

BY-LAWS

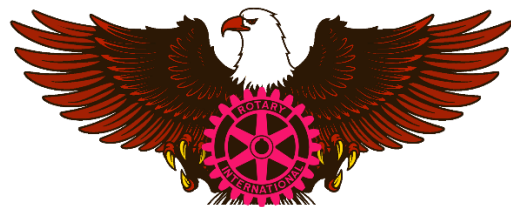
OF

ROTARACT DISTRICT ORGANIZATION

3150

R.Y. 2021-22

Rotaract
District 3150



EXPAND YOUR WINGS

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CHAPTER-I PRELIMINARY

PREAMBLE:

These by-laws aim at defining the modalities of functioning of the Rotaract District Organization, 3150 of Rotary International & provides framework for operations. It governs the relationship between the District & the clubs on one hand, serve as a guiding document for the administration & management of the District & clubs on the other.

Provides directions for the establishment of Rotaract District Board to protect the interest of Rotaractors in Rotaract movement and to promote the development of, and to guide, the Rotaract Clubs, Rotaractors and for matters connected therewith or incidental thereto.

ARTICLE 1: Title, Extent & Application

1. These by-laws may be called as the By-laws of Rotaract District Organization 3150.
2. They extend to the whole of RI District 3150 which geographically comprises of the entire state of Telangana, Guntur & Prakasam districts of Andhra Pradesh.
3. They shall come into force on the date of their approval by the District Governor of 3150 with prospective effect.
4. These by-laws, together with amendments subsequently adopted, shall constitute the entire legislation governing the administration of Rotaract District 3150 in accordance with the Rotary International constitution & By-laws.
5. Notwithstanding anything contained in any other by-laws for the time being in force as may be applicable to RID 3150, these by-laws shall replace & supersede any and all legislation(s) enacted by the Rotaract Clubs & the MDIOs in which RID 3150 has membership.

ARTICLE 2: Definitions

- 1) 'Club president' shall mean a Rotaractor elected by the club in accordance with the procedure established by the Rotaract club or the authority in charge of the Club. He/she is responsible for the affairs of the club and in all circumstances is a representative of the Club unless specified otherwise.
- 2) 'District Administration Fund' (DAF) shall mean amount to be paid by a club to Rotaract District Organization on behalf of Rotaractors of the said club.
- 3) 'District Governor' shall mean a member of Rotary Club as elected to serve as DG and is the official representing Rotary International in R.I.D 3150.
- 4) 'District Rotaract Committee' or 'DRC' shall mean a district wide committee formed by Rotary District Governor with equal number of Rotarians & Rotaractors to guide and monitor Rotaract activities in R.I.D 3150. It comprises of DG, DRR, Rotarians nominated by the DG & members nominated by the DRR.

- 5) 'District Rotaract Committee Chair' or 'DRCC' shall mean a Rotarian appointed by Rotary District Governor.
- 6) 'District Rotaract Representative' or 'DRR' shall mean a Rotaractor elected in accordance to Chapter - III of these bylaws who is responsible for the affairs of the Rotaract in R.I.D 3150.
- 7) 'DRR-elect' shall mean the Rotaractor elected to the post of DRR for the immediate following Rotaract year.
- 8) 'DRR Nominee' shall mean the Rotaractor elected to the post of DRR for the successive year of the immediate following year.
- 9) 'DRR Nominee Designate' shall mean the Rotaractor elected to the post of DRR for the third Rotaract year of the current year.
- 10) 'Eligible Clubs' shall mean clubs, eligible for voting and awards who have paid their DAF in accordance with Article - 16 of these Bylaws.
- 11) 'Home Club' shall mean the Club in which the Rotaractor has membership & is reported as such to the RI & to the District by the respective Club President.
- 12) 'Immediate Past DRR' or 'IPDRR' shall mean a Rotaractor who has held the post of DRR in the preceding Rotaract Year.
- 13) 'RI' shall mean Rotary International.
- 14) 'RI District 3150' shall mean geographical area defined by Rotary International as specified in Article – 1(2). It can alternatively be referred to as "R.I.D 3150."
- 15) 'RI Secretariat' shall mean office of the Secretarial Committee of Rotary International at Rotary headquarters situated in Evanston, Illinois, USA.
- 16) 'Rotaractor' shall mean a bonafide member of a Rotaract Club in R.I.D 3150, unless otherwise specified.
- 17) 'Rotaract Club' shall mean a body of individuals registered under a certificate received from RI.
- 18) 'Rotaract District Council' or 'RDC' shall mean a district wide administrative body, comprising of the DRR and members appointed by the DRR.
- 19) 'Rotaract District Organization' shall mean a body comprising of the Rotaract District Council, Rotaractors and the Rotaract Clubs.
- 20) 'Rotaract Year' will be the same as the Rotary year and shall mean a period of twelve months starting July 1st of the current year to June 30th of the following calendar year (including both the days).

Save as otherwise provided, all words and expressions used shall have the meaning given to them hereinabove. In all other cases, if a word has not been defined hereinabove, it shall have the same meaning given to them in the Bylaws of Rotary International & relevant policies.

CHAPTER-II ADMINISTRATION

Article – 3: Rotaract District Council

- 1) Rotaract District Council shall be responsible for administration of the affairs of Rotaract District 3150. Rotaract District Council shall include:
 - a. DRR
 - b. DRCC
 - c. Immediate past DRR
 - d. DRR Elect, if any
 - e. DRR Nominee, if any
 - f. DRR Nominee Designate, if any
 - g. District Secretary(s)
 - h. District Treasurer
 - i. District Sergeant-at-arms
 - j. ADRRs/Regional Secretaries
 - k. Avenue Directors and
 - l. Any other member as appointed by the DRR to the Rotaract District Council for carrying out administrative duties.
- 2) Any Rotaractor of the Rotaract District Council except the DRR, DRR elect, DRR Nominee, DRR Nominee Designate, IPDRR shall be appointed by the DRR.
- 3) The DRR shall have the right to appoint or terminate any member of the Rotaract District Council.
- 4) The members so appointed shall assume their office till the end of the current Rotaract year i.e., June 30 and the tenure of such members shall end in the event of resignation, termination, or cancellation of home club membership or upon termination of the home club or any such other circumstance.
- 5) In the case of the office of the District Rotaract Representative falling vacant for any reason, whatsoever,
 - a. the Rotary District Governor serving, in consultation with the Rotaract District Council and District Rotaract Committee, shall appoint a District Rotaract Representative from among the past DRRs of the District provided such past DRR continues to be a Rotaractor.
 - b. If no Past DRR is available, DG shall in consultation with the RDC shall either appoint an interim DRR directly or elect one, through the procedure as specified in Chapter-III. The District Secretary shall convene such a meeting when necessary.
- 6) In case of the office of the DRRE/DRRN/DRRND falling vacant, the serving District Governor shall conduct elections to elect a new candidate through the procedure as specified in Chapter-III.
- 7) The DRR and the District Rotaract Committee's role in respect of Rotaract Clubs in the District are merely advisory and supervisory.
- 8) There shall not be any interference, direct or indirect, by the DRR and the District Rotaract Committee on the administration of any Rotaract Club in the District.

- 9) The DRR and the District Rotaract Committee may recommend but shall not compel any Rotaract Club to do any act.

Article – 4: District Rotaract Representative

- 1) It shall be the duty of the District Rotaract Representative to preside at all meetings of the District Council and to perform such other duties as ordinarily pertains to his/her office.
- 2) Consistent with the Rotary Code of Policies 12.080.2(4), the DRR in conjunction with other District leaders, should:
 - a. Develop and distribute a district Rotaract newsletter.
 - b. Plan, arrange, and hold a district Rotaract conference, district Rotaract Assembly and other such events & encourage Rotaractors to participate in the District events.
 - c. Encourage attendance and participation at the Rotary district conference.
 - d. Conduct Rotaract promotion and extension activities throughout the district in coordination with the District Rotaract chair.
 - e. Serve as the district's Rotaract information liaison to the RI Secretariat.
 - f. Plan and implement service activities.
 - g. Provide advice and support to Rotaract clubs in implementing their projects.
 - h. Work with the District Rotaract chair to help coordinate Rotary and Rotaract activities in the district.
 - i. Coordinate public relations activities for Rotaract at the district level
 - j. Work with the district Rotaract chair to plan and implement a training session for Rotaract club officers in the district.
 - k. To attend meetings of any Clubs in the District which has difficulties regarding successful functioning, if requested.
 - l. To assist in solving disputes arising in a club or in a Group and in between two or more clubs.
 - m. To visit all Rotaract clubs of the district

Article – 5: DRR Elect

- 1) Be given specific responsibilities by the DRR in connection with District committees or District organization.
- 2) Be considered by DRR for assignment to participate in the program of the District conference, assembly & awards.
- 3) It shall be the responsibility of the DRR Elect, when required by the DRR to act on his/her behalf.
- 4) The DRR Elect shall take office as DRR in the following Rotaract Year.

Article – 6: District Secretary

- 1) The duties of the District Secretary shall be:
 - a. To assist the DRR in dealing with matters pertaining to correspondence and administration.
 - b. Other duties as directed by the DRR.

- 2) The District Secretary shall communicate with other Rotaract Districts apart from within the District, for the benefit of Rotaractors in the District.
- 3)
 - a. The District Secretary shall convene the District Council Meeting with the consent of the DRR.
 - b. He/she should prepare the notice of such meeting & shall circulate it to all the parties concerned by not less than seven days to the date of meeting.
 - c. Agenda should be prepared & shared with all the parties concerned at least 24 hours prior to the scheduled meeting time.
 - d. Minutes of such meeting(s) shall be distributed to the Council members within 48 hours from the conclusion of the meeting.
- 4) The District Secretary shall maintain a list of active Rotaract Clubs and their contact details.
- 5) The District Secretary shall report at least half yearly regarding the status of Rotaract Clubs in the district to District Rotaract Committee.

Article – 7: District Treasurer

The duties of the District Treasurer shall be

- i. To collect and disburse District finances as directed by the DRR
- ii. To maintain the records of the District Finances.
- iii. To assist DRR for the completion and presentation of the District Accounts in time.
- iv. The District treasurer will prepare an estimated budget for the year with all expenses and income included and presents it in the first District Council Meeting and first meeting of Presidents and Secretaries but preferably during the District Assembly itself. The Budget has to be passed at both the meetings with amendment or corrections as it arises from the discussions held thereof. This is only an estimated budget and the actuals may vary.
- v. The District Treasurer will submit a detailed report on income & expenditure as on date at the first meeting of Presidents & Secretaries of the next Rotary year and this report has to be passed with Amendment or corrections as it arises from the discussions held thereof.

Article – 8: ADRR/Regional Secretary

ADRR/Regional Secretary of the Region shall be appointed by the DRR. His/her responsibilities include:

- 1) To coordinate regional training – PETS, SETS, COTS
- 2) Coordinate, arrange and chair the regional meet.
- 3) Support and assist DRR in the region with their goals

- 4) Facilitate DRR visits
- 5) Such other responsibilities as may be assigned by the DRR from time to time

Article – 9: District Meetings

- 1) The Rotaract District Council shall meet at least four times in a year excluding District conference & District Assembly, in such a manner that not more than ninety days shall intervene between two consecutive District council meetings.
- 2) The participation of District council members in a meeting may be either in person or through video conferencing or other audio-visual means, which are capable of recording & recognizing the participation of the members and of recording and storing the proceedings of such meetings along with date & time.

For the purpose of this clause, meaning of “video conferencing or other audio-visual means” audio-visual electronic communication facility employed which enables all the persons participating in a meeting to communicate concurrently with each other without an intermediary and to participate effectively in the meeting.

- 3) The DRR shall call for & preside over all the District council meetings. In his/her absence the DRR shall nominate any DRR designate to preside over the meeting from among the council members.
- 4) a. The District council meeting shall be called by giving not less than seven days’ notice in writing to every District council member by electronic means (e-mail).
b. Provided that District council meeting may be called at a shorter notice of not less than two days to transact urgent business subject to the approval of 1/3rd of District council members. Provisions of Article – 9(8)(b) are applicable for such meetings.
c. The same provisions shall stand valid for the meetings held by the DRR with Presidents & Secretaries.
- 5) The District Council meeting must be convened by DRR if 2/3rd of the council members decides upon or willing to & a written requisition is sent to the DRR in this regard.
- 6) The outcomes of each meeting shall be read out by District Secretary at the end of the meeting and confirmed by DRR. Minutes will be signed by the DRR and the District Secretary & then circulated to all the District Council members within 48 hours from completion of the meeting. A schedule of attendees shall be maintained by the District Secretary & the members attended should sign promptly beside their names.
- 7) The minutes of all the meetings and reports shall be submitted to DRCC.
- 8) a. Quorum for the District council meetings shall be 51% or more of the current Rotaract District Council, one of whom shall be the District Rotaract Representative.
b. If there is no quorum formed within 15 minutes from the scheduled time of meeting, the meeting shall be adjourned for half-n-hour and it shall be reconvened & the members present themselves shall constitute the quorum to transact any urgent business. Resolutions passed at such meeting should be put forward to the council members in the next District council meeting for their ratification.
- 9) DRR can invite any member from among Rotary fraternity to the District council meeting on special invitation.

Article – 10: Voting

- 1) The business of the Rotaract District shall be transacted by voting through show of hands preferably, or such other mode where the votes casted can be recorded, except the election of DRR, which shall be through the mode as decided by the Election committee as defined in Article - 14.
- 2) Voting shall be by way of a simple majority vote (i.e., the votes cast in favor of the resolution including the casting vote if any, of the chairman, exceeds the votes cast against the resolution, if any).
- 3) On a show of hands, a declaration by the Chair is conclusive evidence of the result provided that the declaration reflects the show of hands. The minutes need to state the number or proportion of the votes recorded in favor or against.
- 4) A challenge to a right to vote at any Rotaract meeting (including District council meetings) may only be made at the meeting and must be determined by the Chair, whose decision is final.

Article – 11: Conduct

- 1) The President of any Rotaract Club of the District will be held responsible if any Rotaractor from his/her club misbehaves or causes nuisance in any District event /Group event/Rotaract Project/Meeting or the like.
- 2) The President and the concerned Rotaractor will then be called for a hearing in front of the DRR, DRS, DRCC and an appropriate action will be taken against the concerned club/ Rotaractor.
- 3) All the club Presidents are responsible to the District Rotaract Representative for the efficient running of the Clubs by way of reporting promptly, conducting the Club Elections in time, coordinating with the District, participating in events and paying the District Administrative Fund in time and must at all times implement the decisions of the District Council.
- 4) All persons representing Rotaract District Organization of R.I. District 3150 and their respective Rotaract Clubs are expected to adhere to all of the following guidelines at every platform at all point of time without any exception, as far as official business is concerned, not causing inconvenience to others & not in the venue:
 - a. No Consumption of Alcohol in any form;
 - b. No Consumption of Narcotic drugs in any form.
 - c. No foul language to be used at any forum;
 - d. Lapel Pins to be worn at all Rotaract forums;
 - e. Appropriate Dress code to be maintained always; and
 - f. Disrespecting of individuals and misuse of Rotaract assets, names to be a punishable offence.

CHAPTER-III

DRR ELECTIONS

ELECTION FOR THE POST OF DISTRICT ROTARACT REPRESENTATIVE

Elections for the post of DRR shall be held in a Rotaract year on any date as announced by the election officer either at a specified date or at the annual Rotaract District Conference but no later than March 31st of a Rotaract year. DRR should be elected at least one year prior to his/her taking over charge as the DRR of the Rotaract District.

Article – 12: Qualifications of the candidate

By the time of filing the nomination for the post of DRR:

- 1) The candidate must be a Rotaractor for a minimum of three complete Rotaract years in any Rotaract club of RID 3150 of which 2 years must be completed in one Rotaract Club.
- 2) He/She must have served as the Club President or as a member of the District Rotaract Committee for one complete Rotaract year as specified in Rotary code of policies – 12.080.2(1)
- 3) He/She must be a good standing member of a club in the District
- 4) He/She must be a member of a Rotaract Club in good standing at the time of application. In case the member belongs to a defaulting club, he/she shall not be eligible to be nominated for the post of the DRR.
For the purpose of this Clause, the defaulting Club is one which fails to pay the DAF in the first slab as per Article – 16(5).
- 5) A Club in the District can nominate only one candidate from amongst its members.
- 6) His/her DAF for the current Rotaract year must have been received by the District in the first slab of dues (i.e., 31st August).
- 7) He/She must be a member of Rotaract club since July 1st of the year in which the said candidate files his/her nomination.
- 8) He/she would have had to serve a minimum of one full Rotaract year at a new home club in the event of transfer of membership. Also, he/she must get a consent letter from the Presidents of the Clubs in which he/she has been a member in the past.
- 9) He/She must have no criminal records & should not be facing any allegations against him/her. Additionally, the candidate must declare the allegations facing/faced earlier, if any, and the details of its redressal (including the members of grievance panel, parties concerned, proceedings & outcome of such grievance redressal discussion and decision passed). Election committee's decision in this regard would be final.
- 10) The candidate must have a thorough knowledge of Rotaract, its purposes, objectives, and constitutional documents to be able to discuss any phase of Rotaract in a convincing manner and convey information articulate.
- 11) He/She must not have held the post of DRR of any Rotaract District in the world.
- 12) He/She must have not been elected as the President in his/her club for the Rotaract year in which he/she shall assume the post of DRR.

- 13) He/She must have attended minimum two District Rotaract Assemblies and two District Rotaract conferences of RID 3150.
- 14) The said candidate's age must be such that he/she shall be less than 35 years on July 1st of the year in which he/she shall assume the office of the DRR.

Article – 13: Eligibility for Rotaract Clubs to vote

- 1) Clubs should have paid the DAF in first or second slab of DAF for all members and has RI Listing as Active.
- 2) Clubs which are revived or chartered on/after 1st September, are eligible to vote subject to the compliance of Article – 16(5).
- 3) The President/Vice President/President-elect of the Rotaract Club shall be authorized to cast the vote to which his/her Club is entitled in the above order of preference.
- 4) In the absence of the President/Vice President/President-elect, any other Board member of the Club duly authorized by the President & Secretary in writing on the Club letterhead in original with the Club seal, shall be entitled to cast the vote on behalf of the President of the Club, provided the election officer is satisfied with the authenticity of the authority letter so produced.

Article – 14: Election procedure

- 1) The District Governor shall appoint the election officer who may be the DRCC or any other Rotarian to conduct the proceedings of the election for the post of DRR.
- 2) Election committee shall consist of 5 individuals as follows – District Governor, District Rotaract Committee Chair, District Rotaract Representative, one other Rotarian (nominated by DRCC) & a Rotaractor (nominated by DRR) from among the District Rotaract committee.
- 3) In the event that any of the candidate is a direct relative of or is, or was during the current or preceding year, a member of the same Rotaract Club or from a Club sponsored by as any of the Election Committee members or their Club, that Election Committee member shall discharge himself/herself from being a member of the Election Committee and an alternate member shall replace him.
- 4) The DRR will recommend to the Election officer, the date of election preferably the date of District Conference or at a date and time specified by the Rotaract District Council.
- 5) The election officer will notify the election date, nomination withdrawal date, scrutiny completion date and the format with modalities for filing the nominations. A notification in this respect shall be issued by Election officer at least 30 days prior to the proposed date of election.
- 6) The nomination shall be submitted by the candidates, within such time & date as notified by Election officer. Generally, it should be within & minimum 3 weeks of the Distribution of notification.
- 7) The candidate should submit the nomination along with following documents:
 - a. Resume of the candidate (containing personal details like – address, age, profession, etc.)

- b. Rotaract Data (like home Club name, date of induction, posts held in the Club & District, etc.)
 - c. Attendance in District Rotaract events, Rotary events, Rotaract South Asia events, etc.
 - d. Attendance in International Rotaract events, if any.
 - e. His/her written consent along with documents deemed necessary
 - f. Age proof (Birth certificate, Passport, Aadhar card, Pan card, etc.)
 - g. Charter certificate copy of the home Club(s).
 - h. Copy of the resolution adopted at the Board or General body meeting of the home Club for the nomination of the DRR, duly certified by the Club President & Club Secretary.
 - i. Nomination form should be signed by their Sponsored Club President, if applicable.
 - j. Nomination form duly filled & signed by the candidate, Club President & Secretary.
 - k. Certificate of nomination duly signed by the DRR
- 8) The option of withdrawal of nomination can be affected 7 days before the date of scrutiny of nominations. A withdrawal may be affected by a letter from the candidate expressing his/her desire to withdraw and a letter from the President of the nominating Rotaract Club expressing the intention of the Club to withdraw the nomination. In any case, the letter should be countersigned by the President of the Rotaract Club & the candidate.
- 9) After completion of scrutiny of the nomination forms, the Election officer shall either by himself or through DRR circulate the said list along with the candidate's brief profiles to the Club Presidents & Secretaries marking the Rotaract District Council at least seven days prior to the election date.
- 10) Election may be conducted either through secret ballot or through electronic voting system or in such other manner as may be decided by the election committee.

For the purpose of this clause, electronic voting system means a secured system-based process of display of electronic ballots, recording of votes of the Clubs and the number of votes polled in favor or against the contesting candidates, in such a manner that the entire voting exercised by way of electronic means gets registered and counted in an electronic registry with adequate cyber security.

- 11) The candidate securing simple majority of the votes cast at the election shall be declared as DRR for the respective year.
- 12) The number of votes will be calculated as one vote for each eligible Club. In the event of equality of votes, the current serving DRR shall have a casting vote.
- 13) For any disputes pertaining to election, provisions of Chapter – VI are applicable.

Article – 15: Campaigning

- 1) Rotaractors should at all times conform to the prohibitions of the RI Bylaws concerning campaigning, canvassing, or electioneering. All Rotaractors should observe these bylaws and refrain from any activity whose purpose or effect is to influence others by promoting or soliciting support for a Rotaractor's candidacy. Such activity is repugnant to the spirit of the bylaws and the principles of Rotary and Rotaract. This may be grounds for disqualification.
- 2) Campaigning, canvassing, or electioneering is any action seeking to promote, attack, support or oppose a candidate, either directly or indirectly, in any medium, including but not limited to, seeking votes, requesting support in a forthcoming election, distributing literature or promotional materials, or other overt actions intended to promote one's candidacy for District Rotaract Representative designation.
- 3) The period of candidacy for elective office begins when individual Rotaractors give serious consideration to submitting their name for DRR election. Commencing at that time, candidates should be particularly careful to avoid any actions designed to publicize their names or achievements, call attention to the applicable nominations or elections, or give candidates an unfair advantage for the position.
- 4) The normal performance of duly assigned Rotaract activities is not considered a violation of the policies related to campaigning, canvassing, or electioneering.
- 5) Should a candidate become aware of any campaigning or electioneering activities undertaken on the candidate's behalf, the candidate must immediately and in writing express disapproval to all concerned and instruct them to terminate such activity.

CHAPTER-IV DISTRICT FUNDS

Article – 16: District Funds

- 1) The Rotaract District Council shall, for smooth functioning of the District pertaining to finance(s), maintain a Bank account:
 - a. For collecting 'District Administration Fund' (DAF) from every Rotaractor in the District
 - b. For carrying out the administrative & organizational expenses
 - c. For transacting all such moneys as may be required from time to time by the RDC
- 2) The naming convention of the bank account should necessarily contain the words 'Rotaract District 3150.'
- 3) 1. The said bank account shall be operated by the authorized signatories, one of whom must be the District Treasurer & the other can be anyone from the following:
 - a. District Rotaract Representative
 - b. District Secretary
2. For the purpose of article – 16(3)(1)(b), If there is more than one such person, District Secretary means the Secretary in Principle who supersedes all the Secretaries available, who may be termed as District Secretary - Admin or District – General Secretary or the like.

3. In case of any ambiguity in deciding upon the Secretary designate, then the DRR must specify the Secretary to be the authorized signatory to the bank account.
- 4) a. The DAF or any other District dues or any contributions/donations or any payments to the District shall be paid to the District Treasurer or to the DRR or any other person duly authorized by the DRR for the purpose.
- b. Such amount or payment shall be made in the form of Cash or Cheque or Net banking or through any other electronic means such that the funds directly gets credited to the District bank account.
- c. A receipt for the amount received by the District shall be issued by District Treasurer to the paying party.
- 5) 1. Slab rates for paying the DAF (per member) and eligibility of the Clubs for paying in respective slabs are mentioned below:

<u>Slab. No.</u>	<u>Date Range</u>	<u>DAF</u>	<u>Rights</u>
1	July 1 st - August 31 st	250	a, b, c, d, e, f, g, h
2	September 1 st - November 30 th	500	b, c, d, e, f, g, h
3	December 1 st - March 31 st	600	e, f, g, h
4	April 1 st – May 31 st	700	f, g, h

Provided that DAF for a new member joined/inducted would be the amount mentioned in slab-1 within the first 30 days of joining/induction, post which respective amount in the slab range that prevails currently shall be applicable.

- a. Can nominate a candidate for the post of DRR.
- b. Voting Right in DRR elections.
- c. Host District events.
- d. Do Inter Club/District exchange programs & host them.
- e. DRR Citation.
- f. Voting right on District by-laws.
- g. Nominate themselves for the District awards.
- h. Nominate to such other facilities or benefits that the District may provide from time to time.
2. For clubs which are revived or chartered on/after 1st September, DAF as mentioned in slab - 1 shall be applicable and the date for them to pay their DAF shall be one month from their charter date. However, another 15 days may be granted by the DRR on special request of the Club for reasonable grounds as the DRR may think deem fit.

Provided that if these Clubs didn't pay their DAF within the time frame specified above, they are not eligible to vote in the elections for the post of DRR and the amount of DAF to be paid shall be the amount of current prevailing slab rate.

CHAPTER-V

GRIEVANCE REDRESSAL

Article – 17: Convening of special meeting

- 1) Any Rotaract Club or a Rotaractor aggrieved by the action or decision of the DRR or the District shall communicate their grievance(s) through procedures provided for under this chapter.
- 2) Any Rotaract Club or a Rotaractor aggrieved by the action or decision of the DRR or the District may request for a special meeting to be held within fifteen days of the act/decision, etc. and along with the party complained of, representatives of all interested parties, the DRR and the District Rotaract Committee for the purposes of mediation.
- 3) The request for the special meeting must be communicated by the President of the aggrieved Club or the aggrieved Rotaractor to the DRR, and District Secretary, and who is then duty-bound to forward such communication to the District Rotaract Committee.
- 4) Upon the agreement of two-thirds of the members of the Rotaract District Committee, the DRR shall convene a special meeting with the District Rotaract committee, aggrieved party, the party complained against and representatives of all interested parties. Notice of the meeting shall be sent out at least one week before the day of the meeting.

Article – 18: Conduct of the special meeting

- 1) At the start of the special meeting, a mediator shall be appointed with a vote of the majority who are present during the meeting.
- 2) The mediator has discretion over the conduct of the mediation, but as a general rule, the party aggrieved shall be allowed to speak first. The party complained against then has the right to reply.
- 3) Whilst members of the District Rotaract Committee and representatives of all interested parties are not direct parties to the conflict, they shall also be accorded the opportunity to speak.
- 4) The proceedings of the special meeting must be recorded in verbatim, and a transcript of the meeting shall be sent to all parties within week from the completion of the meeting for the purpose of amendments and approval.
- 5) The outcomes or decisions agreed between the parties as a result of mediation shall be recorded and copies held by each party, the mediator and one copy each given to the District Rotaract Committee and District Council and to be held by the District Secretary.
- 6) A summary statement of outcomes acceptable to the parties involved shall be prepared for the information of the club. Either party, through the President or may call for further mediation if either party has retracted significantly from the mediated position.

Article – 19: Evidence

- 1) Each party shall have the burden of proving the facts relied on to support its claim or defense.
- 2) At any time during the mediation proceedings, the mediation panel may require parties to produce documents, exhibits or other evidence within such a period of time as the mediation panel shall determine.
- 3) The mediation panel shall determine the admissibility, relevance, materiality and weight of the evidence offered.

Article – 20: Decisions

- 1) All decisions shall be made in writing and shall be final and binding on all parties.
- 2) The mediation panel, in delivering its decision, must stipulate a time period for parties to comply with the decision.
- 3) Mediation panel cannot terminate or impose any sanction, penalty or fine on any party for any default or non-compliance with its orders, but may table its findings to the District Rotaract Committee, who may then take the necessary action against the defaulting Club or Rotaractor(s).
- 4) Such decision should either be approved or ratified by the District Governor.

CHAPTER-VI AMENDMENTS

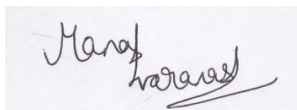
Article – 21: Amendments

- 1) These By-Laws may be amended:
 - a. At any District council meeting or during a special (extraordinary) meeting convened for this purpose with the Presidents of all Clubs &/or District council members.

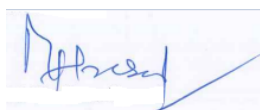
Provided that any amendment(s) related to DAF amount, age limit of DRR should be approved by all eligible individual clubs as well.
 - b. By a simple majority (votes cast in favor are more than those cast against the resolution) of all clubs who have paid DAF on time & in full to District and have active listing in RI as on the date of voting. Each eligible Club will have one vote. DRR shall chair all such meetings considered for amending By-laws & shall have a casting vote in case of a deadlock.
 - c. Only with the approval of the District Rotaract Representative, District Rotaract Committee Chair and Rotary District Governor.
- 2) Any Club / Council member who proposes to amend the District By-Laws may send their suggestions on their club/individual Rotaract letter head 30 days before the impending District Assembly/Conference/Special Meeting. Such a Club/council member should have paid DAF on time & in full to the District & has active listing in RI as on date of sending their suggestions.

- 3) Any change in the RI constitution/policy & the like, shall be observed automatically either with the immediate effect or from the date of they are coming into force as specified by RI.
- 4) Nothing in these By-Laws shall contravene any provision(s) of the Rotary International constitution/statement of policy, Rotary Code of Policies & Manual of procedure relating to Rotaract clubs or the standard Rotaract constitution. If any provision of these By-laws is contrary or any ambiguity or incongruity of the by-laws to the said RI constitution/policy, the later shall prevail.
- 5) If either the DRCC or DG is of the view that a particular amendment passed is violating the RI constitution or for any other reason, he/she can send back the By-laws with his/her recommendations. If the DG or DRCC returns the By-laws for reconsideration, the same procedure as mentioned above shall be followed to consider the recommendations of DG/DRCC.
- 6) All amendments shall come into force with immediate effect on & from the date of District Governor's assent. A communication in this regard shall be sent to all the Rotaract Clubs by District Secretary within 48 hours of such amendments coming into force.

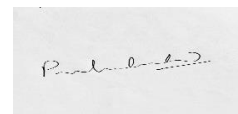
For and on behalf of the District 3150:



Rtr. Manoj Varanasi
District Rotaract Representative



Rtn. Hari Hara Prasad
District Rotaract Committee Chair



Rtn. K Prabhakar
District Governor