1. Name of the society: DEEPAK WOMEN’S DEVELOPMENT SOCIETY GHOMANASAN , JAMMU.
   1. Name and address : The Name and address of the society shall be Deepak Women’s Development Society, Gho manasan, Jammu.
   2. Office: The registered office of the society shall be at Gho manasan, Jammu.
2. Objects :

* 1. To promote and extend social welfare services to children, youth and women and work for their socio-economic up liftmen.
  2. To rehabilitate the destitute and other rural and backward women affected by natural calamities or otherwise.
  3. To create facilities of all round education and trainings.
  4. To educate people in social Hygiene, home management etc.

1. CONSTRUCTION :

The society shall be constituted of a Managing Committee and a General Body. The Managing Committee shall comprise four office bearers i.e. (i) President (ii) Vice-president (iii) Secretary (iv) Treasurer, besides 3 members.

Managing Committee and Office bearers

3.1.1 The Managing Committee shall consist of 7-11 members for initial two years the first 7-11 found members shall form the Managing Committee. After the first two years, the general body shall elect 11-11 members to form the Managing Committee.

3.1.2. The tenure of the Managing Committee shall be three years to be elected at an annual General Body meeting or a meeting specially called for this purpose.

3.1.3. The Managing Committee shall elect the office bearers from amongst its members, as soon as the Managing Committee is elected by the General body

3.1.4. While ordinarily the tenure of the Managing Committee and office bearers shall be 3 years, the Managing Committee or any or all of the office bearers may be removed from office at least by two third majority of the total number of ordinary and honorary members at the meeting of this General Body, passing no confidence motion against them.

3.1.5. If a situation as in 3, 4 arises, the new managing committee shall be elected at the same meeting.

3.2. MANAGING SUB-COMMITTEE

3.2.1. The managing Committee shall appoint a separate Managing sub-committee for every activity undertaken by the society.

3.2.2. The Managing Sub-Committee shall have at least one third maximum three office bearers one of whom will be the con vendor.

3.2.3. The Managing Sub-Committee shall be answerable to the Managing Committee of the society.

3.2.4. The tenure of the Managing Sub-Committee shall be fixed by the Managing Committee.

ORDINARY MEMBERS

3.3.1. Any major individual irrespective of creed, caste, religion, sex or nationality shall be eligible to become ordinary member of the society.

3.3.2. Individuals desirous of becoming member shall have their names recommended by some member of the Managing Committee.

HONORARY MEMBERSHIP

3.4.1. The Managing Committee may confer honorary membership on any individual with meritorious and meticulous service to the cause of social welfare.

MEMBERSHIP FEE/SUBSCRIPTION :

3.5.1. Members of the Managing Committee shall pay Rs. 300/- as annual membership fee.

3.5.2. Ordinary members shall pay Rs. 100/- as annual subscription.

3.5.3. Honorary members shall not be required to pay any subscription.

3.5.4. The Managing Committee may change the rates of annual subscription/membership fee from time to time.

IV. FUNDS

The Managing Committee shall have the power to accept gift, donations, take loans, raise funds by organizing fairs, campaigns etc. and obtain grants from state and central Govt.

V. FINANCIAL YEAR

The financial year of the society shall start from Ist April and end on 31st March every year.

VI. MEETING GENERAL BODY

6.1.1. The general body shall meet annually and the meeting called Annual General Meeting.

6.1.2. The notice of clear ten days shall be given, along with the agenda papers to the members for attending the Annual General Meeting.

6.1.3. One third of the members of the General Body shall form the quorum for the meeting.

6.1.4. Besides the normal Annual General Meeting, the President may convene a special meeting of the General Body and for this purpose a seven days notice shall be given to the members.

6.1.5. Extra Ordinary General Body Meetings can be convened by the Managing Committee on receipt of written demand from at least one fourth of the General Body Members. The demand shall be duly signed and matters to be transacted at the meeting clearly defined.

6.1.6. If the Managing Committee fails to convene a meeting within 30 days from the date of receipt of the demand from the members as at 6.1.5., the member themselves can convene the meeting of the General Body.

6.2. MANAGING COMMITTEE

6.2.1. The Managing Committee shall meet at least once in two months and seven days notice shall be given to the members along with the agenda papers.

6.2.2. Special Managing Committee meetings shall be convened at the instance of the President as and when required by giving 48 hours clear notice to the members.

6.2.3. Two thirds of the strength of the Managing Committee presents at the meeting shall from the quorum. The majority vote of the quorum shall pass any resolution.

6.2.4. In case of a tie the President shall have the right to cast a second vote to decide the issue.

6.3. MANAGING SUB-COMMITTEE

The Managing Sub-Committee shall meet as often as required but at least once a month. Three members shall form the quorum of which one shall be the convenor.

FUNCTIONS AND POWERS

In addition to those already described in this Constitution, the following will be the powers and functions:-

PRESIDENT :

7.1.1. The President shall preside over and conduct the General Body meetings and the meetings of the Managing Committee.

7.1.2. The President shall be responsible for formulation of board directives and principles as enumerated by the Managing committee.

7.1.3. The President shall sanction expenditure not exceeding Rs.200/- with the approval of the Managing Committee.

7.1.4. The President may delegate some powers to the vice President to discharge some of the duties of the President as and when occasions arise.

7.1.5. The President shall have the power to call for an urgent meeting of the Managing Committee.

7.1.6. On all matters regarding the society, the President may be authorized to sign all correspondence, etc. on behalf of the Society.

VICE PRESIDENT

7.2.1. The Vice-President shall preside over the meeting of Managing Committee in absence of the President.

SECRETARY

7.3.1. The Secretary implements the resolutions of the Managing Committee and be the responsible to the Managing committee as such.

7.3.2. The Secretary shall be in charge of all files, letters, funds etc, of the Society.

7.3.3. The Secretary shall issue receipt for the subscriptions and pay the bills sanctioned by the Managing Committee and maintain all accounts.

7.3.4. The Secretary shall hold a sum of rupees one hundred (100/-) as imp reset and maintain account thereof.

7.3.5. The Secretary shall convene periodical meetings of the Managing Committee once in two months or as often as necessary and place before the general body the accounts reports of activities.

7.3.6. The Secretary shall execute the suggestions made by the Managing Committee and be in full charge of the day today management of the Society.

7.3.7. The Secretary shall carry on all correspondence of the Society.

7.3.8. In consultation with the President, the Secretary shall circulate the notices of the meetings together with proceedings of the earlier meetings.

TREASURER

7.4. The treasurer shall assist the President and Secretary in all accounts matters including preparation of Budget etc.

7.5. MANAGING COMMITTEE8. 5.1 It shall be empowered to pass the budget of the society.

7.5.2 Appoint its establishment

7.5.3 Control and supervise all the activities.

7.5.4 Frame subsidiary rules not inconsistent with the Constitution of the society.

7.6. MANAGING SUB-COMMITTEE

The convenor shall advice the managing committee on all matters pertaining to its respective field of activity.

7.7. GENERNL BODY:

The General Body shall review the working and progress made by the society at its meeting and shell accept or otherwise pass a resolution on all matters of the society, in pursuance of the objectives laid in the constitution.

VIII. LIABILITY OF MEMBERS

The liability of the members shall be laid down by the managing Committee.

IX. ACCOUNTS:

9.1. The accounts of the society shall be eudited annually at the close of the financial year, by duly certifying auditors appointed by the managing Committee and the audited accounts presented before the General Body.

9.2. The society shall maintain separate accounts for every activity for which grant is received, in addition to the one in its own name.

9.3. The President secretary and Treasurer shall be the operating authorities of these accounts, any two of them shall have the power to carry out financial transactions with the banks.

X. AMMENDMENTS :

The constitution shall be amended by at least the two third of the members of the General Body present at a meeting.

XI. DISSOLUTION

The society can be dissolved by two third of the members of the General Body.

The property of the society, after satisfaction of all liabilities, shall be handed over to the J&K state social welfare Advisory Board/State Govt. for transfer to some other voluntary welfare institution in the state.

EXECUTIVE BODY MEMBERS

1. PRESIDENT DEEPAK KHANNA
2. SECRETARY ROHIT PANDITA
3. TREASURER PUNEET KUMAR DARMANIA
4. VICE PRESIDENT SUNEHA DEVI
5. MEMBER AATISH ARORA
6. MEMBER POOJA PANDITA
7. MEMBER RESHAB KUMAR

IIds6.1.4. Besides the normal Annual General Meeting, the President may convene a special meeting o