

ট্যাম্প, কোর্টফি ও শুল্ক নগদায়িত

Societies Registration Act 1860 (Act (XXI) 1860)

Memorandum of Association

and

Rules & Regulations

ত্ৰিক কৰা বলিয়া প্ৰতিষ্ঠান কৰা বলিয়া প্ৰত্যাহন করা বইস

(মোঃ হাকন .তাৰ কলীদ) সহকারী বোজিন্তা রোজিট্রাবের প্রক্রে

Normisjon Bangladesh

Chairman Normisjon Bangladesh



MEMORANDUM OF ASSOCIATION NORMISJON BANGLADESH

1. NAME OF THE SOCIETY

The name of the society shall be "Normisjon Bangladesh" changed from Santal Mission Norwegian Board (SMNB) and hereafter also called the "Society".

2. ADDRESS

The Registered office of the Society shall be situated at: House 99, Flat A-2, Road 4/25, Block A, Banani, Dhaka-1213, Bangladesh.

3. OBJECTIVES AND PURPOSE

- A. Normisjon Bangladesh is a Christian religious Missionary Society to work with Sylhet Presbyterian Synod (SPS), Bangladesh Northern Evangelical Lutheran Church (BNELC) and/or other churches and development programs, being in service in the field or on ordinary furlough.
- B. The primary objective of the Society is to work for the furtherance of the Kingdom of God through
 - i. Proclamation of the Gospel of Jesus Christ.
 - ii. Ministering to the needs of the people of Bangladesh in the name and spirit of Jesus Christ by demonstrating His love to all men without distinction of caste, creed or race, and with the purpose to improve the standard and quality of life for economically and social disadvantaged families in the community.
 - iii. Helping, strengthening and building the Sylhet Presbyterian Synod and Bangladesh Northern Evangelical Lutheran Church towards becoming selfpropagating, self-governing and, as far as possible, self-supporting churches.
 - iv. Helping and collaborating with other churches and organizations as may be decided by the Normisjon Board, Norway and/or the Executive Board.
- C. In order to attain its primary objective the Society shall work mainly with the following objectives and purposes
 - 1. to take over all assets and liabilities of Normisjon Bangladesh from henceforth and continue support to and supervision of the on-going programs as far as, and as long as, practical and feasible.
 - 2. to give Christian education to the members of Churches, in order to strengthen their belief and trust in God The Father, His Son Jesus Christ and The Holy

in cooperation with SPS 3. to undertake Bible and Leadership training and BNELC and other partner organization

4. to provide Missionary personnel, like septem and dvisors and consultants, to Normisjon Bangladesh established projects Troughths run by SPS and BNELC and other organizations, according to agreement, need and availability of Missionary personnel. (स्था शक्म .

- to promote the Church administrations and the smooth running of Church programs.
- 6. to promote the stewardship in the local churches.
- to train evangelists and national missionaries for outreach and church planting work.
- 8. to promote missionaries zeal and support the local churches.
- to hand over church-related programs to SPS/BNELC and other partner organizations as and when require.
- 10. to develop and undertake suitable projects and programs with special emphasis on Primary Health Care/Mother & Child Health/Family Welfare/Community Development for the social and economically disadvantaged people of selected areas, and to form suitable legal bodies to take over the ownership and the management of these projects.
- to undertake manageable relief and rehabilitation programs to help most deserving people affected by any natural calamity or disaster
- to establish and run area offices in order to decentralize administration and to provide close supervision of field operation
- to recruit and train required staff and volunteers for any of the purposes of the Society.
- 14. to seek and receive subscriptions, donations and other support from persons, institutions and/or organizations, and use the same for the purpose of the Society; however, for receiving and utilizing any foreign donation or contribution, the Society shall abide by all provisions laid down in the Foreign Donation (Voluntary Activities) Regulation Ordinance) 2016, and Rules made thereafter.
- 15. to purchase, take lease, accept as gift or otherwise acquire any land or building or works, which may be necessary or convenient for the purpose of the Society.
- to construct, alter and maintain any such building or work as may be necessary convenient for the purpose of the Society.
- 17. to manage, sell, transfer or otherwise dispose of or deal with property of any kind belonging to the Society.
- 18. to accept the management of any trust or endowment in which the Society may be interested and which is not inconsistent with the objectives and purposes of the Society.
- 19. to institute, conduct, defend or compromise any legal proceeding by or against the Society or its Members or Officers in spect of matters affecting the interest of the Society.
- 20. to provide necessary and suitable well to the expatriates missionaries in order to facilitate the recruitment and service conditions for them.
- 21. to cooperate and assist the suitable joint programs with other Governmental and Non-Governmental Organizations and agencies which may be necessary and/or convenient for the promotion of the objective and purpose of the Society.

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> Secretary Normisjon Bangladesh

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- 22. to do all such thing and to perform all such acts, either alone or in conjunction with others, as the Society may consider necessary or proper to attainment of any or all of its objectives and purposes.
- 23. to keep under its custody the property of the Society, i.e. Health Project, for its own religious and charitable purpose and the properties under title of previous name Santal Mission Norwegian Board be treated as the properties of the Society in the name of Normisjon Bangladesh for the same purposes.

4. INCOME

- (a) The income and property of the Society shall be applied solely and exclusively towards the promotion and attainment of the objects and no portion thereof shall be used, paid or transferred directly or indirectly to the members of the Society, except as remuneration for service rendered or compensation for cost incurred for the Society provided that the Normisjon Board, Norway and/or the Executive Board approves the same.
- (b) In order to be able to fulfill objectives of the Society, the Society will accept donations, cash or kind, from any person, institution, society, non-government organizations, trusts or companies from home or abroad use the same towards the promotion and maintenance of the objectives of the Society and create and provide funds to apply the same as the Society may deem expedient for the fulfillment of its objectives, provided that the Society shall not receive any foreign donation without undergoing the formalities as laid down in the Foreign Donation (Voluntary Activities) Regulations Ordinance 2016 as amended from time to time.

5. AMENDMENTS

Normisjon Bangladesh

Proposal for alternation and amendments to the Memorandum and Articles of the Association must be passed by 2/3majority vote in aGeneral Meeting of the Society subject to pre-facto approval of Normisjon Board, Norway.

6. DISSOLUTION OR WINDING UP

In the event of dissolution or winding up of the Society, the assets of the Society, surplus of funds, movable and immovable properties, if any, after meeting all debt and liabilities, shall not be distributed amongst members, but shall be given or transferred to such other society or institution, having objectives and purposes as nearly as possible identical with those of the Society, to be determined by vote of not less than 2/3 (two/thirds) of the total members of the Society, provided the Normisjon Board, Norway approves the same

7. PRESENT EXECUTIVE BOARD MEMBERS: (TEAM OF MANAGEMENT)

The management of the affairs of the Society is entrusted to the present Executive Board of Normisjon Bangladesh, whose names and addresses of the members of the Committee

SI.	Name and Address	Designation Signature Chairman Vice-Chairman		
1.	Mrs. RebeccaSingha Bhaban # 2, Flat A2, Block 1, Mirpur-2 Dhaka			
2.	Mr. Mithusilak Murmu Vill: SimlaDighipara P.O.: NarayanpurP.S.: Godagari Dist: Rajshahi			
3.	Mr. SantidanSamadder Vill: Pererpar P.O: PererparP.S: Uzirpur Dist: Barisal	Treasurer		
4. Mr. Nelson N. Sarkar Vill: Kalimnagor P.O: Shaistaganj P.S+Dist: Habiganj		Director/Secretary		
5	Mr. Oddvar Holmedal Ole Bygdevedtersvei 11A, 1430, Aas, Norway	Member		
6.	Mr. Christian Vestergaard LAMB Hospital P.O. Parbatipur Dist. Dinajpur	Member		
7	Advocate Dudley Derick Prentice Christian Mission P.O: Moulvibazar P.S+Dist: Moulvibazar	Member		
8.	Mr. RooshPatam Vill: AliacharaPunjee P.O: RashedpurP.S: Bahubol Dist: Habiganj	Member E		
9.	Mrs. Beauty Ghosh 125/3, SenparaParbata, Mirpur-10, Dhaka	Member অবিকল নকল বলিয়া প্রত্যায়ন করা হইখ		

Chairman Normisjon Bangladesh

Secretary Normisjon Bangladesh (মোঃ হাকন ছৈত্তকান) সহকারী রোজন্ত্রীর রেজিন্ত্রীরের প্রক্রি লেখক ও পঢ়বঃ We, the several persons, whose names and addresses are given below, along with the certified copy of the Memorandum of Association, and with the intimation of two witnesses, having associated ourselves for the purpose described in the Memorandum of Association, do hereby subscribe our names and set or hands hereunto and form ourselves

into a Society according to the Societies Registration Act (Act No XXI) of 1860.

Sl. no. Name and Address		Designation Signature			
I.	Mrs. RebeccaSingha Bhaban # 2, Flat A2, Block 1, Mirpur-2 Dhaka	Chairman			
2.	Mr. Mithusilak Murmu Vill: SimlaDighipara, P.O.: Narayanpur, P.S.: Godagari, Dist: Rajshahi	Vice-Chairman			
3.	Mr. SantidanSamadder Vill; Pererpar P.O: Pererpar P.S: Uzirpur Dist: Barisal	Treasurer			
4.	Mr. Nelson N. Sarkar Vill: Kalimnagor P.O: Shaistaganj P.S: Habiganj Dist: Habiganj	Director/Secretary			
5.	Mr. Oddvar Holmedal Ole Bygdevedtersvei 11A, 1430, Aas, Norway	Member			
6.	Mr. Christian Vestergaard LAMB Hospital P.O. Parbatipur Dist. Dinajpur	Member			
7.	Advocate Dudley Derick Prentice Christian Mission P.O: Moulvibazar, P.S: Moulvibazar, Dist: Moulvibazar	Member			
8.	Mr. RooshPatam Vill: AliacharaPunjee P.O: Rashedpur P.S: Bahubol Dist: Habiganj	Member 3			
9.	Mrs. Beauty Ghosh 125/3, SenparaParbata, Mirpur-10, Dhaka	Member			
10.	Ms. SimatiHembrom Vill: Chaknaka P.O: Koel Hat, P.S: Tanore, Dist: Rajshahi	প্রত্যাধন করা ব্লিছা প্রত্যাধন করা ব্লিছা প্রত্যাধন করা ব্লিছা (মোঃ হাকন জির-ব্লীন) সহকারী রেজিট্রাব			

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> Secretary Normisjon Bangladesh

11.	Mr. Thomas Bijon Sarkar	Member	-
11.	127, Popular Library, AndhaSangstha Market (Ground Floor) Savar, Dhaka	ivemoet.	
12.	Mrs. Juliet PapriHowlader Vill: Dharenda P.O: Savar 1340 P.S.: Savar Dist: Dhaka	Member	
13.	Mr. Stephen Sujit Boiragi Vill: Maheshwerpasa P.O: Daulatpur P.S: Daulatpur Dist: Khulna	Member	
14.	Mr. Daniel Dkhar Vill: Rajai P.O: Takerghat P.S: Taherpur Dist: Sunamganj	Member	
15.	Mrs. FlowrenceMonalisa Prentice Moulvibazar Christian Mission P.O: Moulvibazar P.S+Dist: Moulvibazar	Member	

তাকা অবিকশ নকল বলিয়া প্রত্যায়ন করা হইল

সহকারী রোঙ্গ্রীর রেজিট্রোরের পালের লেখক ও পালের

Chairman Normisjon Bangladesh

Secretary Normisjon Bangladesh

RULES AND REGULATION

OF NORMISJON BANGLADESH

(In accordance with the Societies Registration Act XXI of 1860)

NAME OF THE SOCIETY 1.

The name of the Society is "Normisjon Bangladesh"

2. PREAMBLE

Normisjon Bangladesh is a continuation of the Indian Home Mission to the Santals, which was established in 1867 by the pioneer Missionaries Mr. L. O Skrefsrud and Mr. H.P. Borresen. In 1966 the Norwegian Santal Mission, by agreement and legal transfer, took over from The Presbyterian Church of Wales all its properties located in Sylhet District, the then East Pakistan. In the same year of 1966, the first Norwegian Missionaries were assigned to run the missionary work in the Sylhet Region, and thereby the "Santal Mission Norwegian Board" was established as a branch of the Norwegian Santal Mission which is now called the Normisjon, having its Head Office in Oslo, Norway.

The Normisjon Bangladesh previous name Santal Mission Norwegian Board (SMNB) is from its inception working, supporting and maintaining close cooperation with the Sylhet Presbyterian Synod (SPS), which is an indigenous Presbyterian Church, established by the Wales Presbyterian Mission.

In January 1994 Bangladesh Lutheran Mission - Norwegian BLM-N merged with SMNB, which assumed the activities and assets of BLM-N.

BLM-N is also a continuation of the work of the Indian Home Mission to the Santals. It started its work on the Indian Sub-Continent in 1867, but was organized as an independent mission in East Pakistan (now Bangladesh) in 1956, which later became known as Bangladesh Lutheran Mission (BLM).

The Christian Congregation associated with BLM were formed into an indigenous Lutheran Church by resolution of the first Synod meeting of these congregations in 1959 and since then known as Bangladesh Northern Evangelical Lutheran Church (BNELC). The BLM -N from its inception has been and continues under SMNB to work, support and maintain a close cooperation with BNELC.

The Norwegian Santal Mission merged with Det Norske Lutherske Indremisjonsselskap to become Normisjon. (From now on wherever the name Norwegian Santal Mission appeared in the constitution it has been replaced with Normisjon). The Normisjon Bangladesh is continuing its work as a branch of Normisjon.

3. DEFINITIONS

In these Rules and Regulations, unless there is sometimes in the subject or context inconsistent therewith:

A. "Act" shall mean the Society Registration A XXI) of 1860 and any Normisjon Bangladesh reference to any provisions thereof shall be read as reference to such provision as amended.

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- B. "AGM" or "Annual General Meeting" shall mean annual general meeting of the General Body of the Society.
- C. "Constitution" means the Memorandum of Association and Rules and Regulation of the Society as originally framed, or as altered by an Extra-ordinary Resolution of a Special Meeting of the Society from time to time.
- "Director" means the director of the Societyappointed from time to time by Normisjon Board, Norway.
- E. "EGM" or "Extra-ordinary General Meeting" shall mean an extra-ordinary general meeting respectively of the General Body of the Society.
- F. "Extra-ordinary Resolution" shall mean a resolution passed by not less than 2/3 majority vote.
- G. "Executive Board" shall mean the Executive Board of the Society, formed or to be formed under the Regulations.
- 11. "Executive BoardMember" shall mean a member of the Executive Board including the Chairman, the Vice-Chairman, the Secretary and the Treasurer as applicable.
- I. "Government" shall mean the government of the People's Republic of Bangladesh.
- "General Body" shall mean the general members of the Society, formed or to be formed under the Regulations.
- K. "General Meeting" means the meeting of the General Members of the Society including representative/s assigned by the Normisjon Board, Norway.
- L. "General Member" shall mean a general member of the Society admitted as such in accordance with Regulations and whose name appears on the Register of the General Members.
- M. "Month" shall mean calendar month of the Christian era.
- N. "Meeting on Requisition" means the meeting of the General Body of the Society on requisition of General Members.
- "Ordinary Meeting" shall mean an annual general meeting of the General Body of the Society.
- P. "Ordinary Resolution" shall mean a resolution passed by a simple majority vote.
- Q. "Proxy" means an attorney duly constituted or appointed under an instrument of proxy, power of attorney or any other authority in writing. But proxy shall not be applicable in case of decision for dissolution or winding up of the Society.
- R. "Registered Office" shall mean the registered office for the time being of the Society.
- S. "Register" shall mean the Register of Members to be kept in pursuant to the Act.
- T. "Regulations" mean the Rules and Regulation of the Society.
- U. "Rules" means any rules, regulations, bye-law, orders, circulars, policies and procedures framed by the Executive Board for the proper function of the Society.
- "Seal" means the common seal of the Society.
- W. "Secretary" means the secretary from time to time of the Executive Board.
- X. "Special Meeting" means the meeting convened in accordance with the provisions of section 14 of the Act.
- Y. "Society" means Normisjon Bangladesh.
- Z. "Treasurer" means the treasurer from time to time of the Executive Board.
- AA. "Year" means the financial year of the Society.
- BB. "Office Bearers" means the Chairman, the Director and the Treasurer of the Society.
- CC. "Missionaries" mean persons, assigned by Normische Board, Norway to work with or related to Normisjon Bangladesh, Sylhet Prespyterian Synod, Bangladesh Northern Evangelical Lutheran Church and / Conference and development programs.

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DD. Words importing the singular number includes plural number and vice versa, and words importing a masculine gender includes the feminine gender,

4. AREA OF OPERATION

The Society shall operate within the whole of Bangladesh.

5. MEMBERSHIP

There shall be 2 (two) types of members of the Society as follows:

- (a) General Members; and
- (b) Executive Board Members.

The Society shall have 15 (Fifteen) General Members and minimum 7 (seven) or maximum 9 (nine) Executive Board Members.

- A. i. The General Body of the Society shall always be nominated or selected by Annual General Meeting of the Society, as per the decision to be taken in the General Meeting.
 - ii. Each General Member shall have one vote in the General Meeting.
 - iii. The Executive Board Members and their positions shall be elected by the General Members of the Society from amongst themselves. An international staff or a representative of Normisjon Board, Norway may be the General Member and the Executive Board of the Society.
 - iv. The number of General Members with which the Society proposes to register is 15 (Fifteen) as nominated by the General Meeting of Normisjon Bangladesh. Thereafter, the number of General Members may be increased or decreased in consonance with the decision of the General Body of the Society followed by necessary amendments to the Constitution.
 - v. The membership of the Society shall be open to any Christian person who is willing to contribute to the objectives of the Society and who meets the following eligibility criteria:
 - a. S/he is a Bangladeshi citizen or other national;
 - b. S/he has attained the age of -18years;
 - Any person who is of unsound mind or lunatic or convicted by any court of law shall not be eligible to be a General Member of the Society.
 - vii. Every General Member shall have to observe the Constitution, all Regulations herein contained and all Rules as may be made from time to time for better management, administer and fulfilling the objectives of the Society.

B. Term and Cessation of Membership

The SocietyGeneral Member isnormally nominated as the for long termperspective as long as s/he is active in Board activities. However it for any reason membership is ceased, and a new General Member is either nominated as selected in his/her place, his/her membership will continue for further period or periods as the GeneralBoard of the Society shall determine from time to time.

The membership of a General Member shall be ceased and or vacated, if any one or more of following causes occur:

Secretary
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- A member, if S/hedesires towithdraw his membership on approval by the Executive Board or General Meeting.
- If a member acts intentionally contraryto the Society or the Constitution and a decision is passed by 2/3 (two-thirds) majority in the General Meeting.
- iii. General Meeting of Normisjon Bangladesh cancels his/her nomination or section.
- iv. S/he dies and the death is confirmed by the Executive Board.
- v. S/he is found to be of unsound mind or convicted by a court of law and the General Body declares the membership of the concerned General Member to be vacated.

6. ORGANS

The Society shall have 2 (two) principal organs as follows:

- (a) The General Body; and
- (b) The Executive Board.

7. GENERAL BODY

The General Body of the Society shall be constituted with the General Members as may be nominated or selected by General Meeting (AGM/EGM) from time to time.

8. THE NORMISJON BOARD, NORWAY AND THE SOCIETY

Normisjon Bangladesh is a member of Normisjon, having its head office in Oslo, Norway, Normisjon Bangladesh is responsible to the Normisjon Board, Norway and vice versa, the Normisjon Board, Norway is responsible to the Society as stated below:

- A. The Normisjon Board, Norway is solely responsible for recruitment and support of Missionaries and for funding of the programs and activities undertaken by the Society under its direct supervision and central control through the Director appointed by Normisjon Board, Norway for Normisjon Bangladesh.
- The annual budget of the Society, prior consent and approval of the Normisjon Board, Norway.
- As to dispose of the property of the Society, prior consent and approval of the Normisjon Board, Norway.
- The Normisjon Board, Norway before implementation shall approve new programs with separate budgets and staff.
- E. All resolutions passed by the General Meeting and Executive Board will be forwarded to the Normisjon Board, Norway for approval.

9. CONTROL AND MANAGEMENT

The supreme authority and control of the Society shall vest with the Normisjon Board, Norway through its representative, the Director of Society and Bangladesh, which shall maintain over all general supervision in the other states of the Executive Board.

The General Meeting shall be competent to take the decisions and/or steps it considers necessary to safeguard the property, assets an interest of the Society with the approval from the Normisjon Board, Norway through the Director, the representative of the Normisjon Board, Norway.

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10. THE EXECUTIVE BOARD

There shall be an Executive Board of the Society comprises of minimum 7 (seven) or maximum 9 (nine) members who shall be elected in the General Meeting (AGM/EG). The Executive Board shall be composed as follows:

- a. Chairman
- b Vice Chairman
- e. Secretary
- d. Treasurer
- e Members 3 or 5

The Executive Board shall be formed for the term of three (3) years.

11. ANNUAL GENERAL MEETING

- AGM of the General Body shall be held within 15 (fifteen) Months from the date of incorporation of the Society and thereafter once at least in every Year at such time and place may be determined by the Executive Board of the Society.
- Above mentioned AGM shall be called Ordinary Meeting and all other meetings shall be called Extra-ordinary General Meeting of the Society. The General Body may also call and convene other meetings for special purposes like Meeting on Requisition or a Special Meeting
- A notice of not less than 15 (fifteen) days is served stating the time, place hour of the meeting with the statement of the business to be transacted at the meeting shall be given by notice sent by post or otherwise.
- The Chairman, or the Secretary (in consultation with the Chairman) shall call/convene the AGM, the EGM, the Meeting on Requisition and the Special Meeting.
- All General Members shall be entitled to vote in, receive notice of, and take part in the discussion in all meetings of the General Body whether it is an AGM, an EGM, a Meeting on Requisition or a Special Meeting.
- Any accidental non-receipt of the notice by any of the General Members or omission to give any such notice to shall not seize the validity of the proceedings of the any such meeting.
- The General Body is the head body for all matters of the Society and they have the authority to dissolve the Executive Board if any dispute arises and constitute a new Executive Board if necessary.
- The ordinary affairs of the AGM shall be :-
 - To receive, consider and adopt the annual report and audited financial statement i) of accounts for the fiscal year;
 - the budget estimated To consider and sanction (with or without mod for the ensuing year:
 - Election of the Chairman, Vice Chairman, Trosspecta of the Executive Board Members for the Executive Board,

Appoint external auditors.

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- Discuss, adopt reject any ordinary, extra-ordinary or special resolutions,
- Adopt audited accounts, reports, balance sheet etc. of the Society,
- vii) To consider proposed amendments to the Memorandum of Association and Rules approved by the Executive Board.
- (iii) Performance of any other affairs that the Executive Board thinks fit from time to
- Each General Member of the Society shall be entitled to one vote in any meeting of the General Body. Ordinary Resolutions may be raised and passed in the meeting with the majority of vote.
- 1/3 (one-third) of the General Members entitled to vote and present in person or by proxy shall be a quorum for a General Meeting. No business shall be transacted at any General Meeting unless the quorum requisite be present at the commencement of the business.
- xi) The Chairman, and in his/her absence the Vice Chairman, shall preside over the General Meeting of the Society. If the Chairman or Vice Chairman is not available then the present General Members shall select a chairman among them by immediate majority vote.
 - xii) All happenings of the meetings of the Society shall be kept in a book which shall be kept with the Registered Office and if the Chairman signs the book or at the subsequent meeting, of the proceedings and resolutions that have been raised in the meeting, shall be conclusive evidence of such resolution and proceedings.
 - xiii) Unless a poll is demanded by at least 3 (three) General Members of the meeting, when a resolution shall be placed before the meeting it shall be decided by a "raise of hands". A declaration of the Chairman of the fact that the resolution has been denied, accepted, unanimously, with simple majority, with majority of particular group and finally the entry into the book of proceeding of the Society shall be conclusive evidence that the resolution has been rejected or accepted.

On a "raise of hands" every General Member shall have only one vote. In the event of any equality of vote in either case of "raise of hands" or "poll", the Chairman of the meeting may direct for a second or casting vote.

12. VACANCY AND CO-OPTION

All casual or other vacancy in the Executive Board shall be filled up by the General Body for the remaining term of the vacating Executive Board Member.

The Executive Board may from time to time co-opt such number of additional Executive Board Members as the Executive Board shall determine from time to time

13. EXTRA-ORDINARY GENERAL MEETING AND MERTING ON REQUISITION

An Emergency or Extra Ordinary General Meeting 1961

ation with the Chairman), or the 1. The Chairman, or the Secretary (in consultation Executive Board,may at any time call for and the ene an EGM by serving a 21 (twenty-one) days' notice in advance সহকাঠী রেভিট্রক

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- 2. The Chairman, the Vice Chairman or the Secretary (in consultation with the Chairman), or the Executive Board, shall on the requisition of 1/3 (one-third) of the General Members, forthwith proceed to call aMeeting on Requisition.
- 3. If the Chairman, the Vice Chairman or the Secretary, does not proceed within 30 (thirty) days from the date of the requisition being so deposited to cause a meeting to be called, the requisitionists, or a majority of them, may themselves call the Meeting on Requisition but in either case the Meeting on Requisition so called shall be held within 3 (three) months from the date of the deposit of requisition.
- The minutes of all proceedings by the General Meeting and the Executive Boardmeeting shall be recorded in a protocol kept for the purpose, and the minutes shall be distributed to all respective members, to Normisjon Board, Norway and others as decided by the Executive Board.
- 5. Any meeting called on requisition shall be convened in the same manner as nearly as possible as like EGM.

14. SPECIAL MEETING

Whenever it shall appear to the Executive Board of the Society that it is advisable to alter, extend or abridge any of its particular objectives or purpose to or for other purposes within the meaning of the Act. Executive Board may submit the proposition to the General Members of the Society in a written or printed report and may convene a special meeting for the consideration thereof according to the Regulations of the Society. But no such proposition shall be carried into effect unless such report shall have been delivered or sent by post to every General Member of the Society 21 (twenty-one) days previous to the special meeting convened by the Executive Board for the consideration thereof, nor unless such proposition shall have been agreed to by the votes of 3/5 (three-fifths) of the General Members delivered in person or by proxy, and confirmed by the votes of 2/3 (three-tifths) of the General Members present at a second special meeting convened by the Executive Board at an interval of 1 (one) month after the former meeting.

15. RIGHTS AND DUTIES OF THE OFFICE BEARERS

The Executive Board shall be responsible for the accomplishment of the aims and the objectives of the Society.

16. CHAIRMAN

The Chairman shall preside over all the meetings of the Executive Board and the General Body. Where necessary all acts,

The Society shall always be represented by the charman deeds, things, communication, proceedings etc. shall be and executed under his hands.

Normisjon Bangladesh

Further, the Chairman shall:

অবিকল নকল বলিয়া প্ৰত্যাহ্বন করা হইল i) have a casting vote in case of any ties, in addition his ordinary vote,

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ii) he entitled to call meetings of the General Body, Executive Board and other committees and sub-committees,

iii) re-constitute the Executive Board by convening election, if the Executive Board is

in dissolved for any reason whatsoever:

iv) Do, perform and enjoy all duties, responsibilities and authorities as may be delegated by the Society or the Executive Board or under the Rules and Regulations.

17. VICE CHAIRMAN

The Vice Chairman shall, in the absence of the Chairman, preside over all meetings and gatherings of the Society and the Executive Board and shall have a easting vote in case of any ties, in addition to his ordinary vote.

If the Chairman is absent or not available for a period of 30 days or more, the Vice Chairman shall exercise and perform all powers and functions of the Chairman until the Chairman is available again.

18. SECRETARY

The Director of Normisjon Bangladesh directly appointed by the Normisjon Board, Norway shall be deemed to be the non-voting ex-officio and shall act as the Secretary of the Society.

The Secretary shall be responsible for all day-to-day activities relating to the proper management and administration, maintenance and upkeep of the Society.

The Secretary shall:

- perform all duties and responsibilities related to the office of the Secretary,
- preserve minutes of all decisions of the meeting of the Society and Executive Board and forward the same to all the General Members of the Society.
- represent annual report of the Society in the AGM, (c)
- in case of emergency, s/he may take necessary decision and actions in consultation with the Chairman, subject to post facto approval of the (d) Executive Board in the next meeting of the Executive Board shall have to be ensured.

take necessary steps to increase the income of the Society, (e)

heat, semi-government, Communicate and liaison with different tands, donations and autonomous and other corporate bodies (f) assistances.

be custodians of the books of records, the timents and papers of the (g)

Society.

Normisjon Bangladesh

Secretary Normisjon Bangladesh

- look after the administration, management and other affairs and attend to (h) all correspondence;
- execute all decisions and directions of the Executive Board and the (i) General Body,
- manage, and control the staff, and take disciplinary action where necessary, and
- do perform and enjoy all duties, responsibilities and authorities as may be delegated by the Society or the Executive Board or under the Rules and (k) Regulations.

19. TREASURER

Normisjon Bangladesh

All the assets and funds of Society shall remain under the care and management of Treasurer of the Society.

The Treasurer shall:

- (a) be the custodian of all financial Income & expenditure of the Society.
- (b) submit the accounts of Income and Expenditures in the Annual General Meeting and shall arrange for audit and be responsible for the same.
- (c) accomplish monetary transactions as per requirements of the Society.
- (d) control the expenditure as per the budget.

20. ELECTION OF EXECUTIVE BOARD MEMBERS

The Executive Board Members and/or their position shall, if not selected, be elected by the General Members from amongst themselves except the position of Secretary.

The selection or election of the Executive Board Members shall be held in intervals of 3 (three) years, immediately upon nomination or selection of the General Members of the Society.

- A. Immediately upon receiving the list of nominated or selected General Members, the Secretary shall prepare the voter list for the election and post the same in the notice board of the Society and/or send a copy of the same to each General Member in advance of the date of election.
- B. Election shall be conducted in a General Meeting of the General Body by secret ballot papers or by show of hands as the election officer may decide.
- C. An election commission consisting of 3 (three) members shall be formed before the election and such members of the election commission shall not be entitled to be a candidate in the election. When the election provision will be formed the previous Executive Board will be dissolved.

 D. The name of each candidate shall be proposed by the General Member and seconded by at least 2 (two) General Members.

seconded by at least 2 (two) General Members.

E. Each General Member shall be entitled to have the position of the Executive Board, i.e. 1 (one) Chairman, 1 (one) Treasurer and 3 (three) Executive Board Members.

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Normisjon Bangladesh

- F. In case of equality of votes for 2 (two) or more candidates of one position, the one candidate will be finally chosen by lottery, from amongst the candidates who got equal votes.
- G. Each General Members shall be entitled to be a candidate for election for several times without limitation.

21. BANK ACCOUNT

All funds and moneys of the Society shall be kept in any scheduled bank(s). The bank account(s) shall be operated jointly by the signature of any two of the Chairman, Director and Treasurer, or as may be decided by the Executive Board from time to time.

All donations, aids and other funds shall be collected centrally by a single bank account. However, for foreign donations a separate bank account may be opened. All foreign donations shall have to be collected centrally by that specific bank account.

In the project areas, upon obtaining prior approval of the Executive Board separate bank accounts shall opened and operated locally by the project office. Such project accounts shall be operated jointly by the signature of any two of the officers/staffs of the project, or as may be decided by the Executive Board from time to time.

22. AUDIT

The accounts of the Society shall be examined and audited once a year.

There shall be external auditor(s) as determined in the Annual General Meeting and they shall be in charge of preparing the audit of the Society.

The financial Year of the Society shall be 1st January to 31st December.

23. AMENDMENTS OF RULESAND REGULATIONS

Executive Board, if necessary, will be able to propose/recommend alteration, extension, addition, and limitation of any section, sub-section or word of the Rules and Regulations. The same will have to be approved in presence of 2/3 members of total members in a General Meeting and Normisjon Board, Norway.

24. SEAL

The seal of the Society shall be kept in custody of the Director and he will sign contracts or any other documents on behalf of the Society together with the counter signature of the Treasurer.

Accepted as new Articles of Association (From 01 to 24)

adopted vide special resolution dt: 3612/201

Chairman Normisjon Bangladesh

Normisjon Bangladesh

(মোঃ হাকন অব বশীদ) সহকারী বেভিত্রীর বেভিট্রোবের পাক্ষে

ঢাকা



Normisjon Bangladesh Changed From SANTAL MISSION NORWEGIAN BOARD

List of Executive Committee / 25/03/2017

A. General Information

1. Name of the Entity:

Normisjon Bangladesh Changed From SANTAL MISSION NORWEGIAN

BOARD

2. Entity Type:

Society 5-62

3. Registration No:

51.	Name	Address	Nationality	Designation	Remarks	
	Mr. Nelson N. Sarkar	Viii: Kalimnagor P.O: Shaistaganj, P.S+Dist: Habiganj	Bangladeshi	Director	Existing	
2	Mrs. Rebecca Singha	Bhaban No 2, Flat A2, Block 1, Mirpur-2Dhaka	Bangladeshi	Chairman	Existing	
	Mr. OddvarHolmedal	Ole Bygdevedtersvei11A, 1430, Aas,NorwayN/A	Norwegian	Member	Existing	
	Mr. Daniel Dkhar	Vill: Rajai, P.O: Takerghat P.S: Taherpur, Dist: Sunamganj	Bangladeshi	Member	Existing	
	Advocate Dudley Derick Prentice	Christian Mission, P.O: Moulvibazar, P.S+Dist: Maulvibazar	Bangladeshi	Member	Existing	
5	Mr. RooshPatam	Vill: AliacharaPunjee, P.O: RashedpurP.S: Bahubol Dist: Habiganj	Bangladeshi	Member	Existing	
7	Ms. SimatiHembrom	VIII: Chaknaka, P.O: Koel Hat, P.S: Tanore, Dist: Rajshahi	Bangladeshi	Member	Existing	
В	Mr. Christian Vestergaard	LAMB Hospital, P.O. Parbatipur Dist. Dinajpur	Danish	Member	Existing	
9	Mrs. Tapati Mondal	AGE Centre, 401/1, New Eskaton Road, Mogbazar Dhaka		Member	Existing	
0	Mr. Stephen Sujit Boiragi	Vill: Maheshwerpasa, P.O: Daulatpur, P.S: Daulatpur, Dist: Khulna	Bangladeshi	Member	Existing	
11	Mrs. Juliet Papri Howlader	Vill: Dharenda, P.O: Savar 1340 P.S.: Savar, Dist: Dhaka	Bangladeshi	Member	Existing	
12	Mr. Thomas Bijon Sarkar	127, Popular Library, AndhaSangstha Market, (Ground Floor), Savar, Dhaka	Bangladeshi	Member	Existing	Bengla Chairman
13	Mrs. Beauty Ghosh	125/3, SenparaParbata, Mirpur-10, Dhaka	Bangladeshi	Pambar.	Existing	Chairman
14	Mr. Santidan Samadder	Vill: Pererpar, P.O: PererparP.S: Uzirpur, Dist: Barisal	Bangladesh	a consumer	Existing Normi	sjon Bangladesh
15	Mr. Mithusilak Murmu	Vill: SimlaDighipara, P.O.: Narayanpur P.S.: Godagari Dist: Rajshahi	Banglades অবিকল প্রত্যায়	পাতে আনুষ্ঠান বিদ্যালয় ব	Existing	

C. Presented for Filing by

1. Name:

Nelson N. Sarkar

2. Position:

Secretary

3. Organization: Normisjon Bangladesh

(माः शक्स . अवे हिनीम) সহকারী হোজ্ঞার রেডিট্রোরের পুর रमयक स माठक

Secretary Normisjon Bangladesh

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Normisjon Bangladesh Changed From SANTAL MISSION NORWEGIAN BOARD

List of Executive Committee / 07/04/2018

A. General Information

1. Name of the Entity: Normisjon Bangladesh Changed From SANTAL MISSION NORWEGIAN

BOARD

Society

Entity Type:
 Registration No:

5-62

١,	Name	Address	Nationality	Designation	Remarks
	111 112 30 111 3 2 2 1 2 2	vill: Kalimnagor P.O: Shaistaganj, P.S+Dist: Habiganj	Bangladeshi	Director	Existing
	THE STATE OF THE S	Bhaban No 2, Flat A2, Block 1, Mirpur-2, Dhaka	Bangladeshi	Chairman	Existing
	Mr. Oddvar Holmedal	Ole Bygdevedtersveil 1A, 1430, Aas, Norway N/A	Norwegian	Member	Existing
		Vill: Rajai, P.O: Takerghat P.S: Taherpur, Dist: Sunamgani	Bangladeshi	Member	Existing
	Advocate Dudley Derick Prentice	Christian Mission, P.O: Moulvibazar, P.S+Dist: Maulvibazar	Bangladeshi	Member	Existing
	Mr. Roosh Patam	Vill: AliacharaPunjee, P.O: RashedpurP.S: Bahubol Dist: Habiganj	Bangladeshi	Member	Existing
	Ms. Simati Hembrom	Vill: Chaknaka, P.O: Koe Hat, P.S: Tanore, Dist: Rajshahi	Bangladeshi	Member	Existing
	Mr. Christian Vestergaard	LAMB Hospital, P.O. Parbatipur Dist. Dinajpur	Danish	Member	Existing
	Mrs. Tapati Mondal	AGE Centre, 401/1, New Eskaton Road, Mogbazar, Dhaka	Bangladeshi	Member	Existing
0	Mr. Stephen Sujit Boiragi	Vill: Maheshwerpasa, P.O: Daulatpur, P.S: Daulatpur, Dist: Khulna	Bangladeshi	Member	Existing
1	Mrs. Juliet Papri Howlader	Vill: Dharenda, P.O: Savar 1340 P.S.: Savar, Dist: Dhaka	Bangladeshi	Member	Existing
1,2	Mr. Thomas Bijon Sarkar	127, Popular Library, AndhaSangstha Market, (Ground Floor), Savar, Dhaka	Bangladeshi	Member	Existing Chairman Normisjon Bangla
13	Mrs. Beauty Ghosh	125/3, SenparaParbata, Mirpur-10, Dhaka	Bangladeshi	Member 3	Existing
1-	Mr. Santidan 4 Samadder	Vill: Pererpar, P.O: PererparP.S: Uzirpur, Dist: Barisal	Bangladeshi		Existing
1:	Mr. Mithusilak Murmu			Vice hairman प्रतिका नदेश त्रिश थ्रकारन करा रहेश	Existing

(মোঃ হাকন .

সহকারী রোইটোর

द्विखिष्ठाद्वित भर

C. Presented for Filing by

1. Name:

Nelson N. Sarkar

2. Position: 3. Organization:

Secretary

4. Address:

Normisjon Bangladesh Vill: Kalimnagor, P.O: Shaistaganj, P.S+Dist:

District: Habiganj

Secretary Normisjon Banglauss

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Online recorded soft copy 2018864844

4. Address:

Vill: Kalimnagor, P.O: Shaistaganj, P.S+Dist: District: Habiganj

5.Dated:

15-May -2018



Bengla

Darloa Secretary Normisjon Bangladesh