



**STATUTE OF THE OIC HUMANITARIAN FUNDS**

## Statute of the OIC Humanitarian Funds

### Introduction:

Upon the generous initiative of the State of Qatar and the proposal of H.E. Sheikh Hamad bin Khalifa Al Thani, the former Emir of the State of Qatar, Based on:

- The provisions and principles of the Charter of the Organization of Islamic Cooperation, which call for cooperation and coordination in cases of humanitarian emergencies such as natural disasters,
- The proposal to establish funds for humanitarian purposes in Afghanistan and Bosnia and Herzegovina made at the 25<sup>th</sup> Session of the Conference of Foreign Ministers (CFM) of the Organization of the Islamic Conference (OIC), held in Doha in 1998,
- The outcomes of the donor conference held on May 15, 2001, on the Bosnia and Herzegovina Fund, the statute of which was approved at the CFM in the Republic of Mali in 2001,
- the Resolution of the CFM held in Kazakhstan in 2011 to merge the OIC Humanitarian Funds under one entity called the "**OIC Humanitarian Funds**" to be headquartered in the State of Qatar as its headquarters,

The founding document for the OIC Humanitarian Funds, which recommendations were approved by the CFM in Djibouti in 2012,

- the Resolution No. 1/42 of 2015 issued by the 42<sup>nd</sup> CFM in Kuwait, which welcomed the restructuring of the funds and merging them all into one fund that includes windows for different countries,
- The headquarters agreement of the Secretariat of the OIC Humanitarian Funds signed between the government of the State of Qatar and the OIC in Istanbul on 23/05/2016,
- The fact that the State of Qatar is the founder and originator of the idea of establishing these funds with the largest share of funding since their founding, the host of their headquarters since 2013, and the source of most of the revenues of the funds' projects,
- The necessity of coordinating the OIC humanitarian activities under the auspices of the General Secretariat.
- Based on the Resolution No. 11/35-C adopted by the 35<sup>th</sup> Session of the Council of Foreign Ministers in Kampala, Republic of Uganda, on 18-20 June 2008, which established the Humanitarian Department within the General Secretariat to coordinate the provision of humanitarian assistance among agencies involved in humanitarian action.
- Based the resolution adopted by the 35<sup>th</sup> CFM Session held in Kampala (Republic of Uganda) in June 2008, which established the Department of Humanitarian Affairs within the General Secretariat and entrusted it with the task of coordinating humanitarian action,
- Guided by the OIC resolutions on the cause of Palestine and Al-Quds Al-Shareef including the resolution issued by the Joint Arab-Islamic Summit held in Riyadh on November 11, 2024 which stressed supporting the rights of the Palestinian people, reinforcing their

resilience on their lands, safeguarding the Islamic identity of the city of Al-Quds Al-Shareef, contributing to economic development and providing urgent relief and reconstruction programs.

The provisions of the Statute of the OIC Humanitarian Funds were adopted as follows:

## Chapter One

### General Provisions

#### Article One

#### Definitions

For the purposes of applying this Statute, the following terms and expressions shall have the meanings assigned to each of them unless the context requires otherwise:

**Funds:** The OIC Humanitarian Funds: Established by virtue of the relevant resolution of the Council of Foreign Ministers (CFM)

**Organization/OIC:** Organization of Islamic Cooperation.

**Charter:** The Charter of the OIC

**General Secretariat:** The OIC General Secretariat.

**Secretary-General:** The OIC Secretary-General.

**Member States:** The OIC Member States.

**Funds' Member States:** States that are members of the OIC Humanitarian Funds.

**General Assembly:** The General Assembly of the OIC Humanitarian Funds.

**Board of Trustees:** The executive body of the OIC Humanitarian Funds.

**Chair:** The Chair of the Board of Trustees of the OIC Humanitarian Funds.

**Secretariat:** The General Secretariat of the humanitarian funds.

**Headquarters Agreement:** The Headquarters Agreement for the Secretariat of the OIC Humanitarian Funds, signed by the OIC and the government of the State of Qatar, in Istanbul on 23/05/2016.

**Permanent Headquarters:** The main location of the Funds, including all buildings or lands they own, rent, benefit from, or are in their possession for carrying out their work.

**Representatives of Member States to Humanitarian Funds:** The persons assigned by the Member States to the Humanitarian Funds to represent them at meetings and conferences held within the framework of the Humanitarian Funds. They do not include administrative, technical, and other support staff.

#### Article Two

#### Name of Institution

The name of the institution shall be "OIC Humanitarian Funds."

## Article Three

### **Legal Status**

The Humanitarian Funds shall be a specialized institution of the Organization of Islamic Cooperation (OIC) and shall enjoy legal personality in accordance with Article 24 of the OIC Charter. It shall operate as an intergovernmental international organization within the framework of the OIC. The Funds shall seek sustainable solutions to humanitarian issues in OIC member states, OIC observer states, as well as in non- member states of the Organization that are members of the United Nations, in line with the resolutions and recommendations adopted by Islamic Summits and the Council of Foreign Ministers.

## Article Four

### **Headquarters State**

The headquarters of the Humanitarian Funds shall be located in Doha, State of Qatar, and the host country shall provide all necessary facilities to ensure that the Humanitarian Funds carry out their missions. The State of Qatar shall guarantee the provisions of the permanent headquarters of these funds.

## Article Five

### **Aims and Objectives of the Funds**

1. The Funds shall pursue humanitarian objectives by collaborating with states to coordinate aid efforts. Their focus shall be on supporting member states grappling with the impact of conflicts, natural disasters, and humanitarian emergencies. They shall provide humanitarian assistance, in collaboration with relief organizing states, to states facing the horrors of war, disasters and humanitarian crises.
2. The Funds shall promote the development of sustainable solutions for humanitarian issues, in OIC Member States through viable projects.
3. The Funds shall promote Islamic solidarity in disaster situations and serve as an embodiment of the principles of Islamic and human fraternity.
4. The Funds shall cooperate and exchange experiences, within the OIC legal framework, with various specialized institutions, national associations and bodies in OIC Member States and non-OIC Member States that are members of the United Nations, provided they do not challenge the OIC Charter, resolutions, rules and regulations, to finance projects and organizations recognized by the Member States to facilitate the return of refugees and displaced persons and rebuild the infrastructure in the affected countries without prejudice to the Statute of these Funds or the OIC Charter and the resolutions adopted by the Islamic Summits and the Council of Ministers, in order to complete the projects allocated for refugees, displaced persons and disaster victims and rehabilitate the infrastructure.
5. The Funds shall engage in partnerships and contracts with national societies, associations, institutions, and international organizations accredited by the Member States, which have cooperation and partnership agreements with the OIC to execute projects.

6. The Funds shall extend direct aid to individuals affected by diverse disasters and crises, to promote their rehabilitation subject to the approval of Member States concerned.
7. The Funds shall support and streamline the voluntary return of the displaced persons and refugees to their home countries, villages, and cities, considering state sovereignty and their agreement.
8. The Funds shall support the reconstruction and/or restoration of real states in member states that have been impacted by natural disasters and/or armed conflicts.
9. The Funds shall support the establishment of health centers, including dispensaries, hospitals, and medical clinics, and ensure access to clean drinking water in the afflicted member countries.
10. The Funds shall provide care for orphans in affected member states of the Funds.
11. The funds shall seek to strengthen the system of OIC humanitarian actions undertaken by the General Secretariat and to support its actions stipulated in the OIC Charter and in the resolutions adopted by the Islamic Summit and the Council of Foreign Ministers.
12. Ensuring coordination and integration in humanitarian action in partnership with international and local actors in order to alleviate human suffering in affected areas and respond to humanitarian emergencies under the umbrella of the Organization of Islamic Cooperation,
13. Humanitarian funds, in the course of their work and activities, shall adhere to, and refrain from any action or activity that involves political, religious, or racial characteristics that are inconsistent with the Charter of the Organization of Islamic Cooperation.
14. Humanitarian aid shall be provided with the consent of beneficiary State, and in the absence of a recognized government in a particular country, or in the case of a party in need of humanitarian support within the country that is outside the control of its authority, the matter shall be submitted to the Board of Trustees to determine the mechanism of action and the method of delivery of aid, through the OIC General Secretariat after the unanimous approval of the General Assembly, in accordance with the OIC Charter and the resolutions of the Council of Foreign Ministers and Islamic Summits.

#### Article Six

##### **Establishment of Temporary Representative Offices**

The Board of Trustees may establish representative offices of the Humanitarian Funds subject to the approval of the General Assembly and the Member State concerned in each of the countries concerned in line with the purposes and objectives of the Funds after concluding the Headquarters Agreement with them, when establishing representative offices of the Humanitarian Funds, the representative offices of the Organisation of Islamic Cooperation in those countries shall be taken into consideration as well as the importance of coordination and cooperation with them and obtaining the consent of those countries.

## Article Seven

### **Immunities and Privileges**

Representatives of member states and employees of the Funds shall be entitled to immunities and privileges as outlined in the Headquarters Agreement. In cases where specific provisions are not stipulated, the provisions in the OIC's Charter and Immunities and Privileges Agreement shall apply.

## Article Eight

### **International Cooperation**

In pursuit of achieving their goals and objectives, the Funds shall collaborate with regional and international organizations accredited by Member States that have cooperation and partnership agreements with the Organization of Islamic Cooperation, humanitarian institutions, and organizations that are members of the OIC, non-member states that are members of the United Nations that are not in contradiction with the Charter, resolutions, rules, and regulations of the OIC and Observer States of the OIC within the legal framework of the OIC. They may enter into agreements with these organizations and contracts with individuals and institutions to support them in conducting studies and proposing projects, and laws, within the legal framework of the OIC, in line with the Statute of the Funds and the Resolutions adopted by the Summits and the Council of Foreign Ministers.

## Article Nine

### **Cooperation between the Funds and OIC Organs**

1. The Funds shall establish strong ties with all OIC organs to promote collaboration and synergy, ultimately enhancing the implementation of the OIC's policies and programs.
2. Based on his responsibilities stipulated in the OIC Charter, the Secretary General shall undertake the task of coordinating humanitarian action among the OIC organs. The humanitarian funds shall work with the highest level of coordination in this framework, to ensure the success of humanitarian action efforts among the General Secretariat and other OIC institutions working in the humanitarian and developmental fields, in accordance with the resolutions of the Islamic Summit and Foreign Ministers Council and in the interest of implementing the OIC policies and programmes.

## Article Ten

### **Agreements**

- 1- In their efforts to achieve their objectives, the Funds may conclude agreements, memoranda and similar accords on issues pertaining to their mandate. Such agreements shall be presented to the General Assembly for their adoption before they are signed. The Board of Trustees, at its discretion, may, in case of emergency, conclude and sign such agreements if they are presented to the earliest session of the General Assembly.
- 2- The agreements, memoranda and similar instruments, as well as their annexes, should stipulate that the Member States of the Funds that are not parties to these agreements shall not bear any financial burden except for their statutory contribution to the Funds. Neither the Organisation

of Islamic Cooperation nor the OIC Member States that are not members of the Funds shall bear any financial amounts or obligations towards the Funds.

## **Chapter Two**

### Article Eleven

#### **Acquiring of Membership in Funds**

- 1- Any OIC Member State may be a member of the funds after completing the legal procedures for membership in accordance with the internal regulations of the funds.
- 2- Member States and observer states to the OIC, and international organizations accredited by Member States that have cooperation and partnership agreements with the OIC may apply for observer status with the Funds, after submitting a request to the General Assembly of the Funds and a unanimous decision on that request. The Observer Members do not possess voting rights on resolutions taken by the General Assembly.
- 3- The General Assembly shall establish the subscriptions and financial contributions required for membership. Voting rights at meetings shall be reserved for members who have settled their mandatory contributions. However, the General Assembly shall have the discretion to grant voting privileges to a member if non-payment of contributions is deemed to be beyond their control.

### Article Twelve

#### **Suspension, Termination of, and Withdrawal from, Membership in the Funds**

- 1- The General Assembly may suspend a member state's membership through a resolution approved by a majority of members if the state deviates from the Funds' objectives. The suspension shall remain in effect until the General Assembly decides to lift it.
- 2- Any member state may withdraw from the Funds' Statute by providing a written notice to the Chair of the Board of Trustees. The withdrawal will become effective one year from the date the Chair of the Board of Trustees receives the notice. The state requesting withdrawal must fulfill its obligations arising before the withdrawal.
- 3- The Funds' bylaws shall specify the regulations governing the suspension and termination of any Member State, or its withdrawal from membership.

## Chapter Three

### **Funds' Organs**

#### Article Thirteen

### **Funds' Organs**

The Funds shall consist of:

- 1- The General Assembly.
- 2- The Board of Trustees.

### 3- The General Secretariat.

#### Article Fourteen

##### **General Assembly**

1. The General Assembly of the Funds shall be composed of representatives, or their relevant representatives from their Member States responsible for matters falling within the scope of the Funds' work. The Assembly shall convene one regular annual session, with the possibility of holding extraordinary sessions as needed. A quorum for General Assembly meetings shall be constituted when 50% of the members + 1 are present. Resolutions will require a two-third majority vote, except for procedural matters, which shall be decided by a simple majority (50% +1). Each member state in the General Assembly shall have one vote.
2. The powers of the General Assembly shall be as follows:
  - Adoption of decisions, including procedural decisions.
  - Adoption of the proposed powers of the Chair of the General Assembly.
  - Adoption of the internal financial rules and regulations and the budget submitted by the Board of Trustees.
  - Adoption of the strategic plan submitted by the Board of Trustees.
  - Adoption of agreements and memoranda.
  - Adoption of the amendment to the Statute.
  - Approval of the dissolution of the Funds.
  - Review and approval of the reports of the Board of Trustees.
  - Presenting recommendations to the Board of Trustees to develop plans and proposals.
  - Deciding on applications for membership in Funds.
  - Determination of membership financial contributions.
  - Approval of the internal rules of procedures of the funds

#### Article Fifteen

##### **Board of Trustees**

1. The General Assembly shall form the Board of Trustees from the Member States of the Funds.
2. When selecting members of the Board of Trustees, the General Assembly shall take into account, as a rule, that such members are from states that have paid all their membership contributions and those that have provided the largest voluntary donations to the Funds, while considering geographical diversity.
3. Members of the Board of Trustees shall have the right to vote.
4. The Secretary-General shall be a member of the Board of Trustees without the right to vote.

5. The number of members of the Board of Trustees, including the Chairperson, shall not be less than five, and, in all cases, shall not exceed nine.
6. The term of the Board of Trustees shall be five years, renewable once, taking into account rotation.

## Article Sixteen

### **Selection of the Chair and Deputy-Chair of the Board of Trustees**

- 1- The General Assembly shall appoint the Chairperson of the Funds' Board of Trustees with the approval of the headquarters' state for a five-year term renewable once.
- 2- The vice-chairperson of the Board of Trustees shall be a citizen of the headquarters' state and shall be appointed by the said state. The term of the vice-chairperson shall be renewable once.
- 3- In case of appointing a citizen of the headquarters' state as Chairperson, the Board of Trustees shall select the vice-chairperson from one of the remaining Member States in the Board until the end of the chairmanship term of the headquarters' state.
- 4- In case of exceptional circumstances preventing the Board of Trustees of holding a meeting to select a chairperson or a vice-chairperson, their terms shall be extended for a period of one year renewable until the end of the exceptional circumstances following which the Board of Trustees shall convene to make the selections.
- 5- In case of vacancy of the post of the Chairperson, for any possible reason, the vice-chairperson shall undertake the tasks of the chairperson for the same term.

## Article Seventeen

### **Meetings of the Board of Trustees and Quorum**

1. The Board of Trustees shall meet annually to review the Funds' activities. Extraordinary meetings may be held at the Chair's request, with the approval of at least one-third of the voting-eligible members of the Funds. Each member state shall be entitled to one vote.
2. The quorum for the Board of Trustees shall be established when at least two-thirds of the voting-eligible members are present.
3. The resolutions of the Board of Trustees shall be decided by consensus. If consensus cannot be reached, they will be adopted by a two-third majority vote of the members present and eligible to vote.

## Article Eighteen

### **Powers of the Board of Trustees and the Chair**

1. The Board of Trustees shall:
  - Select the Deputy Chair.
  - Propose amendment to the Statute and dissolution of funds to be adopted by the General Assembly.
  - Follow-up on the work of the Funds.

- Consider reports from the Secretariat.
- Formulate policies for the Funds.
- Adopt recommendations, resolutions, and reports of Board of Trustees' meetings.
- Discuss the general budget of the Funds in accordance with the OIC financial rules and regulations in force and as agreed upon between the General Secretariat and the various donors.
- Monitor, evaluate and audit the work of the funds and their establishments in accordance with mechanisms outlined in specific regulations.
- Approve and adopt the financial and administrative regulations submitted by the Chair of the Board of Trustees.
- Follow up the reports submitted by the Secretariat, discuss the work realized and the projects prepared for implementation, monitor performance, and give an opinion on them.
- Approve the previous year's closing accounts.

2. The Chairperson shall:

- Convene and steer the sessions of the Board, which shall meet only once a year.
- Represent the Funds to governments, third parties, official bodies and individuals and has the right to litigate.
- Appoint, dismiss, and sign contracts for members of the Secretariat and directors of representative offices and departments.
- Submit the administrative and financial rules and regulations to the Board of Trustees for approval and adoption.
- Manage all financial tasks related to the Funds, including opening the Funds' bank accounts and signing checks and wire transfers. The Deputy Chair shall also be authorized to carry out these duties if the Chair is hindered by an impediment.
- Explain the work of the humanitarian funds and seek new funders and partners in order to ensure the provision of more resources, provided that the Board of Trustees accepts these resources to fulfill the humanitarian and relief role of the Funds in the beneficiary Member States.

## Chapter Four

### **Financial Resources and Budget**

#### Article Nineteen

#### **Financial Resources of the Funds, Budget, and Disbursements**

The financial resources of the Funds shall consist of:

- 1- Annual membership contributions, as decided by the General Assembly, in line with the Internal Financial Regulations of the Funds.
- 2- Official Government aid.

- 3- Donations, subsidies, gifts, and grants, resource mobilization campaigns, bequests and support provided by humanitarian institutions, authorities, bodies, associations and individuals in the Member States and approved by these states, provided that these donations, subsidies, gifts received from external sources are not inconsistent with the objectives and regulations of the Humanitarian Funds and the OIC Charter.
- 4- Endowments to support Funds' projects.
- 5- Endowment investments, the proceeds of which go back to projects sponsored by the Funds.
- 6- A percentage of the projects' original financial revenues, including grants, aid, and donations, shall be allocated to manage the expenses and costs of the Funds' operating budget.
- 7- The budget shall prepare for three years and enter into force every year from January 1 to December 31 of the same year. It shall be implemented after its approval and adoption by the Board of Trustees and the General Assembly, as per the provisions of the Funds' financial regulations.
- 8- The Secretariat shall **incur expenditures** according to the financial regulations approved by the Board of Trustees.

#### Article Twenty

##### **Financial Control**

1. The Board of Trustees shall control and follow up on the work and projects of the Funds and the General Assembly shall appoint a Financial Control Committee to audit all fund accounts and examine all accounting books and records. The Financial Control Committee may request the Board of Trustees or the officials and employees of the humanitarian Funds to provide all the information it deems necessary to perform its duties. The Committee may avail itself of experts in related fields when needed. The Committee shall undertake the task of auditing the accounts to verify the validity and accuracy of the budget and accounts.
2. The Financial Control Committee shall submit its reports to the Board of Trustees and the General Assembly.
3. An Internal Auditor shall be appointed to ensure the financial transparency

#### **Chapter Five**

##### **Final Provisions**

#### Article Twenty-One

##### **Dispute Settlement**

Any dispute about the interpretation or application of this statute shall be settled cordially through consultations and negotiations. In case of disagreement, the General Assembly shall decide on such a dispute by two-third majority, upon recommendation of the Board of Trustees.

#### Article Twenty-Two

## **Statute Amendment**

- The General Assembly may amend the Statute by two-thirds majority of the Member States. However, such amendment shall not change the basic structure and objective of the Statute and shall be in line with the legal framework of the OIC.
- The Council of Foreign Ministers shall be kept informed about any amendments to the Statute.
- The Statute of the Humanitarian Funds shall be open to review and evaluation by the Council of Foreign Ministers of the OIC Member States after five years from the beginning of its implementation to consider the difficulties, challenges and achievements.

## Article Twenty-Three

### **Dissolution of Funds**

- 1- The Funds may be dissolved upon a request submitted by the Board of Trustees to the General Assembly and with approval of at least seventy-five percent (75%) of its total membership in an emergency session. The Organisation shall be notified of this decision.
- 2- The Funds may not be dissolved or merged with another institution except by a decision of the Council of Foreign Ministers of the Organisation.

## Article Twenty-Four

### **Languages**

The official languages of the Funds shall be Arabic, English, and French.

## Article Twenty-Five

### **Entry into Force**

1. This Statute will come into effect once the tenth instrument of ratification is deposited by the OIC Member States, including the State of Qatar. OIC Member States can accede to the Statute by depositing their accession documents.
2. The original copy of this Statute, along with the ratification and accession documents, shall be deposited with the Chair of the Board of Trustees, and copies shall be deposited with the General Secretariat.