

CERTIFICATE OF REGISTRATION

(See Rule 5)

(The Societies Registration Act, 1860)

(Central Act 21 of 1860)

Registered No.261 /Goa/2005 .

It is certified that the Society "VIDYANAGAR RESIDENTS WELFARE
(SANCOALE)
ASSOCIATION NEAR M.E.S. COLLEGE"/has this day been duly registered

under the Societies Registration Act, 1860 (Central Act 21 of 1860).

Given under my hand this day of 23rd December, 2005.

INSPECTOR GENERAL OF SOCIETIES,
PANAJI
(P.S.S. BORCO)
DISTRICT REGISTRAR (SOUTH GOA)
AND
NOTARY SERVICES

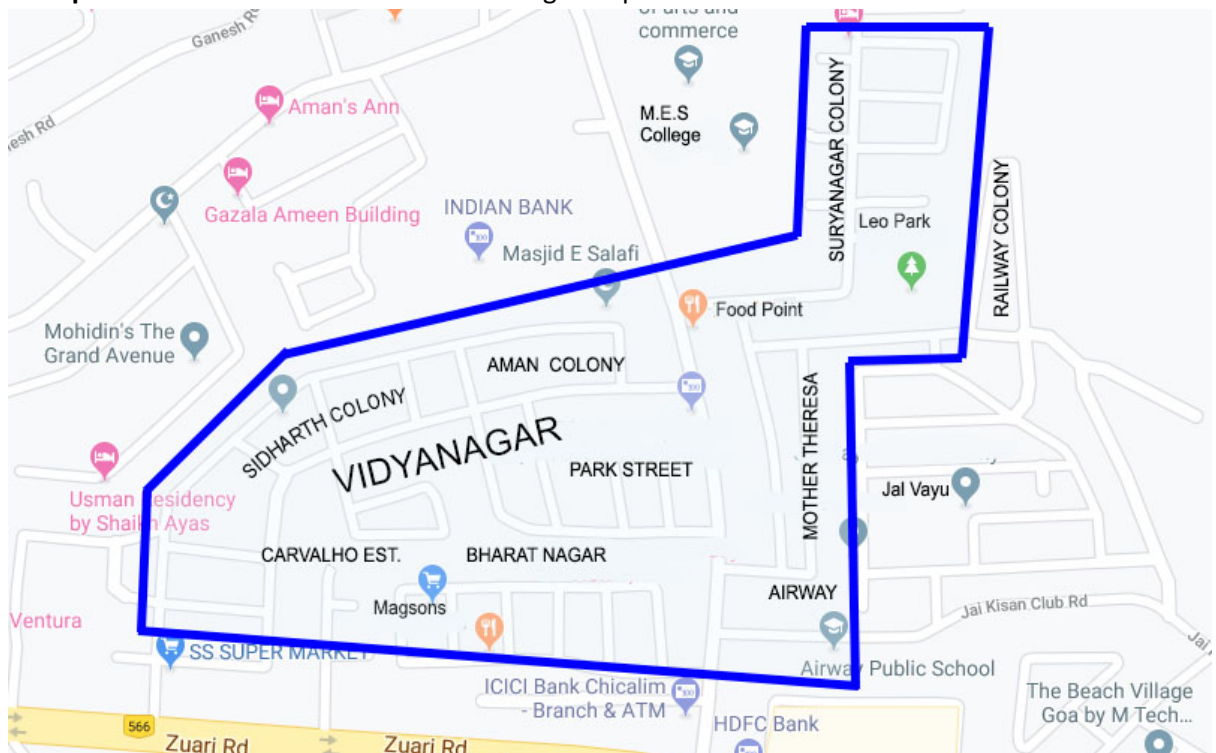
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RULES AND REGULATIONS OF VIDYANAGAR RESIDENTS WELFARE ASSOCIATION NEAR M.E.S COLLEGE, SANCOALE.

- 1) Name of the society: VIDYANAGAR RESIDENTS WELFARE ASSOCIATION NEAR M.E.S COLLEGE
- 2) Address of society: C/o Santosh Desai, Sidharth Colony, Near M.E.S College, Vidyanagar, Sancoale 403 726, GOA
- 3) The name of the association is "VIDYANAGAR RESIDENTS WELFARE ASSOCIATION NEAR M.E.S COLLEGE"
 1. Address of the Association – Residential address of the Honorary Secretary / President of the Association shall be the address of the Association for correspondence purposes, till the Association owns its premises.
 2. Definition and interpretation of words:
Unless otherwise separately provided in these bye-laws, the following words and terms shall have the meaning of assigned to them therein:

- i) **Owner-Member:** An individual who is owner of a property and;
 - Property is located within the 'area of operation' as defined in section 4 (four) below.
 - Is resident within the above-mentioned area of operation.
- ii) **Tenant-Member:** An individual who resides in a rented premise. Within the 'area of operation' as defined in section 4 (four) below.
- iii) **Non-Resident Member:** An individual who is owner of a property and;
 - Property is located within the 'area of operation' as defined in section 4 (four) below.
 - But is not resident within the above-mentioned area of operation.
- iv) **Age** – Above 18 years. .
- v) **“Open space”** means open space provided in each block, while developing plots as per the town planning, within the area.
- vi) **“Association”** means the Vidyanagar Residents Welfare Association near M.E.S College.
- vii) **“Bye-laws”** means the bye-laws of the association.
- viii) **“Fund”** any amount received by the association either by way of fees, subscriptions levied or by way of donations and fund-raising activities.
- ix) **“Managing Committee”** means managing committee elected by the members in its general body meeting as per the bye-laws.

4) **Area of operation:** As demarcated below on Google map of the area.



- 5) **Auditor:** The association shall appoint auditor to audit the accounts of the association at the annual meeting of the General body and fix his remuneration. If necessary, internal auditor may also be appointed by the general body.
- 6) **Vidyanagar:** "Vidyanagar" means the area as defined in Google map displayed u/sec 4 (four) above.
- 7) The affairs of the association shall be managed by the governing body called "**The Managing Committee**" which shall consist of a President, a Vice President, a Secretary, Joint Secretary, a Treasurer and two members who shall be elected every two years during the annual general body meeting of the association. There shall be at least one lady representative in the managing committee. Further:
 - i) No member shall be elected to the managing committee for more than two terms.
 - ii) No member of the committee shall participate in any political activity or stand for any election during their term in the committee.
 - iii) Within the managing committee, there shall be an Executive Committee consisting of President, Vice-President, Secretary, Joint-Secretary and a Treasurer. Additionally, if required, this Executive Committee shall nominate two members to join the Executive Committee.
 - iv) To help in managing affairs of the association, the President or Vice-President shall co-opt as many members as required to the managing committee. These additional members may be co-opted either at the start of the term or anytime in between as may be required.
 - v) During the term, the President or Vice-President may co-opt additional members as and when required. Co-opted members serve at the pleasure of the President and Vice-President and maybe removed at any time during the term by either President or Vice-President on grounds of non-attendance of meetings or participation in committee activities. No prior notice or explanation is required for removing co-opted members.
 - vi) Only those association members who show eagerness to do social service are eligible to be co-opted to the managing committee of the association. To avoid groupism, within the managing committee, Co-opted members shall not have voting rights i.e. in case a vote is held within the managing committee on any topic being discussed during managing committee meetings, co-opted members shall not vote.
 - vii) Co-opted members are required to attend managing committee meetings, be supportive and participate in events and activities organised by the managing committee.
 - viii) A co-opted member can resign from the managing committee by issuing a simple letter of resignation. No prior notice or explanation is required.
 - ix) The managing committee shall make optimum use of modern technology in communicating with the association members and providing them with information in a transparent manner.

- x) When money is sought and collected from the association members, it shall be done so in an honest and transparent manner. Every time money is received irrespective of purpose, it shall be acknowledged by issuing a receipt and said receipt be properly reflected in books of accounts.
- xi) If the two or more members of the executive committee other than nominated members resign within 12 months of term, a Special AGM shall be called and fresh elections held. If two or more members resign after 12 months of term, the remaining members of the executive committee shall decide on whether to continue for the remainder of the term or seek fresh elections via Special Annual General Body Meeting.
- xii) The quorum for the meetings of the managing committee shall be five. In case there is no quorum, the meeting shall be adjourned for 15 minutes and the same will be held after 15 (fifteen) minutes on the same day.

8)

- a) Every person applying for the membership shall pay Rs 100/- as entrance fee and shall pay Rs 300/- as annual subscription. Once paid, neither is refundable.

b) Rights of members:

- i) **'Owner-Member'** as defined in section 2(i) above, shall be entitled to participate in all activities organized by the Managing Committee and open to members. Further, owner-members shall be entitled to attend AGM, propose and vote for candidates to the managing committee or be elected to the managing committee or, nominate a proxy (via authorization letter), to propose and vote on his/her behalf. The owner-member can do all this provided:

He / she is not in default of any payments due to the association. In case of proxy vote, the proxy shall be allowed to vote only if he/she produces a letter of authority from the member he/she represents and, **said member is not in arrears of any fees to be paid to the association.**

'Tenant-Member' as defined in section 3(2)(ii) above, shall be entitled to participate in all social and cultural activities organized by the Managing Committee and open to members. Tenant-Member shall however not be entitled to attend AGM nor nominate any proxy to attend AGM.

'Non-Resident Member' as defined in section 2(iii) above, shall have the exact same rights as Tenant-Member.

- 9) The managing committee shall meet at least once every month or may meet as often as may be desirable at the directions of the President or with written request to the secretary by three members of the managing committee to discuss and resolve regarding matter of urgent nature. The Secretary shall maintain the minutes of each meeting.

10. Annual General Body Meeting: The annual general body meeting of the members shall be held every year as follows:

- i) It shall be held each year during the period April to July.
- ii) The managing committee shall give 15-days prior notice via a soft copy and communicate the same to the association members making best of latest technology (within reason), to ensure maximum coverage. A hard-copy of the audited accounts (and bye-laws if changed) and the agenda shall be kept at President's address and or other committee members addresses. Association members should be informed so as they can visit and examine the documents on dates and timings that may be specified. Additionally, if possible, the audited accounts (and bye-laws if changed), and agenda could also be made available online. Making available documents in advance is to reduce time spent during AGM.
- iii) to adopt audited accounts of the association.

11. Extraordinary General Body Meeting:

- i) In case of urgency, the President, Vice-President or Secretary can call for an Extraordinary General Body Meeting. Such a meeting can be called at the discretion of the Managing committee or, via signed request of at least 25% of registered and fully paid members of the association stating reasons for such request.
- ii) To ensure maximum coverage, at least 10-days prior notice must be given and communicated to association members.

12. General Rules Governing AGM / Extraordinary General Body Meeting:

- i) The registered and fully paid members of the association can request for inclusion of specific points in the agenda by giving a letter in writing to the President of the Association. This letter must be delivered at least one week prior to the date of the meeting.
- ii) Members of the association should be given an opportunity to raise points under "any other matter". These points can be taken up with the permission of the Chair and within the time allotted.
- iii) Only registered and fully paid members of the association may attend the meeting and during an election year, each member can cast one vote. Family members of a registered member (unless by way of proxy), cannot attend the meetings.

- iv) During these meetings, the authority of the members of the association shall in all cases and matters, be supreme and binding on the managing committee or on sub-committees.
- v) The quorum of these meetings shall be 1/3rd of the members. In case there is no quorum, general body meeting will be adjourned for half an hour and the same will be held half an hour later on the same day.
- vi) The Secretary shall maintain the minutes of the meeting.
- vii) A Chairperson shall be appointed to conduct the meeting.

13. Books of Accounts: The association shall keep regular books of accounts supported with receipts and vouchers, and Balance Sheet showing assets and liabilities of the association and such accounts shall be audited by the auditors prior to convening the annual general body meeting and the same shall be circulated among the members present in the general body, wherein the said accounts and balance sheet shall be presented for perusal, and discussion and adoption. The treasurer shall be responsible to maintain all books of accounts properly as desired by the association/auditor. Any fraud or embezzlement of funds should be reported to the appropriate authorities including the Registrar.

- i) **Member Removal:** Any member of the association can be terminated in general body if such member is in violation of any rules stipulated herein including non-payment of membership fees for 3 (three) or more years.
- ii) **Change of Members Type:**
 - a) A 'Owner-member' who no longer resides in Vidyanagar but continues to pay membership fees, shall automatically become 'Non-Resident Member'.
 - b) A member who was earlier 'Tenant-member' but now lives in owned premises within Vidyanagar, shall become a 'Owner-member'.
 - c) 'Owner-member' who was earlier living in owned premises but now resides as a tenant shall become a 'Tenant-member'
 - d) Tenant-member who no longer resides in Vidyanagar shall automatically cease to be member of this association.
 - e) Owner-Member or Non-Resident member who no longer own property within Vidyanagar and no longer reside within Vidyanagar shall immediately cease to be members of this association.

14. Bank accounts will be opened in any reputed bank that offers good facilities including online banking. The bank account shall be operated jointly by any two: The President, the vice-president, the Secretary, the joint-secretary and the Treasurer. For withdrawal of cash from the bank, signature of any one of the President or Secretary and the signature of the Treasurer is a must.

- 15. List of association members** shall be maintained by the Secretary.
- 16. Amendments or additions to these bye-laws** can only be done during AGM and any such amendment shall be intimated to the Registrar.
- 17. Dissolution:** Association can be dissolved in general body meeting if approved by 3/4th majority of the members. Should it be decided to wind up as above, its property shall not be paid to or distributed among its members, but shall be given to some other institution having similar objects or to any charitable institution to be determined by the votes of not less than 3/4th of its members of the association present at a meeting called for that purpose.
- 18.** Rights and duties will be followed by the office bearers of the association as per societies Registration Act 1860.