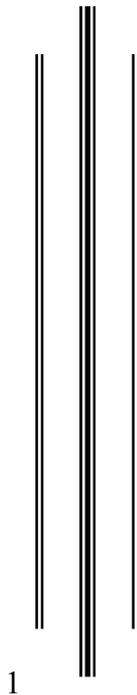




**Constituent Assembly / Legislature-Parliament  
Women's Caucus  
REGULATION**

**2009**



**Constituent Assembly / Legislature-Parliament**  
**The regulation of the Caucus of the Women Members of Constituent**  
**Assembly/Legislature Parliament, 2066 (2009)**

As approved by the executive committee on 02 June 2009

**Preamble:** With a view to institutionalizing the achievements made so far by means of revolution and movements of establishing people's democracy in the country by taking into consideration the contribution made by the women to such political revolutions, supporting the progressive transformation of the state in terms of the norms of the fully people's democratic federal governing system, building society based on equality and justice by doing away with the existing gender discrimination by ensuring the women's rights and their agenda in the new constitution and also making women's role more effective in the policy making and constructive activities in all political, economic and social fields of the state by maintaining mutual good feelings and understanding among women in their common issues the caucus of the women members of the Constituent Assembly/legislature - parliament has been formed and this regulation has been brought to effect by the approval with the Chairperson of the Constituent Assembly / Speaker of the Legislature Parliament and the women Ca members.

**1. Brief title and commencement:**

- 1) This regulation shall be known as "the Caucus of the Women Members of Constituent Assembly/Legislature Parliament regulation, 2065 (2009)".
- 2) This regulation shall come into effect immediately.

**2. Definition:** 1) Unless understood otherwise in this regulation-

- a) "Caucus" refers to the legislature-parliament women members' caucus formed pursuant to Rule 3.
- b) "Chairperson" refers to the chairperson of the Constituent Assembly.
- c) "Vice Chairperson" refers to the vice-chairperson of the Constituent Assembly.

- d) "Speaker" refers to the speaker of the legislature-parliament.
- e) "Deputy Speaker" refers to the deputy speaker of the legislature-parliament.
- f) "Member" refers to the member of the caucus formed according to Rule 3 and this term also refers to the office bearer of the executive committee.
- g) "Office bearer" refers to the office bearer of the executive committee of the caucus.
- h) "Secretary General" refers to the secretary general of the legislature-parliament and this term also refers to the officer of the legislature-parliament assigned by the speaker to work as a secretary general during his/her absence
- i) "Coordinator" refers to the coordinator of the caucus of the women members of the CA/executive committee of the caucus.
- j) "Vice Coordinator" refers to the vice coordinator of the caucus of the women members of the CA/executive committee of the caucus.
- k) "Full Session" refers to the meeting of the all the members of the caucus.

**3. Formation of the caucus:**

- 1) A caucus has been formed consisting of the women members of the CA/legislature-parliament.
- 2) All the women members of the legislature-parliament are entitled to the membership of the caucus formed pursuant to Sub-rule (1).
- 3) The caucus shall be called *æ;+ljwfg ;ef«÷Joj:yflksf—;+;b dlxnf ;ef;b\ ;d"x Æ* in Nepali and Caucus of the Women Members of Constituent Assembly/Legislature Parliament in English.
- 4) The office of the caucus shall be located in the premises of the legislature-parliament.

**4. Objectives of the caucus:** The objectives of the caucus shall be as follows:

- a) play an effective role to ensure women rights in the ne constitution,
- b) make the role of the women effective towards peace restoration sustainable development and the prosperity of the country.

- c) help and assist the progressive restructuring process of the state conceptually inspired by the spirit of federal, democratic and republican governing system.
- d) strengthen the constructive contribution as well as the role of the women members of the Constituent Assembly in the overall policy making process adopted by the state.
- e) work in close coordination with the Constituent Assembly, legislature-parliament and various units of the government on issues of the welfare of the general public including political, economic and cultural transformation.
- f) remain active in matters related to empowering womenfolk so as to enable them to play their multidimensional role in each and every aspect of life.
- g) remain active in insuring proportional and inclusive participation of the women in all restructuring process of the state.
- h) develop expertise among members regarding the rights and welfare of women.
- i) take initiative in getting national as well as international treaties, convention and commitments implemented taking into account the welfare of the nation and the people.
- j) adopt necessary measures in doing away with all kinds of discrimination including gender inequality through advocacy, lobby and policy formulation when required.
- k) take immediate actions related to violence against women.

**5. Function of the caucus:** The caucus may perform the following functions to attain the objectives stated in Rule 4:

- a) ensure women's rights and welfare in the new constitution by functioning actively and effectively with a common perspective on the basis of mutual goodwill and understanding
- b) stand for the protection of the welfare of the women during legislature-parliament discussions and move forward in the direction of amending the existing laws to update them and at the same time formulate new laws as per need of the hour.
- c) set up a different resource centre in the constituent Assembly/legislature-parliament secretariat in order to obtain information concerning women in one platform,
- d) organize in-country meetings, sessions, seminars, discussion programmes on issues falling within the objectives of the caucus. This includes, to take initiative to incorporate collected suggestion, feedback and recommendations from the experts,

stakeholders and general women related to women rights to be in the new constitution

- e) suggest ideas and recommend measures to the Constituent Assembly and legislature-parliament on issues related to women's rights and welfare as per the objectives.
- f) acquire information about the allocation of government expenditure on women's concern and closely watch and follow the government procedures adopted in conducting their programmes in relation to the allocation of fund and also suggest ideas to the concerned unit after evaluating them.
- g) with a view to promoting women's welfare, empowering womenfolk and also exchanging ideas and views and sharing experiences, organize field visits both in the country and abroad in close contact with national as well as international institutions working in the field concerned with approval of the executive committee.
- h) organize different research based and activities related to development to build the capacity of the caucus's members and the staffs working in the caucus's secretariat

**6. Financial Source and making assistance available:**

- 1) For the running of the caucus the members are required to contribute financially as decided by the executive committee.
- 2) The executive committee may obtain necessary aid from the government of Nepal and foreign institutions.

**7. The executive committee of the caucus:**

- 1) The general assembly of the caucus shall set up an executive committee with 23 members.
- 2) The executive committee formed according to Sub-rule (1) shall consist of a coordinator, a vice-coordinator, a secretary, a treasurer and eighteen other members on the basis of inclusive and proportional representation of the party wise structure in the Constituent Assembly/legislature parliament.
- 3) The executive committee may set up various sub-committees and task forces in various subjects and assign them tasks accordingly.
- 4) The executive committee may nominate causes advisors as per need. The nomination of the advisors should be based on the principle of inclusiveness.

**8. The executive committee meeting of the caucus:**

- 1) The executive committee of the causes shall meet at least once a month. The venue, time and date shall be fixed by the coordinator or by the vice-coordinator in the absence of the coordinator.
- 2) As a rule, the coordinator shall chair the committee meeting. However, in her absence the vice- coordinator, and in the absence of both the secretary shall preside over the meeting.

**9. Duration of the portfolio:**

- 1) The tenure of office of the office bearers shall be during the Constituent Assembly.  
However, the coordinator will be selected in the rotational basis of every four months among the executive members of the caucus.
- 2) The office bearers may be re-elected.

**10. Membership becoming invalid:** 1) The memberships of the caucus shall be no longer valid in the following conditions:

- a) when the membership of the Constituent Assembly ceases to exist, and
- b) when one's unwillingness to continue the membership of the caucus.

**11. The full session of the caucus:** The full session of the caucus may be held as per the decision of the executive committee.

**12. The general assembly of the caucus:** 1) The general assembly of the caucus, as a rule, shall meet once a year on the day fixed by the executive committee and the executive committee may summon the general assembly more than once as per need.

- 2) The general assembly shall elect the executive committee of the caucus.
- 3) The general assembly shall approve the annual programme and budget.
- 4) The assembly may submit the draft amendment to the executive committee with the approval of the support by the general majority if the need for the amendment in the existing regulation is felt by it.
- 5) The general assembly may give necessary instructions to the executive committee.

**13. Quorum and the decision:** 1) The presence of the one-fourth of the total members of the executive committee shall constitute a valid quorum.

- 2) The quorum will be the majority of the present executive members for the general assembly meeting or the full session.
- 3) The decision shall be made on the basis of the consensus. However, the decision of the majority shall be considered the decision of the caucus itself. In case of a tie the person in the chair shall cast the decisive vote.

**14. The functions, duties and rights of the coordinator:** Apart from the functions stated in this regulation the following fall under the functions, duties and rights of the coordinator.

- a) To provide leadership to fulfill the objectives of the caucus.
- b) To act as a coordinator of the caucus.
- c) To instruct the secretary to call the meetings of the caucus.
- d) To preside over the general session of the caucus.

**15. The functions, duties and rights of the vice-coordinator:** To perform all the functions of the coordinator of the causes during her absence shall be the responsibility of the vice- coordinator.

**16. The functions, duties and rights of the secretary:** 1) The Secretary shall perform as follows under the instruction of the chairperson.

- a) draw up a schedule of the meeting and submit it to the meeting.
  - b) prepare an annual working plan of the caucus and submit it to the meeting for approval.
  - c) prepare report on the implementation of the decisions of the meetings of the caucus and submit it to the meeting.
  - d) attest securely the decisions made in earlier meetings of the caucus.
  - e) perform tasks assigned to her as per the decisions of the meetings of the caucus.
- 2) The secretary may delegate any of her responsibilities to the office secretary.

**17. The functions, duties and rights of the treasurer:** The following shall be the functions, duties and rights of the treasurer:

- a) put the amount into the fund as per the decision of the caucus and get the records of the expenditure kept.
- b) keep the records of the income and expenditure of the caucus and get them timely audited.
- c) make an arrangement for the preservation of goods and materials.

- d) get the details of the annual income and expenditure of the caucus prepared, the annual budget of the caucus drawn up and also submit the annual programme and budget approved by the executive committee to the general assembly of the caucus.

**18. Operation of the fund account and the auditing process:**

1. Fund available to the caucus has to be kept in a separate account of the caucus.
2. The account shall be operated by the joint signature of the coordinator of the executive committee or the secretary and the treasurer.
3. The accounts of the fund are required to be kept according to the existing laws.
4. Financial working procedures required for the operation of the fund, income and expenditure shall be as determined by the executive committee of the caucus.

**19. Help and assistance on the part of the legislature-parliament to the caucus:**

- 1) The secretary general of the legislature-parliament is to cooperate with the caucus in its activities by making the service of an officer available to work as office secretary of the caucus and also deputing some more staff members as per requirement.
- 2) The office secretary shall be responsible to the caucus and the executive committee of the caucus in connection with his/her role.
- 3) The secretariat is to make an office room equipped with necessary physical facilities available for the office of the caucus.
- 4) The caucus is required to make use of the physical property made available to it only after it has been registered into the non-cash ledger of the legislature-parliament

**20. The functions, duties and rights of the office secretary of the caucus:**

The functions, duties and rights of the office secretary of the caucus shall be as follows:

- a) inform the members of the meetings as per the instruction of the coordinator.
- b) keep records of the meetings of the caucus safe and secured.
- c) make correspondence in connection with the implementation of the decisions of the caucus meetings.
- d) maintain coordination between the caucus and the legislature parliament.
- e) perform other tasks assigned by the caucus or its coordinator.

21. **Amendment of the regulation:** The majority of the general assembly may make necessary amendment on request of the caucus.