

MEMORANDUM & RULES

Name of the organization: DHRUVH Social Awareness Forum

Office:

- > Registered Office: wz 271/B, Indrapuri, New Delhi - 110032
- > Head office: C-177, (F.F.), Dayanand Colony, Lajpat Nagar, N.D. 24.



The membership of the organization:

- > Anybody who is more than 18 years of old, mentally stable and sound, can apply for the membership with fulfilling the criterion of the prescribed membership form.
- > Any person who has the will to join the organization but under age of 18, need a countersign of any of the parents with the other formalities of an adult for the same.

President of the society will consider the application and accordingly take the decision to grant/accept/refuse it or not, for a particular time period.

Type of membership:

I. Founder member:

The persons who were the members of the first E. committee. They will have the status of life member(s). These will be the most prestigious and honorable membership.

II. Primary member:

Any general member will be the primary member, except the associate members. They are eligible for any executive post, as per rule. They will attend the general body meeting and favor/oppose any decision, and thus participate in decision making. The joining fees and monthly subscription for the P.M. may be decided by the E.C. from time to time and the tenure depends on the member till s/he wants to continue the same by clearing the monthly subscription, fixed time to time, as well as, showing good performance that will be judged by E. Committee.

III. Life member:

This is an honorary membership: any person can be awarded life membership who has contributed extraordinarily to the cause of the organization and for the upliftment/betterment of the society/country.

IV. Associate members:

Any general member will be the associate member, except the primary members. They are eligible for any executive post, as per rule. They will not eligible to attend the general body meeting and favor/oppose any decision as well. But they are eligible to enjoy all the facilities time to time being passed by the executive committee. The joining fees and monthly subscription for the P.M. may be decided by the E.C. from time to time and the tenure depends on the member till s/he wants to continue the same by

clearing the monthly subscription, fixed time to time, as well as, showing good performance that will be judged by E. Committee.

It depends on the decision of the President, who'll be the Primary member and who'll be the Associate member of the society, as well as, the first time tenure for the member.

If any of the associate members contributed extraordinarily to the cause of the organization and for the upliftment of the society/country, s/he may be nominated/elected for the executive committee directly. And will be empowered as a primary member automatically.

- Each and every of the primary members, founder members, life members and associate members must has to abide by all the rules and regulation of the society and S/he is answerable to the President of the organization directly.
- Any member of any time can be dropped out/expelled from the membership if his/her any work/intention go against the organization including keeping any dues outstanding of the organization for more than fifteen days.

Work intention & Aims and Objectives:

- ❖ It will act as an organization of national level means its work field will be spreading all over India ~~and it has an intention to work at international level as well.~~ But it is mandatory that the President and the Secretary will must be Indian.
- ✓ It will work for promoting the cause of national integration and unity of India.
- ❖ It will work in all/any of the fields, which has direct or indirect relation for the upliftment/betterment of the society, and promotion of the community specially for SC/ST/OBC/Minority/Economically or otherwise backward Majority group.
- ❖ To build a pollution free social atmosphere. (Which means free from day to day corruption, official red tapism, inhuman social practice i.e. sati pratya, illogical social stigma i.e. AIDS patients are bed people and boycott them etc, along with keep the air fresh to breath as well)
- ❖ Stabilizing the population to make all the basic facilities available towards all people of the country.
- ✓ By spreading of education make every body aware about the basic needs and rights of life.
- a) To organize seminar on Social justice, educational and economical upliftment to raise legal demands and fundamental rights provided by the constitution of India.

Ekta Social Awareness I


President


Secretary


Treasurer

- b) To open, found establish, promote, set up, run, maintain, assist, finance, support and/or help the various developmental programs/activities and also construct and develop the Community Halls, Marriage Homes, Pio, Dharamsala, Night shelters, Shouchalay, Old age homes, Health Care Centers, Charitable Dispensaries, Hospitals, Libraries, Reading rooms, Play Grounds, Stadiums (both open and indoor), Yoga Training Centers, Gymnasiums, Sangeetalay & Nrityalay (music and dance centers), Anganwari, Balwari Mahila Ashram, Studios, Drama Stage, and other buildings/institutions for use and welfare of general public.
- c) The organization will arrange & organize cultural activities & demonstration including "nukkar natak" on various subject matter on current affairs to enhance the awareness of general public.
- d) To take up effective but reasonable and lawful steps for the eradication of social evils such as Dowry System, Child Marriage (bal vivah), Child Labor, Wastage of money in the various functions and use of intoxicated drugs/wine/smacks etc.
- e) To make adequate arrangements and start the rehabilitation centers for destitute, widows, old men and women, poor, beggars, Handicapped, blinds, deaf, dumbbell, mentally retarded & other needy people.
- f) To start various programs against child labor and take up effective, reasonable and lawful steps.
- g) To educate the people and organize various kinds of awareness programs/activities regarding Consumer Protection laws and rights of the public in this connection.
- h) To arrange and organize EYE and BLOOD donation camps, health awareness and check-up camp/ mela.
- i) To promote the interest of people in Environment, Sense of Integration, Self Employment, Family Planning, Sanitation etc., by making Audio Visual, Tele Films TV serials & Documentaries.
- j) To open, found, establish, promote, set up, run, maintain, assist, finance, support and/or aid or help in the setting up and/or maintaining and/or running hospitals, charitable dispensaries, mobile dispensaries, maternity homes, child welfare centers, convalescent homes, sanatorium, hostels and other similar institutes or centers for rendering or providing medical relief.
- k) To render services to the women, children & youths for their moral, social and legal rights.
- l) To bring over productive use of the vast land through a massive programs of forestation and plantation.
- m) To encourage & support yoga, games and sports, medicine of Indian system and indigenous medicine.
- n) Study on the working items, survey and research on social position, people's social awareness status.
- o) To create a sense of brotherhood, co-operation, mutual harmony, love and affection amongst the members of the society and also the general public.



Dhruv Social Awareness Forum

 President
  Secretary
  Treasurer

- p) To receive financial and non-financial assistance from Government(s) / and non government/ personal organization(s)/ institution(s) /group(s)/ bank(s) and/or any other legal entity.
- q) To accept donation(s) / grant(s) / presentation(s) / gift(s) and other offerings in the shape of movable and/or immovable for the attainment and fulfillment of the aims & objects of orgn.
- r) To purchase/acquire land/building in the name the organization.
- s) To erect, construct, alter, maintain, sell, lease, mortgage, transfer, improve, develop, manage and control all or any part of the property/properties of the mentioned orgn. necessary or convenient for the purpose of attainment of the aims and objects of the organization related to its work-field.
- t) To publish books, charts, illustrations, magazines, periodicals, news, letters, papers, & other publication(s) in any language(s) and on the different subjects with related to its aims/work-fields. Make survey for collection of data to know the perfect level/condition of society.
- u) To apply agencies of the government of India like Central and State ministries, DC(Handloom and Dev. Commissioner(Handicraft), Central/State Social Welfare Board, Central/State Social Welfare Advisory Board, etc.etc.) and other national (i.e. NABARD, CAPART, RAK, NACO, and/or any such type of agencies working for mass awareness/welfare in any of the subjects related with the need of the society/country) / International (UN, WHO, UNDP, UNICEF, UNAIDS etc. etc.) / Private non-governmental bodies (Ford foundation etc.) for financial assistance to carry out the organizational work.
- v) To provide the crafts to weavers, weavers for training and other related purposes including making them aware of their development of financial / social status through training centers, melas, exhibition, services, workshops, handloom & handicraft awareness camps etc.
- w) To take up effective, reasonable and lawful steps for the solution of the problems relating to the organization. And to assist and co-operate with other associations, trusts and various other NGO(s) whose aims are same.
- x) The organization can raise funds by way of loans/borrowings/donations/grants/or other forms from Government/Non Government/ Foreign Donors/Banks/ Financial Institutions and/or any kind of other private/collective Funding Agencies. As well as, The organization can raise funds by way of doing any commercial tie up with any organization/agency/ group/person or can do it by its own to earn money with the aim of spending for any of the social cause(s)/keep the organization alive.
- y) The organization should be extended its work to the welfare of the backward section of the society, which include O.B.C., S.C., S.T., as well as the groups/population /caste/ creed of minority/majority is/are lagging behind in comparison of the national average level at economical, cultural, educational or any other point(s) of view.
- z) To take up effective, reasonable and lawful steps to stop any type of trafficking i.e. human & nonhuman.
- aa) To take up all steps to ensure/keep up human rights at stages and work for disasters victims, riot or due to other discrimination victims, victims of police torture and harassment and/or any other person(s)/group(s) who want help from the organization to high up his/her due dignity/ respect/right. The orgn. may suit /file Public Interest Litigation cases for any such matter which is an obstruction by the eye of the society for proper social/public welfare purpose.

Handloom Social Awareness Forum

President Secretary Treasurer

bb) All the acts/activities/programs/ shall be non profitable and shall be done on no profit no loss basis. All the income, earnings, moveable or immovable properties of the organization shall be solely utilized and applied towards the promotion of its aims and objects only as set forth in the memorandum of the society or by taken decision of the general body from time to time and no profit there of shall be paid or transferred directly or indirectly by the way of dividends, bonus, profit or in any manners whatsoever to the present or the past member(s) of the society, or to any person claiming through anyone or more of the present or the past member(s). No member of the organization shall have any personal claim on any movable and/or immovable properties of the organizations or make any profit(s), whatsoever by virtue of this membership.

RULES

Structure of the administrative body to run the organization will be as follows;

1. Executive board/body/committee.
2. Chief Patron and Board of Patrons.
3. Advisory board

(Any one can be included in board of patron and advisory board providing s/he has got the nomination of the executive committee depending his/her extraordinary/outstanding service towards the organization and willing to serve the society as per his/her optimum capacity. S/he may not be a primary member even.)

- The duration of these bodies will be two years and the day will be in count from 1st April of a certain year to the 31st March of next to next year. Every two yearly the E.C. would be announced on 1st of April.

MEETING(S)

The General Body meeting will be held on any day in between 28th to 31st March of every two years.

(any intra-society dispute should be and must be solved within the society, preferably at the general body meeting or a three member committee may be formed at the meeting for the same with a special power and any decision of the committee regarding the dispute will be full and final and both the parties or the member who had the dissatisfaction with any of the points must abide by the decision. For internal dispute of the society no court case will be valid and acceptable.)

The Executive Body meeting will be held on any day in between 16th to 27th March of every year. At least one Executive Body meeting is must in one year to regularize all the work and decision taken in the whole year. Minimum two Executive Body meeting should be held before the bi-yearly general body meeting.

Dhruv Social Awareness F.o.u.

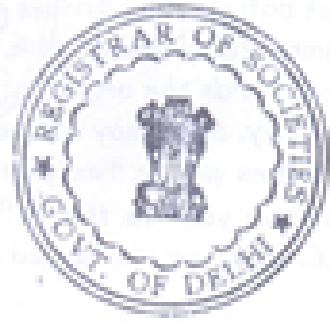

President


Secretary


Treasurer



राजीवराज रजिस्ट्रार कार्यालय
रजिस्ट्रेशन नं. S/3120R
वास्तुसंश्लेषण नं. _____
दिनांक _____



..... रजिस्ट्रार
इस्ताफर के अधीन संस्था नं. _____
अधीनियम 1960 के अंतर्गत नं. _____
दिनांक _____

(Handwritten Signature)
राजीवराज रजिस्ट्रार
दिल्ली

enacted W/S 19 of S.R. Act 1960

(Handwritten Signature)
Registrar of Societies
(Handwritten Signature)

Executive Committee meeting is also must to take a new decision and to way out of executing a plan.

To pass a decision:

To get any decision/rule/amendment/issue passed it will be required two third majority in case of General Body meeting and simple majority (> 50%) in case of Executive Body meeting of the total present members of that specific meeting regardless the total members of that body.

The structure of the executive body will be as follows, from 1st April 2002. The tenure of the body will be two years.

- President
- Vice President(s)
- Secretary
- Joint Secretary
- Treasurer
- Office Secretary
- Member (s)



(Secretary or any of the Vice Presidents may represent the President at the time of his absence, but depending on the written authenticity from the President)

The number strength of the executive body members will be nine, at National and State level, including other level(s) i.e. district and other area level. The chain of command will be must followed.

State executive committee needs National E.C. approval for its formation. Any elective / product in the state needs prior clearance of N.E.C. but for any emergency process permission may be taken later on but with in 48 hours of commencement. The process without the approval of N.E.C. no work / project / steps will be authentic.

The supreme power lies with the National Executive Committee.

A) The National Executive Committee has the power to dissolve any State Committee, as well as, anybody's primary membership with the recommendation by the national president.

B) Any state committee decision must send to the National Executive C. for its approval before implementing the same.

The number of the Board of Patrons, and Advisory board is not limited by number and depending on the decision of the Executive committee of a specific year and any of the board members may be selected/nominated at any time of the year by E.C. but the limit of the tenure will not be extended beyond the coming 31st march, when the tenure of the Executive Committee will be completed. This is also not mandatory that Advisory board or board of Patron should be nominated each year.

Dhruv Social Awareness

[Signature]
President

[Signature]
Secretary

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Treasurer

Power and the responsibility of the designators:

PRESIDENT:

He shall be the subject to control and supervision of executive body. Has the power to make general directions and management of the affairs relating to the society. He shall summon and preside over all/any of the society meetings (ie Advisory Committee meeting, Executive Body meeting, General Body meeting and any emergency/mixed meeting even any function or event organized by the society.)

He has the voting power, to decide any matter, where present number of members of any certain meeting divided by equal in number for a specific matter subjects. In that case the decision of the President shall be considered as final.

He shall have the power to any inclusion or exclusion of any subject/matter in the agenda for the discussion in any of the society meeting(s). In case it is necessary to decide any point/matter/ issue urgently and there is no time to call the executive meeting, the president has the power to decide the point(s), take the decision. But he/she shall bring the matter to the notice to the next executive meeting. He may be called as the Chairman of the society.

S/he will sign all the papers/letters, on behalf of the society/organization to conduct its correspondence. Or appoint/terminate such office staff as may be required for effective and efficient management of the organization.

If there is a vacancy in E.C./any other committee/cell president would manage the post(s) or s/he may appoint somebody for the specific vacant post.

President has been given special power to handle any emergency situation that includes, to bargain with any person/organization, make any change in the E.C. but limited with only once in a year, which includes depute someone with a designation as well as drop out from E. Committee. He will get the account of the society/organization audited by the qualified auditor, appointed by him or executive body.

He has the right to interfere with any of the member(s) activities related to the organization and every member of the organization must take the President in confidence for each and every work/plan to be executed by him.

VICE PRESIDENT:

They will do all the jobs when empowered and assigned for the same by the president. There will be no senior /junior vice president. Any of the vice presidents, will represent the president at the time of his absence and preside over the meeting depending on the written authenticity given by the President for the above stated job in his/her absence before leaving the station.

SECRETARY

He will summon and attend all governing body and general body meeting following the direction of the President of the society. His main function to lead the society towards its aim and objectives by following the guidance of the orgn.

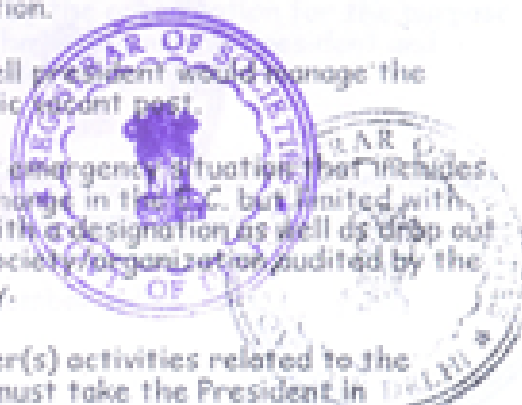
Secretary will prepare the membership register, as well as, keeping the records of the meetings and minutes of the meetings duly signed by the members present at the meetings.

He may preside over the meeting at the time of President's absence if authorized in written by the President for the same.

Dhruv Social Awareness Forum


President

 
Secretary - Treasurer



He will keep it under his supervision and may read it at the general body meeting if requested by any of the members. After his tenure the register may be destroyed. He will represent the society in favor of President. He will help President in possible every ways to get the target of the society achieved.

All the funds and assets of the society will be under his supervision jointly with the President.

JOINT SECRETARY:

He will do all the work of secretary when the later will be out of station/absent from a specific job. He otherwise will assist secretary to get the entire targeted and planned job done smoothly.

TREASURER:

The treasurer shall maintain the records of all the money that is received and/or paid by him after getting signed by the president on behalf of the society and other money that is under the possession the society. Treasurer shall make disbursement according the direction of President/Secretary.

The treasurer will ordinarily hold a cash balance decided by the executive committee from time to time to meet the emergency requirements of organization.

OFFICE SECRETARY:

Has to manage and maintain office including its belonging (goods) and all of its files/funds. To look after all staffs if is being kept by the organization for the purpose of smooth running of its activities. But all the time he has to inform President and secretary about everywhere about and happening under his jurisdiction.

MEMBER (E.C.):

A person who is a member of the executive body but without a specific designation and work profile. The expectation is s/he will extend his help and support towards any/every designated member of the E.C., till s/he is being designated for a special target by the president / E.C. The number of the member will be two.

EXECUTIVE BODY MEMBER

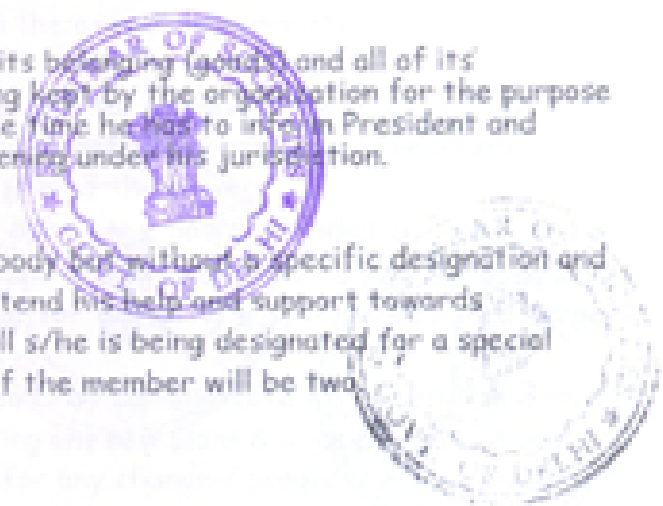
Responsibility:

To meet, workout, plan and to make running organization within its prescribed direction. The executive body member is bound to inform the society office in advance if he /she in not able to attend particular meeting of the executive /general body meeting. Executive member will be automatically terminated if s/he fails to attend three consecutive meetings of the E.C. without prior information. He/she shall follow all the rules and regulations of society and also obey all the directions made by governing body of the society from time to time.

- > Secretary and any other members of the organization will be authentic to represent the organization and express the organizational view(s) on (a) particular point(s) by taking the president in confidence in advance.
- > S/he should be serious to perform the duties towards the society according the responsibilities shouldered upon her/him. If someone is unable to do the same, may be replaced by another comparatively efficient primary/associate member at any time with majority consent of the Executive Committee recommended by the President.

Dhruv Social Awareness Forum


 President
 
 Secretary
 
 Treasurer



CELLS:

For managing/ maintaining/ achieving a specific goal the executive body can create any cell when they fell for the same. The body will be nominating the head of the cell that will be appointed by the president for the same.

The designation will be the chairman (of the cell). His tenure will be variable depending on the achieving goal/target, work performance of the person and above all up to the time E.C. thinks to continue for the same.

Head of all / every / any cell(s) will directly communicate with president & must take him in confidence before starting any new plans & work process, as well as, always keep the president in touch for any change / progress / achievements / happening to get his assertive signal towards the project(s). Without consent of the president no plan will be implemented. But the chairman of every cell has given the power to choice and adopts his/her way by their own to reach the target and for each of the steps taken by him/her s/he will be the sole responsible. They will not interfere with the other members' activities till it goes against the society. All the Cell Chairman will directly communicate with the President and always keep him well informed about all the steps taken by him. S/he may nominate the members of the cell but will submit their name within fifteen days to get the mandate from the executive committee.

- > It has been decided to make various cells for achieving the target of the organization in a more disciplined and smooth way, keeping an eye on the demand of the time to execute the plan of the society.
- > The chairmen of the cells will be nominated posts, decided by the E.C. but president will announce it officially and the president would sign the appointed letter only. They will be responsible for achieving a specific designed target and goal.
- > Chairman of all every / cell(s) will directly communicate with president & must take him in confidence before starting any new plans & work processes as well as, always keep the president in touch for any change / progress / achievements / happening to get his assertive signal towards the project(s). Without consent of the president no plan will be implemented. But the chairman of every cell has given the power to choice and adopts his/her way by their own to reach the target and for each of the steps taken by him/her s/he will be the sole responsible they will not interfere with the other members' activities till it goes against the society. All the members will directly communicate with the President and always keep him well informed about all the steps taken by him.

Office Staff:

By the decision of the executive body / President / Secretary organization can keep people for day to day office/field work will be known as office staff they will assist for running the office and work of the organization smooth and to get the work done for achieving the target and to assist the organizations' members for specific job. This people may work voluntarily or against a salary as per the agreement with them. These

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President


Secretary


Treasurer

staff will be at temporary basis (i.e., six months) and may be extendable further basis of the work level but these will never be taken as a permanent job. They will be getting salary/remuneration for their designated job, depending on performance decided by the organization time to time.

Any member(s) including the E.C. member(s) if appointed with a specific responsibility, that is extra from the designation right & duty(s) s/he holds, will be getting salary from the organization, as per Executive Committee decision. Means for that period of time s/he will be performing as an office staff excluding his/her designation in the organization.

CORRESPONDENCE:

Any official correspondence by any executive / primary member for any purpose (concerning with the organization), a copy of the same to be sent to the president is mandatory.

READMISSION AND APPEALING:

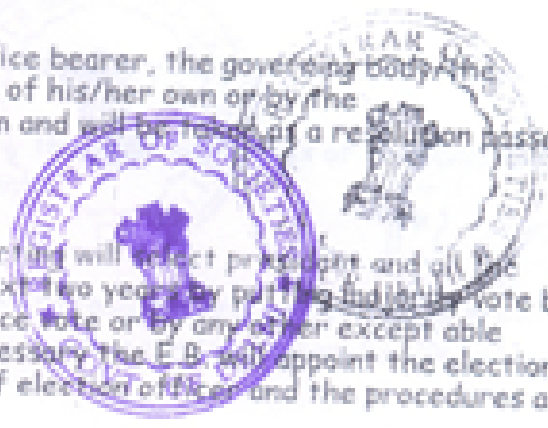
In case the governing/executive body due to the reason of any type of non-cooperation expels any member of members of the society /the organization, He/ They can be readmitted if he/They appeal(s) for the same to the president and the president may considers his /their appeal/s. If the president refuses for the same that appeal may be presented to the governing body of the society for reconsideration. The decision of the governing body/Executive Committee shall be final and nothing is there to challenge it. The decision of the governing body shall be communicated to the member/s concerned. In any way the decision of the president and the E.C. must not differ in this regard.

FILLING UP OF VACANCIES

Any vacancy against the designation of any office bearer, the governing body/the executive body shall be filled by the president of his/her own or by the primary/associate member(s) nominated by him and will be done by a resolution passed by the governing body, letter on.

ELECTION

The general body in its annual general body meeting will elect president and all the office bearer of the executive body for the next two years by putting hands up vote by showing of hands up in favor/disfavor or by voice vote or by any other except able method as the general body may decide. If necessary, The E.C. will appoint the election officer. The E.C. shall also frame the powers of election officer and the procedures as well.



For contesting against any of the post in National Executive Body from the year 2004 one has to complete the continuity of primary membership for at least three consecutive years without failing of any discontinuity even for a single day. But for contesting against the post of Secretary the continuous time period of serving the organization as a primary member will be four consecutive years. President always is chosen from the founder members. But for the State Executive Committee and other area E.C., anybody can contest after serving one year as a primary member, except the founder members for the first executive committee of the same.

Ebuteh Social Awareness Forum

[Signature]
President

[Signature]
Secretary

[Signature]
Treasurer

SOURCES OF INCOME:

All the income of the society (received from any/ all sources shall be utilized only for the promotion and achieving of the aims and objects of the society. Sources of the society are as follows:

- > Admission fee and subscription from the members and well wishers of the society.
- > Donation and special contribution.
- > Fund generated by expeditions /any other functions/cultural programs/seminars/ other general and special fund rising program etc. arranged by the society/organization.

FINANCIAL YEAR:

The financial year of the society shall start from the 1st day of April of any year to 31st day of March next year.

AUDIT:

The accounts (related to the society) shall be audited the qualified auditor (Chartered Accountant) every year. The President may appoint him for the purpose.

DISSOLUTION:

If the society needs to be dissolved, it shall be dissolved per provisions laid down under the concerning Para (s) of societies registration act, 1860 applicable to N.C.T. of Delhi.

JUDICIARY PROCEEDINGS:

Society may sue and or be sued in the name of president/secretary/that time existing executive body as per provision laid down under sections of the societies registration act, 1860 as applicable to National Capital Territory of Delhi.

ACCOUNT MAINTAINING

- > The entire keep able amount shall be kept in any nationalized bank of India.
- > The bank account shall be operated by the joint signatures of President and anyone out of secretary and Treasurer.

LEGAL PROCESSING:

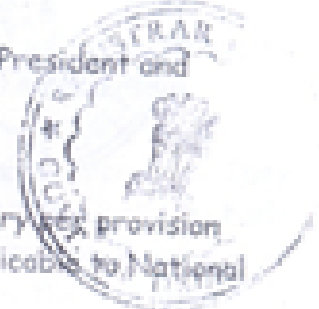
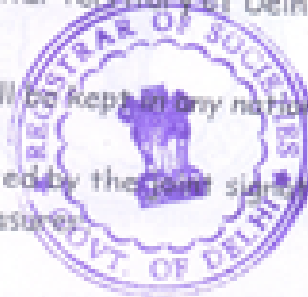
Society may sue and /or be sued in the name of president and secretary per provision laid down under sections of the societies registration act 1860 as applicable to National Capital Territory of Delhi.

APPLICATION OF THE ACT:

All the proceedings under all the sections of the societies registration act 1860 as applicable to N.C.T. of Delhi shall be applicable to the society.

AMENDMENT:

Any amendment in memorandum, rules and regulations will be carried out in accordance with concerned sections of the societies registration act 1860 as applicable to National Capital Territory of Delhi.



Uthruv Social Awareness

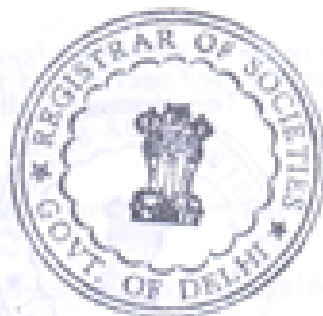

President


Secretary


Treasurer



समाजिक रचितकरण प्रमाणिका
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रजिस्ट्रार
विश्वी
20/11/20

Enacted U/S 19 of S.R. Act 1866

Registrar of Societies
20/11/20