

**RULES
AND
REGULATIONS
OF THE
PUNJABI BAGH CLUB**

As amended upto 10.10.2016

PUNJABI BAGH CLUB

Ring Road, West Punjabi Bagh, New Delhi - 110026

Tel:011- 25228881, 25221082, 25223196, 25223166

**CERTIFICATE OF REGISTRATION UNDER SOCIETIES REGISTRATION ACT XXI OF 1860
[PUNJAB AMENDMENT] ACT 1957**

AS EXTENDED TO THE UNION TERRITORY OF DELHI

NO. S. 3117 OF 1966-1967

I hereby certify that “Punjabi Bagh Club”..... has this day been registered under the Societies Registration Act XXI of 1860 (Punjab Amendment) Act 1957, as extended to the Union Territory of Delhi.

Given under my hand at Delhi

This TWENTY SEVENTH day of OCTOBER, One thousand Nine Hundred and SIXTY SIX.

Fee Rs. 50/- paid.

Sd/-

(G.C.SOOD)

REGISTRAR OF SOCIETIES DELHI

(SEAL OF REGISTRAR OF SOCIETIES)

MEMORANDUM OF ASSOCIATION

&

RULES AND REGULATIONS.

OF THE

PUNJABI BAGH CLUB.

PRELIMINARY

1. Words and expressions used but not defined in these Rules & Regulations shall have the meanings assigned to them in the Societies Registration Act XXI of 1860.
2. Unless otherwise specified in these Rules & Regulations of the Club:
 - a) The Memorandum means the Memorandum of the Club and the Rules mean the Rules & Regulations of the Club herein laid down.
 - b) Club means the Punjabi Bagh Club.
 - c) Member means the member of Punjabi Bagh Club.
 - d) Society means the Punjabi Bagh Cooperative Housing Society Ltd.
 - e) Committee means the Managing Committee of the Punjabi Bagh Club.
 - f) Registrar means the Registrar of Societies, Delhi.
 - g) Words importing the masculine gender include the feminine gender.
 - h) Words in singular include their plural and vice versa.
 - i) Blood relation means self, son, daughter, husband, wife, brother, sister, mother, father, son's son and son's daughter only.

3. Name :

The name of the Society is “PUNJABI BAGH CLUB”

4. Office:

Office of the Punjabi Bagh Club shall be maintained in the building of the Punjabi Bagh Club on Ring Road, Punjabi Bagh, New Delhi – 110026

5. Accounting Year:

The financial year of the Club shall be from 1st April to 31st March every year.

6. Aims and Objects of the Club:

- a) To provide amenities, comforts, privileges, advantages, conveniences and accommodation as are generally available in other clubs of repute for recreation of the members, their families and guests.
- b) To provide suitable arrangements, apparatus and atmosphere for indoor and outdoor games and to provide sources therefore.
- c) To provide a good library, reading room, conference room, seminar hall, theaters, party/ marriage hall and marriage lawn etc.
- d) To devise means and methods for promoting homogenous and friendly environment for using the Club.
- e) To make arrangements with other reputed clubs in various parts of the country for using those clubs by the members of the club on reciprocal basis.
- f) To create more recreational centers/ clubs and other institutions for the welfare of the members.
- g) To arrange social and cultural facilities and function for recreation of members and their families.
- h) To generally do all such things as are incidental or conducive to attain the above objects.

7. The names, addresses, occupation and designations of the present elected members of the executive committee by the AGM to whom the management of the affairs of the society are entrusted as required under section 2 of the Societies Registration Act of 1860 are as follows:

List of the members elected in the Managing Committee:

Sr. No.	NAME	ADDRESS	DESIGNATION
1	Dr. Sushil Kumar Gupta	4/12, East Punjabi Bagh, New Delhi-110026	President
2.	CA. N.K.Goel (FCA)	14/56, West Punjabi Bagh, New Delhi-110026	Sr. Vice President
3.	Sh. Rajesh Gullah	17-A, North West Avenue Road, West Punjabi Bagh, New Delhi-110026	Sr. Vice President
4.	Sh. Amarjit Singh Makker	24/43, West Punjabi Bagh, New Delhi-110026	Vice President
5.	Sh. Rajnikant Sahni	44, North Avenue Road, Punjabi Bagh, New Delhi-110026	Vice President
6.	Sh. Gurinder Pal Singh (Raju)	7/48, West Punjabi Bagh, New Delhi-110026	Hony. Gen. Secy.
7.	Sh. Bhupesh Ahuja	24/61, West Punjabi Bagh, New Delhi-110026	Hone. Secretary
8.	Sh. J.D. Gupta	30/72, West Punjabi Bagh, New Delhi-110026	Hony. Secretary
9.	Sh. Arun Nandrajog	11/16, East Punjabi Bagh, New Delhi-110026	Hony. Jt. Secretary
10.	Sh. Chittranjan Pal Singh	28/6, East Punjabi Bagh, New Delhi-110026	Hony. Jt. Secretary
11.	Sh. Ishwar Bansal	24-a/73, West Punjabi Bagh, New Delhi-110026	Hony. Treasure
12.	Sh. Ashok Kr. Goel	35/78, West Punjabi Bagh, New Delhi-110026	Executive Member
13.	Sh. Deepak Kapoor	9/54, West Punjabi Bagh, New Delhi-110026	Executive Member
14	Sh. Harsh Soni	18/43, West Punjabi Bagh, New Delhi-110026	Executive Member
15.	Sh. Manbir Singh Sahni	H-49, 2 nd Floor, Shivaji Park, West Punjabi Bagh, New Delhi-110026	Executive Member
16.	Sh. Manjit Singh Sachdeva	6/46A, West Punjabi Bagh, New Delhi-110026	Executive Member
17.	Sh. Mohinder Singh Aneja	3/47, West Punjabi Bagh, New Delhi-110026	Executive Member
18.	Sh. Pankaj Arora	19/5, East Punjabi Bagh, New Delhi-110026	Executive Member
19	Sh. Raja Ram Jindal	B-1, 3 rd Floor, Bhagwan Dass Nagar, New Delhi-110026	Executive Member
20	Sh. Sahib Chand Singhal	H-124, Shivaji Park, West Punjabi Bagh, New Delhi-110026	Executive Member
21	Sh. Sanjeev Sehgal	34, North West Avenue, Punjabi Bagh Ext. -110026	Executive Member
22.	Sh. Sunil Dua	A-7, Bhagwan Dass Nagar, East Punjabi Bagh, New Delhi-110026	Executive Member

List of the members nominated by the Managing Committee:

Sr. No.	NAME	ADDRESS	DESIGNATION
1.	Sh. Bhupinder Singh Jaggi	M/462, Guru Harkishan Nagar, Paschim Vihar	Patron
2.	Sh. Gurlad Singh	45/77, West Punjabi Bagh, New Delhi-110026	Patron
3.	Sh. Jagdish Chander Chawla	20/22, East Punjabi Bagh, New Delhi-110026	Patron
4.	Sh. S.K. Sachdeva	12/57, West Punjabi Bagh, New Delhi-110026	Chairman
5.	Sh. Jagmohan Sehgal	39/5, East Punjabi Bagh, New Delhi-110026	Co-opted Executive Member
6.	Sh. Ravi Bhushan Chadha	60, East Avenue Road, East Punjabi Bagh-110026	Co-opted Executive Member
7.	Sh. Sudhir Bambha	28/44, West Punjabi Bagh, New Delhi-110026	Society Nominee
8.	Sh. Ved Prakash Jain	3/23, East Punjabi Bagh, New Delhi-110026	Society Nominee
9.	Sh. Arjinder Singh Vohra	9/48, 2 nd Floor, West Punjabi Bagh-110026	Special Invitee
10.	Sh. Joginder Gahlot	7/51, West Punjabi Bagh, New Delhi -110026	Special Invitee
11.	Sh. Kumud Khanna	29/19, Punjabi Bagh Ext. New Delhi -110026	Special Invitee
12.	Sh. Ramesh Chand Garg	C-250, Vikas Puri, New Delhi	Special Invitee
13.	Sh. Vikas Chopra	23/16, East Punjabi Bagh, New Delhi-110026	Special Invitee

The Under mentioned were desirous at the time of inception of this Society under the Societies Registration Act XXI of 1860 in pursuance of this Memorandum of Association:

Sr. No.	NAME	ADDRESS	SIGN.	OCCUPATION
1.	Sh. D.D. Suri	Road No 72, Punjabi Bagh, New Delhi	S/d	Retired Government Officer
2.	Sh. Panna Lal	14/9, Punjabi Bagh, New Delhi- 110026	S/d	Partner M/s Nathu Mal & Sons Jewellers, Chandni Chowk, Delhi
3.	Sh. Harbhajan Singh Sethi	4/12, Punjabi Bagh, New Delhi- 110026	S/d	Partner, M/s Lal Singh Sethi & Sons, Kamla Market, Delhi
4.	Sh. G.L.Chadha	6/36, Punjabi Bagh, New Delhi- 110026	S/d	Partner, M/s Automobile Traders D.B. Gupta Road, New Delhi.
5.	Sh. Wasdev Singh Sethi	14/84, Punjabi Bagh, New Delhi- 110026	S/d	Partner, Indo Traders Co. Kashmiri Gate, Delhi
6.	Sh. H.L. Beri	26/12, Punjabi Bagh, New Delhi- 110026	S/d	Partner M/s Starke & Co., Kamla Market, New Delhi
7.	Sh. I.N.Mehta	14/11, Punjabi Bagh, New Delhi- 110026	S/d	Chief Engineer, P.W.D.

RULES AND REGULATIONS

1. Membership:

Type of Memberships:

- i) **Life Member (LM):-** Member enrolled by the Club from Public at Large.
- ii) **Permanent Member (PM):-** Member enrolled by the Club from Public at Large.
- iii) **Additional Permanent Member (APM) :-** Enrolled as Additional Permanent Member, being the dependent son/ daughter of the Life Member or Permanent Member, on payment of 25% of the admission fees **or** as applicable from time to time to Permanent Member enrolled by the Club from Public at Large and not through the Society & Within One year of attaining the age of 18 years.
- iv) **Society Life Member (SLM):-** Shareholder of the Society or his/her blood relation/ co-owner of the property of shareholder or his/her blood relations sponsored by shareholder of the Society and duly recommended by the Society. Only one member against each share of the Society. Admission fee is Rs. 25000/-.
- v) **Society Permanent Member (SPM) :-** Share Holders of the Society or his blood relation/ co-owner of the property of shareholder, his blood relation sponsored by the share holders of the Society and duly recommended by the Society. Only one member against each share of the Society.
- vi) **Additional Society Permanent Member (ASPM):-** Share Holders of the Society or his blood relation/ co-owner of the property of share holder, his blood relation sponsored by the Share Holders of the Society and duly recommended by the Society. Only one member against each share of the Society.
- vii) **WLM (Widow/ Widower Life Member):** After the death of the Life Member, his/ her surviving spouse can avail the facility as the Club Member without voting rights after clearance of all dues by submitting a requisite affidavit and membership form. In case the WLM re-marries, he/ she shall loose this membership.
- viii) **WPM (Widow/ Widower Permanent Member):** After the death of the Permanent Member, his/ her surviving spouse can avail the facility as the Club Member without voting rights after clearance of all dues by submitting a requisite affidavit and membership form. In case the WPM re-marries, he/ she shall loose this membership.
- ix) **Reciprocal Member -** Member of other Club having reciprocal agreement with the Punjabi Bagh Club. He shall have no voting right.
- x) **Temporary Member -** Member who has been granted membership for a period not more than thirty days. Such Members shall have no voting right.
- xi) **Honorary Member –** A Government Servant/ Elected MP, MLA/ Counselor and International level players/ sportsperson having integrity, wisdom and repute may be enrolled

as Hony Member by the Managing Committee for a period of one year if in the opinion of the Managing Committee, the grant of Hony. Membership to such member shall promote the interest and enhance the prestige and image of the Club. He shall be exempted from payment of admission fee and subscription fee but shall pay all other dues of the Club. He shall have no voting right.

2. Patron:

The Managing Committee may appoint persons of integrity, wisdom and social repute as Patrons from amongst the members for the fulfillment of its objects.

3. Qualification of Members:

- a) Is an Indian citizen
- b) Is having an age of 18 years and above.
- c) Agrees to abide by the Rules and Regulation of the Club.
- d) He/ She shall be of sound mind, courteous, social and sober nature.
- e) He/ She has not been convicted in case involving moral turpide.
- f) His/ Her membership has not been terminated by any club.

4. Enrolment procedure for Membership:

- a) Candidate having qualifications as per Rule 3 shall apply to the Hony. General Secretary on prescribed membership form, duly proposed and seconded by any existing Member.
- b) The Hony. General Secretary shall place such application before the Screening Sub Committee, set up for the purpose who after proper scrutiny, shall forward the Application to the Managing Committee with its recommendations. The Managing Committee shall consider the recommendations of the Screening Sub-Committee and may accept or reject the application. The Committee shall not be bound to give any reasons for acceptance or rejection of the application.
- c) After the application is accepted by the Managing Committee, the Hony. General Secretary shall convey to the applicant about the decision of the Managing Committee. The member shall be issued Membership Identity Card, duly signed by any two of the Principal Office Bearers authorized by the Managing Committee.
- d) In case of an applicant whose application for membership has not been accepted by the Managing Committee/ Screening Committee the Hony. General Secretary will display the information on Notice Board of the Club.

5. Subscription:-

The Subscription falls due on April 1st of Every Year and is payable in advance within 30 days **i.e. upto 30th April.** Subscription is payable for the full year. Subscription after the due

dates shall be accepted with interest at the rate of 15% per annum up to a total period of

nine months i.e. from 1st April to 31st of December. Further default beyond the extended period of payment shall attract disciplinary action including late fee, fine, suspension / termination of membership.

6. Admission and Subscription fee

(a) Life Member (LM)

Admission fee Rs. 15,00,000/- (Rupees Fifteen Lakhs only) and subscription Rs. 150/- (Rupees One Hundred Fifty only) per year and all applicable taxes.

(b) Permanent Member (PM)

Admission fee Rs. 11,00,000/- (Rupees Eleven Lakhs only) and subscription Rs. 150/- (Rupees One Hundred Fifty only) per month and all applicable taxes.

(c) Additional Permanent Member (APM)

Admission fee being 25% of the prevailing prescribed fee for Permanent Member as per Clause **1(iii)**. Subscription fee Rs. 150/- (Rupees One Hundred Fifty only) per month and all applicable taxes.

(d) Society Life Member (SLM)

Admission fee Rs. 25000/- as already paid by the Society and subscription Rs. 150/- (Rupees One Hundred Fifty only) per annum and all applicable taxes.

(e) Society Permanent Member (SPM)

Admission fee Rs. 50,000/- (Rupees Fifty Thousand only) and subscription Rs. 150/- (Rupees One Hundred Fifty only) per month and all applicable taxes.

(f) Additional Society Permanent Member (ASPM)

Admission fee Rs. 75,000/- (Rupees Seventy five Thousand only) and subscription Rs. 150/- (Rupees One Hundred Fifty only) per month and all applicable taxes.

The three type of membership i.e. SLM, SPM, ASPM are on the basis of property in Punjabi Bagh. In case of transfer of that property in any manner/ change of shareholder or if the member expires, the 3 type of membership i.e. SLM, SPM & ASPM, already given @ Rs. 1000/-, Rs. 15,000/- & Rs. 20,000/- respectively shall cease automatically. These memberships may be substituted/ transferred in the name of new shareholder or his/ her nominee on application and

recommended by the society who shall be entitled for the same but on the payment at prescribed rates as prevailing at that time and after clearance of the dues of the preceding member.

(g) Widow/ Widower Life Member (WLM):

Admission fee Nil, subject to clearance of dues, if any, of the deceased member. Subscription Rs. 150/- (Rupees One Hundred Fifty only) per month and all applicable taxes.

(h) Widow/ Widower Permanent Member (WPM):

Admission fee Nil, subject to clearance of dues, if any, of the deceased member. Subscription Rs. 150/- (Rupees One Hundred Fifty only) per month and all applicable taxes.

(i) Reciprocal Member (RM)

Reciprocal members shall pay such amount as agreed to by the Club having such arrangements.

(j) Temporary Member (TM)

Temporary Members shall pay admission fee as fixed by the Managing Committee from time to time and shall be enrolled temporarily for a period not more than 30 days.

(k) Honorary Member (HM)

Hony. Member shall not pay any admission fee or subscription fee but shall pay the bill in respect of his/ her for purchase and for participating in Club activities.

The Managing Committee may increase the admission fee and subscription fee from time to time but will not have any power to reduce the amount once increased.

7. Arrears:

- a) Any member who failed to pay his/ her subscriptions in the manner laid down in the rules and regulations shall be called upon by the Hony. Gen. Secy./Treasurer in writing to pay the same within 30 days, from the date of issue of such demand. In case the demand is not complied with, the matter shall be placed before the Managing Committee who may in their discretion either direct further notice to be issued to the member in question and/ or remove his/ her name from the rolls.
- b) Member whose name has been struck off from the list of members for due to nonpayment of arrears, may be readmitted if he/ she pays his/ her arrears alongwith a restoration fee of Rs. 10,000/- (Rs. Ten Thousand Only) and give an application to the club within 30 days of the date of which his/ her name has been struck off.

8. Prejudicial Conduct:

- (a) In Case of any question raised in respect of the conduct of a member/ members, a meeting of the Managing Committee may be called to enquire into the matter. If in the opinion of the Committee, the member/ members have been found guilty, he/ she may be

suspended or expelled by a resolution of the Committee passed by 3/4th members present at the meeting. The decision shall be placed before the next General Body Meeting for ratification in case of expulsion.

- (b) Membership may be terminated in any of the following ways:
- i) If he/ she is convicted by a tribunal for an offence involving moral turpitude.
 - ii) On his/ her being adjudicated insolvent.
 - iii) On his/ her being dismissed from public service.
 - iv) If he/ she becomes of unsound mind.
- (c) If any member refuses or neglects to comply with any of the bye-laws, Rules and Regulations and directions and is guilty of such conduct as in the opinion of the Managing Committee is likely to endanger the harmony or in its opinion prejudicially affects the character or stability or interests of the Club, such member shall be liable to be expelled by a resolution of the Managing Committee provided that not less than 2/3rd of the members of the Managing Committee present in the meeting shall have voted in favour of the same and provided also that at least 7 days notice of the meeting is given at which such resolution for his expulsion is intended to be moved and that he shall at such meeting and before the passing of such resolution have had an opportunity of giving such defence as he may think fit. It shall be in the power of the Managing Committee to exclude such member from the club till such resolution has either been passed or rejected. The Managing Committee shall give or post to him by registered post a letter containing a notification of the said resolution. On the passing of such resolution the member shall forthwith cease to be a member of the club and shall not have any claim against the Managing Committee or the Club. Any fees or subscription paid in advance after adjusting the same towards the dues by him shall be refundable. Quorum at such meeting shall be 11 members instead of eight members of Managing Committee. No appeal shall lie from the decision of the Managing Committee.
- (d) No member shall be absolved from the operation of the bye-laws in force on the plea of not having received a copy thereof.

9. Office Bearers:-

	Designation	No. of Post
i)	Chairman (to be nominated by the Managing Committee)	1
ii)	President	1
iii)	Senior Vice President	1
iv)	Vice President	2
v)	Hony. General Secretary	1

vi)	Hony. Secretary	2
vii)	Hony. Joint Secretary	2
viii)	Treasurer	1
ix)	Executive Members	11

- (a) In addition to the 11 Executive Members, Two executive members shall be nominated members of the Punjabi Bagh Co- Operative Housing Society Ltd and Two Executive Member can be Co-Opted by the Managing Committee.
- (b) Only the members who are the shareholders of the Society are eligible to contest for the ten posts of Office-Bearers and no office bearer shall be allowed to hold the same post for more than two successive terms.
- (c) Ratio for enrolment of members shall not be less than 60% from the Punjabi Bagh and shall not be more than 40% from outside. This clause shall not be amended unless 3/4th of the members eligible to contest for the above office bearers posts, present in the meeting, vote for amendment.
- (d) The affairs of the Club shall be managed by the Managing Committee of 21 (Twenty one) members consisting of 10 (Ten) offices- bearers posts, and 11 Committee Members.
- (e) Any vacancy/ vacancies on the Managing Committee during the year shall be filled from the members of the club by the Managing Committee by majority of votes.
- (f) If any office bearer/ member absents himself for three consecutive meetings of the Managing Committee without prior information, he shall cease to be a member of the Managing Committee. Such vacancy shall be filled forthwith by the Managing Committee from LM, SLM, APM, SPM, ASPM and Permanent Members of the club.
- (g) In case the 3 Principal Office Bearers of the club i.e. President, Hony. General Secretary and Treasurer resign, the Senior Vice President, Hony. Secretary shall take charge of the office forthwith and look after the affairs of the club as caretakers along with other two office bearers. The caretaker committee shall arrange fresh election of the Managing Committee. The election schedule shall be announced within fifteen days after the receipt of the resignation in accordance.

10. Election Procedure:

- a) The Managing Committee shall hold the office for 3 years. Elections shall be held after every 3 years after preparing the list of valid Club Members to vote whose dues are clear as on 31st March of the election year.
- b) The Managing Committee shall get its account audited latest by 30th September and after adopting the accounts shall announce the election of the Managing Committee.
- c) The Election Committee shall decide:-
 - i) The last date of filling of the nomination paper.
 - ii) The Date of Scrutiny.

- iii) Last date of withdrawal and announcement of names of Contestants.
 - iv) The date/ venue/ timing of polling.
 - v) The date of counting votes.
 - vi) The date of announcing the list of the office bearers/ members elected.
- d) The contestants of various offices can obtain a list of voters from the office of the club against a payment of Rs. 500/-
 - e) LM, PM, APM, SLM, SPM & ASPM members of the Club only shall be eligible to contest elections for the posts of eleven executive members or propose and second the candidates for election.
 - f) Defaulting members shall not be eligible either to propose or second or contest.
 - g) All eligible members shall be required to obtain their no dues slip from the office.
 - h) Polling shall be through secret ballot.
 - i) Ballot paper shall be given to eligible members of the Club.
 - j) Proxy shall not be allowed.
 - k) One member of the Club shall contest for only one office and shall pay a deposit as decided by the Managing Committee.
 - l) In case candidature is proposed and/ or seconded or nomination filed for more than one office in respect of the same member, such nomination shall be invalid.
 - m) Temporary, Reciprocal, WPM, WLM, Hony. Members and members under Widows Category are not eligible to attend or take part in General Body Meeting and elections of the Club.

11. Election Committee:

An election committee consisting of one election officer with two members to assist him shall be appointed by the Managing Committee/ caretaker committee to conduct and supervise the elections in accordance with the procedure laid down.

12. Quorum of Managing Committee:

Eight members of the Managing Committee present in a meeting shall constitute quorum for the transaction of the meeting.

13. Managing Committee Meeting:

The minutes of the Managing Committee shall be record in a separate minutes book and any member of the Managing Committee can inspect the same after giving at least 3 days notice in writing to the Hony. General Secretary of his intention to do so.

14. Powers and Duties of the Managing Committee:

- i) The Managing Committee shall control, finance, membership, property, assets of the Club and the staff.
- ii) The Managing Committee from time to time determine the maximum number of LM, PM, RM, TM and Hony. Members who should be admitted. If the maximum number so determined has been reached, the Managing Committee shall place any further proposals for membership on a waiting list.
- iii) The Hony. General Secretary shall fix at least one meeting of the Managing Committee every month or as often as is expedient for looking after the affairs of the club respectively.
- iv) The President shall preside the meetings of the club and all the Managing Committee meetings. In the event of his absence the Senior Vice- President/ Vice President or in his absence one of the members present, not being office bearer, shall be elected Chairman of the meeting.
- v) The Managing Committee shall be empowered to appoint sub-committees / committees for any particular purpose.
- vi) The President & the Hony. General Secretary shall be Ex- officio member of all the sub-committees.
- vii) At any meeting of the club, Managing Committee/ Sub Committee the President/ Chairman shall have a casting vote.
- viii) The Hony. General Secretary and treasurer shall be executive officers of the Club and shall be custodian of the records and property/ assets of the club.
 - a) The Hony. General Secretary shall issue notice of all meetings of the Club and shall keep minutes of all the proceedings of all the Managing Committee.
 - b) The Treasurer shall arrange to collect all fees and other amounts payable to the club and keep regular accounts as may be required by the Managing Committee from time to time.
- ix) The Managing Committee from time to time may adopt such procedures as they may deem expedient.
- x) The Managing Committee shall have the powers to spend any amount for holding functions in the club and for any purpose as they may think fit in their discretion, taking into account the finances of the club.
- xi) The President and Hony. General Secretary can sanction expenditure upto Rs. 2200/- and Rs. 1100/- respectively at a time and the supported bills/ vouchers shall be placed before the Managing Committee for their information. Expenses beyond the limits as stated above shall require prior authorization of the Managing Committee.
- xii) For efficient running of the Club, the Managing Committee shall appoint, censure, suspend, punish, reduce, remove or dismiss employees of the club and fix their wages/ remunerations.

- xiii) The Managing Committee shall be empowered to defend court case/ cases against Managing Committee/ Office Bearers/ Members of the Managing Committee/ Employees of the Club.
- xiv) The Managing Committee shall be empowered to prohibit particular games on the club premises entirely or at any particular time and lay down rules to be observed and stakes to be played by the members or guests playing any game in the club premises.
- xv) The Managing Committee shall be empowered to write off such amounts they may deem expedient in respect of bad debts and otherwise subject to the approval of the General Body.
- xvi) The Managing Committee shall be empowered to raise funds which may be required for the club from the members or from other sources.

15. Annual General Meeting:

- a) The Annual General Meeting of the Club for the under mentioned purposes, shall be held within 180 days of the last date of the financial year or latest by 31st December of each year & if for any reason whatsoever the AGM is not convened/ held, the whole Managing Committee will be held liable & the expenses on such AGM, whenever called will be borne by the whole Managing Committee jointly & personally:-
 - i) To consider and adopt annual report and statement of accounts, duly audited, for the preceding year.
 - ii) To appoint auditors and fix up their remuneration.
 - iii) To transact any other business on the agenda. No resolution other than those relating to the adoption of report and statement of account shall be moved on the Annual General Body Meeting unless a request in writing signed by the member/ members to move such resolution has been received by office of the club at least 7 days before the date fixed for holding Annual General Meeting.
 - iv) At least 15 days clear notice shall be given to members for holding Annual General Meeting. The Notice shall be sent to every member on his last known address under certificate of posting. Besides this, the notice and the copy of the report and statement of the accounts shall be displayed on the notice board of the club.
 - v) Non-receipt of such a notice shall not invalidate the proceedings of the meeting.

16. Ordinary General Meeting:

The Managing Committee or President may also call an ordinary meeting at any time they may deem fit on giving the members of the Club 15 days notice as under procedure for holding Annual General Meetings. Notices of such meeting shall be sent by Hony. General Secretary.

17. Special General Meeting :

Special General Meeting of the Club shall be convened:

- i) On the requisition addressed to the President and signed by 25% members on the rolls.
- ii) If the President fails to call such a meeting within aforesaid time, requisitionists may after notice in writing to the Hony. General Secretary, convene the meeting themselves.

18. Quorums :

At all the meetings of the club 100 or 20% of the members on rolls whichever is less, shall form a quorum. If at the expiration of 30 minutes from the appointed time for the meeting, there is no

quorum, the meeting if convened on the requisition of the members shall be dissolved and in any other case it shall stand adjourned to such other date, time and place as the members present may determine. The notice of such adjourned meeting shall be given to absentee members. If at such adjourned meeting, there is no quorum, the members present shall have the power to decide upon all matters which could properly have been disposed at the meeting from which the adjournment took place.

19. Proceedings of the Meeting:

- a) The proceedings of the Ordinary General and Special meeting shall be recorded in a minute book. Signatures of the members attending the general body meeting shall be obtained in a register maintained for the purpose.
- b) All proceedings at any meeting of the Club shall be seconded and each member present shall be entitled to vote thereon and shall have one vote only. All voting shall be by showing of hand unless the poll is demanded by at least 35% of the members present in the meeting. The voting shall be secret and by ballot and the ballot paper shall be provided to all the members present duly signed by the President of the meeting. The President shall appoint two secretaries who shall distribute the ballot papers, count the votes and report the same to President who shall declare the result of the division in the meeting.

20. Audit of Accounts:

The accounts of the Club shall be examined and certified as correct by the auditors appointed by the General Body in their annual meeting.

21. Funds:

- a) All funds of the Club shall be under the control of the Managing Committee. The Hony. Treasurer shall handle the funds under the directions of the Managing Committee from time to time.
- b) The surplus funds may be invested in Govt. Securities provided the decision of the Managing Committee is unanimous on the point.
- c) All the funds of the Club shall be deposited in Scheduled Bank(s) to be decided by the Managing Committee. The account shall be in the name of the Club and the accounts shall be operated upon by the one office bearer signing jointly with the Treasurer whose operation is must.
- d) All vouchers/ bills shall be authenticated by the Hony. General Secretary and Treasurer.
- e) The Treasurer is empowered to keep to Rs. 500/- with him to meet the petty expenses.

22. Amendment of the Rules:

The constitution/ Rules of the Club may be revised/ altered, modified or annulled whenever it may be deemed expedient and necessary in Special General Body Meeting called for the purpose and in that Special General Body Meeting the proposal shall be passed provided two third of the members present in the meeting vote for the same.

President

Sr. Vice President

Hony. General Secretary