

**MODEL CONSTITUTION MEMORANDUM
OF ASSOCIATION FOR ADOPTION BY PRO-
POSED INSTITUTION BY MAKING SUITABLE
MODIFICATION**

**CONSTITUTION MEMORANDUM OF THE
SOCIETY / NGO**

**SOCIETY FOR UPLIFTMENT OF
ST/SC/DOWN TRODDEN AND BACKWARD
POOR PEOPLE OF JAMMU & KASHMIR**



HANGLOO 531606

[Handwritten Signature]
General Secretary
Society For The Scheduled & Backward
Jammu (J&K)

**MODEL CONSTITUTION MEMORANDUM OF ASSOCIATION FOR
ADOPTION BY PROPOSED INSTITUTION BY MAKING SUITABLE
MODIFICATION.**

**CONSTITUTION/MEMORANDUM OF THE SOCIETY/NGO/
The Society/ Association /Organisation namely :-
SOCIETY FOR UPLIFTMENT OF ST/SC/DOWN TRODDEN AND
BACKWARD POOR PEOPLES OF J&K .**

Non-Governmental Organisation (NGO) came into existence in 1999 and was not registered so far.

DEFINITION

1. Name SOCIETY FOR UPLIFTMENT OF ST/SC/
DOWN TRODDEN AND BACKWARD POOR
PEOPLES OF JAMMU AND KASHMIR.
2. The S.F.U. (short name) has been constituted for the purpose enumerated in Bye-Laws.
3. The SFU shall have its head office at Jammu and it shall have its other Sub-offices in Rajouri, Poonch, Kathua, Udhampur and other parts of the state.
4. The SFU shall be a NGO and shall work for the upliftment of ST/SC Down Trodden and Backward poor peoples of the state.

CONSTITUTION /BYE LAWS AIMS AND OBJECTIVES

1. Shall carry on all its functions for charitable purposes with the sole aim to enlighten the masses.
2. To provide, promote and extend social welfare service to destitute women, war widows, youth and down trodden people, welfare of the needy irrespective of caste colour and creed.
3. To work for their social, economic upliftment.
4. To rehabilitate the destitutes effected by natural calamities, war widows and other.
5. To construct and establish Hospitals in remote and far-flung areas of Jammu, Rajouri, Poonch, Doda, Kathua etc. covering the villages and backward / S.T./S.C./ Backward




[Signature]
**General Secretary
Society For The Scheduled & Backward
Jammu (J&K)**

class population. Special efforts shall be made for the construction of Cancer ,T.B. and such other diseases hospital.so that specialised treatment is made available. Stress shall also be laid down to bring awareness against AIDS through mass contact programmes as well as pamphlet/ publications.

6. Establishment of schools colleges technical institutions, sweing/vocational centres for imparting education/technical education in rural areas.
7. Manufacturing centre for manufacture of artificial limbs to be provided to needy people.An artificial limb centre shall be established for manufacturing and fixing of the same.
8. To acquire land for settlement/rehabilitation of un-settled/homeless class community.Constrution of houses /flats to be provided to the needy at very reasonable rates or on rental basis.
9. To eestablish institutions for imparting specialised training courses/coaching centre for various job oriented ffields which may also include various trades for self-employment.
10. ~~To establish cultural research and developmental institutions for development of Gujri/pahari/Dogri/Kashmiri languages and cultures.~~
11. ~~To give impetus to local handiwork of fine arts like Lohi, Kambals, gubbas, namdas carpets and wood products including door windows etc. In order to give employment opportunity to the people of NGO meant for,a special agency/ to ameliorate the lot of people manufacturing producing such articles/goods shall be set-up which will explore the modalities for sale of such goods/ articles in other markets and also setting-up of domestic industries.~~
12. To compaign for ecological balance and against pollution through Seminars/ publications etc. for general awarenwess, adoption of measures against pollution and plantation of numerous trees particularly herbal plants.




General Secretary
Society For The Scheduled & Backward
Jasiper (J&K)

To boost human resources and to organise coaching centre for imparting for professionals courses including IAS/IPS/ etc.

14. To establish 'Agnagar' in remote rural areas for aged and infirm people to provide them clothing, daily necessities of life, medical aid /facillities etc.
15. The NGO will uplift the moral values of all sections, including the spirit of Love, affection and oneness among all sections, to create WILL, confidence, sprit of self-help and services and create universal brotherhood among all sections of people. To revive moral value based upon norms to overcome social evils such as exploitation of child labour terrorism, regionalism and fundamentalism Organising of semionars by inviting preachers for the said purpose. To Propogate ancient literature based upon ethical apporach in the welfare of ^{humanity} and individually and as well as through publications fo books and magazines.
16. Specially the N.G.O. shall carry on all its functions for charitable purpose with the sole aim to enlighten the masses about the working of N.G.O. and hereby assist all members to contribute in achieving its mission /objectives
17. The society shall endeavour and emphasize on children education, set up Boarding schools for children's education especially orphans, down trodden, Backward / Shedule tribes / Shedule caste / Backward classes.
18. The society shall make Video films on down trodden Backward, ST/SC/OBC/etc. for sowing the same to developed sections / society / nation etc.
19. The society shall establish Computer Centre ^{for} and imparting traning to the childrens and instutions for Designing (Fashion /Textile) for imparting training to the children of Shedule Caste /Shedule tribe /Down -trodden Backward and poor people of the state.

1) CONSTITUTION:

1. The Association shall be constituted of a Managing and a General body. The managing committee shall comprise of six office bearers and General body of ten ^{Eleven} members, President, Vice-President, General Secretary and cashier, and other


General Secretary
Society For The Scheduled & Backward
Jammu (J&K)



members shall constitute the General body.

II) MANAGING COMMITTEE AND OFFICE BEARERS:

- i) The Managing Committee shall consist of six members for the initial two years, the first six founder members shall form the Managing Committee. After the first two years the General body shall elect members for Managing Committee from its members.
- ii) The tenure of the Managing Committee; It shall be elected after every two years at Annual General Body Meeting or a meeting specially called for this purpose of the General Body.
- iii) The tenure of the Managing Committee/Office bearers shall be of two years.
- iv) The Managing Committee shall elect the office bearers from amongst its members as soon as the Managing Committee is elected by the General Body.
- v) Induction of more members in General Body shall be made through a resolution and such names shall be conveyed to concerned Registering department within a period of two months.
- vi) The tenure of the Managing Committee and office bearers shall be of two years, the Managing Committee or any/all of the bearers may be removed from the office by at least two third majority of the total number of ordinary and honorary members at a meeting of the General Body by passing 'no confidence motion'.
- vii) If a situation as on (vi) arises, the Managing Committee shall be elected at the same meeting.

III) ORDINARY MEMBERS:

Any major individual irrespective of the caste, colour, creed or religion, sex or nationality shall be eligible to become ordinary member of the society.

iv) HONORARY MEMBERSHIP:

The Managing Committee may confer honorary membership on any individual with meritorious and matriculous service to the cause of social welfare.


General Secretary
Society For The Scheduled & Backward
Jaipur (J&K)



v) **MEMBERSHIP FEE /SUBSCRIPTION:**

- i) The managing Committee may confer honorary membership on any individual with yearly subscription of Rs.15/= as yearly subscription.
- ii) Ordinary member shall pay Rs.3/= as yearly subscription.
- iii) ~~The~~ managing committee may change the rates of yearly subscription from time to time.

vi) **MEETINGS :**

i) **General Body :-**

The General Body shall meet yearly and the meeting shall be called annual ^{Body} General Meeting and shall be held between the month of March and September or any month convenient to members.

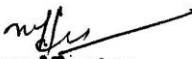
- ii) A notice of clear ten days shall be given along with the agenda papers to the members for the annual general meeting
- iii) Two third of the members on roll present at the meeting shall form/frame quorum. The meeting shall be postponed since die if the quorum is less. A fresh notice shall be held within one month of the meeting orginally scheduled. If no quoram is formed within 45 minutes of the scheduled time the members present will be taken as quoram.

- iv) For any of the General Body meeting majority vote of the quoram shall have the power to pass any any resolution which will be binding on Managining Committee

v) **Managing Committee:-**

The Manging Committee shall meet atleast once in two months, seven days notice shall be given to the members along with the agenda papers.

- vi) Special Managing Committee meetings shall be convened at the instance of the President as and when required by giving 48 hour clear notice to the member.
- vii) Two third of the strength of the Managing Committee present at a meeting shall


General Secretary
Society For The Scheduled & Backward
Janipar (J&K)



form Quorum. The majority vote of the quorum.

viii) In case of that the President shall have the right to cast a second vote to decide the issue.

VII) FUNCTIONS AND POWERS:

- a) The President shall preside over and conduct the General Body meeting of the managing committee.
- b) He shall sanction an expenditure not exceeding Rs 500/= subject to approval of the managing committee.
- c) He shall have the powers to delegate the Vice President to discharge some of the duties of the President as when occasion arises.
- d) He shall have the powers to call for urgent meetings of the managing committee to decide urgent issues.

VIII) VICE - PRESIDENT :

The Vice President shall preside over the meeting of managing committee in the absence of the President in his behalf .

IX) GENERAL SECRETARY:

The General secretary and the secretary shall execute the resolution of the Managing Committee and shall respond to the Managing Committee as such, he shall issue receipts for funds of the society . Shall issue receipts for the subscription, donations received and pay the bills sanctioned by the Managing Committee, obtain vouchers thereof ,maintain all account. Convene meetings, ^{prepare} perhaps agenda for meetings with consent of the president. Be full incharge of activities of the society.

Assistant President, in day -to - day dealings and all correspondence shall have ^{power} over approval of President or Vice - President.

Karish













CAISHER :

All the accounts, ledgers, bank accounts, cheques, of the society shall be maintained by him and get the accounts books audited yearly as per the directives of the President.

[Signature]
General Secretary
Society For The Scheduled & B.L. Areas
Jaipur (R.H.)



LISTY OF MANAGING BODY.

S.No	Name & Parentage.	Address.	Designation	Qualification	Occupation	Signature.	Photograph.
1	Sikandar Ahmad S/O Late Mohd Nazir	Near Jama Masjid Ramzanpura Janipur Jammu.	President.	MCA	Student.		
2	Anju Gupta W/O Ashish Gupta,	R/O plot No.9, Janipura Colony-Jammu.	V.President.	B.A.	House Wife.		
3	Tariq Mirza S/O Ab.Rashid	R/O. 839-Ramzanpura Janipur-Jammu.	Gen.Secretary	BA	Social Worker.		
4	Tekchand Spolia S/O Parasram	R/O Bhrota, The.Billawar Distt.Kathua.	Cashier.	10 th pass.	Social worker.		
5	Rahila Kousar W/O Mohd Farooq,	R/O Ramzanpura Janipur Jammu.	Member	Middle.	Housewife.		
6	Raj Kumar S/O Shivram	R/O Lakhri The.Billawar, Distt.Kathua.	Member.	10 th Pass <i>DR. B. K. ...</i>	Business-man		

Photography attached

A. J. V. (D.G.)
D.T. (Incharge)



Government of Jammu & Kashmir
Registrar of Society

Certified copy of the documents issued in favour of
of the society in terms of section 17 of the J&K Societies
Registration Act 1998 under Nos- 3547-RD/1041 Dt- 23-02-20

Waman
Registrar of Society

J&K Govt
Registrar
Societies / Firms
J&K Government

[Signature]
General Secretary
Society For The Scheduled & Backward
Jasiper (J&K)

Government of Jammu & Kashmir
Registrar of Society

Certified copy of documents issued in favour of the society
under section 17 of the J&K Societies Registration Act 1998
under No:- RC-3547/185 Dts:- 2/4/2008

[Signature]
For Registrar of Society
J&K Govt

