

The Arab Mediation Center

Board of Trustees

By-Law

Article One

The Arab Mediation Center board of trustees consists of distinguished public figures of the fields of Alternative Dispute Resolution (ADR), law, investment, international relations and academia. The board members are invited by the founding members of AMC. The membership of the board is governed by article two.

Article Two

The formation of the Board:

- 1: It will consist of no less than seven members and no more than twenty.
- 2: The board shall choose the chairperson and a deputy chairperson from among the members of the Board.
- 3: The selection of the chairperson and a deputy chairperson shall be determined by a secret ballot and is subject to renewal once every three years.
- 4: Membership of the board is valid for six years and is then subject for renewal.

Article Three

Duties of the Board of Trustees:

- 1: Adhere to the general policy of the center and offer suggestions in connection to the center's performance and progression.
- 2: Set plans and strategies for the center to implement in respect of promoting a friendly mediation/ADR culture across the Arab World.
- 3: Observe the implementation of the center's activities in its annual plan and approve the proposed plan for next year drafted by the founding members.
- 4: Approve the center's mediation rules and amend it as required upon a request submitted by the founding members.
- 5: Rule over the suggestions, observations or reports submitted from the AMC advisory committee.
- 6: The Board may delegate some of their tasks to the director of the center to be authorized by the board at the closest board meeting.

Article Four

Board meetings:

- 1: A board meeting will be held at least once a year, at the AMC headquarters in Cairo, at one of AMC branches or via conference call.
- 2: The board meetings shall be held at the invitation of its chairperson, the director of the center or by a request of half of the board members.

3: The chairperson chairs the board meetings, if they are unable to attend then the deputy chairperson will chair the board meeting, if neither are present then the oldest of the members present shall chair the board meeting.

4: The director of the center shall draft the board's agenda and submit it to the chairperson and deputy chairperson before the board meeting. The chairperson may amend the agenda as they see fit to achieve the objectives of the board's work and duties. The final draft will be sent to the board members within fifteen days of the meeting. The meeting minutes will be distributed after consent by the chairperson, the deputy chairperson, and the director of the center.

5: The boards' decisions are reached by a majority vote of the present members; in the event of a tie, the chairpersons' vote prevails.

Article Five

By a two thirds voters majority, the board can appoint the chairperson of the board or grant honorary membership of the board to a prominent Arab or international figure as an expression of appreciation for his contribution in the field of mediation, economics or social development, or their role and contribution in improving the performance of the center.

Article Six

The By-Law may not be modified without the approval of two-thirds of the board members, the director of the center and the approval of the founding members.

Article Seven

The board will choose their formal spokesperson by a vote. The spokesperson is entrusted with the tasks of communicating with the media and social networking sites in coordination with the management of the center.