

श्रीमति राजकुमारी गुप्ता मेमोरियल चैरिटेबल सोसाईटी द्वारा आयोजित
सरल सामूहिक विवाह योजना का स्वरूप

बेटी का विवाह न केवल परिवार अपितु समाज का दायित्व है। प्राचीन काल में विवाह एक सामाजिक दायित्व होता था जिसमें विवाह में समाज के सभी व्यक्ति अपनी-अपनी क्षमतानुसार शारीरिक व मानसिक सहयोग स्वेच्छा से उत्साहपूर्वक करते थे किन्तु कालांतर में इसका स्वरूप स्वेच्छा से न होकर परिस्थितिवश/दबाव में हो गया। जो कि मुझे उचित प्रतीत नहीं होता। इस दृष्टि से मैंने अपनी पुत्री आस्था के विवाह के अवसर पर अनुरोध किया था कि गिफ्ट आदि न देकर केवल बच्चों को आशीर्वाद दें। 'वसुधैव-कटुम्बकम्' की भावना से विवाह समाज की सांझी जिम्मेदारी है। यह सामाजिक सच्चाई है कि एक वर्ग अपनी बेटी के विवाह के आयोजन की व्यवस्था में असमर्थ है। सम्पन्न समाज की न केवल अपनी बेटियों अपितु समाज की अन्य बेटियों (आर्थिक असमर्थ) के विवाह का भी दायित्व है। ऐसी परिस्थिति में सम्पन्न समाज का दायित्व है कि आर्थिक विषमताओं से संघर्षरत परिवार की बेटियों के विवाह के आयोजन में अपनी क्षमतानुसार उदार हृदय से सहयोग प्रदान करें। बेटा / बेटी की विवाह तिथी के अवसर पर या अन्य अवसर पर, उन बेटियों के लिये सरल एवं सामूहिक विवाह का आयोजन करें अथवा अन्य प्रकार से सहयोग करें। इस दृष्टि से हमारा विचार है ऐसे परिवारों की तलाश करें जो आर्थिक परिस्थितिवश अपनी बेटी के विवाह करने हेतु समर्थ नहीं है तथा उन्हें यह समझायें कि हम उन पर किसी प्रकार का उपकार नहीं कर रहे अपितु अपने दायित्व का निर्वाह कर रहे हैं क्योंकि बेटी न केवल उनकी है अपितु हम सब की भी है। उनकी भ्रान्तियों को दूर कर सरल सामूहिक विवाह में उनकी बेटियों के विवाह कराने हेतु प्रेरित करें। इस योजना का अधिकतम प्रचार-प्रसार करें।

ऐसे जोड़ों की तलाश का (जिनकी माता पिता की आर्थिक स्थिति विवाह की व्यवस्था की नहीं है) का कार्य प्रारम्भ में दुष्कर नहीं अपितु असम्भव सा लगा किन्तु हमारा मानना है कि कोई भी कार्य असम्भव नहीं है अपितु इच्छा शक्ति के साथ मन से कार्य करने पर सभी सम्भव हो सकता है। इस दृष्टि से, जब हमने अन्डर प्रविलेजड कॉलोनी जैसे राजीव कॉलोनी, दुर्गा कॉलोनी, शहीद प्यारे लाल कॉलोनी आदि में व्यक्तिगत सम्पर्क किया तब हमें जानकारी मिली की कुछ व्यक्ति आर्थिक असमर्थता के कारण अपनी बेटियों का रिश्ता भी नहीं कर पा रहे। इस प्रयास में हम ऐसे चार जोड़ों से सम्पर्क कर पाये

इस दृष्टि ऐसे चार जोड़ों का प्रथम सरल सामूहिक विवाह कार्यक्रम का आयोजन आस्था (पुत्री श्रीमती छाया गुप्ता व अरूण गुप्ता) तथा चि० विपिन जैन की विवाह तिथी (Marriage Anniversy दिनांक 30 अक्टूबर, 2009) के अवसर पर आप सब सामाजिक बंधुओं/संस्थाओं के सहयोग से दिनांक 02 दिसम्बर 2012, रविवार को ए० के० चिल्ड्रन एकेडमी, साहिबाबाद/गाजियाबाद में किया जा रहा है।

हमारा अनुरोध है कि इस विवाह कार्यक्रम हेतु तन-मन-धन से अवश्य सहयोग करें किन्तु सहयोग बिना किसी दबाव के, स्वैच्छिक व मन से हो। हम यह विश्वास दिलाते हैं कि इस विवाह हेतु सहयोग से प्राप्त राशि/वस्तु का उपयोग इस विवाह कार्यक्रम में किया जायेगा तथा बचत का उपयोग केवल व केवल आगमी विवाह कार्यक्रम में ही किया जायेगा। यह योजना आप सब की है। इसलिये आमंत्रण के स्थान पर सूचना की कार्ड द्वारा (आप व हम) की जा रही है। हमारी इस योजना में विश्वास रखने वाले सभी संस्था/व्यक्ति "योजना समर्थक" है। यह योजना महज एक विवाह कार्यक्रम नहीं अपितु एक मिशन है इसके लिये जनसाधारण को प्रेरित करें। इस प्रकार के विवाह कार्यक्रमों का आयोजन महत्वपूर्ण है। इच्छुक व्यक्ति किसी भी रूप में अथवा किसी भी माध्यम/संस्था द्वारा यह आयोजन करें। यदि आपकी जानकारी में योजना समर्थक हो अथवा अपनी बेटी के विवाह तिथी या अन्य अवसर पर इस प्रकार विवाह का आयोजन इच्छुक हो तो इसकी सूचना श्री अरूण गुप्ता को करने की कृपा करें ताकि उनको भी सूचित किया जा सके।

'योजना समर्थक' 9711233666 पर अथवा ई-मेल, rajkumarigupta.mcs@gmail.com; सम्पर्क करें।

विशेष अनुरोध : इस पत्र को पढ़ने के उपरान्त अन्य व्यक्ति को देकर प्रचार-प्रसार में सहयोग करने की कृपा करें।

दिनांक : 26.11.2012

अरूण गुप्ता (योजना प्रभारी)

श्रीमति राजकुमारी गुप्ता मेमोरियल चैरिटेबल सोसाइटी का (Vision Document)

मेरी पत्नी श्रीमती राजकुमारी गुप्ता का जन्म रामपुर में हुआ था। उनका देहान्त दिनांक 31 मई 1993 को हो गया था। वह धर्मपरायण व समाज के सभी व्यक्तियों को अपने परिवार की तरह समझते हुए उनके दुख को अपना दुख मानते हुए कार्य करती थीं। उनकी इस भावना की दृष्टि से हमारे परिवार ने इस सोसाइटी का गठन उनकी मृत्यु उपरान्त किया था। जिसमें मैं व मेरे चार बेटे व अन्य पारिवारिकजन शामिल थे। प्रारम्भिक दो वर्षों में इससे हमने मेधावी व आर्थिक रूप से कम सम्पन्न बच्चों को शिक्षा हेतु छात्रवृत्ति प्रदान की।

प्राचीन परम्परानुसार गाँव/क्षेत्र के लोग परिवार के साथ सहयोग कर विवाह कार्यक्रम सम्पन्न कराया करते थे। कालान्तर में यह भावना क्षीण होती गयी और सहयोग, उत्साह/स्वेच्छा से न होकर, दबाव से हो गया। जो मेरे सुपुत्र अरूण गुप्ता को उचित प्रतीत नहीं होता। इस दृष्टिगत, उन्होंने अपनी पुत्री आस्था व चि0 विपिन जैन के विवाह दिनांक 30 अक्टूबर 2009 अवसर पर अनुरोध किया था कि गिफ्ट आदि कृपया न देकर केवल बच्चों को आशीर्वाद दें। उनका मानना है कि बेटे का विवाह 'वसुधैव-कटुम्बकम्' की भावना से पारिवारिक न होकर, समाज की सांझी जिम्मेदारी है। यह सामाजिक सच्चाई है कि एक वर्ग अपनी बेटे के विवाह के आयोजन की व्यवस्था में असमर्थ है। ऐसी परिस्थिति में सम्पन्न समाज का दायित्व है कि आर्थिक विषमताओं से संघर्षरत परिवार की बेटियों के विवाह के आयोजन में अपनी क्षमतानुसार उदार हृदय से सहयोग प्रदान करें। बेटा / बेटे की विवाह तिथी के अवसर पर या अन्य अवसर पर, उन बेटियों के लिये सरल एवं सामूहिक विवाह का आयोजन करें अथवा अन्य प्रकार से सहयोग करें। इस दृष्टि से परिवार के निर्णय अनुसार प्रथम सरल सामूहिक विवाह का आयोजन आस्था की शादी की वर्षगांठ पर (सीमित संख्या) 4 बेटियों के (जिनके माता पिता के आर्थिक स्थिति बेटे के हाथ पीले करने की न हो) विवाह का आयोजन दिनांक 02 दिसम्बर 2012 को किया गया। हमें यह सूचित करते हुए अत्यन्त हर्ष है कि इस सरल सामूहिक विवाह के आयोजन में, विभिन्न बन्धुओं / संस्थाओं ने, न केवल आर्थिक सहयोग दिया, अपितु मन व तन (अति महत्त्वपूर्ण) से भी पूर्ण सहयोग दिया इस प्रकार यह आयोजन हमारे परिवार से प्रारम्भ होकर समाज (आप व हम) का बन गया। हम सभी विवाह सहयोगी बन्धुओं का हार्दिक आभार व्यक्त करते हैं। इस आयोजन से हुई बचत से हम इस वर्ष श्री सी० एल० बरेजा की पुत्रियों मीनू लाम्बा-रमन लाम्बा व नीतू गुप्ता-के वैवाहिक तिथी के अवसर पर द्वितीय सरल सामूहिक विवाह का आयोजन दिनांक 08 दिसम्बर 2013 को कर रहे हैं। इस कार्यक्रम से हुई बचत के आधार पर आगामी कार्यक्रम की योजना तय करेंगे।

सोसाइटी का स्वरूप : न केवल अपने स्वार्थ की चिन्ता कर अन्य बन्धुओं की समस्याओं को समकक्ष समझना ही सोसाइटी का प्रयास है। 1) समाज के आर्थिक रूप से संघर्षरत परिवारों का सहयोग को तथा अच्छा नागरिक बनने हेतु प्रयास करने को, सेवा न मानकर अपना दायित्व समझने वाले, व्यक्तियों को सोसाइटी का सदस्य बनाया जायेगा। सदस्य बनने से पूर्व विस्तृत नियमावली इच्छुक सदस्य को ई-मेल द्वारा या अन्य माध्यम से दी जायेगी। उसके पढ़ने के उपरान्त निर्धारित प्रारूप पर सदस्यता हेतु फार्म अध्यक्ष व सचिव को दें दे। सोसाइटी के दो प्रकार के द्विवार्षिक व आजीवन सदस्य होंगे। (2) सोसाइटी के सदस्यों के अतिरिक्त भी, सोसाइटी के निम्न प्रकल्पों हेतु, Concept को मन से स्वीकार कर स्वेच्छापूर्वक कार्य करने के इच्छुक व्यक्तियों (योजना समर्थक) को उनकी इच्छानुरूप योजनाओं में जोड़ने की भी व्यवस्था है (CO-OPT), जिसके लिये किसी प्रकार का शुल्क देय नहीं होगा।

प्रारम्भ में यह पारिवारिक योजना थी किन्तु जब इसकी चर्चा समाज में की गई तब समाज के अन्य बन्धुओं ने इसको आत्मसात करते हुए इसमें अपने को जोड़ने की इच्छा व्यक्त की। तब परिवार ने निर्णय लिया कि इस सोसाइटी को पारिवारिक सोसाइटी से परिवर्तित कर पब्लिक सोसाइटी बनाया जायेगा तथा इस सम्बन्ध में श्री राजीव गुप्ता, श्री यशपाल 'लव', श्री सी० एल० बरेजा, श्री पवन गौतम, श्री राजकुमार जिन्दल व श्रीमती रजनी अग्रवाल से सम्पर्क किया गया उन्होंने अपनी सहमति दी। मैं व मेरे चारों पुत्र, अजय, अरूण, अमित व अनुज के साथ कुल 11 लोगों ने राजकुमारी गुप्ता मेमोरियल चैरिटेबल सोसाइटी की स्थापना का निर्णय लिया। स्थापना के उपरान्त श्रीमती पुष्पा बंसल, श्रीमती कुमकुम गोयल व श्रीमती रूबी अग्रवाल ने भी सदस्यता ग्रहण की। मेरीधर्मपत्नी की 'वसुधैव-कटुम्बकम्' की भावना से प्रभावित होकर परिवार अन्य बन्धुओं के साथ निम्न प्रकल्पों के माध्यम से कार्यरत है। इस दृष्टि से परिवार की केवल इच्छा है कि उनका सम्मान हो (इसलिए नहीं कि वह केवल माता थी अपितु परिवार के लिये प्रेरणा स्रोत आज भी है) इसके अतिरिक्त पारिवारिक सदस्य भी अन्य सदस्यों के समान होंगे तथा सोसाइटी के बनाये गये निर्णयों/उद्देश्यों के अनुरूप कार्य करेंगे।

RULES AND REGULATION OF THE SRGMCS

"SHRIMATI RAJKUMARI GUPTA MEMORIAL CHARITABLE SOCIETY"
(A Society registered under the Societies Registration Act XXI of 1860)

1) NAME OF THE SOCIETY:

The name of SOCIETY shall be "SHRIMATI RAJKUMARI GUPTA MEMORIAL CHARITABLE SOCIETY" (hereinafter referred to as "SRGMCS").

2) REGISTERED OFFICE:

The Registered Office of "SRGMCS" shall be located at the 8/1, Sector-3, Rajendra Nagar,

(A. K. Children Academy) Sahibabad, Ghaziabad -201005.

3) AREA OF OPERATION :

The area of Operation of the SRGMCS shall be all over India.

4) OFFICIAL YEAR :

The official year shall be the financial year i.e. 1st April to 31st March

5) DEFINITIONS :

In these documents, unless the context otherwise requires,

a) "Act" means the Society Registration Act (1860).

b) "Member" means any person who qualifies for membership as described below under any of the following category:

(i) PATRON : Any person considered having great/extra ordinary contribution to the SRCMCS can be nominated as patron for life by the general house. All the meetings including AGM or Board will be graced by his auspicious presence.

(ii) FOUNDER MEMBER: Life members who sign this memorandum will be called Founder member

(iii) LIFE MEMBERS: Members admitted for life, and pay a sum of INR. 11000/- (Rupees Eleven Thousand only) or decided by the board from time to time, as one time life membership fees will be called life member.

(iv) BIANNUALMEMBERS : BiAnnual Members shall be those members who has/ have been admitted as a member for a single term of two year and has/have paid membership fees of INR. 1200/- (Rupees One Thousand & Two Hundred only) or decided by the board from time to time, will be called by biannual member.

(v) PRO-TERM MEMBERS: All members who are admitted member during mid of any term and pay pro-rata fees on quarterly basis Rs 150/- per quarter


(Patron)

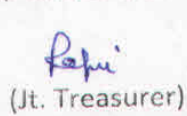

(President)


(Vice President)


(Secretary)


(Jt. Secretary)


(Treasurer)


(Jt. Treasurer)


(Member)


(Member)


(Member)

or decided by the board from time to time, will be called Pro-term member till the first day of ensuing official year.

(vi) CO-OPTED MEMBERS : Any person who is admitted for time being for any particular project/purpose will be called Co-opted member **without paying any fee.**

c) "Board" or "Board of Management" means a Committee as described below , constituted to manage the affairs of SRGMCS to achieve its aims and objectives which will consist of following:

- i. Patron
- ii Office Bearers
- iii Executive members
- iv Special Invitee
- v Permanent Invitee

Term of Board of Management will be Two financial year Board working at the time of registration of this memorandum will work upto end of first term i.e, April 1, 2013 to March 31, 2015. First formal election for board will be held for the term starting from April 1, 2015. No member of the board can occupy the same post for more than two consecutive term (excluding mid term, if any) If any office bearer / member resign / terminated, then his / her substitute would be elected / nominated for the remaining period of that term of board.

d) "Project" means the project formulated by the Board of Management of the SRGMCS or any project initiated by any member in terms mentioned below for furthering the Aims and Objectives of the SRGMCS.

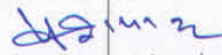
e) "Office Bearers" following shall be the Office Bearers of the "SRGMCS", who will be elected/nominated as the case may be, only among the Life members

- President
- Vice-President
- Secretary
- Joint Secretary
- Treasurer
- Joint Treasurer

f) "Executive Member" means the person appointed / nominated as the Executive Member of the Board of Management of "SRGMCS" Such


(Patron)


(President)


(Vice President)


(Secretary)


(Jt. Secretary)


(Treasurer)


(Jt. Treasurer)


(Member)


(Member)

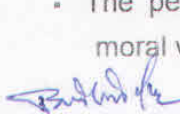
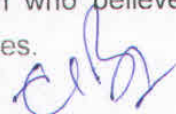
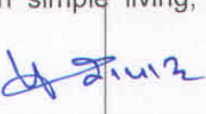

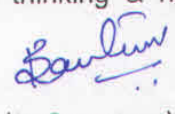

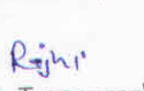
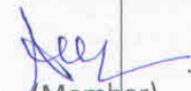
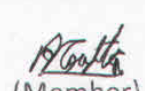


(Member)

members will be nominated among the life member/Biannual member. Maximum number of such members will be nine

- g) "Special Invitee" means the person being invited for Board meeting by the Board of Management of "SRGMCS" for SPECIAL PURPOSE
- h) "Permanent Invitee" means the outgoing president and Secretary are required to be invited in every Board meeting by the Board of Management of "SRGMCS".
- i) "Committee" means any committee formed by the Board of Management for any specific purpose.
- j) "Election Commissioner" is a person of repute nominated (Member, who has no direct or indirect interest in election can also be nominated) by the Board of Management for ensuring the smooth conduct of elections of Board of Management and declaration of results.

6) PROCEDURE OF ADMISSION, QUALIFICATION, CONDUCT AND TERMINATION OF MEMBERSHIP:

- a) Members will be admitted only by invitation, by any member subject to the approval of Board of Management. No member would be directly admitted as life member. If any person is desirous of becoming member, he would be initially admitted as Proterm / Biannual member then may become Life member.
- b) The person, fall under the below mentioned category, is eligible to become the Member of the SRGMCS:
 - The person shall be a major i.e. any one above the age of 18 years and having good reputation
 - The person shall be of a sound mind and good character & high moral values.
 - The person shall not be declared as insolvent by any of the Court of Law.
 - The person shall not be declared as proclaimed offender by any Court of Law.
 - The person shall not be involved in any act of Moral turpitude.
 - The person having faith in the motto/ aims& objects/ and follow the conduct expected from the member of SRGMCS.
 - The person with desire to fulfill his responsibility towards society/ nation **without expecting any advantage/ privilege in return.**
 - The person who believes in simple living, transparency, high thinking & high moral values.

 (Patron)	 (President)	 (Vice President)	 (Secretary)	 (Jt. Secretary)
 (Treasurer)	 (Jt. Treasurer)	 (Member)	 (Member)	 (Member)

c) After invitation, Application for membership along with the prescribed fee in the prescribed form shall be given to the Secretary of the SRGMCS. The secretary shall scrutinize the application and shall forward the same to the Board along with his comments & views on each application, the board will thereafter discuss each application and shall either approved or reject such application for membership. The proper communication regarding admissions shall be made to the admitted members.

d) The fee paid by any member for earlier period, who is later admitted as a life member, **would be adjusted** against the fee to be payable as life member.

e) All Members shall have to abide by the rules and regulations of the SRGMCS.

f) The Secretary will maintain a Register of Members in which following details will be entered:

- Name and address of the member.
- Class of membership.
- Date of admission, and membership number
- Mobile Number & the email id of the member
- Date of Termination with reason of Termination.
- Any other point

g) CONDUCT:

The following shall be the conduct /expectation from any member/ office bearer:

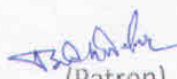









- i) It is expected that conduct of members will be the role model for others in society.
- ii) If any member hold any political position (office bearer) without prior approval of the Board of SRGMCS, cannot be member of Board..

h) TERMINATION OF MEMBERSHIP:

a. The membership of any member may be deemed to be terminated in the event of:

- i. Death.
- ii. Insanity
- iii. Insolvency

As soon as Board member hold any political position (office bearer) without prior approval of the Board of SRGMCS, his/her membership would be terminated from Board or not become Board member till he/she hold such position. However such person may continue as member.

 (Patron)	 (President)	 (Vice President)	 (Secretary)	 (Jt. Secretary)
 (Treasurer)	 (Jt. Treasurer)	 (Member)	 (Member)	 (Member)

- b. Membership can be terminated in following event by approval of the board
 - (a) Resignation by the member
 - (b) Expulsion from membership:
- c) Any Member/ office bearer of the SRGMCS may be removed from his/her office/ membership if, his/her conduct is found against the aims & objectives of the SRGMCS

7) PROJECT :

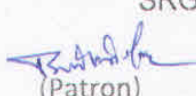

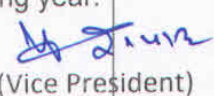







Any life/biannual member may propose for any project, subject to approval of the board within the aims and objective of the SRGMCS in the name & manner as he/she desires. The project once approved from the Board shall be the responsibility of the said member, He shall be free to name the project, co opt any outside person in the said project, take aid (monetary/ physical/ any other manner) from any person of socially acceptable background having bonafide intent & faith in the respective project but have to keep informed the office bearer/member of board. He shall be called as Project Convenor and he would be fully responsible for successful accomplishment of the said project. Although Office Bearers shall be there as members of the projects to assist him in the respective project but the final decision in all matters relevant to the said projects shall be of the Project Convenor.

8) MANAGEMENT OF THE SRGMCS :- There will be following bodies to manage the affairs of Society

- A GENERAL BODY
- B Board of management

A) THE GENERAL BODY : All Life Members and biannual members including Board members shall constitute the "General Body"



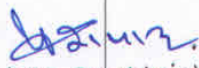
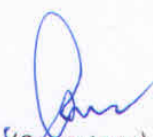






- a) POWERS AND DUTIES OF THE GENERAL BODY :The Annual General Body Meeting shall be held as far as possible on the last Sunday of June/July/August of every year but not later than 30th of September . Every Member shall be given not less than seven days notice of the date & venue of the meeting. The following subjects shall be taken up for approval by simple majority of the total membership voted in person or otherwise.
- b) To receive and consider the report of the Secretary on the working of the SRGMCS for the preceding year.

 (Patron)	 (President)	 (Vice President)	 (Secretary)	 (Jt. Secretary)
 (Treasurer)	 (Jt. Treasurer)	 (Member)	 (Member)	 (Member)

- c) To consider the audit report, review and adopt the Balance Sheet, Cash Flow and Income and Expenditure Statement of the SRGMCS for the preceding financial year.
- d) To consider and if found in order, sanction any planned expenditure for the current financial year, that exceeds the financial powers of the Board of Management
- e) To approve amendments in constitution or rules and regulation approved by Board of Management
- f) Any resolution for altering an existing rule or for making a new rule shall be sent in writing to the Secretary at least twenty (20) days before the date of the General Body Meeting and the Secretary shall as far give notice of the resolution to all Members. No such resolution shall be treated as passed unless supported by at least two-thirds of the total members present and voted in person or proxy/otherwise
- g) Apart from annual general meeting, an Extra-Ordinary General Body Meeting may be convened in the same manner of AGM :
 - (i) By the Secretary on receiving the approval of the Board of Management for the same.
 - (ii) By the Secretary on receiving a written request signed by at least 1/5th of total life member.

In case the Secretary fails to, or declines to call such a meeting within seven days after receipt of notice, the Members who have signed the request may approach the President to call the meeting and if the President also fails to, or declines to do so within 15 days, the above mentioned Members will be at liberty to directly inform all members in person/by Email/ by putting such a request on the notice boards or in any other suitable manner but have to ensure intimation to all members, and the meeting will be held after seven days . It shall be obligatory on the President and all members of the Board of Management to attend and conduct such a meeting.

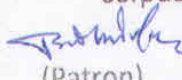



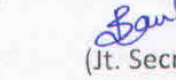





- (iii) In case of an emergency, by the President by giving at least 48 hrs notice to Members.
- h) The agenda shall be communicated to all members in the aforesaid manner at least 7 days before the AGM / EOGBM

 (Patron)	 (President)	 (Vice President)	 (Secretary)	 (Jt. Secretary)
 (Treasurer)	 (Jt. Treasurer)	 (Member)	 (Member)	 (Member)

- i) No subject other than agenda that stated in the notice or requested shall be discussed at such meeting called by members and the decision taken in the meeting shall not require confirmation at the next General Body Meeting. Any subject decided in such meeting shall not be reopened in any subsequent meeting held after the decision.
- j) To transact any other matters with the permission of the Chair.

B) THE BOARD OF MANAGEMENT:

- a) The Board of Management shall meet as often as considered necessary to manage day to day affair of the society but not less than at least once in every quarter to transact any matters connected with the management of the SRGMCS.
- b) At every meeting of the Board of Management, at least 1/4th of the strength of the Board of Management shall form the quorum and decisions shall be taken, subject to the provisions of these rules, by majority of votes present and voted. If there is equality of votes, the President of the meeting shall have a casting vote.
- c) All matters discussed at such meetings shall be recorded in the minute's book and shall be signed by all the Committee Members present and voted. The draft minutes shall be circulated via the notice boards/e-mails or placed on the SRGMCS website within a week. The minutes shall include the statements of accounts.
- d) It shall be the duty of the Secretary to email and/or send to each member of the Board of Management a written Agenda/notice of each meeting and where it is to be held, at least seven days prior to such meeting. This notice will be sent at the email id/ contact number/ address of the member as notified to the SRGMCS from time to time.
- e) **POWERS, DUTIES AND RESPONSIBILITIES OF THE BOARD OF MANAGEMENT :**
 - i) The Board of Management shall be collectively responsible for taking all necessary actions required to achieve the aims and objectives of SRGMCS.
 - ii) In case of any dispute or deadlock in the Board of Management, the matter shall be referred for decision of the General Body.
 - iii) The Board of Management shall take decision regarding investment of corpus/fund, within the overall guidelines agreed in the General Body Meeting.

 (Patron)	 (President)	 (Vice President)	 (Secretary)	 (Jt. Secretary)
 (Treasurer)	 (Jt. Treasurer)	 (Member)	 (Member)	 (Member)

However, all the investment decision shall be taken by 2/3rd majority of votes of the of the Board of Management in person or otherwise.

- iv) The Board of Management shall institute, conduct, defend, compound or abandon any legal proceedings by or against the SRGMCS or otherwise concerning the affairs of the SRGMCS.
- v) The Board of Management shall, by a majority, approve the agenda for a General Body Meeting
- vi) The Board of Management shall oversee day to day working of the SRGMCS
- vii) The Board of Management may constitute a Committee for any specific purpose.
- viii) The board shall appoint / nominate the auditor in the first meeting for the tenure of board. The auditor may be appointed among the member or outside the SRGMCS (excluding member of the board)

9. PRESIDENT:

- a) He/She shall be Chief Executive for execution of the decision of the Committee to achieve its aims and objectives. The President shall preside over the meeting and regulate all proceedings. The President shall be responsible for general administration of the SRGMCS with assistance of office bearers.
- b) He/She shall maintain liaison with Govt authorities and shall also represent the SRGMCS in inter-institutional meetings.

10. VICE PRESIDENT:


- a) The Vice President shall preside over the monthly meeting in the absence of the President.
- b) Any other task allotted by President or Board.

11. SECRETARY:

- (a) The Secretary shall be the executive officer of the SRGMCS. The Secretary shall circulate to every Member of the Committee or any Member of the Committee any matter affecting the general interest of the SRGMCS. The Secretary shall be under obligation to-
- (b) Call meeting(s) of Board and General Body / EOGBM
- (c) Maintain the records and minutes of every meeting of the Board of Management and General Body/EOGBM.
- (d) Sign and execute any agreement, deed or document along with the President as may be approved by the Board of Management.


(Patron)

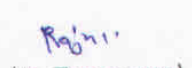

(President)


(Vice President)


(Secretary)


(Jt. Secretary)


(Treasurer)


(Jt. Treasurer)


(Member)


(Member)


(Member)

(D)(i) COURT PROCEEDING: The secretary shall be responsible for all the court proceeding of the society in his absence one of the members of the executive committee deputed by the Executive committee shall be responsible for the same.

(e) Carry on correspondence on behalf of the SRGMCS and its Board of Management.

(f) Any other matter requiring action for carrying out the day-to-day matters of the SRGMCS.

(g) Subject to the approval of the Board of Management, the Secretary may incur expenditure up to INR. 2000/- (Rupees Two Thousand only) for any single work for ordinary purposes and by President's approval up to INR. 5000/- (Rupees Five Thousand only) but an expenditure of an extraordinary nature in excess of INR.5000/- (Rupees Five Thousand only) shall be referred to the Board of Management for sanction.

(h) He/She shall be responsible for general administration and discipline of the staff of the SRGMCS and shall be assisted by the Joint Secretary of the SRGMCS and/or any Member assigned such task.

12. JOINT SECRETARY :

(a) He/She shall assist the Secretary in the day-to-day running of the SRGMCS.

(b) In the absence of the Secretary He/She shall be the main executive of the SRGMCS and shall discharge all the functions of Secretary.

(c) Any other task allotted by President/ Secretary or Board

13) TREASURER

(a) The Treasurer shall be responsible for the monetary transaction of the SRGMCS and shall ensure that these funds are deposited safely in the bank accounts of the SRGMCS. He/She shall also maintain detailed accounts of all receipts & payments.


(b) He/She shall maintain statement of accounts including all receipts and payments, shall obtain vouchers for all expenditure, and shall be accountable for all money received.

(c) The Treasurer shall be entrusted with the safe keeping of all original investment records, FDRs, documents evidencing investment etc and shall ensure that the investment register contains complete and accurate records of all investments made and realized by SRGMCS.

(d) He/She shall be responsible for organizing annual audit of the accounts of SRGMCS.

(e) He/She shall ensure that income tax and any other statutory/requirements/returns of SRGMCS are filed correctly and in time.

(f) He/She will ensure that all statutory taxes and other dues are deposited with the concerned authority within due times.


(Patron)



(President)


(Vice President)


(Secretary)


(Jt. Secretary)


(Treasurer)


(Jt. Treasurer)


(Member)


(Member)


(Member)

(g) As far as possible all transactions will be made through cheque only but single transaction of Rs. 5000/- and above would be invariably be made through cheque only.

(h) No donations either in kind or in cash or otherwise would be accepted only after issuing receipt for the same.

14) JOINT TREASURER:

a) He/She shall assist the Treasurer in the day-to-day running of the SRGMCS.

b) In the absence of the Treasurer, he/she shall discharge all the functions of Treasurer.

c) Any other task allotted by President / Secretary/ Treasurer or Board.

15) ELECTION PROCEDURE: An independent Election Commissioner shall be nominated, by the Board of Management to oversee and supervise the election process for which dates will be fixed by the Board of Management, and ensure that the elections are free and fair. Members for board can be elected only after due process of election which is as under :

(a) Election will be held for the post of President. Secretary and Treasurer. The Vice President. Joint Secretary, Joint Treasurer and Executive member will be nominated by newly elected President in consultation with secretary and treasurer.

(b) No member can be elected to the post of President. Secretary and Treasurer without filling nomination for same. However for other nominated post, no nomination is required.


(c) Only Life members/Biannual members will have voting power in election.

(d) Last dates for Election process would be as under


Appointment of the Election Commissioner	30, Sept of preceding year
Notification of the election	31/Dec of preceding year
Completion of election process	28, Feb of preceding year

16. FUNDS MANGEMENT:

The Secretary or President and Treasurer shall open an Bank Account. This Bank Account shall jointly be operated by either of president or secretary and Treasurer. The President or Secretary has the power to substitute himself by designating / authorizing Vice President or Joint Secretary respectively to sign as authorized signatory of SRGMCS. But treasurer has no such substituting power.


(Patron)


(President)


(Vice President)


(Secretary)


(Jt. Secretary)


(Treasurer)


(Jt. Treasurer)


(Member)


(Member)


(Member)

17. STATUTORY DOCUMENTS:

a) To be Maintained by the Secretary :

- i) Membership Register
- ii) Proceedings Register (Minutes of General Body Meetings/EOGBM and Board of Management Meetings)
- iii) Attendance Register of all the respective meetings
- iv) Fixed Assets Register
- v) Register of all contracts

b) To be Maintained by Treasurer :

- (i) Account Books (Cash Book/Ledgers, Financial Statements - Audited Balance Sheet, & Income & Expenditure A/C etc)
- (ii) Day Book
- (iii) Any other documents desired by BOM.

18. SECTION 6 OF THE SOCIETY REGISTRATION ACT: The Society may sue or be sued in the name of the Secretary in compliance of section 6 of the Society registration act 1960

CERTIFICATE OF DECLARATION

Adopted and approved in the General Body Meeting Held on November 09, 2012

Certified and signed by all the members of First Board of Management:

S.No	Name	Address	Designation	Signature
01	Budh Dev Gupta S/o Sh. Lala Ram Saran Dass	8/1, Sector-3, Rajendra Nagar, Sahibabad, Ghaziabad- 201005	Patron	
02	Chunni Lal Bareja S/o Sh. Sunder Dass	11/9, Sector-3, Rajendra Nagar, Sahibabad, Ghaziabad- 201005	President	
03	Yash Pal Luv S/o Sh. Badrinath	8/178, Sector-3, Rajendra Nagar, Sahibabad, Ghaziabad- 201005	Vice- President	
04	Ajay Kumar Gupta S/o Sh. B.D. Gupta	8/1, Sector-3, Rajendra Nagar, Sahibabad, Ghaziabad- 201005	Secretary	
05	Pawan Gautam S/o Sh. R.P. Gautam	10/59, Sector-3, Rajendra Nagar, Sahibabad, Ghaziabad- 201005	Joint Secretary	
06	Raj Kumar Jindal S/o Lt. Sh. A. R. Jindal	4/20, Sector-2, Rajendra Nagar, Sahibabad, Ghaziabad- 201005	Treasurer	

(Patron)
 (President)
 (Vice President)
 (Secretary)
 (Jt. Secretary)

(Treasurer)
 (Jt. Treasurer)
 (Member)
 (Member)
 (Member)

07	Rajni Agarwal W/o Sh. N. K. Agarwal	9/222, Sector-3, Rajendra Nagar, Sahibabad, Gzb- 201005	Joint Treasurer	
08	Arun Kumar Gupta S/o Sh. B.D. Gupta	8/1, Sector-3, Rajendra Nagar, Sahibabad, Ghaziabad- 201005	Member	
09	Amit Kumar Gupta S/o Sh. B.D. Gupta	8/1, Sector-3, Rajendra Nagar, Sahibabad, Ghaziabad- 201005	Member	
10	Rajeev Gupta S/o Sh. Virender Kumar Gupta	3B / 450, Budh Vihar, Moradabad-244102	Member	

Witness:

Signature

Name:

Fathers Name:

Address:

Signature

Name:

Fathers Name:

Address:

I know all the above persons and they have signed in my presence.

Place:

Date:

19. THE AMENDMENT OF THE ARTICLES OF THE SOCIETY: Any of the clauses of the memorandum of society and the rules and regulations of the society may be amended by executive committee meeting of the society by two third majority of the person present and entitled to vote and such Amendments shall be got approved by the General Body Meeting.
20. DISSOLUTION AND SECTION 13(14) OF THE SOCIETY REGISTRATION ACT:— If it is decided by 3/5 (three-fifth) majority of the members of the general body that the society should be dissolved then balance property/surplus after clearance of debts and liabilities concerning the society shall not be distributed amongst the members of society. The property/surplus with the consent of 3/5 (three-fifth) majority of the members may be transferred to any other society/Institution having similar objects or to the government, as required under section-13(14) of the Society registration act.

(Patron)

(President)

(Vice President)

(Secretary)

(Jt. Secretary)

(Treasurer)

(Jt. Treasurer)

(Member)

(Member)

(Member)