

PRANAYU

Jiva-Seva-Samsthana

ARTICLES OF ASSOCIATION

The name of the Society is composed of a title (in capital letter) and an optional subtitle (in small italic letters) being receptively: PRANAYU *Jiva-Seva-Samsthana*

This name may be transliterated as:

- PRĀṆĀYU *Jīva-Sevā-Saṁsthāna*
- प्राणायु जीवसेवासंस्थान

1. Interpretation

In the interpretation of these rules and regulations unless there is anything inconsistent with the subject of context:

1. The word "Society" means the "PRANAYU" or "PRANAYU *Jiva-Seva-Samsthana*"
2. "Year" means the period from 1st April and ending with 31st March in every calendar year.
3. "Funds" shall mean and include all investments, funds and property, movable and immovable belonging to the Society and vested in the Board of Management whether held on the general Society or any special Society created by any donors or testators.
4. "Board Members " shall include office bearers among nominated:
 - A. President
 - B. Vice president
 - C. Secretary
 - D. Joint secretary
 - E. Treasurer
5. The "Board" means the "Board of the Society."

2. Membership

Membership may be of four types:

- A. Life Member
- B. Ordinary Member
- C. Honorary Member
- D. Associate Member

The details of the membership

- application of the new member
- enrollment of the member
- qualification of the member
- status of the member
- amount of fee for membership

is detailed, defined and elaborated in the rules and regulation of Pranayu with due respect of in-vigor Indian society laws (notably society act 1860).

3. Board of Management

The details on the board management in regard of:

- the numbers of members of
- the election of Board members
- the inside election of Board members
- the time of Board members in office
- the causal vacancies on the Board member
- the retiring of Board member

are detailed, defined and elaborated in the rules and regulation of Pranayu with due respect of in-vigor Indian society laws (notably society act 1860).

4. Powers & Duties of Board of Management

All powers and duties of the Board are detailed, defined and elaborated in the rules and regulation of Pranayu with due respect of in-vigor Indian society laws (notably society act 1860).

5. General meetings

1. The general meeting of the Association shall be as follows :

A. The annual General meeting shall be held every year on such date as may be fixed by the Board.

B. A special General Meeting of the members shall be called by the President within a fortnight from the receipts of the requisition for the purpose signed by 2/3 of the total whichever is less and specifying the object of the meeting.

2. Fifteen clear days notice specifying the date, place and nature of the business shall be given to the members by post or hand delivery or circular to their respective addresses registered with the Association or by electronic media (SMS) of the Annual General Meeting or the special General Meeting of the Association, but the accidental omission to give or non receipt of such a notice by any member shall not invalidate the proceedings at any general or special meeting.

3. Quorum of General Body meeting will be 1/3 of total members on the register. The meeting at which there is no quorum will be held after half an hour. The discussion transacted at that meeting will be valid.

4. The business of the Annual General Meeting shall be :

A. To receive and adopt the audited statement of accounts and annual report of the Association.

- B. To elect every Five years members of the Board of Management.
- C. To appoint an Auditor for the ensuing year.
- D. To transact such other business which may be brought before the meeting by the Board of Management.
- E. Any other item with permission of the Chair.

6. Duties & responsibilities of office bears

1. President

- A. The President of the Association shall preside at, conduct and regulate all meetings of the Association, the Board of Management and any committee or sub committee of which he may be a member and his ruling on any points of orders, and decision as to the results of voting, shall be final and conclusive.
- B. The President shall in addition to his rights of voting as a member have a casting vote in case of a tie.
- C. The President shall look after and supervise all the activities and day to day affairs of the Association and shall guide other office bearers in performing their duties.

2. Vice President

- A. In the absence of the President, Vice President shall preside at all General and Special meetings and meeting of the Board and exercise all such powers. In the absence of the President and Vice President the members from among themselves shall choose the president of the meeting and such President shall exercise all such powers.
- B. Vice President shall work as per direction of the President and the Board.

3. Secretary

- A. The Secretary shall look after day to day affairs of the Association under the directions of the Board and shall keep and cause to be kept proper minutes of the proceedings of the General and Special Meetings of the Association and of the Board of Trustees and will do everything necessary to give effect to the resolutions passed by the General meetings of the Association, as also to those passed by the Board and by any committee or sub-committee.
- B. The Secretary will act on behalf of the Association and shall be in charge of the records of the Association.
- C. The Secretary shall maintain register of the members of the Association.

4. Joint secretaries

- A. The Joint Secretaries shall look after the affairs of the Association in absence of the Secretary.
- B. They shall be allocated work as per direction of the President and the Secretary.

5. Treasurer

A. The Treasurer will act under the directions of the President and the Board.

B. The Treasurer will receive all payments made to the Association and pass all necessary receipts for the income and vouchers for expenses and will maintain proper books of accounts.

C. The treasurer will prepare the accounts in consultation with the Board Members and present the same at the annual meeting of the General Body for sanction after getting these accounts duly audited and approved by the Board.

6. Board Members

1. Execution of all the policy matters decided upon by the Board and the General Body will be carried out by the Board Members.

2. All the day to day routine work will also be managed by the Board Members.

3. Appointments, reappointment, acceptance of resignation etc. of honorary and paid officers, workers, or servants of the Association or any Institutions attached with the Association including their duties, grade, increments, promotions, gratuity, other benefits etc. will be decided by the Board Members provided that the same shall not be inconsistent with the provisions of these Bye-laws.

7. Bank investments

The Banking Accounts and all Investments of the Association shall be kept in name of the Association and shall be operated upon jointly by any two of the office bearers out of President, Secretary and Treasurer or as may be decided by the Board from time to time.

8. Indemnity

Every member of the Board and every other officer or worker for the time being of the Association shall be indemnified out of funds of the Association for all losses and expenses incurred in the discharge of his duties except such as shall happen through his willful neglect or dishonesty.

9. Trust irrevocable

1. The trust is an irrevocable Public Charitable Trust. The property of the trust shall in no case revert to the trustee, donor or member his descendants or to any other person(s).

2. No part of the trust either the corpus or the income there from shall be utilized for any purpose other than that of the Trust hereby created.

10. General

1. The society is administrated by the Board members composed 9 members arranged in 3 colleges representing the different elected members for 5 years times.

The definition of these colleges is given by the rules and regulaiton.

2. No member shall have more than one vote at any of meetings of the Association, the Board of Management or any Committee or any sub committee except that in the case of equality of votes the President shall have a casting vote.
3. A member of the Board and Association shall be deemed to have vacated his rights if he/she
- A. is adjudicated or adjudged insolvent
 - B. is convicted of a criminal offence
 - C. become of unsound mind or physically unfit or unable to act as such. ceases to be authorised representative of a member concern he represents or such member concern ceases to be a member of the Association.
 - D. remains absent without previous intimation in writing from three consecutive meetings of the Board but he shall be eligible for reinstalment by the Board.
4. Any clause of Memorandum & Article of Association can be amended with the approval of Pr. CIT (Exemption) Ahmedabad & Joint Charity Commissioner Office, Rajkot as per provisions of Gujarat Public Trust Act.
5. All the activities of the trust shall be no profit basis. Surplus amount shall be utilised for fulfillment of objects and activities of the trust.
6. Beneficiaries of the trust shall be without discrimination on the bases of caste, creed or sex & not for specific individual & not for private religious purpose.
7. No any part of Trust property or income is used or applied directly or indirectly for the benefit of any person specified u/s. 13(3) of I. T. Act.

12. Dissolution

The trust should be irrevocable, however if for some reason the trust is to be dissolved then no assets / property would go to any founder, settler, trustee, donor or member etc. but the assets after meeting its liabilities would be handed over to some other charitable trust carrying on similar activities as per the provision of Gujarat Public Trust Act, with prior permission of the “Charity Commissioner”

Passed in unanimously on / 01 / 2020.

Sr. No.	<u>Name</u>	<u>Signature</u>
1	Noemie M Vora	
2	Manish Laxmichand Vora	
3	Ragini Shah	
4	Manoj L Vora	
5	Bhavesb Bipinchandra Shah	
6	Heena M Vora	
7	Amita Y Vora	
8	Bhojraj Naran Gadhvi	
9	Amar Umarshi Rambhiya	