



- g) He will ensure the implementation of all the decision of Board of Directors.
- b) As an Ex-officio members of all committees and sub-committees Set up for various purposes he will ensure co-ordination of all their activities with the officio bearers of the society.
- c) He will maintain and cause to be maintained all records required to be maintain in the office of the society.
- d) He will be responsible for all correspondence.
- e) He will present annual report on the activities of the society.
- f) He will engage, suspend and take other disciplinary action against the workers of the society with the concern of the President.
- g) He will have authority to insure expenditure without prior sanction to the extend of Rs. 2500/- or any other amount decided by the Board of Directors.
- h) Secretary will execute any document required to be registered and will represent the society in any legal proceedings by or against the society before any authority.

## 9. ACCOUNTS

Along with the President, Secretary and the Ashram Pramukh they will operate the Bank Account on behalf of the society or any two can operate the A/c.

In witness where of, I put my signature in presence of the following witness.

Purnee. Ch. Poddh **WITNESS**

**President**

*Ram Lal*

**RALINGA ASHRAM**

Sadanand Vihar 4th Lane

Gesanihuda, Bhopal

Pin - 462003 (G.M.)

*Jayanta ke sehra*

*Rickapan*

*Chaturya*

**SECRETARY**

*Ram Lal*