

The Constitution of the
Indian Red Cross Society
District Branch , Narnaul

CONSEQUENT upon the bifurcation of the Indian Red Cross Society, Punjab and Haryana States Branch in two separate units, in June 1971, and adoption of a revised Constitution by the Indian Red Cross Society, Haryana State Branch, it has become expedient to revise the Constitution of the District Branch in conformity with the Constitution of the Indian Red Cross Society, Haryana State branch.

Aims and Objects :-

1. The aims and object of the Indian Red Cross Branch Narnaul shall be :-
 - a) Hospital Welfare, Community Health and Sanitation.
 - b) Relief of sick, suffering and wounded persons.
 - c) Relief of soldier, sailor, airman and other Military personnel.
 - d) Maternity and Child Welfare.
 - e) To organise youth welfare activities and help to the youth wing (Junior Red Cross) of the Red Cross.
 - f) Blood Transfusion Services.
 - g) Training of Doctors , Lady Health Visitors , Midwives , Nurses, Dais etc.
 - h) Disaster and Emergency relief of all kinds.
 - i) Help the Haryana State Red Cross Branch of the Indian Red Cross Society.
 - j) Assistance to St. John Ambulance Association and Charitable institutions approved by the State Branch or the Indian Red Cross Society.
 - k) All over objects mentioned in the first Schedule of Act XV of 1920 (with amendments up to date)
- 2.) The Distt. Branch Shall follow all rules and regulations framed by the state Branch and shall carry out the directives issued by the state branch from time to time.

PRESIDENT & VICE-PRESIDENT

3.) President :-

The deputy Commissioner, Narnaul shall be the Ex-Office President of the district Branch.

4.) Vice-President :-

The civil Surgeon shall be the Ex-officio Vice-President of the District Branch.

MEMBERSHIP

5.) 1) There shall be the following categories of members :-

- a) Patrons.
- b) Vice-Patrons.
- c) Life members.
- d) Annual Membrs.
- e) Life Associates.
- f) Annual Associates.
- g) Institutional Members.

2) Honorary Vice-President shall be the subscriber of Rs. 20,000/- or more to the funds of the District Branch.

- 3) A person, who subscribes Rs.10,000/- in one consolidated contribution to the funds of the district Branch shall be enrolled as a patron A patron on payment of a further sum of Rs.10,000/- may become an Honorary Vice-president.
- 4) A persons,who subscribes Rs.2,000/-in one consolidate contribution to the funds of the district Branch shall be a Vice-patron.A Vice-Patron on payment of a further sum of Rs.8,000/-may become a patron.
- 5) A person,who subscribes not less than Rs.250/- to the funds of the District Branch in one consolidate contribution. shall be a life Member. A Life Member on payment of further sum of Rs.1,750/- may become a Vice-patron.
- 6) A person who pays an annual subscription of Rs.12/-shall be enrolled as an Annual Member An Annual Member may at any time compound all further subscription and become a life Member on payment of Rs. 250/-
- 7) A person who subscribes Rs.100/-to the funds of the District Branch in one consolidate contribution shall be a life Associate. A Life Associate on payment of a further sum of Rs.150/- at any may bea life Member.
- 8) A person who pays a minimum annual subscription of Rs.2/- only shall be an Annual Associate.
- 9) A firm or institution may become an Institutional Member by paying an annual subscription subject to minimum of Rs.250/-The firm, the institution may become Honorary Vice-president,patron or vice Vice-Patron by paying the subscription,specified for these categories in lump sum However,the institutional membership shall be valid for twelve months from the date of such payment.

Collection of funds :-

- 1) The District Branch may collect funds for its activities and expenses through membership,fairs,fetes,variety show,Lucky Bag,flags,seals and special drives etc.
- 2) The District Branch may receive donations in cash or kind and gifts of any properties movable or its object.

7. Allocation of funds :-

- 1) The District Branch shall retain 80 percent of the collection made through membership,unspecified donations,sale proceeds of flags and seals,income from Variety Shows,fairs and fetes etc.and remit the remainings 20 percent to the State Branch.
- 2) All collections made through District Relife Funds and lucky Bagfund shall be meant for charity within the state of Haryana. The District Branch shall,remit 10 percent of the income from these heads to State Branch to be utolized for charities in the State.

8. General Meeting

- 1) The General Meeting of the District Branch shall be held once in a year at a place, date and time fixed by the President or in his absence by the Vice_President.
- 2) Notice of such General Meeting shall be given at least fortnight before the data fixed for the meeting. An accidental omission to give such notice or to despath the agenda to a member shall not invalidate any resolution passed at such meeting.
- 3) At each General Meeting Managing Body shall be constituted.
- 4) Annual Report and audited statement of accounts for the previous year shall be presented at the meeting for adoption. The auditors of the District Branch for the next year shall also be appointed to audit the accounts of the District Branch.

- 5) Budget estimates for the next year should be approved.
- 6) Any other business may be brought forward with the permission of the Chair.
- 9) Extra Ordinary General Meeting__
 - 1) An Extra Ordinary General Meeting of the District Branch may be convened at any time, by the President, for any purpose connected with the District Branch.
 - 2) Seven days notice shall be given for such meeting specifying the agenda to be brought it. No business other than specified in the agenda shall be transacted. An accidental omission to give such notice or to despatch at such meeting
- 10) 1) All General meeting shall be presided over by the President or in his absence by the Vice_President or any other member nominated by the President.
 - 2) All questions shall be decided by the votes of the member present and taken by show of hands.
 - 3) In case of equality of votes the Chairman of the meeting shall have a casting vote.
 - 4) All questions or procedure of the meeting shall be decided by the Chairman of the meeting.
- 11) Managing Body:----- The Managing Body of the District Branch

shall be constituted annually at the Annual General Meeting and shall consist of 15 members as follows:-----

- 1) The Deputy Commissioner Narnaul shall be the ex_officio President of the Managing Body.
- 2) Wife of Deputy Commissioner Narnaul shall be the ex_officio Chairperson of the Managing Body.
- 3) The Civil Surgeon Narnaul shall be the ex_officio Vice President of the managing Body .
- (4) the District Education Officer Narnaul shall be the ex-officio member of the Managing Body .

Nominated Members:-----

- (5) Two members shall be nominated by the President.
- (6) Two members (to be nominated by the outgoing Managing Body) shall be elected by the General Body. No member shall be elected for more than three terms of one year each.
- (7) One person, one from each Sud-Division, who have expert knowledge of a subject or who are considered to be hel to the District Branch in raising funds and in organising service, etc. shall be coopted by the Managing Body and it -r members, for a period of one year term.
- 12. All vacancies occurring among the members of the Managing Body between the two Annual General Meeting shall be filled by nomination by the President for the remaining period.
- 13. An ordinary of the Managing Body shall be held once a quarter or earlier, if necessary, at the discretion of the President, at a date and time to be fixed by him.

(1) A notice of seven days shall be given and the agenda shall be circulated by Post or Otherwise An accidental omission to given such notice or to despatch to a membe Shall not invalidate any resolution Passed at such meeting

EMERGENT MEETING :-----

14. An Emergent Meeting of the Managing body may be held at any time by the President and in his absence by tohe Vice-President bby giving twenty four hours notice at a place and time convenient to him.

(ii) An Emergency Meeting of the Managing Body May also be called by the President upon receipt of a requisition specifying the business from five members of the meeting Body on a date and time convenient to him .A such meeting no business other than specified in the requisition shall be transacted.

(iii) In cas of any emergency , decision of the Managing Body /Executive Committee may be obtained by criculation of a proposal amongthe members of the Managing Body , provided that prior approval of the President is obtained to the adoption of the procedure in each particular case .

15 At all Mannaging Body meeting three members present in person or by proxy Shall Form a quorum Ex-officio members may be represent by their respective senior officers Who Shall have thye right to vote

ii) If the quorum is not complete Within half an hour of the time fixed for a meeting the mmeeting Shall be adjourned and would be held after half an hour even if the quorum is not complete.

(16) In the even t of equality of votes at any meeting the Chairman Shall have a casting vote.

(17)The secretary of the Districe Branch Shall maintain record of proceeding all the meeting . The proceedings recorded Shall be signed by him and the Chairman of the meeting and laid before the next meeting for confirmation .

(18)The Managing Body shall authorise the Secretary to incur expenditure not exceeding Rs.500/- Provided it is routine item of expenditure and is included in the Budget/estimates. For expenses more than Rs.500/- sanction of the President shall be obtained for all times providet in the budget Un-butgetted expenditure would be incurred with the sanction of the President and cases laid before the managing Body for confirmaat its next meeting.

(19)The President and in his absence the Vice-President shall be the chief Executive officer of the district branch

(ii) The Secretary shall be the Executive Officer of the District Branch.He shall exercise control over the staff and affairs of the Branch under the guidance of the President Vice-President and the Managing Body. He shall also have the power of attorney to set as such on their behalf by the district branch for all matters regarding agreements the executions.

(iii)Any notice to be given by the Bistrect Branch or the Managing Body Will be valid if given on their behalf by the secretary of the district Branch.

20) All appointments in the District Branch shall be made by the President. The President has the power to determine the terms of employment and pay allowances of the staff of the District Branch The case would be laid before the managing Body for confirmation.

(ii) Notwithstanding anything contained in rule 20(i)The appointme of the secretary of the District Branch shall be made by the President with the approval of the State Branch and shall not annulled expcet with previous concurrence of the State Branch.

21) All movable and immovable property acquired by the District Branch shall vest in its subject to control of the State Branch. No investment in property shall be made without the prior sanction of the State Branch.

- 22) Managing Body shall authorise the secretary of the District Branch to operate upon all types of post office and Bank Accounts including Employees Provident Fund Accounts, single handed upto Rs.500/- cheques exceeding Rs.500/- will be signed jointly by the Secretary with the President or Vice-President.
- 23) If the administration of the District Branch, in the opinion of the Managing Body of the State Branch is not in accordance with Principles and policies laid down by the Managing Body of the State Branch or if the District Branch fails to carry out the directives issued by the state Branch, the Managing Body of the state Branch shall have powers to dissolve the Managing Body of the District Branch and appoint an adhoc committee to run the Administration of the District Branch.
- 24) The Managing Body of the State Branch shall have the power to amend or ralter any of the rules of the District Branch as and when necessary.
- 25) The power to amend the constitution of the District Branch vest with the General Body subject to the State Branch by a majority vote.

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 Deputy Commissioner-cum-President
 Indian Red Cross Society
 Distt. Branch Narnaul *Q. S. S.*

THE CONSTITUTION

OF THE

DISTRICT BRANCH

NARNAUL