

# **Constitution And Bye Law Of The Common Peoples Welfare Organization**

## **Memorandum**

1. Name of the N.G.O: The Common Peoples Welfare Organization or Foundation.
2. Registered Office: D.004 Fortuna White Wings, Ground Floor, Talacauvery Layout, Basavanagar, Bengaluru – 560037.
3. Area of Operation: The Area of Operation shall be the Karnataka State.
4. Aim and Objective's:
  - 1) Conducting Seminars, Awareness Program for the Welfare of the Common People in the Society.
  - 2) Fighting Against the Corruption in the Society.
  - 3) Fighting for the Human Rights.
  - 4) Fighting for the Women's Welfare and their Rights.
  - 5) Fighting for the Right of Out Sourcing Employees.
  - 6) Fighting for Bisiuta Women Employee Rights.
  - 7) To help Legal Aid to poor People in the State.
  - 8) To Helping poor People to get better Education in the State.
  - 9) Fighting for the Better Governance.
  - 10) Educate the People to File a R.T.I to get details. The Development in the District, Village Wise.
  - 11) To help get Medical Aid to poor and needy common people.
  - 12) To help all get better E.S.I facilities in the State for all working class people and unorganized sector also.
  - 13) Fighting for Consumer Rights.
  - 14) Bring Monthly Mazgin on all the aspects.
  - 15) Promoting healthy behavior through counseling and community education.
  - 16) Organizing protest movements for meet the objectives.

The above aims and objectives are of general public utility, are purely charitable in nature and are not motivated for profit.

5. The Activities of the N.G.O shall include all kind of Activity necessary for functioning of its objectives, as State above, and in particularly of press meets, T.V interviews, Books, Periodicals, as may be decided by the committee from time to time to fulfill the objective of the N.G.O.

6. Membership:

The Membership shall consist of

- 1) He or she should be above 18 years of aged.
- 2) He or she should not be Lunatic or insolvent or insolvency.
- 3) He or she must provide Aadhar Card, Pan Card, Bank A/c, Photos.
- 4) Membership can be given to corporate, company, Associations etc.

7. Membership is of three types.

- a) Annual member.
- b) Life member.
- c) Honorary members.

8. Membership fees.

A) Yearly Member Ship

Admission fees Rs.50/-

Annual Member Ship Rs.250/-

B) Life Member Ship

Admission fees Rs.50/-

Life Membership fees Rs.1000/-

All the member will be issued ID cards with clarification.

Membership will be approved by committee only.

Membership fee will not be re funded at any cost.

Honorary members who had worked as Social Activist and Expert in Law, Doctors, Lawyers.

C) Member will be enrolled only by making written application along with all Documents and necessary fee by Transferring money to Bank Account or by Cheques or D.D.

D) The Honorary members shall not be required to pay any membership fees.

9. MEMBERSHIP REGISTER:-

The society shall maintain at its registered office a register of its members and shall enter there in within 15 days after admission of the members or the cessation of membership as the may be with the following particulars.

- i) The name and the address of the members/ members.
- ii) The date of which the member was admitted.
- iii) The date on which a member ceased to such membership.

#### **10.CESSATION OF MEMBERSHIP:-**

A person cease to the member:

- i) On death or
- ii) On his/ her written resignation.
- iii) Has not attended 03 consecutive meetings of the general body of the society without intimation.
- iv) Has failed to pay subscription Annual membership for continuously two years.
- v) Have been found of immorality, theft, mischief, gambling or convicted in any criminal cases by the Government.

#### **11.RIGHT AND PRIVILAGE OF THE MEMBERS.**

- i. Every member shall have an equal right to vote at the annual general body meeting.
- ii. Every member shall have a right to enjoy and participate in the activities of the society.

#### **12.GENERAL BODY.**

General body shall consists of all members of the society.

- i. To consider any business brought forward by the governing body.
- ii. To consider any of the business brought forward, which shall be determined to be decided or turned down by simple majority after voting.
- iii. A simple majority shall decide all other questions before the general body.
- iv. To elect President, Vice President, Joint Secretary, General Secretary, Treasurer by voting.

#### **13.NOTICE OF THE MEETING.**

- i. The meeting of the general body shall be held once a year in the first week of July of that year. A notice for convening such general body meeting shall be issued to all the members by post or email before 10 days.
- ii. Special General body meeting may be convened with a clear notice before 07 days.

iii. The quorum in the general meeting will be one third of the total member in case the quorum is not completed, the meeting shall be adjourned. The meeting be reconvened after 30 minutes. The condition of the quorum would deem to have been fulfilled.

**14. GOVERNING BODY:**

i. The first governing shall consists of the person whose names are given in the memorandum of Society. The first governing body shall hold office till the new elections are held. The governing shall consists of the following bears.

ii. President, Vice President, General Secretary, Joint Secretary, Treasurer and two of five members.

iii. The strength of the governing body shall not be less than five and not more than 07. The members of the governing body shall hold the office for five years.

iv. The Governing body shall be responsible for making necessary amendments in the memorandum of Society or bye laws or constitution or name or location of the Society with a majority of 3/5.

**15. TERMS OF OFFICE:**

i. The ordinary term of the governing body will be five years after which election will be held. In case, the election does not take place after five years for any reason whatsoever the office bearers of the previous shall continue to act as such for a period of maximum one year thereafter.

**16. ELECTIONS:**

a. Elections shall be held once in a five years. No member shall be eligible to cast his/ her vote in any election if he/ she is in arise of his/ her subscription or other shall be questioned/ audited in the general body meeting of the society.

b. Voting in all elections of the society be through secret ballot.

**17. POWER OF THE GOVERNING BODY:**

a. Governing body shall exercise all such powers of the society as are required to be exercised by the society in a general meeting without prejudice to above general power of the governing body shall have following powers.

b. To invest the funds of the society in such a manner as may be.

c. Shall make future plans and programs and activities to be pursued by the society.

d. To terminate old members as per the regulation of the society.

- e. To appoint new members as per the regulations of the society.
- f. Governing shall meet at least once in three months.

## 18. POWERS AND DUTIES OF THE OFFICER MEMBERS.

### 1. PRESIDENT

President will be head of the society and will preside over the General body and Governing body meeting of the society conveyed by the General secretary for the purpose of carrying out the various activities of the society. The term of the President shall be 05 years and shall be elected by the General body.

### 2. VICE PRESIDENT

In the absence of the President, Vice President shall enjoy all power and duties entrusted to the President. He shall take care/supervise functioning of the society as per the orders of the President. The term of the Vice President shall be 05 years and shall be elected by General body.

### 3. GENERAL SECRETARY:

The term of the General Secretary shall be 05 years and shall be elected by General body.

- a. To sign on behalf of the society all correspondents and to maintain the records of the proceedings of the meeting of general body.
- b. To summon and attend the meeting of general body.
- c. To call ordinary or special general meeting it desired in terms of the constitution of the society.
- d. He shall also represent the society at various quorum functions.
- e. To bring forward new ideas and ventures and head them in making them a successful one.
- f. He shall maintain the day to day reports of functioning of the society.

### 4. JOINT SECRETARY.

Joint Secretary be subordinate to general secretary and help him to discharge duties of General Secretary. The General Secretary may give duties as to them from time to time the joint Secretary shall enjoy all the powers and duties entrusted to the General Secretary during the absence of General Secretary.

### 5. TREASURER.

He shall keep and maintain all books of accounts of all receipts and payments of the society and to furnish all necessary information to governing body. The treasurer shall be responsible for getting the accounts of the society audited from the certified chartered accountant annually.

19. NO CONFIDANCE MOTION.

Any office bearer or a member or governing body may be removed from the office of the society if no confidence motion is passed against incumbent by at least two third majority of General body.

20. AMENDMENT.

Any amendment to memorandum and rules and regulations or name or location of the society shall be carried out in accordance with the rules and regulations of the society and societies Registration Act of J&K Govt.

21. SOURCE OF INCOME.

Subscription, membership fee, donations, special contribution, Grant in Aid, Gifts, local donation.

Note: Income of the society shall be utilities for the attainment of the aims and objectives of the society.

a) By way of receiving and collection any gift subscription and donation either in cash or kind or acquire funds and property moveable or immovable by lawful means and to spend and utilize the same for the fulfillment of all or anyone of the aims and objects of the society.

b) To sell transfer mortgage hypothecate pledge assign gift raise loan form financial institutions and settle or otherwise dispose off or charge the properties of the society either moveable or immovable for the purpose of attaining the aims and objectives of the society.

c) All the income earning from moveable or immovable properties of the society shall be solely utilized and applied towards the promotion of aims and objects only set forth in the memorandum of Association- No portion thereof shall be paid or transferred either directly or indirectly by way of dividend, bonus, profits of, any manner whatsoever be to the present or past member of the society or any person claiming through any or more of the present or past members.

d) To seek and accept financial assistance from government, NGO's foundation banks business houses and such other organization for undertaking development projects and to fulfill the aims and objects of the society.

22. FINANCIAL YEAR.

The financial year shall be from day April 31st day of March.

23. AUDIT OF THE ACCOUNT.

A qualified chartered accountant/ auditor appointed by the Governing body shall audit accounts of the society annually.

24. OPERATION OF THE BANK.

The account of the society shall be opened in any nationalized or scheduled Bank and shall be operated by the President and General Secretary jointly or any two members of the Governing body authorized by Governing body

25. ANNUAL LIST OF THE GOVERNING BODY.

Once in every year a list of the office bearers and members of the governing body shall be filled with the Registrar of Society Kashmir Government of Jammu and Kashmir.

26. DISSOLUTION:

The society shall deemed to be dissolved by General body with 4/5th of its majority or the General body through resolution shall merge the society with another society having similar aims and objects but with a 4/5th majority vote of General body.

Certified that this is the true and correct copy of the original

(President)

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(Vice President)

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(Gen Secretary)

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