

Bye Laws Rules / Regulations

1. The Name of the Society is “Kerala Veteran’s Cricket Association”

Definitions

i) The Office/Designation detailed below shall mean/indicate the person/s duly elected at the Annual General Meeting to that Office in terms of the provisions of the bye-laws herein :

President	1
Vice-Presidents	3
Secretary	1
Joint Secretary	3
Treasurer	1
BVCI Representative	1
Executive Committee Members	7

ii) “Committee” means the Managing Committee comprising of the President, Vice- Presidents, Secretary, Joint Secretaries, Treasurer, BVCI Representative, and Executive Committee Members duly elected under the bye-laws herein and entrusted with the responsibility of managing the affairs and day today administration of the Association

iii) “Bye-Laws” means the bye-laws duly approved by the General Body and filed with the Registrar of Societies as amended from time to time.

iv) “Office bearers” shall mean the Managing Committee members as detailed in clause 2(iii) above.

v) “Office” of the Association shall mean the office of the Association at the address specified as the locus of the Registered Office of the Association

vi) “General Body” means all the duly admitted members of the Association including all the Office bearers of the Management Committee but excluding Patron members.

vii) The word “Member” wherever it occurs shall mean Regular Member

2. Address of the Registered Office

Address of the registered office of the Society is “Hotel Pankaj” M.G.Road, Statue, Trivandrum - 695001. The location of the Registered office may be changed as may be expedient with the provisions of the Act and the rules there under.

3. Business Hours:

The Office will function for its routine administration and Business between 10.30 AM to 5.30 PM on Mondays to Fridays and between 10.30 AM to 1.30 PM on Saturdays and Sundays. The Office will remain closed on Public Holidays as may be declared by the Government from time to time.

4. The Objects of the Association

i) The primary objective of Kerala Veteran’s Cricket Association, amongst others mentioned below is to bring together the veteran cricketers of Kerala and create opportunities for them to continue playing at a competitive level and for that purpose set up appropriate schemes to achieve the objective.

ii) To promote sports in general and cricket in particular as far as may be as the Association herein shall deem fit and feasible.

iii) To organize and conduct tournaments and fixtures for the veteran cricketers in Kerala, other States and abroad and also arrange awards, prizes, medals, citations to the veteran cricketers and other sportsmen as far as may be.

iv) To collaborate with and contribute to any other entity/individuals, Associations and Sportsmen which may enable the Association to attain its objectives more effectively.

v) To communicate with Public authorities and Organizations in India and Abroad for achieving the objectives of the Association.

vi) To provide, acquire, rent or lease out suitable places, play grounds, buildings, equipments, etc to enable the Association to achieve its objectives.

vii) To create, foster and maintain friendly relationship and healthy spirit-de-corps amongst the members of the Association particularly and also in general with the public and other sportsmen.

viii) To organize training, classes and seminars for the members as may be necessary to lay a strong foundation for achievement of the objectives herein detailed.

ix) To institute various schemes for the welfare of the members including financial support or assistance for the needy veteran cricketers of the State.

x) To collect fees, funds and donations as and when necessary with or without security for the purposes and objectives of the Association in such manner as the General Body may consider desirable, fit and proper for the fulfillment of the objectives of the Association

xi) To carry on any other activity that may seem desirable and capable of being conveniently carried on in conformity with the objectives of the Association herein.

xii) To seek or grant application with/to other similar bodies/Associations if such affiliation is deemed beneficial and necessary to achieve the objects of the Association.

xiii) To do all other activities necessary, incidental or ancillary to the attainment of the objectives of the Association mentioned above.

xiv) The activities of the Association shall be without any profit motive and shall be only for the promotion of the objectives of the Association more particularly the promote opportunities for veteran cricketers to play the game.

xv) The objectives herein shall be pursued without any discrimination as to caste, colour or religion.

5. Activities of the Association:

The Association shall take all steps deemed necessary to enable the veteran cricketers to play good, class cricket and for that matter take steps to set up fixtures, matches in the State of Kerala as may be feasible and also arrange for fixtures in all the other States, and Overseas complying with legal provisions applicable abroad as well. The Association shall also take steps to set up necessary infrastructure by arranging for play grounds for practice, matches and tournaments, for appointing coaches with or without remuneration, to arrange for issue of awards, certificates and prizes for sportsman and in general take all steps necessary for achieving the objectives of the Association and hold meetings, seminars and conferences, publish books and periodicals as may be decided by the Committee from time to time.

6. Designation of person authorized to sue/ be sued in the name of the Association

The Secretary of the Association for the time being shall be the officer/person who is hereby empowered to initiate civil/criminal proceedings in the name of the Association and defend litigation against the Association on behalf of the Association.

7. Administrative affairs.

The Secretary of the Association and in his absence the Joint Secretary is hereby empowered to give any directions to carry on the administrative affairs of the Association, subject to the concurrence of the President.

8. Members : There shall be two classes of Members :

1. Patron Members (without voting rights)
2. Regular Members also referred to as "Members" (with voting rights)

The classes may be added to if the General Body deems it necessary so to do, with conditions relating to such Membership.

9. Eligibility for Membership

- i) Patron Members: The Managing Committee shall have power to invite Patrons who in the opinion of the Committee would be of financial and other assistance to the growth of the Association and for carrying out the objects of the Association. Patron members shall not have any voting rights.
- ii) Regular Members: Persons who satisfy the following conditions shall be eligible to become members of Association, subject to approval of Managing Committee, who would receive, sort out and decide the eligibility of the applicant for regular membership of the Association.
- a) The person seeking membership of the Association should have completed 35 years of age on date of Application and he should not have played First Class Cricket for the three years prior to the date of becoming Member. Further, any Member willing to join should be proposed and seconded by any two current Members.
- b) The person ought to have played Representative Cricket as a member of any reputed cricket team or captained cricket teams sponsored by Corporate or persons who have played in league matches.
- c) The applicant should be either a resident in the territory of Kerala State or have birth rights in the state of Kerala.
- d) The right of admission to membership shall vest in the Managing Committee and its decision shall be final.
- e) The person whose application for membership is rejected may apply again, after six months, giving reasons for applying afresh.
- f) The applicant for membership shall remit a sum of Rs.1000/- and Rs.50/- as application fee (by demand draft payable at Trivandrum) and furnish evidence to support his eligibility norms for admission as regular member of the Veteran Cricketers Association herein. Further, becoming a Member by paying the requisite fee does not entitle him to be selected for playing any particular tournament. The team for any particular tournament will be selected by a Selection Committee appointed by the Managing Committee at that point of time.
- g) If for any reason the application for membership is rejected by the Managing Committee, the sum of Rs.1000/- shall not be refunded to the applicant.
- h) Persons admitted to regular membership shall abide by the Bye-Laws of the Association and shall strive to help in achieving the objectives of the Association.
- i) An annual subscription of Rs.500/- shall be collected from each member.

10. Total number of Members

(Including office bearers, committee members but excluding Patron Members)

There is no limit for total number of members. The General Body however shall have power to admit or decline the member's application by due process laid down in the bye-laws and the Act.

11. Removal / Readmission of Members (Regular Members)

The regular member may be expelled / removed from membership by the Managing Committee in the following circumstances.

- i) If the member fails to pay any arrears due from him even after a period of two months and after being reminded by the Secretary or Treasurer of the dues from the member. The Managing Committee may in such circumstances expel the member in default from Regular Membership by passing a resolution and the said resolution shall be communicated to the defaulter. The Managing Committee/authorized person of the Association shall take necessary action to recover the dues if any from the defaulting member.
- ii) If within three months after date of removal the erstwhile member pays up the arrears the Managing Committee may, having regard to the circumstances of the case, readmit the members. However the membership fee of RS.3,500/- shall be secured from such person.
- iii) Any regular member whose conduct is such that it is undesirable, is likely to cause disrepute to the Association or create disharmony amongst members, may be removed by the Managing Committee after due enquiry and fair legal practices like giving the person opportunity for personal hearing /written submission.
- iv) Any member who causes willfully or otherwise monetary loss to or destruction of the property of Association by his/her activities, shall be removed by the Managing Committee, without prejudice to the Association's legal rights to resort to civil and/or criminal proceedings as may be necessary.
- v) If any member is convicted of any criminal offence/of moral turpitude or is adjudged an insolvent such person shall suo moto cease to be a member forthwith.
- vi) The Managing Committee shall have power to take such action including expulsion from membership as detailed above depending on the nature of the misconduct/misbehavior/indiscipline. The Managing Committee shall follow in such circumstances the principles of natural justice.
- vii) A member expelled under clause (iii) to (vi) above shall forthwith forfeit all membership rights and claims upon the Association.
- viii) A member expelled under clause (iii) to (vi) above shall forthwith forfeit all membership rights and claims upon the Association.

12. Rights / obligations of the members

i) Regular members borne on the Register of members of the Association shall have the right to get notice of Annual General and Extraordinary General Meeting/s and to attend / vote in such meetings and seek clarifications as may be appropriate and shall have the rights that vest in general on members of Associations as the one herein.

ii) The Regular members have the obligation to actively assist the Association in achieving its objectives and help in furthering its interests and help in carrying on the activities in an efficient and smooth manner.

13. Management of the affairs of the Association

i) The affairs and business of the Association shall be carried on by the Managing Committee under the overall control of the General Body.

ii) All the byelaws and regulations of the Association shall be binding on all the Members unless rescinded or set aside by a Resolution of the General Body.

14. The Managing Committee of the Association

President	1
Vice-Presidents	3
Secretary	1
Joint Secretary	3
Treasurer	1
BVCI Representative	1
Executive Committee Members	7

The Total number of the Management Committee including Office Bearers shall not exceed Seventeen.

i) President

The President shall be the head of the Association and he shall ex- officio be a member of all the Sub-Committees and shall be the Chairman and shall preside over all meetings.

ii) Vice - Presidents

The Vice — President/s shall exercise all the powers of the President, during the absence of the President. Any one of the three Vice Presidents, as may be chosen by consensus may act.

iii) Secretary

(a) The Secretary / Joint Secretaries shall be members of all Committees and Sub- Committees of the Association. The Secretary shall be statutory officer who is obliged by the office held by him to carry out the statutory obligations of the Association. He shall in particular exercise, in accordance with the directions of the Committee, General supervision over the activities of the Association and will be responsible for the safe custody of the Association's properties along with the Joint Secretaries, and the Treasurer. He will be in charge of the correspondence of the Association, and issue notices for the meetings of the Committees, as well as the General Body, in consultation with the President, prepare Agenda for the same and be responsible for the prompt of Minutes of the Management Committee, and of the General Meetings. He will be in charge of all the records of the Association and shall maintain them in such manner to ensure continuity and easy reference by the Committee or any person authorized by it or by any authority having the necessary jurisdiction to inspect the records. He will be the authority to initiate action with the approval of the Committee, for appointment of employees, finalise disciplinary action against employees and all other administrative matters. The Honorary Secretary with the approval of the Committee will prepare an Annual Report on the Working of the Association which shall be presented at the Annual General Meeting.

b) The Secretary is empowered to sanction expenditure not exceeding Rs.15,000/- under any head of account subject to Budget provision being available.

c) The Secretary shall prepare and file with the concerned Registrar such records, Annual or other statements as specified in the Act and Rules within the time prescribed.

d) The Association shall sue and be sued in the name of the Secretary. He is empowered to sign plaints, written statements, petitions, Memorandum of appeal, Vakalats, and other documents that may be required to be filed before any court of Law, Tribunals, Government and Quasi Government Bodies or other public Departments and to do all acts that may be necessary or incidental to any matter before him. However, he shall not have the power to settle any legal dispute / matter or appoint advocates to represent the Association without prior approval of the Committee.

iv) Joint Secretary

The Joint Secretaries shall assist the Secretary in respect of all the duties and responsibilities assigned to and enjoined upon the them. In the absence of the Secretary, any one of the three Joint Secretaries chosen by consensus shall be authorized by the Secretary to exercise all the powers of the Secretary during the absence of the latter.

v) Treasurer

The Treasurer shall be the custodian of the funds of the Association and on the authorization of the Committee shall be operated jointly, by the Treasurer along with the Secretary or in his absence the

Joint Secretaries and the Vice Presidents. He shall prepare and submit at the Annual General Meeting of the Association every year a statement of account and budget for the ensuing year after approval by the members of the Management Committee He shall cause an inventory of the properties and other tangible assets of the Club to be taken at the close of every financial year and submit it to the Committee with his remarks. He will also arrange to collect the dues to the Association.

15. Election of Office Bearers

- i) Each one of the above Office bearers shall be elected by the General Body of the Annual General meeting of the Association and shall hold office for two years i.e., till the conclusion of the next Annual General Body Meeting.
- ii) Members other than those who are un-discharged insolvents, not convicted for any offence involving criminality I moral turpitude and not expelled any time from membership of the Association may he nominated earlier to be an Office Bearer of the Managing Committee.
- iii) In case any member of the Managing Committee as detailed above is not able to function for any reason, and vacates office the rest of the Managing Committee members shall have power to co-opt another member in that place and such person shall hold office till the conclusion of the next Annual General Meeting.

16. Managing Committee Meeting

- i) The Managing Committee Meeting shall be conducted at least once in 3 months. Three days notice thereof shall be sent to the members of the Committee showing Particulars of date of meeting, time and place, under certificate of posting or personally delivered, securing proper acknowledgement for the delivery thereof.
- ii) Every Question or issue at a meeting of the Committee shall be determined by a three fourth majority of the votes of the Members present and voting. In case of equality of votes the Chairman of the Meeting shall exercise the casting vote. All elected and co- opted Members of the Committee shall have a vote each.
- iii) In an emergency, a Resolution in writing circulated by the Secretary and agreed to by a majority of the Members of the Committee shall be valid and official as if it had been passed at a meeting of the Committee, provided however that such resolutions shall be ratified and recorded in the minutes of the next monthly meeting of the Committee of the General Body and Management Committee of the Association. In case of equality of votes he shall have a casting vote or a second vote at all such meetings without prejudice to and in addition to his vote in such meetings in his own right. The President may call for an emergency meeting of the committee as may be expedient.

17. Quorum for the meeting

The quorum required shall be one third number of members of the Managing Committee for transacting business. If there is no quorum on the date and time notified, the meeting shall stand

adjourned for a week on the same day at a convenient place and time to be decided at that time. No quorum would be necessary for such adjourned meeting.

18. Termination of a Committee Member

If a member of the Management Committee does not attend three meetings consecutively without leave of absence or justification as may be accepted by the President and other members of the Management Committee, such member shall cease to be a member of the Management Committee. And the committee shall have the power to co-opt another member for filling the vacancy.

19. Appointment of Employee/s

The Committee shall have power to appoint employees as may be deemed expedient for carrying out the affairs and activities of the Association. The conditions of service of such employees, remuneration etc. shall also be determined by the Managing Committee.

20. Appointment of Sub-Committees

The Committee shall have authority to make regulations not inconsistent with the bye-laws of the Association for the internal management of the Association and to rescind the same as may be deemed expedient. The Committee is empowered to set up Sub-Committees for various purposes as may be expedient.

21. Finance and Accounts Management

i) All the money receipts by the Association, in cash or cheques shall be duly deposited in such scheduled/Nationalised Banks as permitted in applicable law/s and as decided by the Managing Committee.

ii) Funds not immediately required for the Association's purposes may, as may be decided by the Managing Committee be invested in securities, Fixed Deposits permitted by Law. The Managing Committee may at its decision raise loans and avail Bank facilities required for the purposes of the Association on the security of the investments on such terms and for such period as may be deemed expedient.

iii) The committee may decide the quantum of cash that may be kept as such for meeting the regular daily expenses / disbursements required to carry on the day to day administration. The Treasurer shall be responsible for safekeeping of cash in hand.

iv) Financial year of the Association shall be the year ending on 31 March.

v) The Treasurer shall cause the Annual accounts viz., Income and Expenditure Account and the Balance Sheet as at the end of year together with such schedules as may be prescribed and get the same

approved by the Managing Committee. The President / in his absence any one of the Vice-Presidents, the Secretary and Treasurer shall authenticate the annual accounts to be audited.

vi) The General Body shall appoint Auditors for auditing the Annual accounts of the Association for submission before the General Body.

22. Application of Funds of the Association

i) The Association shall have power to spend out of its funds such sums as the Managing Committee deems fit and proper and for purposes of the Association and as permitted in the Act and the bye- laws of the Association.

ii) No part of the funds of the Association shall be divided by way of Bonus or Dividend or otherwise amongst its members

iii) The Association is empowered to earmark funds to a dependent of a deceased or disabled member of the Association subject to limits prescribed by the Association and approved in the General Body Meeting of the Members of the Association.

iv) The association is empowered to incur day to day expenditure for the purposes of the Association including reimbursement of expenses incurred by the Office bearers for the carrying out the business of the Association.

23. Annual General Meeting

i) At least one Annual General meeting of the General Body (i.e., of the members) shall be held in every financial year before 30th September of the year.

ii) Notice of twenty one clear days (excluding date of notice and date of meeting) intimating the date, time and place of Meeting shall be given to each member.

iii) Copy of the notice shall also be affixed to Association's Notice Board.

iv) If any amendment to the Byelaws or to the object is proposed by way of special Resolution to be placed before the Annual General Meeting, copy of such amendment shall also be sent also with the notice.

v) Copies of Audited Final Accounts and Annual Report of the Activities during the proceeding financial year shall also be sent along with the Notice of Annual General Meeting.

24. Business that may be transacted in the Annual General Meeting:

- i) To confirm the minutes of the previous Annual General Meeting, and Special General Meetings held during the year.
- ii) To receive and adopt with or without modification the Annual Report, and the audited statements of Accounts, as presented by the Committee.
- iii) To elect the Office bearers viz., a president, three Vice Presidents, a Honorary Secretary, a Honorary Joint Secretary, a Honorary Treasurer, Honorary Assistant Treasurer and Committee Members from among the Members.
- iv) To appoint an Auditor or Auditors, and fix his / her / their Remuneration.
- v) To consider and pass the Budget for the following year.
- vi) To consider subjects as provided herein of which due notice has been given.
- vii) Any recommendation / resolution of the Committee.

- viii) To consider any motion / resolution, notice of which is given in writing to the Honorary Secretary by a Member fifteen clear days before the date of the Annual General Meeting.
- ix) All recommendations / motions / resolutions as under (i) and (ii) above shall be circulated to the Members of the General Body so as to reach them ten clear days before the date of the Annual General Meeting.
- x) To transact any other business of formal nature as may be allowed by the Chairman of the meeting.
- xi) Any matter or subject decided at a General Meeting shall not be reopened until the expiry of three months thereof

25. Voting Rights

- i) The President and all other office bearers beside the authorized representative of the members of the Association are entitled to attend and vote at all General Meetings. The President and Office bearers are obliged to appear in person and vote while all other members may be represented by any authorized representative.
- ii) A Member of the General Body who has arrears of any dues to the association at the time of General Body Meeting shall not be entitled to vote.

26. Election of office bearers and Management Committee Members

i) Nominations for election of office — Office Bearers & Committee Members shall be duly proposed and seconded respectively by any two of the Members. Nominations should be sent to the Secretary 14 clear days prior to the date of the meeting. The consent of the person proposed for any of the elected posts should be endorsed on the nomination form by affixing their seal & signature thereon. Nominations shall be on forms prescribed by the Association and bearing its seal.

ii) A Sub- Committee consisting of not less than three members to scrutinize all nominations shall be duly appointed by the Committee. None of the contestants shall be eligible for appointment to this Committee.

iii) The list of valid nominations shall be published on the Notice Board of the Association on the day following the last day for filling of the nominations. The last date for withdrawal of nominations shall be seven clear days before the date of the Annual General Meeting. The final list of valid nominations shall be published on the Notice Board six clear days before the date of the Annual General Meeting.

iv) There shall be no ballot in respect of any office for which nominations received do not exceed the number of post or posts existing for such office, and such person or persons so nominated shall be declared to have been duly elected to the respective office, at the Annual General Meeting.

v) Election shall be by secret ballot on the day fixed for the Annual General Meeting. There shall be different ballot boxes for different offices.

vi) At Annual General Meetings, prior to election, the Chairman of the meeting shall appoint four or more members of the General Body, other than the candidates for election, as tellers for the purpose of conducting a secret ballot. The tellers shall perform all the tasks involved in conducting a secret ballot, such as controlling in a fair and just manner issue of ballot papers, secrecy of casting the ballot, deposit of cast ballots into the ballot boxes, scrutinizing and counting of the ballot cast etc., The tellers shall as soon as possible after the counting is over submit to the Chairman of the meeting the results of the election for various posts. In the event of the votes of candidates in respect of any office being found equal, the result shall be arrived at by the Chairman through the process of drawing lots.

vii) The Chairman of the meeting shall also appoint four or more members of the General Body other than the candidates as observers for the poll, who shall report to the General Body their satisfaction or otherwise of the manner in which the secret ballot was held for the elections.

viii) The General Body at its General Meetings shall have the power to effect addition, deletion, alteration, amendment to any of the Bye-laws and regulate any other matter relating to the affairs of the Association and furtherance of its objects as provided herein.

ix) The General Body may delegate all or any of its powers to the Management Committee or to any other Committee or Sub-Committee to act on their behalf and to decide on the matters referred to them. Such delegation shall however remain in force for a period not exceeding one year or the date of the following Annual General Meeting, whichever is earlier.

27. Extra Ordinary General Meeting

i) All General Meeting other than Annual General Meeting shall be referred to as “Extra Ordinary” The Managing Committee may at any time, call for extraordinary general meeting of the Association on its own or on a requisition from not less than two third of the total number of members (borne on the Register of Members of the Association at the given time). The requisitionist /s shall specify the purpose of meeting sought to be called, must duly sign the requisitions and the same shall be duly deposited at the office of the Association. In case of extraordinary General Meeting convened by the Managing Committee all provisions laid down for an Annual General Meeting shall be complied with including notice duration.

ii) If the requisition satisfies the conditions, therefore, the President shall take action within 7 days of receipt of the requisition and cause notices to be issued as per the act and rules. If the President fails to take action to convene such a meeting within seven days from the receipt of the requisition the requisitionist/s or any of them shall be at liberty to convene the special General Meeting for the specified purpose. The decision arrived at such meeting shall be binding on the management of the association. At such a Meeting or in adjournment thereof no matter or purpose other than that specified in the requisition shall be taken up.

iii) Any amendment, addition or deletion to the memorandum and bye- law shall be made by a special resolution. The provision of section: 2 (j) regarding Notice etc., votes required shall be complied with.

iv) All members including patron members have the right to attend all General Body Meetings and only regular members have the right to vote at the meeting Patron members shall not have the right to vote or take part in the discussion.

28. Quorum

The Quorum for an extraordinary General Meeting shall be one third of the number of the members borne on the register of the members at the given time. In case of an adjourned Meeting no quorum would be necessary.

29. Voting in General Meetings

i) Unless otherwise provided for under the by-laws, voting shall be by show of hands and decisions shall be by a simple majority except in respect of matter which require a higher majority for approval as specified under the relevant rules of the association.

ii) At any General Meeting, unless a poll by secret ballot is demanded in writing on any matter / question / subject, by not less than five members present and entitled to vote, a declaration by Chairman of the Meeting that the matter / Resolution has been carried unanimously or by a particular majority shall be valid proof of adoption of the same. If a poll by secret ballot is demanded as aforesaid, it shall be taken accordingly and the result at which the poll was demanded. The demand for a poll by secret ballot shall not prevent the continuance of a meeting for the transaction of business on its agenda other than the matter on which such a poll was demanded.

iii) A poll by secret ballot demanded on a question of adjournment of the meeting shall be taken at the Meeting itself and without adjournment.

iv) The President, or in his absence any of the Vice-Presidents or in the absence of both any Member present and elected by a majority of the Members present and voting shall preside over any General Meeting. In case the candidates proposed for Chairmanship of the Meeting secure equal number of votes, the election shall be decided by drawing lots. The Chairman of any General Meeting shall have a casting vote in case of an equality of votes on any motion / resolution / subject except in the matter of election of Office - bearers and Committee Members. At any General Meeting, the Chairman shall have the right to interpret the Rules should any dispute arise over them, and decide on all points of order or procedure that may be raised by Members, and his decision thereon shall be final and binding.

v) The Chairman of a General Meeting may, with the consent of the Members present, adjourn any General Meeting to not too a distant future date, and in any case not more than four weeks. No business other than the subjects on the agenda of the Meeting left unfinished at the Meeting from which the adjournment took place, shall be transacted at any adjourned meeting. For any such adjourned meeting a circular intimation under certificate of Posting with regard to the time, date and place of the meeting shall be sent to the Members entitled to attend at least five days prior to the date of the adjourned meeting, and the same shall be signed by the Secretary.

30. Bank Accounts

The Bank Accounts can be opened with any nationalized banks/scheduled banks. The said Accounts shall be operated jointly by Treasurer and Secretary. In the absence of Secretary, the Accounts shall be operated jointly by Treasurer and one of the nominated Joint Secretaries for smooth functioning of Association.

31. Imprest Cash

The Treasurer can retain up to Rs.5000/- as imprest cash for the day to day expenses of the Association. The Treasurer should obtain prior consent of Managing Committee to retain more than Rs.5000/- for any expenditure.

32. Supply of Bye Laws Copy

The Byelaws copies can be supplied to Members by charging Rs. 10/- (Rupee Ten Only) per Copy.

33. Indemnity

Every Office bearer and Committee Member of the Association during tenure of office shall be indemnified out of the funds of the Association against all losses and expenses lawfully incurred in the discharge of duties except such as happen through own willful act or default. Each one shall be chargeable only to the extent of amounts of money or property as he! she! himself! herself has actually

collected in the discharge of the business of the Association, and each one shall be answerable only for her/his own acts, negligence, defaults, or for any loss, occasioned by any error of judgment or oversight on his / her part, or for any other loss, damage, or misfortune whatsoever, which may happen in the performance of his office or in relation thereto and not for those of any other person.

34. Alteration of Objects / Bye - Laws:

Any alternation, amendment, addition, or deletion to the Memorandum of Association shall not be made except at a General Meeting and by a Resolution passed by a majority of two - thirds of the votes of the members present and voting.

35. Access to Accounts Books, Registers and Other documents

On the written request of a member, the books accounts, register of members, minute book and other documents and register shall be made accessible free of charge during business hours on working days.

36. Dissolution:

i) The Association shall not be dissolved unless so decided upon through a Resolution passed at a Special General Meeting of the Association by a majority of three fourths of the Members on the rolls of the Association and having powers to vote.

ii) In case of dissolution of the Association, if there shall remain any assets / property whatsoever, after settlement of all debts and liabilities if any, shall be transferred to any other institution or institutions having objects similar to those of the Association and not run for profit, as may be decided by the General Body at its Meetings. Details of such transferred assets / property shall duly and completely listed at the time of dissolution.