



CONSTITUTION

2013

PART 1

The Title of the Society, its Head Office and Corporate Identity

The Title of the Society, its Head Office Corporate Identity and Definitions

Article 1:

(1)The title of the Society is “the Turkish Green Crescent Society”. Istanbul is the Head Office of the Society.

(2)The Society was founded under the name of “Hilâl-i Ahdar” in Istanbul on March 1, 1920 and afterwards the society began to perform under the name of “the Green Crescent” and “the Turkish Green Crescent Society”, respectively.

(3)By the decree of the Council of Ministers dated 20.09.1973 and numbered 7/7146, it was allowed to use of “Turkish” expression in front of the “Society”.

(4)The Society was given the status of Public-Beneficial Society by the decree of the Council of Ministers dated September 19, 1934 and numbered 2/1288 published in the Official Gazette dated October 13, 1934 and numbered 2827.

(5)DEFINITIONS

The following terms in the Constitution shall mean:

Society: The Turkish Green Crescent Society.

General Assembly: The highest decision-making body of the Society.

Branch: Founded by the decree of General Assembly, incorporating bodies and performing in cooperation with Head Office and unincorporated sub-unit.

Head Office: Place of Management in Istanbul where activities of the Society are carried out.

Board of Directors of Head Office: Elected by General Assembly, steering and directing Society’s works.

Chairman: Elected by General Assembly, Chairman of Board of Directors.

Vice Chairman: Board Member who fulfills duties delegated by Chairman and responsible for those duties and represent the Society in the absence of Chairman.

Secretary-General: Board Member responsible for all works and process pursuant to Board decisions.

General Accountant: Board Member who manages financial status of Society by keeping record and evaluating of Society’s income and expenses properly and responsible for keeping books.

General Cashier: Board Member who keeps valuable paper and inventory stock and responsible for income and cash consumption of the Society.

Board of Supervisors of Head Office: Elected by General Assembly and responsible for all kinds of supervisions, including branches when needed.

Board of Discipline of Head Office: Elected by General Assembly and responsible for disciplinary proceeding.

Branch General Assembly: The highest body of the branch.

Branch Board of Directors: Elected by Branch General Assembly and responsible for directing and managing of Branch’s works.

Branch Chairman: Elected by Branch General Assembly.

Branch Secretary: Branch Board Member, who is responsible for all correspondence and works.

Branch Accountant: Branch Board Member who manages financial status of Branch by keeping record and evaluation of Society’s income and expenses properly and responsible for keeping books.

Branch Cashier: Branch Board Member who keeps valuable paper and inventory stock belong to Branch and responsible for income and cash consumption of Branch.

General Assembly Delegate: Elected by Branch General Assembly and entitled to vote at the General Assembly of Society.

Branch Board of Supervising: Elected by General Assembly Branch and responsible for supervision of Branch.

Corporate Identity

Article 2

(1) The logo of the Society shall be green crescent on white background whose edges are directed in the right way. The Corporate Identity Regulation, governing procedures and principles concerning use of logo in such instruments as flag, badge and etc, is prepared by Board of Directors of Head Office.

(2) *The Society whose full name is “Turkish Green Crescent Society” shall also use “Green Crescent”, “Turkish Green Crescent” and “The Green Crescent” as a short name.*

PART 2

The Scope, Duty and Responsibilities of the Society

The Scope of the Society

Article 3

(1) The society has been founded to struggle against all hazardous habits such as gambling, prostitution, internet and technology addiction influencing youth population negatively and combating against dangerous addictions and endangering physical and mental health of youth as well as, raising generations committed to their culture regarding our country’s moral and cultural development.

(2) In this respect, the Society creates an awareness and motivates power sources of the Society to combat against addictions; in all circumstances it helps needy indigent people so as to promotion of respect and protection of human dignity and contribute to develop struggling capacity of the Society against addictions.

(3) In this line, the Society collaborates with national and international public, private and non-governmental institutions to jointly work together.

Core Values and Principles of the Society

Article 4:

(1) The core values and principles of the Society are defined as follows:

Struggling for Human Dignity: The scope of the Green Crescent is to ensure the protection of human health and to respect for human dignity against risk factors causing addiction. In all its activities, the Green Crescent supports mutual understanding, fellowship, friendship, cooperation and permanent peace among individuals. It endeavors to relieve and to prevent human pain anywhere arising from addictions within national and international capacity.

Non-Discrimination: The Green Crescent does not discriminate based on race, age, religion, ability, marital status, sexual orientation. By prioritizing the most urgent and necessary requirements, it focuses on relieving human pain arising from addictions within its capacity.

Independency: The Turkish Green Crescent is an independent non-governmental organization. As a supporter of public authorities for human affairs, the Green Crescent is subject to international agreements duly enacted by State of the Republic of Turkey and laws of State of the Republic of Turkey, in this context, it has the autonomy to make international agreements and to act accordingly concerning its field of activity.

As Charity Organization: The Green Crescent is a voluntary charity organization which does not regard profit and personal benefit in its activities.

As Public Health: The Green Crescent is a voluntary non-governmental organization which builds programs to fight against all kinds of addiction risk factors, particularly, tobacco, alcohol, and drug addictions, within the corporate capacity.

Scientific Understanding: The Green Crescent adopts evidence-based research, analysis and intervention regarding behavior reinforcement and /or behavior change during the phase of fighting against addiction, protection and prevention of addiction, therapy and treatment.

Globalism: Having equal status and sharing equal responsibility and duty like other foreign national societies in the field of combating addictions, the Green Crescent adopts following principles: creating a global organization to fight against addictions on a worldwide basis and as a part of such organization, evaluating issues on a global scale and working accordingly, functioning on a global level and being influential and highly regarded.

Sense of Community : Organizing to create awareness for public health at every stage from the whole part of society to individual and public organizations, carrying out participating activities on social-level and permanent achievement are considered as a necessity by the Green Crescent.

The Scope of Activity and the Society's Field of Activity

Article 5:

(1) The society fulfills following activities at home and abroad in social sphere (included but not limited) to realize aims mentioned above:

1. Providing all sort of knowledge, document and publications, establishing a documentation center, publish newspaper, magazine, book to announce works and activities and to publish work and briefing bulletin to distribute for the purposes of distributing to members.
2. Provided that obtaining necessary permissions, campaigning to raise funds and collecting donations from home and abroad.
3. Building and Operating financial, commercial and industrial enterprises so as to get needed revenue for realization of scope of the Constitution.
4. Selling, buying, renting of movable and immovable properties required for Society activities and establishing real right over immovable properties.
5. When required, establishing foundation, association or joining an association and establishing facilities with the permissions of Societies by obtaining necessary permissions.
6. Conducting international activities, being affiliated with Societies or organizations at abroad and executing joint projects with those organizations or being in cooperation.
7. To realize the scope of the Society, receiving aid in cash and in kind from private or legal person, institution and organizations or aiding to private or legal person, institution and organizations in cash and in kind.
8. Without prejudice to provisions of the Law No. 5072 on Relations of Public Institutions with Associations and Foundations, when needed, carrying out joint projects with public institutions by taking their fields of activity into consideration.
9. Helping to rehabilitation and treatment of tobacco, alcohol and drug addictions, supporting their families, protecting their children and aiding their children's education.
10. Opening branch and representative agencies.
11. Regarding Society's area of responsibility and places where it is possible to operate within the limits of the law, creating a common platform with the participation of such other institutions as Societies, Charities, Unions or non-governmental organizations.
12. Taking steps in the combating against tobacco, alcohol and drug addictions and any kind of bad habits so as to make sure that all kinds of precautions and decisions are taken.
13. Setting up clubs for primary, secondary school and universities.
14. Facilitating and accessing to the Green Crescent library (bookmobile or fixed).

15. Publishing scientific articles.
16. Preparing the Green Crescent reports to inform government officials, media and public.
17. Building treatment centers to break bad habits.
18. Promoting human relations.
19. When needed, employing permanent or temporal staff to be assigned for cooperation with other Charities and Societies on the matter regarding treatment and rehabilitation centers of tobacco, alcohol and drug addictions and establish Unions.
20. Buying Office for branches tenanted.
21. Providing financial support to branches concerning the Green Crescent activities.
22. Helping to include scientist, artists and beloved young people.
23. Providing regular fund to the Green Crescent by getting in contact with relevant authority.
24. Cooperating with health institutions pertaining to the scope of the Green Crescent.
25. When deemed necessary, opening the Green Crescent camps, joining to camps under the guidance of Minister of Youth and Sport, municipalities, scouting and guiding federation and making contribution to such activities.
26. Awarding research scholarship to students who could contribute to researches and publishing activities in the matter of struggling against addictions.

PART 3

Become a Member, Resigning from Membership and Membership Process

Membership

Article 6:

(1) Adopting principles, values, goals and working ethics of Society and having no illegal obstacles and having by no means any addiction to tobacco, alcohol and drug and combatting against such addictions, any real or legal person shall become a member to Society provided that the fulfilment of the following commitment “As long as I stay as a member, I solemnly pledge on my honor and life not to use any tobacco, alcohol or drug and to propagate Society’s ideals.”

Duties and Responsibilities of the Green Crescent Members

Article 7:

- (1) The duties and responsibilities of the Green Crescent members shall be as follows:
- a) Members pay membership fees to Boards of Directors of affiliated branches.
 - b) In line with goals of the Green Crescent, Members, primarily and notably, realize necessary works by attending to affiliated branch activities.
 - c) Members participate to all kinds of promotion and donation activities and other campaigns in accordance with goals of the Green Crescent and in compliance with the Green Crescent principles.
 - d) Members attend meetings and works of their branch bodies, they fulfill duties delegated to themselves.
 - e) Members are supposed to fulfill delegated tasks regarding works ongoing in Society and to complete take-over process properly during resignation and as long as it is not compulsory, they are not supposed to avoid from tasks.
 - f) With respect to activities on addictions covering the Green Crescent’s area of responsibilities, members inform authorized body of the Green Crescent about their opinions on territorial and local issues. Members are in solidarity with local people.
 - g) Members help to take beloved, trusted and effective humanitarian people’s support for the Green Crescent.
 - h) Members contribute to income realization to the Green Crescent.

- i) Members join to training activities arranged and invited by the Green Crescent. They are prudent and careful pursuant to dignity and vitality of the Green Crescent. Loyal to GreenCrescent, they avoid attitudes and behaviors and written and oral statements which are incompatible with material and spiritual personality of the Green Crescent.
- j) In relation to their interest and specialization, they attend to works and activities at such agency and institutes as Chamber, Union, Society, Association and Charity. They brief authorized boards about ongoing works and activities.
- k) Members pay membership fees in the year that the membership fee is due.

Rights of the Green Crescent Members

Article 8:

- (1) The Green Crescent Member shall have the following rights:
 - a) Be a candidate for elections concerning organization of the Green Crescent bodies and be elected. However, they could be elected to same organizations maximum three times not by exceeding nine years consecutively exceptof branch general assemblies.
 - b) Vote for internal elections of the Society and exercise right to vote.
 - c) Be a candidate during elections of Branch and Head Office.
 - d) Wage workers of the Green Crescent do not work in Boards of Society and could not be selected as a delegate to General Assembly. Even they some how resign from their duties; those people could not serve toBoards of Society up to three years.
 - e) Attend meetings, works of the Society and affiliated unit as member, declare their thoughts and opinions.
 - f) Demandin formation about the Society.
 - g) On condition that informing Chairmanship of Branch Board of Directors about resignation from duty in a written way, they could resign from membership.

Apply for Membership and Registration

Article 9:

- (1)A person whowouldliketo be amember, applies directly to Directorate of Branch on the basis his/ her place of residence through signed three application document samples.
- (2)Membership application document is wholly completed and commitment letter is signed. It is requested to deliver completed documents .If not delivered, the application is deemedin valid.
- (3)The information on membership application form is registered to membership application book by number order. Special areas in the book are assigned by applicant and authorized person. Authorized branch manager signs a copy of “application form” so as to confirm the application process and then submitted to applicants.
- (4)The Branch Board of Directors examines applicants in the application book and informs applicants about the result by decreeing within 30 days.
- (5)Requested by The Board of Directors of Branches from members during grant of Society Membership who are not no prejudicial in line with related laws and the Constitution, one of the three application forms is submitted to applicant, the other one is granted to Unit of the Green Crescent Organization and Branches Coordination and the last one is kept in the branch.
- (6)The Branch Board of Directors holds open files and books regarding membership to branch members.

Candidate Membership

Article 10:

- (1)The day of application is regarded as the starting date of candidate membership.
- (2)The registration of membership application documents submitted to Head Office of the Green Crescent and Unit of Branches Coordination Unit is completed within maximum 10 days and

organized charts are delivered to branches. Branch ensures that those charts are open to members for reviewing.

(3) The period of candidate for membership is 30 days. In the meantime, the candidate attends training activities organized by Branch Board of Directors. The training program and curriculum are prepared by Head Office's Unit of Training.

(4) Branch Board of Directors could delegate duties regarding the Green Crescent activities to candidates based on initially their registered province or district.

(5) During reviewing period of membership, objections from members are considered by Branch Board of Directors.

(6) Branch Board of Directors resolves objections, if available, within 15 days, enters the decree to the judgement book and informs Head Offices of the Green Crescent and Unit of Branches Coordination. The records of Head Office's of the Green Crescent and Unit of Branches Coordination are basis.

(7) Branch Boards of Management notifies to those who are incompatible to membership.

(8) Membership applicants bear responsibility of original members. However, they could not exercise right to elect and be elected arising from the membership and they could not be registered to membership roll of the Society.

Candidate Membership for Living Abroad

Article 11:

(1) People at abroad applies for membership to Head Office of the Green Crescent and Unit of Branch Coordination Unit through a letter including the preferred branch for membership. The letter includes full address of place of permanent residence and, if available, the place of permanent residence or temporary domicile in Turkey and the copy of birth certificate are annexed to the letter.

(2) The Head Office of the Green Crescent and Unit of Branch Coordination Unit deliver application letter to chosen branch to Directorate of branch within two weeks. Necessary review and processes are executed by Directorate of the Branch.

Objection to Membership

Article 12:

(1) Branch Board of Directors publishes the banns regarding name list written in the application registry at branch center. The banns are available for 15 days.

(2) In the meantime, members could object for applications to Branch Board of Directors. Branch Boards of Management reviews objectives within 15 days and resolves them and afterwards inform to whom It may concern about the results.

(3) Following reviewing of applicants and resolving by branch Board of Directors, justified decision of Branch Board of Directors is submitted to those whose membership is inconvenient pertaining to related regulation and constitution for membership within maximum 15 days.

(4) After notification, it is possible to raise objection to Branch Board of Directors within 10 days. If the objection is raised through Branch Board of Directors, justified decision of Branch Board of Directors is also annexed to related file and then submitted to Head Office of Board of Directors within 10 days.

(5) If the objection is raised to Head Office's Board of Directors, Head Office's Board of Directors asks Branch Boards of Directors to present justified decision and Branch Boards of Management delivers the file to Head Office of Board of Directors.

(6) The Head Office of Board of Directors resolves the matter within 30 days and sends back the file to Branch Board of Directors by means of stating following process.

(7) The Branch Board of Directors informs the issue to whom it may concern as of the date which the decision is delivered to branch within seven days. Application documents are invalidated and put the file. The necessary information is entered to the related section of

application registry. An objection could be raised to Head Office of General Assembly against Head Office of Board of Directors. The decision of Head Office of General Assembly is certain.

Membership by Decree of Board of Directors of Head Office

Article 13:

(1) Board of Directors of Head Office shall have the right to decide the registration of the following persons or institutions as original members:

- a) Those having membership of Grand National Assembly of Turkey and those who worked or still work as undersecretary, governor, general manager, chairman, mayor, municipal council member or provincial council member and real and legal persons of equal institution or authority at abroad.
- b) Those who make donation in the amount of minimum price determined by Board of Directors of Head Office every year.
- c) Those were not able to register for the Green Crescent members due to restrictions in the regulations and who are now no longer restricted.
- d) Real or legal persons proposed by Chairman.
- e) Within the limits of their permission, those whose membership is deemed necessary in favor of the Green Crescent.

Real and Honorary Membership

Article 14:

(1) The Turkish Green Crescent has two kinds of memberships. These are real membership and honorary membership.

(2) The real member involves those whose nominee for membership is finalized and original membership is approved by Board of Directors of Branch and who are directly accepted to membership by Board of Directors of Head Office.

(3) Honorary Membership includes voluntary membership and is entitled to real or legal persons utilized from membership materially and morally. Honorary Members could attend the General Assembly. However, they have not the right to elect and be elected. The criteria for granting membership are arranged by Board of Directors of Head Office in the Regulation of Membership Procedures.

(4) Regardless of membership, persons who make significant contribution for the sake of ideals of Society are awarded with the Green Crescent Medal by the decree of Board of Directors of Head Office.

Membership Registration and Gathering of Data in the Head Office

Article 15:

(1) Candidate member and original member registrations followed in accordance specified rules in the Constitution are gathered in the Head Office by computerized separately through Head Office Organization of the Green Crescent and Unit of Branches Coordination.

(2) Head Office Organization of the Green Crescent and Unit of Branches Coordination include general register of original member and submit required data, records and documents to related authorities.

(3) In case of dispute between the Green Crescent member records kept by Head Office Organization of the Green Crescent and Unit of Branches Coordination and member register book of Board of Directors of Branch, the records of Head Office are taken as a basis.

(4) Chart of original members including effective date is notified to related branches by Head Office Organization of the Green Crescent and Unit of Branches Coordination every three months.

(5) Original Members are registered to Society registration book by Head Office Organization of the Green Crescent and Unit of Branches Coordination. Besides, they are recorded to member registration book.

Provision of Place for Membership

Article 16:

(1) It is not possible to be member in more than one branch. Members could exercise their rights to elect and be elected in the General Assembly of Affiliated Branch and they could be elected as delegate to General Assembly of Head Office from Registered General Assembly of Head Office.

Substitution of Member**Article 17:**

(1) Members, who move from the permanent place of residence, submit their new residential address to registered Board of Directors of Branch. Upon written notification, Board of Directors of Branch are responsible for informing Board of Directors of Branch, Head Office Organization of the Green Crescent and Unit of Branches Coordination about new residential address of member.

Identity Card**Article 18:**

(1) The Green Crescent identity card arranged by Head Office Organization of the Green Crescent and Unit of Branches Coordination are hand over members through Head Office or related Branch Board of Directors. It is mandatory for members to submit the Green Crescent identity card for their all procedures. On the other hand, it is obligatory for newly candidate for Boards to submit updated and valid the Green Crescent identity card.

Resignation from Membership**Article 19:**

(1) The records of members who presented their resignation from the Green Crescent in a written way are notified to Head Office Organization and Unit of Coordination Unit by their affiliated branch following confirmation of their signatures so as to associate it with the Green Crescent membership registration book kept by Head Office. Head Office Organization and Unit of Coordination Unit informs the related person and Board of Directors of the Branch about the issue.

Cancelling Membership and Termination of Membership**Article 20:**

- (1) In the event of following considerations realized by member
- a) Presenting wrong information on application document,
 - b) Not having quality foreseen by related laws and the Constitution during registration for membership,
 - c) Violating written commitment hand over during membership process,
 - d) Losing quality of Membership post facto,
 - e) Acting against Constitution,
 - f) Harming dignity of the Green Crescent,
 - g) Acting contrary to fundamental principles, goals and ethic codes of the Green Crescent,
 - h) Burdening the Green Crescent with responsibility and debt without getting any authority from authorized bodies of the Green Crescent,
 - i) Acting contrary to Discipline Constitution,
 - j) With holding payment for annual subscription within 30(thirty) days in spite of written notification.

The Board of Directors of Head Office arranges a file for investigation and the file is delivered to Board of Discipline. The Disciplinary Board of Head Office examines the file with respect to procedures and principles stated in the Regulation of Disciplinary and declares taken advisory jurisdiction to Board of Directors of Head Office.

- (2) In the event that Board of Directors of Head Office makes a decision on termination of membership,

the issue is reported to Head Office Organization and Unit of Branches Coordination. The Head Office Organization and Unit of Branches Coordination inform Branches and members about the matter and records are mutually revised.

(3) The member has a right to object within fifteen days as of notification of the decree of termination to the member. The member could raise an objection for the decree taken by Board of Directors of Head Office to General Assembly of Head Office.

(4) When the decision of termination of registry is finalized, the issue is announced to related Board of Directors by Board of Directors of Head Office, the Green Crescent Head Office Organization and Unit of Branches Coordination and relevant persons.

(5) As for those whose registry is terminated corresponded to resolutions of judicial body, the same procedure is followed by Board of Directors of Head Office.

(6) The membership, ipso facto, is finalized in the event of death, interdiction, loss of capacity for real persons and liquidation, failure or concordatum of legal person for legal persons.

(7) Those who resign or are excluded from the Society could not claim assets of the Society.

Violating the Constitution in the Membership Registration

Article 21:

(1) The disciplinary proceeding is urgently carried out in the matter of those who arrange membership applicant document on behalf of someone else, counterfeiting someone else's signature, make false statement, forging a document, disenrolling registers of members illegally, indicating members as if they were resigned from membership against his/her will, acting incompatible to codes of practice.

(2) As well as apply on disciplinary punishment, it is made denunciation to Public Prosecution Service about staff and members in consequence of verifying commitment of offences mentioned above with regard to the Disciplinary proceeding.

Procedure for Membership Registration

Article 22

(1) The rules for application, objection and registration to membership, the establishment, operation, staff and working procedures of Head Office Organization and Unit of Branch Coordination, the format of the Green Crescent membership id, which dates the id will be reissued and how and codes of practice regarding the way of procedures to be conducted for membership are separately arranged by Regulation of Membership Procedures.

(2) Membership application document and membership application book are published by Head Office Organization and Unit of Branch Coordination and afterwards they are distributed to Heads of Branch in accordance with principles stated in codes of practice. On Application Book, the Head of Branch registers the name the Branch, the page number of the book, how many applications could be written in the book, on which date it will be used.

Delegates Election

Article 23:

(1) The delegation of the Turkish Green Crescent includes following:

- a) Delegates of Branch General Assembly are those who paid annual subscription fees to affiliated branch and were entitled to the right to elect and be elected.
- b) Delegation of General Assembly of the Head Office.

1) Delegation of General Assembly of the Head Office is composed of the following on the date of General Assembly of Head Office:

- a) Head Office Members who were entitled to Membership by the decree of Board of Directors of Head Office,

- b) Heads of Branch Board of Directors,
- c) Heads of Branch Board of Supervision,
- d) Delegates of General Assembly of Head Office elected by Branches.

2) Apart from Heads of Branch and Heads of Branch Supervision Board, the number of delegates to be delivered regarding the actual budget in accordance with the total amount of the Branch budget with its own income in the election of delegates in the General Assembly of Head Office excluding debts and aids of Branches, which delivered delegates to General Assembly taken from, General Assembly as of December, 31 of the previous year, is as follows:

- a) One delegate delivered to Branches whose actual budget is up to 20.000.-Turkish Liras (TL)
- b) Two delegates delivered to Branches whose actual budget is between 20.001.- 100.000.Turkish Liras (TL)
- c) Three delegates delivered to Branches whose actual budget is up to 100.001.- 500.000.Turkish Liras (TL)
- d) Four delegates delivered to Branches whose actual budget is up to 500.001.- 1.000.000.Turkish Liras (TL)
- e) As for the Branches whose actual budget is more than 1.000.001. Turkish Liras, one more delegate is submitted to General Assembly of Head Office for each 5.000.000. TL following the amount of 1.000.0001 TL

(2) Members have the right to elect Members of Board of Directors and Board of Supervision and delegates of General Assembly of Head Office and to be elected for a member of Branch Board of Directors and Board of Supervision and delegate for General Assembly of Head Office.

(3) In the event that as an ordinary member of General Assembly of Head Office, Heads of Branch and Heads of Branch Board of Supervision have excuses, no one could vote by proxy on behalf of them. Other delegates are elected with their substitutes.

(4) Honorary members could attend to General Assembly of Head Office and could take the floor. However, they could not take charge in bodies and they do not have the right to elect and be elected.

(5) Members are elected as delegate of General Assembly of Head Office maximum three times successively.

PART 4

Corporate Governance Compliances:

Article 24

(1) The Green Crescent serves within the boundaries of ethic values pertaining to international governance compliances and following codes:

- a) **Transparency:** The Green Crescent ensures that sufficient, exact and comparative information on financial, real and economical issues is clearly defined and made widely known.
- b) **Accountability:** The Green Crescent defines clearly rules and responsibilities concerning governance and adopt principles of transparency and openness to public along with social awareness.
- c) **Responsibility:** The Green Crescent assures conformity of its activities and services with fundamental principles of the Society, national and international charters, internal corporate regulations, social and ethic values.
- d) **Justice and Equal Treatment:** The Green Crescent adopts, in its all activities, behaving equal and unbiased to three persons.

(2) Ethic values are determined by Ethic Values Regulation to be prepared by Board of Management of Head Office and subsequently enforced.

Corporate Structure and Corporate Structure Units

Corporate Structure

Article 25:

(1) The corporate structure of the Green Crescent includes units whose duties and authorities are determined through Constitution and which are operated autonomously in accordance with purposes and services of the Green Crescent. The corporate structure of the Turkish Green Crescent involves Head Office, Branch and Agency. The Head Office Organization is composed of Internal Audition Unit and Directorate-General. Head Office and Branch bodies and all other bodies including compulsory bodies are stated in the Article 27.

Legal Status

Article 26

(1) Branches and affiliated representatives are sub-units which are affiliated to the Green Crescent in accordance with related laws and terms of Constitution and whose right and existence are belonged to the Green Crescent, which carry out works and activities in their authorized field of action in line with goal and service of the Green Crescent and resolutions of Society's bodies and whose relationship and power of decision are defined pursuant to provisions of Regulation of Branches to be prepared by Board of Directors of Head Office.

Bodies and Units

Article 27:

(1) The corporate units and bodies of the Green Crescent are as follows:

1. Bodies of Head Office;
 - a. General Assembly of Head Office,
 - b. Board of Directors of Head Office,
 - c. Board of Supervision of Head Office,
 - d. Board of Discipline of Head Office,
 2. Bodies of Branches;
 - a. General Assembly of Branch,
 - b. Board of Directors of Branch,
 - c. Board of Discipline of Branch,
 3. Auxiliary Boards
 - a. Board Science,
 - b. The Green Crescent High Advisory Board,
 - c. Commissions (Woman, Youth, Children, Education, Culture and Art, Sport etc.),
 - d. The Green Crescent Clubs,
 - e. Representative Agencies,
 - f. Forming Platforms,
- (2) On the other hand, the Green Crescent Council, Supreme Disciplinary Board and such Voluntary Corporate Units shall be established by decree of Board of Directors of Head Office.

Head Office Bodies

Article 28:

(1) The obligatory bodies of Head Office are as follows:

1. General Assembly of Head Office,
2. Board of Directors of Head Office,
3. Board of Supervision of Head Office,
4. Board of Discipline of Head Office,

(2) On the other hand, Voluntary Corporate Units of Head Office are such bodies as the Green Crescent Council and Supreme Disciplinary Board organized by Board of Directors of Head Office depending on necessity.

General Assembly of Head Office

Article 29:

(1) General Assembly of Head Office is the supreme body of the Green Crescent and is held regularly every third year on May in Istanbul.

(2) General Assembly is composed of:

- a) General Assembly Members entitled to membership with the decree of Board of Directors of Head Office,
- b) Branch Chairman,
- c) Branch Chairman of Board of Supervision,
- d) General Assembly of Head Office delegates chosen by Branch General Assembly in compliance with Constitution.

(3) The Quorum of General Assembly of Head Office is one more than half of the total delegate's number referred to in article 23/1-b.

(4) If there is no quorum in the first meeting, it is proceed to the second meeting with the participation of available delegates without seeking for quorum General Assembly of Head Office fulfills its activities. However, the number of delegates that attended the General Assembly could not be less than double of total of exact number of original members of Board of Directors of Head Office and Board of Supervision of Head Office.

Procedures for Announcing General Assembly of Head Office

Article 30

- (1) Board of Directors of Head Office shall define date, time, agenda, place and procedures for announcing of the General Assembly of Head Office and, if there is no quorum, determines date, time, agenda, and place of the second meeting and announces through written letter or e-mail, sms or on Society's website before at least 15 days.

Meeting Principles of General Assembly of Head Office

Article 31

(1) Delegates to attend the General Assembly of Head Office could participate the meeting on condition that they submit their entrance card to General Assembly of Head Office, which is granted by signature to chart of delegates organized by Board of Directors of Head Office, and the Green Crescent identity card. According to signed chart, the number of members and delegates that attended the General Assembly of Head Office and quorum are identified by means of minutes signed by Chairman of Board of Management of Head Office and Secretary-General.

(2) Following reading of minutes stating constitution of quorum by Secretary-General, the General Assembly of Head Office is opened by Chairman of Board of Directors of Head Office or any Board Member of Head Office delegated by Chairman and A Chairman, two Vice Chairmen and two Secretary Members are chosen to the Council which will be in charge of governing General Assembly of Head Office via open vote.

(3) Agenda items are discussed at General Assembly of Head Office. However, it is obligatory to put items on agenda which are requested in a written way to discuss by at least 1/10 of members that attended the meeting.

(4) The number of right to vote of representatives of legal persons and real persons is one and it is obligatory to vote personally by representatives of real person and legal person.

(5) At General Assembly of Head Office, Board Members of Head Office do not vote for

decisions concerning release of themselves.

(6)The statements mentioned above are also applicable to Branch General Assembly.

(7)It is compulsory to hold the postponed meeting within two months at the latest as of the postponed time. General Assembly of Head Office could not be postponed more than one time.

Extraordinary General Assembly of Head Office

Article 32:

(1) If the number of members of Board of Directors of Head Office decreases less than half of the exact number of members including substitute members due to evacuation, the rest Board Members or Board of Supervision of Head Office call the General Assembly for meeting within one month. If there is no call for the meeting, upon the request of one member, civil law judge delegates three members of General Assembly to call General Assembly for meeting.

(2)Subject to be regarded as necessary by Board of Directors or Supervision Board or upon written request of 1/5 of delegates who have a right to elect and be elected in the General Assembly of Head Office, within fifteen days through their notarized signature, the General Assembly is called for extraordinary meeting by Board of Directors of Head Office. The agenda is prepared by those who called extraordinary meeting.

(3) The Extraordinary General Assembly of Head Office is held pertaining to procedures and principles of Ordinary General Assembly.

(4)Chairman, Board Members, Supervision Board Members and Disciplinary Members elected in the extraordinary General Assembly remain in charge until the first Extraordinary General Assembly meeting which completes tenure of members elected in Ordinary General Assembly.

(5)In extraordinary meetings, only the required subject matter for the meeting is handled and no extra item is added to the agenda.

Quorum of the Green Crescent General Assemblies

Article 33:

(1) The number of quorum to be valid for General Assembly of Head Office and all other general assemblies of the Green Crescent is one more than half of the number of delegates that attended the meeting. Yet, resolutions concerning change of Constitution are taken by majority of 2/3 that attended the meeting.

Working Procedures of General Assembly of Head Office

Article 34:

(1)Activity reports of Board of Directors of Head Office and Audition reports of Supervision Board of Head Office are read in the General Assembly of Head Office before general debate, balance sheet, income and expense and account sheets are released and afterwards next term work schedule and budgetary proposals are discussed and put to vote. Thereafter, general debate is opened and wishes and requests talks on general policies of the Green Crescent including duty, horizon and strategic plans are fulfilled.

(2)Chairman of the Green Crescent, Chairman of Board of Directors of Head Office, Board of Supervision of Head Office and Board of Discipline of Head Office are on the same list for voting.

The list includes following:

- a) 1 (One) Chairman,
- b) 12 (Twelve) Members of Board of Directors of Head Office,
- c) 7 (Seven) Substitute Members of Board of Directors of Head Office,
- d) 5 (Five) Members of Board of Supervision of Head Office,
- e) 3 (Three) Substitute Members of Board of Supervision of Head Office,

- f) 5 (Five) Members of Board of Disciplinary of Head Office,
- g) 3 (Three) Substitute Members of Board of Disciplinary of Head Office.

(3) General Assembly of Head Office elects Chairman, real and substitute members of Board of Directors of Head Office and real and substitute members of Boards of Supervision and Disciplinary in a secret ballot.

(4) It is possible to be candidate for Chairman on condition that written motions concerning 1/5 of attendance number of delegates to General Assembly of Head Office are personally submitted to Head of Council. The Chairman organizes Board of Directors, Board of Supervision and Board of Disciplinary for candidate list and afterwards they are elected by secret ballot. The candidates stated in the candidate list of Chairman are elected as a member of their related bodies without any additional election.

(5) Chairman delegates duties in the Board of Directors of Head Office.

(6) Voting and vote counting processes in the elections to be held in General Assembly and organized by secret ballot are in the charge of the Council elected by General Assembly.

(7) The minutes of all meetings and resolutions with respect to General Assembly are registered and signed by Presidency Council Members. The minutes of elections are signed by the Council following the election and then they are announced to General Assembly of Head Office.

Duties and Powers of the General Assembly of Head Office

Article 35:

(1) The General Assembly of Head Office is the top managing body by being responsible for performing the general management of the Green Crescent and determining its operating policies. The duties of the General Assembly are as follows:

- a) Electing the organs of the Society,
- b) Amending the Constitution of the Society,
- c) Negotiating the reports of the board of directors and the supervisory boards and acquittal of the board of directors and the supervisory boards,
- d) Approving the budgets prepared by the boards of directors by amendment or likewise after negotiations,
- e) Opening new branches and authorizing the Board of Directors of Head Office for closing those that are unable to work for any reason,
- f) In line with the objectives and the policies of the Green Crescent, authorizing the Board of Directors of Head Office for final-disposing of the immovable assets,
- g) Investigating and resolving the rejections against the resolutions of the board of directors for the refusal of membership or discharging from membership,
- h) Authorizing the Board of Directors for the Society to establish foundations,
- i) Terminating the Society,
- j) Determining the annual fee of the Society,
- k) Performing the duties which are not assigned to any other bodies of the Society as the top managing body of the Society and utilizing the necessary powers,
- l) Performing the other duties which are mentioned to be done by the general assembly as stated in the Constitution,
- m) Resolving the other proposals of the Board of Directors after negotiating.

Duties of the Chairman

Article 36:

(1) The Chairman is the top representative of the Green Crescent and the duties and the powers of his are as follows:

a) He shall represent and bind the material and spiritual personality of the Green Crescent before public offices, the courts, international relations, any operations and actions of its business scope. The tenure of the Chairman is three years at the latest and he may be elected for three consecutive times at the most.

b) The Chairman is the provider of unity, dependency and objectiveness of the Green Crescent.

c) He shall perform the duties given by the General Assembly of Head Office and the Board of Directors of Head Office.

d) The Chairman may transfer the using right of his powers to any members of the Board of Directors of Head Office, in such cases, the authorized member shall answer for the operations he has done.

e) He presides over the Board of Directors of Head Office.

f) The Chairman makes the organization of all the Green Crescent and the works of the service units investigated, audited and launches an official investigation if needed. The findings of the investigation are assessed and resolved in the Board of Directors.

g) He shall assign one of the Vice Chairmen as proxy if a valid excuse occurs. The Vice Chairman performs the services he undertakes by full authority and is account for these services.

h) The Chairman, the Vice Chairmen and the Secretary General are the first degree orderers of the Green Crescent. The second degree orderers shall be determined by the Board of Directors of Head Office.

(2) In the event that the Chairman resigns or the post of the Chairman becomes empty for any reason, extraordinary General Assembly shall gather by the Board of Directors of Head Office within two months at the latest. At this meeting, only the election of the Chairman of the Green Crescent is made. Till the election of the Chairman, I. Vice Chairman shall perform this duty as proxy.

The Board of Directors of Head Office

Article 37:

(1) The Board of Directors of Head Office is comprised of thirteen members including the Chairman. The members of the Board of Directors of Head Office are elected for three years. A member of the board may be elected for three consecutive ordinary periods by being nominated.

(2) After completing the works of the General Assembly of Head Office, the Chairman assures that the Board of Directors of Head Office is gathered within three days at the latest. In this meeting, the Chairman assigns and employs I. Vice Chairman, II. Vice Chairman, the Secretary General, the Vice Secretaries General, the Bookkeeper and the Vice Bookkeeper, the Accountant.

(3) For the position of the memberships those that have become empty for resign or any other reason, the associate member having the top vote shall be invited by the Secretary General. These people shall keep their rights and titles of permanent membership. Any amendments by the Board of Directors shall be notified to the related bodies within one month.

(4) The Board of Directors of Head Office is gathered under the presidency of the Chairman or the Vice Chairman to be assigned by the Chairman once a month at least.

(5) The Board of Directors of Head Office is gathered by the absolute majority of the member quantity and resolves according to the absolute majority of the attendants.

(6) The membership of those who are elected to the Board of Directors of Head Office while operating in the board of branches shall be terminated for the Chairman of the Branch and/or the Member of the Board of Directors of the Branch.

(7) The members of the Board of Directors of Head Office are in charge of their duties.

(8) Any operation and actions of the Board of Directors of Head Office shall be conducted by the Office of the Secretary General.

(9) It resolves for the Society to operate internationally and to join as member to the Societies and organizations abroad or to quit the memberships.

Duties and Powers of the Board of Directors of Head Office

Article 38:

(1) The Board of Directors of Head Office is accountable to the General Assembly of Head Office of the Green Crescent. Under this title, it assures that all operations of the Green Crescent related with its objectives and methods shall be regulated, conducted and audited in accordance with the international agreements in effect, the codes in concern, the resolutions of the General Assembly, the Constitution and the codes of practices duly.

(2) It plans, prepares all kinds of operations in line with the objectives of the Green Crescent and it performs these operations in accordance with the resolutions of the General Assembly.

(3) It assures that the operations of the Green Crescent shall be performed by the General Management.

(4) It conducts the national and international resource-generating activities for the services and the operations in accordance with the objectives and the targets of the Green Crescent.

(5) It performs the actions defined in the Constitution about the cancelling of the memberships for those who attempt to do harm on the spiritual entity and the power of the Green Crescent.

(6) It invites the General Assembly of Head Office for ordinary and extraordinary meetings and determined the agenda.

(7) When required, it may set up commissions helping the working focuses in line with the plans and strategies as temporarily or permanently out of the Green Crescent's employees or the outside volunteers.

(8) It follows up and audits the General Assemblies and the Budgets of the Branches.

(9) It grants honorary membership.

(10) It investigates the overall budget of the Green Crescent and approves the budget and the budget's codes of practices by the authorization from the General Assembly of Head Office at the final meeting of the year, and authorizes the General Management for the yearly releases.

(11) It prepares the Regulations defining the codes of practices for the execution of the operations of the Green Crescent.

(12) It decides on the conditional donations and legacies of any kind by investigation.

(13) It disposes of the immovable properties in line with the objectives and the policies of the Green Crescent by the authority granted by the General Assembly of Head Office.

(14) It investigates the works of all organizations and the service units of the Green Crescent, audits, takes precautions essential to improve and launches an official investigation if needed.

(15) It assigns the General Manager of the Green Crescent, the employees of the General Management and the Internal Auditor and the Legal Counselor.

(16) It decides to opening new branches and closing those who are unable to operate for any reason by the authority granted by the General Assembly of Head Office.

(17) It decides to opening firms, education and training centers, entering cooperation, opening health centers, rehabilitation centers and any social and revenue-generating facilities in line with its objectives without prejudice to the private regulations in law. It approves establishing this type of services by the branches within the framework of the related regulations and the defined codes.

(18) It decides establishing new departments in the organization of the General Management, opening and cancelling the cadre in the branches within the framework of the budget performances of the General Management and the Branches.

(19) It investigates the former fiscal year's working report, balance sheet and final accounts and any amendment proposal on the Constitution if required, makes necessary assessment and regulation and submits it to the General Assembly of Head Office.

The Supervisory Board of Head Office

Article 39:

(1) The Supervisory Board of Head Office is accountable to the General Assembly of Head Office for his operations.

(2) The Supervisory Board of Head Office is comprised of five permanent and three associate members elected for three years by the General Assembly of Head Office out of those who are experienced at financial, administrative and legal issues, graduate.

(3) In the event that any discharges in the permanent membership of the Supervisory Board of Head Office due to various reasons, the associate members shall be called for duty respectively within the seven days at the latest by the Chairman of the Supervisory Board of Head Office.

(4) The Supervisory Board of Head Office is gathered within seven days at the latest following the election and makes task distribution by electing a chairman, a vice chairman and a reporter.

(5) The Supervisory Board of Head Office makes its audits in the Head Office or in its own location. It is obligatory that the officer in concern shows or submits any kind of papers, files, books and documents and valuable papers to be requested to the members of the Supervisory Board of Head Office.

Duties and Powers of the Supervisory Board of Head Office

Article 40:

(1) The Supervisory Board of Head Office is responsible for executing the audit inside the Society. Therefore, it investigates, assesses the works performed by the management of the Green Crescent and the efficiency and profitability of the functions, the reliability of the financial reporting system in terms of compliance to the codes and regulations, it reports the audit results to the Board of Directors and the General Assembly of Head Office.

(2) The Supervisory Board of Head Office notifies the Board of Directors of Head Office about its audit results on the related books and documents for the budget, account and transactions of the Green Crescent to be performed at least once a year and its wills and advices, it reports these results to the General Assembly of Head Office when it is gathered. It attends and makes proposals for the meeting of the Board of Directors of Head Office which will negotiate the annual codes of budget implementation and the budget by the working period program prepared by the Board of Directors of Head Office. It submits its results of investigation for the former working period's report, balance sheet, revenue-cost, final account statements prepared by the Board of Directors of Head Office and the results of the measurement and assessment report of Head Office in one report form to the Board of Directors of Head Office at least one month before the meeting date of the General Assembly of Head Office.

(3) In the event that any issue requiring an official investigation is determined during the audit, the members of the Supervisory Board of Head Office shall immediately notify the Office of Chairman in written.

The Disciplinary Board of Head Office

Article 41:

(1) The Disciplinary Board of Head Office is accountable to the General Assembly of Head Office for its operations.

(2) The Disciplinary Board of Head Office is comprised of five permanent and three associate members elected for three years by the General Assembly of Head Office out of those who are experienced at financial, administrative and legal issues, graduate.

(3) In the event that any discharges in the permanent membership of the Disciplinary Board of Head Office due to various reasons, the associate members shall be called for duty respectively within the seven days at the latest by the Chairman of the Disciplinary Board of Head Office.

(4) The Disciplinary Board of Head Office is gathered within seven days at the latest following the election and makes task distribution by electing a chairman, a vice chairman and a reporter.

Duties and Powers of the Disciplinary Board of Head Office

Article 42:

(1) It investigates the processes of official investigation, questioning, hearing the witness, examining the proves required for any member or employee by the resolution of the Board of Directors of Head Office in line with the terms and codes defined in the Regulation for Discipline, it notifies the proposals to the Board of Directors of Head Office.

(2) The Disciplinary Board of Head Office resolves by the majority of votes of attendants by gathering upon the call of the Chairman by the absolute majority.

(3) It is a must that the defense statement is done by the member or the employee in concern.

(4) Type of disciplinary sanctions, how to apply a sanction for any action, the issues of investigation and defense shall be arranged by a Regulation for Discipline in detail.

Branch Establishment

Article 43:

(1) The Branches of the Green Crescent are established and operate by the approval of the General Assembly of Head Office at the locations inland and abroad having significance for the operations of the Green Crescent in the provinces and the county seats. The legal entity of the branch starts by the submitting the documents to the administrative authority.

(2) The declaration of establishment which is signed by the founders authorized to establish branches, an authorization document by the Board of Directors of Head Office showing the authority to establish branches of the founders, a list including the names, surnames, addresses and signatures of the members of the temporary board of directors and the authorities of negotiation and notice shall be given to the administrative office of the location where the branch is to be established.

(3) The branch founders shall be well-educated and experienced in terms of business, profession and social and cultural, having the approach of voluntary service and cooperation, well-known and comply with the objectives and basic principles of the Green Crescent.

(4) Till the first ordinary meeting of general assembly of the branch, five entrepreneurs including the chairman of the branch authorized by the Board of Directors of Head Office, the vice chairman and three members manage the branch as the branch founders.

(5) The first ordinary meeting of general assembly of the branch shall gather within three months at the latest after notifying the branch establishment declaration and the investigation of its appendixes to the founders by the administrative offices.

(6) Codes of practices of the Green Crescent branches are arranged by the Regulation for Branches to be prepared by the Board of Directors of Head Office.

(7) The branches to be resolved to be founded shall be subject to the regulations of the Green Crescent, codes of attendance to the General Assembly of Head Office shall be determined by the Board of Directors of Head Office and the general assemblies shall be conducted in accordance with the codes determined herein this Constitution.

Organization of Branches

Article 44:

(1) The organization of the branches is comprised of General Assembly, Board of Directors and Supervisory Board.

Branch General Assembly

Article 45:

(1) General Assembly is the top decision-making body of the branch and comprised of the members registered to the Branch and having the qualifications mentioned in the related articles of this Constitution.

(2) General Assembly is gathered on the dates determined in the Constitution. Only those who have paid the annual fee have the right to attend the General Assembly.

(3) Board of Directors determined the date, the time, the agenda, the location and the methods and routes to be announced; in the event that the majority is not constituted, it determines the date, the time, the agenda and the location for the second meeting and announces in written or via e-mail, sms or by publishing on the web-site of the Society at least before fifteen days.

(4) Any extraordinary meetings can be held when required. The procedures for extraordinary meetings are of the procedures for General Assembly of Head Office.

(5) In the event that the absolute majority cannot be constituted in the first meeting, the majority is not sought for the second meeting. However, the second meeting is held by the attendants two fold of the member quantity of Board of Directors and Supervisory Board. The duration between the first meeting and the second meeting cannot be less than one week and more than two months.

(6) General Assembly is gathered once a three-year-period on January by the call of board of directors as ordinarily. Members of Board of Directors of Head Office may preside over the General Assembly when required.

(7) In the event that the Board of Directors does not notify the members about the meeting of the General Assembly by determining the date of the meeting 15 (fifteen) days before the end of January, Board of Directors of Head Office calls for an ordinary meeting the General Assembly of the branch concerned directly and provides that this meeting is held in accordance with the terms of the Constitution till the end of February.

(8) The responsibilities and power of the Branch General Assembly are as follows:

a) General Assembly makes the assessment and decision about the branch action plan which is made in line with the determined goals, and approves the branch action plans.

b) It negotiates and resolves on the working report, balance sheet, revenue-cost and settlement reports of the former period and working program and budget draft of the next working period and it acquits the Board of Directors of the Branch.

c) It sends the working report, balance sheet, revenue-cost and settlement reports of the former period and working program and budget draft of the next working period along with the minutes of the aforementioned to the Head Office.

d) Chairman of the Branch, Board of Directors of the Branch and Supervisory Board of the Branch are voted in the same list. In the list, they are listed as;

1 (one) Chairman of the Branch,

4(four) Associate Members to Board of Directors of the Branch,

3 (three) Members to the Supervisory Board of the Branch,

1 (one) Associate Member to the Supervisory Board of the Branch,

These are elected for a three-year period by one list. The nominees are listed separately. The Chairman of the Branch, the Members of the Board of Directors and the Members of Supervisory Board can sit for and be elected for three consecutive ordinary periods at the most.

e) It elects the delegates and the associate members to the General Assembly of Head Office.

Chairman of the Branch

Article 46:

(1) The Chairman is elected by secret ballot by General Assembly of the branch along with the Board of Directors of the Branch. He represents the Branch where it locates. He presides over the Board of Directors of the Branch.

(2) The Chairman provides that the Board of Directors of the Branch, the working groups near the Branch as branch level shall perform any tasks given by this Constitution and by the Chairman and the Head Office successfully and work in a compliant and efficient way. Therefore, he makes attempts to provide the said within the framework of codes of practices of this Constitution.

(3) The Chairman shall be in contact with all bodies and institutions related with the Branch in accordance with the regulations so as to provide efficiency and success in Society's works.

Branch Board of Directors

Article 47:

(1) It is comprised of five permanent and five associate members including a Chairman of the Branch to be elected by the General Assembly of the Branch by secret ballot for three years.

(2) Becoming a candidate as Chairman requires a written proposal by 1/5 of the total members to the Chairman of the Council.

(3) After the completion of the works of Branch General Assembly, the Chairman of the Branch gathers the Board of Directors within three days at the latest. The Chairman of the Branch makes the task distribution.

(4) The Board of Directors of the Branch involves five members. These are the Chairman, the Vice Chairman, the Secretary, the Bookkeeper and the Treasurer.

(5) The General Assembly of the Branch sends the minutes of the meetings, voting and task distribution to the Board of Directors of Head Office.

(6) The Chairman of the Branch invites the associate members having the majority of votes respectively in written for any members of the Board of Directors of the Branch which becomes empty for resign or any other reason. Those who do not answer within fifteen days after receiving the invitation lose the right of membership of the Board of Directors of the Branch. Associate members complete the period of those who are replaced and keep the rights and titles as member of the Board of Directors of the branch till the day on which the General Assembly of the Branch is held.

(7) The Board of Directors of the Branch is gathered at least once a month under the presidency of the Chairman of the Branch or the Vice Chairman to be employed by the Chairman.

(8) The Board of Directors of the Branch is gathered by the absolute majority of the members and resolves pursuant to the absolute majority of the attendants.

(9) In the event that the Chairman of the Branch resigns, the Board of Directors elects the Chairman of the Branch among themselves and the elected Chairman works till the first Ordinary General Assembly.

(10) In the event that the number of the member of the Board of Directors of the Branch decreases under the half of the total member quantity including the associate members due to discharges, the General Assembly of the Branch is called for an extraordinary meeting within one month by the remaining members of the Board of Directors or Supervisory Board. Unless this call is made, the magistrate assigns the three members to call the General Assembly for a meeting upon the request of any registered member.

(11) Branch management hat is unable to perform the financial and legal undertakings against the Head Office within the defined period or attempts to do any cheating or alike actions so as to avoid these undertakings and the branch managers who act against the objectives and policies of the Green Crescent, do harm on the profits, reputation, material and spiritual character of the Green Crescent are deployed by the Board of Directors of Head Office under the authority of the General Assembly of Head Office and a temporary board is founded with the registered and

to-be-registered members. In the event that it is impossible to found a temporary board, the branch is closed by a resolution of the Board of Directors of Head Office till it meets the requirements of this Constitution. All balances, money, property and belongings of the discharged branches shall be transferred to the Head Office.

(12) The branches undertake that they shall perform any tasks to be given by the Board of Directors of Head Office in the national and international projects and operations. National and international operations and relations are subject to the approval of the Head Office apart from the local operations.

(13) So as to request aid from the Head Office, the branches require a feasibility report prepared by a technical committee for the projects, that the 75% of the project budget shall be available in kind and cash from its equities and/or that any in-kind or pecuniary donation is received in written form from the project provisions and that it is included in its annual budget.

(14) The Board of Directors of the branch is responsible for the payables of the branch.

(15) The members of the Board of Directors of the branch shall be personally responsible for any harm on the branch due o their own neglect, defect or deliberate operation and actions.

(16) The Board of Directors of the branch is responsible for the General Assembly of the branch and the Head Office.

(17) The duties, power and responsibilities of the Board of Directors of the branch are as follows:

a) To operate in accordance with the objectives of the Green Crescent, to spread its principles, to advertise the Green Crescent, to maintain and increase the prestige of the Society before the public,

b) To accept the working report, balance sheet, revenue-cost and settlement reports of the former period and working program and budget draft of the next working period and to submit the said for the approval of the General Assembly of the Branch,

c) To conduct and manage all its operations in line with the Constitution, the Regulations of the Branches and all other codes of practice published by Head Office,

d) To provide that the action plan which is approved by the General Assembly of the branch shall be implemented by the members of the Board of Directors of the branch, the members of the branch and the volunteers and to make it assessed, to contribute the general goals and targets of the Green Crescent,

e) To provide that planning and realizing shall be done so as to gain volunteers to the branch and to train the volunteers within the Regulation of the Volunteers,

f) To manage the service units affiliated to the branch,

g) To train and organize the volunteers about the issues in which the Green Crescent works for,

h) To work for the increase of the number of volunteers and members of the branch,

i) To submit the budget realization reports within the next month and the operating reports as quarterly to the Head Office,

j) To join any operations which are conducted by the Head Office within or outside the borders of its own duty area by the approval of the Head Office,

k) To maintain and manage any movable and immovable properties of the Green Crescent within the related regulation carefully,

l) To provide that efficient local resources shall be used so as to move the power of the society, to make operations for improving the donations,

m) To maintain, keep and protect any valuable papers, invoices, books and records, inventory stocks of the Green Crescent as well-conditioned,

n) To call the General Assembly of the branch for ordinary and extraordinary meetings and to determine the agenda of the meeting,

- o) To determine the cadre required for the branches and to make effort to meeting this needs in line with the resolution of the board of directors of Head Office,
- p) To determine the employee personal rights within the framework of basis of the Regulation of the Branches in line with the budget and cadre approved by the Head Office,
- q) To send the summary of the minutes of the meeting, voting minutes, former period's operating report, balance sheet, revenue-cost and final account statements which are approved by the Head Office and the budget draft for the next period for approval to the Head Office,
- r) To propose the Head Office for granting any honorary membership, medallion or letter of appreciation to those who contribute to the development of the branch and having material and spiritual benefit on the branch,
- s) To pay the subscription fee of the branch members on time and fully, to see about those who do not pay within one month at the latest in accordance with the Constitution,
- t) To add the Head Office shares to be paid out of its gross revenue to the forecasted budget within the same year and to pay the said to the Head office on March, June, September and December as four equal installment,
- u) To perform any tasks given by the Head Office related to the objectives and operations of the Green Crescent.

Supervisory Board

Article 48:

- (1) The Supervisory Board is responsible for his actions to the General Assembly of the Branch.
- (2) The Supervisory Board is comprised of three permanent and three associate members to be elected by the General Assembly of the branch among the members who are experienced in financial, administrative and legal issues and graduate.
- (3) In the event that any discharges from the permanent members of the supervisory board of the branch occur due to various reasons, the Chairman of the Supervisory board of the Branch shall call the associate members for duty within seven days at the latest.
- (4) The Supervisory Board of branch is gathered within seven days at the latest after being elected and they distribute the tasks by electing a Chairman, a Vice Chairman and a Reporter.
- (5) It is obligatory that any kind of papers, files, books and documents are showed to the members of the Supervisory Board of the branch by the people in charge for the audits.

Duties and Powers of Supervisory Board

Article 49:

- (1) The Supervisory Board is responsible for the audit within the branches. Therefore, it investigates and assesses any works performed by the Green Crescent Branch Management in terms of the efficiency and profitability, the reliability of the financial reporting, the compliance to the codes and regulations, reports the audit results to the Board of Directors of the branch and to the General Assembly of the Branch.
- (2) The Supervisory Board notifies the books and documents related with the Branch's budget, account and operations and the investigation results to be made at least once a year, requests and advices to the Board of Directors of the branch and submits to the General Assembly of the branch when it is gathered. It submits its investigation results of the reports of former period, balance sheet and revenue-cost, final account tables, Branch's assessment and evaluation report by a report to the Board of Directors of the branch at least one month before the meeting of General Assembly of the branch.
- (3) In the event that any issue requiring inquest is determined during the audit, the members of the Supervisory Board of the branch notify the Board of Directors of the branch in written immediately.

Auxiliary Boards

Article 50:

(1) The following boards and commissions are established according to the resolution of the Board of Directors of head office. (not limited by the below-mentioned)

A. Science Board

(1) It is comprised of the members to be elected among the academicians who are well-known by their works on tobacco, alcohol and drug addiction, may contribute to the works of the Society in terms of the Green Crescent and the addiction with their accumulations in line with the objectives and operations of the Green Crescent. They may deliver opinion to the Board of Directors of Head Office upon the request of the Chairman in terms of determining the scientific works and the related activities to be conducted in accordance with the objective of the Society. The Science Board elects its Chairman, Vice Chairman and Secretary by gathering at the Head Office within seven days following its establishment.

(2) The Science Board contributes and supports to the works of the Society by taking the establishment reasons and objectives of the Society into consideration, it increases the efficiency of the Society.

(3) The members of the Science Board may attend the General Assembly and deliver opinion, however, they cannot vote.

B. The Green Crescent High Advisory Board

(1) The Green Crescent High Advisory Board is gathered once a year in line with the agenda to be defined by the Board of Directors of Head Office. The members of Board of Directors of Head Office, the members of Supervisory Board of Head Office, the members of Disciplinary Board of Head Office, the members of Science Board and the chairmen of the branches attend the Green Crescent High Advisory Board. The meeting council of the Green Crescent High Advisory Board is elected among the members attended. The resolutions taken here are regarded as advices.

C. Commissions (Woman, Youth, Children, Education, Culture and Art, Sport etc.)

(1) Any commissions for Woman, Youth, Children, Education, Culture and Art, Sport etc. may be founded in line with the related codes in the Head Office by the Board of Directors of Head Office and in the Branches by the Board of Directors of the Branch. These commissions work under the monitoring and audit of the board of directors of the branch in concern and the board of directors of head office in accordance with the objectives of the Green Crescent. Term and conditions of foundation and working of these commissions are conducted by a Regulation to be prepared by the Board of Directors of Head Office.

D. The Green Crescent Clubs

(1) The Green Crescent Clubs may be founded at Primary Schools, Secondary Schools, High Schools and Universities in order to inform the students about the Green Crescent and the addictions.

(2) Terms and conditions of the operations of the Green Crescent clubs shall be determined by a Regulation for the Green Crescent Clubs to be made by the Board of Directors of Head Office.

E. Representative Agency

(1) A representative agency is the lowest unit of the Green Crescent, which does not have any legal entity and any organizations inside to convey the operations of the Green Crescent and works in coordination with the closest branch.

(2) A representative agency is created inland and abroad by the resolution of the Board of Directors of Head Office.

(3) The address of a representative agency is notified to the administrative authority of that location by the person or people in charge within fifteen days.

(4) Representative agencies which is determined having operations against the Code of Associations numbered 5253, cannot conduct the representation operations, is unable to activate

the local resources, is unable to obey the rules of Head Office and is determined to have operations against the objectives and policies of the Green Crescent are closed by the resolution of the Board of Directors of Head Office and any asset of the representative agency is transferred to the branch which is affiliated to.

(5) Terms and conditions of the representative agencies are arranged by a Regulation to be prepared by the Board of Directors of Head Office.

F. Forming Platforms

(1) The Board of Directors of Head Office of the Green Crescent Society may form platforms in order to cooperate with the national and international non-governmental organizations and public bodies which operate in accordance with the objectives and policies of the Green Crescent which struggles against addictions by a resolution.

Rules and Rights for the Elected Members to All Boards and Employees of the Green Crescent

Article 51:

(1) The members in the boards and the Green Crescent employees work in accordance with the related regulation and with the resolutions of the General Assembly and Board of Directors of Head Office.

(2) The Green Crescent employees are under the protection of the authority and organization of the Green Crescent mentioned in this Constitution for their tasks inland and abroad and benefit from all rights, protections and priorities defined by international agreements, international codes, internal codes and herein this Constitution.

(3) The members of the required and free bodies of Head Office and branches, the Green Crescent employees and the kith and kin of the said and those who are under the protection of the said cannot benefit from the immovable of the Green Crescent as lease, purchase any of the said and cannot make any commercial relationship with the Green Crescent.

(4) The members in the boards of the Green Crescent shall be regarded as withdrawn their membership unless they attend the meetings without a justification for three consecutive times or notified to themselves.

Internal Audit

Article 52:

(1) The Internal Audit Department of the Turkish Green Crescent working under the Chairman performs investigations on the Branch, Representative Agency, Commercial Enterprises and on the service units and institutions of General Management. Basis and principles of working of Internal Audit Department is arranged by a Regulation to be prepared by the Board of Directors of Head Office.

Legal Consultancy Department

Article 53:

(1) Basis and principles of working of Legal Consultancy Department working under the Chairman is arranged by a Regulation to be prepared by the Board of Directors of Head Office.

General Management of the Green Crescent

Article 54:

(1) General Management of the Green Crescent works in accordance with the basis and principles of working determined by the related codes and the Constitution and practices.

(2) Resolutions of the Board of Directors of Head Office and all resolutions taken by other bodies of the Green Crescent and the tasks given are conducted by the General Management of the Green Crescent.

(3) The General Manager represents the Green Crescent before national bodies and institutions and the Green Crescent and all other international bodies and institutions in accordance with the task and authority given by the Chairman.

(4) The establishment, tasks, powers and responsibilities and sub-organizations of the General Management of the Green Crescent is determined by a Regulation to be prepared by the Board of Directors of Head Office.

PART 5

Financial Provisions

Budget

Article 55:

(1) The working period of the Green Crescent starts on the 1, January and ends on 31, December. The budget of the Green Crescent includes the Budget Regulation and revenue-cost tables. Code of practices for annual budget is arranged in line with the Budget Regulation.

(2) Below the terms for the budget of Head Office and the Branches are mentioned:

a) The budget of Head Office is prepared by the Board of Directors of Head Office for three years and submitted to the approval of General Assembly of Head Office. After the approval, it is applied by the Board of Directors of Head Office in accordance with the code of practices of annual budget.

b) Budgets for branches are prepared by the Board of Directors. After approved by the General Assembly of the branches, it shall be submitted to the Board of Directors of Head Office.

c) The budgets in the Head Office are investigated by the budget control specialists within the first one month. At the end of this investigation, the branches are informed by the items which are to be adapted or cancelled. The branch makes the related amendment within one week and sends it to the Board of Directors of Head Office.

d) In case of any force majeure and extraordinary situations, in the event that any obligation of spending occurs, the Board of Directors of Head Office is authorized to spend or amend the budget regardless of the allowances of the budgets. All operations made in such cases are submitted to the first-held General Assembly of Head Office for information and approval.

Budget Implementations

Article 56:

(1) The Board of Directors of Head office prepares a former period's operating report, balance sheet, revenue-cost and final account statements and working program and budget draft for the next year at the latest till the end of December and submits it to the General Assembly of Head Office for its first meeting to be held.

(2) The Branches send a share of 10% as revenue share out of their gross revenue gained within one calendar year to the Head Office. The revenue share for the Head Office is shown in the budget. It is paid to the Head Office as four equal installments within the year. Those gained from the sold products on behalf of the Head Office are not included in this revenue share. Any share request from the sale on behalf of the Head Office is subject to the will of the Board of Directors of Head Office.

(3) The Branches are responsible for the follow-up, collection and sending to the Head Office of the shares of Head Office.

(4) In the event that the members and the employees are in charge in places apart from their accommodations, these people get allowances in line with the codes of practices of Head Office. The Board of Directors of Head Office prepares and conducts an Instruction for Allowance Authorities.

(5) The allowances of the delegates are compensated over the highest value set for the General Manager by taking the payments in the Regulation of Budget as basis. The allowances are limited to the meeting and the road period of the General Assembly of Head Office. These payments are covered from the branch budget or from the Head Office budget by the approval of the Board of Directors.

- (6) Sharing arrangements of any location and properties subject to the leasing and any revenue-cost arising from the said are made by the Regulation of Leasing.
- (7) The Branches conduct their works and operations within their budgets approved by their General Assemblies and provided by the Board of Directors of Head Office and they submit their extra requests to the Board of Directors of Head Office.
- (8) Quarter-period-balance sheets are submitted to the Head Office at the latest 10th of the former month. For any shifts and movements in the balance sheet, the branch in concern is obliged to make an explanation and prove its reason. The budget format is made in line with the sample sent by the Head Office and followed up.
- (9) At the end of each fiscal period, the accounts of the mentioned fiscal period may be audited by independent external audit companies along with the Supervisory Board of Head Office.
- (10) The code of practices, accounting and all recordings of the branches are determined in the Regulation of Branches.
- (11) The branches keep the money and the valuable papers defined in the code of practices by the Board of Directors of Head Office in their cashboxes, they keep their extra money in the bank accounts to be determined by the Board of Directors of Head Office.
- (12) Any transactions and documents which make the Green Crescent under monetary obligation are determined in an authority arrangement regulation to be prepared by the Board of Directors of Head Office. Herein this regulation, limitations and authorities for purchasing and costing are also determined.
- (13) It may acquire and sell any immovable properties and securities by purchase, legacy, donation or any other way limitlessly by the resolution of the Board of Directors of Head Office authorized by the General Assembly of Head Office. It may accept conditional donation and meets the requirements of conditional donation.
- (14) All available rights and properties in the Head Office and the branches belong to the legal entity of the Green Crescent. Any kind of rights, properties and assets which the branches gained cannot be sold and transferred without the approval of the Board of Directors of Head Office.
- (15) Revenue shares given to the branches by the board of directors of head office and immovable properties gained by the help of the Head office mutually or with the donations are registered to the title of the Green Crescent and the originals of the land registries are kept in the Head Office. Codes of practices of the management, assessment, the form of construction, leasing and use, maintenance, repair and insurance costs and all transactions related with the sale belonging to the Green Crescent immovable properties are arranged by a Regulation for Immovable Assets to be prepared by the Board of Directors of Head Office.
- (16) The Board of Directors of Head Office may form Head Office Bookkeeping so as to monitor the budget realizations of the branches and the representative agencies, to conduct the financial records in line with this Constitution, codes of practices and the terms of the related regulations in significant locations and provinces. Codes of practices of these bookkeeping offices are determined by the Regulation.

Incomes of the Green Crescent

Article 57:

- (1) The income sources of the Green Crescent involves following items:
- a) The annual subscription is 60, 00 TL and could be obtained by four equal installments.
 - b) The movable and immovable goods of the Green Crescent and incomes provided from operation or renting of rights and incomes of movable values.
 - c) Incomes provided from all sort of sales of publication, meeting, representation, festival, exhibition, competition, show, congress, conference, symposium, panel, Project, seminar, training, social activities and such organizations.
 - d) Fixed donation box where it is considered necessary or portable donation box or incomes obtained from its services.

- e) Donations and aids granted by government, foundations, local governments, municipalities, village budget and other organizations.
- f) Other donations, will and aids.
- g) Incomes of operations owned by the Green Crescent.
- h) Incomes allocated to the Green Crescent in accordance with laws and practices by government, local governments, municipalities and other formal and private institutions.
- i) Partnerships to be formed by the Turkish Green Crescent with institutions which will make contribution to goal and activities of Turkish Green Crescent and incomes to be obtained from companies, education institutions, locals and commercial enterprises.
- j) Incomes to be obtained in compliance with terms of the Law No 2860 on Collection of Aid
- k) Extraneous aids and donations.
- l) General Head Office allotment of Branches.
- m) In-kind and pecuniary donations.
- n) Other incomes.

Methods in Income and Expense Implementations

Article 58:

(1) Voice, sales slip and expense voucher are arranged for expenses. Expenditure document is arranged for payments at abroad which mentioned documents are not met and signed by payee. The format of expenditure document is defined by related codes of practice.

(2) Keeping period of receipts, voice, sales slip, expense voucher and expenditure documents are five years without prejudices to provisions concerning durations stated special laws.

(3) The directly collected Green Crescent incomes are accepted through receipts. Authority or Authorities to collect donation, aids and subscriptions are determined by Head Office and Board of Directors of Branch. The name, surname and TR identity number of those who paid subscription and donation and the kind of income and amount are written to receipt. As for donations to be granted to branch bank, bank receipt is received and afterwards, donation receipt is written and it is registered financially.

Books

Article 59:

(1) The Green Crescent and its branches keep books in accordance with the provision stated in the Associations Regulations published in the Official Gazette dated 31.03.2005 and numbered 25772. In the event that the Boards of Directors approve, other required book are also kept.

PART 6

Miscellaneous and Final Provisions

Constitution Amendment

Article 60:

(1) The Constitution of Turkish Green Crescent Society is amended by decree of General Assembly of Head Office.

(2) The 2/3 majority of delegates having right to attend the General Assembly and vote is sought for Constitution amendment in the General Assembly of Head Office. In the event that the meeting is postponed as the majority is not constituted for the first meeting, the majority is not sought for the second meeting. However, the second meeting is held by the attendants twofold of the member quantity of Board of Directors and Supervisory Board.

(3) The necessary majority for Constitution amendment involves 2/3 of delegates votes who attends the

meeting and have right to vote. The open ballot is applied for Constitution amendment.

(4) The Constitution is duly entered into force.

Codes of Practice and Regulations

Article 61:

(1) Regulations and codes of practice which are foreseen or identified by virtue of requirement in the Constitution are entered into force by a decree of Board of Directors of Head Office.

Borrowing Procedures

Article 62:

(1) The Society may make borrowing by the decision of the Board of Directors of Head Office to realize the objectives and activities so as to carry out its activities. This borrowing may be in for purchase of goods and services on credit and on cash as well. However, these loans could not be in the amount which Society could not cover with Society's income sources and give rise to difficulty in repayment.

(2) Borrowing procedures and principles are specified by Borrowing Regulation.

Annulment

Article 63:

(1) General Assembly of Head Office shall have the right to decide annulment of Society.

(2) The 2/3 majority of delegates having right to attend the General Assembly and vote is sought for discussion of Annulment in the General Assembly of Head Office. In the event that the meeting is postponed as the majority is not constituted for the first meeting, the majority is not sought for the second meeting. However, the second meeting is held by the attendants twofold of the member quantity of Board of Directors and Supervisory Board.

(3) The necessary majority for annulment involves 2/3 of delegates votes who attends the meeting and have right to vote. The open ballot is applied for annulment.

Liquidation Procedures and Liquidation Method of Estate

Article 64:

(1) When annulment is approved by General Assembly of Head Office, the Liquidation Board composed of final board members is assigned for liquidation of cash, goods and rights. The process is initiated as of the date of annulment decree taken by General Assembly of Head Office or as of effective date of self-expiration. In the meantime, the Society name is referred as "Turkish Green Crescent in Receivership" for all procedures.

(2) The Liquidation Board is responsible and authorized to complete liquidation process of cash, goods and rights of Society pursuant to Constitution from beginning to end. The mentioned Board audits firstly accounts of Society, books, receipts, expenditures documents, deed and bank records and other documents are identified and assets and liabilities are registered to minutes. During Liquidation process, the call is announced for debtors of Society and if the debtor has goods in the Society, the goods is turned to cash and payment is made to debtors. In the event that Society is a creditor, receivables are collected. After collection of receivables and payment of debts, the remained money, goods and rights are hand over the place determined by General Assembly of Head Office. If the place is not determined by General Assembly of Head Office, the remained money, goods and rights are transferred to the Association which locates in Society's province and bear similar responsibilities with Society and has the maximum members during the annulment of the Society.

(3) All liquidation processes are stated in minutes of liquidation and the process is completed within three months except than additional time based on justified reason by civilian authority.

Legal Clauses

Article 65:

(1) In the case of legal clauses, the terms of international agreements duly entered into law, the Law No. 5253 on Associations and the Law No. 4721 on Turkish Civil Code and Regulation of Association will be applied.

Updating of Membership Registration

Provisional Article 1:

(1) Within one year following entry of the Constitution into force, all the Green Crescent branches update completely membership registrations through the Corporate Identity Regulation Forms and one copy of form is delivered to Head Office. Membership registrations are electronically stored and monitored.

Time Periods for Election

Provisional Article 2:

(1) The three-year election periods is commenced in the first Ordinary General Assembly to be held following entry of the Constitution into force.

Members of Board of Directors

Provisional Article 3:

(1) The names and titles of members of Board of Directors who is in charge in the Society on the date of Constitution amendment are as follows:

Name, Surname, and Title

1. Prof. Dr. M. İhsan KARAMAN - Chairman
2. Dr. Kerem KINIK - Vice Chairman
3. Dr. Mehmet Akif SEYLAN - Vice Chairman
4. Ziya YILMAZ - Secretary-General
5. Atty. Osman Baturhan DURSUN - Vice Secretary-General
6. Müşerref Pervin Tuba DURGUT - Vice Secretary-General
7. Faruk ÇETİN - General Accountant
8. Ayla İSKENDERÖĞLU - Vice General Accountant
9. Dr. İbrahim TOPÇU - Board Member
10. Esra ALBAYRAK - Board Member
11. Assoc. Prof. Dr. Yusuf ADIGÜZEL - Board Member
12. Dr. Nail Abdulgazi ALATAŞ - Board Member
13. Dr. Mehmet Ata ÖZTÜRK - Board Member

Enforcement

Article 66:

(1) The Constitution is entered into force on the date of its issue.

Execution

Article 67:

(1) The provisions of the Constitution are executed by Board of Directors of Head Office.