 2.5. President of the Organization
 1. carries out current management of the Organization during the periods between the Board meetings,
 2. supervises the Board's activities and presides its sessions,
 3. represents the Organization in all kinds of relationships,
 4. provides implementation of General Meeting and the Board decisions,

5. hires and dismisses staff members,
 6. handles the funds and other property of the Organization, signs contracts and transactions, carries out versatile activities that are later approved by the Board,
 7. writes up the annual financial report and the next year's draft budget together with the Chief Accountant and submits to the General Meeting,
 8. opens accounts in banks,
 9. coordinates the Organization's activities with other interested organizations,
 10. handles other issues provided by decisions of the General Meeting and the Board.
- 2.6 The Reviser/Internal Auditor is elected by the General meeting for a one-year period and reports only to the General Meeting.
- 2.7 The Reviser/Internal Auditor controls the activities of the management bodies of the Organization, checks the financial and economic activities of the Organizations and submits report to the General Meeting, follows the maintenance of the property and implementation of the decisions.
- 2.8 The decisions by the management of the Organization are protested by the members to the General Meeting.

3. RIGHTS AND LIABILITIES OF THE ORGANIZATION

3.1 The rights of the Organization:

- The Organization has all rights stated for a legal entity and bears related liabilities, has a round seal, stamp and official blank, separate property, independent balance, current bank account in RA and foreign currency. On its behalf, the Organization can obtain property and personal non-property rights and bear related responsibilities,
- The Organization independently determines its organizational chart and forms of its activity,
- Represents and protects its rights and legal interests as well as those of its members in other NGOs, in the court, state and local self-governance bodies,
- Disseminates information on its activities and founds media.

The Organization has the right:

- Purchase, receive, rent or otherwise use, including free of charge, real estate, capital assets, transportation means, and other property not limited by the law,
- Found commercial organizations or become a participant of such organizations,
- Sign contracts and transactions not limited by the law,
- Alienate, lend or give for free use any real estate and chattels,
- Independently form its financial resources, including credits, receive loans, donations, raised funds, and grants in the RA and other countries,
- The Organization has a right to carry out other activities not prohibited by the law.

3.2. Liabilities and responsibility of the Organization:

The Organization takes the responsibility to:

- Keep records and accountancy in accordance with the law,
- Keep record of its employees,
- Publicize annual report on its property,
- Submit reports and information to governmental agencies in cases and in order provided by the law.