

NORTH EAST NETWORK (NEN)

MEMORANDUM OF ASSOCIATION

RULES & REGULATIONS

MEMORANDUM OF ASSOCIATION OF NORTH EAST NETWORK

1. The name of the Society shall be **North East Network**
2. The registered office of the Society shall be situated in the State of Assam, and at present is situated at 16, Dr. J.C. Das Road, Guwahati.

3.OBJECTS:The objects of the Society shall be to improve the pace and quality of developmental inputs among persons disadvantageously placed in society for enhancing their social and economic status. The Society shall, without any profit motive and without any distinction of caste , creed, colour, community or religion, inter alia, do the following:

- a) Promote, develop and upgrade conceptual, organizational and management capacities of women's groups, rural/urban voluntary organizations engaged in social work and developmental programmes in the north-east region of India.
- (b) Contribute towards improving the rural and decentralised sectors in the areas of economic empowerment, agriculture productivity, health-care, gender-just awareness.
- (c) Organize those women/men involved in various economic sectoral work (weaving, agriculture, sericulture, Fishery, small animal & livestock care, home-based work, Dairy, handicrafts), for the purposes of preventing their exploitation and making them self-sufficient.
- (d) Provide opportunities for in-house training to intermediaries of voluntary organizations, especially women, in the field of development, economic, social and environmental activities.
- (e) Act as a link between north-eastern NGOs/women's organizations and the Government agencies, placing the two directly in touch, to create public advocacy, effective communication and constructive output of those National/State policies & programmes that are targeted to women's development.
- (f) Conduct research, studies and consultancy services to development projects towards meaningful understanding of the region, innovative inputs, and sharper technological focus.
- (g) Provide translations in different dialects, material on organizational strengthening, legal-aid manuals, credit-building, micro-entrepreneurial skills and any such material which would contribute to knowledge building for people in the development process.
- (h) Publish and print journals and articles for encouraging programmes for upliftment of society as mentioned herein before and to publish books, produce movies, video-films and souvenirs for the aforesaid purposes.
- (i) Promote and assist efforts at preserving ecosystems and bio-diversity of northeast India.

North East Network

Chairperson

4. We the undersigned are desirous of forming a Society, namely, **NORTH-EAST NETWORK** under the Societies Registration Act, 1860, in pursuance of this **MEMORANDUM OF SOCIETY**:

S.No. Name

Address

Signature

1. MONISHA BEHAL Social Worker

42 Deshbandhu Society
15 Patparganj, Delhi-92

Monisha Behal

2. SITIMON SAWIAN PUGH Social Worker

Umsohsun, Shillong
Meghalaya.

Sitimon Pugh

3. RENEE S.J. BOROOAH Service

"Borooah Nilaya"
J.N. Borooah Lane
Guwahati-781001.

Renee S.J. Borooah

4. BANDANA HAZARIKA Entrepreneur

B's Pekoe
M.D. Road, Silpukhuri
Guwahati-781003

B. Hazarika

5. TONDRA BORBORA Educationist

'Aranyak'
Narikalbari
Zoo Narengi
Guwahati.

T. Barbora

6. ACHINTYA K. BARUA Entrepreneur

W.G. Resorts
M.C. Road,
Guwahati-781001

A. K. Barua

7. INDIRA D. CHAKRAVORTY Social Worker

H.C. Road, Jorpuhuri
Guwahati-781001

Indira D. Chakravorty

8. ROSHMI GOSWAMI Social Worker

'Indralaya' La-Chaumiere
Shillong



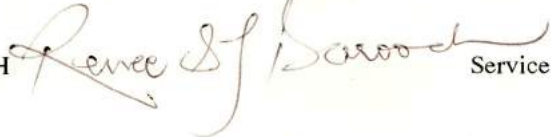


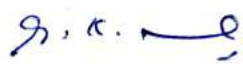

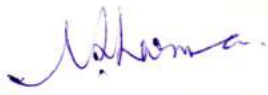


Roshmi Goswami

Signatures of all subscribers
from Serial Nos. 1 to 8 attested.

Sd/-(.....)
Advocate

5.MANAGEMENT:

The management of the affairs of the Society is entrusted in accordance with the rules of the Society, to a **Governing Board**, first members of which are:

<u>S.No.</u>	<u>Name</u>	<u>Signature</u>	<u>Occupation</u>	<u>Address</u>
1.	MONISHA BEHAL		Social Worker	42 Deshbandhu Society 15 Patparganj, Delhi-92
2.	SITIMON SAWIAN PUGH		Social Worker	Umsohsun, Shillong Meghalaya.
3.	RENEE S.J. BOROOAH		Service	"Borooah Nilaya" J.N. Borooah Lane Guwahati-781001.
4.	BANDANA HAZARIKA		Entrepreneur	B's Pekoe M.D. Road, Silpukhuri Guwahati-781003
5.	TONDRA BORBORA		Educationist	'Aranyak' Narikalbari Zoo Narengi Guwahati.
6.	ACHINTYA KUMAR BARUA		Entrepreneur	W.G. Resorts M.C. Road, Guwahati-781001
7.	INDIRA DEVI CHAKRAVARTY		Social Worker	H.C. Road, Jorpuhuri Guwahati-781001
8.	Ms. NAYAN SHARMA		Engineer	Ulubari Guwahati-781002
9.	PRAMADA MENON		Social Worker	B E 104 Janakpuri New Delhi-110058
10.	JOSHOMAYEE DEVI		Academician	Milanpur Road Bamunimaidan Guwahati-7810021

RULES AND REGULATIONS OF THE NORTH EAST NETWORK

1. DEFINITIONS:

In these rules, unless the context requires otherwise,

- (a) "Act" shall mean the Societies Registration Act(.No.XXI of 1860);
- (b) "Executive Director" shall mean the Executive Director of the Society;
- (c) "Chairperson" shall mean the Chairperson, for the time being, of the governing board of the Society, who shall concurrently be the working chairperson of the Society;
- (d) Other words and expressions used but not defined in these rules and defined in the Memorandum of Association have the meanings respectively assigned to them in that MEMORANDUM.

2.FUNDS OF THE SOCIETY:

The funds of the Society shall consist of the following:

- (a) Grants received from the Sponsors or any members of the Society;
- (b) Grants received from Central and State Government/s, other Trust, Societies and Foundations and National and International bodies;
- (c) Donations or contributions from persons or bodies;
- (d) Income from Investments;
- (e) Income from other sources;
- (f) Income from Consultancy, Contracts;
- (g) Membership fee.

All grants, donations and contributions shall be deemed to be grants, donations and contributions towards corpus of the Society unless otherwise specified by the Government/s, Grants Societies, foundations and bodies giving the grants, donor/s and contributor/s.

3. APPLICATION OF INCOME AND PROPERTY:

The income and property of the Society shall be applied towards the promotions and furtherance of the objects set forth in the Memorandum of Association.

4. GENERAL BODY AND MEMBERSHIP:

The GENERAL BODY of the Society shall consist for the time being of the following categories of the members:

- (a) Ordinary members (including life members) enrolled by the Governing Board of the Society .
- (b) Supporting Members, being Societies, Institutes, Firm or other corporate bodies enrolled by the Society within the areas of operations.
- (c) Associate members, being those professionally connected with women, and with the rural development activities who support the aims and objects and policies of the Society save and except these employed by the Society and the Society itself or its Institutional affiliates .
- (d) Patrons will be invited by the Governing Board to join the Society as such. This category shall not exceed 3 persons at any given time .

5. MEMBERSHIP ROLLS:

The Society shall maintain at its Registered Office a roll of its members and member organizations. Every member or organization shall pay a membership fee of Rs.25/- per annum. The member or the President of the organization will sign the roll and state therein his/her/its name, occupation/objectives of the member organization and address. The Society shall enter the following particulars in the roll of membership. (a) The date on which the member or organization was admitted (b) The date on which the member or organization ceased to be a member.

6. GOVERNING BOARD:

6.1 The Governing Board shall consist of not less than 7 and not more than 15 members (Inclusive of Chairperson and Executive Director) as may be decided by the General Body from time to time. The members may be co-opted by the Governing Board for among prominent personalities in the field of social work, education, entrepreneurship, Industrialist, representatives of Women's group, Financial Institutions, and industrial promotion agencies and other persons whose expertise may be valuable to the Society.

6.2 Terms of Office: Membership in the Governing Board shall ordinarily be for a maximum term of 3 year at one time. The Sponsors may, however change their nominees as they may consider appropriate.

6.3 Vacancies: The Society shall function notwithstanding the absence, for the time being, of any member of the Governing Board. The proceeding of the meeting of the General Body of the Governing Board shall not be invalidated by the existence of any vacancy on account of the absence of any member or otherwise.

6.4 Powers and functions of Governing Board: The general superintendence, management and control of the affairs of the Society shall vest in the Governing Board. Save as herein expressly provided, the duties, powers, functions and rights what-so-ever consequential on or incidental to carrying on the objectives of the Society shall be exercised by the Governing Board.

The Governing Board shall select a working team consisting of an Executive Director, a Coordinator and a Secretary for day to day functioning of the society. This team will function under the Working Chairperson.

The Executive Director of the Society shall be a person appointed by the Governing Board and shall be an ex-officio member of it.

All cheques of the Society shall be jointly signed by the Chairperson and the Executive Director.

In particular and without prejudice to the generality of the foregoing provisions, and subject to the provisions of the Memorandum, the Governing Board may:

- (a) Take steps for making, amending or repealing any rules, regulations and by laws of the Society subject to the approval of the General Body and compliance with the provisions contained in the Act;
- (b) Accept any grants, gifts, donations subscriptions, whether in cash or in securities or in any other form, in furtherance of the objects of the Society;
- (c) Purchase, acquire, take on lease or hire, or accept as gift any moveable or immovable property and to deal with the same for furtherance of the objects and activities of the Society;
- (d) Sell, assign, mortgage, lease, exchange or otherwise dispense of any moveable or immovable property of the Society as may be necessary or convenient for the working of the Society;
- (e) Borrow or raise money that may be required by the Society from such sources and on such terms as may be deemed desirable by the Governing Board and held custody of the funds of the Society;
- (f) Sue and defend all legal proceedings on behalf of the Society.
- (g) Appoint committees for the disposal of any business of the Society or for rendering any advice in any matter pertaining to the Society.
- (h) Prepare and finalise the annual report, the annual accounts, and the financial estimates of the Society as it may deem appropriate;

7. REMUNERATION FOR SERVICE

The Society will pay reasonable remuneration to any of its officers or servants to any other persons in return for any services actually rendered to the Society. The Working team and any other person co-opted for a particular project will be entitled to remuneration as decided upon by the Governing Board.

8. PROCEEDINGS OF THE GOVERNING BOARD

(a) The Governing Body shall meet every six months such that a meeting is held not later than six months of the close of the financial year of the Society. A notice of 21 clear days must be given to all members of the Governing Board. Under extraordinary circumstances an emergent meeting may be called by the chairperson.

(b) Three members including the Chairperson shall constitute quorum or any meeting of the Governing Board.

In case of difference of opinion amongst the members, the opinion of the majority shall prevail.

(c) Each member including the Chairperson shall have one vote and if there should be an equality of votes on any question to be determined by the Governing Board, the Chairperson shall, in addition have and exercise a casting vote;

(d) Every meeting of the Governing Board shall be presided over by the Chairperson or in her absence, by a member chosen at the meeting.

(e) A resolution may be adopted by the Governing Board by circulating to all its members and any resolution so circulated and adopted by a majority of the members who have signified their approval of such resolution shall be as effective as if the resolution had been passed at the meeting of the Governing Board.

9. FUNCTIONS OF EXECUTIVE DIRECTOR:

Subject to these rules and the regulations and the order and directions of the Governing Board, the Executive Director shall be responsible for proper administration of the Society and for the conduct of the staff under the directions and control of the Governing Board, and for execution of the daily activities of the Society in consultation with the Chairperson.

The Chairperson will be responsible for working out modalities and logistics of project to be proposed and undertaken by the Society.

The Chairperson has the power to invite non-members to attend the Governing Board Meeting.

10. GENERAL BODY MEETING:

The Society shall hold an Annual General Meeting at least once a year and not more than 18 calendar months shall elapse between two successive Annual General Meetings and a notice of 21 days for such a meeting shall be given to the members of the Society.

(i) To consider and adopt the Annual Report and Audited Account of the Society together with the Auditor's Statement on the accounts.

(ii) To appoint auditors for the ending years.

(iii) To transmit any other business as may be brought forward by a member of the Governing Board; or by any members of the General Body with permission of the Chairperson of the meeting.

11. MINUTES:

The Working Team shall maintain minutes of the meeting of the General Body as well of the Governing Board. The Minutes Book will be kept for the purpose of record keeping, duly signed by the person presiding over the meeting, or the next meeting and the appropriate agenda be fixed by the evidence of the matters stated therein.

12. PROCEDURE AT GENERAL BODY MEETING:

12.1. Every meeting of the General Body shall be presided over by the Chairperson or in her absence by a member chosen at the meeting.

12.2 Each member including the Chairperson shall have one vote and if there should be equality of votes on any questions to be determined by the General Body, the Chairperson shall in addition have and exercise a casting vote.

12.3. Three or one-third of the members whichever is less, present in person, by proxy or through authorized representatives shall form a quorum for any meeting of the General Body.

12.4. In the event of absence of the requisition of the Extraordinary General Body meeting shall start unless otherwise decided by the Chairperson.

13. AUDIT & ACCOUNTS:

The accounts of the Society shall be audited by a Chartered Accountant to be appointed by the Governing Board. The working committee shall cause true accounts to be kept of all sums of money received and expended by the Society. The Governing Board shall cause to be prepared and laid before the Annual General Meeting a Balance Sheet and Income and Expenditure Account duly audited and certified by a Chartered Accountant (if so required by law).

14. FINANCIAL YEAR:

- 14.1 The financial year shall unless otherwise resolved by the Governing Board, be from April 1st to March 31st.
- 14.2 The Society shall keep at its Registered Office proper books of accounts in which shall be entered:
- 14.3 All sums of money received and the sources thereof and all sums of money expended by the Society and the object or purposes for which sums of money are expended will be recorded.
- 14.4 The Accounts of the Society shall be balanced each year on 31st day of March.

15. MEMBERS' RIGHT OF INSPECTION:

A member shall have the right of Inspection of accounts and the registers and proceedings of the general meetings, during the office hours and in accordance with the by-laws to be framed by the Governing Board from time to time.

16. RETURNS TO BE FILED WITH THE REGISTRAR:

The Society shall file such returns and documents and in the manner as may be required by the Societies Registration Act 1860.

In the event of a change of composition of the Governing Board or in the office of the Chairperson, Executive Director, or the Secretary, such change shall be notified to the Registrar of Societies in accordance with the provisions of Societies Registration Act, 1860.

Any rule of the Constitution or any part thereof may be amended, altered added to or deleted, at an Annual General Meeting or an Extraordinary General Meeting by a two-third majority of those present.

Any amendments to the Constitution under the above procedure shall be submitted to the Registrar of Societies for acceptance and approval, before the amendment (s) comes into force.

17. PROPERTY OF THE SOCIETY:

All property belonging to the Society shall be deemed to be vested in the Governing Board but shall be referred to be "The Property of the Society".

18. SUITS AND PROCEEDING BY OR AGAINST THE SOCIETY:

Every decree or order against the society in any suit or proceeding shall be executable against the property of the Society and not against the persons or the property of the chairperson, Executive Director, Secretary or any office bearer or any member of the Society.

Nothing herein shall exempt the Chairperson, Executive Director, Secretary or office bearer of the Society from any original liability under the Act or entitle her to claim any contribution from the property of the Society in respect of any claim paid by her on her conviction by a criminal court.

No member of the Society shall be sued or persecuted by the Society except for any injury, loss, damage, detention or destruction of any property of the Society.

19. TERMINATION OF MEMBERSHIP:

A member shall cease to be a Member of the Society in any of the following events:

(a) By death, incapacity to contract, lunacy or insolvency or if he/she is convicted of an offence involving moral turpitude.

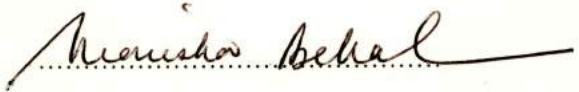
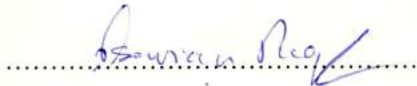



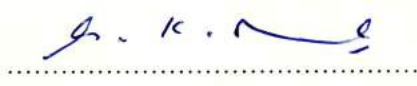

(b) Upon receipt by the Society of notice in writing under signature of the Member to be sent under Registered cover of his intention to resign from the Membership of the Society.

(c) Provided that before such a resolution is passed an opportunity shall be given to the Member concerned to appear and explain his/her position with regard to the point in issue at a meeting of the Governing Board at which the resolution is to be moved but in the event of his/her non availing himself of the opportunity, or the meeting not accepting his/her explanation no question shall be raised with regard to the validity and effectiveness of a resolution passed in the manner laid down.

20. APPLICABILITY:

All the provisions of the Societies Registration Act, 1860 shall be applicable to the Society.

We the undersigned Founder Members certify that this is a true and correct copy of the Rules and Regulations of North East Network.

<u>Name</u>	<u>Signature</u>
1. MONISHA BEHAL	
2..SITIMON SAWIAN PUGH	
3. RENEE S.J. BOROOAH	
4. BANDANA HAZARIKA	
5. TONDRA BORBORA	
6.. ACHINTYA KUMAR BARUA	
7. INDIRA DEVI CHAKRAVARTY	
8. ROSHMI GOSWAMI	