

Bylaws of the Organization and Administration of Funeral Rites

Introduction

The United States government restrictions to qualify to receive social welfare imposes heavy financial burden to Afghan families who lose their loved ones. Based on this fact, the Afghan Unity with the assistance and cooperation of Afghans residing in North Texas, under the supervision of the Social and Religious Committee of the Afghan Unity, will provide financial and moral support for the deceased members of the Afghan Unity.

Article I **Name, Place of Activity, Membership**

- Section 1: Name of this organization is the Organization and Administration of Funeral Rites, hereafter referred to the Administration.
- Section 2: The venue of the Administration is Dallas, Texas.
- Section 3: The Administration functions in accordance to Texas and federal laws of the United States.
- Section 4: The fiscal year of the Administration is based on Christian calendar.
- Section 5: The Executive Council of the Administration reports directly to the Board of Directors of the Afghan Unity and is also responsible to the Administration General Assembly about their accomplishments.
- Section 6: Every Afghan Muslim who accepts the provisions of the bylaws of the Administration and pays his/her monthly membership dues is recognized as a member and is entitled to rights and privileges of the Administration.

Definition of Terms

- A) Family: Family consists of wife, husband and three children under the age of 24.
 - B) Single: Male and female over the age of 24 who is not married.
 - C) Single Female Family: A woman who lost her husband and live with four children under the age of 24.
 - D) Single Male Family: A man who lost his wife and live with four children under the age of 24.
- Section 7: Those members of the Administration who are 65 years of age or older can take advantage of the provisions of the Administration after a year of monthly payment of the membership dues. Those members who are under 65 years of age can take advantage of the provisions of the Administration after six months of monthly payments of their membership dues.
 - Section 8: Membership Due:
 - A) Membership due for single-female family member and single-male family member is \$20 a month.
 - B) Membership due for single person is \$10 a month.
 - C) Families with more than three children under the age of 24, in addition of \$20 monthly payment, must pay an extra of \$5 per child.
 - D) In the event that an individual failed to pay membership due for three consecutive months, his/her membership from the Administration will be terminated and past membership dues will not be reimbursed.
 - Section 9: Any member of the Administration who dies outside of his/her city will be entitled to rights and privileges of his/her membership.
 - Section 10: Members of the Administration and the Executive Council under no circumstances can use The assets of the Administration for personal use.

Chapter II **Goals and Functions**

- Section 1: To arrange funeral rites of deceased, which consists of transferring the body to

- funeral home, to mosque for the *Jinaza* Prayer (Prayer for the Dead), and to cemetery.
- Section 2: To purchase burial lot, shroud, pay gravediggers for burying the deceased, and provide refreshment for attendees.
- Section 3: The Executive Council of the Administration consults with family of the deceased in every stage of the funeral rites.
- Section 4: To arrange for the *Jinaza* Prayer of the deceased in consultation with the deceased family. The Administration is not responsible for payment of food/refreshment.
- Section 5: To pay maximum of \$7000.00 for the funeral rites of the deceased. In the event that the expenditures exceed the above limit, the family of the deceased is responsible for extra expenditures.
- Section 6: To purchase a cemetery when there is availability of financial resources.
- Section 7: The Executive Council of the Administration has the sole authority to arrange for the funeral rites of a deceased who does not have any family or close relatives.

Chapter III **Organization**

The Administration of Funeral Rites functions within the framework of the Afghan Unity and the Social and Religious Committee and is responsible to achieve its goals. The Administration consists of two organs: the Executive Council and the General Assembly.

1: **The Executive Council**

- The Executive Council consists of two members of Afghan Unity Board of Directors appointed by Afghan Unity Shura to performs the following functions:
- A) To collect monthly membership dues and donations and accept or reject membership of the Administration.
 - B) To open a bank account deposit and withdraw money from the account on behalf of the Administration two members of the Executive Council with consent of the President of Board of Directors of Afghan Unity for arranging funeral rites.
 - C) To report revenues and expenditures on monthly basis to the Board of Directors and once a year to the Funeral General Assembly.
 - D) To convene the General Assembly once a year and, when necessary, the convening of extraordinary sessions.
 - E) To organize, arrange, and implement the funeral rites of the deceased and to provide the necessary help to the family of the deceased to facilitate the deceased burial.

2. **The General Assembly of the Administration**

All registered members who pay his/her membership dues without interruption over the age of 18 years old are members of
of the General Assembly of the Administration and possess the right to vote.

The General Assembly is the highest organ of the Administration and supervises its activities. Quorum for convening of the meetings of the General Assembly of the Administration is the presence of its three-fourths members.

The members of the General Assembly for the Administration will choose among themselves a member to preside over the meeting and decisions are reached by majority vote.

Functions

- A) Listening to the annual report of the Executive Council and examining the revenues and expenditures of the Administration.
- B) Making suggestion, recommendation and giving direction to the Executive Council to improve its activities and functions.
- C) Informing the Board of Directors about the complaints and criticism of actions of the Executive Council for the purpose of taking subsequent actions.
- D) The General Assembly has authority to amend the dissolution of the Administration and submit its decisions to the Board of Directors to implement such decisions.

- E) The General Assembly can declare the Executive Council incompetent and deny it authority to function and with approval of the Board of Directors bring necessary changes to the Executive Council.

Article IV **Dissolution**

The Administration can be dissolved by the General Assembly with consent of the Board of Directors for the following reasons:

1. Not following the provisions of the bylaws.
2. Lack of transparency in revenues and expenditures and squandering of the finances of the Administration.
3. Reduction in membership dues.
4. By the decision of the General Assembly and the Board of Directors due to reduction in the needs for the services of the Administration and/or violating the city ordinances and state laws.

The General Assembly will form a committee among members of the Administration and the Board of Directors whose members will be in charge of liquidating the assets and financial accounts of the Administration. The General Assembly and the Executive Council have authority to make decisions concerning the distribution of its assets.