
Organization Contact Information

a. Organization's Name

Action pour l'Éducation et la Promotion de la Femme au Tchad

a1. Organization's Name in English (if available)

Action for Education and the Advancement of Women in Chad

a3. Acronym for the Name of the Organization (if available)

AEPF-Chad

b. Organization's Wiki

c. Organization's official website URL

d. Organization's email address

associationaepf@gmail.com

e. Organization's phone number (including country/city codes)

+23566249556

f. Organization's address (location and postal address, if different)

P.O. BOX: 6716 N'Djamena-Chad

g. Organization's country of origin

Chad

h. Organization's city of origin

N'Djamena

i. Organization's logo available for download at

https://atlarge-rails-production.s3.amazonaws.com/uploads/at_large_structure/logo/571/LOGO_FINAL.png

Primary contact:

Name

GAB-HINGONNE Gabdibé

Email Address

gabdibegabhingonne@gmail.com

Telephone:

+23566249556

Please provide below any additional information of the primary contact
National coordinator of the AEPF-Chad

Secondary Contact:

Name

Kalki Ouatchoua Solange

Email Address

pierrremamaita@gmail.com

Telephone:

+23566446152

Please provide below any additional information of the secondary contact
Manager of Public Relations of the AEPF-Chad association

Alternative contact:

Other contact information (name, e-mail, telephone, etc.)

Structure and Governance

a. Are members of your Organization residents of this specific region you seek to represent?

Yes

b. Are the officers of your Organization residents of this specific region?

Yes

Please explain the answer above in sufficient detail so that the reasons thereof are understandable to a person not familiar with your Organization, and reference the URLs where any statutes or operating principles or other supporting information related to this question can be found:

AEPF-Chad is an association that advocates for social equality, the appreciation for the work of women and especially for women's access to Information and Communication Technologies (ICT). ICTs can provide women with an opportunity for emancipation, opening up to the world, training, and empowerment.

Follow us on Facebook: <https://www.facebook.com/Gabdibe/>, on Twitter: @AEPFTchad, LinkedIn: <https://td.linkedin.com/in/aepf-tchad-8595a79b>

c. Is your Organization formally incorporated or organized under a legal national jurisdiction?

Yes

IF YES: Please describe what legal recognition it has and indicate the place of legal incorporation or registration.

The association was registered on March 14, 2016 before the National Associations Registry, under File No. 2450, pursuant to order No. 27/INT/SUR of July 28, 1962 and article 7 of Decree-law No. 165/INT/SUR of August 25, 1962.

d. Describe your Organization's structure (e.g. governing and decision-making bodies and processes):

The bodies that compose the AEPF include:

- The General Assembly;
- The National Coordination Committee;
- The Specialized Committees.

The General Assembly is the supreme body of the AEPF. It defines the guidelines of the association and groups the members who have paid their membership fees.

The General Assembly meets once yearly in ordinary sessions. If necessary, it can meet for an extraordinary session at the request of 2/3 of its active members.

Decisions and recommendations are adopted by an affirmative vote of the absolute majority.

The National Coordination Committee is headed by four (4) members. It is composed of:

- A National Coordinator;
- A Secretary;
- A Manager;
- A Manager of Public Relations

The members of the National Coordination Committee are elected by the General Assembly. They meet once a month.

At each session of the General Assembly, the National Coordination Committee must submit a report of all its past and upcoming activities.

The Specialized Committees are established by the National Coordination Committee when the need arises.

The Specialized Committees consist of:

- A Chair;
- Two Rapporteurs
- A Treasurer (optional)

The Specialized Committees report directly to the National Coordination Committee.

The resources of the AEPF come from:

- Membership fees;
- Sale of membership cards;
- Aid;
- Donations and legacies;
- State subsidies, grants from regional, subregional, and international institutions and organizations, and natural and legal persons.

Membership fees are paid monthly. Monthly fees of the AEPF may be reconsidered if the need arises.

The funds of the AEPF must be deposited in a bank account under the name of the association. The withdrawal of funds is only possible with two signatures: that of the National Coordinator and that of the Manager.

Any expense incurred must be recorded in a detailed statement signed by the Manager and endorsed by the National Coordinator.

e. In what language/s does your Organization conduct its business?

French

About Your Members

a. Are there any individual members in your Organization with the ability to vote or otherwise control the management of the organization?

Yes

IF NO: Describe what role individuals have in the management and work of the organization.

b. Do some or all of your members belong to any Organization?

No

IF YES: Describe whether they are profit-making, non-profit-making, a mixture of both, and/or what proportion of the total membership each type of private sector organization is. Please also describe what the nature of the organizational members is: For example, are they all of a similar type or interested in a similar activity or policy area?

c. Do you have governmental bodies, or quasi-governmental bodies, as members of your Organization?

No

IF YES: Please describe their nature and role in the decision-making and work of your Organization, and the proportion of the total membership made up of these types of organization.

d. Describe the general membership. Is there one or more predominant professional circle or interest group? (e.g. journalists, online rights activists, consumer organizations, individual consumers, etc.):

Our membership consists of teachers, leaders of women's organizations, lawyers, and tradeswomen.

e. Describe how your Organization keeps members informed of its decisions and enables them to participate in the decision-making process regarding issues of interest:

Our members are kept informed through announces at meetings, via SMS (over the phone), and by e-mail. The office meets once a month. The General Assembly meets every 6 months. Extraordinary Assemblies may also be convened.

f. Approximately how many members of each type of membership, where applicable, does your Organization have?

Teachers: 123

Leaders of associations and groups of women: 18

Lawyers: 7

Tradeswomen: 93

g. Explain the eligibility requirements (if any) for your Organization's constituents/membership:

The AEPF association is open to any natural or legal person willing to fight for the advancement of women.

Any member of the AEPF must undertake to comply with the provisions of the association's Bylaws and Rules of Procedure.

Members of the AEPF must participate actively in all of the activities undertaken by the association.

Funding

a. What is the primary source, or sources, of funding for your Organization? (if unfunded/entirely voluntary simply indicate "N/A"):

The resources of the AEPF consist of:

- Membership fees;
- Fees collected for services rendered;
- Various donations and legacies.

b. Is your Organization mainly self-supporting and would not be dependent on ICANN funding for the day-to-day operations of the Organization?

No

c. Do you receive any funding from government agencies or for-profit entities? If so, please indicate it below and describe their involvement in the activities of the Organization (if they so participate):

Since 2014, we have been aided by the telecommunications operator Tigo to organize our training session "Vacances TIC" ["ICT Holidays"]. This aid most often takes the form of Internet connectivity and support for educators in computer science and Internet. Since 2013, we have also organized the "Journée Internationale des Jeunes Filles dans le secteur TIC" ["International day of young women in the ICT sector"] in collaboration with the Ministry of Postal services and ICT of Chad. We have further supported pregnant and nursing women returning to Chad from the war in the Central African Republic with funds from Diakonie katastrophenhilfe.

Communication

a. Does your Organization commit to supporting its individual constituents'/membership's informed participation in ICANN?

Yes

b. Does your Organization post on the Internet publicly-accessible, current information about your Organization's goals, structure, description of constituent group(s)/membership, working mechanisms, leadership, and contact(s)?

Yes

If this information currently is available, provide URLs:

<https://www.facebook.com/Gabdibe/>, on Twitter: @AEPFTchad, LinkedIn:
<https://td.linkedin.com/in/aepf-tchad-8595a79b>

c. Provide the required information on your Organization's leadership (leaders' names, positions, email addresses):

- 1- GAB-HINGONNE Gabdibé, National Coordinator, gabdibegabhingonne@gmail.com
- 2- Pierre Mamaïta, Manager of Public Relations, pierremamaita@gamil.com
- 3- Solange Kalki Ouatchoua, Secretary, kalkiouatchoua@gmail.com
- 4- Kaltouma Naminou Kanadi, Accounts Manager, kaltonami@yahoo.fr
- 5- Passalet Ehba, Assistant Manager, ehba.passalet@yahoo.fr

d. Are the leaders of your Organization, as individuals, involved in other similar organizations or entities?
No

If yes, please say which ones:

Purpose

a. Please describe your Organization's mission and purpose (Please post in the text box below or provide a URL, if posted):

MISSION

To mobilize women and men to become aware of the current situation of women and their potential in order to take joint action towards the advancement of women, by developing a positive equality where everyone can be respected, have dignity, and maintain their own interests without opposition from either sex to build a prosperous society.

OBJECTIVES

- To contribute to the building of a just, egalitarian and prosperous society;
- To get young women interested in the new information and communication technologies;
- To identify training centers and inform young women of their existence;
- To raise awareness and inform young women of the possibility of remote online training;
- To guide and support the initiatives of young women;
- To advise, encourage, and help young women to pursue higher education or professional studies;
- To encourage the training of the Association's members responsible of project management;
- To raise awareness among parents on the merits of sending young women to school and allowing them pursue higher education;
- To organize humanitarian training sessions for young women: Training in life and love (EVA) to avoid the surprises of life;
- To support women's initiatives for their empowerment.

b. What ICANN-related issues currently are of interest to your Organization's constituents/membership?:

- Access and use of the Internet by women (young women and girls);

- Gaining knowledge on the functioning of the Internet;
- Tapping the potential of the Internet...

c. Has your Organization set up a real-life event, meeting or activity related to Internet governance issues or to other issues of interest to individual users?:

Yes

If yes, please provide examples:

With the help of our partner Tigo, members are offered computer science and Internet training, according to their needs.

We organize ICT training sessions for managers of women's associations.

d. Has your Organization been active in international, regional or national Internet governance issues?

Yes

If yes, please provide examples:

Our organization is part of ISOC Chad. We recently participated remotely at the IGF Mexico.

e. If your Organization is accredited, will it commit to participating actively in the Regional At-Large Organization (RALO) for the region in which your organization is based?

Yes

f. If your Organization is accredited, does it or will it agree to adhere to the provisions of the Memorandum of Understanding (MoU) between the other ALSes in your Geographic Region and ICANN, as if it were an original signer of that document?

Yes

g. Does your Organization have written Bylaws or other constitutional instruments?

Yes

IF YES: Please insert the text of the written Bylaws or other constitutional instruments below (in English if available)

Preamble:

- Whereas women are greatly important to the development of a country;
- Whereas there is a low rate of enrollment of girls and young women at schools;
- Whereas there is a low involvement of women in the development and decision-making processes;
- Whereas women face problems related to the respect of their human rights;
- Whereas tradition (forced marriage or marriage at an early age) has had a harmful effect on women's sociocultural and economic development;
- Whereas there is a lack of awareness of parents related to the enrollment of girls at school and the necessary encouragement for their education;
- Whereas educational programs are not well adapted to the realities of the country and the evolution of the world, thus not allowing for the integration of women in active life;
- Whereas the rate of use of the new information and communication technologies of women is very low;

- Whereas every person has the right to education, information and knowledge;
 - Whereas there can be no development without the involvement of women;
- Now, therefore, we have decided to create an association called "Action for the Education and the Advancement of Women" (AEPF).

II - CREATION - NAME - HEADQUARTERS

Article 1: An association called "Action for the Education and the Advancement of Women", abbreviated AEPF, has been created.

Article 2: The AEPF shall be a national, apolitical, non-profit association.

Article 3: The motto of the AEPF shall be "Dignity-Work-Success."

Article 4: The emblem of the AEPF shall be represented by a young woman studying.

Article 5: The AEPF shall be headquartered in N'Djamena, but it can be moved elsewhere in the country upon proposal by the General Assembly, if adopted by the affirmative vote of two thirds (2/3) of its members. The association may also have relay antennae elsewhere in the country, according to its needs.

Article 6: The term of the association shall be unlimited.

II - OBJECTIVES

Article 7: The AEPF shall have the following objectives:

- To identify girls and young women in a disadvantaged situation (refusal of parents to educate daughters, forced marriage or marriage at an early age, lack of financial resources);
- To interest young women in the new information and communication technologies;
- To identify training centers and inform young women of their existence;
- To create a structure to provide remote online training;
- To guide and support the initiatives of young women;
- To advise, encourage, and help young women to pursue higher education or professional studies;
- To encourage the training of the association's members responsible of project management;
- To raise awareness among parents on the merits of sending young women and girls to school and allowing them pursue higher education;
- To organize humanitarian training sessions for young women: Training in life and love (EVA) to avoid the surprises of life.
- To support women's initiatives for their empowerment.

III - MEMBERSHIP - RESIGNATION - SANCTION

Article 8: The AEPF association shall be open to any physical or legal person willing to fight for the advancement of women.

Article 9: Any member of the AEPF must undertake to respect the provisions of these Bylaws and of the Rules of Procedure.

Article 10: Members of the AEPF must participate actively in all of the activities undertaken by the association.

Article 11: The resignation shall only be possible if requested to the National Coordination Committee; all resigning members shall automatically lose their benefits and rights.

Article 12: Any act of a member that is contrary to the Rules of Procedure or the Bylaws of the AEPF can lead to sanctions, according to the severity and pursuant to Article 31 of the Rules of Procedure.

VI - STRUCTURE AND OPERATION

Article 13 : The bodies which compose the AEPF shall include:

- a General Assembly;
- a National Coordination Committee
- Specialized Committees

Article 14: The General Assembly shall be the supreme body of the AEPF. It shall define the guidelines of the association and group the members who have paid their membership fees.

Article 15: The General Assembly shall meet once yearly in ordinary sessions. If necessary, it can meet for an extraordinary session at the request of 2/3 of its active members.

Article 16: Decisions and recommendations shall be adopted by absolute majority.

Article 17: The National Coordination Committee shall be managed by three (3) members. It shall be composed of:

- A National Coordinator;
- A Secretary;
- A Manager;
- A Manager of Public Relations

Article 18: The members of the National Coordination Committee shall be elected by the General Assembly. They shall meet once a month.

Article 19: At each session of the General Assembly, the National Coordination Committee must submit a report of all its past and upcoming activities.

Article 20: The National Coordination Committee shall vote on the adoption of the budget of the AEPF at the General Assembly.

Article 21: The Specialized Committees shall be established by the National Coordination Committee when the need arises.

Article 22: The Specialized Committees shall consist of:

- A Chair;
- Two Rapporteurs
- A Treasurer (optional)

Article 23: The Specialized Committees shall report directly to the National Coordination Committee.

V - RESOURCES

Article 24: The resources of the AEPF shall come from:

- Membership fees;
- Sale of membership cards;
- Aid;
- Donations and legacies;
- State subsidies, grants from regional, subregional, and international institutions and organizations, and natural and legal persons.

Article 25: Membership fees shall be paid monthly. Monthly fees of the AEPF may be reconsidered if the need arises.

Article 26: The funds of the AEPF must be deposited in a bank account under the name of the association. The withdrawal of funds shall only be possible with two signatures: that of the National Coordinator and that of the Manager.

Article 27: Any expense incurred must be recorded in a detailed statement signed by the Manager and endorsed by the National Coordinator.

VI - FINAL PROVISIONS

Article 28: In case of dissolution of the AEPF, all assets shall be bequeathed to a local national association pursuing the same objective.

Article 29: Only the General Assembly shall be empowered to review or amend the provisions of these Bylaws.

Article 30: The scope and the enforcement of these Bylaws shall be determined by the Rules of Procedure.

Article 31: These Bylaws are adopted by the General Assembly

in N'Djamena on August 24, 2004.

The General Assembly

1 - GENERAL PROVISIONS

Article 1: These Rules of Procedure specify and determine the provisions of the Bylaws. They define the operational procedures governing the bodies of the AEPF association.

Article 2: The AEPF shall be open to any physical or legal person with no exception of sex or religion, of Chadian or foreign nationality who is willing to work in good faith towards the same causes.

Article 3: Additionally, it shall have the mission to identify girls and young women living in disadvantaged circumstances (forced marriage or marriage at an early age, lack of financial means, refusal of the parents to encourage their daughters' higher education, or their access to information and knowledge through the Internet), and help them overcome such situation so that they can fully enjoy their rights and duties. Support women in their endeavors.

Article 4: The association shall condemn any discrimination and any form of human exploitation.

Article 5: According to the Bylaws, the AEPF shall be a national, apolitical, and non-profit association.

Article 6: The emblem of the AEPF shall be represented by a young woman studying.

II - ORGANIZATION - DUTIES AND OPERATIONS

Chapter 1: BODIES

Article 7: The governing bodies of the AEPF shall be:

- The General Assembly (AG);
- The National Coordination Committee (CN);
- The Specialized Committees.

Article 8: The General Assembly shall be the supreme body of the association. It shall define the broad guidelines of the AEPF and group the members having paid their membership fees. The decisions of the General Assembly shall only be valid if a quorum of 2 / 3 of the active membership is reached.

Article 9: The decisions of the General Assembly shall be adopted by an absolute majority of affirmative votes.

Article 10: The General Assembly shall meet once yearly in ordinary sessions convened by the National Coordinator and in extraordinary sessions at the request of 2/3 of the members.

Article 11: The General Assembly shall elect the members of the National Coordination Committee and decide on the sanctions to be taken against the offending members.

Article 12: The General Assembly shall decide on the action program proposed by National Coordination Committee.

Article 13: The General Assembly shall be headed by the National Coordinator or, should the former be unavailable, by the Secretary.

Article 14: The National Coordination Committee shall be the executive body responsible for implementing the decisions and the programs adopted by the General Assembly. As such, it shall be responsible of:

- Managing the association;
- Coordinating and monitoring the activities of the association;
- Developing the annual action program of the association;
- Developing the budget of the association;
- Representing the association in all civil acts and engaging in legal proceedings.

Article 15: The National Coordination Committee shall be composed of:

- A National Coordinator;
- A Secretary;
- A Manager.

Article 16: The members of the Specialized Committees shall be appointed by the National Coordination Committee based on the proposals of the General Assembly.

Chapter 2: DUTIES AND OPERATIONS

Article 17: The National Coordinator shall be responsible of:

- Coordinating the activities of the association;
- Endorsing the checks issued by the Manager;
- Managing the association;
- Implementing and enforcing the decisions taken by the General Assembly.

Article 18: The Manager shall be responsible of:

- Developing the draft budget;
- Drafting the financial statements of the association;
- Managing the assets of the association;
- Keeping regular accounts in line with the generally accepted accounting principles;
- Paying the expenses of the association, with the prior consent of the National Coordinator.

Article 19: The Secretary shall assist or replace the National Coordinator; as such, it shall be responsible of:

- Preparing and issuing the summons to the General Assemblies, in agreement with the National Coordinator;
- Convening ordinary meetings;
- Drafting the minutes of the meetings of the National Coordination Committee and the General Assembly.
- Presenting the activity reports of the association at General Assembly meetings.
- Managing archives;
- Developing the annual general activity program in agreement with the other members of the National Coordination Committee and the Chairs of the Specialized Committees.

Article 20: The Manager of Public Relations shall work closely with the National Coordinator and shall have the responsibility of:

- Contacting other associations pursuing the same objectives;
- Facilitating the association's contact with funding partners or sponsors of the association.

Article 21: The Specialized Committees shall oversee the execution and the implementation of tasks as directed by the National Coordinator.

III - APPLICATION, MEMBERSHIP AND THE LOSS OF MEMBERSHIP

Chapter 1: APPLICATION

Article 22: Application shall be open, individual, or collective. Applicants shall be able to enroll by sending a simple request to the office of the National Coordination Committee, which shall consider the application and give its consent.

The National Coordination Committee shall inform the General Assembly of all applications.

Article 23: The application fee shall be set at five hundred Francs (500 CFA) and the monthly fees at one thousand Francs (1000 CFA).

Chapter 2: MEMBERSHIP

Article 24: The association shall consist of:

- Active members;
- Honorary members;
- Supporting members.

Article 25: All members having joined the association and participating regularly at its activities shall be active members.

Article 26: All members having served the association and accepting such title shall be honorary members.

Article 27: All members being physical or legal persons living in Chad or abroad who contribute financially and materially to the fulfillment of the association's activities shall be supporting members.

Chapter 3: LOSS OF MEMBERSHIP

Article 28: Membership shall be lost upon:

- Resignation: it can be individual or collective and shall be submitted in the form of a letter addressed to the National Coordination Committee, which shall in turn submit it to the consideration of the General Assembly, it being the only body authorized to decide on it.
- Removal: it shall only be decided by the General Assembly. Potential grounds shall be the failure to pay membership fees, actions incompatible with the spirit of the association, and moral unfitness.

IV - RIGHTS AND DUTIES

Chapter 1: RIGHTS

Article 29: All active members shall have equal rights and duties.

Article 30: All members of the association shall have the right to vote and be elected; they shall have the right to:

- Be informed of the activities of the association;
- Vote and be elected;
- Have a membership card if they have paid their contribution;
- Justify their actions in the event of a sanction.

Chapter 2: DUTIES

Article 31: All members of the association shall have the duty to:

- Pay their fees;

- Attend meetings;
- Defend the interests of the association;
- Participate actively in the life of the association;
- Comply with the Bylaws and the Rules of Procedure of the association.

V - DISCIPLINE

Article 32: Any breach of the Bylaws and the Rules of Procedure, or of any decision or directive of the association, shall result in the following sanctions:

- Warning;
- Suspension;
- Reprimand;
- Expulsion.

Article 33: Warnings, suspensions, and reprimands shall be issued by the National Coordinator.

Article 34: Only the General Assembly shall decide on the expulsion of a member.

Article 35: Any sanction shall be reported in detail by the National Coordinator. Such report must be submitted to the General Assembly.

VI - RESOURCES

Article 36: The resources of the AEPF shall consist of:

- Membership fees;
- Fees collected for services rendered;
- Various donations and legacies.

Article 37: The cost of application fees and membership fees are set in article 22 of these Rules of Procedure.

VII - REVIEW AND FINAL PROVISIONS

Article 38: These Rules of Procedure may only be amended by the General Assembly, based on the proposals of the National Coordination Committee. The proposed amendment shall be adopted by the affirmative vote of the absolute majority of the members present at the General Assembly.

Article 39: These Rules of Procedure shall be effective as of the date of their adoption by the constituent General Assembly.

Adopted in N'Djamena, on August 24, 2004

The General Assembly

Signature

Signature
GAB-HINGONNE Gabdibé

Name
GAB-HINGONNE Gabdibé

Title
National Coordinator