

**Bharat Vikas Parishad**  
**AGREEMENT & BYE LAWS OF ASSOCIATION OF PERSONS**

This written declaration of Association of Persons, hereinafter referred to as AOP or Association, is made on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_, by the undersigned signatories, of this deed.

WHEREAS, this Association of Persons was decided to be formed in the name of "Bharat Vikas Parishad, \_\_\_\_\_Branch" to work as an affiliated Branch of Bharat Vikas Parishad, Delhi.

AND WHEREAS, for diverse and other reasons it was thought fit to put into writing the purposes / objects of the said AOP and the manner in which the AOP is to be managed and administrated, and hence it is being put into writing

**NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:**

1. **Name:** The Name of the AOP shall, so long as it continues to be an Affiliated Branch of the Parishad, be "Bharat Vikas Parishad, (distinctive name), (name of the place of working). Upon ceasing to be an Affiliated Branch of the Parishad, the AOP shall not use the name of Bharat Vikas Parishad as prefix or suffix or in any other manner.

2. **Definitions:**

In these byelaws the following words shall, unless the context requires otherwise, have the meanings assigned to them against them respectively:

**"Association or AOP"** shall mean the Association of Persons known as "Bharat Vikas Parishad, \_\_\_\_\_ branch".

**"Parishad"** shall mean Bharat Vikas Parishad, New Delhi, a society registered under the Societies Registration Act, 1860, registered vide No. S-2272/1963 and having its registered office at Bharat Vikas Bhawan, BD Block, Behind Power House, Pitampura, Delhi-110034, or such other place as may be decided from time to time.

**"Prescribed Authority/manner"** shall mean prescribed by the Parishad from time to time in Regulations for affiliated branches.

3. **Registered Office:**

Registered office of the Association (AOP) will be located at \_\_\_\_\_ (Address) or at any other place as may be decided from time to time.

4. **Objects of the Association:**

a) To adopt ways and means for the spiritual, moral & material progress of the society on

- the basis of Indian Culture and Traditions.
- b) To organize such meetings, seminars, symposia, discourses (Educational, Scientific, Social, Cultural and Ethical gathering) so as to increase the knowledge and promote an understanding of the people in order to make them better citizens.
  - c) To initiate welfare schemes that may inculcate self-disciplines, national characters, patriotism, social understanding, mutual co-operation, and the feelings of brotherhood amongst the people of the country.
  - d) To indicate adequate ways and means to the country for attaining self-sufficiency and overcoming poverty, hunger both spiritual and material.
  - e) To prescribe any preach, by practice the remedy to human suffering, whether spiritual, moral, physical or material.
  - f) To do within the framework of the objects all such other things as may be directly or indirectly conducive or incidental to the attainment or advancement of the aforesaid objects or any one of them and to do all other activities as per direction which may be issued by Parishad from time to time through its Prant or Regional administration.
  - g) To promote dance, drama, music, literature, humanities and social sciences based on Bharatiya Culture and Traditions.
  - h) To inculcate profound and pervasive sense of patriotism and deep commitment to National Integration and Unity amongst the people of Bharat.
  - i) To commemorate Bharat's many splendid contributions to humanitarian and aesthetic values and to advance the frontiers of awareness in pursuit of the Truth, the Good and the Beautiful which includes Satyam, Shivam, Sundaram.
  - j) To foster tolerance and understanding among all sections of the society.
  - k) To organize courses and camps for social services and social development.
  - l) To invest all moneys not immediately required in such securities and in such manner as may be determined from time to time by the managing committee of AOP.
  - m) To form and run one or more Trust/s for Charitable Activities in the area which may be demarcated by concerned Prant.
  - n) In addition to the above objects, the Association may pursue all other objects which promote National Interests, and Social and Cultural development of the Society.

**5. Area of Operation:**

The Association shall operate within the geographical demarcated area limits of \_\_\_\_\_(Village/Town/City), \_\_\_\_\_(District), \_\_\_\_\_(State) or as may be directed by Prant from time to time.

**6. Membership:**

Membership of the Association shall be of the following categories:

**i Primary Members:**

- (a) Any person who is capable of entering into a contract and who is not a member of any other Affiliated Branch, fulfills the prescribed qualifications, subscribes to the ideals, aims and objects of the Parishad and the Association and agrees to abide by the Rules and Regulations of the Parishad and byelaws of the Association, may be enrolled, on the recommendation of any two members of the Association, by the Executive Body of the Association.
- (b) A Primary Member shall have the right to attend the meetings of the General

Body of the Association and to participate in the deliberations held at such meetings, to vote on resolutions brought before such meetings and to vote at and contest for any post in elections held in such meetings. He / She shall also have the right and the duty to participate in the programs, projects and activities of the Parishad and the Association.

- (c) A Primary Member shall be liable to pay such admission and periodical fees/subscriptions as are prescribed from time to time.

**ii Associate Members:**

- (a) The spouse of a Primary Member, shall be enrolled as an Associate Member subject to his/her fulfilling eligibility criteria for Primary Membership. Such Associate Membership shall be coterminous with the membership of the concerned Primary Member.
- (b) At the request of the Primary Member his/her Primary Membership may, in the prescribed manner, be interchanged with the Associate Membership of his/her spouse.
- (c) An Associate Member shall have the right to participate in all programs, projects and activities of the Parishad and the Association but shall not be entitled to attend, participate or vote at the organizational meetings of the Association or contest election or hold any of the office in the Association.
- (d) An Associate Member shall not be liable to pay any kind of fees or subscription to the Association.

**iii Honorary Members:**

- (a) The Executive Committee of the Association may confer Honorary Membership on distinguished persons residing within the area of its operation, who have been, are or are likely to be helpful to the Association in carrying out its programs, projects or activities.
- (b) An Honorary Member shall have a right to participate in all programs, projects and activities of the Association. However, an Honorary Member shall not be entitled to attend, participate or vote at the organizational meetings of the Association or to contest election for any of the posts in the Association.
- (c) An Honorary Member shall not be liable to pay any kind of fees/subscription to the Association.

**7. Termination of Membership:**

Membership shall terminate on the occurrence of any of the following events:

- i. On the Member's demise.
- ii. On the Member tendering resignation from membership by addressing a letter to the President/secretary of the Association.
- iii. On removal from membership by the prescribed authority in the prescribed manner in the following events:
  - (a) On the Prescribed Authority finding, after an enquiry conducted in the prescribed manner, that the Member is suffering from such mental or physical incapacity that he is incapable of exercising his rights and discharging his duties as a Member of the Association.
  - (b) On the Member being found by the Prescribed Authority, after an enquiry conducted in the prescribed manner, to have defaulted for a period of more than six months, in payment of Subscription and / or other dues payable to

the Association.

- (c) On the Member being found by the Prescribed Authority, after affording him proper and adequate opportunity of hearing, to have been convicted of an offence involving moral turpitude by a Court of competent jurisdiction.
- (d) On the Member being found by the Prescribed Authority, after an enquiry conducted in the prescribed manner, to be guilty of misconduct, misbehavior or indiscipline as defined by the byelaws of the Association or Parishad of any other conduct unbecoming of a member of the Association.
- (e) On the member becoming office Bearer of a political party.
- (f) On a direction issued by Regional Executive Committee for removal of a member.

**8. General Body of Association:**

The General Body of the Association shall be constituted by all the Primary Members of the Association.

**9. Office Bearers:**

The General Body of the Association shall elect in the prescribed manner following office bearers:

- i. **President:** A person who has been a Primary Member of the Association continuously for the last two years or more may be elected as the President.
- ii. **Vice Presidents:** (up to two): A person who has been a Primary Member of the Association continuously for the last two years or more may be nominated as Vice President.
- iii. **Secretary:** A person who has been a Primary Member of the Association continuously for the last two years or more may be elected as Secretary.
- iv. **Treasurer:** A person who has been a Primary Member of the Association continuously for the last two years or more may be elected as Treasurer.
- v. **Organizing Secretary:** A member of the Association may be appointed by the concerned Prantiya Executive Committee to act as Organizing Secretary of the Association.
- vi. **Mahila Sanyojika:** A female member of the Association may be appointed by the elected members of the association to act as Mahila Sanyojika.

Provided that the qualification of two years of membership required for all the posts/offices above shall not apply for the first two years to a newly formed Association and in case of an Association which has existed more than two years before its affiliation to the Parishad the period of membership before the affiliation of the Association to the Parishad shall also be counted for the purpose of qualification.

**10. Executive Body of the Association:**

The Executive Body of the Association shall be constituted of the following:

- a) President
- b) Vice Presidents
- c) Secretary

- d) Treasurer
- e) Prescribed number of Members as decided by the Parishad from time to time will be nominated by the general meeting of the Association.
- f) Organizing Secretary
- g) Mahila Sanyojika
- h) All such members of the Association who are part of the – national, regional Prant and District bodies of the Parishad as an invitee.

**11. Functions, Duties, Tenure and Removal of Office Bearers etc.:**

- Functions and duties of various Office Bearers shall be as stated in the byelaws and as prescribed by the Sub-Rules or guided by Parishad.
- Tenure of all the Office Bearers shall be One year or as may be directed by Parishad from time to time. If an Office falls vacant during the term, it shall be filled in by nomination by the Executive Committee of the Association for the remaining period of the term.
- Vacating Office by Office Bearers: An Office shall be deemed to have been vacated by an Office Bearer in the following contingencies:
  - a) On the acceptance of Office Bearer's resignation in writing by the Executive Committee.
  - b) On removal of the Office Bearer from office for proven misconduct after enquiry conducted in the prescribed manner.
  - c) On the Office Bearer ceasing to be a member of the Association.
  - d) On the demise of the Office Bearer.
- The Executive Committee shall be responsible for filing of Income Tax Return and for complying with other laws for the time being in force.

**12. Sub-Rules:**

The General Body shall have the power to make Sub-Rules for the purpose of effective implementation of the byelaws and for the purpose of achieving the aims and objects of the Association.

**13. Quorum for Meetings:**

For the meetings of various bodies of the Association quorum requirement shall be as follows:

**a) General Body of the Association:**

Quorum for a meeting of the General Body of the Association shall be **one third** of the total number of Primary Members of the Association. If the required numbers of members are not present at the commencement of the meeting, the meeting shall be adjourned for **half an hour**. The adjourned meeting may commence thereafter **without** requirement of the quorum to transact the business of the agenda provided that **at least ten members** are present.

**b) Executive Committee of the Association:**

Quorum for the meeting of Executive Committee of the Association shall be **fifty percent** of its members at the commencement of the meeting. If quorum is not present, then same rule as applicable to general body will apply.

**c) Other Committees and Bodies:**

Quorum for the meetings of other bodies shall be **Fifty percent** of the strength of

the committee or body at the commencement of the meeting. If quorum is not present, then same rule as applicable to general body will apply.

**Note:** In determination of the quorum requirement fraction of a number shall be rounded off to the next higher number. For the quorum of all the meetings only primary member will be counted.

**14. General Provisions regarding meetings of the Association:**

- i. Meetings of Members of the Association shall be convened by the Secretary in consultation with the President of the Association as and when necessary, but it shall meet at least once in a month. One of these meetings will be Annual General Meeting at which following businesses will be transacted:
  - a. To receive the Annual Report of the Association.
  - b. To approve the Annual Accounts for the preceding year.
  - c. To approve Annual Budget for the current / next year.
  - d. To elect the Office Bearers, if due.
  - e. To appoint the Auditors and fix their remuneration.
- ii. A meeting of the General Body shall be called by the Secretary if not less than 1/3rd of the total number of voters entitled to vote at a General Body meeting submit a requisition in writing in the prescribed manner demanding calling of such a meeting. Such a meeting shall be called a requisitioned meeting at which the sole agenda shall be the agenda mentioned in the Notice of requisition. A Requisitioned Meeting shall be called, giving 15 days' notice, within one month of receiving the Notice of Requisition from the members.
- iii. Meetings of the Executive Committee shall be convened by the Secretary in consultation with the President of the Association normally by giving 7 days' notice along with the Agenda. It can call at shorter notice then it should be approved in ensuing meeting.

**15. Decisions by majority:**

Decisions in all the meetings, unless specifically provided otherwise, shall be by a majority of voters present and voting and in case of equality of number of votes the person presiding over the meeting shall have a casting vote.

**16. Official Financial Year:**

The Official Financial Year of the Association shall be from 1st April to 31st March of the next year OR as per the Parishad directives and the accounts shall be kept accordingly.

**17. Bank Accounts of the Association:**

The Executive Committee of the Association shall open Bank Account/s in any of the branches of a Scheduled Bank and make arrangements for operation of such accounts by its Office Bearers in the prescribed manner. The bank Account will be operated by joint signature of either President or Secretary and Treasurer's signature which shall be mandatory.

**18. Annual Accounts and Audit:**

The Treasurer of the Association shall, under the overall direction, control and supervision of the Executive Committee, maintain in the prescribed manner, proper and regular accounts of its income and expenditure, receipts & payment account & balance sheet and shall get them audited by a Chartered Accountant every year. The audited accounts shall be presented to the Annual General Meeting of the Association every year for approval not later than 30<sup>th</sup> September every year. A copy of the audited accounts will be submitted to the respective Prant or as per directive of Parishad.

**19. Closure of Association:**

In the event that the Association is closed for whatsoever reason, the office bearers shall ensure that the bank account operating in the name of Association is closed and the funds standing credit to the account is transferred to the account of Bharat Vikas Parishad (Parishad i.e. central office) as "Donation" without any recourse.

**20. Amendment of the Byelaws:**

After getting written prior approval from the National Executive Committee of the Parishad, a meeting of the General Body of the Association specially called for the purpose may by a resolution brought and passed in the prescribed manner amend any of the provisions of these byelaws by a majority of the total number of members entitled to vote and  $2/3^{\text{rd}}$  of the members present and voting.

We the undersigned are desirous of forming an Association of Persons and shall abide by the objects and the rules and regulations as provided herein above.

SN	Name	Designation	Address	Signature
		President		
		Secretary		
		Treasurer		
		Member executive committee		
		Member executive committee		
		Member executive committee		
		Member executive committee		

Certified True Copy

President

Bharat Vikas Parishad.....