

RULES AND REGULATIONS OF ABHYAN TRACKERS

1. MEMBERSHIP

Any person above the age of 18 years belonging to any Caste of community who accepts the aims and objectives and agree to abide by rules and regulations of Abhyan may become a member in any of the following Categories:

i) PATRONS:

Those who are requested by the Executive Committee of the Abhyan to accept the Office or patrons in view of their eminence in public life and their help and guidance to the Abhyan.

ii) LIFE MEMBERSHIP:

All those members who donate or agree to donate Rs. 3000/- (Rupees Three thousand only) or more to the funds of the Abhyan, either in the form of cash or in kind, shall be entitled to be life Members of Abhyan.

iii) ANNUAL MEMBERS:

Those who shall pay annual membership fee of Rs. 200/-

iv) INSTITUTIONAL MEMBERSHIP:

Recognised Educational Institutions which will pay an annual fee of Rs. 500/-

2. PROCEDURE FOR MEMBERSHIP

- a) Any person desirous of becoming a member shall apply in writing to the General Secretary of the Abhyan stating profession, occupation and place of residence and such other information as the Executive Committee may considered by the Executive Committee who may accept or reject the same with assigning any reason thereof to the person concerned.

b) CESSATION:

- i) Upon tendering a resignation in writing.
- ii) In case any member who acts in a way detrimental to the prestige and interests or in contravention of the objects and programmes or any violation of the decision of the Executive Committee, the Committee may remove such member by two third majority of the members present in the meeting. Every reasonable opportunity shall be afforded to such a member by the Executive Committee to explain his/her case if he/she desires to do so.
- iii) If any member fails to pay the timely subscription for three months from due date, shall be ceased.

NOTE: Reasons for cessation of membership shall be communicated to the member concerned.

3. ADMINISTRATION:

TRAILERS

- i) Abhyan shall monopolise the personal and material resources of the people all over the country for the purpose of achieving the objects mentioned above in the Memorandum.
- ii) The Association shall be headed by a President and assisted by General Secretary.
- iii) . APPEAL & RE-ADMISSION: Every expelled/ceased member can appeal for readmission to General Body, whose decision shall be final.

4. THE EXECUTIVE COMMITTEE:

There shall be an Executive Committee consisting and assisted by Office bearers and members who shall be from amongst the members of the Association or who served the Association not less than five years continuously.

5. OFFICE BEARERS:

- 1) President
- ii) General Secretary
- iii) Treasurer
- iv) and not more than ten members and not less than four members.

6. FUNCTIONS OF THE EXECUTIVE COMMITTEE

- a) All the affairs of the Abhyan and its activities including the ownership and management of its moveable and immoveable properties and administration of its activities and programmes and implementation of the provisions of the Constitution and Rules shall vest in the Executive Committee who shall be assisted by other office bearers in the discharge of its functions.
- b) THE EXECUTIVE COMMITTEE SHALL HAVE POWER TO:
 - i) Appoint Chartered Accountants for the ensuing year who shall submit the audit report and to fix his remuneration.
 - ii) To fill in by nomination any vacancy amongst the office bearers and members of the Executive Committee at the discretion of the Chairman.
 - iii) To make appointments and fix emoluments of the staff and settle their terms and conditions of their service.
 - iv) To grant increments, to determine grades and cadres of posts and create/abolish posts.
 - v) To assist General Body in formulation of policies schemes governing the Abhyan.

7. MEETINGS OF THE EXECUTIVE COMMITTEE:

- i) The Executive Committee shall meet normally minimum twice in a year and as often as the President may decide from time to time. The General Secretary shall circulate the Agenda and papers to the members so as to reach them atleast seven days before the date of the meeting.
- ii) In the event of any office-bearer/member of the Committee shewing lack of interest, the Committee may at its discretion appoint another from the remaining members of the Committee.
- iii) The quorum shall be one third of the total members. No quorum will be required for an adjourned meeting to consider the same agenda. The written view and suggestions of the members who are unable to attend shall be given due consideration and the minutes of the meeting shall be circulated to all the members of the Committee.

8. FUNCTIONS OF THE OFFICE BEARERS:

a) PRESIDENT

The President shall preside over all the meeting of the General Body and Executive Committee and shall have the power for casting vote. The President shall guide the policy and the programmes of the Society in accordance with the broad aims and objectives of the society as laid down in the Memorandum.

b) GENERAL SECRETARY

The General Secretary shall be the Chief Executive functionary of the Abhyang incharge of the day to day administration and management of all the activities. He/She shall carry on all the correspondence and maintain all records, reports, registers etc. and give effect to the resolutions and the decisions of Executive Committee and General Body. He/She shall convene and attend the General Body and the Executive Committee Meeting and maintain their minutes. He/She shall also prepare the budgets and programmes of work and submit the same together with periodical reports

to the Executive Committee and the General Body. He/She shall consult the President and other office bearers in this regard. He/She might be given a suitable remuneration.

9. EMERGENT RESOLUTIONS:

For any emergent reasons, the General Secretary may circulate any resolution in writing to all office-bearers and members of the Executive Committee and if its approval is signified in writing by a majority of 2/3rd of the members, then the same shall be deemed to have been properly and legally adopted by the committee.

10. GENERAL BODY

- a) The General Body of the Abhyan there-in-after called the Body shall consist of all the above mentioned categories of members.
- b) The Annual General Meeting of the body shall be held as soon as possible and not later than six months after the close of the financial year i.e. 31st March every year, or a date and time to be fixed by the General Secretary with the approval of President to review the progress of the activities of the Abhyan and the annual report and audited statement of accounts by the Chartered Accountants for the proceeding year, budget estimates and programmes for the current year shall be placed before it by General Secretary. Quorum shall be 1/3 of the total members present.
- c) Notice for the Annual Meeting of the Body alongwith the agenda thereof and the Annual Report and Audited Statements of Accounts shall be circulated to all members, under postal certificates to reach them atleast seven days before the meeting date.

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11. Once in every year, on or before the 14th day succeeding the day on which according to the rules of the society, the Annual General meeting of the society is held or in the month of January, a list shall be filed with the Registrar of Abhyan of the names, addresses and occupations of the Executive Committee entrusted with the Management of the affairs of the Society.

12. SPECIAL EXTRA ORDINARY MEETING OF THE GENERAL BODY

a) Any extraordinary meeting of the Body shall be convened by the General Secretary with the approval of President on initiative or on a requisition in writing from not less than 50% of members specifying the subject to be placed before such meeting. The General Secretary shall thereafter convene the extraordinary or special meeting within one month from the receipt of such requisition.

b) In case of emergency, the President may convene an extra-ordinary or special meeting of the General Body giving atleast 48 hours notice and specifying the Agenda. No business other than for which notice has been given shall be brought forward at such a meeting.

13. ELECTIONS

a) All members present at the meeting shall be entitled to one vote upon every motion and in case of an equality of votes, the President shall give a second or a casting vote.

- b) Any member from whom arrears of membership subscription are due * for three months from due date are due shall not ordinarily be entitled to vote any meeting or held office in the Abhyan.
- c) Any member from whom arrears of membership subscription are due for three months from due date shall not be eligible to stand for any office.
- d) The Election of the office bearer of the executive shall shall take place after five years in the General Body meeting through secret ballot.

NOTE: After every election the Selected executive body list shall be attested by three outgoing office bearers and it will be filed in the office of Registrar of Societies, Delhi.

14. SUBSCRIPTIONS:

- a) Every member shall pay the annual subscription fee of Rs. 5/- in advance by 30th April each year.
- b) A member failing to settle the account with the society shall be reminded by the General Secretary and should the amount remain unpaid in his/her name will be brought before the Executive Committee. He/She shall automatically be removed from the list of members until all arrears have been paid within three months of due date. This fact shall be notified to him/her by post. Reinstatement of a member shall be at the discretion of the General Secretary with the approval of General Body.

15. BILLS OF EXPENDITURE CONCERNING OTHER ACTIVITIES:

All bills of expenditure on activities coming within the purview of the General Secretary shall be passed for payment monthly by the drawing and disbursing office after approval of the competent authority.

16. ANNUAL AUDIT:

There shall be an annual audit of the Accounts of the Abhyan by Chartered Accountants appointed by the General Secretary but who shall not be member of the Society.

17. BRANCHES

The Executive Committee may for the purpose of spreading the activities of the Society can establish branches in other places and frame such rules and procedures to regulate their constitution, composition, functions, finances etc. as it may deem necessary. Such branches shall be responsible to the Executive Committee for their activities, maintenance and submission of reports and accounts etc. All immoveable properties and permanent funds acquired by the branches will vest in the name of the Association.

18. ADDITIONS AND ALTERATIONS:

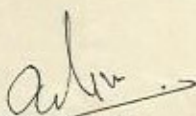
Any addition or alteration to any of the provisions of the constitution i.e. Memorandum and Rules shall be made at the instance of the Executive Committee and shall take effect only after it has been adopted at a meeting of the General Body by the votes of atleast 2/3rd of the members present, in accordance with the procedure laid down in Section 12 and 12A of the Association Act.

19. Once in a year the list of Executive Committee shall be filled in the office of the Registrar of Abhyan, Delhi in compliance of Section IV of Societies Registration Act of 1960.

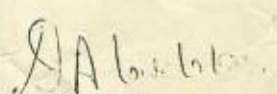
Society may use or be used in the name of the President as per Section VI of Societies Registration Act of 1960.

20. If for any untoward reason and inspite of the best efforts of the Executive Committee the Society can not continue its activities, a motion for the dissolution of the society may be moved at the special meeting of the General Body and adopted by a majority of atleast 2/3rd of the members present. On dissolution of the Abhyan, any property which remains after settlement of all its debts and liabilities shall not be distributed amongst its members, but shall be transferred to some other society having more or less similar objects as provided in the Section XIII & XIV of Societies Registration Act. 1860.
21. " All the provisions under all the Sections of the Societies Registration Act 1860 (Punjab Amendment Act, 1957), as extended to the Union Territory of Delhi) shall apply to this Society".

CERTIFIED TO BE A TRUE COPY OF THE RULES AND REGULATIONS OF
THE ABHYAN.


PRESIDENT


GENERAL SECRETARY


TREASURER

CERTIFICATE OF REGISTRATION
SOCIETIES REGISTRATION ACT XXI OF 1860

No. 5/26987 of 1994

I hereby certify that

AP. III CAN. TRACKERS

has been registered under the SOCIETIES REGISTRATION ACT OF 1860

GIVEN UNDER MY HAND AT DELHI on this 16 th day of
November, one thousand nine hundred and
ninety four.

Registration Fee of
Rs. 50/-



Seal

Registrar of Societies
Delhi

11/11/21
Registrar of Societies
Delhi Administration
Delhi

PLEASE NOTE THIS NUMBER IN ALL YOUR FUTURE CORRESPONDENCE

स्थायी लेखा संख्या /PERMANENT ACCOUNT NUMBER
AAATA6265F



नाम /NAME

ABHIYAN TRACKERS

निगमन/बनने की तिथि /DATE OF INCORPORATION/FORMATION

16-11-1994

Parvinder Singh Bedi
DR. PARVINDER SINGH BEDI

आयकर सहायक (कंप्यूटर केन्द्र)
Commissioner of Income-tax(Computer Operations)