

BYELAWS OF RAJASTHAN ASSOCIATION

- A. All the provisions of Haryana Registration and Regulations of Societies Act, 2012 (Haryana Act No.1 of 2012) as amended shall be applicable.
- B. Unless the context otherwise requires, the words or expression contain in these regulations shall bear the same meaning as the following:
- (i) "The Constitution" means the constitution of Rajasthan Association.
 - (ii) "The Society" means the Rajasthan Association.
 - (iii) "Members" means natural person in the status, the Patron member, Associate member, life member and Honorary Member.
 - (iv) "Governing Body" means the Governing Body of the Society constituted for a particular period.
 - (v) "President, Vice President, Secretary, Joint Secretary, and Treasurer shall be the executive members of the Society.
 - (vi) "Annual General Meeting and Extra Ordinary General Meetings" means the meeting, which are held as per the rules and regulations of the Society.
 - (vii) "Resolution" means the resolution passed and approved in the General Meetings, Extra Ordinary General Meetings and by the Governing Body of the Society.
 - (viii) "Financial Year" means 1st April to 31st March or any other period notified by a competent statutory authority.
 - (ix) "Chartered Accountant" means the Chartered Accountant of the Society.
- C. Words imparting the singular shall include the plural and vice versa and words imparting the masculine general shall include the feminine gender and vice-versa.

CONSTITUTION-CONTENTS

1. Name of the Society is : "RAJASTHAN ASSOCIATION" (hereinafter to be referred to as "SOCIETY").
2. The Registered Office of the Society is situated at D-2/5A, Sector-10, Faridabad-121006.
3. The Society shall carry out its activities within the State of Haryana. The Society is an existing Society vide registration No. 108 of 1980-81 dated 23.07.1980 issued by the Registrar of Societies, Haryana. These new byelaws of the Society are being framed to facilitate the compliance with the Haryana Registration & Regulation of Societies Act, 2012 (Haryana Act No. : 1 of 2012).
4. **Membership:**
 - (A) The Society shall have a maximum of 5000 (Five Thousand) members including the founder members/ original subscribers. All the members of the Society at present shall be members in the present respective category.
 - (B) **Eligibility:** In order to be admitted as a member of the Society, an individual:

- a. Must be 21 years of age on the date of admission.
- b. Must subscribe to the aims and objects of the Society.
- c. Must have deposited the admission fee and annual subscription fee, if any.
- d. Must not be an insolvent and of unsound mind. and
- e. Must not have been convicted of an offence involving moral turpitude involving imprisonment of one year or more.
- f. Person must be of Rajsthan origin or brought up in Rajsthan or otherwise related to Rajsthan and which should be certified by two existing members.

(B) Categories of Members:

As per Section 14 of the act, the Society shall consist of four different categories of members as under:

- a. **Patron Member** – Any person who wants to enhance the activity of the Society & contribute not less than Rs. 1,00,000/- (One Lac Only) in one go will be eligible for this membership & Called as Patron Member for his/her Life.
- b. **Associate Member** – Any person who contributes to the Society not less than Rs. 25,000/- (Twenty Five Thousand Only) in one go will be eligible for becoming associate member of the Society for his/her life.
- c. **Life Members** – A person may be admitted as a life member on payment of the Rs. 10,000/- (Ten Thousand Only) as subscription and such person will be eligible for becoming the member of the Society for his/her life.
- d. **Honorary member** – The Governing Body may admit individuals of distinguished talent and merit or whose Society is deemed to be beneficial to the Society or who has rendered services of outstanding merit to the Society or who is a distinguished citizen of India or any other country as honorary Member of Society, after obtaining consent. The Honorary Members shall be entitled to attend the meetings and contribute to the deliberations but shall have no right to any vote. The number of such members shall not exceed Ten.
- e. **Upgradation of Membership-** Any member willing to upgrade his/ her membership may do so by paying differential of the membership already deposited and fee of upgraded membership as on the date of filing application of upgraded membership. Provided that upgradation of membership would always be subject to concurrence of the Governing Body.

(D) Membership Fee & Annual Subscription:

The subscription for membership of the Society and the annual subscription, if any, shall be decided by the governing body from time to time.

(E) Admission Procedure (for admission of new members):

- a. The admission of a person as a member of the Society shall be decided by Society's Governing Body from time to time.
- b. An individual willing to be a member of the Society has to submit an application in **prescribed form**, and along with supporting documents to the Secretary duly filled in and signed and recommended by two existing members of the Society.
- c. The Secretary shall examine the application and place the same before the Governing Body for a decision.
- d. The Governing Body may accept or reject the application and the decision of the Governing Body in this regard shall be final. It shall not be bound to assign any reason for its decision.
- e. The approval of the Governing Body shall be intimated to the applicant, his / her name shall be entered in the register of members, to be maintained in such manner & form as prescribed under the Haryana Societies Registration and Regulation Rules, 2012 and he/she will be issued an Identity Card of the Society. For existing members ID cards will be prepared as soon as possible.

(F) Identity Card for every member:

Every person admitted as a member will be issued an identity card containing his/ her photograph, brief particulars and membership category, duly signed by the individual Member and the President/ General Secretary of the Society.

(G) Rights & Obligations of Members:

- a. All the members of the Society shall be bound by the rules and regulations of the Society as contained in its byelaws and as amended from time to time.
- b. Every member, except an honorary member, shall have a right to cast his / her vote at the elections of the Society provided such member is not a defaulter in payment of any dues of the Society and the annual subscription, if any.
- c. Every member of the Society shall have the right to inspect the books containing the minutes of proceedings of the general meetings, meetings of the Governing Body and register of members of the Society on any working day by giving a notice of seven days.

- d. Every member shall inform the Society about any change in his address, email and phone no., which shall be duly recorded in the register of members of the Society and upon which the Society shall issue a fresh Identity Card to such member.
- e. Any donation given for the activities of the Society by the members or anybody / person shall be treated separately and will not be adjustable towards the membership fee or any dues.
- f. A life Member who donates special contribution for specific purpose and identified for his / her contribution shall not become Patron/Associate by virtue of his / her contribution.
- g. Every member of Society is entitle to participate in General Body Meeting (AGM) and Extra Ordinary General Meeting (EOGM), to cast vote, to contest election, to present views and to place quarries.

(H) Cessation of Membership:

Any person admitted as a member shall cease to be a member of the Society in the following events:

- a. Upon submission and acceptance of resignation / due to physical in-capacity to attend or attracts the relevant provisions contained in the Act.
- b. Upon such member being found guilty of a financial misappropriation of the funds of the Society.
- c. Upon indictment and directions for removal by the District Registrar/ Registrar/ Registrar General of Societies.
- d. An Honorary member shall cease to be a member of the Society, if the Governing Body, decides so by passing an ordinary resolution in this behalf.
- e. On the event of death or insanity of a member.
- f. If any member is found to be acting damagingly contrary to the aims and objectives of the Society, then the Governing Body can remove such member by 2/3rd majority of the governing body after giving an opportunity to be heard in person. Such removal has to be ratified within 90 days by the General Body.

5. General Body:

- a. Every person admitted as a member shall be a member of the General Body of the Society and shall be entitled to cast his / her preference / vote for the

election of the Collegiums of the Society unless he / she is in arrears of payment of any dues of the Society, including the annual subscription, if any.

- b. Every member shall have one preference / vote as prescribed under the Haryana Registration and Regulation of Societies Act & Rules, 2012 and shall cast his / her vote in person. No proxy voting shall be allowed.

c. Meetings of the General Body of the Society:

- (i) A meeting of the General Body of the Society will be called by the governing body as and when required. However, at least one meeting of the General Body of the Society, called as the Annual General Meeting (AGM) will be held in a year, within six months of the close of the financial year for consideration and adoption of the duly audited annual accounts of the Society in addition to transaction of any other business of the Society as may be required with the permission of the chair.
- (ii) The Governing Body of the Society may convene an extra-ordinary meeting of the Collegiums of the Society at any time after giving due notice as prescribed hereunder, either of its own or within 45 days of receipt of a written requisition along with reasons for convening such meeting, from at least 1/3rd of the members of the Collegium.
- (iii) For any meeting of the General Body, a clear notice of at least 14 days giving reasons thereof along with the agenda of the business to be transacted, date, time & venue of the meeting will be given to the members of the Collegium. A copy of such notice will also be endorsed to the District Registrar of Society concerned.
- (iv) A meeting of the General Body may also be convened at a shorter notice, if agreed to, by a majority (at least above 50% of the total members) of the members of the General Body or 2/3rd members of the Governing Body.
- (v) Quorum for the meeting of the General Body will be 40% of the total members entitled to vote and present in person, subject a minimum of four members. In case of a meeting adjourned for want of quorum for half an hour, the quorum for the adjourned meeting shall not be less than 25% of the total members in said meeting, subject to a minimum of four. In case the meeting is again adjourned for want of quorum i.e. 25%, quorum shall be 15% of the total members present in person. The General Body shall be competent to transact all business in such adjourned meeting, except the consideration of any Special Resolution. Any Special Resolution can be passed in such adjourned meeting only if at least 25% of the total members of the General Body are present. If the quorum in General Body meeting is not complete after the period of adjournment, the chairman of the meeting shall announce the date and time for the adjourned meeting. The interval days shall not be less than seven days for the next General Body Meeting or Extra Ordinary General Body meeting.
- (vi) The proceedings of all meetings of the General Body will be recorded in the minutes-book (bound or in loose leaves) maintained separately for the purpose by the Secretary and such minutes will be signed by the Chairman of the meeting and the Secretary of the Society in the next General Body meeting.

- (vii) Majority (at least above 50% of the total members) of the members of the General Body can themselves call General Body meeting in case of refusal by Governing Body and put the resolution for voting. The members can take any decision in the meeting for the interest and objectives of the Society. Rule (v) will be applicable for quorum.

d. Powers, Functions & Duties of the General Body:

- (i) To guide the Governing Body in determining and fulfilling its aims and objects.
- (ii) To decide policy matters such as change of name of the Society, amendment in the Memorandum of Society and the Byelaws of the Society, approval of annual accounts of the Society, approval for disposal of immovable assets of the Society etc. and all such other acts as may be required under the Haryana Registration and Regulation of Societies Act, 2012 and Rules made there under.
- (iii) To elect the members of the Governing Body.

6. Governing Body:

(A) Composition:

- (i) The Governing Body of the Society shall consist of a total of 21 Office-bearers including office bearers as under:
- a) President
 - b) Vice-President
 - c) General Secretary
 - d) Joint Secretary
 - e) Treasurer
 - f) 16 Executive Members
- (ii) Any person may be elected as President, Vice-President, General Secretary, Joint Secretary or Treasurer for Maximum of two terms at one post in continuation.

(B) Election of the Governing Body:

- (i) Tenure of the elected Governing Body existing at the time of adoption of these Bye-laws would continue untill 30th September, 2018.
- (ii) The Term of the Governing Body shall be two years from the date of its declaration of results by the election committee/ returning officer or from the date of approval of its election by the District Registrar of Societies whichever is earlier.
- (iii) The Governing body will declare the Schedule of Elections and appoint Election Committee/ Returning Officer(s) consisting of 3 (Three) members for conducting of elections and also notify/display a list of members of the General Body entitled to vote at least 30 days prior to the holding of the General Meeting for conduct of the elections.

(iv) The members of election committee / Returning Officer (s) shall not be eligible to be member of Governing Body.

(v) The election committee / Returning officer (s) shall send notices for holding elections of the Governing Body to all the members, conveying the date, time & the manner. The information with respect to holding of election for the Governing Body shall also be sent to District Registrar to appoint an observer, if he / she so desires.

(vi) Any objections qua the list of members of the Society entitled to vote shall be decided by the Election Committee / Returning Officer(s) in consultation with the office-bearers of the Society. However, the decision of the Election Committee / Returning Officer(s) shall be final in the event of any difference of opinion.

(vii) The Election Committee / Returning Officer shall, thereafter, invite nominations to be filed within the period prescribed in the Schedule of elections, scrutiny and withdrawal of nominations, if any, for election of the office-bearers and the executive members of the Governing Body.

(viii) The Election Committee / Returning Officer will display a list of the contesting members on the notice board of the Society after scrutiny, as found proper and valid. The Election Committee / Returning Officer will conduct the election on the notified date. The members eligible to vote will be allowed to cast their vote in person and a member may be required to produce his identity card issued by the Society at the instance of the returning office.

(ix) After closing hours on the date of the poll, the Election Committee / Returning Officer will declare the results and constitute the Governing Body of the Society. A list of the elected office-bearers and the executive members duly signed by the Returning Officer shall be exhibited on the Notice Board of the Society.

(x) A list of the elected office-bearers and the executive members of the Governing Body, duly signed by the Election Committee / Returning Officer, will be filed with District Registrar within 7 days for according his approval of the same upon his satisfaction.

(xi) The office-bearers and members of the Governing Body of the Society shall not be entitled to any remuneration for rendering services to the Society.

(xii) Returning officers would take decision by majority.

(C) Filling of any Casual Vacancy on the Governing Body:

Any vacancy arising on account of resignation or death of any member of the Governing Body or for any other reason, may be filled-up by the Governing Body, if

required, from amongst the members of the General body on adhoc basis till the holding of next Annual General Meeting of the Society. Such adhoc member of the Governing Body shall cease to be a member of the Governing Body on the date of the next Annual General Meeting, if his appointment is not approved in the Annual General Meeting by a majority vote for the balance term of the Governing Body. The decisions of the governing body shall be valid even in case of casual vacancy is not filled.

(D) Meetings of the Governing Body:

- (i) The meetings of the Governing Body will be held as and when required. However, the Governing Body shall meet at-least once in every quarter and there will be minimum four meetings of the Governing Body in a financial year.
- (ii) A clear notice of three days of every such meeting will be given by the Secretary of the Governing Body after approval from the president, to the office bearers and members before the date appointed for the meeting. However, the Governing Body may meet at shorter notice, wherever so required, with the consent of at least fifty percent of its members.
- (iii) Any communication to the members of Governing Body by way of e-mail would be considered to be a legitimate communication, if the e-mail is sent to the e-mail id of the member in the record of the Society. Each member of the Governing body must have an e-mail id and communicate the same to the Society.
- (iv) The quorum of the meetings of the Governing Body shall be at least 40% of the total members of the Governing Body, subject to a minimum of 5 members. In case quorum is not present, the meeting shall be adjourned to another date for which a proper notice shall be issued. The members present in the adjourned meeting, subject to a minimum of three members, shall form the quorum for the adjourned meeting.
- (v) The proceedings of every meeting of the Governing Body will be recorded in the proceedings book separately maintained for this purpose. Such minutes shall be signed by the Chairman of the meeting and the Secretary of the Society. In case the Chairman or the Secretary are not available to sign the minutes, these will be signed by any two members present as may be authorized by the governing body for approval in their next Governing Body meeting.
- (vi) The minutes of every meeting of the Governing Body will be placed for confirmation in the succeeding meeting of the Governing body.

(E) Powers, Functions & Duties of the Governing Body:

- (i) The Governing Body will be responsible for achieving the aims & objectives of the Society and shall work in the best interest of the Society, for which it shall be empowered to deploy the funds & assets of the Society for the stated objectives.

- (ii) The Governing Body will be competent to raise funds and purchase property, movable and immovable, on free-hold or lease basis in its name, as decided by it.
- (iii) The Governing Body shall have full charge of all immovable properties and moveable assets belonging to or vested in the Society, subject to the overall control and directions of the General Body of the Society. These will be managed in such a manner as it considers appropriate.
- (iv) The Governing Body shall be competent to invest the funds in the manner it considers appropriate in the best interests of the Society. It shall be competent to borrow or mortgage or hypothecate the properties on behalf of the Society in the manner decided by the general body of the Society.
- (v) To constitute various standing or adhoc Committees for looking after such functions as may be assigned from time to time.
- (vi) May constitute an advisory board consisting of three members from the past presidents / founder members to advise the governing body from time to time.
- (vii) To create provision for engagement of regular or part-time employees of the Society to look after the secretarial, accounting and other functions in a seamless manner.
- (viii) To outsource certain functions e.g. cleaning, security and similar other maintenance activities of the premises of the Society.
- (ix) A member of Governing body may be removed from the Governing body by 2/3rd majority of the members of the Governing body after following proper procedure.
- (x) The President with the consent of Governing Body shall co-opt maximum 20 members to constitute Advisory Committee for smooth functioning of the Society. The co-opted members will not have any voting rights.

(F) Powers, Functions & Duties of individual members of Governing Body:

(I) President:

- a. To preside over all the meetings of the General Body and of the Governing Body and regulate the proceedings of such meetings.
- b. To do all such acts, deeds and things as may be authorized by the General Body and/or the Governing Body from time to time.
- c. To allow or disallow discussion on any matter which is not included in the agenda.
- d. To ensure proper & transparent functioning of the Society/ Governing Body.
- e. To ensure strict compliance of the provisions of the Haryana Registration and Regulation of Societies Act, 2012 and the rules made there under.

- f. To supervise and guide the overall activities/ achievement of aims & objectives of the Society.
- g. In case of equal Voting use his extra vote.
- h. To have the power to sanction contingent expenditure on any item upto Rs. 1 lac per incidence in consultation with General Secretary or Treasurer and the same may be ratified in the forthcoming meeting of the Governing Body.

(II) Vice President:

- a. To assist the president in carrying out his / her duties.
- b. In absence of the President, the Vice President, to act on behalf of the President and perform all duties and exercise all the powers of the President.
- c. To do all such acts, deeds and things as may be authorized by the General Body and/or the Governing Body from time to time.

(III) General Secretary/Secretary:

- a. To conduct, organize, supervise and manage all the general / administrative affairs of the Society and do all such acts and perform all such duties for the working of the Society as may be assigned by the President/Governing Body.
- b. To receive, scrutinize and place applications for membership of the Society before the Governing Body and to enter the name of the members, if approved, in the register of members under his initials and to intimate the members about the same and issue identity cards to the members so admitted.
- c. To convene meetings of the General Body/Governing Body with the consent of the President and serve proper notices as prescribed under these byelaws.
- d. To attend the meetings of the General Body and the Governing Body and assist the President in conducting the meetings and record proceedings of all the meetings.
- e. To prepare annual report of the Society and place it before the Governing Body along with audited annual accounts of the Society, for approval to place the same before the General Body in the Annual General Meeting.
- f. To keep and preserve the records of the Society/ Governing Body.
- g. To help and assist the President in looking after the complete affairs of the Society and in attaining aims & objects of the Society.
- h. To ensure timely filing of all statutory returns / documents in the office of the District Registrar and such other authorities including IT, Local Authorities etc. as may be prescribed under the Haryana Registration and Regulation of Societies Act, 2012 and the rules made there under.

- i. To be the custodian for safe custody of common seal of the Society and affix the same, wherever required, as per the authorization of the Governing Body.
- j. To conduct correspondence on behalf of the Society/ Governing Body and to sign letters and papers on its behalf with the advise / in confidence with the president. To ensure that all statutory registers and records are properly kept and maintained.
- k. To prepare before announcement of the date of election and the Annual General Meeting, the list of all the members eligible to vote, duly updated and to place it before the Governing Body.
- l. Act as in-charge of the general administration and execution of all the program(s) of the Society/ including financial affairs on behalf of the Governing Body including creation of posts, fixation of salaries/remuneration/ allowances etc., make appointments/ engagement of staff, make purchases and do all other such things as may be necessary in the furtherance of the aims & objects of the Society in accordance with the delegations by the Governing Body from time to time and where no such delegation is specifically made, in consultation with the President of the Society.
- m. To ensure that all valuable documents including FRDs, Registry / Conveyance Deeds, MOUs, documents of owner ship of assets are preserved in safe custody.
- n. To have the power to sanction contingent expenditure on any item upto Rs. 1 lac per incidence in consultation with President or Treasurer and the same may be ratified in the forthcoming meeting of the Governing Body.

(IV) Joint Secretary:

- a. To assist the General Secretary in carrying out his duties.
- b. In absence of the General Secretary, to act on his behalf and perform all duties and exercise all the powers of the General Secretary.
- c. To do all such acts, deeds and things as may be authorized by the General Body and/or the Governing Body from time to time.

(V) Treasurer:

- a. To keep accounts of all financial transactions of the Society and of all the sums of money received and spent by the Society and maintain records of receipts and expenses relating to such matters, and of assets, credits and liabilities. Receipts will be issued for cash received by the Society and cash collected shall be deposited in the bank without delay, so as to keep minimum cash in the office.
- b. To get the accounts of the Society audited by the chartered accountant appointed by the Governing Body at the close of the financial year, every year.

- c. To submit to the Governing Body through General Secretary/Secretary, the audited annual accounts of the Society, at least one month prior to the date of annual general meeting.
- d. To act as the overall custodian of all the books of accounts of the Society, financial statements, receipt books, expense vouchers, bank pass books & cheque books, cash etc.
- e. To have the power to sanction contingent expenditure on any item upto Rs. 1 lac per incidence in consultation with President or General Secretary and the same may be ratified in the forthcoming meeting of the Governing Body.

(G) Cessation of members of the Governing Body:

An office-bearer/ executive member of the Governing Body shall cease to be an office-bearer or executive member:

- a. Upon submission & acceptance of his / her resignation.
- b. If he / she ceases to be a member in accordance with sub-clause (f) of Clause 4 (H) of these byelaws.
- c. If he / she is removed by a resolution passed in the meeting of the General Body with 75% majority of the members present.

(H) Exclusions from the Employment of a Society:

- a. No member of the Society shall be in full-time or part-time employment of the Society.
- b. Any employee of the Society shall not be related directly to the members of the Governing Body.

(7) Amendments in the Memorandum, Byelaws, Name of the Society etc.:

- a. Any amendment in the Memorandum of Association and Byelaws, or Change of Name, amalgamation or division of the Society will be done only with the approval of general body by way of a special resolution.
- b. The intimation of any such amendment or change, along with attested copy of the requisite documents, shall be filed in the office the District Registrar by the General Secretary/Secretary within such time as may be prescribed under the Haryana Registration and Regulation of Societies Act, 2012 and the rules made thereunder.

(8) Management of Assets and Funds of the Society:

- a. Society will have Three type of fund viz. namely General, Permanent and specific.

- I. **General Fund:** General fund of Society will include donation and money collected not specified in permanent fund. The use of this fund will be taken for compliance of aim and objectives of the Society with the approval of governing body.
 - II. **Permanent Fund:** Following amount shall be deposited in permanent fund to be used for permanent assets or fixed deposits of which only interest will be expended with the approval of the governing body.
 1. Memberships/Admission fee received from patron, associate members and life members.
 2. Memberships received from life members.
 3. Any amount which the governing body has converted into permanent fund.
 - III. **Specific Fund:** The amount collected for specific activity will be incurred on that specific activity or such specific activity in future as approved by the Governing Body. Any surplus in Specific Fund would be transferred to the General Fund upon approval by the Governing Body.
- b. The sources of income of the Society will include receipts on account of membership fee, annual subscription, rent from property/ assets, interest, consultation fees, donations, gifts, grants, etc. The Society can also raise funds through interest-free short term loans from its members or from scheduled banks on interest. Loan from the scheduled banks on interest will be taken only for purchase of creation of capital assets and not for meeting any recurring revenue expenditure under any circumstances.
 - c. The Governing Body will prepare and approve an annual budget of the Society on the basis of its estimated income and the capital & revenue expenditure during the first quarter of the financial year and shall also place a copy thereof before the General Body in its Annual General Meeting for information.
 - d. To open Bank account with any nationalized or scheduled bank in the name of the Society with the prior approval of the governing body. The bank account may be operated by any two of the President / Secretary /Treasurer.
 - e. All assets and funds will belong to the Society and vest in the Society.
 - f. All receipts and payments of the Society shall be made through Bank Instruments (i.e. DD/ Pay Order/ Cheques/ Bank Transfers/ RTGS) or cash. However, the Governing Body will lay down the limits of financial transactions which may be conducted in cash in certain cases as considered appropriate. Normally, the cash expenditure shall not exceed limits specified in The Income Tax Act.

(9) Accounts of the Society:

- i. The Treasurer of the Society will be responsible for keeping and maintaining proper books of accounts i.e. cash book, ledger etc. as required under the Income Tax laws and/or any other authority. The accounts shall be kept and maintained at the

Registered Office of the Society with respect to all sums of money received and expended by the Society and the assets and liabilities of the Society.

- ii. The books of accounts of the Society shall be open to inspection during the business hours by the Registrar General, Registrar, District Registrar or any officer authorized by them and by any member of the Society.
- iii. The annual accounts of the Society will be signed by any two authorized office-bearers of the Society.
- iv. The Governing Body will appoint a Chartered Accountant, who shall not be a member of the Governing body or family member of any member of the Governing Body, for auditing the accounts and filing of income tax return of the Society for each financial year, at such remuneration as may be determined by the Governing Body.
- v. All records and documents related to the Society including secretarial records, shall be maintained and kept at the Registered Office of the Society.

(10) Common Seal:

The Society will have a common seal which shall be kept in safe custody of the General Secretary/Secretary and shall be affixed wherever it is required in accordance with the authorization by the Governing Body.

(11) Amalgamation of the Society:

The Society may amalgamate itself with any other Society / Society established with the identical aims and objects or allow any other Society / Society to amalgamate with itself by a Special Resolution passed in this behalf in accordance with the provisions contained in Section 51 of The Haryana Registration and Societies Act, 2012 and rule 25 made there under.

(12) Dissolution of the Society:

- i. The Society may resolve to dissolve itself in accordance with the provisions contained in the Act and the rules there under in case it becomes difficult to carry on with the operations of the Society, or it becomes insolvent or for any other pressing and unavoidable reasons.
- ii. In the event of dissolution of the Society, no assets of the Society shall devolve on or distributed amongst the members of the Society.
- iii. Its assets and properties shall be first used to liquidate any liabilities and the left-over properties/ assets, if any, shall be considered for transfer to any other Society established with identical aims and objects or to the District Collector for use thereof in the general public interest.