

CONSTITUTION



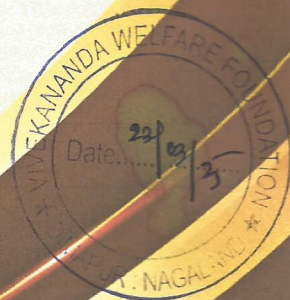
**VIVEKANANDA
WELFARE FOUNDATION**

Memorandum of Association
And

Rules & Regulations/Bye Laws

7.

(Nusieta Rhakho)
Additional Secretary &
Ex-Officio Registrar of Societies
Home Department
Nagaland : Kohima





**VIVEKANANDA
WELFARE FOUNDATION**

CONSTITUTION

Vivekananda Welfare Foundation

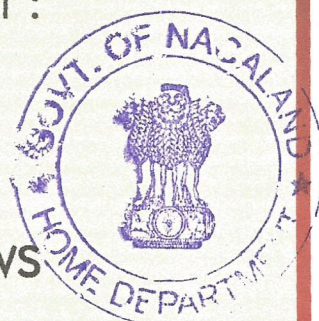
(As amended and adopted at the 7th. Annual General Meeting at the Office of VWF, situated at H/No-15, 2nd. floor, DMC building, Opp. Gurudwara, Kalibari Road, Dimapur-797112, Nagaland on 23rd. March, 2025)

The Constitution of the Society shall comprise of :

- (I) The Memorandum of Association
- (II) The Rules & Regulations/Bye Laws

9.

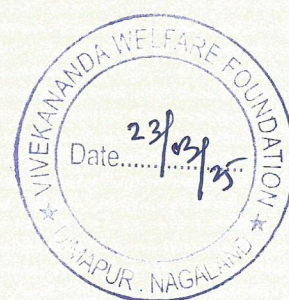
(Nusieta Rhakho)
Additional Secretary &
Ex-Officio Registrar of Societies
Home Department
Nagaland, Kohima



Memorandum of Association & Rules and regulations / Bye Laws



**VIVEKANANDA
WELFARE FOUNDATION**



Registered office:

7. House No.15, 2nd Floor, DMC Building, Opp. Gurudwara,
Kalibari Raod, Dimapur -797112 - Nagaland

(Nusieta Rhakho)
Additional Secretary &
Ex-Officio Registrar of Societies
Home Department
Nagaland : Kohima



**GOVERNMENT OF NAGALAND
HOME DEPARTMENT
SOCIETIES REGISTRATION CELL**

No: SRC/HOME/RNW/1146/2021

///

Kohima Dated the

November, 2025

This is to certify that the Amendment of Constitution of **"VIVEKANANDA WELFARE FOUNDATION"** bearing Regd No. **HOME/SRC-7298** dated **20-12-2018** Located at **Kalibari Road**, in the District of **Dimapur** is hereby approved with effect from **13-11-2025**.

(NUSIETA RHAKHO) NSS

Addl. Secretary to the Government of Nagaland &
Ex-Officio Registrar of Societies, Nagaland

No: SRC/HOME/RNW/1146/2021

///

Kohima Dated the

November, 2025

Copy to:

1. The Deputy Commissioner, **Dimapur**.
2. The Publisher, Nagaland Gazette Kohima for publication in the Gazette.
- ✓ 3. The President, **Vivekananda Welfare Foundation, Dimapur**.
4. Office Copy.



Handwritten signature and date: 13/11/2025

(NUSIETA RHAKHO) NSS

Addl. Secretary to the Government of Nagaland &
Ex-Officio Registrar of Societies, Nagaland

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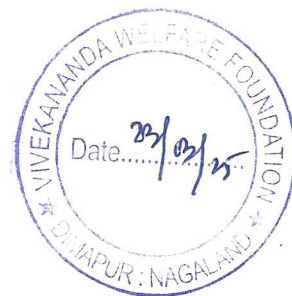
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Ex-Officio Registrar of Societies
Home Department
Nagaland : Kohima

Founder & Director

President

Secretary

Treasurer

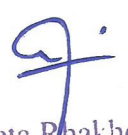
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Home Department
Nagaland : Kohima


Founder & Director


President


Secretary


Treasurer

MEMORANDUM OF ASSOCIATION AND RULES AND REGULATIONS/BYE LAWS

PREAMBLE

We, the members of **VIVEKANANDA WELFARE FOUNDATION**, a Non-Profit and Non-Governmental organization based in Dimapur, Nagaland are united in our mission to spread the message and philosophy of Universal Brotherhood of Man, as inspired by the teachings of Swami Vivekananda. Our purpose is to serve the general public, particularly the downtrodden, with selfless dedication and compassion, thereby uplifting their cause and contributing to the growth and prosperity of our society.

Guided by the conviction that peace and harmony can only be achieved when we prioritize the well-being of all, while protecting our own interests, we, the founding members, resolved on January 12, 2015, to form Vivekananda Welfare Foundation. Our motto, "Service to Man is Service to God," and theme, "Celebrating and Empowering Humanity," reflect our commitment to this noble cause.

We hereby adopt, enact, and give ourselves this Constitution, Memorandum of Association, and Bye-Laws as the guiding instrument of our Society, Vivekananda Welfare Foundation.




Founder & Director


President




Secretary


(Nusieta Rlakho)
Additional Secretary &
Ex-Officio Registrar of Societies
Home Department
Nagaland : Kohima


Treasurer

MEMORANDUM OF ASSOCIATION

ARTICLE 1 : NOMENCLATURE AND ADDRESS OF THE SOCIETY

- (a) The name of the Society shall be **"VIVEKANANDA WELFARE FOUNDATION"** for celebrating and empowering humanities and to serve the lives of communities through integrated development and shall henceforth be referred to as 'VWF'
- (b) The VIVEKANANDA WELFARE FOUNDATION was established on 12th January, 2015
- (c) VWF officially registered under Societies Registration Act , 1860, govt of Nagaland on 20th December, 2018, bearing registration No. HOME/SRC -7298
- (d) **Registered Office:** The registered Office of the VWF shall be located at Room No/House No -15, 2nd Floor, DMC Building, opposite Gurudwara , Kalibari Road, Dimapur - 797112, Nagaland or any other place as the management of the society may change the location of the registered Office as they deem it necessary.

ARTICLE 2: MOTTO

The motto of the Foundation/ Society shall be **"Service to man is service to God"**.

ARTICLE 3: DEFINITION

The following expressions shall carry the meaning hereunder assigned them:

- a) 'The Act' means the societies registration Act, 1860 and any statutory enactment and modification thereof,

- b) 'The Society' means **"VIVEKANANDA WELFARE FOUNDATION"**

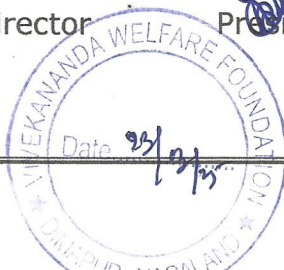
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Home Department
Nagaland - Kohima

Founder & Director

President

Secretary

Treasurer



- c) 'Member' means a member of the Society of the governing board;
- d) 'General Meeting' means the Annual General Meeting and the General Body of the Society;
- e) 'Regulation' means regulations framed hereunder and the regulation framed by the general body and the governing board within the purview of its powers in these articles;
- f) 'Governing Board' means the authority to which the management of the affair of the Society is vested upon;
- g) 'General body' means the body constitution of all the member of the Society
- h) 'Chairman'/ President" means the chairman/President of the Society.
- i) 'Vice Chairman/ Vice President' means the Vice Chairman/ Vice President of the Society.
- j) 'Secretary' means the Secretary of the Society.
- k) "Joint Secretary" means Joint Secretary of the society.
- l) 'Treasurer' means the Treasurer of the Society.
- m) 'Director' means the chief managing officer of the Society.
- n) 'Founder' means the individual who established the organization, guiding its mission and vision, and laid the foundation for Society's/ VWF's objectives and activities

(Nusieta Rhakim)
Additional Secretary &
Ex-Officio Registrar of Societies
Home Department
Nagaland : *Baba*
Founder & Director

Baba
President



Proney Bansi
Treasurer



ARTICLE 4: JURISDICTION

The area of operation of the Society/Foundation shall extend to the entire State of Nagaland.

ARTICLE 5: VISION AND MISSION

Vision: - To uplift humanity by providing essential support in food, healthcare, education, and social justice, thereby creating a ripple effect of kindness, equality, and compassion that transforms lives and communities.

Mission: - Transforming lives by alleviating suffering, fostering education, healthcare, and social justice, thereby actualizing Swami Vivekananda's philosophy of serving humanity.

ARTICLE 6: THEME

Celebrating and Empowering Humanities

ARTICLE 7: CORE VALUES

Accountability

We take ownership of our actions and outcomes. We are transparent and accountable to our donors, supporters, and beneficiaries, upholding the highest standards of governance and practice.

Collaboration

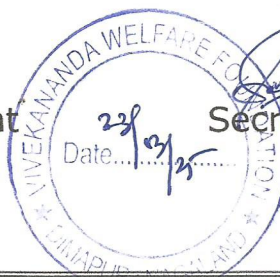
We collaborate. We believe in the power of partnerships. We foster strong relationships with communities, organizations, and individuals to leverage collective strength and expertise for sustainable development.

Equality
(Nusieta Khukho)
Additional Secretary &
Ex-Officio Registrar of Societies
Home Department
Nagaland : Kohima

President

Secretary

Treasurer



We champion inclusivity and diversity. We treat one another equally. We strive to remove barriers that hinder full participation, promoting equal opportunities and respect for all individuals, groups, and communities.

Innovation

We encourage creativity and innovation. We embrace new ideas and approaches that drive systematic change and sustainable solutions, staying adaptable and responsive to emerging needs.

Integrity

We uphold the highest standards of ethics and integrity. We act with honesty, transparency, and accountability, prioritizing the well-being and interests of those we serve.

Respect

We cultivate a culture of respect and empathy. We value the dignity and worth of every individual, community, and culture, fostering an environment of inclusivity, kindness, and compassion.

ARTICLE 8: AIMS AND OBJECTIVES

The aims & objectives of the society shall be :-

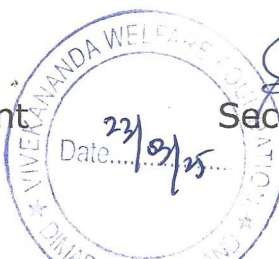
Main Objectives

- i. To provide holistic transformation of young people and disadvantaged communities by offering training, empowerment and exposure to life changing innovations.
- ii. To mobilize resources and establish educational opportunities for vulnerable and underprivileged children of the society
- iii. To ensure that children are safe, healthy and protected at home, in schools and communities
- iv. To facilitate the rehabilitation of traumatized children through sports, music, dance, and drama



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Nagaland


President



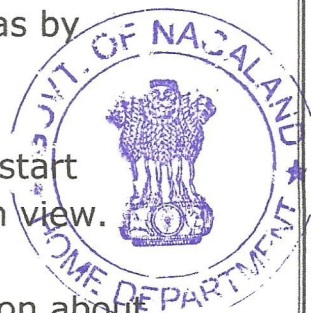

Secretary


Treasurer

- v. To support community-led initiatives with focus on using sustainable technologies to enhance development
- vi. To build capacity and sensitize children and communities on sexual reproductive health, rights and other preventable viral illnesses like HIV and chronic hepatitis etc.

General Aims and Objectives

- i. To spread the message of Swami Vivekananda Nation wide
- ii. To work for peace and harmony among all religions as per the ideals of Swami Vivekananda
- iii. To put into practice Swami Vivekananda's Fundamental Educational ideas of imparting life building, man making, and character building education by combining the best elements of the East and the West
- iv. To take up Rural Developmental activities including Cleanliness Drive, Medical, Health and Sanitation Programme by arranging various camps like Medical, Blood donation, etc and to provide ambulance facility to the needy people .
- v. To inculcate in and encourage men and women, who have the capacity and are willing to devote it, to undertake social work in the service of the needy; to serve humanity, by individual work, as well as by participating in-group activities in social service.
- vi. To identify spheres in which social work is required and to start appropriate projects with service to humanity as the end in view.
- vii. To provide a forum and a Centre for exchange of information about social work in different spheres.
- viii. To set up Senior Citizens' Homes /Old-Aged Homes for the aged persons, working Homes for destitute women, Loving Homes for



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(Nusieta Rhakho)
Additional Secretary &
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Home Department
Nagaland : Kohima

[Signature]
President

[Signature]
Secretary

23/01/15
Date

VIVEKANANDA WELFARE SOCIETY
DINAPUR

[Signature]
Proney Bora
Treasurer

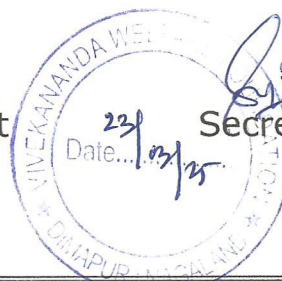
neglected children and Rehabilitation Homes for the handicapped and ex-convicts.

- ix.** To provide education and health outreach to the poor and the needy
- x.** To provide legal aid to those who cannot afford it.
- xi.** To promote and preserve the art, painting, music, dance, crafts, literature, and cultural heritage of Nagaland through exhibitions, workshops, literary events, research, and training programs.
- xii.** To work for literacy, both male and female, including computer literacy
- xiii.** To work for increasing employability of the people
- xiv.** To run ambulance services
- xv.** To work for preservation of ecology and environment
- xvi.** To work for amelioration of child labourers
- xvii.** To bring social justice to women
- xviii.** To work in close cooperation with other welfare organizations and agencies working in the same fields.
- xix.** To organize educational programme, competition in school, higher schools, colleges, and university level for skill and educational development and also to conduct sports competition and to make special efforts to develop skills through arts, sports, and technology
- xx.** To provide livelihood support, vocational training, and employment opportunities to the tribal youth of Nagaland, thereby fostering self-reliance and sustainable development.
- xxi.** To organize skill up-gradation activities /programme /projects on cutting, tailoring, handloom weaving and various handicrafts making specially for un-employed women and the drop-out un-employed youth of the state in order to generate income and for sustainable livelihoods



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President



Secretary

Treasurer

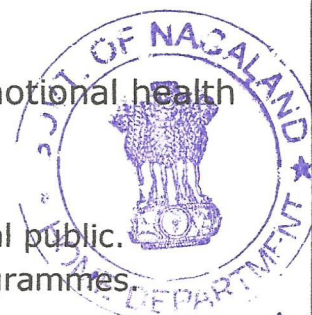
- xxii.** To engage or remove specialist, expert technician, managers, secretaries, workers, agents and other staff and personals and to pay them salary, wages, Provident fund and honorariums.
- xxiii.** To set up and /or assist in setting up training center for educational purposes, publish periodicals, magazines/journals, arranging conference, seminars, communication network in connection with the main object of the Society.
- xxiv.** To Provide Free tuition, educational materials, clothes, food, motivation & inspiration to underprivileged children.
- xxv.** To provide basic medical facility, sanitation, general health care and other needful support which can be helpful for public to overcome sufferings and agony of any natural and manmade disaster and to facilitate them to rehabilitate.
- xxvi.** To work for family counseling against drugs, liquors and other narcotic abuses.
- xxvii.** To organize Health checkup camps for poor and needy persons.
- xxviii.** To organize art, painting, music, literary, and cultural competitions for children and youth of Nagaland, providing a platform to showcase their creativity and encourage active participation in cultural preservation.
- xxix.** To work for the empowerment, inclusion, and rehabilitation of persons with physical and other disabilities (PWD) by providing assistive devices, mobility aids, skill development, inclusive education support, livelihood opportunities, and advocating for their rights and accessibility in public spaces.
- xxx.** To promote adoption of Yoga for physical, mental, and emotional health benefits.
- xxxi.** To create widespread awareness about Yoga among the general public.
Conduct yoga seminars and participate in yoga awareness programmes.

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(Nusieta Rakhon)
Additional Secretary &
Ex-Officio Registrar
Home Department
Nagaland : Kohima

President

Secretary

Treasurer



Pranay Barua

xxxii. To establish, operate, manage, and maintain Yoga Training Centres for providing structured education, training, and certification in Yoga and Yogic Sciences. The Foundation/Society may seek affiliation with the Ministry of AYUSH, National Skill Development Corporation (NSDC), and other recognized organizations working in the field of Yoga and Yogic Sciences. The Foundation/Society shall aim to:

- Provide affordable education and professional training in Yoga to diverse communities;
- Conduct accredited teacher training courses to promote skill development, employability, and community wellness;
- Organize workshops, research, and evidence-based programs to foster holistic health and well-being.



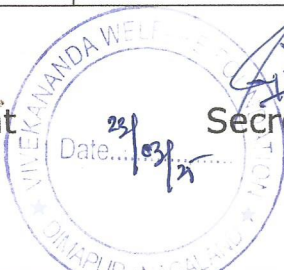
ARTICLE 9: GOVERNING BODY

The names, address, occupation and designation of the present members of the Governing Body of whom the management of the society is entrusted as required under the Societies Registration Act 1860, are as follows:-

S. No	Name and Address	Occupation	Designation	Signature
1.	Mr. Niranjan Saha S/o Late Nagendra Saha Address : H/No.221, Babulal Kachari Colony, Dimapur, Nagaland, 797112	Self Employed & Social Activist	Founder & Director	
2.	Mr. Sobir Kumar Mech S/o Late Ranen Mech Address: C/o Lt. Ranen Mech, H/No-05, Padampukhuri, , Dimapur, Nagaland ,797116	Business	President	
3.	Mr. Lipan Saha S/o Girindra Saha Address: Apartment- MJ Complex, Lane - 2, Near Commissioner of Police Office, Police Colony, Dimapur, Nagaland, 797112	Self Employed	Vice-President	

(Nusieta Khakli)
Additional Secretary &
Ex-Officio Registrar of Societies
H. No. 221, Babulal Kachari Colony,
Dimapur, Nagaland : Kohima

President



Secretary

Treasurer

4.	Mrs. Priya Bhattacharjee D/o Sitangshu Bhattacharjee Address: Belhos Clinic, 1st Floor, Walford Road, Ward No. 4, Dimapur Sadar, Dimapur, Nagaland, 797112	Service (Teacher)	Secretary	
5.	Mrs. Rita Singh D/o- Yankhom Bhawananda Singh Address: C/o- Y. Bhavananda Singh, H/No.99, Sema Tila Colony, Dimapur Sadar, Dimapur, Nagaland, 797112	Yoga Instructor and Social Worker	Joint Secretary	
6.	Mr. Pronay Barai S/o Sudhangshu Kumar Barai Address: H/No.06, Behind Lhomithi Memorial High School, Lhomithi Colony, Dimapur, Nagaland, 797112	Self Employed	Treasurer	
7.	Mr. Arup Das Gupta S/o Late Ashit Das Gupta Address: H/No.237, Ward -07, Westyard Colony, Dimapur, Nagaland, 797112	Service	Co-Founder/Member	



7.
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Additional Secretary &
Ex-Officio Registrar of Societies
Home Department
Nagaland : Kohima


Founder & Director


President


Secretary


Treasurer



RULES AND REGULATIONS/BYE LAWS

ARTICLE 10: MEMBERSHIP

The membership of the society is open to any person who has attained the age of majority and fulfills the terms and conditions of the society but subject to the approval of the governing body of the society. If the membership is not approved by the governing body of the society the reason of refusal shall be communicated to the person/ applicant concerned.

10.1 CATEGORIES OF MEMBERSHIP or MEMBER OF THE ASSOCIATION & TERMS OF ADMISSION OF MEMBERS:-

The "VIVEKANANDA WELFARE FOUNDATION" will have the following categories of membership above the **age of 18 years**:

a) **Individual Members:** The Governing Board may on its own volition admit individuals in recognition of their distinguished services and experiences (senior people) in the field of social welfare as individual members of VWF

b) **Life Members:** Individuals defined paying a sum of Rs.10,000/- (Rupees ten thousand) or more shall be considered as life members throughout and need not pay the annual subscription.

c) **Founder Member:** Members, who mutually formed the VWF , will be known as founder member. They shall continue to be its members throughout and need not pay the annual subscription.



Founder & Director


President


Secretary


Treasurer

d) **General Members:** Any major individual of sound mind and integrity having unflinching faith in the aims and objectives of the Society can become its General Member enjoying voting rights. Membership fee for such members shall be ₹1200/- (Rupees One thousand and two hundred only) per year, subject to revision from time to time.

e) **Associate Members:** A general members may be enrolled as an associate members initially for a period of three years provided that (i) he/she has been contributing to the developement of the society for not less than two consecutive years and (ii) he /she is found suitable and keen to discharge assigned works of the society and (iii) he/she is duly recommended by the board Members for the same. Any major individual may directly be enrolled as an associate member provided Board members considers his /her case and recommends favorably. All such individuals shall have to pay one time membership fee of ₹5000/- (Rupees five thousand only) only for this category. They shall enjoy voting rights in the General Body. The Board may extend Or curtail the duration of the membership of any such Member.

f) **Patrons for Life :** Eminent persons of proven excellence and exemplary calibre in any field of Knowledge, creativity, performance, work, or service may be nominated as patrons of the society. Patrons may be invited to attend important Executive or Board Meeting or General Body Meetings.

g) **Honorary Members:** Any persons of remarkable achievement in any field of

knowledge, creativity, performance, works, or service subscribing to the aims and objectives of the society may be enrolled as Honorary Member of the Society without paying any fee. Such members may attend important meetings of the Executive Body and offer suggestions at times. The Honorary Members may be inducted in the board at times of emergency, temporarily. The board Or Executive



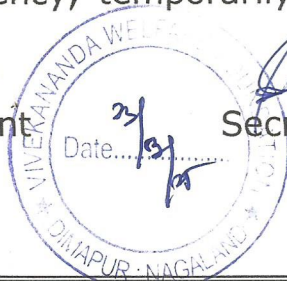
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Home Department
Nagaland : Kohima

Baba
Founder & Director

John
President

John
Secretary

Pranoy Basal
Treasurer

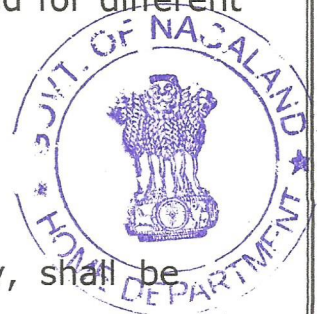


Body may offer Honorary Membership to the selected persons for a specified period. Such members, however, shall have no voting rights.

h) **Donor Members:** Any persons of Good Integrity donating ₹1, 00,000/- (Rupees One Lakh only) or more in cash or Kind shall be enrolled as a Donor Member of the society enjoying voting rights in the General Body.

i) **Institution Members:** The Board or Executive Committee may offer membership to an institution for a specified period. Only two members can attend the meeting of the General Body and may also be invited to attend Executive Committee or Board Meeting but they will have no voting rights.

Membership Fee: Membership fee/s, if any, can be decided and determined by the Governing Board. The Governing Board can also specify any annual membership that would be required to be paid by the members. Different fee structures can be prescribed for different classes of membership or varying time period.



10.2 ADMISSION TO MEMBERSHIP: -

All application for membership, of whatever category, shall be placed before the Executive Committee/ Board.

In every such cases, the Co-Executive /Sub- Executive Committee at one of its ordinary meetings shall consider the application and, if approved, membership will commence after the subscription has been received. Applications for membership can not be approved except at meetings as started herein. The Board / Executive Body shall have full discretion to refuse membership without assigning reasons and its decision will be final.

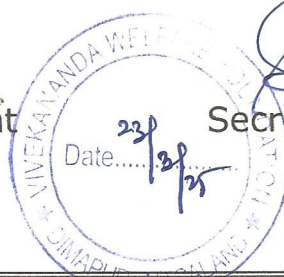
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Home Department
Nagaland : Kohima

Founder & Director

President

Secretary

Treasurer



10.3 TERMINATION OR CESSATION OF MEMBERSHIP: -

- i. The Governing Body of the society shall have the power to expel/terminate a member or/and members from the membership of the above society: on the following grounds.
- a) On death or insanity;
 - b) On written resignation;
 - c) If found to be involved in any anti social activities;
 - d) If adjudged any court of law to be a criminal offender;
 - e) If found guilty by means of anti propaganda of the aims and object of society;
 - f) Non-payment of subscription continuously for more than three months or year (as the case may be from due date);
 - g) If has not attended three consecutive meetings and
 - h) If disregards rules & regulation or disobey the decision of the governing body.

Note: The decision of the governing body regarding the termination from the membership of the society shall be communicated to the member concerned

ARTICLE 11: RIGHTS AND DUTIES OF MEMBERS

11.1 GENERAL MEMBERS & ASSOCIATE MEMBERS

- i) **Participation:** Attend General Assemblies, participate actively, and promote the organization.
- ii) **Financial Obligations:** Pay registration and annual subscription fees.
- iii) **Voting Rights:** Vote and stand for electable positions within the organization.
- iv) **Training Participation:** Attend training programs organized by

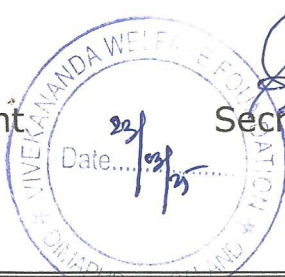
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Home Department
Nagaland : Kohima

Founder & Director

President

Secretary

Treasurer



Pranay Barua

11.2 HONORARY, LIFETIME, DONOR, & PATRON MEMBERS

- i) **Assembly Participation:** Attend General Assemblies.
- ii) **Promotion:** Actively recommend and promote the organization.
- iii) **Access to Information:** Receive updates on new funding sources and organizational developments.
- iv) **Fee Exemption:** Enjoy exemptions from certain fees (e.g., provincial registration fees).
- v) **Ambassadorial Role:** Serve as ambassadors, representing and advocating for VWF.

11.3 FOUNDERS:

- i) Attend the General Assembly.
- ii) Support and advise the Board Members and Chief Executive Officer on fulfilling their tasks and duties.
- iii) May define the tasks and duties of the Board members and stipulate their rules of procedure.
- iv) Elect three of their members as representatives of the Board /Executive Body.
- v) Act in an honorary capacity. They are liable for intent and gross negligence

11.4 REGISTER OF MEMBERSHIP:

The "VIVEKANANDA WELFARE FOUNDATION" shall maintain an upto date register showing the names, address and contact numbers of the members if any.

11.5 NUMBER OF BOARD MEMBERS

Until otherwise varied by a special resolution passed at a General Assembly, the Board / Executive Body shall consist of;

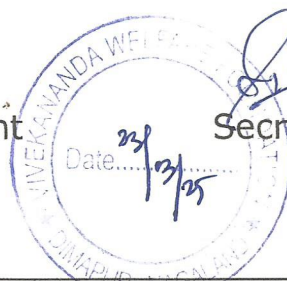
- a) Founder/Director
- b) President;
- c) Vice-President;
- d) Secretary;


Founder & Director


President


Secretary


Treasurer



7.
(Nusieta Rhakho)
Additional Secretary &
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- e) Joint Secretary;
- f) Treasurer;
- g) One or more Members as decided in the General Assembly.

The organization shall at the General Assembly elect or select from its members five people to the Board /Executive Body as office bearers who shall serve for a period of **three years** and shall be eligible for re-election or re-selection. The Board of trustees or founding body members shall elect/select seven or nine of its members to serve on the Board or Executive Body for the same period and may elect/select new representatives after this period.

If the President, during his term of office, should cease to be a member of the Organization, resign from office or die, the board shall elect/select one of their members to hold office until the next General Assembly when a new President shall be elected/selected. The same procedure shall apply to the other electable/selectable positions on the Board of Members .Provided that the Founder/Director may serve as the General Secretary, and even where the Chief Executive shall not be the General Secretary, he shall be a member of the Board Ex-Officio. The Board of Members shall be the policy-making organ of the Organization. The Board of Members shall work to improve communication channels in the Organization, shall stabilize and increase funding, shall develop and monitor a five-year plan of the Organization and may restructure committees to ensure effective and efficient functioning. The minimum number of the Board Members shall be seven while the maximum shall be Twenty One.

11.6 FIRST APPOINTMENTS TO THE BOARD

The interim members to the Board shall be appointed in writing by the subscribers to this constitution and shall include five persons who shall act respectively as the Founder/Director, President, Vice-president, Secretary and Treasurer of the organization; until the conclusion of the first General Assembly when a substantive Board shall be appointed to serve for a period of three years provided that



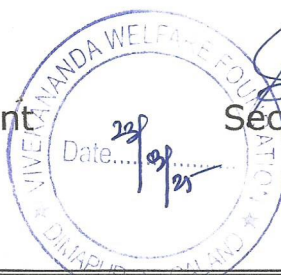
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Additional Secretary
Ex-Officio Registrar of Societies
Home Department
Nagaland : Kohima

Daka
Founder & Director

Bank
President

Sgt
Secretary

Pranay Baset
Treasurer



a member of the Board shall be a member of the organization. Founder members shall hold permanent seats on the Board of Members or Executive Body whose decision is final during any kind of disputes among the board members and other executives.

11.7 OTHER APPOINTMENTS TO THE BOARD

The Board may from time to time and at any time appoint any member of the organization, in case of vacancy, or by way of addition, to the board; provided that the prescribed maximum is not thereby exceeded and provided also that the proposal to appoint any new member of the board under this section shall be set out in a formal resolution forming of the notice convening the Board meeting.

11.8 DUTIES OF OFFICE BEARERS/OFFICIALS

Founder and President shall chair all meetings of the Board. They shall provide general guidelines related to the affairs of the organization. In their absence, the Vice-President shall chair the meeting.

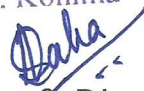
General Secretary shall;

- a) Keep minutes of the meetings of the Board of Members/ Executive Body and the General Assemblies
- b) Carry out all correspondence and publicity on behalf of the Organization.
- c) Arrange for meetings of the organization on instructions of the Board of Members, in Special circumstances, on the instructions of General Assemblies

The **Treasurer** shall in general ensure that proper accounting procedures are adhered to, and shall;

- d) Keep on a proper accounting basis all the financial records of the Organization;

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Nagaland : Kohima


Founder & Director


President


Secretary


Treasurer



- e) Open a bank account(s) on the advice of the Board and ensure that all drawings from the account(s) are countersigned by the Founder/President or Secretary and either the Founder or his deputy;
- f) Provide reports on the financial statement of the Organization and audited accounts at the General Assembly. Audited Accounts, after getting verified and countersigned by the Founder/President and Secretary should be submitted in the general body meeting. The treasurer is not authorised to disclose the account of the organization to any of the individual of the organisation be it board members or general body members. Accounts of the organization shall be maintained by Finance Department which includes, Treasurer, Finance Secretary, President, Secretary, Paid Accountants and CA . Every members of the organization has the right to know about the fund position of the organization from the Finance Departments during any of the board or general body meetings and for which the Treasurer is fully responsible of the same and he has to submit the accounts before all in any of the meetings on the consent of the President.

11.9 REMOVALS OF BOARD MEMBERS OTHER THAN OFFICIALS

The Board may by resolution remove elected or selected members of their body from office, but if such a member should be aggrieved at his removal, he may appeal at a General Assembly meeting to be called for this purpose. In the meantime, he shall cease to act as a member of the Board and to hold any other office under the Organization, and members for the time being of the board may act notwithstanding any vacancy in their body; provided always that in case the members of the Board shall at any time be reduced in number to less than the minimum number prescribed by this Constitution & Bylaws, that numbers shall be the quorum for the purpose of filling up vacancies in their body and of summoning a General Assembly meeting, but not for any

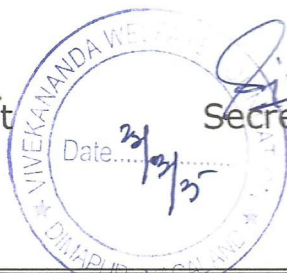
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Founder & Director


President


Secretary


Treasurer



other purpose. Provided also that the Board may co-opt any person to advise the Board in any capacity which the Board shall think fit.

11.10 THE MANAGEMENT STRUCTURE

There shall be the office of the Founder/Director who shall be the head of the Secretariat. He shall be an employee of the Organization and his office shall fall under the Secretariat whose terms of service shall be determined by the Board.

He shall;

- a) Manage the day-to-day affairs of the Organization
- b) Legally represent the Organization and generally act on behalf of the organization
- b) Keep complete, and up-to date record of the organization's affairs;
- c) Convene meetings of the Executive Committee as well as the General Assembly
- d) Propose an agenda in collaboration with the Executive Committee
- e) Present all legal deeds, contracts and other documents that generally engage the responsibility of the Organization to the Board for approval
- f) Oversee and ensure the good and responsible use and maintenance of the Organization's Property
- g) Approve the payment of all bills at the secretariat.
- h) Do all such acts as may be necessary for the efficient running of the organization's affairs;

The Founder/Director shall have other officers who will help him in the running and implementation of the activities of the Organization. He may recruit volunteers who will serve for a period not more than six months, in accordance to the Human Resource Manual. The period of volunteering can be extended for not more than two terms.

11.11 POWER & FUNCTIONS OF THE GENERAL BODY

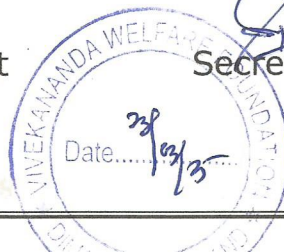
a) The General body shall have supreme powers in all matters.
b) It shall meet at least once a year unless the Executive Committee

Founder & Director

President

Secretary

Treasurer



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Additional Secretary &
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so decides.

- c) It shall elect office bearers viz. President, Vice President, Secretary, Joint Secretary and the Treasurer.
- d) To impeach any of the office bearers or whole of the Executive Body and to hold re-election or re-selection.
- e) To consider the Annual Report of the "VIVEKANANDA WELFARE FOUNDATION" for the closing year.
- f) To consider and pass the audited accounts of the "VIVEKANANDA WELFARE FOUNDATION"
- g) To consider and pass the budget of the "VIVEKANANDA WELFARE FOUNDATION" as and when presented by the Executive Committee.
- h) To consider the proposals submitted by the Executive Body and to pass them either with or without amendments or reject them.

11.12 POWER OF THE BOARD MEMBERS/ EXECUTIVE BODY

- a) To prepare the budget of "VIVEKANANDA WELFARE FOUNDATION" and get it passed by the General Body.
- b) To place its annual report before the "VIVEKANANDA WELFARE FOUNDATION".
- c) To get accounts audited by the Auditors and place the audited accounts before the General Body.
- d) To frame rules of business/works/activities for its conduct.
- e) To form committee for the discharge of its functions whenever necessary.
- f) To exercise all control over the movable and immovable property of "VIVEKANANDA WELFARE FOUNDATION".
- g) To have full financial powers.
- h) To remove any life member or patron or other such type of members, if his act and conduct is detrimental to the interest of the "VIVEKANANDA WELFARE FOUNDATION" by a majority of 2/3rd members of the Executive Committee present in a meeting convened for the purpose.

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Home Department
Nagaland : Kohima

Baba
Founder & Director

Santh
President

SJS
Secretary

Proney Barot
Treasurer



11.13 POWER & FUNCTION OF THE FOUNDER

Powers:

- a) Strategic Guidance: To provide overall strategic direction and guidance to the organization.
- b) Permanent Board Member: To serve as a permanent member of the Board/Executive Committee.
- c) Authorized Signatory: To act as an authorized signatory for the organization, along with other designated office bearers.
- d) Advisory Role: To offer guidance and advice to the President and other office bearers on key matters.

Functions:

- a) Oversight: To ensure the organization's activities align with its mission, vision, and objectives.
- b) Governance: To support the development and implementation of governance policies and procedures.
- c) Mentorship: To mentor and support the President and other office bearers in their roles.
- d) Representation: To represent the organization in various forums, events, and meetings, as deemed necessary.
- e) Review and Feedback: To review the organization's progress and provide feedback to improve its performance.
- f) Preservation of Vision: To preserve and promote the organization's founding vision and values.
- g) Conflict Resolution: To facilitate resolution of conflicts or disputes within the organization, as needed

11.14 POWER & FUNCTION OF THE PRESIDENT

- a) Meetings: To attend and preside over meetings of the Executive Committee and General Body.
- b) Leadership: To provide leadership to the Executive Committee and ensure implementation of decisions.
- c) Agenda: To approve agendas for meetings and ensure meetings are conducted in accordance with the organization's rules and regulations.
- d) Work Allocation: To allocate work amongst members of the



Baha
Founder & Director

[Signature]
President

[Signature]
Secretary

Proney Boro
Treasurer



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Committee.

- e) Financial Oversight: To oversee the financial management of the organization, including budgeting and financial reporting.
- f) Supervision: To supervise the work of all office bearers and ensure they are performing their duties as expected.
- g) Representation: To represent the organization in various forums, events, and meetings.
- h) Decision-Making: To make decisions in the best interest of the organization, in accordance with its mission and objectives.
- i) Expenditure Approval : To approve any expenditure upto ₹1 Lac (Rupees one Lakh) as per the aims of objectives of the society at any one time.

11.15 POWER & FUNCTION OF VICE PRESIDENT

- a) To carry out any duties as allotted by the President.
- b) In the absence of the President, She shall exercise the powers of the President and discharge all his function.
- c) In the case of untimely death of the President, She will officiate and carry out all duties of the President and exercise powers vested in her, till such time that a new President is elected/selected.

11.16 POWER & FUNCTION OF SECRETARY

- a) To prepare agenda for every meeting of the General Body and the Executive Committee in consultation with the President.
- b) To record proceedings of the meetings and get these countersigned by the President.
- c) To prepare a report of the activities of the "VIVEKANANDA WELFARE FOUNDATION" and present it to the General Body.
- d) To maintain the record of the "VIVEKANANDA WELFARE FOUNDATION" except that pertains to the Cash Books and any such books on financial transactions, which are to be maintained by the Treasurer.
- e) To apprise the President with the latest position of the "VIVEKANANDA WELFARE FOUNDATION" and to work in close contact with him.
- f) To draft letters, memorandum and to dispatch them to the

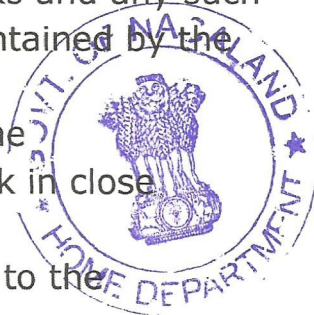
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Home Department
Nagaland : Kohima

Founder & Director

President

Secretary

Treasurer



concerned quarters in accordance with the decisions arrived at in the meetings of Executive Body or General Body.

- g) To spear head the collection of funds and keep up to date information with regard to the income and expenditure of the "VIVEKANANDA WELFARE FOUNDATION".
- h) To check the movable and immovable property of the "VIVEKANANDA WELFARE FOUNDATION" occasionally.
- i) To perform any other duties as allotted by the President.
- j) To incur expenditure upto Rs. 10,000/- at any one time subject to the post facto approval of the President.
- k) Will be incharge of all movable & immovable property held by the "VIVEKANANDA WELFARE FOUNDATION" and keep a record of the distribution to all Centres.
- l) To plan, arrange and get the approval of the President for the yearly Stock-Taking devaluation or otherwise, condemnation and disposal of all property.
- m) Will be incharge of the Press and propaganda wing of the "VIVEKANANDA WELFARE FOUNDATION".

11.17 POWERS & FUNCTION OF JOINT SECRETARY

- a) Shall assist the Secretary in respect of such duties that are assigned to him by the Secretary, with the concurrence of the President.

11.18 POWER & FUNCTION OF TREASURER

- a) To collect donation and contributions.
- b) To prepare monthly balance sheet of income and expenditure.
- c) To maintain Cash Book and all financial documents.
- d) To keep cash in hand upto Rs. 10,000/- only.
- e) To make payment in connection with various item of expenditure.
- f) To get Vouchers approved by the President.
- g) To withdraw/ deposit the amount in the Bank.
- h) To issue receipt books to the members for collection of donations etc. authorized by the Executive Body and keep accounts there of.



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Founder & Director

Baba
President



Sir
Secretary

Pranay Barua
Treasurer

11.19 FUNCTIONS OF MEMBERS OF BOARD/ EXECUTIVE BODY

- a) To attend every meeting of the Executive Body as well as the General Body.
- b) To work as a team for the successful achievements of the aims and objects of the "VIVEKANANDA WELFARE FOUNDATION".
- c) To help in enlisting more members for the "VIVEKANANDA WELFARE FOUNDATION".
- d) To propagate the activities of the "VIVEKANANDA WELFARE FOUNDATION".
- e) To assist the office bearers in all matters as assigned by the President.

ARTICLE 12: MEETINGS AND QUORUM

12.1 TYPES OF MEETINGS

- a) There shall be the following types of the meeting :
- b) Annual general Meeting.
- c) Extra-Ordinary General Meetings, if necessary
- d) Executive Body /Committee Meeting.
- e) Board Meetings.
- f) Other Meetings if any

12.2 ANNUAL GENERAL MEETINGS

Annual General Meeting shall be held every year, after the audit is completed. It will transact the following business:-

- a) Receive and adopt the report of the Executive Body/Committee and the statement of Accounts, duly audited for the financial year.
- b) Appoint auditors for the current year.
- c) Elect Office bearers which may be placed before it by the Executive Board/Committee.

12.3 EXTRA ORDINARY GENERAL MEETING

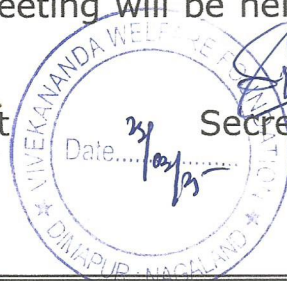
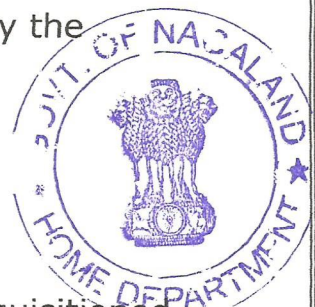
Extra Ordinary General Meeting will be held when requisitioned,

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Baku
Founder & Director

Sauk
President

Sia
Secretary

Pranay Bora
Treasurer



in writing along with the draft agenda, by at least 10 members of the "VIVEKANANDA WELFARE FOUNDATION" to the President. The meeting shall transact only such business as it has been called to transact. An extra Ordinary General Meeting may also be held, if so desired, by the Executive Body/Committee to discuss any important issue for which the approval of the General Body is required.

12.4 EXECUTIVE BODY/COMMITTEE MEETING

Executive Body/Committee shall have a meeting generally every month. It may meet often if the President so decides, or at least three of its members as for it in writing. The Executive Body/Committee shall make rules for regulating its proceedings.

12.5 BOARD MEETING

The President of the Board may call its meeting as and when considered necessary and will regulate its proceedings.

12.6 THE COMPOSITION OF THE GOVERNING BODY:

The Composition of the Governing Body shall be as under: -

a) Founder/Director	:	One
b) President	:	One
c) Vice President	:	One
d) Secretary	:	One
e) Joint Secretary	:	One
f) Treasurer	:	One
g) Executive members	:	One

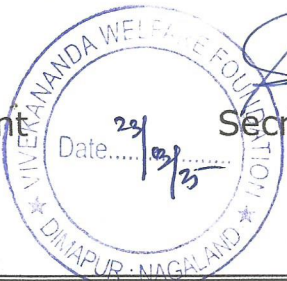


12.7 QUORUM

The quorum for the meetings will be as follows:-


Founder & Director


President


Date: 29/12/20
Secretary


(Nusieta Rhakho)
Additional Secretary &
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Treasurer

Annual General Meeting / Extra Ordinary General Meeting:-
2/3rd the total membership. If at any stage the quorum is not complete, the meeting will be adjourned and a fresh meeting be called after a fortnight in the case of Annual/Extra Ordinary General Meeting and week in the case of Executive Body/Committee Meeting, when those present will form the quorum. This shall be minuted.

12.8 PROCEEDINGS OF THE BOARD

The Board may meet for the dispatch of business, adjourn and otherwise regulate their meetings as they think fit. The quorum necessary for the transaction of business shall be not less than half the number of members of the Board for the time being. Questions arising at any meeting shall be decided by a majority of votes. In case of any equality of votes the president shall have a casting or second vote.

12.9 CALLING OF MEETINGS

Normal Meetings:

All normal meetings of the Board shall be summoned by the General Secretary, acting in consultation with the president, by giving at least 14 days notice accompanied by the proposed agenda.

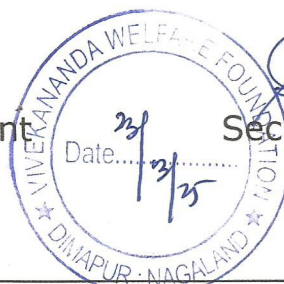
Requisitioned Meetings :

A member of the Board may request for a meeting, and on the request of at least two (2) members of the Board, the General Secretary shall at any time summon a meeting of the Board by at least 21 days of notice served upon the several members of the Board, with an indication of the proposed agenda.

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Baha
Founder & Director

Sanku
President



Sya
Secretary



Phoney Banei
Treasurer

12.10 DISQUALIFICATION OF MEMBERS OF THE BOARD

The office of a member of the board shall be vacated:

- i) If a receiving order is made against him or her,
- ii) If he/she becomes of unsound mind;
- iii) If he/she fails to attend the meetings of the Board for a period of six months, except by special leave approved by the Board;
- iv) If by notice in writing to the organization he/she resigns his office;
- v) If he/she is removed from office by a resolution duly passed under this Constitution & bye-laws

12.11 THE GENERAL ASSEMBLY

- A) The organization shall in each year hold a General Assembly, in addition to any other meetings in that year, and shall specify the meeting as such in the notice calling it. Not more than fifteen (15) months shall elapse between the date of one General Assembly of the Organization and that of the next. The General Assembly shall be held at such time and place as the Board shall appoint
- B) The General Assembly shall be called ordinary General Assembly and all others shall be called extraordinary General Assemblies and by other names

12.12 MANNER OF CONVENING EXTRA ORDINARY GENERAL ASSEMBLY

- A) The Board may, whenever it thinks fit, convene an extraordinary General Assembly
- B) The Board shall also, on the requisition of not less than one-third of the members of the organization, proceed to convene an extraordinary General Assembly, provided that the requisition must state the objects of the meeting and must be signed by the requisitionists and deposited at the office.

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Baha
Founder & Director

Amuk
President

Proney Borei
Secretary

Proney Borei
Treasurer



12.13 NOTICES OF GENERAL ASSEMBLY

Twenty one (21) days' notice at least (exclusive of the day on which the notice is served or deemed to be served and of the day for which it is given), specifying the place, the day and the hour the meeting of the Organization shall, notwithstanding that it is called by shorter notice than that specified in the constitution, be deemed to have been duly called if it is so agreed by all the members entitled to attend and vote provided also that the accidental omission to give notice to or the non-receipt of notice of a meeting by any person entitled to receive such notice shall not invalidate the proceedings of that meeting.

12.14 PROCEEDINGS AT GENERAL ASSEMBLY

- A) All Business shall be deemed special that is transacted at a extraordinary General Assembly and also all that is transacted at an ordinary General Assembly with the exception of the consideration of the accounts and balance sheets, the reports of the Board and Auditors, the elections of the board, appointment of auditors, and the fixing of the remuneration of the Auditors. Provided that no business shall be transacted at any General Assembly unless a quorum of members is present at the time when the meeting proceeds to business members present in person or by proxy shall continue constitute a quorum.
- B) If within one hour from the time appointed for the meeting a quorum is not present, the meeting if convened upon the requisition of members shall be dissolved, and in any other case it shall stand adjourned to the same day in the next week at the same time and place and if at such adjourned meeting, a quorum is not present within half an hour from the time appointed for the meeting, the meeting shall then be dissolved.
- C) The President /Chairman, or in his absence the Vice-president of the Board, if present shall preside at every General Assembly. If there is no such President or Vice-president or if at any meeting neither is present within 15 minutes after the time appointed for holding the meeting, the members present shall designate one of their members to be chairman of the meeting.

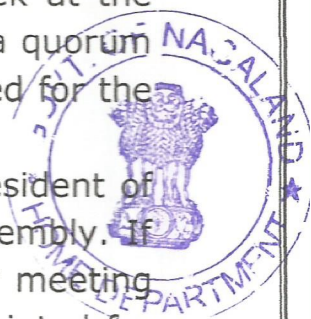
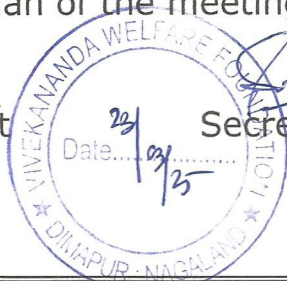
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Nagaland : Kohima

Founder & Director

President

Secretary

Treasurer



D) The chairman of any meeting at which a quorum is present may, with the consent of the meeting adjourn the meeting from time to time and from place to place but no business shall be transacted at any adjourned meeting other than the business left unfinished. When such adjournment extends to more than 30 days since the original schedule date of the meeting, notice of the adjourned meeting shall be given as in the case of an original meeting.

12.15 VOTING AT GENERAL ASSEMBLY

- A) Every member shall have one vote, provided that when any matter affecting a member personally comes before the meeting, although he/she may be present at it, he/she shall not be entitled to vote on the question and President may require him /her to withdraw during the discussion, and he/she shall in the case withdraw accordingly.
- B) On a poll, votes will be cast in person; therefore, members not present are not entitled to vote.
- C) At any General Assembly a resolution put to the vote of the meeting shall be decided by a show of hands or by ballot as may be deemed appropriate by the members present. Only fully paid members are entitled to a vote.
- D) In case of an equality of votes, whether on a show of hands or on a poll, the chairman of the meeting shall be entitled to a second or casting vote.

ARTICLE 13: TERM OF THE EXECUTIVE BODY

- a) The Executive Body shall have a term of Three years. In emergent cases this term can be extended.
- b) The Executive Body shall hold the office at the pleasure of the General Body.

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Home Department
Nagaland : Kohima

Baha
Founder & Director

Baha
President



Baha
Secretary

Prisony Banei
Treasurer



ARTICLE 14: PATRONS

A patron shall be a life member of "VIVEKANANDA WELFARE FOUNDATION" and he/she will participate in the deliberations of the Executive Body when so invited.

ARTICLE 15: ADVISORY BOARD

A) ADVISORY MEMBERS

- i) There shall be an Advisory Board to assist the foundation and advice the Board Members of the VWF
- ii) The Advisory Members shall be matured and experienced person selected by the society (VWF) from among its board members.
- iii) The Advisory Members shall assist the foundation in matter of Level proceeding and Proper Conduct of every members and advice the Founder and President for projects and plans for upliftment of members and Society Funds.
- iv) The Advisory Members shall assist the foundation /President in the matters beyond the Executive Body.
- v) Tenure of Advisors will be of three years. In emergent cases, the tenure can be extended.

B) LEGAL ADVISOR

- i) There shall be a Legal Advisor, who shall be appointed by the Executive Body /Board Members.

- ii) The Legal Advisor should be a practicing Advocate having a minimum experience of 5 years in local court.

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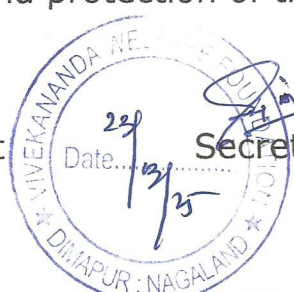
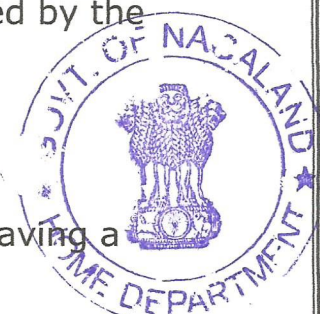
- iii) In the case of matter beyond the power of the office bearers with regards to legal rights and protection of the Society (VWF), the


Founder & Director


President


Secretary


Treasurer



Legal Advisor shall be responsible for any legal proceedings in failing and defending Suits for and on behalf of the Society.

- iv) All Legal matters relating to the society (VWF) shall be through the advice of the Legal Advisor.

ARTICLE 16: FUNDS AND BANK OPERATIONS OF VIVEKANANDA WELFARE FOUNDATION (VWF)

Fund Management and Bank Operations

(a) **Fund Deposition:** The funds of VWF shall be deposited in a nationalized bank in the name of the Foundation and operated jointly by any two of the following authorized signatories:

1. Founder/Director
2. President
3. Treasurer
4. Secretary

(b) **Responsibility for Properties:** The Founder/Director, President, Treasurer, and Secretary shall be collectively responsible for safeguarding all properties and assets of VWF.

(c) **Sources of Funds:** The funds of VWF shall include:

1. Registration fees
2. Monthly membership fees
3. Fines
4. Contributions, grants, subsidies, and donations from government and other contributing organizations
5. Donations and grants from institutions, organizations, and individuals within and outside India
6. Income from investments and other legitimate sources

(d) **Bank Operations:** All funds shall be deposited into VWF's bank account(s) with a nationalized bank and withdrawn by authorized persons as approved by the Governing Board.

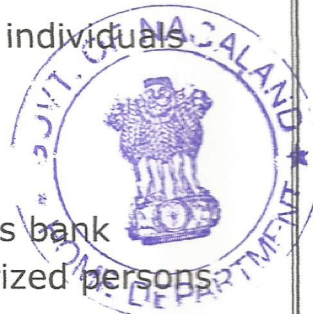
(Nusieta Rukho)
Additional Secretary &
Ex-Officio Registrar of Societies
Home Department
Nagaland : Kohima

Founder & Director

President

Secretary

Treasurer



ARTICLE 17: ACCOUNTS

- A) It shall be the work of the Treasurer to cause the accounts to be kept and in particular as regards;
- The sums of money received and expended by the organization and the matters in respect of which such receipts and expenditures takes place;
 - The assets and liabilities of the Organization
- B) The books of accounts shall be kept at the office or at such other places as the Board thinks fit, and shall always be open to the inspection of the member of the Board during business hours if already prepared by the treasurer. No members of the board can question Treasurer if the work is incomplete. In such cases of urgency/emergency, board may recruit salaried staffs and accountant to help the Treasurer if needed.
- C) At the General Assembly in every year, the Board shall lay before the members present a proper income and expenditure account for the period since the last preceding account made up to a date more than nine (9) months before such meeting.
- D) A proper Balance sheet as at the date on which the income-expenditure account is made up shall be prepared every year, and laid before the members present at the General Assembly. Every such balance sheet shall be accompanied by proper reports of the Board and the Auditors.
- E) Copies of the income and expenditure account, balance sheet and reports, all of which shall be framed in accordance with any statutory requirements for the time being in force, and of any other documents required by law to annexed or attached thereto or to accompany the same shall, not less than twenty one (21) clear days before the date of the General Assembly be sent to the Auditors and to all other persons entitled to receive notices, of such meetings in the prescribed manner

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Founder & Director

President

Secretary

Treasurer



ARTICLE 18: AUDITORS AND COMPLIANCE

18.1 Auditors

A) The Organization shall at each General Assembly appoint an Auditor or Auditors to hold office until the next General Assembly, Provided that a member of the Board or other officer of the Organization shall not qualify to be appointed Auditor of the Organization.

B) The Board may fill any casual vacancy in the office of the Auditor, but while any such vacancy continues, the surviving or continuing Auditor or Auditors, if any, may act.

C) The remuneration of the Auditors of the Organization shall be fixed at the General Assembly, except that the remuneration of any auditors appointed to fill any casual vacancy may be fixed by the Board.

D) Every Auditors of the Organization shall have a right to see all relevant vouchers and shall be entitled to access at all times to the books and accounts he requires from the Board

E) The Auditors shall make a report to the members of the accounts examined by them and on every balance sheet laid before the organization at its General Assembly during their tenure of office, and the report shall state:

- i) Whether or not they have obtained all the information and explanations they have required; and
- ii) Whether, in their opinion, the balance sheet referred to in the report is properly drawn up so as to exhibit a true and correct view of the state of the organization's affairs.

18.2 INSPECTION OF BOOKS OF ACCOUNTS AND LIST OF MEMBERS OF THE ORGANIZATION

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The books of accounts and all documents relating thereto and a list of members of the organization shall be available for

Founder & Director

President

Secretary

Treasurer



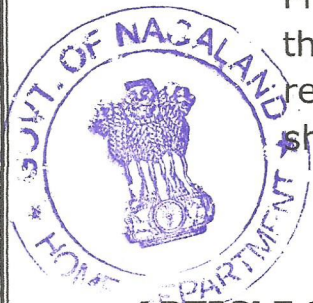
inspection at the office by any member of the organization on giving not less than seven (7) days notice in writing to the Organization, provided that the books of account and all documents relating thereto and list of members shall always be open for inspection by members of the Board during business hours.

18.3 FINANCIAL YEAR

The financial year of the Organization shall begin on the first day of April (1st April) and end on the last day of March (31st March) of every year or at such other time as the Board may from time to time determine.

ARTICLE 19: ARBITRATION CLAUSE

Save where by this Constitution & Bye-laws the decision of the Board is made final if at any time hereafter any dispute, difference or question shall arise between the Founders, Members, Board or other persons or their personal representatives or any of them respectively touching the construction, meaning or effect of this Constitution & Bye-laws or any cause or thing therein contained or the rights or liabilities of the said parties respectively or any of them under this Constitution or otherwise howsoever in relation to the Constitution then every such dispute or question shall be referred to arbitration by a single arbitrator appointed by agreement between the parties and in default of such agreement by the President for the time being in accordance with and subject to the provisions of the Arbitration and any statutory modification or re-enactment thereof for the time being in force. The arbitration shall be carried as per the Arbitration and Conciliation Act 1996



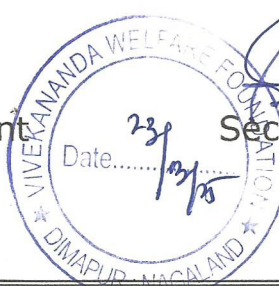
ARTICLE 20: AMENDMENTS TO THE CONSTITUTION

Subject to the provisions of Regulation of the NGO Regulations,

(Nusieta Rhakho)
Additional Secretary &
Ex-Officio Registrar of Societies
Home Department
Nagaland : Kohima


Founder & Director


President


Date... 23/10/15
Secretary


Treasurer

the Organization may by special resolution pass modify or repeal this constitution or adopt a new constitution or change the name of the organization, provided that no such alteration, amendment or modification shall be made which shall impair or prejudice the effectiveness of the prohibitions contained in this constitution against distribution of income, property and assets of the Organization to the members. And The General Body of the "VIVEKANANDA WELFARE FOUNDATION" shall be competent to amend the Memorandum of Association & Constitution. For this purpose, ten day's advance notice to the members of the "VIVEKANANDA WELFARE FOUNDATION" will be necessary. Quorum for this purpose will be 1/4th of the total numbers of the "VIVEKANANDA WELFARE FOUNDATION" and the amendment may be passed by 2/3rd majority of the participating members.

ARTICLE 21: DISSOLUTION AND DISPOSAL OF PROPERTY

The Organization shall not be dissolved or wound up except by a resolution passed at a General Assembly of the members by votes of two-thirds of the members present. The quorum at the meeting shall be more than 50% (Fifty per cent) of all members of the Organization. If no quorum is obtained, the proposal to dissolve or wind up the Organization shall be submitted to a further General Assembly which shall be held one month later. Notice of this meeting shall be given to all members of the Organization at least 14 days before the date of the meeting. The quorum for this second meeting shall be the number of members present. The Organization will not be dissolved without prior consent in writing to the NGO Board, obtained upon a written application addressed to the Founder of the NGO Board and signed by three of the officials of the Organization. Upon dissolution of the organization, its remaining assets shall be distributed to another organization(s) with similar objectives. Such organizations are to be determined by the members of the Organization at or before of dissolution.

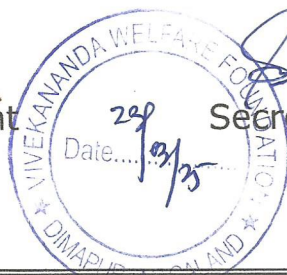
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Founder & Director

President

Secretary

Treasurer



ARTICLE 22: MEMBERS' CONTRIBUTION TO ASSETS ON WINDING UP

Every member of the organization undertakes to contribute to the assets of the organization in the event of its being dissolved or wound up while he/she is a member, or within one year of his/her ceasing to be a member, for payment of the debts and liabilities of the Organization contracted before he ceases to be a member, and the cost, charges and expenses of dissolution or winding up and for the adjustment of the rights of the contributories amongst themselves, such sum as may be required not exceeding the sum of Rupees Twenty Thousand only (₹20,000/-)

ARTICLE 23: BENEFICIARIES, FUND / ASSETS OF THE SOCIETY

The benefit of the Foundation/ Society shall be open to all irrespective of caste, creed, community and religion etc. The activities of the Foundation / Society shall be carried out anywhere in India.

The Fund /Assets of the Foundation/ Society shall be operated by the society and will be used only for the objects of the Foundation / Society.

ARTICLE 24: IRREVOCABLE CLAUSE: -

Notwithstanding anything contained in this Memorandum of Association or the Rules and Regulations/Bye-laws of the Society:

- a) The objects of the Society are irrevocable and shall remain in force unless dissolved in accordance with the provisions of the Societies Registration Act, 1860 and subject to compliance with all applicable laws.
- b) The funds and income of the Society shall be solely utilized for the achievement of the objects of the Society as set out herein and no portion shall be distributed directly or indirectly to the members or office bearers in any manner whatsoever.

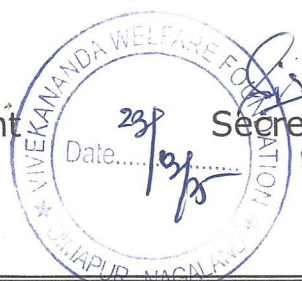


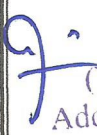

Founder & Director


President


Secretary


Treasurer




(Nusieta Rhakho)
Additional Secretary
Ex-Officio Registrar of Societies
Home Department
Nagaland : Kohima

- c) In the event of dissolution or winding up of the Society, the remaining funds and assets, after satisfaction of liabilities, shall not be distributed among the members but shall be transferred to another society or institution having similar objectives and recognized under Section 12AB and/or approved under Section 80G of the Income Tax Act, 1961, as amended.
- d) The Society shall not amend its objects retrospectively, nor shall it make any amendments that are inconsistent with the provisions of the Income Tax Act, 1961 or any applicable laws governing charitable institutions.
- e) This clause shall be binding and irrevocable, and shall override any other clause in the MOA or Bye-laws that may be inconsistent with this provision.




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Founder & Director


President


Secretary


Treasurer