

**RULES AND REGULATIONS FOR**  
**Society for Happiness**

**1. Name:**

The name of the society shall be “ Society for Happiness ”

Membership: Every subscriber to the Memorandum of the Society, every member of the Governing Body and every person who believes in the aims and objects of this society and whom the Governing Body may admit as member shall be members of the society.

Subscription: The rate of subscription for all the members shall be as notified from time to time by the Governing Council after due approval of General Body.

Cessation of Membership: A person shall cease to be a member of the society by resignation, death, disqualification, insolvency or liquidation or for non attending without taking leave for absence, three consecutive meetings of the General Body as the case may be. A member shall be deemed to have become disqualified, if in the view of the other members expressed by a resolution of the majority of the total member of the members, he is of unsound mind, or has worked against the aims and objects of the society or has committed an act, which makes it undesirable to have him as member or his membership cease to be in the interest of the society.

Refusal: The Governing Body of the society may refuse any person the membership if it feels that granting membership to such person may be against the interest of Society.

**2. Governing Body of the Society:**

(i) The management of the affairs of the society shall vest in the Governing Body. The Governing Body shall consist of not less than 7 and not more than 15 members who shall be elected by the members of the society.

(ii) Term of Governing Bodies Members: The members of the Governing Body shall hold office for a term of 3 years from the dates of their appointment and shall be

eligible for re-appointment. Unless otherwise decided by the Governing Body, a member of the Governing Body shall continue to be in office after the expiry of his term until his successor has been appointed.

(iii) Vacancy of Governing Body: In case a member of the Governing Body resigns, dies, ceases to be a member or vacates office otherwise, the vacancy may be filled by the Governing Body by nomination for the balance term.

(iv) Powers of the Governing Body: Without prejudice to the generality of the powers of the Governing Body to do such things as it may consider necessary or shall be expedient for the purpose of carrying out the objects of the society, the governing body exercise the following powers.

(a) Open bank account in the name of the society with such bank(s) or other institution (s) as it may think fit from time to time, and authorizes any one or two of its members to operate such account(s).

(b) Defray the expenses of the society activities and make contribution from the funds of the society to any other trust or society or association having objects similar to those of the society.

(c) Invest/deposit such funds of the society as may not be immediately required in such manner as may be determined by the Governing Body from time to time subject to any statutory restrictions and realize or vary such investments.

(d) Borrow moneys for the purpose of the society and if necessary, create lien on the society assets for the purpose.

(e) Appoint and, at the discretion, remove or suspend employees of all categories of the society and, from time to time determine their powers and duties and fix their remuneration and terms of employment.

(f) Delegate any of its powers to such committees or sub-committees and as it may constitute consisting of such members and or to any member of the Governing Body or office bearer of the society.

(v) MEETING OF THE GOVERNING BODY: The Governing Body shall meet as and when a meeting is convened by the chairman / Secretary General or is requisitioned by at least five members of the governing body provided that it shall meet at least once in 12 calendar months.

(vi) NOTICE FOR MEETING: At least 15 days notice shall be given for a meeting of the Governing Body, but a meeting may be called by the chairman with 24 hrs. notice in case of exigencies.

(vii) QUORUM FOR MEETING: 2/3rd members of the Governing Body, personally present, shall form the quorum for a meeting of the Governing body .In case the quorum is not sufficient, the Chairman may announce a fresh schedule of meeting at least 30 min. after the initial schedule. No quorum is necessary for reconvened meeting.

(viii) DECISIONS: The Governing Body shall take decisions by a vote of the majority. Every member shall have one vote and in case of a tie, chairman of the meeting shall also have a casting vote.

(ix) RESOLUTION BY CIRCULATION: A resolution by the majority of the members of the Governing Body after circulation amongst all its member , shall be an effective and binding as resolution passed at a meeting of the Governing Body.

### **3 OFFICE BEARERS:**

The society shall have the following office bearers.

1. President
2. Vice President (s)
3. General Secretary
4. Joint Secretary
5. Treasurer
6. . Executive Members minimum 2 maximum 11

4. The President of the society shall be the president of the Governing Body and vice-versa. All the office bearers of the society shall be elected in the General Body meeting.

5. The office bearers as specified in clause 4 above shall have the following powers/functions.

6. PRESIDENT:

(i) He shall preside all the meetings of the General Body and Governing Body.

(ii) In case of equality of votes in any meeting he shall have a casting vote.

(iii) He shall supervise work of other office bearers of the society.

(iv) He may constitute sub committees and /or special positions in organisation and assign duties to them ,as deemed fit for efficient functioning of the Society

7. VICE PRESIDENT

The Vice President shall work closely with the President for effectively managing the affairs of the Society. The scope of services to be performed shall be mutually agreed to with the President.

In the absence of President, all the duties and the powers as vested in him, except sanctioning of the expenditure, shall be executed by the Vice President.

8. GENERAL SECRETARY :

(i) He shall represent the Society.

(ii) He shall keep and maintain all records including the register of members, minutes books etc.

(iii) He shall undertake all type of correspondence on behalf of the society.

(iv) He shall convene the meetings of General body and shall also inform every member regarding the time, date, venue etc. of the meeting.

(v) He shall perform all other functions as may be assigned to him.

#### 9. JOINT SECRETARY

The Joint Secretary shall work closely with the General Secretary for effectively managing the affairs of the Society. The scope of services to be performed shall be mutually agreed to with the President / General Secretary.

In the absence of the General Secretary, all the duties and powers in the name of General Secretary will be filled by the secretary.

#### 10. TREASURER:

He shall collect subscriptions, gifts, grant / aids / donations etc., from the members, general public and he shall also be responsible for keeping and maintaining true and correct accounts of the society , arranging for its audit and submission of statutory details to Registrar of Societies and other Tax / statutory bodies

#### 4. FINANCIAL YEAR:

The accounts of the society shall be prepared from 1st April to 31st March, every year.

#### 5. AUDIT:

The annual accounts of the Society shall be audited by the Chartered Accountants appointed as auditor of the society by its Governing Body

#### 6. GENERAL BODY OF THE SOCIETY:

There shall be a general body of the society consisting of all the members. The meeting of the general body shall be held once every year with 2/3rd quorum. No quorum shall be required in the adjourned meeting. An emergent meeting of the General Body may also be summoned on the written request of 3/5th members, with 21 days prior notice for such meetings. The notice period of the general meeting of the General Body shall be 15 days. The following business shall be transacted in these meetings:-

- (i) To prepare annual programs and policies.

(ii) To discuss and to decide all such matters and issues which are directly or indirectly related to the affairs of the society.

(iii) To pass annual budget of the society.

(iv) To appoint a qualified auditor for conducting annual audit of the society.

(v) To consider any other business brought forward by the Governing Body.

#### **7. EXTRA-ORDINARY MEETINGS:**

An extra-ordinary general meeting of members requisitioned by members sufficient in the number to constitute a quorum.

The provision applicable to Governing body shall apply mutates mutandis to general meetings.

#### **8. ANNUAL LIST:**

Every year a list of Governing body office bearers and members shall be filled in the Office of Registrar of Societies Delhi as required U/S 4 SR Act, of 1860.

#### **9. AMENDMENT:**

Any amendment in the memorandum of rules this society shall be carried out in accordance with procedure laid down U/S 12 and 12A of SR Act, of 1860.

#### **10. LEGAL PROCEEDINGS:**

The society may sue or be sued in the name of its President / General Secretary as required U/S 6 of SR Act of 1860.

#### **11. INCOME NOT TO REVERT:**

The income of the society from its property of donations, whatsoever derived shall be applied solely towards the promotion of the objects of the society as set out in its Memorandum of Association and no portion thereof shall be paid or transferred directly or indirectly to the persons who at any time are or have been members of the society or to any of them or any person claiming through any of them.

