

MEMORANDUM OF ASSOCIATION
&
RULES & REGULATIONS
of
GADA WELFARE ASSOCIATION

(Registered under the Societies Registration Act XXI of 1860)



Address : D-18/11, Okhla Vihar, Jamia Nagar, New Delhi-110025

Memorandum of Association of the

“GADA WELFARE ASSOCIATION”, Delhi

1. The Association shall be called the **“Gada Welfare Association”, Delhi**

2. **Registered Office :**

The registered office of the association is situated at **“D-18/11, Okhla Vihar, Jamia Nagar, New Delhi-110025”** in the Union Territory of Delhi.

3. **Aims & Objects:**

- (i) To organize seminars/meetings/workshops and functions on different occasions for religious and cultural advancement of Gada Biradri in particular and others in general.
- (ii) To assist financially as far as possible, by way of educational loans, scholarships and other material assistance to the needy students of Gada Biradri and the other outstanding students.
- (iii) To make every possible efforts/contributions for the educational expansion and cultural advancement of Gada Biradri in particular and others in general.
- (iv) To extend help to the students in the matter of preparing for competitive examinations and securing jobs by establishing an information bureau.

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- (v) Bringing out a journal and other particular publications of its own including Directory of Gada Biradri.
- (vi) To construct a building in Delhi for providing facilities of housing, library, reading room, dispensary/hospital etc.
- (vii) To establish contacts with the persons of Gada Biradri residing in Delhi and around Delhi; inter-alia by means of social gatherings.
- (viii) To build a network for the welfare of members of Association and other persons as and when required.
- (ix) To assist and facilitate the brothers in searching suitable matches for marriages and also to maintain proper records of Nikah/Marriages, in the jurisdiction of the association.
- (x) To make efforts to eradicate social evils, like dowry & other rituals prevalent among the members of Gada Biradri by way of organizing seminars, counseling and allocation construe.
- (xi) To provide monetary help and other facilities to the needy senior citizens of Gada Biradri.
- (xii) To develop scientific temperament among the members.
- (xiii) To make efforts for developing better citizens.

All the income, earnings, movable, immovable properties of the Association shall be solely utilized and applied towards the promotion of its aims and objects only as set-forth in the Memorandum of Association and no profit on thereof shall be paid or transferred directly or indirectly by way of dividends,




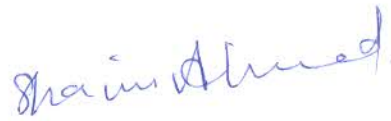

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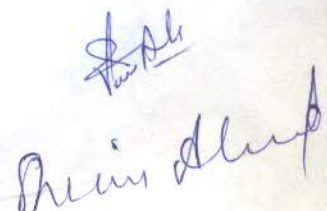
bonus, profits or interests in any manner whatsoever to the present or past members of the association shall have any personal claim on any movable or immovable properties of the Association or make any profits, whatsoever by virtue of his membership.

4. **Registration :**

We, the undersigned persons, whose particulars are given below are desirous of forming the above named Association with the objects mentioned herein above, under the Societies Registration Act XXI of 1860.

S.NO	NAME & ADDRESS	OCCUPATION	SIGNATURE
1.	Mr. Sikandar Hayat D-18/11, Okhla Vihar, Jamia Nagar New Delhi-110025	Govt. Service	
2.	Mr. Mohd. Ikram Chaudhry Plot No.152, Ph-II, Shezada Bagh Inderlok, Delhi-110035	Business	
3.	Dr. Irfan Ahmad G-456, Gali No.6, New Mustafabad Delhi-94	Medical Practice	
4.	Mr. Shamim Ahmad 399/6, Zakir Nagar, New Delhi-110025	Govt. Service	
5.	Mr. Nasim Ahmad 26-A, IIIrd Floor, Mahak Complex, Jogabai, New Delhi-25	Business	





6. Mr. Mohd. Murtaza Ali Business

D-19/21, Okhla Vihar, Jamia Nagar

New Delhi-110025

M. Murtaza Ali

7. Mr. Vaqar Ali Service

R-202, Lane No.5, Sir Syed Road, Joga (J.M.I. University)

Bai Extn. Jamia Nagar, New Delhi-25

Vaqar Ali

8. Mr. Mohd. Rizwan Business

RZ-10/11, Gali No.9, Madanpuri,

West Sagarpur, New Delhi-46

Mr. Rizwan

9. Mr. Haji Gayyur Ul-Hasan Business

C-31, Gali No.5, North Ghonda,

Delhi-53

Haji Gayyur Ul-Hasan

10. Dr. Mohd. Safwan Medical Practice

A-21/164, Inderlok, Delhi-35

Dr. Safwan

11. Mr. Mohd. Rashid Business

G-8, Shaheen Bagh, A.F. Enclave-II

New Delhi-25

Mr. Rashid

12. Mr. Shakeel Ahmad Service

203/A, Nai Basti, A.F. Enclave,

Jamia Nagar, New Delhi-25

Shakeel Ahmad

13. Mr. Mohd. Azhar Business







195/211, Central Road, Gaffar Manzil

New Delhi-25


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14. Mr. Mohd. Anis Business 
J-1/398, IIIrd Floor,
Kalkaji, New Delhi-110019
15. Mr. Mohd. Salim Govt. Service 
7-B, Gali No.6, Joga Bai Extn.,
Okhla, New Delhi-25
16. Afaq Ahmad Business 
8-A, Gandhi Park, Hauz Rani
New Delhi-17
17. Mr. Irsahd Ahmad Govt. Service 
E-11/14, Hauz Rani, New Delhi-17
18. Mr. Mohd. Rafi Business 
S-189/120, Near T-24, J.J. Camp
Okhla Indl. Area, Ph-II, New Delhi-20
19. Mr. Hafiz Margoob Hasan Business 
1142, Baba Nagar, Id. Ghah
Old Faridabad




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5. Members of the Executive Committee :-

The name, address, occupation and designation of the present members of Executive Committee, to whom the management of the affairs of the Association are entrusted as required under Section of the Societies Registration Act XXI of 1860 (Punjab Amendment Act 1957) as extended to the Union Territory of Delhi are as follows. The following executive committee is an adhoc executive committee. Its term shall be six months from the date of registration of this association and may be extended for another six months, if required, in the interest of association.

S.NO	NAME & ADDRESS	OCCUPATION	DESIGNATION
1.	Mr. Sikandar Hayat D-18/11, Okhla Vihar, Jamia Nagar New Delhi-110025	Govt. Service	President
2.	Mr. Mohd. Ikram Chaudhry Plot No.152, Ph-II, Shezada Bagh Inderlok, Delhi-110035	Business	Vice-President
3.	Dr. Irfan Ahmad G-456, Gali No.6, New Mustafabad Delhi-94	Medical Practice	Vice-President
4.	Mr. Shamim Ahmad 399/6, Zakir Nagar, New Delhi-25	Govt. Service	Gen. Secretary
5.	Mr. Nasim Ahmad 26-A, IIIrd Floor, Mahak Complex, Jogabai, New Delhi-25	Business	Joint Secretary

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6.	Mr. Mohd. Murtaza Ali D-19/21, Okhla Vihar, Jamia Nagar New Delhi-110025	Business	Joint Secretary
7.	Mr. Vaqar Ali R-202, Lane No.5, Sir Syed Road, Joga Bai Extn. Jamia Nagar, New Delhi-25	Service (J.M.I. University)	Treasurer
8.	Mr. Mohd. Rizwan RZ-10/11, Gali No.9, Madanpuri, West Sagarpur, New Delhi-46	Business	Executive Member
9.	Mr. Haji Gayyur Ul-Hasan C-31, Gali No.5, North Ghonda, Delhi-53	Business	Executive Member
10.	Dr. Mohd. Safwan A-21/164, Inderlok, Delhi-35	Medical Practice	Executive Member
11.	Mr. Mohd. Rashid G-8, Shaheen Bagh, A.F. Enclave-II New Delhi-25	Business	Executive Member
12.	Mr. Shakeel Ahmad 203/A, Nai Basti, A.F. Enclave, Jamia Nagar, New Delhi-25	Service (J.M.I. Univ.)	Executive Member

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13.	Mr. Mohd. Azhar 195/211, Central Road, Gaffar Manzil New Delhi-25	Business	Executive Member
14.	Mr. Mohd. Anis J-1/398, IIIrd Floor, Kalkaji, New Delhi-110019	Business	Executive Member
15.	Mr. Mohd. Salim 7-B, Gali No.6, Joga Bai Extn., Okhla, New Delhi-25	Govt. Service	Executive Member
16.	Afaq Ahmad 8-A, Gandhi Park, Hauz Rani New Delhi-17	Business	Executive Member
17.	Mr. Irsahd Ahmad E-11/14, Hauz Rani, New Delhi-17	Govt. Service	Executive Member
18.	Mr. Mohd. Rafi S-189/120, Near T-24, J.J. Camp Okhla Indl. Area, Ph-II, New Delhi- 20	Business	Executive Member
19.	Mr. Hafiz Margoob Hasan 1142, Baba Nagar, Id. Ghah Old Faridabad	Business	Executive Member

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RULES AND REGULATIONS
OF
GADA WELFARE ASSOCIATION, DELHI

I. GENERAL

1. Subject to the here matter provided, the provisions of the Section Registration Act No.: XXI of 1860 shall apply.
2. In these rules, unless there is something repugnant, the following terms shall mean reconstrue as under:
 - (a) The 'Association' means "Gada Welfare Association", Delhi.
 - (b) "Executive Committee" means the Executive Committee for the time being constituted as per rules of the Assocaition.
 - (c) The terms President, Vice-Presidents, General Secretary, Joint Secretories and Treasurer, shall mean the office bearers in the Executive Committee, as defined hereunder:
 - (d) "Committee of Patterns" means the body as constituted under the rules provided herein.
 - (e) The "Act" means "Societies Registration Act No.:XXI of 1860 and Punjab Amendment Act 1957, in the Union Territory of Delhi".

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II. MEMBERSHIP

- (a) The membership of the association shall be open to all the persons belonging to Gada Biradri residing in Delhi and around Delhi, who have attained the age of 25 (twenty five) years on the day of application.
- (b) **Annual Member:** Any person as covered under item II (a) of Rules & Regulation of this Association, and who has paid Rs. 250/- to the association as annual membership fee, will be the annual member for one year.
- (c) **Life Member:** Any Person Covered under item No. II(a) of Rules & Regulation of this Association shall become the life member of Association on one time payment of Rs. 1000/- (One thousand rupees) to the Association, as life membership fee.
- (d) **Founder Member:** Founder Members shall be those, whose name appear in the list under item No. 4 of the Memorandum of the Association and have paid Rs. 1000/- (one thousand rupees) to the Association, as life membership fee.
- (e) Any annual member who gets his membership renewed three times for three consecutive years and maintains the continuity of his membership, will automatically shall become the life member of the Association from the date of last renewal .
- (f) The membership of the Association, shall be by introduction if his candidature is recommended by any two existing members of the Association and applied on the prescribed performa and is eligible to become such member under the ruels & regulations of the Association.

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III. MANAGEMENT

- (a) The affairs of the Association shall be managed by the Executive Committee to be constituted as under :

1.	President	:	1
2.	Vice-Presidents	:	2
3.	General Secretary	:	1
4.	Joint Secretaries	:	2
5.	Treasurer	:	1
6.	Executive Members	:	12 (10 elected and 2 nominated by the President).

- (b) Any member who fails to attend three ordinary consecutive meetings without any valid cause shall cease to be the member of the Executive Committee.

IV. COMMITTEE OF PATRONS

1. There shall be a Committee of Patrons to supervise the functions of the Executive Committee.
2. Committee of Patrons will be constituted of three elder members of the Associations and President and General Secretary of the Association shall be the ex-officio members of the Committee of Patrons.
3. The Committee of Patrons shall be constituted by the Executive Committee in its first meeting held after the adoption of constitution.

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4. The meeting of Committee of Patrons shall be presided by a member to be decided by mutual understanding.
5. All the members of the Committee of Patrons will have equal status.
6. The General Secretary of the Executive Committee of the Association will be the member Secretary of the Committee of Patrons. He will have not any extra power than the other members of the Committee of Patrons. He will help in functioning of Committee of Patrons, such as organizing the meeting and conducting the correspondence on behalf of the Committee of Patrons.
7. All the three members of Committee of Patrons shall remain the members for five years. In case, any vacancy due to expiry or resignation of any member of Committee of Patrons; the remaining members of the Committee of Patrons will opt any Life Member as Member of Committee of Patrons.

V. ELECTION

1. Election of Office Bearers and Members of Executive Committee:

- (a) The term of Executive Committee shall be 3(three) years from the date of its induction in office provided that in case the timely election cannot be held due to certain valid reasons, the term of the Executive Committee may be extended for a further period of six months. But in no case it can be extended for a further period.
- (b) All Office Bearers and members of the Executive Committee shall be elected from amongst the members of the Association at an annual General Body Meeting for a period of three years by secret ballots.

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- (c) Casual Vacancies of Office bearers and members of Executive Committee shall be filled in by the remaining members of the Executive Committee for the remaining tenure.
- (d) On completion of the election of Executive Committee, the new incumbent in the office of the President will nominate two members for Executive Committee, from amongst the members of the Association.

2. **Election of the Members of Committee of Patrons :**

- (a) The term of the members of Committee of Patrons shall be 5 years from the date of its induction in office.
- (b) The three members of the Committee of Patrons will be elected in the first meeting of the Executive Committee for a period of five years; from amongst the Life Members of the Association as per rules of the Association.
- (c) Casual vacancies will be filled in as described in Item No.IV.7 of the Rules & Regulations.

3. **Eligibility for Voting and Contesting of Election :**

- (a) Every member of the Association (who have enrolled in the lists of Life Members or Annual Members of the Association at the time of declaration of election schedule) shall be eligible for voting and contesting of election.

4. **Voting of Election and Conduct of Election :**

- (a) Voting shall be by secret ballot.
- (b) The election shall be conducted by the Returning Officer who shall be nominated by the Committee of Patrons at least one month before the

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election takes place. The Returning Officer shall be such a person who shall not be a candidate for election either to the Executive Member or any of the Office Bearer of the Association of that particular election.

- (c) Returning Officer may take the help of persons as per requirements, who themselves also would not be contesting for any of the posts of the Office of the Executive Committee of the Association.

VI. FUNDS OF THE ASSOCIATION

1. **Financial Year** : The financial year of the Association shall be from 1st April to 31st March of the year.
2. The funds of the association shall be from the following sources :-
 - (a) Fee for Life Membership
 - (b) Fee for Annual Membership
 - (c) Donations/contributions from any individual or Association
 - (d) Donations from Anjuman Gada
 - (e) Financial aid from the Government.

VII. POWERS AND DUTIES OF THE EXECUTIVE COMMITTEE

1.. Powers and Duties of the President :

- (a) To preside over the meetings of the Executive Committee and that of the General Body except when a motion of no-confidence against him is being considered

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- (b) He will advise and guide the office bearers and executive members of the Association for the fulfillment of the aims & objects of the association.
- (c) He may direct the General Secretary to call a meeting of Executive Committee or the General Body to consider any matter.
- (d) He may spend upto Rs.2500/- in case of emergency when no provision exist in the budget for such expenditure. The details of such expenditure shall be placed before the next meeting of the Executive Committee for approval.
- (e) To delegate any of his powers to the Vice-President.
- (f) The President shall nominate two members to the Executive Committee.
- (g) The President shall sign the letter of explanation of a member who has lost the eligibility to remain as a member.
- (h) He will appoint the sub-committees for the specified purposes.
- (i) The President shall approve the minutes of meetings of Executive Committee and that of General Body of the Association.
- (j) The President shall authenticate all the official documents of the Association.

2. **Powers and Duties of Vice-Presidents :**

Any of the two Vice-Presidents of the Executive Committee of the Association shall preside the meetings of Executive Committee and General Body of the Association in the absence of the President and also shall discharge his duties as President in his absence.

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3. **Powers & Duties of General Secretary :**

- (a) The General Secretary shall be the executive authority of the Association and shall sue and be sued in the name of the association.
- (b) He will be the custodian of the official documents and other properties of the association.
- (c) He shall conduct all correspondence on behalf of the association.
- (d) He shall make all arrangements in consultations with the Executive Committee for the Annual General Body meetings.
- (e) He shall make all arrangements to organize the functions/seminars on behalf of the Association.
- (f) He shall prepare the agenda for the Annual General Body meetings and extraordinary meetings of the Association according to the rules in consultation with President and circulate the agenda therefore, and to issue notice for holding meetings of Executive Committee or those of General Body.
- (g) He shall submit annual report of the action taken by the Association at annual meetings of General Body.
- (h) He shall do such other works as may be entrusted to him by the Association and Executive Committee or President in furtherance of its aims and objects.
- (i) He shall circulate the minutes of the meetings amongst the members of Executive Committee and Committee of Patrons.

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- (j) He will appoint t staff of Association and maintain their service records in consultation of President.
- (k) He will initiate disciplinary actions against any incumbent of the office.
- (l) He will sanction leaves to the staff of the Association.
- (m) He may spend upto Rs.1500/- in case of emergency provided such expenditure may be put for approval in the next meeting of Executive Committee.

4. **Powers and Duties of Joint Secretaries :**

The powers and duties of the Joint Secretaries shall be such as assigned to them by the General Secretary from time to time.

5. **Powers and Duties of Treasurer :**

- (a) To collect membership fee, contributions & donations from the members of the association and others.
- (b) To receive all the money due to the Association and shall issue proper receipt for the same.
- (c) To maintain the account of Association in proper form.
- (d) To release money in accordance with the rules on the sanction of the President.
- (e) To prepare annual budget with the help of General Secretary and present it to the Executive Committee & General Body as well as three months expenditure and present it to the Executive Committee.

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- (f) To have the accounts of the Association audited every year and then present the report before the Executive Committee and General Body of the Association.
- (g) To keep the money of the Association in a Nationalized Bank in an account to be opened in the name of Association, and to be operated by joint signatures of Treasurer and either of President or General Secretary.

6. **Powers and Duties of Executive Committee :-**

The Executive Committee shall take all steps for the fulfillment and achieving the aims and objects of the Association. It shall have the powers and duties :

- (a) To approve all the appointments or disciplinary actions taken in relation to the employees of the Association.
- (b) To decide all representations received by the Executive Committee against the orders passed by the President and/or General Secretary.
- (c) To scrutinize and finalize the annual statement for the concluding year and the budget estimates for the ensuing year as proposed and placed before it by General Secretary.
- (d) To take decisions for holding the fresh elections.
- (e) To deliberate to accord financial aid in the budget for the award of financial assistance to the needy persons in furtherance with the aims and objects of Association.
- (f) To assist the President to constitute sub-committee and deputation for special purposes.

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- (g) To regulate the awards of educational loans and scholarships and such other matters as may be referred to it by the Association or Committee of Patrons.
- (h) To assist the General Secretary individually and collectively in the work of Association.
- (i) To take proper action against any member of the Association who after inquiry, found acting against the interest of the Association.
- (j) To take such steps in the interest of the Association which are not in consistent with the rules of Association.
- (k) To arrange for the implementation of the resolutions of General Body of the Association.

VIII. FUNCTIONS AND POWERS OF COMMITTEE OF PATRONS

1. Powers and Duties of Member Secretary :

- (a) To conduct all the correspondence on behalf of the Committee of Patrons.
- (b) To make all arrangements for the meetings of Committee of Patrons.
- (c) To do such other works that may be entrusted by Committee of Patrons in furtherance of aims and objects of the Association.
- (d) The Member Secretary of Committee of Patrons will have no extra power individually than the other members of the Committee of Patrons.

2. Powers and Duties of Committee of Patrons:-





- (a) The Committee of Patrons shall have the overall supervisory powers about the functions of the Association and the Executive Committee.
- (b) To appoint the auditor to audit the accounts in Consultation with Executive Committee of Association.
- (C) To elect or nominate the Returning Officer in consultation with Executive Committee of the Association as per the rules of the Association.

IX. POWERS OF GENERAL BODY

Subject to the provisions of the these rules and regulations, the General Body of the Association shall have the following powers and functions :-

- (a) All property, movable, immovable or any kind shall vest with the General Body.
- (b) To discuss, finalize and approve plans and proposals of the Association to achieve its aims & objects.
- (c) Approval and adoption of annual reports, financial statements of accounts, budget estimates and financial requirement of the Association.
- (d) To direct the Executive Committee to perform all such acts and do all such things as may be necessary for the proper management of the properties and affairs of the association.
- (e) To make/modify/change the rules and regulations for the management of the affairs of the association.
- (f) The General Body may delegate its specific rights, powers and duties and assign such functions and responsibilities to the Executive Committee.

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- (g) To discuss, finalize and approve the auditor's report placed by the Treasurer of the Executive Committee in the General Body meetings.
- (h) The General Body shall have all such powers that are necessary or proper for the achievement and furtherance of aims & objectives of the Association.
- (i) The General Body may direct the Executive Committee to act and implement resolutions passed by the General Body for the furtherance and achievement of its aims & objects of the Association.

X. AUDIT OF ACCOUNTS

The accounts of the Association shall be got audited annually by the authorized auditor appointed by the Committee of Patrons in consultation with the Executive Committee. The audit report shall be placed before the Executive Committee for its consideration. The report shall also be placed on the table at the budget meeting of the Association.

XI. MEETINGS

1. General Body Meetings :

- (a) The General Body meetings will be called by the Executive Committee and it shall be notified/circulated to all members of the Association not less than 15 days in advance together with the agenda.
- (b) It is mandatory to call the General Body meeting at least once in a year.
- (c) A special or extraordinary meeting of the General Body maybe called on a specific notice of seven days to all members of the Association.





- (d) All motions including motion for change in the rules shall reach the General Secretary not less than 7 days before the first day of the meeting.
- (e) The quorum of the General Body meeting shall be $1/5^{\text{th}}$ (one-fifth) of the members of the Association.

2. **Meetings of the Executive Committee :**

- (a) The meetings of the Executive Committee shall be called by the General Secretary and it shall be informed/circulated to all members and office bearers of the Executive Committee not less than 3 days in advance together with the agenda of the meeting.
- (b) It is mandatory to call the meeting of Executive Committee at least once in every three months.
- (c) The quorum of the meeting of the Executive Committee shall be $1/3^{\text{rd}}$ (one-third) of the total strength of the Committee.

3. **Meeting of the Committee of Patrons :**

- (a) The meeting of the Committee of Patrons shall be called by the Member Secretary of the Committee of Patrons and it shall be informed/circulated to all members of this committee not less than three days in advance together with the agenda of the meeting.
- (b) It is mandatory to call the meeting of Committee of Patrons at least once in every six months.

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XII. Adjourned Meetings :-

In case the quorum is not complete for the General Body meeting, it will be declared adjourned and shall be re-held after expiry of one hour with the same agenda on the same day and at the same venue without any quorum consideration.

XIII. AMENDMENTS AND ALTERATIONS

Amendments in the rules and regulations of the Association shall be made by two-third majority of the members present and voting at a General Body meeting called in accordance with the rules concerned.

XIV. DISSOLUTION

In the dissolution of the Association, if there remains after the satisfaction of all debts and liabilities and property, the same shall not be paid or distributed among the members but shall be transferred in some other association to be determined by the votes of not less than $\frac{1}{2}$ (Half) members of Association, present personally or by proxy at the time of dissolution having the similar objects to this Association.

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XV. LIST OF EXECUTIVE COMMITTEE

Once in a year on or before the 14th (fourteenth) day succeeding the day on which the Annual General Meeting of the Association is to be held under the rules, a list of Executive Committee, that entrusted with the management of affairs shall be filled with the Registrar of Societies, Delhi.

XVI. ACT

All provisions of the Registration of Societies Act XXI of 1860 as amended from time to time shall apply to the Association.

Certified that "**Gada Welfare Association**", Delhi, has been registered under the Societies Registration Act XXI of 1860 (Punbjab Amendment Act, 1957).

No.

Dated

Sd/- (Illegible)

Registrar of Societies

N.C.T., Delhi



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