

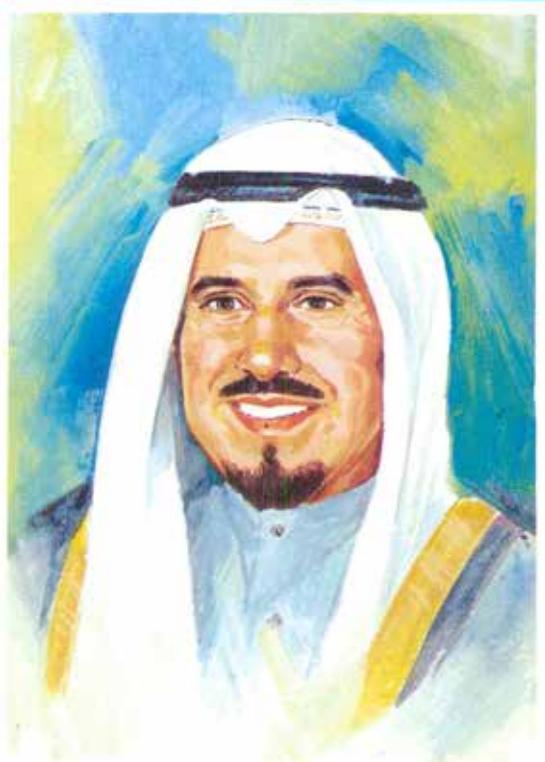


الجمعية الكويتية لرعاية المعوقين
Kuwait Society for the Handicapped





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Kuwait Society for the Handicapped



H. H. Shaikh Jaber Al-Ahmed Al-Sabah
Amir of the State of Kuwait



H. H. Shaikh Sa'ad Al-Abdullah Al-Salem Al-Sabah
Crown Prince and Prime Minister

God said in the Holy Quran, "Whoever does an atom of good shall be rewarded with good," and the Prophet Mohammed (Peace be upon Him) said "The Faithful in their cordiality solidarity and sympathy are like one single body, and if one member feels pain the whole body suffers a sleepless night and fever."

The Great Prophet also said "Whoever shall make a good law shall have its reward and that of whoever observes it until the day of Resurrection."

As a nation privileged with the Grace of the Almighty, by being followers of the true religion of Islam, and guided by the Holy Quran and the teachings of His Prophet, we have at all times and on every occasion reviewed our ways to ensure that we consistently observe the teachings of Islam, as a certain way to continue to enjoy our welfare and that we overcome prejudice and eradicate hatred in our society. The efforts of the Kuwait Society for the Handicapped are a form of social solidarity which Islam strongly urges us to apply, as illustrated by the above quoted verse and teachings. We have always

realised that such solidarity purifies the soul and cleans it from all imperfections.

The enthusiastic contributions by many generous persons in this country towards the care for the handicapped and relieving them and their families from their heavy burden, indicates the sincere desire so evident in this country to see the spirit of co-operation and selflessness prevail in our society.

Our Society, which was established in 1971, now stands firm and confidently looks into the future with increased optimism inspired by the support of persons of charitable hearts and by the faithful efforts of all the Society's personnel.

Finally, while we bid farewell to an old year and prepare to welcome a new one, and pray that God help us to continue the good work and serve the interests of this hospitable country, always seeking God's grace and guidance.

Abdul Rahman Salem Al-Ateeqi
Chairman

An important aspect of our modern culture is that of the care we give to people with disabilities.

While the Government provides a lot for such people, our voluntary, non-government organisation was found by committed and compassionate citizens to complement the services for the disabled with multiple handicaps and with severe mental retardation.

Our booklet tells of the progress and changes which have taken place. We have high hopes and ambitions to provide the best possible services for the disabled children in Kuwait so that they have equal opportunities with others in the community.

Munira Khalid Al-Muttawa
Secretary General

Member of the Board of Directors

Mr. Abdul Rahman Salem Al-Ateeqi
Chairman

Mrs. Munira Khalid Al-Muttawa
Secretary General

Mrs. Moodi Sultan Al-Issa
Treasurer

Mrs. Wafeeqah Al-Thaqeb
Member

Mrs. Fawziyah Ahmed Salamat
Member

Mr. Ali Al-Saleh Al-Abdulla
Member

Mrs. Sabeeka Saad Al-Jaser
Member



Kuwait Society for the Handicapped (KSH) was found in 1971 by a group of generous Kuwaities for children with multiple handicaps who are not accepted by the Government establishments either because they do not satisfy the conditions specified by these Institutions or being severely mentally retarded with an I.Q. $> 50\%$ or with behaviour anomalies.

The Society started in an old house with 20 severely multiple handicapped children who were cared for by qualified nurses and volunteers. In 1974 the KSH was moved

to the new modern Centre which was built to meet the needs of the children. The Centre accommodated 100 residential children.

As the intake of children increased, a bigger establishment was constructed alongside the original building. Now this is the present Headquarters of the society which extends its services in rehabilitation, education and medical care to many children who are in need. The original building was turned into a Day School for educationally disabled children, which was opened in 1988.

Objectives of the Society



- To provide physical, psychological, social and educational care for the handicapped, including the seriously handicapped children who are not accepted by the Governmental Institutions and to prepare them to become active members in the society.
- To provide financial and moral assistance to the families of the handicapped persons and to offer guidance and change their attitude towards disability and support them with information.
- To provide the Society, through the mass media, with information about the causes of disabilities and early prevention and intervention.
- To co-operate with Government and Public bodies providing a range of services for the disabled and to act as an information centre for disability.

Declaration Resolution of the Society

The Ministry of Social Affairs and Labour hereby declares the formation of the Kuwait Society for the Handicapped, under the Registration No. 54. Clubs and Societies of Public Interest, with headquarters in Kuwait, and having the following objectives:

1. To provide the health and social and educational conditions suitable for bringing up children and handicapped children, to provide care for such children in their free time and to prepare them to become active members in the society.
2. To provide specialised clubs and institutions to care, accommodate physically and mentally handicapped children, especially those children who cannot obtain such care from other institutions within the society.
3. To offer the financial assistance needed by the families of handicapped children and provide these families with the required enlightenment and guidance, through the mass media.
4. To co-operate and co-ordinate resources with the government bodies and the concerned private organizations in order to enlighten the public in connection with the social problems affecting this category by implementing various scientific programmes to avoid

some of the disabilities.

5. To provide orthotic and prosthetic devices to the disabled children in order to enable them to interact and to live a normal life.
6. To seek assistance from the expertise in this field, in order to fulfill the objectives of the Society.

Management of the Society is entrusted to a board of directors consisting of the Society Chairman and five working members elected by the Society in General Assembly. The financial year of the Society starts on January 1st and ends on December 31st every year. The first fiscal year, however, starts on the date of formation of the Society and ends on December 31st in the same calendar year. The general assembly should hold its annual meeting within 2 months after the end of the fiscal year.

The funds of the Society should be deposited in its name at a bank in Kuwait. The cashier may maintain a petty cash fund not exceeding one hundred Kuwaiti Dinars.

By this declaration the Society has become a legal entity with effect from May 15, 1971.

Under the provisions of the Law No. 24/62.

Some Founders of the Society

1. Abdul Rahman Salem Al-Ateeqi	15. Abdul Aziz Al-Shaheen
2. Abdullatif Thunayan Al-Ghanim	16. Abdul Rahman Al-Mazrouie
3. Ahmed Sayyed Hashim Al-Gharabally	17. Fawziyyah Abdullah Al-Awadhi
4. Saadoun Mohammed Al-Jassem	18. Ebrahim Al-Attar
5. Munira Khalid Al-Muttawa	19. Rashed Abdul Aziz Al-Rashid
6. Abdullatif Yousuf Al-Hamad	20. Ruqaya Al-Gatami
7. Moodi Sultan Al-Issa	21. Sheikha Al-Gharabally
8. Yousuf Ebrahim Al-Ghanim	22. Ghanima Hassan
9. Dr. Abdul Rahman Al-Awadhi	23. Ali Al-Saleh
10. Dr. Abdul Mohsin Al-Abdul Razzak	24. Mudy Sultan Al-Issa
11. Dr. Abdul Razzak Yousuf Al-Abdul Razzak	25. Mariam Ebrahim
12. Dr. Munira Al-Quatami	26. Ghanima Ghadiri
13. Dr. Sadeeqa Ali Al-Awadhi	27. Abdul Mohsin Makki Al-Jumaa
14. Hamed Abdul Salam Shuaib	28. Abdulla Abdul Aziz Al-Rushaid

Management of the Society

The Management of the Society is entrusted to a Board of Directors, consisting of the Society Chairman and working members elected by the Society in the General Assembly and director appointed by the board. Now the Society confidently looks into the future with increased optimism inspired by the support of charitable people

and by the faithful efforts of all the Society's personnel. The management and care of the children are undertaken by a multi-disciplinary team which includes a Physician, Social workers, Psychologists, Physiotherapists, Occupational Therapists, Nursing Staff and Teachers.



Children are referred by Doctors to the Society from Government Hospitals, parents and Special Educational Schools. The Society deals particularly with the more complex cases such as paralysis and mental retardation as they require special care and treatment.

Before admission each child is assessed by the Multi-Disciplinary Team which is led by a Doctor who is a specialist in Physical Medicine and Rehabilitation.

The process of assessment is as follows:

1. The Social worker meets the parents and records the social and economic status of the family and later follows up the child's programme with staff and the family.
2. The Doctor interviews the parents and examines the child and checks the previous investigations, then she gives a detailed medical report with the provisional diagnosis and the suggested programme for rehabilitation of the child and type of admission advised.
3. The Psychologist assesses the mental ability of the child to establish the level of mental development. From this assessment the child's programme is planned by other members of the team.
4. The Occupational Therapist assesses the level of functional motor and mental development. Therapeutic programmes are developed for moderately and mildly affected children.
5. The Physiotherapist assesses the child for the level of motor development and for the presence and types of deformities and plans the programme accordingly.
6. The Secretary General, who is the Head of the Admission Committee, chooses the cases for admission.
7. The Admission committee interviews the child and the parents, then admits the child according to his needs and the type of care required.



1. Medical Services

2. Psychological Services

3. Social Services

4. Educational Services

1. Medical Services

Medical Services are the most intensive and comprehensive services in the Society. There are many different services in this field carried out by specialised staff, as a team work includes a physician, nursing staff, physiotherapists, occupational therapists. The full range of medical and paramedical services are provided for all residential and non-residential children who are attending the Society.

Doctor's Role

- Keeping a full medical file for every child, showing the provisional and final diagnosis, aetiology, history, full examination, disabilities, prognosis, type of admission needed, medical treatment and programme of rehabilitation.
- Daily examination of the sick resident children and prescribing medical treatment needed.

- Monitoring drugs for epilepsy, spasticity, behaviour and psychiatric deviation.
- Examining periodically all resident children and taking the necessary medical and therapeutic action.
- Supervising and controlling all the activities and services rendered by the Physical and Occupational Therapists and discussing the proposed rehabilitation programmes with the therapists.
- Regular checking for HB., Serum drug level and vaccinations.
- Referring the children to other specialists for investigations or treatment or surgeries needed.
- Referring parents for genetic counselling when necessary.
- Giving advice and reassurance to parents about the care of their children.
- Co-operating with the management of the Society and proposing programmes in order to ensure the proper co-ordination of various activities.

Nursing Staff

Professional Nurses are responsible for the general well-being and health care maintenance of children. A Staff Nurse and assistant helpers are responsible for a child's room and act as a substitute for parents. The Nurses are also responsible for maintaining up-to-date medical records and case files and for monitoring any undesirable health deviation. Such information is given to the Doctor of the Society. Apart from general nursing care of the child, the Nurses attend all therapy departments and participate actively in the child's treatment programme. As all new nursing staff have little experience or knowledge



of the care of the handicapped, a continuous programme of inservice and "hands-on" practical training is given to all new recruits.

Additional health care, such as laboratory tests, X-rays or in-patient treatment as required is provided by the Ministry of Public Health. Medication and Sterile supply is also provided by the Ministry. A record is kept for each child and parents are consulted and informed of vaccination or other procedures followed.

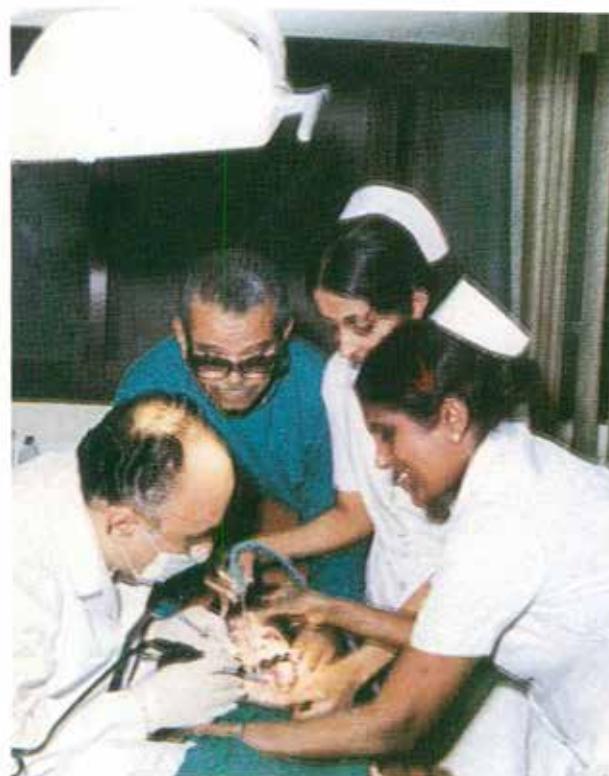
Dentist

A Dental Clinic in the Society is run by the volunteer Doctor and Nurse twice weekly. Orthodontic advise is given to nursing staff and parents. Special treatment is provided by the Dental Centre after being referred by our Dentist. All children, whether resident, day care or in the Day Care Centre, are seen on a regular basis and a dental record is kept in the child's medical file.

Dietitian

Attention is paid to the dietary requirements of all residential and some of the day care children, especially when the child has special needs, e.g., high protein diet, reducing diet, diabetic diet and other problems like G6PD Deficiency and Galactosaemia, etc. The Dietitian receives the direction from the Doctor concerning the special diet for these children.

Special diets for children with anaemia, diarrhoea or constipation are served. Different types of food, such as nor-



mal diet, soft diet, minced or ground food are given according to the ability of chewing and swallowing of children.

Physical Therapist

The Physical Therapist plays a vital role in the rehabilitation team. First, the child is assessed for the:

level of motor development,
influence of abnormal reflexes and posture,
presence and types of deformities,
balance, co-ordination and function.

Treatments are planned on the basis of the assessment

Principles of Treatment

Prevention of deformities.
Restoration of motor function
Assistance – a child's disabilities are assisted with aids, depending on his/her needs.

Approach

A neuro-developmental approach is used for the inhibition of abnormal postural reflexes and facilitation of normal movement pattern in developmental sequence, depending on the child's level of achievement.

Methods of Work

- Individual exercises – children are categorised into intensive, regular and palliative therapy on the basis of the severity of involvement.
- Group exercises – children who fall into the same general range of age and of motor and mental developmental levels are included in these exercises to develop communication, confidence for socialisation, etc.
- Chest Physiotherapy – children with lack of movement are prone to chest infections. Chest physiotherapy is given in the form of postural drainage and breathing exercises.
- Hydrotherapy - children who can benefit are included in this programme. The aim is for relaxation, to gain movement, recreation, etc.
- Functional training for transfer activities, wheelchair activities and walking with aids to make children as independent as possible.

Physiotherapists are also responsible to alert other interdisciplinary members regarding children's problems and their management. Instructions are given with demonstrations regarding positioning handling and self-care activities to parents, nursing staff and nursing aides.

Facilities Provided

Mostly our children's mobilities are limited, and wheelchairs are the basic need. The type of wheelchair chosen depends on the child's problems. Care is taken for the child to have the optimal seating position which is functional, corrective and comfortable. Accessories needed to fulfil the above objectives are designed by physiotherapists. Wheelchairs are regularly reviewed and immediate steps are taken if any change is required.

Physiotherapists also work with mentally retarded children of the Day Care Centre with principles as below:

- remedial physiotherapy
- sensory motor training
- body image training.

The methods of work are the same as for the resident children.

Occupational Therapist

- Assessments of new admissions to find the level of functional motor and mental development are made in the Occupational Therapy Department.
- All children are given remedial exercises according to their needs.
- Children are trained to be independent in self-care activities such as feeding, dressing, toilet activities and wheelchair activities.
- Pre-vocational evaluation and training is given to children who have potential for self-independence. This includes arts and crafts training, perceptual and higher functional training.



2. Psychological Services

The Psychologist assesses the child's mental ability and behaviour and helps the team in planning the programme of learning and education.

The Psychologist participates in providing conditions appropriate for meeting the requirements of developing the psychological as well as the moral knowledge aspects of the personality and provides an atmosphere conducive to the mental health of children.

There is a continuous follow-up and psychological appraisal of every child in order to ensure that the care and development programmes are suitable to the degree of incapacity in each individual case.



4. Educational Services

Our aims are to enrich the child's knowledge in academic skills and to help him/her to manage his/her daily living skills and to be independent.

The curriculum is designed and managed by a multi-disciplinary team. Each child has his/her individual educational programme according to his/her ability.

Our Society extends its educational services through the:

1. Kuwait Society for the Handicapped in the main building. This provides daily living programmes for the children with multiple handicaps.
2. Special Education Day Care Centre – this provides services for the children with mental retardation and developmental disorders.
3. Day Care Centre in Jahra city for children with multiple handicaps, mental retardation and developmental disorders.

3. Social Services

The social services provided by the Society aim at studying the family status of the child in order to understand and define the family trends and potential and to overcome the obstacles preventing the proper treatment of the case and assisting the family of the handicapped persons.

The society also undertakes to increase the level of awareness of the needs of the handicapped in the wider community through a series of professional programmes, as well as the organisation of social events, such as bazaars and fairs.

Headquarters of the Society



When the Society was established in 1971, it did not own any land or buildings and started its operation in an old building. However, the Society personnel and supporters decided to have a building for the children which would be adequate to house all its occupants whose numbers were continuously increasing. When the idea was put forward to the people of Kuwait, many generous persons offered their assistance. The first supporter was the Government - the Ministry of Social Affairs and Labour assigned an annual, governmental grant of KD. 5,000 for the project; the figure now is KD. 100,000 per year.

The first project of the Society was constructed in April, 1974, over an area of 3,000 square metres. This consists of 6 residential rooms along with an occupational therapy section, a physiotherapy section and a club where the children practice their favourite sports, hobbies and activities. The project houses 70 children under residential care.

As the number of children waiting admission increased, a new building was constructed beside the old building. This building has 7 floors, 3 of which are built for children.

Each floor has 10 residential rooms, a physiotherapy department, occupational therapy department, classroom, a dining hall, a treatment room and other facilities, so that each floor has its own activities and services.

The ground floor is for the administrative staff. It also has a library, conference hall and a waiting room. The basement is partly for maintenance purposes and has kitchen, laundry, store rooms and dining halls for staff. The fourth and fifth floors are the quarters for the staff.

This project provides care for 76 resident children and 72 day care children and is the headquarters of the Society, which is named as "KUWAIT SOCIETY FOR THE HANDICAPPED".



Statistics of Resident Children According to Sex & Nationality 1993

Type of Care	Kuwaiti		Non-Kuwaiti		
	Male	Female	Male	Female	
Residential	20	24	15	17	76
Day Care	32	23	7	10	72
TOTAL	99		49		148

Distribution of Children at the Society According to Types of Disability

Disability	Kuwaiti		Non-Kuwaiti		Total
	Male	Female	Male	Female	
Physical Disability	24	22	6	5	57
Mental Retardation	252	231	197	143	823
Multiple Handicap (Physical & Mental Disabilities)	236	158	231	188	813
TOTAL	512	411	434	336	1693



As the registered number of children with special needs increased, the Board of KSH decided to open a new Day Care Centre for the educationally disabled and children with special needs. As a result, the Board Members determined to modify the previous building into a Day Care Centre for the children with special needs. The Centre was built at a cost of K.D. 800,000 with all modern facilities. It has 10 classrooms, an occupational therapy department, a physiotherapy department, a workshop, hydrotherapy pool, an entertainment room, an evaluation room and offices for the administrative staff.

Day Care Centre – Hawalli

The Day Care Centre for children with special needs was opened in December, 1987. It is located beside the Headquarters of the KSH and is named "DAY CARE CENTRE — HAWALLI BRANCH". At present, the Centre caters for about 100 children with developmental disorders, such as:

1. Mental Retardation.
2. Pervasive Developmental Disorders (Autistic Disorders).
3. Specific Developmental Disorders (Language Disorders).
4. Disruptive Behaviour disorders (Attention Deficit — Hyperactivity Disorders)



Day Care Center at Jahra

In order to fulfil one of its future plans, the KSH opened a new Day Care Centre in Jahra City in 1993 for the easy reach of the families with disabled children in that area. The Centre is being established for educationally disabled and mentally retarded children.

The Project consists of two different buildings — one for the educationally disabled children and the other for the mentally retarded children. These two buildings are joined by the administrative offices. The building has all the facilities like the Day Care Centre in Hawally, such as a physiotherapy department, an occupational therapy department, hydrotherapy department, an entertainment room, workshop and 10 classrooms for the children. Also, the Centre has an evaluation room for the diagnostic services in the administrative area.

The construction cost of this project is K.D. 900,000 which has been donated by some of the generous people

in Kuwait. This provides services for 45 children at present, which will increase in the days to come.

Distribution of Registered Children at the Centre According to the Types of Disorder, Sex and Nationality/

Types of disorder	Kuwaiti		Non-Kuwaiti		Total
	Male	Female	Male	Female	
Physical Disability	2	1	1	1	5
Mental Retardation	18	12	12	10	52
(Physical & Mental Disabilities)	10	6	5	3	24
Down's Syndrome	2	1	2	2	7
Specific Developmental Disorder	-	1	-	-	1
TOTAL	32	21	20	16	89



The Day Care Centre has its curriculum designed by the school team. Each child has his or her own individualised educational programme designed according to his/her ability.

Classroom Activities:

Children have different programmes according to their ability and skill. A modified academic school programme, called "Khebrat" is being carried out by the Centre. Other students have a programme for the activities of the daily living.

Vocational Programme:

This is an integral part of the educational programme of each child, consisting of art and craft, pottery, domestic and agricultural activities.

Autistic Children Programme:

A special pilot programme for autistic children has been planned by the specialists in the Day Care Centre. This includes training children to cope with an objective that is previously set for the child. The programme is being carried out as a research study and some improvement in the children's behaviour has been observed.



**Children Attending
the Day Care Centre According to
Sex & Nationality**

Nationality	Sex		Total
	Male	Female	
Kuwaiti	44	28	72
Non-Kuwaiti	20	8	28
Total	64	36	100

**Distribution of Registered Children for
Educational Counseling, Therapy Services
According to the Type of Disorder, Sex and
Nationality**

Type of disorder	Kuwaiti		Non-Kuwaiti		Total
	Male	Female	Male	Female	
Mental Retardation	108	120	172	105	505
Down's Syndrome	18	19	22	10	69
Autism	20	9	10	8	47
Specific Developmental Disorder	2	3	1	1	7
TOTAL	148	151	205	124	628



Makaton Vocabulary Programme:

The Makaton vocabulary is a language programme which provides a means of communication for children

and adults who are mentally and physically disabled or are having other communication difficulties such as deafness or autism.

Working Force at the Society

Working Force at the Kuwait Society for the Handicapped

Workers	No.	Workers	No.
Director	1	Speech Therapist	1
Doctor	1	Dietitians	2
Headmaster	1	Store Keeper	2
Headmistress	1	Accountant	2
Acting Matron	1	Messenger	1
Sisters Incharges	6	Secretaries	5
Nurses	45	Receptionist	1
Teachers	40	Nursing Aides	45
Psychologists	2	Male Cleaners	20
Social Workers	3	Drivers	5
Physical Therapists	6	Electricians	3
Occupational Therapists	6	Laundry Staff	5
Kitchen Staff	8	Office Boys	3
		Total Number of Staff	215

Volunteers and Voluntary Services

At present our society has 250 members and volunteers who are Kuwaities and Non-Kuwaities.

Volunteers offer their services in the following fields:

1. Medical:

Professional volunteers: Doctors, Physiotherapists and a Dentist pay visits to the Society on a regular basis. Our Dental Clinic is run by a Dentist and a

Nurse once weekly.

2. Educational:

Some volunteers help in teaching our children under the supervision of the Principal and Teachers.

3. Social:

Some volunteers help the Society staff in arranging parties and outside visits for children in order to integrate them into society and to break the social barriers.



Charity Bazar



Member volunteers meet together annually prior to the Annual Charity Bazaar in order to discuss new ideas and suggestions about raising funds through



the Bazaar which is one of the main sources of income for the Society.





At an international level, the Society takes part in conferences and is the Centre for Mobility International for the Gulf Region. It is also associated with, and an active member of, a number of national and

international associations operating in the field of disabilities, such as:

1. Rehabilitation International
2. International League of Societies for Persons with



Mental Handicap.

3. International Cerebral Palsy Society.

4. Mobility International.

5. Royal Association of disability and Rehabilitation.

3. Royal Society for Mentally Handicapped Children and Adults.
7. International Committee on Technical Aids.
3. Council of International Fellowship.



9. Council of International Programmes.

KSH members and professionals represent Kuwait in some of the international organisations by holding positions on the Executive Councils of various Commissions at the regional level:

• Mrs. Munira Khalid Al-Muttawa, Founder and Secretary General of KSH, is the National Secretary of Rehabilitation International(R.I.)for the Arab Region.



- Mr. Hashem Taci, Director of KSH, was the Past Chairman of the Mobility International Arab Region, Past Vice Chairperson of the International League of Societies for People with Mental Handicap

(I.L.S.M.H.) for the Arab Region.

- Dr. Munira Al-Quatami, Founder of KSH, was the Past Rehabilitation International (R.I.) Vice President for the Arab Region.

The following Researches have been undertaken by the Society:

1. A World Without Obstacles for the Handicapped, by Mrs. Munira Khalid Al-Muttawa.
2. Oxidisation of Medicines in Phenylketonuria Cases, by Mrs. Munira Khalid Al-Muttawa.
3. Heredity and Handicaps, by Drs. Musa Al-Hammouri, Abdullah Al-Rashid and Mrs. Munira Khalid Al-Muttawa.
4. An Appraisal Study of Handicapped Persons in Kuwait, by Mrs. Munira Khalid Al-Muttawa.
5. A Study of Handicapped Persons in the Arab Countries, by Mrs. Munira Khalid Al-Muttawa.
6. A Study of Brain Paralysis in Kuwait, by Dr. Musa Al-Hammouri.
7. An Appraisal Study of Handicapped Persons in Kuwait by the Society for the Care of the Handicapped.
8. An Appraisal Study of the Mental Retardation in

Kuwait by Dr. Musa Al-Hammouri.

9. An Appraisal Study of the Effect of Parasitam in the Treatment of Mental Retardation, by Dr. Musa Al-Hammouri.
10. An Appraisal Study on the Information Centre by Dr. Munira Al-Gatami.
11. Project for an Independent Establishment for the Care of the Handicapped in Kuwait.
12. Review on Special Education Services in Kuwait and our pilot Project of Special Education Day Centre, by Mrs. Munira Khalid Al-Muttawa.
13. Pilot Study on Special Education Services for the Severely Educationally disabled Children at Kuwait Society for the Handicapped, by Mrs. Munira Khalid Al-Muttawa.
14. Pilot Study programme of the Nursery Class at Kuwait Society for the Handicapped, by Mrs. Munira Khalid Al-Muttawa.
15. Pilot Project study for Kuwait Society for the Handicapped, by Mrs. Munira Khalid Al-Muttawa.

Future Prospects

The Society has participated in many Arab and international conferences in addition to conferences held locally, such as:

1. The 6th Dublin Conference for the Mentally Retarded.
2. The Third Iran Educational Sports and Cultural Conference.
3. The 4th International Conference for the Cultural Exchange between Handicapped Persons and their Friends (Local).
4. The First Mobility International Conference of the Middle East.
5. Manila Conference of 1978.
6. Geneva Mobility International Conference.
7. Arab Child Health Conference – 1979 (Local).
8. The First Orlando – Florida Tournament, 1979.
9. World Congress of Rehabilitation International, 1980, Winnipeg, Canada.
10. The Kuwait Regional Conference for the Handicapped, April 1981 (Local).
11. The Toronto International Conference, 1981.
12. The International Arts Week Tournament for the

- Handicapped and their Friends (Bahrain).
13. The Hong Kong Conference, 1981.
14. Management of Cerebral Palsy in Developing Countries, 1983, Nicosia, Cyprus.
15. International Seminar on "The Child with a Disability, his Family and his School" by I.C.P.S., 1985 Cambridge.
16. 1st European Congress of I.L.S.M.H., 1985, Hamburg, Germany.
17. 9th World Congress of the I.L.S.M.H., 1986, Rio de Janeiro, Brazil.
18. World Congress of Women, 1987, Moscow.
19. Annual General Meeting of I.C.P.S. 1987, Belgium.
20. 16th World Congress of R.I., 1988, Tokyo, Japan.
21. International Conference, University of British Columbia, 1989, Vancouver, Canada.
22. Second European Conference of I.L.S.M.H., 1989, Belgium.
23. 5th European Regional Conference of R.I., May 1990, Dublin, Ireland.
24. 17th World Congress of R.I., September, 1992, Nairobi, Kenya.
25. First North American Regional Conference of R.I., October, 1993, Atlanta, Georgia.

Kuwait Society for the Handicapped

Article 1

There was established in 1971 AD in the State of Kuwait a charitable Society labeled KUWAIT SOCIETY FOR THE HANDICAPPED unlimited in duration with location in the City of Kuwait and subject to the provisions of Ordinance 24/1962 AD concerning clubs and commune bonum associations (charitable institutions) with a view to exercise social and cultural activities.

Article 2

The main objective of the Society is to provide in general the greatest possible amount of care for children and the young and in particular for those who face health, psychological and social problems by observance of the following procedure:-

- Providing the appropriate sanitary, social and cultural climate for the growth of children, Youngsters and the retarded as also the care thereof during leisure time and prepare them to become good pillars of society.
- Making available specialized institutions and clubs to provide care, shelter, and proper orientation in the vocational and educational preparation of mentally retarded or healthwise disabled in-

fants whose opportunities of necessary care from society has passed them by.

- Providing the possible necessary material assistance to all children in these categories and likewise the attention and the guidance which specialists offer in the said fields.
- Collating possibilities and cooperating with Government bodies and national institutions concerned with the purpose of awakening the people to the social problems of these categories by way of scientific programmes for the prevention and treatment thereof.
- Endeavouring to make available artificial sets and limbs to those of them who are crippled/ disabled with the purpose of facilitating their acceptance in society's pen and set their damaged capacities free until they become harmonious with and psychologically and socialy conditioned to normal life.

Resorting to assistance from advanced scientific experience and tests in the said fields with a view to serve the objectives of the Society in the fullest manner.

MEMBERSHIP

Article 3

The Society shall be constituted by two types of

members:

a) Honorary members

b) Active members

Article 4

Honorary Members

The Administrative Board of the Society shall have the right to grant the title of Honorary Member to such persons from whom the Society benefits morally or materially or to such as possess a characteristic trait in the arts and sciences connected with child and handicapped care even though they may no actually practise same.

Article 5

Active Members

It will be a condition for an active member to be domiciled in Kuwait, to be of good reputation, to be at least 18 years of age and not to have been sentenced in respect of an offence in violation of hon-

our (morals).

Article 6

Anyone wishing to join the Society shall submit an application to the Society's Secretary in which he will state his name and address. He must be sponsored by two members.

Article 7

The Secretary will present the applications to join the Society to the Administrative Board at the first periodical meeting held after the date of submission of the application. No application shall be accepted unless unanimously approved by the Administrative Board. Where the application is rejected the applicant shall not be entitled to submit another save after the lapse of six months from the date of the first application.

MEMBERS' DUTIES

Article 8

Every member is required to carry out his work in connection with the Society's objectives with accuracy and loyalty, to respect the Society's bye-laws and internal regulations and abide by the decisions thereof.

Article 9

Every member is required to treat those whom the Society tends in a manner built on mutual confidence and respect.

Article 10

Where the Administrative Board is advised that

one of the members violated the bye-laws of the Society or the regulations or resolutions thereof, the Board or whoever it deputes thereof shall investigate the matter. Where the violations is established the Board shall have the right to warn, suspend or separate such member from the Society. In case of separation, the said measure must be approved by all of the members of the Board jointly. The member accused of the violation shall be permitted to defend himself before the Administrative Board.

THE ADMINISTRATIVE BOARD

Article 11

The Society's affairs shall be managed by an Administrative Board composed of the President of the Association and six active members elected by the General Assembly.

Article 12

After lapse of one fiscal year from the election of the first Administrative Board the membership of three members shall terminate by ballot and the General Assembly shall elect three new members instead.

Article 13

The period of membership on the Administrative Board shall be two years. The General Assembly shall elect three new members every year to replace those whose membership period on the Administrative Board terminated.

Article 14

The Administrative Board shall elect from among its members a Chairman for a period of two years, and a Secretary and a Treasurer for a period of one year.

Article 15

Where the Chairman resigns or is unable to perform his functions, the Secretary shall act for him, and thereafter the eldest member, until election of a new Chairman takes place. Where the chair becomes vacant by reason of the resignation of the

Chairman, it shall be imperative for the Secretary to convocate a General Assembly Extraordinary to elect a new Chairman within a period not exceeding sixty days.

Article 16

Where one of the members on the Board resigns or is unable to perform his duties he shall be replaced by the first in line among the reserve members according to the results of the elections to the Administrative Board.

Article 17

The Administrative Board shall hold a periodical meeting once a month. It shall be permissible for it to hold an emergency meeting by convocation from the Chairman or by written application from two of the members on the Board.

Article 18

The meeting of the Board shall not be valid save where attended in addition to the Chairman by one third of the members.

Article 19

The resolutions of the Board shall pass by majority vote of the members present. In case of tie, the side favoured by the Chairman shall prevail.

Article 20

When one of the members on the Board absents himself four consecutive times from the periodical

meetings, or from six periodical meetings in the course of one and the same year without excuse acceptable by the Board, the Board may consider him as having resigned.

Article 21

The Administrative Board shall:

- (a) Endeavour to execute the aims of the Society, preserve the foundations upon which it is built and carry out the necessary control for the implementation of its bye-laws, regulations and resolutions.
- (b) Execute the resolutions of the General Assembly and examine the recommendations thereof.
- (c) Prepare the Society's internal regulations and introduce whenever necessary amendments thereof.
- (d) Pursue the necessary amendments or additions to introduce in the Organic Statute and submit same to the General Assembly for a resolution thereon.
- (e) Manage the Society's properties/monies.
- (f) Look into the acceptance of members and apply the provisions of the Organic Statute thereunto where violation on their part of the bye-laws or regulation or the Assembly's resolutions is established.
- (g) Carry out all of the Society's administrative business and appoint whoever it deems fit from among the Society's members or others in order to assist it therewith.
- (h) Select whoever it deems fit from among the

Society's members to represent it in all transactions and depute a representative to conferences and conventions.

Article 22

The Chairman shall supervise the general management of the Society and shall:-

- (a) Head the meetings of the Aministrative Board and of the General Assembly, control the implementation of the resolutions and sign the proces-verbaux thereof.
- (b) Convoke the Administrative Board and the General Assembly steer the meetings thereof and submit to the General Assembly the agenda laid down by the Administrative Board.
- (c) Sign all of the contracts of whatever nature concluded by the Society as well as the papers and correspondence exchanged by the Society including financial undertakings.
- (d) Represent the Society before the judicial authorities whether as plaintiff or as defendant.

Article 23

The Secretary shall organize the Society's business and shall:-

- (a) Prepare the agenda of the Administrative Board and the General Assembly meetings and shall draw up the minutes thereof.
- (b) Keep the Society's correspondence and prepare a register which all contain the name, address and qualifications of members.
- (c) Prepare and distribute the Society's publica-

tions and brochures.

(d) Supervise the employees of the Society and preserve the properties.

Article 24

The Treasurer shall supervise the Management of the Society's monies and shall:—

- (a) Collect subscriptions from Society members and other sums due thereto.
- (b) Pay the sums due thereby and sign cheques and payment vouchers together with the Chairman.
- (c) Prepare a monthly report on the accounts of the Society which he shall submit to the Administrative Board and prepare a balance sheet for the year ended which he shall submit to the General Assembly.
- (d) Deposit the Society's monies in one of the Kuwaiti banks in conformity with the instructions of the Administrative Board.
- (e) Keep a permanent imprest account of KD. 100 in order to face emergency expenses.

THE GENERAL ASSEMBLY

Article 25

The General Assembly shall be composed of all of the Society members who have settled their subscriptions and whose period of membership exceeds six months at least. All of the said members shall be entitled to attend the meetings thereof, to participate in the discussions and to vote on the resolutions thereof.

Article 26

The President shall convene the General Assembly to an annual meeting within two months from the termination of the fiscal year personal invitation to all of the members one week at least before the date of the meeting in which he shall state the date, time and place of the meeting as well as the agenda.

Article 27

It shall be permissible for the Administrative

Board to convene the General Assembly to an emergency meeting where three active members apply therefor provided they state the purpose of the said meeting within thirty days from the date of the application. In such a case it shall not be permissible for the General Assembly to discuss any subject other than that which it was convoked for.

Article 28

It shall not be permissible for the General Assembly to discuss subjects extraneous to those listed in the agenda and it shall not be permissible for the General Assembly to look into any subject which was previously resolved save after lapse of one year from the date of the issue of the said resolution.

Article 29

A General Assembly meeting shall not be valid save where attended by a majority of active mem-

bers. Where not so attended, the General Assembly shall be convoked to hold another meeting within two weeks from the date of the first meeting. This second meeting shall be valid whatever the number of members attending provided they be not less than ten.

Article 30

The resolutions of the General Assembly shall pass by majority vote of the active members present. In case of tie the side favoured by the President shall prevail.

Article 31

The General Assembly shall:-

- (a) Elect the members of the Administrative Board.
- (b) Discuss the Board of Directors report and look into the proposals submitted by members at the date fixed thereof.
- (c) Ratify the balance sheet of the past fiscal year.

RESOURCES OF THE SOCTETY

Article 33

The resources of the Society shall be constituted by the following:

- (a) Registration fees for membership in the Society and members' subscriptions.
- (b) Whatever subsidies/contributions may be granted by the Goverment.
- (c) The contributions and the donations which the Administrative Board sees fit to accept.
- (d) Whatever the Society's publications may bring in.

- (d) Prepare the proposed budget for the forthcoming year.

Article 32

The General Assembly Extraordinary shall be competent to look into the following matters:-

- (a) Important and urgent matters which the Administrative Board deems fit to submit.
- (b) Discuss the resignation of the Society's president or the resignation submitted by certain or all of the members of the Administrative Board owing to matters touching upon the nature/constitution of the Society.
- (c) Persue and approve proposals pertaining to the amendment of the Organic Statute.
- (d) Dissolve, unite or merge the Society.
- (e) Divest all or certain members of the Board of Directors from their membership.

- (e) The Society's revenues from its properties.
- (f) All other resources available to the Society.

Article 34

The assets of the Society including therein subscriptions, movable and immovable properties, donations, contributions, etc. are deemed to be the property of the Society and none of the members thereof shall be entitled thereto. A withdrawing or separated member shall not have any right to the said assets. The Society shall deposit its cash monies in its own name with one of the banks in

Kuwait.

Article 35

The fiscal year of the Society shall start at the beginning of January and shall terminate at the end of

December of every year.

However, the first fiscal year shall start from the date of the publication of the formation of the Society and shall terminate at the end of the very same year.

ENTRANCE FEE AND SUBSCRIPTIONS

Article 36

Upon his being accepted in the Society every member shall pay K.D 1 as entrance fee. The annual subscription fee is fixed at KD. ten (10).

Article 37

Payment of the annual subscription shall be due in full upon official notification of the member of his having been accepted in the Society.

Article 38

Annual Subscription shall be paid at the beginning of January of every year and must definitely be paid before the end of the month of March. Whosever has not paid his subscription before that last date shall not be entitled to attend the meetings of the General Assembly or to receive any of the Society's publications.

DISSOLUTION OF THE SOCIETY & AMENDMENT OF THE ORGANIC STATUTE

Article 39

It shall not be permissible to introduce any amendment to the present Statute save by resolution of the General Assembly Extraordinary based on the proposal of the Administrative Board or on the proposal of a third of the number of active members. Said resolution must be approved by responsible Government quarters.

Article 40

The Society may be dissolved by Resolution of a General Assembly Extraordinary meeting attended by more than half the number of active members and approved by a majority of those present. The Ministry of Social Affairs and Labour shall be notified of the date and place of the Assembly meeting fif-

teen days at least in advance. After passage of the Resolution in dissolution it shall not be permissible for those in charge of the Society's affairs to dispose of the monies/ properties or the documents thereof save by decision of the Ministry of Social Affairs and Labour which decision shall determine the manner of liquidation and disposal of the said monies/properties and documents and the quarter to which they shall desolve.

Article 41

The monies/ properties of the Society shall upon the dissolution thereof revert to the Ministry of Social Affairs and Labour.

ELECTIONS

Article 42

(a) No other than Kuwaiti active members shall have the right to be elected to the Administrative Board and all active members shall be entitled to participate in the elections provided they have settled their subscriptions and there has elapsed six months or more since they first became members of the Society.

(b) The General Assembly shall select a Committee composed of three members to supervise

and take charge of the elections while none of the said three could be a candidate for election to the Administrative Board. The job of the said Committee shall terminate with the conclusion of the elections.

(c) Elections to the Administrative Board shall be carried out by secret ballot.

(d) The new Administrative Board shall hold a meeting upon its election of a chairman, a secretary and a treasurer by secret ballot.

INTERNAL REGULATIONS

Article 43

The Administrative Board shall issue internal regulations which will include the system to govern the

management of the Administrative Board's and the General Assembly's meetings, administrative and financial affairs and other regulatory matters.

COMMITTEES

Article 44

The Administrative Board shall form among the members of the society a number of committees to run the business thereof and to strive towards the realization of the Society's objectives. The internal

regulations shall determine the said committee's competences, the number of their members, the manner of their formation, the administrative affairs calling for their convocation, the management of their meetings and other matters relating thereto.

ANNUAL SUBSCRIPTIONS

Article 45

Where a member fails to pay his annual subscription without viable excuse after the period stipulated in Article 38 hereto the Treasurer shall send him an advice to settle within one month from the date thereof. Where he does not pay during the aforementioned period another notification will be

sent to him. Where he still does not pay within fifteen days of the second advice, his right to membership in the Society shall become forfeit and he shall be notified in writing thereof.

REGISTRATION No. 54

DATE OF REGISTRATION 15.5.1971

