

BYLAW

MEMORANDUM OF ASSOCIATION & RULES AND REGULATIONS

SERVICES CENTRE FOR THE DISABLED

ADDRESS:

At: Nehru Nagar

PO: Titilagarh

PIN: 767033

District: Balangir

State: Odisha



- scd_tig@yahoo.in

[http://](http://www.scd.org.in)



www.scd.org.in



BYLAW OF SERVICES CENTRE FOR THE DISABLED

MEMORANDUM OF ASSOCIATION

A. NAME AND STYLE OF THE SOCIETY :

The name and style of the SOCIETY shall be called as "SERVICES CENTRE FOR THE DISABLED"

B. LOCATION :

The Registered Office of the Society shall be situated at TITILAGARH Town at the following place:

**SERVICES CENTRE FOR THE DISABLED
AT: NEHRU NAGAR
POST: TITILAGRH
DISTRICT: BALANGIR
STATE: ODISHA
PIN: 767033**

C. ESTABLISHMENT:

The Society was established on 14th November 1983 and Registered under Societies Registration Act of 1860 vide Number BLG/375-5 of 1985-86 on dated 11th April 1985

D. AREA OF OPERATION:

The Society may operate/carry work in any part of the State of Odisha and neighboring states.

E. VISION:

An inclusive society, where the people with disabilities enjoy equal opportunities and enhanced quality of life.

F. MISSION:

- 01 To provide accessible and affordable rehabilitation services to persons with disabilities through eye care services in the target area.
- 02 To provide quality education to children with disabilities and enrolled their names.
- 03 Capacity building of project staff, ASHAs, Anganwadi Workers, PRI members and community leaders & Government officials on eye health & livelihood programmes.
- 04 Social mobilization & empowered through livelihood opportunities to persons with disabilities and their families.

G. AIMS AND OBJECTIVES:

The Aims and Objectives for which the Society " SERVICES CENTRE FOR THE DISABLED" is established are as follows:

► **CARE OF PERSONS WITH DISABLED (Differently Able Persons)**

- 01 Integrate the Children with Disabilities in to the community.
- 02 Add services to the community in terms of upgrading existing skills and trades and providing a higher income to people living in the surrounding area by way of construction, maintenance and related services to our centre.
- 03 Give education to the children at the centre and provide them with skills, which will make them independent.

Jyoti Rani Paul
Secretary

Service Centre for the Disabled
Titilagarh, Bolangir District, Odisha

M. Baugh
President

Services Centre for the Disabled
Titilagarh, Bolangir District, Odisha

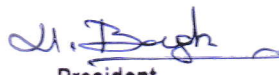
[Signature]
Additional Registrar of Societies
District Balangir

- 04 Training and developing specialized staff to meet the needs of neglected children of the community of Odisha.
- 05 Fostering local initiative and self-reliance by encouraging parental and community awareness of handicapped children existence, needs and abilities.
- 06 Contribute to social justice by assisting those in low income and under privileged groups.
- 07 Giving an opportunity to women to participate in these developments as mother, teachers and community models by giving them positive attitudes and awareness of means to a better life for handicapped children.
- 08 Establish and manage Eye Hospital and Eye Bank and conduct comprehensive community Eye Care.
- 09 Promote establish, run and manage hospitals, dispensaries, medical aid centre, maternity care, Dental care and ENT care in subsidized price for the poor needy and weaker section of the society.
- 10 Provide total health education and training by developing infrastructure and skills.
- 11 Organize, hold, arrange, co-ordinate meetings, seminars and undertake preventive measures against AIDS.
- 12 Establish, manage, run old age homes, destitute homes and orphanage.
- 13 Promote, establish, and provide education for all and total literacy campaigns.
- 14 Establish, run and manage technical education and computer education centers.
- 15 Implement, run and participate in different programmes of State Government and Central Government.

► **EDUCATION:**

- 01 To support the initiative of any individual, group & organization in promoting education, both formal and informal and for children and adults.
- 02 To encourage learning and remove illiteracy by establishing, acquiring, maintaining or supporting schools, colleges, study centers, libraries or any other institution for imparting education and training to students, both children and adults.
- 03 To establish, maintain or support hostels and/or boarding houses and provide subsidies or free boarding and lodging facilities to deserving students, upon such terms and conditions and for such period and on the merits of each individual case, as the trustees may think fit.
- 04 To support and encourage study, research, training and education in computer science, technical skills, handicrafts, fine arts, dance drama, sculpture, tribal / ethnic art and all other expressions of human creativity and skill.
- 05 To open sewing centers and vocational training centers for training girls, boys and women to enable them to make livelihood of their own.
- 06 To establish and look after industrial school comprising of the industries like printing press, cane work, candle work, Incense stick making, soft toys and any other industries which may be found suitable to provide and facilitate training to the poor boys and girls and eventually provide jobs to the unemployed youngsters. The profit any earned by rendering services and or by marketing the goods manufactured shall be used for the fulfillment of the other objects of the society.


Secretary
 Service Centre for the Disabled
 Titilagarh, Bolangir District, Odisha


President
 Services Centre for the Disabled
 Titilagarh, Bolangir District, Odisha


Additional Registrar of Societies
 District Bolangir

► **SOCIAL:**

- 01 To help the needy and poor people irrespective of caste and creed by providing clothing, books, food and medical aid wherever necessary and possible and in particular feeding and clothing and giving medical aid to handicapped, polio children and slum-dwellers.
- 02 To look after destitute and aged women in need of assistance and rehabilitation by opening rehabilitation centers.

► **MEDICAL:**

- 01 To promote and encourage social and medical assistance in the hospitals, clinic, dispensaries, disease awareness camps and similar centers for all persons irrespective of religion, race, community or social status.
- 02 To extend awareness campaigns / programme for prevention of AIDS, Tuberculosis, Malaria and other communicable disease and establish medical aid centers for treatment and rehabilitation.
- 03 To extend awareness campaign / programme for maternity and to reduce child mortality rate.
- 04 To work for the promotion of small family norms and population education, AIDS awareness control blood donation camps, blindness control, eradication of leprosy and all parts of health services in rural, tribal and urban slums with special attention to women's reproductive health and child survival.

► **GENERAL PUBLIC CAUSES:**

- 01 To provide financial assistance for fallen women, unwedded mothers and their children by rehabilitating them to the main stream of the society and provide them self-employment like sewing centers, job oriented trades such as weaving, cane works, dying and tailoring etc. and also professional schools like dancing according to their ability.
- 02 To establish homes attached to hospitals for polio effected and blind children irrespective of caste or creed.
- 03 To acquire properties for the construction of schools, orphanages, old age home community hall, houses for peoples who are suffering natural calamities, and public beneficiaries etc. at such places.
- 04 To promote environmental craft demonstration amongst the tribal groups & the small-scale business people to provide better remuneration and knowledge for exchange of products to the tribal groups.
- 05 To establish herbal garden and research work on Indian medicines
- 06 To enhance plantation and social forestry and to help the tribal and villagers to learn latest techniques of agriculture and air pollution water pollution, noise pollution, business to supports the project undertaken by Society.
- 07 To adopt various developmental programme such as health education, sanitation, income generation, rehabilitation and vocational training and gender equality for the street children, girl child, child laborers mentally retarded and physically handicapped children.
- 08 To establishes hospital for public, old age homes and day-care centers for old people, working women's hostel and short stay homes for needy women orphanages centers, and crèches for children and to provide night shelter, health care and sanitation facilities for the footpath dwellers in urban areas.
- 09 To provide emergency relief at the time of natural and manmade calamities such as flood cyclone, drought, earthquake, riots etc.

Jyoti Pym Pair
Secretary

Service Centre for the Disabled
Titilagarh, Bolangir District, Odisha

U. B. Singh
President

Services Centre for the Disabled
Titilagarh, Bolangir District, Odisha

[Signature]
Additional Registrar of Societies
District Bolangir

- 10 To promote agriculture, animal husbandry, fishery, poultry farming, dairy farming, mushroom cultivation, handicrafts, handlooms, cottage industries and other income generation activities to raise the standard of living of weaker sections of the society.
- 11 To promote the above activities the society shall respect at all times the religious and cultural feelings of all the people and shall avoid political activities.

The aforementioned objectives shall be carried on for the welfare and development of all the people irrespective of caste, creed, community, religion and sex.

► **OBJECTS INCIDENTAL TO THE MAIN OBJECTIVES:**

- 01 To accept grants and donations from any donor agencies of India or abroad, NGOs, PSUs, Local Self Government, Central Government or State Government, can donate to humanitarian philanthropic organizations and also can organize funds through mandate / agents on payment service charges for realizing the objectives of the Society.
- 02 To arrange and accept loans / finances locally or from any bank, financial institution by way of mortgaging the property of the Society or any suitable condition to carry out the aims and objectives.
- 03 To collect & raise fund by any other lawful means as per the need of the Society.
- 04 To open and operate accounts of any description in any bank or banks.
- 05 To start branch offices in different places according to the need and convenience of the situation as may be determined by the Governing Body of the Society, from time to time.
- 06 To purchase land, building, furniture and other materials as per the necessity of the organization.
- 07 To borrow money as required for the purpose of the institution upon such terms and upon such securities as may be determined.
- 08 To invest the idle money of the Society in such manner as may from time to time be determined by the Governing Body.
- 09 Do all such other lawful things as may be incidental to or conducive to the attainment of the above objectives. Both the major and the auxiliary objectives will vary according to the specific need of organization concerned.

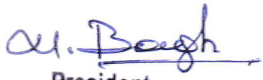
All income, earning, movable and immovable properties of the Society utilized and applied towards the promotion of its aims and objectives only as set forth in the memorandum of association and no portion thereof shall be paid or transferred, directly or indirectly, by way of dividends, bonus, profits or in any manner what-so-ever to the present or past members of the Society or to any person claiming through anyone or more of the present or past members. No member of the Society shall have any personal claim on any movable or immovable properties of the Society or make any profits, whatsoever by virtue of this membership.

H. INTERPRETATION:

The management of the affairs of the Society is entrusted in accordance with rules and regulation of the association, as required under section 2 of the Societies Registration Act XXI-1860 applicable to the state of Odisha.


Secretary
Service Centre for the Disabled
Titilagarh, Bolangir District, Odisha

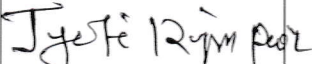
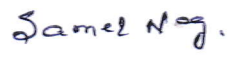
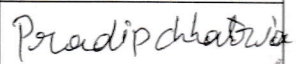
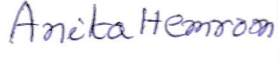
Page ...4/18


President
Services Centre for the Disabled
Titilagarh, Bolangir District, Odisha


Additional Registrar of Societies
District Balangir

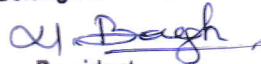
I. EXECUTIVE / GOVERNING BODY:

The members elected or selected in the ANNUAL GENERAL BODY/ GOVERNING BODY meeting shall be the Executive Body of this Society. The names address occupations and designations of the present members of the Governing Body to whom the management of the society is entrusted are as follows:

SL #	NAME, FATHER / SPOUSE NAME, ADDRESS AADHAR & PAN NUMBER	PROFESSION / OCCUPATION	POSITION / DESIGNATION	SIGNATURE
01	Sri Nakul Bag S/o Prafulla Kumar Bag At/Po Fatakara-767024 Via Chudapli-Belpada Balangir District (Odisha) Aadhar #525933522104 PAN # ASYPB6229Q	Minister of Religion & Social Service	President	
02	Sri Jyoti Ranjan Paik S/o Solomon Paik At/Po Birmal-768029 Via Barpalli Bargarh District (Odisha) Aadhar #416093455658 PAN # DCLPP1445J	Minister of Religion & Social Service	Secretary	
03	Sri Samel Nag S/o Makaranda Nag At Block Pada, Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar #337750797622 PAN # COUPN5261E	Retired Municipal service & Social Service	Treasurer	
04	Sri Pradip Chhatria S/o Bhuvan Chhatria At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar #962509719244 PAN # ASZPC9496K	Retired Government servant & Social Service	Governing Body Member	
05	Smt. Amita Das D/o Nabin Chandra Pradhan W/o Mohit Mohan Das At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 240145121651 PAN # ABMPD0610Q	House wife & Social Service	Governing Body Member	
06	Smt. Anita Hemram D/o Timothy Jena W/o Benjamin Hemrom At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 474696287719 PAN # BGLPH3188N	House wife & Social Service	Governing Body Member	

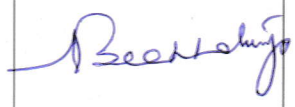
Additional Registrar of Societies
District Balangir

Page ...5/18


Secretary
Service Centre for the Disabled
Titilagarh, Bolangir District, Odisha

President
Services Centre for the Disabled

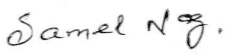
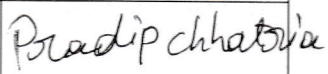
Signatures are attached

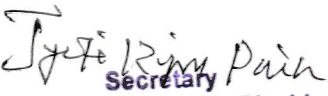

Arjun Kumar Panda
Notary (Govt. of Orissa)
Regd. No. ON-26/2006
TITILAGARH-767033

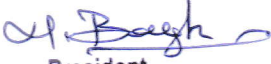
07	Sri Amiya Jyotish Chandra Chhatrriya S/o Kapurchan Chhatrriya At Mission Compound-Bolangir PO/Dist: Bolangir (Odisha) PIN : 767001 Aadhar #723954260224 PAN # AHWPC6828M	Minister of Religion & Social Service	Governing Body Member	
----	---	--	--------------------------	---

J. DESIROUS PERSONS:

We the several persons whose names are undersigned are desirous of forming a society namely "SERVICES CENTRE FOR THE DISABLED" under the Societies Registration Act of 1860 as applicable to the state of Odisha in pursuance of this Memorandum of Association and we believe that the facts stated above are true to the best of our knowledge and believe.

SL #	NAME, FATHER / SPOUSE NAME, & ADDRESS AADHAR & PAN NUMBER	PROFESSION / OCCUPATION	POSITION / DESIGNATION	SIGNATURE
01	Sri Nakul Bag S/o Prafulla Kumar Bag At/Po Fatakara-767024 Via Chudapli-Belpada Balangir District (Odisha) Aadhar #525933522104 PAN # ASYPB6229Q	Minister of Religion & Social Service	Member	
02	Sri Jyoti Ranjan Paik S/o Solomon Paik At/Po Birmal-768029 Via Barpalli Bargarh District (Odisha) Aadhar #416093455658 PAN # DCLPP1445J	Minister of Religion & Social Service	Member	
03	Sri Samel Nag S/o Makaranda Nag At Block Pada, Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar #337750797622 PAN # COUPN5261E	Retired Municipal service & Social Service	Member	
04	Sri Pradip Chhatrriya S/o Bhuvan Chhatrriya At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar #962509719244 PAN # ASZPC9496K	Retired Government servant & Social Service	Member	


Secretary
Service Centre for the Disabled
Titilagarh, Bolangir District, Odisha


President
Services Centre for the Disabled
Titilagarh, Bolangir District, Odisha


Additional Registrar of Societies
District Balangir

Page ...6/18

Signatures are attested


Akhil Kumar Panda
Notary (Govt. of Orissa) /
Regd. No. ON-26/2006
TITILAGARH-767033

05	Smt. Amita Das D/o Nabin Chandra Pradhan W/o Mohit Mohan Das At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 240145121651 PAN # ABMPD0610Q	House wife & Social Service	Member	<i>Amita Das</i>
06	Smt. Anita Hemram D/o Timothy Jena W/o Benjamin Hemrom At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 474696287719 PAN # BGLPH3188N	House wife & Social Service	Member	<i>Anita Hemrom</i>
07	Sri Amiya Jyotish Chandra Chhatrriya S/o Kapurchan Chhatrriya At Mission Compound-Bolangir PO/Dist: Bolangir (Odisha) PIN : 767001 Aadhar # 723954260224 PAN # AHWPC6828M	Minister of Religion & Social Service	Member	<i>A. Chhatrriya</i>
08	Smt. Anjali Behera D/o Minasi Maharana W/o Amiya Behera At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 588509237870 PAN # AMRPB7278G	House wife & Social Service	Member	<i>Anjali Behera</i>
09	Smt. Sucheta Maharana D/o Nabin Chandra Pradhan W/O Pradeep Kumar Maharana At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 264101376746 PAN # ACEPM7297D	House wife & Social Service	Member	<i>Sucheta Maharana</i>
10	Sri Amarjeet Behera S/o Amiya Behera At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 748098404513 PAN # AAZPB7597G	Service in private company & Social Service	Member	<i>Amarjeet Behera</i>

Jyoti Rini Rani
Secretary
Service Centre for the Disabled
Titilagarh, Bolangir District, Odisha

U. Singh
President
Services Centre for the Disabled
Titilagarh, Bolangir District, Odisha

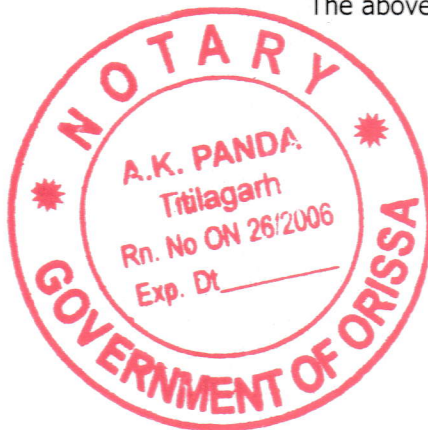
120
Additional Registrar of Societies
District Bolangir

Signatures are attached

Akhil Kumar Panda
Notary (Govt. of Orissa) /
Regd. No. ON-26/2006
TITILAGARH-767033

11	Smt. Jogamaya Maharana D/o Nathan Samuel W/o Susanta Kumar Maharana At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 755761288375 PAN # APUPM7257A	Agriculture & Social Service	Member	Jogamaya Maharana
12	Smt. Sanjeeta Behera D/o Anil Chandra Behera W/o Sourav Kumar Maharana At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 318968036392 PAN # AMRPB7277K	House wife & Social Service	Member	Sanjeeta Behera
13	Sri Tapas Kumar Maharana S/o Prasanta Kumar Maharana At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 751832642301 PAN # APUPM7258R	Agriculture & Social Service	Member	Kumar Maharana
The above signatures are to be attested by a Notary				

The above Signatures are attested



Akhil Kumar Panda
Akhil Kumar Panda
Notary (Govt. of Orissa)
Regd. No. ON-26/2006
TITILAGARH-767033

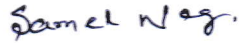
Certified that this is the true and correct copy of Memorandum of the Society			
Signature of three Members of Governing Body			
1	Sri Nakul Bag	President	<i>Nakul Bag</i> President Services Centre for the Disabled Titilagarh, Bolangir District, Odisha Signature with Date

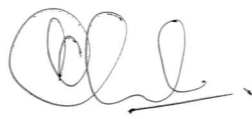
Jyoti Rini Paira
Secretary
Service Centre for the Disabled
Titilagarh, Bolangir District, Odisha

Nakul Bag
President
Services Centre for the Disabled
Titilagarh, Bolangir District, Odisha

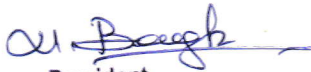
Additional Registrar of Societies
Additional Registrar of Societies
District Bolangir

Akhil Kumar Panda
Akhil Kumar Panda
Notary (Govt. of Orissa)
Regd. No. ON-26/2006
TITILAGARH-767033

2	Sri Jyoti Ranjan Paik	Secretary	 Secretary Service Centre for the Disabled Titilagarh, Bolangir District, Odisha Signature with Date
3	Sri Samel Nag	Treasurer	 Treasurer Services Centre for the Disabled Titilagarh, Bolangir District, Odisha Signature with Date

WITNESS:			
1	Name, Father Name, Aadhar & Address	Sri Niranjana Kumar Khosla S/o Lrentius Khosla At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 943622239966	 Signature with Date
2	Name, Father Name, Aadhar & Address	Sri Ram Narayan Bohidar S/o Madhusudan Bohidar At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 752687572561	 Signature with Date


Secretary
Service Centre for the Disabled
Titilagarh, Bolangir District, Odisha


President
Services Centre for the Disabled
Titilagarh, Bolangir District, Odisha

Signatures are attached

Akhil Kumar Panda

Notary (Govt. of Orissa)
Regd. No. ON-26/2006
TITILAGARH-767033


Additional Registrar of Societies
District Balangir

SERVICES CENTRE FOR THE DISABLED

RULES AND REGULATIONS

A. NAME AND STYLE OF THE ORGANISATION :

The name and style of the SOCIETY shall be called as **"SERVICES CENTRE FOR THE DISABLED"**

B. REGISTERED OFFICE :

The Registered Office of the Society shall be situated in TITILAGARH town at the following place:

**SERVICES CENTRE FOR THE DISABLED
AT: NEHRUNAGAR
POST: TITILAGRH
DISTRICT: BALANGIR
STATE: ODISHA
PIN: 767033**

C. AREA OF OPERATION:

The Society may operate / carry on work in any part of the State of Odisha and neighboring states

D. MEMBERSHIP:

The Aims and Objectives for which the Society " SERVICES CENTRE FOR THE DISABLED' is established are as follows:

a) QUALIFICATION OF MEMBERSHIP

- i) The subscribers to the Memorandum of Association and all such persons admitted by the General Body from time to time shall be members of the Society. The society shall consist of not less than Seven members and not more than Fifteen members.
- ii) The society shall consist of individual and/or institutional members only.
- iii) The membership will be by invitation and no person can claim membership as a matter of right. Membership is open to individuals and/or institutions who agree in unity to abide by all the rules and regulations of the Society and having interest in the activities of the Society.
- iv) Every applicant for membership must not be a person of unsound mind, an un-discharged insolvent or a convict of an offence involving moral turpitude.
- v) The annual membership fees from 1st April, to 31st March shall be Rs. 50.00 (Fifty Rupees only)
- vi) The duration of membership will be for a period until he/she resigns or disqualified, but the members will have to pay annual subscription as may be fixed by the Society from time to time. The Governing Body, without notice to the defaulting member and without assigning any reason, can dismember any member who defaults to pay the Annual subscription.
- vii) A Membership Register shall be maintained for verification by Members and by Government officials as and when required
- Viii) Every member shall, to the best of his/her ability, further the aims, objects and interest of the Society.


Secretary
Service Centre for the Disabled
Titilagarh, Bolangir District, Odisha


President
Services Centre for the Disabled
Titilagarh, Bolangir District, Odisha


Additional Registrar of Societies
District Bolangir

b) RIGHTS, OBLIGATIONS AND PRIVILEGES OF MEMBERS:

- i) To participate in the Annual General Body meeting and cast a single non-transferable vote when any resolution is put to vote.
- ii) To formulate and amend policies of Bylaws of the Society
- iii) To appoint committee(s)/sub-committee(s) for specific matters.
- iv) To disaffiliate or to take any action against any member for violation of the constitution
- v) All the members have voting rights in the concerned organizational matter
- vi) The rights, power and privileges of a member shall not be transferable

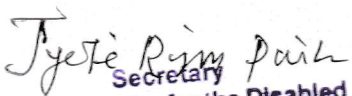
c) TERMINATION:

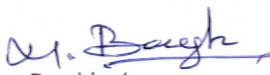
- i) Any member who shall fail in the observance of any regulation of the Society or order of the Governing Body or who after investigation by a committee, shall and on such grounds and evidence as the Committee may consider sufficient be held to have been guilty of any dishonorable act, practice or conduct, may be excluded from membership of the Society by the Governing Body.
- ii) Any member may resign his/her membership by giving one calendar month's notice in writing to the Governing Body of his/her intention to do so and upon expiration of such notice, he shall cease to be a member of the Society
- iii) If one fails to attend 3 consecutive meetings without prior written information
- iv) Death of a member or leaving country permanently.

E. GENERAL BODY:

The General Body of the society will be the supreme and apex body, which will supervise all the activities and transactions of the Society. In doing so, the General Body may authorize either the President or the Secretary in the capacity of the Chief Functionary.

- i) The General Body shall consist of all the members of the Society.
- ii) The General Body shall retain all provisions even if not specifically assigned to the General Body.
- iii) The Meeting of the society shall be held once in every year soon after the close of the preceding financial year, at such place, on such date and at such time as shall be determined by the Governing Body.
- iv) The General Body will admit any member applying to the Secretary through the recommendation of Governing Body. The terminated members may apply for membership again to the General Body directly. The decision of the General Body in acceptance of any members or removal of any member is final.
- v) The business of the annual General Body meeting shall be:
 - a) To appoint an auditor or auditors for ensuing year and to fix up his or their remuneration
 - b) To appoint honorary legal advisors:
 - c) To discuss the general work and policy of the society
 - d) To elect members of the Governing Body once in every three years


Secretary
Service Centre for the Disabled
Titilagarh, Bolangir District, Odisha


President
Services Centre for the Disabled
Titilagarh, Bolangir District, Odisha


Additional Registrar of Societies
District Balangir

F. GOVERNING BODY:

The Governing Body may, from time to time, elect or nominate the President, Secretary and Treasurer. The Governing Body will appoint other staff and remunerate them as it may deem fit to carry on the day-to-day administration and implementation of the objects of the Society, with such powers and functions as are necessary for the said purpose. There will be maximum SEVEN Members to execute the day-to-day affairs of the Society.

- a) The members of the Governing Body shall be elected by the General Body for a period of 3 (Three) years. The President, Secretary and Treasurer can be re-elected for maximum **TWO** terms only.
- b) The Governing Body consists of President, Secretary & Treasurer and it can be expanded.
- c) On the death, resignation or removal of any members of the Governing Body before his term of office expires, in the normal case the vacancy may be filled up by the President with approval of the Governing Body. The nominated member will continue for the rest of the period of the existing Governing Body and not three years from the date of nomination.
- d) The Governing Body of the Society shall continue to function till election of the new Governing Body even after expiry of the term of the existing Governing Body.

G. ROLE OF GOVERNING BODY:

- a) The Governing Body enjoys the power to accept new members by its unanimous decision.
- b) The Governing Body shall have the entire control and the management of the business and affairs of the Society and the administration of all its properties movable and immovable and shall have such powers of the Society and do all such things to carryout, the objectives to be exercised or done by the Society in General Body Meeting.
- c) The Governing Body decides the policies of the organisation and the Secretary will execute the day-to-day affairs of the Society in consultation with the core team workers
- d) The Governing Body can accept grants and donations from any donor agencies of India or Abroad, NGOs, PSUs, Local Self Government, Central Government or State Government for realizing the objectives of the Society
- e) The Governing Body can collect & raise fund by any other lawful means as per the need of the Society.
- f) The Governing Body can purchase and mortgage movable and immovable property belonging to the Society and accept loans/ finances from individuals or from any Bank, Financial Institution by way of mortgaging the property of the Society or any suitable condition to carry out the aims and objectives of the Society.

H. MEETING OF THE GOVERNING BODY:

- a) The meeting of the Governing Body shall be held at such times and places as the President or Secretary from time to time determine.
- b) A requisition meeting of the Governing Body shall be convened by the President at any time on the written request of two-thirds members of the Governing Body.
- c) All meeting of the Governing Body shall be presided over by the President and in his absence the members present may elect one of them to preside over the meeting. In the event of the President attending the meeting in the middle of the session the temporary president will leave the chair in favor of the President to preside over the meeting.

Jyoti Rym Pair
Secretary

Service Centre for the Disabled
Titilagarh, Bolangir District, Odisha

M. Bagh
President

Services Centre for the Disabled
Titilagarh, Bolangir District, Odisha

[Signature]
Additional Registrar of Societies
District Bolangir

- d) The Governing Body shall meet as often as necessary but at least once in every quarter at such place and time as the President and Secretary may decide. The notice and agenda of those meetings will be sent out to all members of the governing body by the Secretary at least (3) three days before the date fixed for the meeting.
- e) All resolutions at a meeting shall be adopted by a majority of votes, but in case of equality of votes the President shall have a casting vote
- f) Whenever, the President is of opinion that a special meeting of the Governing Body is to be called to discuss and decide an urgent matter he can call an emergency meeting. For such meeting a notice of shorter duration and even with no fixed agenda will be sufficient

I. FUNCTIONS OF OFFICE BEARERS:

a) THE PRESIDENT:

The president elected by the members of the Governing Body shall hold office until the term of office of the Governing Body and assume the following powers.

- i) The President of the Society shall be the chairman of all the meetings. The President shall preside over all the meeting of the Governing Body and General Body.
- ii) In case of equality of votes in any of the meeting mentioned above the President shall have a "casting vote".
- iii) The Secretary shall normally call the meetings of the Governing Body and the General Body in consultation with the President. The President can call an emergency meeting with a short notice of 24 hours.

b) THE SECRETARY:

- i) The Secretary shall normally call the meetings of the Governing Body and the General Body in consultation with the President.
- ii) The Secretary is responsible for implementing the policy laid down by the Governing Body.
- iii) The Secretary shall prepare agenda for all meeting and shall keep all records and minute of the proceedings.
- iv) The Secretary shall be in-charge of all the deeds, documents, records, accounts and register of the institutions.
- v) The Secretary shall prepare annual action plan and budget of the Society in consultation with other office bearers.
- vi) The Secretary shall present annual action plan and budget in the General Body meetings for its approval.
- vii) The Secretary shall get the annual accounts of the institution audited by an approved auditor and place before the General Body the audited statement of accounts, the audit report and the annual report and get them approved.
- viii) The Secretary shall supervise all programmes and management of the institution and carry out necessary correspondence.
- ix) The Secretary shall be in full charge of all the present and future funds, money, movable and immovable properties on behalf of the Society
- x) The Secretary shall have the power to appoint and dismiss the employees in consultation with the President and the Governing Body.

Jyoti Rym Patra
Secretary
Service Centre for the Disabled
Tilagarh, Bolangir District, Odisha

U. Singh
President
Services Centre for the Disabled
Tilagarh, Bolangir District, Odisha

[Signature]
Additional Registrar of Societies
District Balangir

C) THE TREASURER:

- i) The Treasurer shall be responsible to maintain the accounts of the Society in a proper manner.
- ii) The Treasurer shall credit all receipts to the Society account and any expenditure from the Society's Funds should be sanctioned by the Governing Body.
- iii) The Treasurer shall maintain records of the funds, properties and liabilities of the Society.
- iv) The Treasurer shall get the annual accounts of the Society audited in consultation with the Secretary by a duly approved auditor and under direction of the President to place the accounts before the General Body meeting.

J. ACCOUNTS:

- i) The bank account or accounts shall be opened in the name of the Society. Any two amongst the President, Secretary and Treasurer shall sign the transactions of all the Bank accounts jointly.
- ii) The property and income of the Society shall be applied solely towards the promotion of the objectives of the Society as set forth in the memorandum of Society.

K. AUDIT:

- i) The accounts of the Society shall be audited annually by a qualified auditor or an auditor deputed by Government and the correctness of the balance sheet ascertained.
- ii) An auditor shall be appointed as per the direction of the Governing Body and his duties regulated in accordance with the requirements of the Society as determined by the Governing Body.
- iii) The financial year of the Society shall be the financial year of the Government i.e. from 1st April to 31 March of the next calendar year.

K. QUORUM:

Two-third (2/3) of the members of the Governing Body shall be the quorum for Governing Body Meetings and Two-third (2/3) of the members of the General Body shall be the quorum for the General Body meetings.

L. NOTICE:

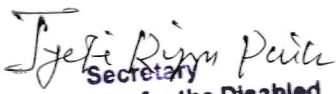
Notices of all meetings of the Governing Body including adjourned meeting shall be given to all members in writing at least 24 hours before the date fixed for the meeting and notices of General Body meetings of the society shall be given at least 7 (seven) days before the date fixed for the meeting containing the agenda, date, time and place thereof.

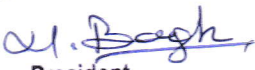
M. AMENDMENT:

The constitution may be amended by 3/4th majority of the votes of the total members of the General Body. At least 7 (seven) days notice should be given to the members for a proposed amendment of the constitution.

M. MINUTES:

The Secretary will be responsible for keeping the minutes up-to-date within 30 days of the conclusion of every General Body meeting and of every meeting of the Governing Body or sub-committee. The minutes of the different body or committee should be maintained in separate minute books, with their pages continuously numbered. The minutes of all such meetings shall be recorded and confirmed by the President and shall be accepted as a true record of the business transacted at such meeting.


Secretary
Service Centre for the Disabled
Titilagarh, Bolangir District, Odisha


President
Services Centre for the Disabled
Titilagarh, Bolangir District, Odisha


Additional Registrar of Societies
District Bolangir

N. DISSOLUTION:

The Society may be dissolved if 3/4th of the total memberships express their desire by voting for such dissolution. In such event the assets standing in the name of the Society will be transferred to any other Registered Society having registration under section 12A and exemption under section 80G of the Income Tax Act, 1961, which has the same or similar objectives, after clearing up all its debts and liabilities.

O. INTERPRETATION:

In case of doubt arising out of interpretation of the constitution the decision of the Governing Body shall be final and binding.

P. LITIGATION JURISDICTION:

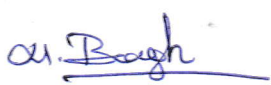
In case of any case or litigation against the Society the courts at Titilagarh will only have jurisdiction. The Society can sue or can be sued through its Secretary in all litigations.

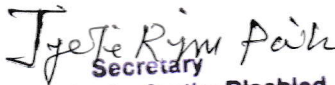
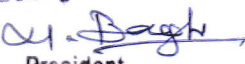
Q. EMBLEM & SEAL:

The Society will have its common emblem and seal as may be decided by the Governing Body.

R. CERTIFICATE:

- Certified that there is no other registered society in the same name and at the same place
- Certified that this is the true and correct copy of the memorandum and rules and regulations of the Society.

SL #	NAME, FATHER / SPOUSE NAME, & ADDRESS AADHAR & PAN NUMBER	PROFESSION / OCCUPATION	POSITION / DESIGNATION	SIGNATURE
01	Sri Nakul Bag S/o Prafulla Kumar Bag At/Po Fatakara-767024 Via Chudapli-Belpada Balangir District (Odisha) Aadhar #525933522104 PAN # ASYPB6229Q	Minister of Religion & Social Service	Member	
02	Sri Jyoti Ranjan Paik S/o Solomon Paik At/Po Birmal-768029 Via Barpalli Bargarh District (Odisha) Aadhar #416093455658 PAN # DCLPP1445J	Minister of Religion & Social Service	Member	
03	Sri Samel Nag S/o Makaranda Nag At Block Pada, Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar #337750797622 PAN # COUPN5261E	Retired Municipal service & Social Service	Member	
04	Sri Pradip Chhatria S/o Bhuban Chhatria At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar #962509719244 PAN # ASZPC9496K	Retired Government servant & Social Service	Member	


Secretary
Service Centre for the Disabled
Titilagarh, Bolangir District, Odisha

President
Services Centre for the Disabled
Titilagarh, Bolangir District, Odisha

Signatures are Attached

Akhil Kumar Panda
Notary (Govt. of Orissa) /
Regd. No. ON-26/2006
TITILAGARH-767033
Additional Registrar of Societies
District Balangir

05	Smt. Amita Das D/o Nabin Chandra Pradhan W/o Mohit Mohan Das At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 240145121651 PAN # ABMPD0610Q	House wife/ Social Service	Member	Amita Das
06	Smt. Anita Hemram D/o Timothy Jena W/o Benjamin Hemrom At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 474696287719 PAN # BGLPH3188N	House wife/ Social Service	Member	Anita Hemrom
07	Sri Amiya Jyotish Chandra Chhatritya S/o Kapurchan Chhatritya At Mission Compound-Bolangir PO/Dist: Bolangir (Odisha) PIN : 767001 Aadhar # 723954260224 PAN # AHWPC6828M	Minister of Religion & Social Service	Member	Beernatya
08	Smt. Anjali Behera D/o Minasi Maharana W/o Amiya Behera At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 588509237870 PAN # AMRPB7278G	House wife/ Social Service	Member	Anjali Behera
09	Smt. Sucheta Maharana D/o Nabin Chandra Pradhan W/O Pradeep Kumar Maharana At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 264101376746 PAN # ACEPM7297D	House wife/ Social Service	Member	Sucheta Maharana
10	Sri Amarjeet Behera S/o Amiya Behera At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 748098404513 PAN # AAZPB7597G	Service in private company & Social Service	Member	Amarjeet Behera

Jyoti Puri
Secretary
Service Centre for the Disabled
Titilagarh, Bolangir District, Odisha

U. Bagh
President
Services Centre for the Disabled
Titilagarh, Bolangir District, Odisha

[Signature]
Additional Registrar of Societies
District Bolangir

Signed on *[Signature]*
[Signature]

Akhil Kumar Panda
Notary (Govt. of Orissa) /
Regd. No. ON-26/2006
TITILAGARH-767033

11	Smt. Jogamaya Maharana D/o Nathan Samuel W/o Susanta Kumar Maharana At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 755761288375 PAN # APUPM7257A	Agriculture & Social Service	Member	Jogomaya Maharana
12	Smt. Sanjeeta Behera D/o Anil Chandra Behera W/o Sourav Kumar Maharana At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 318968036392 PAN # AMRPB7277K	House wife/ Social Service	Member	Sanjeeta Behera
13	Sri Tapas Kumar Maharana S/o Prasanta Kumar Maharana At: Nehru Nagar-Titilagarh Po: Titilagarh - 767033 Bolangir District (Odisha) Aadhar # 751832642301 PAN # APUPM7258R	Agriculture & Social Service	Member	Kumar Maharana
The above signatures are to be attested by a Notary.				

The above Signatures are attested



A.K. PANDA
A.K. PANDA
Notary (Govt. of Orissa)
Regd. No. ON-26/2006
TITILAGARH-767033

Jyoti P. Panda
Secretary
Service Centre for the Disabled
Titilagarh, Bolangir District, Odisha

U. Singh
President
Services Centre for the Disabled
Titilagarh, Bolangir District, Odisha

[Signature]
Additional Registrar of Societies
District Bolangir

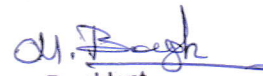
DECLARATION:

Certified that this is the true and correct copy of Memorandum and Rules & Regulations of the Society
"SERVICES CENTRE FOR THE DISABLED"

Certified that this is the true and correct copy of bylaw of the society.
Signature of three Members of Governing Body

1 Sri Nakul Bag

President


President
Services Centre for the Disabled
Titilagarh, Bolangir District, Odisha
Signature with Date

2 Sri Jyoti Ranjan Paik

Secretary


Secretary
Service Centre for the Disabled
Titilagarh, Bolangir District, Odisha

3 Sri Samel Nag

Treasurer


Signature with Date
Treasurer
Services Centre for the Disabled
Titilagarh, Bolangir District, Odisha

WITNESS:

1 Name, Father Name, Aadhar
& Address

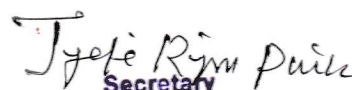
Sri Niranjan Kumar Khosla
S/o Lrentius Khosla
At: Nehru Nagar-Titilagarh
Po: Titilagarh - 767033
Bolangir District (Odisha)
Aadhar # 943622239966

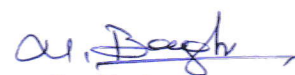

Signature with Date

2 Name, Father Name, Aadhar
& Address

Sri Ram Narayan Bohidar
S/o Madhusudan Bohidar
At: Nehru Nagar-Titilagarh
Po: Titilagarh - 767033
Bolangir District (Odisha)
Aadhar # 752687572561


Signature with Date


Secretary
Service Centre for the Disabled
Titilagarh, Bolangir District, Odisha


President
Services Centre for the Disabled
Titilagarh, Bolangir District, Odisha

Signature on Printed


Page ...18/18


Additional Registrar of Societies
District Bolangir

Akhil Kumar Panda
Notary (Govt. of Orissa)
Regd. No. ON-26/2006
TITILAGARH-767033