

The Constitution for the Student Women Economic Empowerment Programme



SWEEP
Student Women Economic
Empowerment Programme

Table of Contents

Preface.....	1
Article 1: Name and Purpose of the SWEEP Programme.....	2
Article 2: Objectives	3
Article 3: Rationale	4
Article 4: Approach.....	5
Article 5: Expected Outcomes.....	7
Article 6: Membership.....	8
Article 7: Governance	9
Article 8: Chapters.....	10
Article 10: Background to the SWEEP Play-guide.....	15
SWEEP Constitution overview and Summary	17
Interpretation of Words.....	18

Preface

In a world where gender equality and women's empowerment are increasingly recognised as crucial for social progress and sustainable development, it is imperative to focus on empowering young women to reach their full potential. The Student Women Economic Empowerment Programme (SWEEP) stands as a testament to this vision, aiming to uplift and support female students in their pursuit of economic independence, professional growth, and leadership.

The SWEEP Constitution serves as a guiding framework that reflects an unwavering commitment to fostering an inclusive and empowering environment for young women. It outlines the principles, values, and objectives that underpin our collective effort to address the systemic barriers hindering women's economic empowerment in educational institutions and beyond.

This Constitution is a product of collaboration, drawing inspiration from various international conventions, charters, and agreements that advocate for gender equality and women's rights. By grounding our work in these fundamental principles, we ensure that SWEEP aligns with global aspirations and contributes to a broader movement towards gender equity.

The SWEEP Constitution recognises the unique challenges faced by women in pursuing their educational and professional goals. It affirms the need for targeted interventions, including mentorship programs, skill-building initiatives, networking opportunities, and financial support, to help overcome these obstacles. Through SWEEP, we seek to empower young women with the knowledge, resources, and tools necessary to navigate and excel in traditionally male-dominated fields.

Moreover, this Constitution upholds the values of inclusivity and diversity, recognizing that women come from various backgrounds, cultures, and identities. SWEEP is committed to providing a safe and inclusive space for all students, irrespective of their race, ethnicity, religion, sexual orientation, or socioeconomic status. We believe that embracing diversity strengthens our collective capacity for innovation, collaboration, and transformative change.

Finally, the SWEEP Constitution affirms our dedication to continuous improvement and accountability. It establishes mechanisms for periodic review, ensuring that the program remains responsive to the evolving needs and aspirations of its members. It also outlines the rights and responsibilities of SWEEP participants, promoting a culture of respect, integrity, and professionalism.

As we embark on this transformative journey towards student women's economic empowerment, we invite all stakeholders, including students, educators, policymakers, and community leaders, to join hands and champion this cause. Together, we can build a society where every young woman has equal opportunities to excel, thrive, and shape a better future for themselves and their communities.

Let this Constitution be a testament to our shared commitment and an enduring foundation for the Student Women Economic Empowerment Programme (SWEEP)

Article 1: Name and Purpose of the SWEEP Programme

Section 1: Name

1.1 The official name of the program shall be the Student Women Economic Empowerment Programme (SWEEP), hereinafter referred to as "SWEEP."

Section 2: Purpose

- 2.1 The purpose of the SWEEP Program is to empower female students by fostering their economic independence, professional growth, and leadership skills.
- 2.2 The Program seeks to address the systemic barriers hindering women's economic empowerment in educational institutions and beyond.
- 2.3 SWEEP aims to create a supportive and inclusive environment where female students can develop the necessary knowledge, skills, and networks to excel in traditionally male-dominated fields.
- 2.4 The Program strives to promote gender equality, inclusivity, and diversity, ensuring that all participants have equal opportunities to thrive and contribute to society.
- 2.5 SWEEP is committed to providing mentorship, skill-building opportunities, networking platforms, and financial support to empower young women in their educational and **professional pursuits**.
- 2.6 The Program shall collaborate with educational institutions, community organisations, and relevant stakeholders to advocate for policies and practices that support women's economic empowerment.
- 2.7 SWEEP seeks to inspire and equip female students to become leaders and change makers, promoting a more equitable and sustainable future for themselves and their communities.

Section 3: Guiding Principles

- 3.1 The following guiding principles shall underpin the implementation of the SWEEP Program:
- **Gender equality:** Promoting equal rights, opportunities, and treatment for all participants.
 - **Inclusivity:** Embracing diversity in all its forms and ensuring an inclusive environment for all students, regardless of their backgrounds.
 - **Empowerment:** Equipping female students with the necessary skills, resources, and support to achieve economic independence and success.
 - **Collaboration:** Fostering partnerships and collaboration among educational institutions, community organisations, and stakeholders to maximise the impact of the Program.
 - **Accountability:** Ensuring transparency, responsibility, and continuous improvement in the implementation of SWEEP.

Section 4: Scope

- 4.1** The SWEEP Program shall operate within the designated educational institutions and may extend its activities to external partnerships and collaborations as deemed necessary.
- 4.2** The Program shall adhere to the rules, regulations, and policies of the respective educational institutions, while also upholding the principles and objectives outlined in this Constitution.

Article 2: Objectives

Section 1: Main Objective

1.1 The main objective of the SWEEP Program is to create a transformational empowerment community of women equipped for economic participation through entrepreneurial activity.

Section 2: Specific Objectives

2.1 The SWEEP Program shall strive to achieve the following specific objectives:

- Provide new and focused activities aimed at the economic empowerment of student women, including but not limited to mentorship programs, workshops, seminars, and training sessions.
- Support student women in creating a stable socio-economic environment for themselves through entrepreneurial activity, encouraging the development of innovative business ideas, fostering entrepreneurial skills, and facilitating access to financial resources.
- Increase the participation of student women equipped for economic participation by promoting awareness, education, and advocacy for gender equality, and by creating an enabling environment that facilitates their active involvement in economic sectors.
- Foster a sense of community and peer support among student women, encouraging networking, collaboration, and knowledge sharing to enhance their economic empowerment journey.
- Conduct research and gather data to identify barriers and challenges faced by student women in pursuing economic empowerment and use the findings to inform program development and policy advocacy.
- Collaborate with relevant stakeholders, including educational institutions, government bodies, non-profit organisations, and private sectors, to create strategic partnerships and leverage resources to support the economic empowerment of student women.
- Monitor and evaluate the effectiveness of program activities, ensuring that they are aligned with the objectives of SWEEP and making necessary adjustments to maximise impact and achieve desired outcomes.

Section 3: Implementation Strategies

3.1 To achieve the objectives outlined in Section 2, the SWEEP Program shall employ various implementation strategies, including but not limited to:

- Providing training and capacity-building programs that enhance entrepreneurial skills, financial literacy, leadership, and personal development.

- Establishing mentorship programs that connect student women with experienced professionals who can provide guidance, support, and industry insights.
- Organising networking events, conferences, and forums that facilitate the exchange of ideas, knowledge sharing, and collaboration among student women.
- Offering access to financial resources, grants, and scholarships specifically designed to support student women's entrepreneurial ventures and educational pursuits.
- Developing partnerships with local businesses, organisations, and institutions to create internship opportunities, job placements, and mentorship programs that enhance student women's employability and professional growth.
- Conducting awareness campaigns and advocacy initiatives to promote gender equality, challenge societal norms, and eliminate gender-based discrimination and bias in economic sectors.
- Regularly assessing the impact and effectiveness of program activities through monitoring and evaluation mechanisms and utilising the findings to inform program improvements and strategic decision-making.

Article 3: Rationale

Section 1: Rationale

1.1 The rationale for the SWEEP initiative is based on the understanding that student women who generate income are less vulnerable and have more options for personal and professional growth.

1.2 By promoting economic participation, SWEEP aims to create a stable socio-economic environment for student women, enabling them to support themselves and their families without having to rely on an abusive partner or face economic hardships.

1.3 Increased participation of student women equipped for economic participation through entrepreneurial activity will contribute to their overall economic empowerment, leading to enhanced self-esteem, financial independence, and improved quality of life.

Section 2: Key Considerations

2.1 SWEEP recognises that economic empowerment is a fundamental aspect of gender equality and women's rights. By focusing on economic participation, the Program aims to address the structural barriers and social norms that limit women's access to economic resources and opportunities.

2.2 Student women often face multiple challenges, including societal stereotypes, limited access to financial resources, and gender-based discrimination in the workplace. SWEEP seeks to empower these women by equipping them with the necessary skills, knowledge, and resources to overcome these barriers and succeed in their entrepreneurial endeavours.

2.3 The Program acknowledges that economic empowerment not only benefits individual student women but also has positive ripple effects on their families, communities, and societies. When student women are economically empowered, they become agents of change, contributing to poverty reduction, sustainable development, and social progress.

2.4 SWEEP recognises the intersectionality of gender with other identities and experiences, including race, ethnicity, religion, sexual orientation, and socioeconomic status. The Program is committed to addressing the specific challenges faced by diverse student women and ensuring that the benefits of economic empowerment are accessible to all.

Section 3: Program Impact

3.1 The SWEEP initiative aims to create a transformative impact on student women's lives by providing them with the tools, resources, and opportunities necessary for economic participation. By fostering entrepreneurship and economic empowerment, SWEEP seeks to break the cycle of dependency and vulnerability, enabling student women to build sustainable livelihoods and contribute to the economic growth and development of their communities.

3.2 Through increased economic participation, student women can gain agency, make informed decisions, and exercise greater control over their lives. They can pursue education, career advancement, and personal aspirations, thereby challenging traditional gender roles and norms.

Article 4: Approach

Section 1: Multi-pronged Approach

1.1 SWEEP adopts a multi-pronged approach to effectively achieve its objectives, recognizing the diverse needs and aspirations of student women. The Program will employ various interventions, including but not limited to the following:

- **Training and Mentorship Programs:** SWEEP will provide training and mentorship programs specifically designed to enhance the entrepreneurship skills of student women. These programs will cover topics such as business planning, financial management, marketing strategies, and leadership development, equipping student women with the knowledge and skills necessary to succeed as entrepreneurs.
- **Psychosocial Support:** SWEEP recognises the importance of addressing the psychosocial well-being of student women who have experienced gender-based violence. The Program will provide psychosocial support services, including counselling, mentorship, and safe spaces for sharing experiences and seeking guidance. This support aims to empower student women to overcome the impact of violence and build resilience as they pursue their entrepreneurial goals.
- **Support Network of Student Women Entrepreneurs:** SWEEP will create a supportive and collaborative network of student women entrepreneurs. This network will serve as a platform for peer learning, knowledge sharing, and collaboration, allowing student women to benefit from each other's experiences, expertise, and

support. The network will facilitate the exchange of ideas, foster innovation, and provide a sense of belonging within the entrepreneurship community.

Section 2: Approach

2.1 Compliance with Rules and Regulations

2.2 The SWEEP Program shall operate within the designated educational institutions and may extend its activities to external partnerships and collaborations as deemed necessary.

2.3 The Program shall adhere to the rules, regulations, and policies of the respective educational institutions, while also upholding the principles and objectives outlined in this Constitution.

Explanation:

- The addition emphasises that the SWEEP Program operates within the designated educational institutions where SWEEP chapters are established. It also recognises the potential for external partnerships and collaborations to enhance the program's impact.
- Furthermore, the provision highlights the importance of compliance with the rules, regulations, and policies set forth by the respective educational institutions. This ensures that the SWEEP Program operates in alignment with the established frameworks while maintaining its commitment to the principles and objectives defined in the Constitution. By adhering to these guidelines, the SWEEP Program demonstrates its commitment to being a responsible and accountable initiative within the educational institutions it operates.

Section 3: Collaboration and Partnerships

3.1 SWEEP acknowledges the importance of collaboration and partnerships to maximize its impact. The Program will actively collaborate with educational institutions, non-governmental organizations, government agencies, private sector entities, and other stakeholders. These collaborations will enable the sharing of expertise, resources, and networks, fostering a supportive ecosystem for student women's economic empowerment.

3.2 SWEEP will seek opportunities to collaborate with existing initiatives, organizations, and platforms that align with its objectives, avoiding duplication of efforts and leveraging synergies to create a greater collective impact.

Section 4: Continuous Improvement

4.1 SWEEP is committed to a process of continuous improvement. The Program will regularly assess its interventions, monitor outcomes, and gather feedback from participants and stakeholders. This feedback will inform the refinement and adaptation of program activities to ensure their effectiveness and relevance.

3.2 SWEEP will also prioritize learning from best practices, research, and global experiences in women's economic empowerment. The Program will stay informed about emerging trends, innovations, and policy developments in this field, integrating relevant knowledge and approaches into its activities.

Article 5: Expected Outcomes

Section 1: Expected Outcomes

1.1 Through its comprehensive interventions, SWEEP expects to achieve the following outcomes:

- **Increased economic participation of student women:** SWEEP aims to empower student women to actively engage in economic activities, whether through entrepreneurship, employment, or other forms of economic participation. By equipping them with the necessary skills, resources, and support, the Program seeks to increase the number of student women who are economically active and contributing to the economy.
- **Enhanced entrepreneurship skills among student women:** SWEEP endeavours to enhance the entrepreneurship skills of student women, enabling them to develop innovative business ideas, effectively manage their ventures, and navigate the challenges of starting and growing businesses. By providing training, mentorship, and networking opportunities, the program aims to foster a strong entrepreneurial mindset and skill set among student women.
- **Increased access to finance and business development services for student women:** SWEEP recognises the importance of access to finance and business development services for student women's entrepreneurial endeavours. The Program aims to facilitate increased access to financial resources, grants, loans, and business support services, enabling student women to start and expand their businesses. By reducing barriers to capital and providing guidance on business development, SWEEP seeks to enhance student women's entrepreneurial success.
- **Reduced vulnerability of student women to gender-based violence:** SWEEP acknowledges the connection between economic empowerment and reduced vulnerability to gender-based violence. By providing psychosocial support, education on gender-based violence prevention, and access to resources, the Program aims to reduce the risk and impact of gender-based violence on student women's lives. This includes fostering a supportive environment that empowers student women to assert their rights and seek help when needed.
- **Increased participation of student women in creating a supportive community of women entrepreneurs:** SWEEP strives to create a supportive community of student women entrepreneurs. By facilitating networking events, mentorship programs, and knowledge sharing platforms, the Program aims to foster collaboration, peer learning, and mutual support among student women. This community will contribute to the growth, resilience, and success of student women in their entrepreneurial pursuits.

Section 2: Measurement and Evaluation

2.1 SWEEP is committed to measuring and evaluating the achievement of these expected outcomes. The Program will develop appropriate indicators, data collection methods, and monitoring and evaluation mechanisms to assess its impact. Regular reviews and assessments will enable the identification of strengths, areas for improvement, and the overall effectiveness of SWEEP's interventions.

2.2 The findings from these measurements and evaluations will inform evidence-based decision-making, program adjustments, and strategic planning to maximize the desired outcomes and continually improve the Program's impact.

Article 6: Membership

Section 1: Membership Eligibility

1.1 Membership in SWEEP shall be open to all student women who express an interest in promoting economic empowerment and entrepreneurship. The Program aims to create an inclusive and diverse community of student women who are passionate about fostering their own economic participation and supporting others in their empowerment journey.

Section 2: Rights and Responsibilities

2.1 Members of SWEEP shall have the following rights:

- The right to participate in SWEEP activities, including workshops, training sessions, networking events, and other initiatives organized by the Program.
- The right to access resources, information, and support provided by SWEEP to enhance their entrepreneurship skills and economic empowerment.
- The right to voice their opinions, concerns, and suggestions regarding the Program's activities and direction, promoting a participatory and inclusive decision-making process.

2.2 Members of SWEEP shall also have the following responsibilities:

- Uphold the values and objectives of SWEEP, which include promoting economic empowerment, entrepreneurship, gender equality, and a supportive community.
- Actively contribute to the activities and initiatives of SWEEP, fostering a collaborative and engaged community that supports the economic empowerment of all student women. Respect and support fellow members, fostering an inclusive and respectful environment that values diversity, equality, and the sharing of knowledge and experiences.

Section 3: Termination of Membership

3.1 Membership in SWEEP may be terminated under the following circumstances:

- **Voluntary withdrawal:** A member may choose to withdraw from SWEEP by notifying the executive committee in writing of their decision to terminate their membership.
- **Decision of the SWEEP executive committee:** In cases where a member's actions are found to be contrary to the values and objectives of SWEEP, the executive committee may make a decision to terminate their membership. This decision will be made after careful consideration and following a fair and transparent process, allowing the member an opportunity to present their perspective.

3.2 Termination of membership does not absolve the former member of any obligations or responsibilities accrued during their membership period, including the obligation to maintain confidentiality of any sensitive information shared within the SWEEP community.

3: Meetings

3.1 The executive committee shall hold regular meetings to discuss and make decisions regarding SWEEP's activities, initiatives, and financial matters. The frequency of these meetings shall be determined by the executive committee, ensuring sufficient time for effective planning, coordination, and decision-making.

3.2 Meetings may be conducted in person, virtually, or through any other appropriate means of communication, as determined by the executive committee. Minutes of the meetings shall be maintained and made available to the members upon request.

3.3 The executive committee may also call for general meetings or special meetings involving SWEEP members to discuss important matters, gather feedback, and engage in strategic planning.

Article 7: Governance

Section 1: Executive Committee

1.1 SWEEP shall be governed by an executive committee elected by the members. The executive committee will be responsible for the overall management and decision-making of SWEEP, ensuring the effective implementation of the Program's objectives.

Section 2: Roles and Responsibilities

2.1 The executive committee shall consist of key positions, including but not limited to a Chairperson, Deputy Chairperson, Secretary, Treasurer, and other positions as deemed necessary by the SWEEP bylaws.

2.2 Each position within the executive committee shall have specific roles and responsibilities, as defined in the SWEEP Play guide

- **SWEEP Chapter Coordinator:** The SWEEP Chapter Coordinator shall act as the primary point of contact and guidance for the chapters. They will facilitate

communication between the chapters and the SWEEP National, providing support and guidance to ensure the effective functioning of chapters. The Chapter Coordinator will assist chapters in aligning their activities with the overall vision and mission of SWEEP and ensure coordination of efforts between the chapters and the executive committee.

- **Chair:** The Chair shall provide overall leadership and direction to SWEEP, ensuring the implementation of the Program's objectives, overseeing the activities of the executive committee, and representing SWEEP in external engagements.
- **Deputy Chair:** The Deputy Chair shall support the Chair in their responsibilities and assume their duties in their absence. They may also take on specific tasks or initiatives as delegated by the Chair or determined by the executive committee.
- **Secretary:** The Secretary shall be responsible for maintaining accurate records of SWEEP meetings, managing correspondence, and ensuring effective communication among members and stakeholders. They may also assist in coordinating SWEEP events and activities.
- **Treasurer:** The Treasurer shall oversee SWEEP's financial matters, including budgeting, financial reporting, and ensuring the proper management of funds. They shall work closely with the executive committee to ensure transparency and accountability in financial transactions.
- **Other positions:** Additional positions may be established based on the specific needs and structure of SWEEP. These positions may have responsibilities related to areas such as communication, event coordination, membership engagement, or partnerships.

Section 3: Meetings

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3.2 Meetings may be conducted in person, virtually, or through any other appropriate means of communication, as determined by the executive committee. Minutes of the meetings shall be maintained and made available to the members upon request.

3.3 The executive committee may also call for general meetings or special meetings involving SWEEP members to discuss important matters, gather feedback, and engage in strategic planning.

Article 8: Chapters

What is a SWEEP Chapter

A SWEEP chapter is a student-driven branch of the SWEEP program and focuses on advancing economic empowerment among female students women in the professional world of work. These chapters create a supportive environment where female students can access educational resources, mentorship, and networking opportunities related to entrepreneurship,

financial literacy, and economic self-sufficiency. By fostering a community of empowered women, SWEEP chapters aim to break down barriers and promote gender equity in the economic sphere while preparing female students for successful and independent financial futures.

A Guide to Registering your SWEEP Chapter

Step 1: Gather Your Chapter Members

- **Assemble Your Team:** Reach out to potential members who are passionate about social entrepreneurship and community development. Hold an initial meeting to discuss the formation of the SWEEP Chapter.
- **Vote for Chapter Leaders:** Conduct elections within your group to choose a Chairperson and Deputy Chairperson who will lead the chapter. Ensure transparency and fairness in the election process.
- **Select a Coordinator:** Appoint a Coordinator responsible for managing the registration process and serving as the primary contact between your chapter and SWEEP National.

Step 2: Coordinator's Responsibilities

- **Visit the SWEEP Page:** Go to the EDHE: [SWEEP 2023 - EDHE](#)
- **Register Your Chapter:** On the SWEEP registration page, the coordinator should fill out the necessary information about your chapter, including its name, university, and contact details. Make sure to provide accurate and up-to-date information.

Step 3: Upload Required Documents

- **Gather Required Documents:** Ensure that you have all the necessary documents ready for submission. These include your chapter's constitution, a list of chapter members, and any other documents required by SWEEP National.
- **Upload Documents:** Using the provided interface on the registration page, upload the required documents as per the guidelines provided by SWEEP National. Be thorough and ensure that all documents are complete and accurate.

Step 4: Verification Process

- **Wait for Verification:** After submitting your registration and documents, allow some time for SWEEP National to review your application. The verification process may take some time, so please be patient.
- **Communication with SWEEP National:** Be prepared to respond to any inquiries or requests for additional information from SWEEP National during the verification process. Ensure prompt and accurate communication to expedite the process.

Step 5: Official Chapter Launch

- **Receive Confirmation:** Once SWEEP National has completed the verification process and confirmed your chapter's registration, you will receive official confirmation.
- **Plan Your Launch:** With official confirmation in hand, you can now proceed to plan and execute the launch of your SWEEP Chapter. This can include organising events, recruiting more members, and initiating social entrepreneurship projects.

- **Engage in SWEEP Activities:** As an officially recognised SWEEP Chapter, you can now actively participate in SWEEP activities, collaborate with other chapters, and contribute to the mission of social entrepreneurship and community empowerment.

Remember to maintain open communication with SWEEP National throughout the registration process and beyond. They are there to support you and provide guidance as needed.

Congratulations on taking this important step towards making a positive impact at your university through your SWEEP Chapter!

Section 1: Establishment

1.1 SWEEP may establish chapters at various institutions and campus locations to expand its reach and impact. The establishment of chapters shall be approved by the national SWEEP office based on predefined criteria and guidelines. The national SWEEP office shall provide guidance and support to the chapters throughout the establishment process.

1.2 Institutions interested in establishing a SWEEP chapter can refer to the SWEEP Play-guide, a comprehensive resource that outlines the step-by-step process of establishing and operating a chapter. The SWEEP Play guide provides detailed information on the requirements, procedures, and best practices for creating a successful chapter.

1.3 The SWEEP Play-guide serves as a reference document to ensure consistency and adherence to the SWEEP principles and objectives across all chapters. It offers valuable insights and practical advice to help chapters navigate the challenges and maximise the impact of their efforts.

1.4 The national SWEEP office shall periodically update the SWEEP Play- guide to incorporate new learnings, best practices, and evolving needs, ensuring that chapters have access to the most relevant and up-to-date information for their successful establishment and operation.

Section 2: Chapter Responsibilities

2.1 Each chapter shall be responsible for implementing SWEEP's objectives and activities within its respective university and campus. Chapters shall work towards advancing economic empowerment and entrepreneurship among student women, aligning their efforts with the overall vision and mission of SWEEP.

2.2 To ensure effective functioning and coordination within the chapter, each chapter shall discuss, delegate, and establish a written format of official roles, duties, and responsibilities for each chapter member. This ensures clarity and accountability, allowing members to contribute effectively to the chapter's activities and initiatives.

2.3 The official roles and duties within the chapter may include positions such as chapter president or coordinator, vice-president, secretary, treasurer, event coordinator, communication officer, membership engagement officer, and other relevant positions as

deemed necessary by the chapter. The specific roles and responsibilities shall be defined in the chapter's constitution and bylaws.

2.4 Chapter members shall actively participate in the planning and execution of activities and initiatives that promote economic empowerment and entrepreneurship among student women. They shall collaborate with other chapter members, the SWEEP executive committee and the national SWEEP office to ensure synergy and effective implementation of SWEEP's objectives.

2.5 Each chapter shall maintain regular communication with the national SWEEP office, sharing updates, progress, challenges, and opportunities. They shall provide reports on their activities, achievements, and any required assistance to the national SWEEP office as per the established communication channels and reporting requirements.

2.6 Chapter members shall also actively collaborate with other chapters, sharing best practices, experiences, and lessons learned. They shall engage in peer learning and collaboration, contributing to the collective growth and impact of the SWEEP community.

Section 3: Chapter Governance

3.1 Chapters shall have their own governance structure, including a chapter coordinator who shall be responsible for overseeing the chapter's operations and coordinating its activities with the chair and deputy chair. The chapter coordinator shall act as a liaison between the chapter and the SWEEP national Office.

Section 4: Support and Guidance

4.1 SWEEP coordinators shall provide support, guidance, and necessary resources to chapters to ensure their effective functioning and adherence to the principles and objectives of SWEEP. This support may include training, mentorship, access to materials and resources, and assistance in organising events and initiatives.

Section 5: Collaboration

5.1 Chapters shall actively collaborate with each other and with SWEEP national to foster peer learning, share best practices, and collectively advance the goals of SWEEP. This collaboration may include joint events, knowledge sharing platforms, and opportunities for networking and collaboration among chapters.

Section 6: Reporting

6.1 Chapters shall provide 3 reports per year to the SWEEP coordinators on their activities, achievements, challenges, and any required assistance. These reports will contribute to the overall monitoring and evaluation of SWEEP's impact and assist in identifying areas of improvement and support.

Section 7: Termination of Chapter

7.1 SWEEP National, in consultation with the SWEEP coordinators, reserves the right to terminate a chapter's affiliation if it consistently fails to fulfil its responsibilities, deviates from the values and objectives of SWEEP, or engages in activities that are detrimental to the program's reputation or mission. The termination process shall adhere to the guidelines and procedures outlined in the SWEEP Play-guide.

7.2 Termination Procedure: The termination process shall involve a thorough review of the chapter's actions, performance, and adherence to the SWEEP principles. SWEEP National, in consultation with the SWEEP coordinators, shall conduct an investigation and provide the chapter with an opportunity to address any concerns or issues raised.

7.3 Decision and Notification: Following the investigation, a decision regarding the termination of a chapter's affiliation shall be made by SWEEP National, taking into account all relevant factors. The chapter shall be notified in writing of the decision, along with the reasons for the termination.

7.4 Appeal Process: If a chapter disagrees with the decision to terminate its affiliation, it may have the right to appeal the decision. The appeal process, including the timeline and requirements, shall be outlined in the SWEEP Play-guide.

7.5 Transition and Support: In the event of a chapter's termination, SWEEP National shall work with the chapter to ensure a smooth transition and provide support to affected members. Efforts shall be made to minimise any disruptions and assist members in connecting with alternative resources or organizations.

7.6 Chapter Reinstatement: In exceptional cases, a terminated chapter may have the opportunity for reinstatement if it demonstrates substantial improvements and a renewed commitment to upholding the values and objectives of SWEEP. The process for reinstatement shall be determined by SWEEP National, in consultation with the SWEEP coordinators.

Article 9: Amendments

Section 1: Amendment Procedure

1.1 This constitution, including provisions related to chapters, may be amended by a two-thirds majority vote of the SWEEP executive committee, in consultation with the SWEEP coordinators, and with the approval of the majority of the chapters.

1.2 Proposed amendments shall be shared with the SWEEP executive committee, who will review and discuss them. The executive committee shall then communicate the proposed amendments to the chapters for their input and feedback.

1.3 The SWEEP executive committee, in consultation with the SWEEP coordinators, shall consider the feedback received from the chapters and make a final decision on the proposed amendments.

1.4 Amendments shall be communicated to all members and chapters, along with an explanation of the rationale behind the proposed changes.

Section 2: Bylaws

2.1 The specific roles, responsibilities, governance structure, chapter registration process, and the official launch process of the chapters, including the distribution of pins, shall be detailed in the SWEEP bylaws.

2.2 The SWEEP executive committee, in collaboration with the SWEEP coordinators, shall develop and maintain the SWEEP bylaws. The bylaws shall provide additional details and guidelines to support the implementation of this constitution and ensure consistent and effective operation of SWEEP.

2.3 Any amendments to the SWEEP bylaws shall follow a similar process as outlined in Section 1 of this Article.

- **Training and Mentorship Programs:** SWEEP will provide training and mentorship programs specifically designed to enhance the entrepreneurship skills of student women. These programs will cover topics such as business planning, financial management, marketing strategies, and leadership development, equipping student women with the knowledge and skills necessary to succeed as entrepreneurs.
- **Psychosocial Support:** SWEEP recognises the importance of addressing the psychosocial well-being of student women who have experienced gender-based violence. The Program will provide psychosocial support services, including counselling, mentorship, and safe spaces for sharing experiences and seeking guidance. This support aims to empower student women to overcome the impact of violence and build resilience as they pursue their entrepreneurial goals.
- **Support Network of Student Women Entrepreneurs:** SWEEP will create a supportive and collaborative network of student women entrepreneurs. This network will serve as a platform for peer learning, knowledge sharing, and collaboration, allowing student women to benefit from each other's experiences, expertise, and support. The network will facilitate the exchange of ideas, foster innovation, and provide a sense of belonging within the entrepreneurship community.

Article 10: Background to the SWEEP Play-guide

The SWEEP Play-guide is an essential companion resource to the SWEEP Constitution, providing comprehensive guidelines, procedures, and additional information for the effective implementation and operation of SWEEP chapters. It serves as a practical reference document that supports chapter coordinators, executive committee members, and other stakeholders in understanding and executing their roles and responsibilities within the SWEEP program.

Developed through careful consideration and collaboration between SWEEP National and experienced chapter coordinators, the Play-guide aims to foster consistency, clarity, and

best practices across all SWEEP chapters. It offers practical insights, recommendations, and templates to assist chapter members in navigating various aspects of chapter establishment, operation, and termination processes.

The Play-guide encompasses a wide range of topics and areas of focus, including but not limited to:

1. **Chapter Establishment:** Detailed instructions and requirements for establishing a new SWEEP chapter, including the application process, registration procedures, and documentation guidelines.
2. **Roles and Responsibilities:** Clear delineation of the roles and responsibilities of chapter coordinators, executive committee members, and other key positions within a SWEEP chapter, providing guidance on effective leadership, communication, and decision-making.
3. **Program Implementation:** Step-by-step guidance on implementing SWEEP's objectives and activities within the chapter, including organizing training programs, mentorship initiatives, access to finance and business development services, and creating a support network for student women entrepreneurs.
4. **Chapter Governance:** Guidelines for setting up and maintaining a robust governance structure within the chapter, including protocols for conducting meetings, financial management, reporting requirements, and ensuring adherence to SWEEP's values and objectives.
5. **Termination Process:** Comprehensive procedures and considerations for the termination of a chapter's affiliation, outlining the steps to be followed, the review process, and the options for appeal.

The SWEEP Play-guide is designed to be a living document, subject to periodic updates and revisions to reflect evolving best practices and the changing needs of SWEEP chapters. It is intended to provide practical support and resources for chapter members to effectively carry out their responsibilities while upholding the core principles and objectives of SWEEP.

By incorporating the SWEEP Play-guide alongside the SWEEP Constitution, the comprehensive framework for the program's successful implementation is established, ensuring consistency, clarity, and shared understanding among SWEEP chapters nationwide.

Additionally, the SWEEP Play-guide will provide rules and guidelines regarding SWEEP Chapter dos and don'ts, as well as the use of WhatsApp chat groups for communication and coordination purposes. These guidelines aim to foster a positive and inclusive environment within SWEEP chapters, ensuring effective communication, collaboration, and respectful interactions among chapter members. The specific rules and guidelines may include:

1. **Dos and Don'ts:** Clear guidelines on appropriate conduct, professional behaviour, and ethical practices expected from SWEEP chapter members. This may include promoting inclusivity, respecting diversity, maintaining confidentiality, and adhering to SWEEP's values and code of conduct.
2. **WhatsApp Chat Groups:** Guidelines for the use of WhatsApp chat groups as a communication tool within SWEEP chapters. This may include expectations around

- the frequency of communication, language, and tone of messages, sharing relevant information and updates, and avoiding spamming or unrelated discussions.
3. **Moderation and Etiquette:** Recommendations on effective moderation of WhatsApp chat groups, ensuring that discussions remain focused, respectful, and conducive to the objectives of SWEEP. This may include encouraging active participation, addressing conflicts or misunderstandings promptly, and reminding members of the importance of maintaining a supportive and professional atmosphere.
 4. **Privacy and Security:** Guidelines on protecting the privacy and security of SWEEP chapter members within WhatsApp chat groups. This may include reminding members to exercise caution when sharing personal information, avoiding the sharing of sensitive data, and maintaining the confidentiality of discussions.

The SWEEP Play-guide will outline these rules and guidelines to provide a framework for responsible and effective communication within SWEEP chapters, promoting a positive and collaborative environment for all members. It serves as a reference to ensure that interactions within WhatsApp chat groups align with the objectives, values, and professionalism of the SWEEP program.

SWEEP Constitution overview and Summary

The SWEEP Constitution serves as a guiding document for the Student Women Economic Empowerment Programme (SWEEP), outlining its purpose, principles, objectives, and organizational structure. It is committed to empowering student women through entrepreneurial activity and creating a stable socio-economic environment for them. The constitution emphasises the importance of economic participation, skills enhancement, access to finance, psychosocial support, and the establishment of a supportive network for student women entrepreneurs.

SWEEP adopts a multi-pronged approach to achieve its objectives, including providing training and mentorship programs, offering access to finance and business development services, providing psychosocial support to survivors of gender-based violence, and creating a support network of student women entrepreneurs for peer learning and collaboration.

The constitution recognises the rationale behind SWEEP, which highlights that student women who generate income are less vulnerable and have more options. By promoting economic participation and entrepreneurship, SWEEP aims to reduce dependency on abusive partners and contribute to the economic empowerment of student women.

Membership in SWEEP is open to all student women interested in promoting economic empowerment and entrepreneurship. Members have rights to participate in SWEEP activities and initiatives, with the responsibility to uphold SWEEP's values and objectives and actively contribute to its activities.

The governance of SWEEP is entrusted to an executive committee elected by the members. The committee is responsible for the overall management and decision-making of SWEEP.

Regular meetings are held to discuss and decide on activities, initiatives, and financial matters.

SWEEP has the provision to establish chapters at various educational institutions or locations to expand its reach. Chapters operate under the guidance and support of SWEEP coordinators, who act as a communication link between the chapters and the national SWEEP office.

The constitution acknowledges that it can be amended by a two-thirds majority vote of the executive committee, in consultation with the SWEEP coordinators, and with the approval of the majority of the chapters. It also highlights the existence of the SWEEP Play-guide, which provides detailed guidance on chapter establishment and operation.

The SWEEP Constitution outlines the purpose, principles, and objectives of SWEEP, reaffirming its commitment to empowering student women through entrepreneurship. It establishes the governance structure, membership criteria, chapter establishment, and amendment procedures, ensuring the continuity and effectiveness of SWEEP's efforts to promote student women's economic empowerment.

Interpretation of Words

For the purposes of this constitution, certain terms and expressions shall have the meanings ascribed to them in the "Reference Guide and Interpretation of Words" document, which is incorporated by reference and forms an integral part of this constitution.

Referencing Guide and Interpretation of Words in the SWEEP Constitution:

1. References to "**SWEEP**": Throughout the constitution, "SWEEP" refers to the Student Women Economic Empowerment Programme.
2. "**SWEEP National**": "SWEEP National" refers to the central governing body responsible for the overall management, decision-making, and coordination of SWEEP at the national level.
3. "**SWEEP Coordinators**": The "SWEEP Coordinators" are individuals designated by SWEEP National to provide guidance, support, and communication between the national office and the individual chapters.
4. "**Chapter**": A "Chapter" refers to a localized group or branch of SWEEP established at an educational institution or campus location.
5. "**Affiliation**": "Affiliation" denotes the official association and recognition of a chapter with SWEEP National.
6. "**Termination of Chapter**": "Termination of Chapter" implies the cessation or revocation of a chapter's affiliation with SWEEP National due to consistent failure to fulfill responsibilities, deviation from SWEEP's values and objectives, or engagement in activities detrimental to the program's reputation or mission.
7. "**SWEEP Play-guide**": The "SWEEP Play-guide" refers to a separate document or resource developed by SWEEP National that provides detailed guidelines,

procedures, and additional information on chapter establishment, operation, and termination processes.

Interpretation of Words: SWEEP Executives as Chapter Members

1. **"SWEEP Executives"**: In the context of the SWEEP Constitution, "SWEEP Executives" refer to the members of the executive committee elected by the chapter members within each SWEEP chapter.
2. **"Chapter Members"**: "Chapter Members" denote individuals who are actively involved in a specific SWEEP chapter and have fulfilled the membership criteria as outlined in the constitution.
3. **Roles and Responsibilities**: SWEEP Executives, as chapter members, have specific roles and responsibilities within their respective chapters. These roles may include positions such as President, Vice-President, Secretary, Treasurer, or other designated roles as defined in the SWEEP bylaws.
4. **Decision-Making Authority**: SWEEP Executives, as elected representatives of the chapter members, hold decision-making authority and are responsible for the overall management and decision-making processes within their respective chapters.
5. **Collaboration with SWEEP National**: SWEEP Executives, as chapter members, are expected to collaborate with SWEEP National, the central governing body, to ensure alignment with the overall vision, objectives, and principles of SWEEP.