

CONSTITUTION

OF

GHAROA

Established; 07.07.1991

DTS HILL, POST; LUMDING  
DISTRICT; NAGAON. 782447  
PHONE NO. 03674-263222/265262

Email;

Web; [www.ghroanpo.org](http://www.ghroanpo.org)

  
Chief Executive Officer  
GHAROA, LUMDING  
ASSAM

# MEMORANDUM OF ASSOCIATION

(Registration under Societies Registration Act, 1860)

1. The name of the Society: "GHAROA"

2. The office of the Society is situated in the province state: At Lumding, P.O. Lumding,  
Dist- Nagaon, Assam.

3. The objects for which the Society is established are:

- (i) Creation of mass awareness against ecological imbalances and environmental degradation; pollution control; afforestation and promoting social forestry;
- (ii) To develop scientific spirit and temper among the masses and to inculcate the spirit of enquiry and reform;
- (iii) Any other activities related to the promotion of health and living conditions of the people; to improve economic condition and to create alternative livelihood self help groups will be formed; to promote a credit based developmental society it may borrow from Nationalized Banks and Financial Institutions with pledge of security to borrow loan for onlending to the target groups;\*\*
- (iv) Eradication of illiteracy, creating literary atmosphere, mass involvement in creative writing and discussions, holding of seminars and symposia;
- (v) Formation of cultural groups for promotion and development of cultural activities; and
- (vi) Participation in activities aimed at promoting arts and culture and interaction with like-minded groups and organizations for exchange of views and ideas.

\*\* Changes in the objects of the society item (iii) has been incorporated on 18<sup>th</sup> August 2007 vide Para 1.4 of the resolution No 1 as per the procedure prescribed under the Society Act of 1860.

4. The names, address and designation of the present members of the Executive committee are:

<u>NAME</u>	<u>ADDRESS &amp; OCCUPATION</u>	<u>DESIGNATION</u>
1. DR. S.P.GUHA	Chief Medical Supdt. Lumding	Chairman.
2. SRI A.GOSWAMI	Adjutant. RPSF/ Lumding	Vice chairman.
3. SRI K.CHAWLA	Social worker, Lumding.	Vice chairman.
4. SRI ASHISH KR. DEY	Serviceman, Lumding	Secretary.
5. SRI BHARAT KARJEE	School Teacher, Lumding	Jt. Secretary.
6. SRI KAMANA RN. ROY	Serviceman, Lumding	Treasurer.
7. SRI DIPANKAR BANERJEE	Serviceman, Lumding	Exec. Member.
8. SRI JASHODEV ARJUN	Lecturer, Lumding	Exec. Member.
9. SRI DILIP BHATTACHARJEE	Serviceman, Lumding	Exec. Member.
10. SRI NILKANTHA ACHARJEE	School Teacher, Lumding	Exec. Member.

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# MEMORANDUM OF ASSOCIATION

- |                     |                         |
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| 11. SRI DULAL KURI  | Serviceman, Lumding     |
| 12. MS DIPTI GHOSAL | School Teacher, Lumding |
| 13. MS. MANJU DAS   | Servicewoman, Lumding   |

Stamp: G H A R  
Regd.  
1977  
M D  
Exec. Member  
Exec. Member  
Exec. Member  
12/11/91

We, the undersigned, are desirous of forming a society in pursuance of the memorandum of association:

<u>Signature</u>	<u>Address &amp; Occupation of Signatories</u>	<u>Signature, Address &amp; Occupation, Designation of Witness</u>
1. DR. S.P.GUHA. (SD)	Chief Medical Supdt. Officers colony, Lumding.	Chairman.
2. SRI A.GOSWAMI. (SD)	Adjutant, RPSF/ Lumding Officers colony.	Vice Chairman.
3. SRI ASHISH KR. DEY. (SD)	Serviceman, Lumding Accounts colony.	Secretary.
4. SRI KAMANA RN. ROY. (SD)	Serviceman, Lumding Accounts colony.	Treasurer.
5. SRI PRANAB KR. MUKHERJEE. (SD)	Serviceman, Lumding Babupatty.	Exec.. Member.
6. SRI DIPANKAR BANERJEE. (SD)	Serviceman, Lumding D.T.S Hill colony.	Exec.. Member.
7. SRI DULAL KURI. (SD)	Serviceman, Lumding New colony.	Exec.. Member.
8. MS. MANJU RANI DAS. (SD)	Serviceman, Lumding Hospital colony.	Exec.. Member.
9. SRI PRABHAKAR CHAKRABARTY. (SD)	Serviceman, Lumding South Hill colony.	Exec.. Member.
10. SRI K.CHAWLA. (SD)	Social Worker, Lumding. Lumding Bazar.	Exec.. Member.

Date of Establishment: 8/7/1991

## Rules and Regulation

1. The name of the Society: "GHAROA"
2. Address of the main office of the Society: : D.T.S Hill Colony, Lumding.  
P.O - Lumding,  
District - Nagaon.  
Assam - 782 447.
3. Area of operation : : The area of operation of the Society has been extended to the States of Assam, West Bengal, Jharkhand and Bihar, In terms of Para 7 resolution number '2' dated 07.01.2004.

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## MEMORANDUM OF ASSOCIATION

4. Objects : : The objects for which the society is established are -

- I. Creation of mass awareness against ecological imbalances and environmental degradation, pollution control and afforestation and promoting Social Forestry.
- II. To develop scientific spirit among the masses and ~~to~~ cultivate the spirit of inquiry and reform.
- III. Any other activities related to the promotion of health and living conditions of the people; to improve economic condition and to create alternative livelihood self help groups will be formed; to promote a credit based developmental society it may borrow from Nationalized Banks and Financial Institution with pledge of security to borrow loan for on lending to the target groups;\*\*
- IV. Eradication of illiteracy, creating literary atmosphere, mass involvement in creative writing and discussions, holding of Seminars and symposia.
- V. Formation of a cultural group for promotion and development of activities.
- VI. Participation in activities aimed at promoting arts and culture and interaction with other like-minded groups and organization for exchange of views and ideas.

5. Membership :

- (a) **Qualification to become members :** : Any citizen of India above 14 years of age who has no criminal record and who has not been declared a bankrupt by any court shall be eligible to become a member of Society, provided he/she subscribe to and undertakes to abide by the rules and regulation of the Society and owes allegiance to the objectives thereof.
- (b) **Subscription :** : Every member shall be liable to pay sum of Rs.15/- per month to the duly authorized collector on clear receipt.
- (c) **Collection of Fund :** : The Society may raise fund to meet the expenditure connected with the realization of objectives from the general public, any public or Governmental body or instrumentality of State or any financial institution run by any public or private body or any international institution subject to RBI/government regulations.\*
- (d) **Control of Fund :** : The executive body with chairman at its head shall have control over fund . However, it shall be responsibility of the executive to table an audited account of receipt and expenditure of the Society before annual general meeting once a year. For this purpose the Society shall maintain an accountant in any Nationalized bank i.e. withdrawals shall be made jointly by the chairman, secretary and the treasurer. The financial year of the society for accounting purposes will end every year on 31<sup>st</sup> March.

Note; \* The Amended Clause © of Rules and Regulation 5 of the Society has been incorporated vide Para "6" of Resolution Number 01 dated 07.01.2004 in accordance with procedure prescribed under the Society Act.

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## MEMORANDUM OF ASSOCIATION

### 6. Procedure of the General Meeting:

The executive shall call the general meeting at last once a year by a notification either written or by word of mouth or by any other means deemed appropriate by the executive.

### 7. Quorum of the General Meeting : :

2/3<sup>rd</sup> of the total membership of the society shall form the quorum for a general body meeting, provided the members below the age of 18yr<sup>r</sup> will have no right to vote. The meeting will be presided over a person elected from amongst the members for his special qualification vis-à-vis the objectives of the organization as well as his capacity to chair the meeting.

### 8. Election procedure of the Executive Committee/Governing body, Managing committee : :

The executive committee shall be nominated body from amongst the active members of the society. The nominating body consisting of active members only as deemed fit shall determine the form, manner and the eligibility criteria for such nomination to the executive committee. The executive shall be removable either in a general body meeting or an emergent meeting to be called by at last 1/10 of active members where the executive shall be impeached by a 2/3<sup>rd</sup> majority of active members present and voting.

#### Explanation : : I

An active member shall be one who has been associated actively with all activities of the society for at least two years.

#### Explanation : : II

In the event of any vacancy caused by resignation or disability of any member of the executive, the nominating body shall have the power to induct any person into the executive

#### Explanation : : III

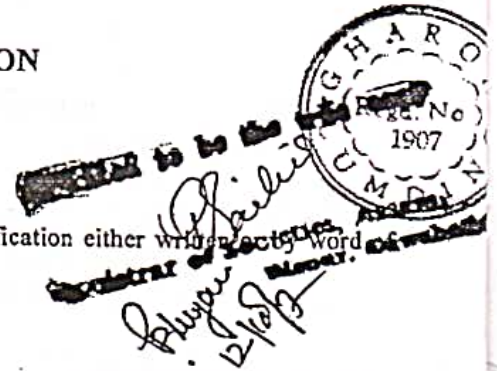
In case of any difference of opinion among the members of the nominating body relating to nomination of any office bearers or other(s) to the Executive committee, they shall be put into vote and settled by a simple majority vote either infavour or against the contender. The decision of such body will be final and irrevocable.

### 9. SHORT DESCRIPTION OF THE EXECUTIVE COMMITTEE:

The Executive committee of the society shall comprise of:

- 1) **CHAIRMAN** : Who will have Execute all the functions of the society with the help of Executive committee. He may delegate his authority to the vice chairman in such matters as he deems fit.
- 2) **VICE CHAIRMAN** : There shall be two vice chairman to assist the chairman in the discharge of his duties. In absence of the chairman one of the vice-chairman shall be deputed by the Executive to act as chairman.
- 3) **Secretary** : There shall be a secretary of the society to assist the chairman for executing all the function of the society and shall be responsible to the chairman. He shall cover meetings in consultation with the chairman and the vice chairman. He shall cause to prepare the annual report together with the statement of accounts and place it before the general meeting. For the purpose of buying the assets and defraying other expenses the secretary shall allot funds in consultation with the chairman. The secretary shall also have a cash sum of Rs.200.00 in hand for meeting emergent situation.

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- 4) **Jt. Secretary :** There shall be one Jt. Secretary to assist the secretary in the performance of his duties. In absence of the Secretary, the Jt. Secretary shall be deputed by the Secretary to carry on the work of Secretary in such manner as the Secretary directs.
- 5) **Treasurer :** There shall be a treasurer who will be responsible for maintaining accounts of receipts and expenditures of the Society. For this purpose, a bank account will be opened in the name of the Society, which can be operated, in case of withdrawals, with signatures jointly of either chairman or the secretary and the treasurer. The treasurer shall be responsible for proper accounting of the fund and for carrying out all the transactions in money under order of the secretary or the chairman, as the case may be. He will also be responsible for placing all the records before the duly appointed auditor for audit. In the monthly meeting of the Society also the treasurer shall be responsible for placing the accounts before the executive. Every year after 31<sup>st</sup> March (i.e. the end of financial year). Treasurer will prepare annual accounts for audit purposes and annual general meeting at the earliest, but not exceeding three months from 31<sup>st</sup> March.

- 10. **TERM OF THE EXECUTIVE BODY:** The executive body shall have tenure of two years.
- 11. The Election of the Executive members shall have the same procedure as laid down in para-8. New executive committee shall be formed at the end of two years in the annual general meeting..

- 12. **PROCEDURE OF THE MEETING OF THE EXECUTIVE BODY :**  
The executive body shall meet at least once in a month provided that it may meet sooner if so decided by the chairman, in his absence vice chairman or secretary to discuss the emergent circumstances.

- 13. **QUORUM OF THE MEETING OF THE EXECUTIVE BODY :**  
The quorum of the Executive meeting 2/3<sup>rd</sup> of the total members of the committee. However, it may be relaxed at the discretion of the chairman if he deems fit.

- 14. **EXPULSION OF UNDESIRABLE MEMBER:**  
Any member who fails to abide by the rules and regulation of the organization shall be liable to be expelled. The procedure for expulsion shall be summary where after giving ten days notice to the offending member to show cause against the proposed action and considering the submission made by him/her the executive body in an emergent meeting shall take action as it deemed fit and proper.

- 15. **Auditor:**  
A qualified auditor shall be appointed by the executive body for a term of one year who shall audit the accounts of the society at least once in a year and submit an annual audit report to the Registrar of Societies.

- 16. **Legal Procedure:**  
According to the provision laid down in the section 6 of the Societies Registration Act XXI of 1860 the Society may sue or may be sued in the name of the President or Secretary of the Society.

- 17. **Dissolution:**  
If necessary the Society may be dissolved and the properties remaining after dissolution may be handed over according to the provision laid down in the section 13 and 14 of the societies Registration Act, XXI of 1860.

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