



CERTIFICATE OF REGISTRATION UNDER SOCIETIES REGISTRATION ACT XXI OF 1860

Registration No. S/ 69421 /2010

I hereby certify that Bureau of Indian Standards Laboratory Employees Association, New Delhi (BISLEA)
Located at H-49, Lali-4, Shakarpur, Delhi-110 092
has been registered*under
SOCIETIES REGISTRATION ACT OF 1860.

Given under my hand at Delhi on this 7th day of
May Two Thousand Ten.

Fee of Rs. 50/- Paid



Registrar of Societies
Delhi

(VISHVA MOHAN)
REGISTRAR OF SOCIETIES
GOVT. OF NCT OF DELHI
DELHI

* This document certifies registration under the Society Registration Act, 1860. However, any Govt. department or any other association/person may kindly make necessary verification (on their own) of the assets and liabilities of the society before entering into any contract/assignment with them.

Find Old Rev. Memorandum & Form
In R.R. of Amend. No. 1
c/35

BUREAU OF INDIAN STANDARDS
LABORATORY EMPLOYEES ASSOCIATION, NEW DELHI

2010

MEMORANDUM

1. NAME

1.1 The name of the Association shall be "Bureau of Indian Standards Laboratory Employees Association, New Delhi" wherein BIS means Bureau of Indian Standards and it shall hereinafter be referred to in the Memorandum as 'the Association'.

2. REGISTERED OFFICE

2.1. The registered office of the Association shall remain in Delhi and until otherwise determined shall be situated at H-49, Gali No. 4, Shakarpur, Delhi-110092.

3. WORKING AREA

3.1 The Working Area of the Association shall be NCT of Delhi

4. AIMS AND OBJECTIVES

4.1. The aims and objectives of the Association shall be:

- a) To foster a spirit of understanding and cooperation amongst its members.
- b) To organize and conduct social welfare activities amongst its members.
- c) To secure the greatest measure of cooperation and efficiency in the working of BIS Laboratories.
- d) To safeguard and promote the common interests, rights and privileges of its members and towards that end, act as an accepted channel of communication between the Members of the Association and the Management.
- e) To endeavour to settle amicably and by all constitutional means, the disputes arising out of the relationship between the Members of the Association and the Management.
- f) To represent to the proper authorities and to seek redressal of grievances of the Employees of the Bureau of Indian Standards.
- g) To secure and maintain for the Employees of the Bureau of Indian Standards, the freedom and rights guaranteed by the Constitution of India.

President
BISLEA

Gen. Secretary
BISLEA

Secretary
BISLEA

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- h) To conduct such other activities as are incidental or conducive to the attainment of the above aims and objectives or any of them.
 - i) All the income, earning, movable-immovable properties of the society shall be solely utilized and applied towards the promotion of its aims and objects only as stated in the memorandum of association and no profit on thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, profit or in any manner what so ever to the present or past time members of the society or to any person through any one or more of the present or past members. No member shall have any personal claim on any moveable or immovable properties of the society or to make any profit whatsoever by virtue of his/her membership




President
BISLEA


Gen. Secretary
BISLEA


Secretary
BISLEA

4. GOVERNING BODY / EXECUTIVE COMMITTEE

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4.1. The names, addresses, occupation and designation of the present members of the governing body/ executive committee to whom the management of the Association is entrusted as required under Section 2 of the Societies Registration Act, 1860 (Punjab amendment Act 1957) as extended to Delhi, are as follows:

S. No.	Name	Address	Occupation	Designation
1.	Shri Ratan Singh	5/1112, Vasundhra, Ghaziabad-201012.	Service	President
2.	Shri S. S. Hasija	House No. 677, Sec-9, Fazilabad, Haryana Pin-121026	Service	Vice President
3.	Shri Mukesh Tayal	17D/409, Vasundhra, Ghaziabad-201012.	Service	General Secretary
4.	Shri Sanjay Saxena	4C/1235, Adarsh Apartment, Vasundhra, Ghaziabad-201012.	Service	Treasurer
5.	Shri Sharad Kumar	flat No 418, DDA flats Sector-3, Pocket-16 Dwarka, N. Delhi-110075	Service	Secretary
6.	Shri Vinod Kumar	AE-113, Avantika, Ghaziabad (UP).	Service	E C Member Executive Committee Member
7.	Shri S.K. Arora	98-c, Shipta Shetty Industrial Estate, Ghaziabad (U.P) - 201014	Service	E C Member
8.	Shri R. K. Palsania	859, GTB Enclave, Nand Nagari, Delhi-110 093.	Service	E C Member
9.	Shri Mayank Shukla	4A/4144, Vasundhra, Ghaziabad-201012.	Service	E C Member
10.	Shri Rakesh Meena	259, LIG Flat, GTB Enclave, Delhi-110 093.	Service	E C Member
11.	Shri Hari Mohan Meena	21, GTB Enclave, Nand Nagari, Delhi-110 093.	Service	E C Member
12.	Shri Nihal Singh	(-79, संगमपाल पा. मकान्यू, जिंगारीबाज़ (सैपरा)	Service	E C Member



President
BISLEA

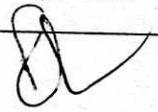
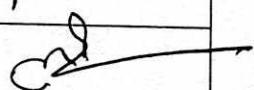
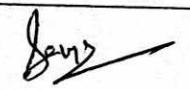
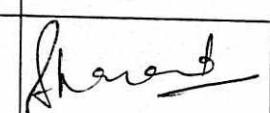
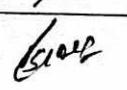
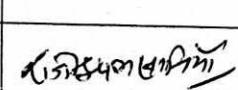
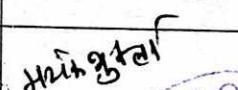
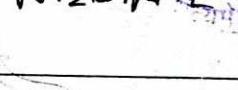
Gen. Secretary
BISLEA

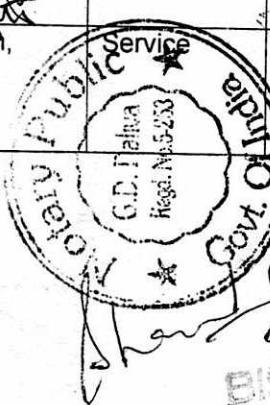
Secretary
BISLEA

5. DESIROUS PERSON

5.1. We, the undersigned, whose particulars are given below, are desirous of forming the Association namely "BIS Laboratory Employees Association, New Delhi" in pursuance of this Memorandum of Association under the Societies Registration Act, 1860.

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S. No.	Name	Address	Occupation	Signature
1.	Shri Ratan Singh	5/1112, Vasundhra, Ghaziabad-201012.	Service	
2.	Shri S. S. Hasija	H.No. 677, Sec-9, Faridabad, Haryana Pin - 121006.	Service	
3.	Shri Mukesh Tayal	17D/409, Vasundhra, Ghaziabad-201012.	Service	
4.	Shri Sanjay Saxena	4C/1235, Adarsh Apartment, Vasundhra, Ghaziabad-201012.	Service	
5.	Shri Sharad Kumar	Flat No 418, DDA Flats, Sector-3, Pocket-16 Dwarla, Delhi - 110075	Service	
6.	Shri Vinod Kumar	AE-113, Avantika, Ghaziabad (UP).	Service	
7.	Shri S.K. Arora	98-c, Shipra Society, Kothrapuram, Ghaziabad (U.P). 201014	Service	
8.	Shri R. K. Palsania	859, GTB Enclave, Nand Nagari, Delhi-110 093.	Service	
9.	Shri Mayank Shukla	4A/4144, Vasundhra, Ghaziabad-201012.	Service	
10.	Shri Rakesh Meena	259, LIG Flat, GTB Enclave, Delhi-110 093.	Service	
11.	Shri Hari Mohan Meena	21, GTB Enclave, Nand Nagari, Delhi-110 093.	Service	
12.	Shri Nihal Singh	C-79 नंदना पाली इलाज स्टेशन निर्माण योगी निर्माण योगी	Service	
13.	Shri I. P. Singh	3/2, Jangpura Extension, New Delhi-110 014.	Service	



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DELHI NO. 100

President
BISLEA

Gen. Secretary
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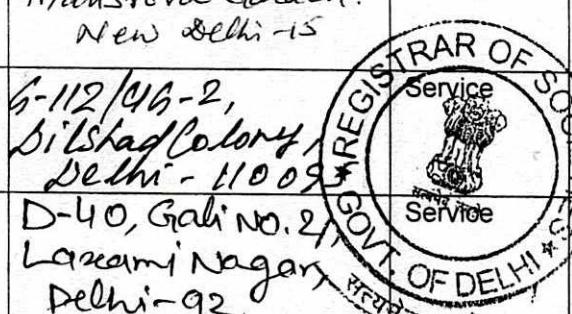
14.	Shri Aman Singh	H-49, Gali No. 4, Shakarpur, Delhi-110092.	Service	<i>Aman</i>
15.	Smt. Anita Goel	D-182, Man Sarovar Garden, New Delhi-110 015.	Service	<i>Anita</i>
16.	Shri A.K. Mahendroo	203, Parshad Nagar, New Delhi-110 005.	Service	<i>Akash</i>
17.	Shri Sushil Jaisinghani	215-D, LIG Flat, GTB Enclave, Delhi-110 093.	Service	<i>Sushil</i>
18.	Shri D V Sikka	WZ-M-59, Gali No. 6, New Mahavir Nagar, New Delhi-110 018.	Service	<i>DVSikka</i>
19.	Smt Veena Talwar	4. No 5364 Phool No 67 Regd. No K. Regd. No. Delhi 110005.	Service	<i>Veena</i>
20.	Shri Yad Ram	64/1, Shakarpur Khars, Delhi - 110092	Service	<i>Yad Ram</i>
21.	Shri Ashok Kumar	A-54 Pocket Vihar, Delhi - 110092	Service	<i>Ashok</i>
22.	Shri V S Chauhan	44-D, Pocket-J&K, Dilshad Garden, Delhi - 110095	Service	<i>V S Chauhan</i> 21/04/2010
23.	Smt Smitha Arvind	Flat No: 42, DDA NIG, Pocket-B, Phase-2, Sector-14, Dwarka. NO-78	Service	<i>Smitha</i>
24.	Shri Dilbagh Singh	A-27/B, Mansarovar Garden, New Delhi-15	Service	<i>Dilbagh</i>
25.	Shri Sabu Joseph	G-112/CB-2, Dilshad Colony, Delhi - 110092	Service	<i>Sabu Joseph</i>
26.	Shri P K Jain	D-40, Gali No. 2, Laxmi Nagar, Delhi-92	Service	<i>P K Jain</i>
27.	Shri Sheesh Pal	# 79, Shreshtha C/ha, Delw 92	Service	<i>Sheesh Pal</i>
28.	Shri K S Arya	Ashok Vihar, Ward No.3, Bahadurganj (CHR)	Service	<i>K S Arya</i>

President
BISLEA

Gen. Secretary
BISLEA



Shashi
. Secret
BISLEA



C. S. L.
ATTESTED

NOTARY PUBLIC
DELHI INDIA

पंजाब राज्य सरकार
सोशल लैन कमिशन

13/8/92
पंजाब राज्य सरकार



— M.A —
— अमृतसर —
— नं. 3-69421 —
— पंजाब —

C/3D

BUREAU OF INDIAN STANDARDS
LABORATORY EMPLOYEES ASSOCIATION, NEW DELHI

RULES AND REGULATIONS

1. MEMBERSHIP:

- 1.1 Any Employee of Central Laboratory of Bureau of Indian Standards who subscribe to the aims and objects of the Association and agrees to abide by the Rules and Regulations of the Association, shall be eligible to become member of the Association on payment of an admission fee of Rs.20/- and a monthly subscription of Rs.5/- The subscription shall be payable every month. The Executive Committee reserves the right of admission provided the reasons for refusal are communicated to the applicant.
- 1.2 Any person who is not eligible to be a member of the Association under Clause 1.1 shall not be an office bearer of the Association.
- 1.3 A Member failing to pay his/her subscription for three consecutive months shall automatically cease to be a Member. He/She shall however, be entitled to rejoin the Association on paying his/her arrears and subscription for the intervening period along with fresh admission fee.

2. YEAR:

- 2.1. For the purpose of the Association, the year shall be deemed to start on 1st April and end on 31st March.

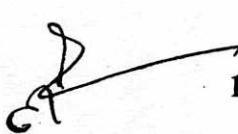
3. RIGHTS OF MEMBERS:

- 3.1. A member shall have the right to vote whenever a decision of General Body is called for.
- 3.2. A member shall be eligible to be elected to any elective post in the Association provided he/she been continuously member for three months preceding the date of election.

4. DISCIPLINARY ACTION:

- 4.1. The Executive Committee may suspend or take any other action against a member of the Association found working against the interest of the Association but not before the member concerned has had an opportunity to explain his/her conduct and not until a resolution to this effect has been passed by at least 2/3rd majority of the members of the Executive Committee. The matter shall be referred by Executive Committee to the General Body within 30 days from the date of action taken by the Executive Committee, for endorsement.


President
BISLEA


Gen. Secretary
BISLEA


Secretary
BISLEA



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5. REGISTER OF MEMBERS:

5.1. The General Secretary shall maintain a Register of all members in the form as may be prescribed by the Executive Committee from time to time.

6. PATRON :

6.1 The Association may have patron to further its cause. A patron shall be an individual with a record of meritorious service to any public cause and shall be enrolled only by invitation of the Executive Committee with his consent. A patron may be appointed by virtue of the office he holds but in such cases he/she shall cease to be a patron where he/she relinquishes his/her office.

6.1.1 Patron of the Association shall have the rights and privileges of membership, except the voting right, and in addition, shall be exempted from payment of membership fee.

7. COMPOSITION OF THE ASSOCIATION:

7.1 The Association shall have:

- a) General Body,
- b) Executive Body / Executive Committee.

8. GENERAL BODY:

8.1 The annual meeting of the General Body shall be held within 3 months of the close of the year to transact the following:

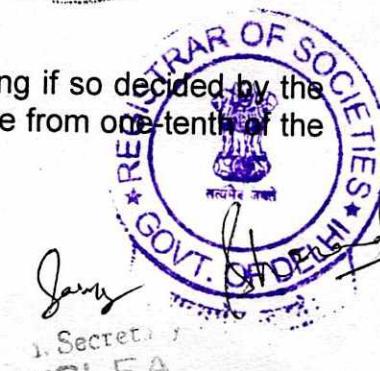
- a) To pass the Annual Report of the Association as well as the Audit Statement of the Accounts.
- b) To extend the tenure of existing EC for the next academic year considering the interest of the members.
- c) To ratify the results of the elections of Executive Committee under the election rules.
- d) To discuss any other relevant matter within aims and objects of the Association.

8.2 The Secretary shall call a special General Body Meeting if so decided by the Executive Committee or on a signed requisition for the same from one-tenth of the members of the Register.

President
BISLEA

Gen. Secretary
BISLEA

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1. Secretary
BISLEA



8.3 15 days notice shall be necessary for an ordinary General Body Meeting. A Special General Body Meeting may be convened giving at least 3 days notice to the members.

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9. EXECUTIVE COMMITTEE:

9.1 The day to day affairs of the Association shall be managed by a Executive Committee consisting of the Five Office Bearers of the Association (See Cl.10.1) and Seven Members to be elected under Rules and accepted by General Body at its meeting.

9.2 The Executive Committee shall continue in the office till fresh elections by General Body at its meeting but not later than three months after the lapse of the tenure.

9.3 The Executive Committee shall meet at least once in every two months

9.4 An ordinary Meeting of the Executive Committee may be called at least 3 clear day's notice and an Emergency Meeting at call.

9.5 All vacancies in the Executive Committee caused by death, expulsion, resignation or transfer etc of members of the Executive Committee may be filled by nomination by the Committee.

9.6 The Executive Committee shall ensure that the CCS (RSA) Rules, 1993 are followed for recognition of Service Association.

9.7 The Executive Committee is empowered to act on behalf of the Association in furtherance to its aims and objects.

10. OFFICE BEARERS:

10.1 The following shall be office bearers of the Association:

PRESIDENT, VICE PRESIDENT, GENERAL SECRETARY, SECRETARY, TREASURER and Seven Members to be elected annually amongst eligible members of the Association by the General Body unanimously or by secret ballot as per election rules. The Office Bearers shall be eligible for re-election.

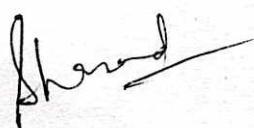
10.2 The responsibility of the office bearers shall include the following in addition those which may be prescribed from time to time by the Executive Committee:

a) PRESIDENT: The president shall

i) Preside over all Meetings,


President
BISLEA

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Gen. Secretary
BISLEA


Secretary
BISLEA



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- ii) Sign all minutes,
- iii) Preserve order at Meetings,
- iv) Supervise the activities of the Association,
- v) Open and operate jointly with the Treasurer an account in a Bank in the name of the Association.
- vi) The president shall have a casting vote also.

b) **VICE PRESIDENT:** The vice president shall act as President in the absence of President and such cases he/she shall have casting vote also.

c) **GENERAL SECRETARY:** The General Secretary shall be the Chief Executive Officer of the Association and shall work under the control and guidance of the President. Among other he/she shall:

- i) Convene all Meetings;
- ii) Record minutes of all meetings;
- iii) Conduct the correspondence of the Association;
- iv) Maintain all records of the Association;
- v) Authorize all expenses sanctioned by the Executive Committee;
- vi) Sanction expenditure up to Rs.500/- at a time on any item not provided for in the budget;
- vii) Prepare and lay before the Executive Committee, draft annual report, Annual accounts and the following year's budgets, and;
- viii) Open and operate jointly with the Treasurer an account in the Bank in the name of the Association.

d) **SECRETARY:** To assist the General Secretary in the day-to-day affairs of the Association and in the absence of the General Secretary, he/she shall act as General Secretary and in such cases he/she shall also have casting vote.

e) **TREASURER:** He/She shall :

- i) Be responsible for collecting all dues from members;
- ii) Make payments towards all expenditures sanctioned by the Executive Committee and confirmed by the Secretary;
- iii) Maintain an account of receipts and expenditure of the Association;
- iv) Be responsible for getting the annual accounts audited and;
- v) Open and operate jointly with the President and /or General Secretary an account in the Bank in the name of the Association.

10.3 No office bearer of the Association or member of its Executive Committee shall receive directly or indirectly any salary compensation or emoluments from the Association unless authorized by the committee.

President
BISLEA

Gen. Secretary
BISLEA

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Sanjay
Secretary
BISLEA



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11. QUORUM:

- 11.1 The quorum for the General Body Meeting shall be 1/4th of the total number of the members. For an adjourned meeting no quorum shall be necessary.
- 11.2 The quorum for Executive Committee Meeting shall be 1/3rd. For an adjourned meeting no quorum shall be necessary.
- 11.3 In case the required quorum is not available, the members present shall discuss the agenda and their decision shall be circulated to other members for ratification. All decision shall be by a simple majority vote. For an adjourned meeting no quorum shall be necessary.

12. VOTING:

- 12.1 All decision shall be made by a simple majority vote. Voting in all meetings shall normally be by show of hands except:

- i) During the Annual Election wherein election rules contained;
- ii) When demanded otherwise by majority of members in any time in a meeting but any other method of decision shall be adopted when demanded by at least 1/3rd of the members present.

13. FUNDS:

- 13.1 The funds of the Association shall be kept in Bank. For this a savings account shall be opened in schedules Bank approved by the Executive Committee and shall be operated under joint signatures of President, General Secretary and Treasurer in a manner prescribed by the Executive Committee.

- 13.2 Funds of the Association shall consist of:

- a) The admission fee and monthly subscription from the members;
- b) Grant, if any
- c) Donation from the members towards the objectives of the Association and;
- d) Any other money raised by the Association for the purpose of the Association.

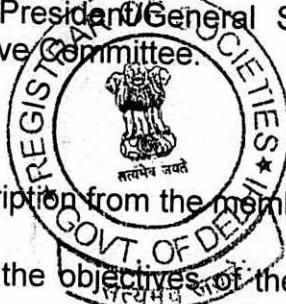
14. AUDIT:

- 14.1 The Accounts of the Association shall be audited every year by an auditor appointed by the Executive Body and the ratification shall be taken in the General Body after completion of the audit.

President
BISLEA

Gen. Secretary
BISLEA

Secretary
BISLEA



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15. RULES FOR ELECTION OF EXECUTIVE COMMITTEE

15.1 The General Body may extend the tenure of the existing Executive Committee for the next academic year by unanimous decision.

15.2 Election shall be held one month before the term of the out going Executive Committee expires but in no case later than 3 months after expiry of term of the existing Executive Committee. In cases the existing Executive Committee resigns, the election shall be held within one month of the resignation of the Executive Committee.

15.3 The out going Executive Committee shall appoint a Returning Officer for election giving notification to the General Body. It shall also obtain permission of Competent Authority to hold election on a working day, when required.

15.4 The Returning Officer may or may not be a member of the Association. He shall be responsible for the smooth conducting of election and shall be empowered to devise necessary rules or take any such decision which may be necessary for judicious elections, within the frame work of the constitution. He/She shall have a casting vote in case of a tie in any one or more posts.

15.5 It shall be necessary for the Returning Officer to give:

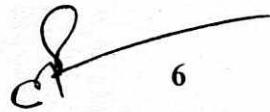
- i) At least 15 days notice to the date of election;
- ii) At least 10 days notice to fill the nomination;
- iii) At least 3 days notice to withdraw the nomination.

15.6 Minor spelling error in the names of Candidates / Proposers / Seconders shall not disqualify their nominations. However, to avoid such situation, Returning Officer shall display the members list and relevant directions to the members while inviting the nominations.

15.7 Nominations shall stand disqualified if:

- i) The Candidate is not a member for 3 months immediately preceding the date of election;
- ii) The Proposer/ Seconder is /are not the member(s) of the Association.
- iii) One member proposes more than one Candidate for the same Office Bearer's post. In this case both nominations shall stand cancelled.
- iv) One Candidate contests for more than one post;
- v) Elections shall be held by a Secret Ballot;


President
BISLEA


Gen. Secretary
BISLEA


Secretary
BISLEA



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- vi) Returning Officer shall declare the results of elections as early as possible. He shall also present a report on election in the General Body Meeting convened for this purpose;
 - vii) Not notwithstanding with any of the above clauses, a Special General Body Meeting constituting at least 2/3rd of the total members shall be empowered to hold elections in a manner considered suitable.

16. AMENDMENT TO THE CONSTITUTION:

- 16.1** Any amendment in the Rules and Regulation of the Association may be proposed by any members. The amendment so proposed shall become a part of Rules & Regulations only if approved by 2/3rd majority of the members of the Association present for voting at the General Body Meeting.
- 17. Every year all relevant documents shall be filed under section 4 of the S.R.Act 1860 to the Registrar of Societies and CCS (RSA) Rules, 1993;
- 18. The Association may sue or be sued in the name of General Secretary as required under section 6 of S.R.Act 1860 and CCS (RSA) Rules, 1993;
- 19. Any kind of amendment in the memorandum,i.e, change of name, objects, purposes shall be made in accordance with the provisions of section 12 & 12A of S.R.Act 1860 and CCS (RSA) Rules, 1993;
- 20. The Association may be dissolved in accordance with the section 13 & 14 of S.R.Act 1860 and CCS (RSA) Rules, 1993;
- 21. All provisions of S.R.Act 1860 (Punjab Amendments Act, 1957) and CCS (RSA) Rules, 1993 as extended to Delhi, Under All sections shall apply to this Association.

CERTIFIED THAT THIS IS THE TRUE COPY OF THE RULES & REGULATIONS OF THE
"BIS LABORATORY EMPLOYEES ASSOCIATION NEW DELHI"

(RATAN SINGH)

PRESIDENT

President
BISLEA

(MUKESH TAYAL)

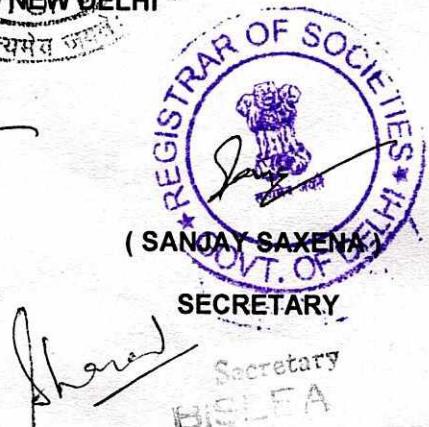
GENERAL SECRETARY

Gen. Secretary
BISLEA

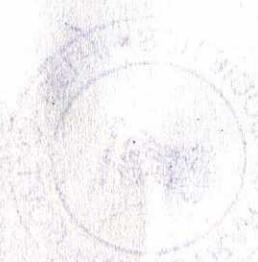
(SANDAY SAXENA)

SECRETARY

Secretary
BISLEA



प्रतिक्रिया नं - 69421
R.P.



15/8/20

प्रतिक्रिया नं - 69421
R.P.