

Memorandum of Association

Preliminary

The name of the society shall be “NHRDN Bangalore”, hereafter called “Chapter”.
National Network means the National HRD Network.

The registered office of the Chapter shall be the city of Bengaluru and situated at HRD Network Bangalore Chapter, Unit 308, 3rd floor, Sakti Statesman, Green Glen Layout, Bellandur, Bengaluru – 560103

1. AIMS AND OBJECTIVES

- a)** To help stimulate positive forces for humanizing systems and organization and to enable persons working in them to make their best contribution.
- b)** To discover knowledge and skills relevant to HRD, its philosophy, processes and implementation through exploration and experimentation.
- c)** To generate, acquire and continuously develop new knowledge and skills related to HRD through research and development.
- d)** To build a storehouse of knowledge and skills in HRD with the professional rigor of science and philosophy.
- e)** To disseminate HRD knowledge and skills among HRD professionals and practitioners and share information and experiences relating to HRD so as to learn and benefit from each other.
- f)** To strengthen the HRD movement by:
 - Drawing the attention of chief executives of different organizations, agencies and government departments to HRD philosophy and their benefits and assisting organizations and agencies.
 - Assisting organizations and agencies in designing and implementing HRD systems, evaluating the impact of HRD processes and feeding back the result for improvement.
- g)** To break new ground for the HRD movement in terms of coverage of different human systems and organizations based on current needs as well as innovative approaches and technologies.

- h) To help develop professional expertise in HRD
- i) To maintain standards of professional excellence.
- j) To act as a clearing house for all referral related to HRD activities.

In addition to the above, any other objectives pertaining to the development of Human resources will be taken up by the Chapter. The network is a non- political professional body and its objectives will cover all people irrespective of caste, creed and religion. In order to achieve its objectives, the chapter may develop a structure, norms, funding strategy, programmes and activities from time to time.

2. The income of the Association by whatever means shall be utilized for the objectives of the Association and shall not be distributed among its members or anybody.

3. The President of the Association is authorized to correspond with the Registrar of Societies, Bangalore.

RULES AND REGULATIONS

1.MEMBERSHIP:-

The Association membership will be applicable to anyone who is 18 years and above. It shall be as follows:-

Rights and privileges of membership:

All members, except student members, have the right to vote in general body meetings of the Network may benefit from various services offered by the Network, Institutional Members, in addition, can sponsor Network's seminars and courses at concessional rates.

Cessation of Membership:

Any member shall cease to be on the rolls of the Network by writing a letter addressed to that effect president. He/she will automatically cease to be on rolls if he/she fails to pay his/her annual membership fees every year.

However, such defaulting members may be reinstated on submitting fresh application and payment of appropriate membership fees, plus re-admission fee if any.

A member may be suspended or terminated from the rolls of the society if the judgment of the executive is found guilty of conduct detrimental to the best interests of the Network or the spirit of HRD. The president shall provide an opportunity to the concerned member to explain the

charges levelled against them. The executive committee will be the final authority to make such a judgment.

The Chapter has the following types of membership and appropriate fees in line with those being offered by the National HRD Network from time to time.

i) Institutional Membership:

Institutional membership is offered to those organizations that are interested in promoting research in the field of HRD, and are willing to offer financial support to the Network for research purposes. Every institutional member from the Institution can participate in the network's activities. Any institution/organization interested can become a permanent institution member by paying a one-time fee as/decided by the executive board and aligned with the National HRD Network.

ii) Individual Membership:

Any individual who is interested in HRD and has some knowledge and experience in HRD to share with others can become a member of the network. Persons designated as HRD managers, personnel and training executives, teachers, researchers and consultants working in the field of HRD and administrators of voluntary agencies, are some of those eligible for membership.

iii) Students Membership: -

Those who are undergoing full-time post graduate education in management, social sciences and such other fields related to HRD, are eligible to become student members.

iv) Member Honoris CAUSA:

An individual who has made an outstanding contribution towards the promotion of human resource development may be invited by the National Executive board to become a member honoris Causa.

2. INFORMATION REQUIRED BY THE MEMBERS:-

Any member of the Association may apply to the Secretary for any information as may be required or any matter of the subjects or Rules and regulations of the Association.

3. GENERAL BODY AND OTHER MEETINGS:-

- a) A General body meeting of the Association will be held annually.
- b) The report of the Management of the previous years working and the audited accounts for the preceding year shall be discussed and submitted for confirmation.

c) An Executive committee consisting of a minimum of 7 members and a maximum of 10 members shall be elected in the General body meeting once in two years.

d) The secretary may call for a General body meeting for which 21 days notice shall be given to the members.

e) The Executive committee shall meet once a month for which the secretary shall give notice of 7 days to the members.

f) Voting shall be conducted by show of hands or secret ballot. In case of digital ballots a verified external online voting mechanism will be identified and utilized. Members joining on or after 31st March of that calendar year will not be eligible to vote.

g) 21 days clear notice for the annual general body meeting and 21 days notice for the Special General body meeting shall be given, and the subject matters to be discussed shall be stated in the notice.

h) Special General body meeting shall convene as per Sec.11 (3) of the K.S.R. Act, 1960.

4. QUORUM :-

The quorum of the General Body Meeting will be 75 members of the Association. If the quorum of 75 is not present, the meeting will be adjourned and postponed by 30 minutes and then convene again and continue with the number of members present.

5. ACCOUNTS:-

a) The Official year of the Association shall be from 1st April to 31st March.

b) The assets and liabilities, the balance sheet of the Association shall be laid before the Annual General body meeting for confirmation.

c) Such a balance sheet and the list of Committee members shall be filed with the Registrar of Societies as per Sec. 13 of the K.S.R. Act, 1960.

6. AUDITOR

An auditor shall be appointed annually and the remuneration shall be fixed by the members in the Annual General Body meeting.

7. EXECUTIVE COMMITTEE:-

- a)** To ensure and promote the primary aims and objectives of the Association.
- b)** To publish Annual reports/accounts.
- c)** To operate funds and manage the property of the Association and to present the duly audited accounts at Annual general body meeting.
- d)** In the event of any office bearer laying down office for whatever reasons, the Managing committee can co-opt any member considered suitable for the office for the remaining period of the tenure or till elections are held.
- e)** To ensure utilization of income towards promoting the objectives of the Association.
- f)** May decide to expel a member of the Managing Committee or member of the Association in case anyone is convicted of any criminal offense, or proven insanity or any member's action in contravention to the Bylaws.
- g)** To accept from Government, Non-Government, Local Bodies, Societies, NRI, Banks(Nationalized/Co-operative) and individuals Grants, Donations, Loans, Subscriptions or any property movable or immovable for furtherance of the objectives of the Association.
- h)** At any meeting of the Executive committee each member present will have one vote except the President who shall have in addition a casting vote. Voting may be by raising of hands or Secret Ballot.
- i)** To ensure that all monetary transactions are through the objectives of the Association.
- j)** Managing committee shall have power to appeal and raise funds and fulfill the formalities incumbent upon it.
- k)** Executive committee may appoint a committee, Sub-committee with such powers deemed fit by this body for the purpose of incommensurate with objectives. The committee may co-opt persons who are members of the Association.
- l)** Executive committee may invite to their meetings not more than two specialists/experts who may be non-members of the Association whose presence with the deliberations is considered useful.
- m)** To open an operating bank account in the name of the Association in a Nationalised or Private sector bank recognized by RBI and operated by the Treasurer along with the Secretary or President of the Association.
- n)** Executive committee shall arrange for the publication in any manner Association journal, documents as may be considered fit in the furtherance of its objectives.
- o)** To make the rules and Bylaws and get approved.
- p)** To acquire or purchase, take on lease, hire or by gift or otherwise and hold any moveable or immovable property or properties or any right or privileges that may be deemed necessary or useful for the advancement of the objectives of the Association.
- q)** Election: Any member who is desirous of standing for the election as a member to the council of management shall be a member of the Association for at least 24 months prior to the date of nomination.
- r)** An Extraordinary General Body Meeting to be called for any changes in the Bylaws and also to ratify the other amendments.

8. Any vacancy that may arise in the Executive committee may be filled in by the remaining committee members.

9. Any member of the Executive committee being absent for three successive meetings without proper cause shall cease to be a member of the Executive committee.

10. The Executive committee is to meet every month or earlier to consider any business and the Secretary shall convene such meetings with 2/3rd quorum.

11. The Executive committee in its meetings shall consider the entire question impacting business that may be of interest to the members of the Association and they shall inform and circulate any information, which may be of use to the members.

12. INVESTMENT:-

The funds of the Association shall be invested in the modes specified under the provisions of Sec.13(1)(d) r.w.s.11(5) of the I.T.Act, 1961 as amended from time to time.

13. ACCOUNTS:-

There shall be maintenance of accounts of the Association. A Chartered Accountant shall duly audit the accounts. The Accounts shall be closed 31st March every year.

14. AMENDMENT:-

Provided that no amendment to the Memorandum of Association, Rules and regulations of the Association shall be made which may prove to be repugnant to the provisions of Sec.2(15), 11, 12, 13 and 80G of the Income Tax Act, 1961 as amended from time to time. Further no amendment shall be carried out without the prior approval of the commissioner of Income Tax.

15. DISSOLUTION:-

In the event of dissolution or winding up of the Association, the assets remaining as on the date of dissolution shall under no circumstances be distributed among the members of the Managing committee/Governing body but the same shall be transferred to another charitable Association/Society whose objectives are similar to those of this Association and which enjoys recognition u/s.80G of the I.T.Act, 1961 as amended from time to time.

16. The Association formed shall be irrevocable.

17. The benefits of the Association shall be open to all irrespective of the caste, creed or religion.

18. The funds and the income of the Association shall be solely utilized for the achievement of the objectives and no portion of it shall be utilized for payment to the members by way of profit, interest and dividends.

19. Alteration or amendment of the Memorandum of Association shall be made as per Sec. 9 of the K.S.R. Act, 1960

20. Change of Name, Rules and regulations shall be made as per Sec.10 K.S.R. Act, 1960

21. If the Dissolution of the Association arises Sec.22 and 23 of the K.S.R. Act, 1960 shall be followed.

22. Regarding the Amalgamation of the Association arises Sec.21 of the K.S.R. Act, 1960 shall be followed.

23. For the matters, which have not been specified, provided to therein above, the provisions of the K.S.R. Act, 1960 and the Rules made thereunder shall apply.

24. The working hours of the Association will be from:-
Morning: 10:00 AM to Evening: 7:00 PM

25. EXECUTIVE POWERS OF THE COMMITTEE

The administration and Management of the Association shall vest in the Executive committee consisting of minimum of 7 members and maximum of 10 members including a President, a Vice President, a Secretary, a Jt. Secretary, a Treasurer and E.C. Members of the Association.

PRESIDENT:-

He/She shall be over all in charge of the Association and the General body meetings. All the policies and programmes shall be formulated and implemented only through him/her in consultation with the executive committee.

He/She shall be correspondent of the Association and shall be in charge of the office with all the records of the Association.

He/She shall file with the Registrar of Societies, Bangalore relevant records of the Association for every year stipulated time without fail.

VICE PRESIDENT:-

He/She shall assist the President in general; in the absence of the President he/she shall assume the charge of the President.

SECRETARY:-

He/She shall call for all meetings of the General body meeting as and when deemed necessary and the General body meetings and the Special General body meetings as

per the rules with the prior approval of the President and maintain the minute's book and record of all the proceedings of the meeting.

JT. SECRETARY:-

He/She shall assist the Secretary in general; in the absence of the Secretary, he/she shall assume the charge of the Secretary.

TREASURER:-

He/She shall be the custodians of all the funds and investments of the Association and all the accounts. He/She shall maintain all accounts and records and shall receive cash on behalf of the Association. He/She shall prepare a Balance Sheet of the Income and Expenditure each year for the presentation to the General body with the approval of the President and Secretary.

26. The membership and governance of NHRDN Bangalore Chapter shall be aligned with the membership and governance guidelines issued from time to time by the National Network (Reg. No. F/ 1175/ Ahmedabad).