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MAITRI SANSAD

Public Trees Registration Office Greater Asyley Recien, Bombay

1056/84.

Amended constitution. orde.

The name of the Sansad shall be "Banga Maitri Sansad", hereafter called "Sansad" in the following rules. d/ 16/4/84.

The registered office of the Sansad shall be at 17, Air View, 2. Vakola, Santaciuz(East), Bombay - 25.

#### OBJECT:

The aims and objects of the Sansad shall be :-

To foster a spilit of union, friendship, and self help amount (a) the Bengalees and other communities:

To maintain t and propagate the social and cultural activities (b) between Bengallees and other communities :-

To keep in tune with the literary and cultural developments of Bengal;

(d) To take, accept and invest sums of money which may be subscribed, devised, presented or alloted towards the furthering of the aims and objects of the Sansad;

To acquire, to take on lease or tx otherwise land and building and all other property movable, immovable or to construct pailding, if required for the furtherance of the cause or the parmanent establishment of the Sansad; and

Id form and maintain libraries for the furtherance of the object mentioned above; and

to all such other lawful things as are incidental or and the above objects or any nthex of them.

We, the following persons whose names, addresses, descriptions, occupations are given hereunder, are desirous of being formed into a Maitri Sansad not for profit in persuance of this Memorandum of s Sansad :-

Name

Address:

Description:

Occupation:

contd..2/-

### RULES AND REGULATIONS

#### INTERPRETATIONS:

- In the interpretations of these rules and regulations unless there is anything repungant in the subject or content. (a)
- Sansad means Banga Maitri Sansad. (b)
- Members means, Patron, Life member and Ordinary member of the (c) Sansad.
- Act means the Societies Registration Act., . (d)
- Committee means the Managing Committee of the Sansad. (e)
- Year means the period commencing on the Ist Day of January of nay year and ending of the 31st December of the same year. (f)
- Rules mean rules framed by the Managing Committee and approved (g) by the General Body.

Explanation: - Words importing the singular shall include the plural and words importing the masculine gender shall import and famenine.

#### GENERAL:

The Sansad shall adopt, take over the discharge the liabilities, the Sansadby the Subscribers to the memorandum thereof.

#### FUNDS:

Paising of Funds - Funds m for carrying out all or any of the objects the Sansad may be raised in orne or more of the following ways:-

(a) Entrance Fees; (b) Subscription; and Donations

#### Deposition of Funds and the Operation of Bank Accounts :

The Tund of the Sansad when not immediately required for the purpose of the Sansad, shall be deposited in a scheduled Bank or Postal Savings Bank. The Account with the Bank shall be operated upon by cash or by the Sansad by the President or a member of the Committee, especially thorised in this behalf and countersigned by the Secretary, or a member of the Committee, specially authorised in this behalf. Any (Cheques received by the Sansad may be endorsed by the Secretary in favour of the Bank to be credited to the Account of the Sansad. In the absence of the Secretary, the Treasurer or any member of the Committee may so the Secretary, the Treasurer or any member of the Committee may so endorse the cheque(s).

### Application of the Income and Property of the Sansad:

The Income and property of the Sansad wheresoever derived shall be applied solely towards the promotion of the objects of the Sansad set forth in the Memorandum and no portion thereof shall be paid directly or indirectly to the person or persons who at any time are or have been members of the Sansad or to any of them or to any person(s) claiming through any of them.

PROVIDED that nothing herein contained shall prevent (a) payment in good faith of the remuneration to any member thereof or other person in return for any services actually rendered to the Sansad or the payment of interest or money borrowed from any member of the Sansad, (b) any payment of allowance or concession to members by way of rebate or return of subscriptions in accordance with the rules for the time being in force of the Sansad.

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mbership of the Sansad shall be open to all persons of all communities and all be divided into following classes and shall have the rights and all be divided into following classes and shall be from time to time prescribed all be divided into following classes and shall have the rights and all be divided into following classes and shall have the rights and ligations hereinafter prescribed and shall be from time to time prescribed all be divided into following classes and shall have the rights and ligations hereinafter prescribed and shall be from time to time prescribed all be divided into following classes and shall have the rights and ligations the class by the Sansad or the Committee. No personal shall, however, each class by the Sansad or the Sansad unless he has completed the age eligible to be ammember of the Sansad unless he has completed the age 18 years:

A person who has paid 500/- and above (in one time) shall be the Patron of the Sansad.

- A person who has paid No. 251/- (in one time) shall be the Life Members of the Sansad, Patron
- Ordinary Member A person who paid Rs. 10/- as admission fee and Rs. 2/- as monthly subscription shall be an ordinary member of the Sansad. \_) Li)
- (a) An application for membership shall be in writing in the prescribed from and be signed by the application. Every application shall take a declaration that he abides by the rules of the Sansad.
- (c) The application shall be considered by the Committee at its next following meeting or as soon thereafter as may be practicable and the admission to membership shall be by election by a majority of the committee.
- (d) The result of the application shall be communicated in writing to the applicant, if the applicatin is admitted to membership he shall pay to the applicant, if the applicatin fifteen days commencing from the day the monthly subscription of Rs.2/- within fifteen days commencing from the day the monthly subscription of Rs.2/- within fifteen days commencing from the day the monthly subscription of Rs.2/- within fifteen days commencing from the day the monthly subscription of the application shall be refunded to a subscription of the application of the rejection of the solication.

COMMENDEMENT OF THE RIGHTS OF MEMBERSHIP:

from the date of admission.

## RESIGNATION OF MEMBERSHIP:

A member may, by notice in writing addressed to the Committee, resign from the membership and his resignation shall take effect from the date of its acceptance by the Committee or failing such acceptance at the expiry of one with calander month from the receipt by the Committee of such notice.

### CESSATION OF MEMB RSHIPE

A person ceases to be a member;

on his resignation as aforesad in rule 7, or

(a.) (b)

on his removal as hereinafter provided in rule 9, or on his removal as hereinafter provided in rule 9, or on non-payment of arrears of subscription within the time prescribed in Rule 9-4.

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OVAL FROM MEMBERSHIP: the recommendation of the Committee, a member may be removed from mbership by a vote of not less than two-thirds of the members present and retire at a General Mechine if

nd voting at a General Meeting if

(a) he becomes insolvent, or
(b) he is convicted of an offence involving moral turpitude, or
(c) He does any act or makes a declaration or statement which is false with intent to cause loss to the Sansad or injure its credits.

ROVIDED that no such removal shall be considered at the General Meeting of the nless the member has been given at least twenty days; notice in writing of the new transfer recommendation to remove him! ommittee's recommendation to remove him.

# 1-A CESSATION OF MEMBERSHIP FOR NON-PAYMENT OF ARREARS:

my member, whose subscription shall be three months or more in arrears and May member, whose subscription shall be three months or more in arrears and tho shall not pay all arrears within three weeks from the date when written notice is served calling for such payment, shall, on a resolution to that effect being passed by the Committee, ceases to be member. On ceasation of nembership all the money paid by him to the Sansad by way of subscription shall be forefited.

## 10. RE-ADMISSION TO MEMBERSHIP:

Any person seeking re-admission to membership of the Sansad shall pay re-admission fee of ks.20/- along with his application for membership.

### 11. REGISTER OF MEMBERS:

A Register of members shall be maintained in which shall be entered the names and addresses of the members and such other information about the members as and addresses of the members and such other information about the members as the Committee may from time to time decide. Such Register shall be open for inspection of the members of the Sansad at the time and place as may be meterm determined by the Committee.

12. HOLDING OF THE GENERAL MEETING: The Annual General Meeting shall be held within a period of three months from the date of the closing of the year fixed under the Rules.

FUNCTIONS OF THE ANNUAL GENERAL MEETING:

The Tunctions of the Annual General Meeting shall be :-

- (a) To confirm the proceedings of the last Annual General Meeting;
- (b) Tom consider the Committee's report on the working of the Sansad for the preceding year together with Auditied Statements of Accounts, including Balance Sheet and Profit and Loss Account for the said period;
- (c) To elect office bearers for the ensuing year ;
- (d) To appoint a duly qualified Auditor for auditing the Accounts of the Sansad and determine his remuneration, if any;
- (e) To consider the appeals against the orders of the Committee and generally to exercise supreme authority in any matter relating to the work of the Sansad; and
  - (f) to dispose of
    - (i) any other business duly notified by the Committee,
    - (ii) any business of which notice has been given to the Committee by the members before a week of the General Body meeting.

TIME AND PLACE FOR HOLDING THE GENERAL MEETING: General Body Meeting, whether annual or special, shall be held at such place and time as the Committee may consider conveninet for the despatch

- of business. COMMITTEE CONVENING & SPECIAL GENERAL MEETING:
- The Committee may, whenever they deem fit, convene a special General Meeting either for the purpose of transacting any special business or for Meeting before the members of the Sansad a review of their activity in the preceding months.
- SPECIAL GENERAL MESTING BY REQUISITION OF MEMBERS:

Special General Meeting shall also be convened by the Committee upon the requisition of not less than one third of the total number of members on the Register at the end of the official year next preceding the date of requisition. The requisition so made shall express the object of the Special General Meeting proposed to be called and shall be presented to the Secretary. THE PERIOD WITHIN WHICH SPECIAL GENERAL MERTING BY REQUISITION

Upon receipt of a requisition under the last preceding rule, such meeting shall be convened within 15 days from the date of the requisition. In shall be convened within 15 days from the date of the requisition for the such meeting to be held with a fortnight case the Committee fail to convene such meeting to be held within one month after such delivery.

- NOTICE FOR GENERAL MEETINGS:
- (a) In the case of an annual General meeting fifteen days! notice ar and in the case of special general meeting, seven days notice shall be given by putting up a notice on the Notice Board or by written communication delivered or posted to each member or by any other reasonable means decided by the Committee.
- (b) The notice shall specify the day, time and place fixed for holding of the meting and shall state the nature of the business to be transacted to meeting.
- (c) The non-receipt of a notice, by any member, convening any General Meading shall not invalidate the proceedings at any such meeting.

  (d) Nith that and ing anything contained in sub-rules (a), (b) and (c) finds title, at least a fortnight's notice shall be given of any Special neral Weeting convened to revise, alter or amend the rules of the Sansager BRINGING FORWARD A PROPOSAT YOU TO THE SANSAGER A PROPOSAT YOU TO THE SANSAGER A PROPOSAT YOU TO THE SANSAGER A PROPOSAT YOU THE SANSAGER A PROPOSATE YOU THE the Sansad.

BRINGING FORWARD A PROPOSAL NOT SPECIFIED IN THE NOTICE OF THE GENERAL MEETING:

The Committee or any member may, with the permission of the two-thirds of the members present at a General Meeting bring forward a proposal regarding any matter not specified in the notice of the General Meeting provided that no such proposal shall be brought for the removal of a ramper or amendment of the rules; provided further that no new proposal may be brought at any adjourned meeting. with the permission of the two-thirds

QUORUM: GENERAL BODY MEETING:

One-third of the total number of members on the Register at the end of official year next preceding the date of the meeting shall form a quorum at a general meeting.

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#### NIENAMA:

If within one hour after the time appointed for a General Meeting, a quorum is not formed, the meeting if it is a special meeting convened upon a requisition from members, shall be dissolved; but in any other upon a requisition from members, shall be dissolved; but in any other upon a requisition from members, shall be dissolved; but in any other upon a requisition from members, shall an hour on the same day and the case it shall stand adjourned meeting the business before it may be same place. At such adjourned meeting the business before it may be transacted notwithstanding that no quorum is formed.

CHAIRMAN OF GENERAL MEETINGS:

The President of the Committee shall be entitled to take the Chair at every General Meeting. If there is no Chairman or it at any meeting he shall not be present within half an hour the time appointed for holding such meeting or is unwilling to act, the members of the Committee present may choose one of the members of the Committee as Chairman and in default of their doing so, the members present shall choose one Committee member of their doing so, the members present be willing to take the to be Chairman and if no Committee member present be willing to take the Chair, the members present shall choose one of their members to the Chairman.

23. NO TRANSACTION OF BUSINESS WHEN THERE IS NO CHAIRMAN:

No business shall be discussed at any General Meeting except the election of a Chairman, whilst the Chair is vacant.

24: DECISION EITHER BY SHOW OF HANDS OR BY A POLL:

At any General Meeting, a resulution put to the vote of the meeting shall be decided on a show of hands, unless a pole is (before or after the declaration of the result of the show of hands) demanded in the manner hereinafter mentioned; a declaration by the Chairman that a resolution hereinafter mentioned; a declaration by the Chairman that a resolution has, on a show of hands, been carried or carried unanimously or by a has, on a show of hands, been carried or that effect in the books of the particular majority or lost and an entry to that effect in the books of particular majority or lost and an entry to that effect without further proceedings of the Sansad be conclusive evidence of the fact without further proof of the number of proporation of the vote a rexult recorded in favour of or against the resolution.

25.5 WHO CAN DEMAND A POLL:

Ten members present in person or the Chairman of the Meeting shall be entitled a poll.

26 MANNOW OF TAKING THE POLL AND THE TIME AND PERSONS WHO CAN WITHDRAW THE TOTAL DEMAND FOR POLL:

The poll is demanded as aforesad, it shall be taken in such a manx person and at such time and place as the Chairman of the meeting directs and cither at once or after an interval or adjournment and the result of and cither at once or after an interval or adjournment and the result of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded. The demand of a poll may be withdrawn at any time, poll was demanded. The demand of a poll may be withdrawn at any time, before the result of the poll is declared by the Chairman by those members or by the Chairman, who demanded the poll.

CASTING VOTE OF THE CHAIRMAN:

WALL STATE OF THE PARTY.

In the case of an equality of votes whether by a show of hands or on a poll, the Chairman of the meeting at which the show of hands takes place or at which the poll is demanded, shall be entitled to a casting vote in addition to his own water to which he may be entitled as a simple poll. to his own vote to which he may be entitled as a mb member.

THE CIRCUMSTANCES WHEN POLL IS TO BE TAKEN WITHOUT ADJOURNMENT:

Any poll duly demanded on the its election of Chairman of a meeting or any question or adjournment, shall be taken at the meeting and with adjournment.

contd. on page No. 7..

## DENAMED OF A POLL, NOT TO PREVENT THE CONTINUANCE OF THE MEETING:

The Demand of a poll shall not prevent the continuance of a meeting for the transaction of any business other than the question on which the poll has been demanded.

#### MINUTES: 300

Minutes shall be recorded in the books provided for the purpose, of all resolutions and proceedings at General Meeting and an entry to that effect of the proceedings and resolutions of the Sansad shall be conclusive evidence of the fact, without further proof of the number of proportion of votes recorded in favour of or against the resolution, and any such minutes if signed by any person purporting to have been the Chairman of the meeting to which it relates or by the person who shall preside as Chairman at the next succeding meeting, shall be receivable as evidence of the facts therein.

SECRETARY TO KEEP THE MINUTE BOOK FOR INSPECTION: 31.

The books containing xilkily xxx of the XpVoospilkily XX general X beat lags XpX

The books containing minutes of the proceeding of general meetings of the Sansad shall be kept with the Secretary and shall during such hours (subject to such reasonable restrictions as the members of the Committee may from time to time or the Sansad in General Meeting impose so that not less than one hour or Saturday of every week be allowed for inspection) be open for the inspection of any member.

32. ONE VOTE EITHER ON SHOW OF HANDS OR BY POLL:

Joon a show of hands every member entitled to vote and present in person shall have one vote and upon a poll every member entitled to vote and present in person shall have one vote.

33. NO VOTING RIGHTS FOR A MEMBER WHEN HE IS IN ARREARS:

Subject to the provisions of these rules, no member shall be entitled to be present or to vote at any general meeting either to be present or to vote at any general meeting either personally or be reckoned in a quorum whilst any unauthorised amount shall be due and payable to the Sansad by him.

34: NO DISCRIMINATION BETWEEN ONE MEMBER AND OTHER:

Save as two otherwise provided under these rules, any member whose name is a entered in the Register of members of the Sansad shall enjoy the same right and be subject to the same liabilities as all the other members.

33. COMMITTEE TO ADMINISTER:

the administration of the affairs of the Sansad shall be vested in a body sereinafter called the Managing Committee consisting of 11 members.

:6. OFFICE BEARERS OF THE SANSAD:

he office bearers of the Sansad namely a President, One Vice-President, no Secretary, One Treasurer. One Librarian and six members shall be lected at the Annual General Meeting.

contd. 8.

ELIGIBILITY FOR ELECTION AS OFFICE BEARERS:

member shall be eligible for election as office bearer of the Sansad

(a) (b)

is unsound/mind, or is not a member of the Sansad, or is in arrers of monthly subscription since 3 months. on the date of election, or has been adjudicated as insolvent, or has been convicted or an offence involving moral turpitude. Has been convicted or an offence involving moral turpitude.

SECRETARY TO NOTIFY THE NAMES OF MEMBERS WHO ARE ELIGIBLE. 38.

The Secretary shall, not less than 20 days before the date of annual general meeting put up in the Notice Board the names of all those members who are eligible for election as office bearers of the Sansad.

ELECTION OF DULY PROPOSED MEMBERS TO BE BY MAJORITY OF VOTES 39.

- A member who is eligible for election as an office bearer, shall at the annuaryl general meeting, be proposed by one member and seconded by another.
- The election of those members who are duly proposed as above, shall be determined by a majority of votes of the members of the Sansad present in person. votes of the

ELECTION IS DEPENDENT ON THE NUMBER OF VACANCIES AND CANDIDATES: 40.

If the number of candidates validly proposed under rule 39(a) is equal to or less than the number of vacancies, the candidates so proposed shall be deemed to have been duly elected. If, however, the number of such candidates exceed the number of vacanciesk then only an election shall be held to determine the members choice of office bearers.

VACATION OF THE OFFICE OF THE COMMITTEE MEMBERSHIP: 41.

A committee member shall be deemed to have vacated his office even before the expiry of his normal term if he:

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is disqualified under rule 37, or resigns by notice in writing, or is for sufficient cause removed by a majority of votes at a General Meeting, or becomes a defaulter during the term of his committee membership; or after receiving a notice of the date of meeting of the Committee absents himself at four successive meetings without taking prior leave of absence for reasons which in opinion of the Committee are not satisfactory.

42. FILLING UP OF CASUAL VACANCY:

Any vacancy occurring in the office of the Committee during the interval between two Annual Meetings, shall be filled up by the Committee in such a manner as they may decide. Such a committee member shall hold office till the next Annual General Meeting.

REMOVAL OF OFFICE BEARERS:

The general meeting, by a resolution passed by a majority of three fourth of the members at a me ting specially called for the purpose and voting, shall be entitled to remove the President, Vice President, Secretary or any other member of the Committee.

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POWERS OF THE COMMITTEE:

The power of the committee shall be :

To admit new members; To appoint, suspend, fine or dismiss all salaried servants of the Sansad subject to an appeal to the General Meeting; of the Sansad Subject to an appear to the General Meeting;
To appoint Zonal Collectors for collecting subscriptions or
contributions or other sums of money from the members;
To hear and deal with complaints; (a) (b)

(c)

To enquire into and take action in case of default; (d)

To enquire into and take action in case of default;
To prepare final accounts;
To institute, defend or compromise legal proceedings; and
Generally to condust the business of the Sansad. (e) fi wh w

The committee shall meet at least once in a month and may make such .

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The committee shall meet at least once in a month and may make such .

The committee shall meet at least once in a month and may time to time deem expendient to make.

- (a) All questions before the Committee shall be decided by a majority of votes provided that the recommendation for the removal of a member shall be by two thirds of the Committee members present and voting 460 be by two thirds of the Committee members present and voting.
- (b) If on any matter votes are equally divided, the Chairman of the Committee shall have a casting vote in addition to his ordinary vote.

In members of the Committee shall form a quorum for the transaction of business provided, however, that any adjourned meeting of the Committee, business provided, however, that any adjourned meeting of the Committee, business provided, however, that any adjourned meeting of the Committee, business provided, however, that any adjourned meeting of the Committee, business provided, however, that any adjourned meeting of the Committee, business provided, however, that any adjourned meeting of the Committee, business provided, however, that any adjourned meeting of the Committee, business provided, however, that any adjourned meeting of the Committee, business provided, however, that any adjourned meeting of the Committee, business provided, however, that any adjourned meeting of the Committee, business provided, however, that any adjourned meeting of the Committee, business provided, however, that any adjourned meeting of the Committee, business provided, however, that any adjourned meeting of the Committee, business provided, however, that any adjourned meeting of the Committee, business provided to the Committee.

\*\*THOUGH POWERS OF THE COMMITTEE:\*\*

\*\*THOUGH POWERS OF THE COMMI guo.mi:

Without prejudice to the generality of the powers conferred by Rule 44

- To make, vary and repeal Rules for efficiently carrying on the misiness of the Sansad subject, however, that the rules so made, varied or repealed shall not come into effect until confirmation by a general state of emergency in which the committee, pending such the tingexcept in case of emergency in which the take effect from such confirmation, provisionally order any such rule to take effect from such confirmation, provisionally order any such rule so made, varied confirmation, provisionally order any such rule so made, varied confirmation by a General Meeting.
- (b) To appoint a Committee or sub-Committee of members of the Committee or sub-committee/s may be temporary or of the Sansad; such Committee or sub-committee/s may be temporary or parameter as the Committee may determine;
- (c) To delegate subject to such conditions as they may think fit, any of their powers to a committee or sub-committee/s or a Member or Members (whether member of the Committee or not);
- to engate laywers or experts or any other person they may deem necessary, determine and pay their remunerations;

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to appoint and from time to time remove persons in the employ of the Sansad and fix their remunerations; and TIONAL POWERS OF THE COMMITTEE (CONTD) to incur expenditure necessary for efficiently carrying on the business of the Sansad. acts done in good faith by the Committee or any person acting as inittee member shall, notwistanding that it is afterwards discovered that the member shall, notwistanding that it is afterwards discovered that entities member shall, notwistanding that it is afterwards discovered that entitle member shall, notwistanding that it is afterwards discovered that entitle member shall, notwistanding that it is afterwards discovered that entitle member shall, notwistanding that it is afterwards discovered that entitle member shall, notwistanding that it is afterwards discovered that entitle member shall, notwistanding that it is afterwards discovered that entitle member shall, notwistanding that it is afterwards discovered that entitle member shall, notwistanding that it is afterwards discovered that entitle member shall, notwistanding that it is afterwards discovered that entitle member shall, notwistanding that it is afterwards discovered that entitle member shall, notwistanding that it is afterwards discovered that entitle members are some defect in the experiment of such committee or every such person had been duly a pointed. e members of the Committee shall cause minutes to the duly entered, in a oks or books provided for the purpose,

of the names of the memors of the Committees, and of all orders made by the members of the Committee; and of all resolutions and proceedings of meetings of the members of the committee of the committee.

# MINUTES TO BE PRIME FACIE EVIDENCE:

Il such minutes shall be signed by the Chairman of the meeting as recorded Il such minutes shall be signed by the Chairman of the meeting as recorded r by the person who shall preside as Chairman at the next succeding meeting r by the person who shall preside as Chairman at the next succeding meeting r by the person who shall preside as Chairman at the next succeding meeting at whatsoever all minutes purported to be so signed shall for all purposes whatsoever nd all minutes purported to be so signed shall for all purposes whatsoever at all minutes purported to be so signed shall for all purposes whatsoever nd all minutes purported to be so signed shall for all purposes whatsoever nd all minutes purported to be so signed shall for all purposes whatsoever nd all minutes purported to be so signed shall for all purposes whatsoever nd all minutes purported to be so signed shall for all purposes whatsoever nd all minutes purported to be so signed shall for all purposes whatsoever nd all minutes purported to be so signed shall for all purposes whatsoever nd all minutes purported to be so signed shall for all purposes whatsoever nd all minutes purported to be so signed shall for all purposes whatsoever nd all minutes purported to be so signed shall for all purposes whatsoever nd all minutes purported to be so signed shall for all purposes whatsoever nd all minutes purported to be so signed shall for all purposes whatsoever nd all minutes purported to be so signed shall for all purposes whatsoever nd all minutes purported to be so signed shall for all purposes whatsoever nd all minutes purported to be so signed shall for all purposes whatsoever nd all purposes whatsoever nd all minutes purported to be so signed shall for all purposes whatsoever nd all purposes whatsoever nd all purposes are not shall be signed shall for all purposes whatsoever nd all purposes are not shall be signed shall for all purposes whatsoever nd all purposes are not shall be signed shall for all purposes are not shall be signed shall for all purposes are not shall be signed shall be signed shall be signed shall be signe n the regu

2. The secretary shall be:

(a) To summon and attend all meetings of the Sansad and of the Constitute and the sub-committee or special committees;

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- To receive application for membership etc., and place them with necessary papers and information before the committee for disfor the pruposes;
- To be in charge of the seal of the Sansad, documents and other papers of the Sansad and carry on correspondence on behalf of the (d) Committee of the Sansad; and
- To attend to such other business of the Sansad entrusted to him by the committee from time to time. (e)

The Committee may, however, assign any of these duties to any other members of the Committee.

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TREASURER:

The duties of the Treasurer shall be:

- To receive, collect and a disburse money on behalf of the Sansad under the orders of the Committee; (a)
- To prepare all receipts and vouchers and other documents relating to the transactions of the Sansad and to supply the necessary (b) information to members;
- To prepare and maintain all books of accounts, registers and (c) ledgers; and
- to attend to such other business of the Sansad entrusted to him by the committee from time to time. (d)

The Committee may, howerver, assign any of these duties to any other member of the Committee.

#### LIBRARIAN: 524.

The duties of the Librarian shall be :

- To maintain a register for all books, magazines, publications, periodicals, etc.
- To issue, receive of the same to and from the members; and (b)
- To maintain the books, publications, periodicals etc. (c)

TACCOUNTS? BOOKS, DOCUMENTS & AUDIT:

The Com Committee shall cause true accounts to be kept of :

(a) all sums of money received and expended by the Sansad and the matters in resepect of which such receipt and expenditure takes

all sales and purchases of goods by the Sansad; and

(c) the assets, credits and liabilities of the Sansad and generally of all its finaencial and other affairs and transactions and engagements and all other matters necessary for showing the true financatial state and conditions of the Sansad, and the accounts shall be kept in English, in suc books and in such manner as the Committee may deem fit and the Books of Accounts shall be kept with the Treasurer or with any other member of the Committee as the Committee may decide and shall be open to insepction to the members of the Committee during such time as they may determine.

#### INSPECTION OF BOOKS: 56.

The Committee members shall frim time to time determine whether and to what extent and at what time and place and under what conditions or regulations extent and at what time and place and under what conditions of regulations the accounts and books of the Sansad or any othem shall be open to the insepction of members, not being members of the Committee, and no such number shall have any right of inspecting the account or book or documents of the Sansad except as conferred by the rules of the Sansad or authorised by the Committee or by the Sansad in general meeting.

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#### FINAL ACCOUNTS:

Balance Sheet and Profit and Loss Accounts shall be signed by at least members of the Committee and the Secretary and the Auditor's Report shall be attached to the Balance Sheet and Profit and Loss Account or these libe inserted at the foot of the Balance Sheet and Profit and Loss ll be inserted at the foot of the Balance Sheet and Profit and Loss ount a reference to the said report. A copy of such Balance Sheet Profit & Loss Account so auditied together with the copy of the litor's Report shall, at least fourteen days before the general meeting the Sansad or be duly notified in such manner as the Committee may the Sansad or be duly notified in such manner as the Committee may ide; and a copy of the same shall be kept eithter with the Secretary ide; and a copy of the inspection of the members of the Sansad during the Treasurer for the inspection of the members of the Sansad during period of at least fourteen days before the General Meeting.

### APPOINTMENT OF AUDITORS:

auditor shall be appointed at each Annual General meeting and his duties sulated in accordance with any Act or statutory notification thereof for timebeing in force.

#### INDEMNITY:

ery member of the committee and the employee of the Sansad shall be lemnified by the Sansad and it shall be the duty of the Committee out of funds of the Sansad to pay all costs, lossess and expenses which any the member of the committee or the employee of the Sansad may incur or to liable to by reason of any contract entered into or Act or thing the by him in good faith and under express or implied instructions by the most tee as such member of the committee or the employee or the Sansad ne by him in good falth and under express of implified instructions by the instructions by the interest as such member of the committee or the employee or the Sansad in any way in the discharge of his duties imposed on him by the mittee, including travelling expenses and the amount for which such employees is provided shall immediately attach as a lein on the property of Sansad and have prio ty, as between the members, over all other claims.

AT SEMAN Committee shall provide a common seal for the Sansad. The Seal shall be os it ed with the Secretary and shall never affixed to any documents except the ore selfe of the Secretary and one member of the Committee.

DISSOFTION: Sansad may at any time be dissolved by a resolution of the Sansad passed a majority of three-fourth of the members present at the general meeting the entitled to vote at a general meeting specially convened for the prupose which 14 days previous notice in writing has been given to all members cifying the intention to propose such resolution.

#### ALTERIOR OF RULES:

new Rule shall be made, or any of the rules herein contained or hereafter be made shall be amended, altered or rescinded except with the consent two-thirds of the members present and voting at a General Meeting of the sad specially called for the purpose.



1/13-1-1959

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