

**NAVODAYA ALUMNI ASSOCIATION OF JHARKHAND
(NAAJ)**

...UNITED WE STAND STRONGER...

THIS DOCUMENT PROVIDES THE MISSION, VISION, OBJECTIVES, AND BY-LAWS OF THE NAVODAYA ALUMNI ASSOCIATION OF JHARKHAND (NAAJ)

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MISSION

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VISION

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PUNCHLINE OF NAAJ: ...UNITED WE STAND STRONGER...

NAME

The name of the Association shall be "NAVODAYA ALUMNI ASSOCIATION OF JHARKHAND". In Short, it is NAAJ. The Association will/shall be registered under the provision of.....(Act name).....act/

ADDRESS

The Association shall have its office at.....(Address).....

COMMENCEMENT

This shall come into force with effect from the date of the registration of the rules by the Registrar of Societies.

DEFINITIONS/ TERMINOLOGIES

- **NAAJ:** NAVODAYA ALUMNI ASSOCIATION OF JHARKHAND.
- **ASSOCIATION:** The NAVODAYA ALUMNI ASSOCIATION OF JHARKHAND.
- **:** The refers to Any Jawahar Navodaya Vidyalaya of Jharkhand (in short **JNV**)
- **JNV:** Jawahar Navodaya Vidyalaya also called as Navodaya Vidyalaya or Navodaya as the case or use may be.
- **NVS:** Navodaya Vidyalaya Samiti
- **MIGRATION:** Migration/ Transfer of any student from One JNV to another, whatever may be the reason for transfer.
- **FOUNDERS:** The highest honor is to be given to the persons, who has perspired a lot, brought the concept of the NAAJ and founded NAAJ by properly co-coordinating with All JNVs of Jharkhand, bringing all current students and all alumni/ alumna from all across the Jharkhand, India and Entire world to a single platform.**So, these are the real architect, THE FOUNDERS of NAAJ:**

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1. SRI JNVJNV of Jharkhand.....
2. SRI JNVJNV of Jharkhand.....
3. SRI JNVJNV of Jharkhand.....
4. SRI JNVJNV of Jharkhand.....
5. SRI JNVJNV of Jharkhand.....
6. SRI JNVJNV of Jharkhand.....
7. SRI JNVJNV of Jharkhand.....
8. SRI JNVJNV of Jharkhand.....

- **NAVODAYA:** The Navodaya also refers to Any Jawahar Navodaya Vidyalaya of Jharkhand (in short JNVsJharkhand)
- **MEMBER:** Any person (an Alumnus or Alumna of any of the JNVsof Jharkhand) registered with the association by paying a registration fee and/ (or merely) filling the registration form (as the case may be) and is in good standing is considered a member of the association.
- **ACTIVE MEMBER:** A member of the association who is actively giving their valuable effort and time to achieve the targets for the completion of the particular goal as per the Association under by-laws, who may be selected or elected by the office bearer and/or members of the Association.
- **PERMANENT MEMBER:** The alumnus or alumna of any JNV of Jharkhand who takes permanent membership by proper registrations, by paying the fee as defined NAAJ for permanent members and duly agrees to abide by the terms and conditions of NAAJ.
- **REGULAR MEMBER:** The alumnus or alumna of any JNV of Jharkhand who takes membership by proper registrations, by paying the fee as defined NAAJ members and duly agrees to abide by the terms and conditions of NAAJ and regularly getting his/her membership renewed by paying renewal fee.
- **TEMPORARY MEMBER:** The one who takes membership of NAAJ and discontinues his membership any reason.
- **BOARD OF MANAGEMENT (BOM): BOARD OF MANAGEMENT (BOM)** hereafter also called as **DIRECTORS** is a 03 member’s highest-level board (**EACH MEMBER will be called as DIRECTOR**), consisting of 03 alumni of JNVG, whose contribution to JNVG and NAAJ is unsurpassable, unmatched. The person with high level ethics and values, morale, spirit, honesty and sense of service to the JNVG Students and Alumni/ Alumna and selfless, having studied at JNVG Campus from at least class 6th to 10th, 25Years Old or More, having Bachelors’ Degree, Indian National, not ever convicted by Indian or Foreign National Court of Law under any criminal grounds. **DIRECTORS** will be not elected by election; **DIRECTORS** for next tenure will be nominated by mutual discussion and consent of existing **BOARD OF MANAGEMENT (BOM) AND GOVERNING BODY**i.e. by **NAAJ APEX**. Its tenure will be 05 Years.**BOARD OF MANAGEMENT (BOM)**will have enormous powers to control even the entire **BOARD** and its activities, can review the disciplinary actions taken by the Board, and is the sanctioning authority of required Fund and Budget presented or any additional financial requirements raised by the Board.

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- **GOVERNING BODY:** The alumni association body that has exclusive powers in administration, also known as Office-Bearers. **GOVERNING BODY** hereinafter called as **BOARD**. It is a 07 members board, 06 out of these 07 will be elected by election and casting votes of all members (who are regular paying membership fee) of NAAJ and one person will be nominated by **BOARD OF MANAGEMENT (BOM)**.
- **NAAJ APEX:** It is a combination of **GOVERNING BODY** and **BOARD OF MANAGEMENT (BOM)**, whenever come jointly to take any decision.
- **JOINT COMMITTEE (JC):** It is a combination of some **GOVERNING BODY**, Executive Committee and JNV Jharkhand Principal and his/her representatives authorized by him/ her.
- **EXECUTIVE COMMITTEE (EC):** Ten persons committee elected through election conducted by the temporary **Election Committee** formed by Governing Board to assist planning, executing and promoting NAAJ activities, events, propaganda etc; which will work under any two of the Board Members, decided by the President.
- **ELECTION COMMISSION:** It will be a temporary committee, which will be formed one month prior to the election and get dissolved autonomously just after the newly elected body assumes charges. And its type, formation and roles will be as follows:
 - (1) **ELECTION COMMISSION FOR EXECUTIVE COMMITTEE:** It will be formed by the Governing Body, which will look after entire electoral activities related to election of **EXECUTIVE COMMITTEE**.
 - (2) **ELECTION COMMISSION FOR GOVERNING BODY:** It will be formed by the BOM, which look after entire electoral activities related to election of **GOVERNING BODY**.
- **NAAJ MEDIA REPRESENTATIVE:** The **two board members** (leading the **EXECUTIVE COMMITTEE**) along with Executive Committee will propose a 05 members' team as **NAAJ MEDIA REPRESENTATIVE** and once it is passed by the **BOARD**, it will come into existence and work accordingly dealing **NAAJ Social Media Sites, NAAJ Website, Live Streaming of any Functions of NAAJ (Physical or Virtual), Electrical & Electronics parts of any of the Functions of NAAJ. Purchasing/ buying any of the online webinar sites, apps, website domain, or live streaming media or subscription, licenses etc.**
- **COORDINATION COMMITTEE:** Coordination Committee shall work under the Joint Committee and support all the events proposed by the **GOVERNING BODY** and approved by the Committee, it may be consisted of Computer Teacher, SUPW Teacher, PTI, Music Teacher, Art Teacher, Librarian, UDC, Mess In-charge etc.
- **DISTRICT COORDINATORS OF NAAJ:** **DISTRICT COORDINATORS OF NAAJ** will be any number (as decided by Governing Body) of male and female candidates from each JNV of Jharkhand passed out from JNVs of Jharkhand. It will be voluntarily coming forward type membership but in case the number of willingly coming forward candidates is more than defined numbers from each JNV of Jharkhand, the Governing Body will finalize and select suitable/ eligible coordinators.
- **LEGAL ADVISORY:** **GOVERNING BODY** will have right to appoint as Legal Advisor for looking after Legal matters/ issues of NAAJ and for Legal Advices to NAAJ APEX

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and to its members, if arises any legal issues in future or at any stage. Appointment preference: 1st preference will be given to JNV Alumni (any JNV) and then outsiders. If some kind of urgency is there, the Governing Body can hire a legal advisor on payment basis, but with proper justification duly recorded by the General Secretary and approved by the President. **EXPERIENCE OF LEGAL ADVISOR: BA LLB DEGREE, MINIMUM 05 YEARS OF PRACTICE IN DISTRICT COURT OR HIGH COURT, ANY HONS. JUDGE (if willing to help us).**

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- **QUORUM:** Quorum of a General Body Meeting shall be at least seven members present in person and one-third of the total number of GOVERNING BODY present in person of the respective meetings.
- **ALUMNUS:** Each student (male) who has passed out of the , with at least one academic year of stay at , is defined as an alumnus.
- **ALUMNA:** Each student (female) who has passed out of the , with at least one academic year of stay at , is defined as an alumna.
- **BENEFICIARY:** Member and immediate family (Parents, spouse and children)

1. NAAJ OBJECTIVES

- 1.1. Create synergy and establish the spirit of fraternity among all by members by enabling the members to engage among themselves.
- 1.2. Secure co-operation and mutual harmony among various JNV alumni associations (or chapters) of Jharkhand.
- 1.3. Provide platform for members to exchange ideas and organize themselves in the interest of alumni and alma-mater of JNVs of Jharkhand.
- 1.4. To help transition alumni and JNV Jharkhand students to further education and/or career by providing support through guidance, scholarships, awards, suggestion on job opportunities etc.
- 1.5. Liaise with JNVs of Jharkhand and support them in linking with different educational organizations, government bodies and civil society organizations for betterment of JNVs of Jharkhand
- 1.6. To open, establish, promote, run, finance, support and promote career-oriented education/training/counseling for beneficiaries as well as current students.
- 1.7. Collaborate with institutions providing career-oriented education, study material and scholarships. To develop / help in development of library of such study material – in hard copy as well as soft copy format.
- 1.8. Publication of study material, books, magazines etc, primarily focused on career-oriented education.
- 1.9. Organize seminars, webinars or similar events for alumni, students, and teachers of Jharkhand JNVs on new educational tools / technologies as well as physical, psychological and social wellbeing.

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- 1.10. Provide limited financial aid to meritorious and needy beneficiaries and JNV Jharkhand students for career oriented higher education.
- 1.11. Provide basic medical aid to beneficiaries and raise awareness on health through health camps, blood donation camps etc.
- 1.12. Develop website / web portal to connect the members, share information in a transparent manner and realize the objectives of this society
- 1.13. Support environmental sustainment and development through initiatives like awareness sessions, plantation drives and environmental education.
- 1.14. Financial, management and other support activities during exceptional or emergency situations like natural disaster, personal tragedy etc.
- 1.15. To raise funds for the fulfillment of this society's objectives and welfare schemes.
- 1.16. Any other objective as passed / added from time to time by general body.

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2. MEMBERSHIP RULES OF NAAJ

Membership of NAAJ is open to only JNV alumni. The membership rules and fees will be reviewed by governing body every three years and will be adjusted as per requirement, however under no circumstances it will be given to any non- JNV person. Any JNV Jharkhand passed out is eligible as per below:

- 2.1. Permanent membership - Those who have passed out 10th or 12th from any JNV of Jharkhand are eligible. Those who are working and passed out before 2012 (i.e. 9 years before formation of NAAJ, this cut off year would increase by one year, every calendar year), such members would give registration fee of Rs 1000 and yearly fee of Rs 1,000. For other alumni who are passed out after 2012 and not working they would pay 100 Rs as registration fee and Rs 100 as annual fee. Executive body will screen membership details every FY and would be responsible for collecting fee as per criteria.
- 2.2. Annual membership - For any student of JNV of Jharkhand, irrespective of number of years spent in JNV in Jharkhand can avail annual membership. In such cases those who are working and passed out before 2012 would give Rs 500 as registration fee and Rs 500 as annual fee. Those alumni who are passed out after 2012 and not working would be eligible for annual membership by paying Rs 50 as registration fee and Rs 50 as annual fee.

3. VOTING RIGHTS OF MEMBERS

Before any election executive committee will review the requisite details regarding membership of all the registered members of NAAJ, and prepare a voter's list, which are eligible and have paid membership as per classification of membership rules of NAAJ. Only **permanent members (having membership of NAAJ for consecutively 03 Years)** are eligible for contest any election for office bearer position in governing body or executive body.

- 3.1. In case of annual membership, the person should be member for at least two Financial Years/ Sessions (as decided by the NAAJ Policy at later stage) to fight any election.
- 3.2. Anyone with 2 consecutive years' membership is eligible to vote. For example, if election is taking place in March 2023, anyone who is member before March 2021

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is eligible to vote; provided he has renewed membership for 2022. The voter list announced by executive committee before elections would be considered as final list.

4. EXPELLING PROCEDURE OF MEMBERSHIP

- 4.1. Any member who did not pay annual fee for two consecutive years and two reminders will be given by executive committee (EC) to the particular member, and their membership would be suspended. Such members can get membership by sending request to executive committee and paying all dues till current year.
- 4.2. If executive committee receives any complain/ issue about any member, which is not in spirit of NAAJ and damaging the motto and image of NAAJ, executive committee will form a 3 members' panel. The panel will submit the report and based on recommendations of panel; EC will take decision for expelling from membership. Similarly, if there is any complain about any EC member, governing body will set up a panel and take decision. In case of any complain/ non-ethical behavior of any GOVERNING BODY or INSTITUTING MEMBERS, a joint panel will be announced by instituting members and action will be taken there off.

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5. FORMATION OF BODIES

5.1. INSTITUTING MEMBERS (15 MEMBERS)

5.2. GOVERNING BODY (11 MEMBERS)

Governing Body is the alumni association body that has exclusive powers in administration, also known as Office-Bearers. It is 11 members GOVERNING BODY, out of these 11, 07 will be elected by democratic method of General Election, in which all General Body Members of NAAJ (who are regularly paying membership fee and have a NAAJ Membership) will cast their votes. Remaining 04 Members will be nominated **by the President NAAJ in consultation with BOM.**

5.2.1. COMPOSITION OF GOVERNING BODY

It is 11 members GOVERNING BODY, out of 11 members 09 governing body members (including Chairman, Financial Controller, Media coordinator, Legal advisor and Liaison officer) will be elected and remaining 2 governing body members will be nominated **by the President NAAJ in consultation with BOM.** Out of these 11, 09 members as mentioned below will be elected by democratic method of General Election, in which all General Body Members of NAAJ (who are regularly paying membership fee and have a NAAJ Membership) will cast their votes.

5.2.2. Members of Governing Body

- (i) **President** by Election
- (ii) **Vice President** by Election
- (iii) **Vice President (women reserved)** by Election
- (iv) **Secretary** by Election
- (v) **Treasurer** by Election

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- (vi) **Jt. Secretary** nominated by the President NAAJ in consultation with BOM)
- (vii) **EXECUTIVE MEMBER-1** nominated by the President NAAJ in consultation with BOM
- (viii) **EXECUTIVE MEMBER-2** by Election
- (ix) **EXECUTIVE MEMBER-3** by Election
- (x) **EXECUTIVE MEMBER-4** by Election
- (xi) **EXECUTIVE MEMBER-5** by Election

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5.2.3. ELIGIBILITY CRITERIA TO CONTEST ELECTION FOR ANY OF THE AFOREMENTIONED POSTS

All the below conditions need to be fulfilled:

- 5.2.3.1. Any member having permanent membership of the association for last 3 years (if association is not 3 years old, the permanent membership will be considered since the year association was formed, if the contestant has membership since inception of the association).
- 5.2.3.2. The person should have studied in Jharkhand JNV for 4 years. **Members must have** (1) studied at least from Class 6th to 10th or at least from Class 9th to 12th **(in case of admission to Class 9th by Lateral Entry or any Other Scheme of NVS)** from any JNV of Jharkhand residing at its CAMPUS, **an exception to it is-In case of only one year's migration from Any JNV of Jharkhand to Other State JNV (a) in Class 9th as per NVS Policy or (b) after 9th & before 10th due to parents' transfer by NVS Policy or Guidelines,** shall be considered as eligible candidates, (2) the candidates getting any sort of migration (apart from mini migration) in between Class 6th to 10th or in between Class 9th to 12th (by selection of any particular subject/ paper for studies or by the decision of NVS) may also join GOVERNING BODY by DIRECT NOMINATION PROCEDURE as per their dedication and contribution towards NAAJ.
- 5.2.3.3. OFFICE BEARERS must have a GRADUATION DEGREE/ EQUIVALENT as minimum educational qualification.
- 5.2.3.4. Members must be at least 25 years old or more and below 60 years.
- 5.2.3.5. Members should not be convicted in the court of law on criminal grounds (In India or Foreign).
- 5.2.3.6. Nationality: INDIAN

5.2.4. TENURE OF GOVERNING BODY

- 5.2.4.1. Typical term is 4 yrs. The tenure of the elected Members of GOVERNING BODY shall be of 04 years and Nominated Members will have 03 Years of Tenure. The Governing Body shall be active until the new GOVERNING BODY is elected and takes charge for the next tenure. But all the financial functions and rights of old Governing Body will be seized/ ceased immediately once the election is declared. And

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for emergency situation, the financial functions/ rights of NAAJ will go to BOM, till the New Governing Body takes over the charge.

- 5.2.4.2. A person can be a governing body member for a maximum of two terms consecutively, if he/ she wins the election or make through nomination process.

5.2.5. CONSTITUTION OF BODY BY ELECTION AND NOMINATION PROCESS

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5.2.5.1. ELECTION

The electors will be the current office bearers of member JNV alumni associations of NAAJ – up to 7 electors from each alumni association. During the initial years (till half the number of s have registered associations), the governing body members will be elected by the members of association (General body).

5.2.5.2. NOMINATION

Nomination of the 2 governing body members will be done by Instituting members, as per defined nomination process and quorum. One nominated member must be woman.

5.2.6. POWERS AND FUNCTIONS OF THE GOVERNING BODY

THE GOVERNING BODY shall have the following powers and functions:

- 5.2.6.1. **The GOVERNING BODY** shall be the executive body of the Association and shall meet at least twice in a year mandatorily. **(IN PERSON OR VIRTUALLY THROUGH ONLINE MODE: VIDEO CONFERENCING OR CONFERENCE CALL). Minimum 07 Office Bearers presence is a must for a quorum.** Minutes of the Meeting must be recorded.

- 5.2.6.2. **CONSTITUTION OF ANY OTHER REQUIRED COMMITTEE, AS WHEN REQUIRED (**OPTIONAL ONE)**

GOVERNING BODY will reserve this right whether to constitute ANY OTHER REQUIRED COMMITTEE, AS WHEN REQUIRED in view of workload or the necessity. In case GOVERNING BODY decides unanimously to constitute ANY Committee; GOVERNING BODY can select suitable no. of persons from NAAJ members or external expert for some specified job (**on paid basis, only one or two persons**) having following qualities: skilled, talented, having good knowledge of modern electronic gadgets/ media/ software and having good knowledge of at least Hindi & English etc.

- 5.2.6.3. The GOVERNING BODY shall have the power to consider and decide all matters related to NAAJ and provide/ constitute **a broad policy (in line with the provisions of NAAJ By-laws)** towards the functioning of NAAJ.

- 5.2.6.4. The GOVERNING BODY shall have the right to spend funds on heads related to NAAJ Objectives against Annual Budget, duly sanctioned by BORAD OF MANAGEMENT (BOM) only.

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- 5.2.6.5. The GOVERNING BODY shall have to take another sanction from the BORAD OF MANAGEMENT (BOM) for any additional or emergency fund requirement with a proper noting initiated by the SECRETARY, duly recommended by the Treasurer and finally signed and requisitioned/ indented by the President & vice president.
- 5.2.6.6. The members of NAAJ will be eligible (**subjected to the criteria mentioned against Clause No: 2**) to contest the election for the various posts (viz. President, Vice President, Secretary, Treasurer, Joint Secretary, Joint treasurer or getting nominated for Office Bearers of GOVERNING BODY. No member should be elected to the GOVERNING BODY for more than two terms consecutively (6 years of total in continuation). After that, a third tenure will be decided on a high recommendation (**More than 80% BOM are agreed upon**) but it should have a gap of minimum 3 years.
- 5.2.6.7. All decisions in the GOVERNING BODY will be taken by a simple majority of the members (i.e. GOVERNING BODY Members only) present and voting but members must be present as many as to complete the quorum.
- 5.2.6.8. GOVERNING BODY shall have the power to set up enquiry and take disciplinary action against any member of NAAJ or member of GOVERNING BODY itself for any sort of misconduct or mala-fide intentions in view of NAAJ By-Laws and Constitution.
- (a) Disciplinary action against a member under charges will be initiated, interrogated, established his/ her crimes/ mistakes and punishment/ warning/ censure will be decided through fair trial following the principle of Natural Justice and this whole procedure will be accomplished by the **two-third (2/3rd) majority of all the GOVERNING BODY MEMBERS only.**
- (b) Disciplinary action against a member **disobeying or working against the set of rules/ going beyond developed system by NAAJ to work within and breaking any hierarchy**, unwanted quarrel and argument with the other members of the GOVERNING BODY or BORAD OF MANAGEMENT (BOM) will be initiated, interrogated, established his/ her crimes/ mistakes and punishment/ warning/ censure will be decided through fair trial following the principle of Natural Justice and this whole procedure will be accomplished by the **two-third (2/3rd) majority of all the GOVERNING BODY MEMBERS only. And these enquiry records will be added to his/ her profile, which may further inhibit him/ her from serving NAAJ or contesting for GOVERNING BODY Elections.**
- (c) However, if the member of NAAJ or GOVERNING BODY Member under charge is found guilty and punishment against him/ her is announced by the President of NAAJ; and he/ she is not satisfied with or wants another chance to represent his part once again to reconsider his case and wants trial to be restarted again. He/ She must put his request to the President of NAAJ in

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(NAAJ)**

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written on physical paper or through electronic means, which can be saved for future reference. And the President NAAJ will forward this request to the BORAD OF MANAGEMENT (BOM) to consider his/ her request.

- (d) Punishment/ warning/ censure already issued/ decided through fair trial following the principle of Natural Justice by the two-third (2/3rd) majority of all the GOVERNING BODY MEMBERS, will now be heard in **BORAD OF MANAGEMENT (BOM)** and the member under charge will get chance to represent his part, produce suitable evidence(s)/ witness(es) in his/ her favour. Then in view of all the evidence and witnesses produced by him/ her, the BORAD OF MANAGEMENT (BOM) will now announce his/ her a fresh punishment/ warning/ censure or let the decisions taken by GOVERNING BODY be sustained or revoked by 2/3rdmajority in the BORAD OF MANAGEMENT (BOM). This time he/ she (the member under charges) must accept the decision whether in favour or against him/ her. And as he/ she have got the fair chance to represent his/ her part so he/ she must follow **clause 4.10 & 4.11.**

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5.2.6.9. Members under charge, declared punished or going under trial will **never seek help of Indian Judiciary or police** as this association is totally based on faith, sense of service and voluntary dedication towards ANY JNV OF JHARKHAND and NAAJ, until and unless the decision taken, or punishment announced by Governing Body or by BOM seems to be extremely severe; however, "severe means the case of involvement of Life and Death or Physical Punishment or Physical Assault or Use of abusive/ unparliamentary language / foul language". He must have deep faith in the GOVERNING BODY and BOM.

5.2.6.10. Case of action taken against any GOVERNING BODY members under the charges of disobeying the principles of NAAJ by-Laws or somehow going against NAAJ interest; will not be entertained by **Indian Judiciary or the police.**

5.2.6.11. DECLARATION FOR ELECTION OR NAAJ MEMBERSHIP

Before filing nomination for the **GOVERNING BODY Election** or filling **NAAJ Membership** Application Form, the **candidates/ alumni/ alumna** (Please tick the applicable case) must go through Clause No: 4.9, 4.10, 4.11 & 4.12 and must abide by these four clauses and entire terms and conditions of NAAJ BY-LAWS and this CONSENT as must be declared in written on the format available on **Nomination Form/ Membership Application.** Otherwise, existing GOVERNING BODY will not consider your **candidature for election/ membership of NAAJ will not be conferred.**

Declaration and Undertaking

"I hereby in my full consciousness declare that I have read the Clauses **Clause No: 4.9, 4.10, 4.11 & 4.12 and other terms & conditions of NAAJ BY-LAWS** and do understand its meaning and I will definitely follow these instructions on getting **ELECTED/ NOMINATED AS GOVERNING BODY MEMBER/ NAAJ MEMBERSHIP** (please tick applicable case). And further if unfortunately, I am booked under any charges by the NAAJ GOVERNING BODY, I will not try to avenge these charges, proceedings and decision (even if it goes against me) and will never seek help from Indian Judiciary or the police, until and unless it is a severe

**THE PRESIDENT
NAAJ**

**THE SECRETARY
NAAJ**

**THE TREASURER
NAAJ**

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punishment. I will try my best to prove my innocence and honesty in front of the NAAJ GOVERNING BODY and BORAD OF MANAGEMENT (BOM), if I fail to prove it, I will eagerly accept the decisions made by Honorable GOVERNING BODY or BORAD OF MANAGEMENT (BOM).”

PLACE:

CANDIDATE’S SIGNATURE

DATE:

FULL NAME WITH

FATHER’S NAME

NAME OF PARENT JNV

JNV OF JHARKHAND (19__ TO 2__)

- 5.2.6.12. The agenda of the meeting shall be prepared by the SECRETARY, with the approval of the President. However, the members of the GOVERNING BODY can also get the item(s) on agenda included by making a written request in advance.
- 5.2.6.13. The GOVERNING BODY shall frame Rules and Guidelines under this Constitution for NAAJ and take approval from the **NAAJ APEX (GOVERNING BODY AND BORAD OF MANAGEMENT (BOM))** before adding to the Book.
- 5.2.6.14. GOVERNING BODY shall propose and take the approval of the **JOINT COMMITTEE** (consists of particular JNV Teaching/ Staff and Students or representative of Principal and Authorized Members/ Representatives of President NAAJ) **before**
 - a) Execution of any activity related to ANY JNV OF JHARKHAND Campus.
 - b) Use of Name, Logo, Property, or anything that has a legal concern.
- 5.2.6.15. GOVERNING BODY shall propose **JOINT COMMITTEE** to constitute a **COORDINATION COMMITTEE** comprising of ACADEMIC, NON- ACADEMIC TEACHERS/ STAFFS and Some of the Students like Chief Prefect of the , Houses Captains, House Masters/ Mistresses and GOVERNING BODY will also provide their representatives.

6. MEETING OF GOVERNING BODY

6.1. MEETING-1 (WITHIN GOVERNING BODY):

AGENDA- SECRETARY/ JT. SECRETARY

The GOVERNING BODY shall meet as often as required but **at least once in every quarter** by giving a prior notice of at least one month, through post or email to all members of the GOVERNING BODY, at their addresses available with the Association or through email, WhatsApp or any electronic/ social networking sites/ means for which acknowledgement can be received whether message delivered and read receipt and kept for future reference. A shorter notice shall be valid if agreed upon by the President.

**THE PRESIDENT
NAAJ**

**THE SECRETARY
NAAJ**

**THE TREASURER
NAAJ**

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6.2. MEETING-2 (WITH DISTRICT JNV ALUMNI ASSOCIATION):

AGENDA- SECRETARY/ JT. SECRETARY/ JNV ALUMNI ASSOCIATION OR PRINCIPAL OR HIS/ HER REPRESENTATIVE

The **GOVERNING BODY** shall meet as often as required but at least once in every year with **JNV Alumni Association** by giving a prior notice of at least one month, through post or email to the President of JNV Alumni Association , any Administration and all members of the **GOVERNING BODY**, at their addresses available with the Association or through email, WhatsApp or any electronic/ social networking sites/ means for which acknowledgement can be received whether message delivered and read receipt and kept for future reference. A shorter notice shall be valid if agreed upon by the President.

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6.3. MEETING-3 (WITH BORAD OF MANAGEMENT (BOM)):

AGENDA- SECRETARY/ JT. SECRETARY

The **GOVERNING BODY** shall meet as often as required (**OR whenever meeting called by BORAD OF MANAGEMENT (BOM)**) but at least once half yearly with **BORAD OF MANAGEMENT (BOM)** by giving a prior notice of at least one month, through post or email to all members of the **BORAD OF MANAGEMENT (BOM)&GOVERNING BODY**, at their addresses available with the Association or through email, WhatsApp or any electronic/ social networking sites/ means for which acknowledgement can be received whether message delivered and read receipt and kept for future reference. A shorter notice shall be valid if agreed upon by the President and Chief/ Head of BOM.

6.4. The notice and agenda for holding a meeting of the **GOVERNING BODY** shall be issued by the **SECRETARY** after obtaining the consent of the President or in the absence of the **SECRETARY**, by the Jt. Secretary duly agreed by the President.

6.5. The quorum at any meeting of **GOVERNING BODY** shall be in majority among whom President or Vice President and Secretary shall be present. If the quorum is not complete in any meeting, the next meeting may be convened at any time, in which quorum shall be three members personally present, among whom President or Vice President and **SECRETARY** must be present.

a) The personal presence means presence at the venue in persons, over Voice on Internet Protocol, telephonic conference call, video conferencing or any such reliable system approved by the **GOVERNING BODY**.

b) Meeting by Circulation – For an urgent matter, a decision can also be taken by circulation of an agenda amongst the members of the **GOVERNING BODY** by the **SECRETARY** after obtaining approval of the President or President himself.

6.6. EXECUTIVE COMMITTEE (11 MEMBERS)

6.6.1. ELIGIBILITY

All the below conditions need to be fulfilled:

6.6.1.1. Any member who has membership of the association for last 3 years (if association is not 3 years old, has membership since the year association was formed).

6.6.1.2. Additionally, the person should have studied in Jharkhand JNV for 4 years (this criterion is not mandatory for the two members nominated by the Governing body).

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6.6.2. TENURE

6.6.2.1. Typical term is 3 yrs.

6.6.2.2. A person can be an executive committee member for a maximum of three terms.

6.6.3. CONSTITUTION OF BODY

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Out of 11 members, 08 Executive committee members will be elected, one member nominated by the elected president and two members will be nominated by the governing body.

6.6.3.1. ELECTION

Members of the association (general body) will vote to elect the executive committee members. President, one Vice president, Secretary, Treasurer, Joint secretary and 3 regular members will be elected. Joint secretary position can be contested by only women candidates.

6.6.3.2. NOMINATION BY PRESIDENT

One executive committee member (a regular member) will be nominated by the elected president of executive committee (after consulting other executive committee members).

6.6.3.3. NOMINATION BY PRESIDENT

Remaining 2 executive committee members (one Vice president and the Joint treasurer) will be nominated by the governing body as per defined nomination process and quorum). Both these positions will be reserved for women

7. GENERAL BODY

All members of the association will be part of the general body.

8. CHANGES TO MOA / CONSTITUTION

Any Changes / amendments to the constitution / MOA can be taken up if at least 50 general members send written request. Once such a request is received, the executive committee will prepare a report (within one month of receiving the request from 50th member) which will include at least:

- List of all the changes requested
- Reason and justification of each change suggested
- Impact of the changes requested

This report will be shared with Governing body and instituting members. Once the Governing body – in consultation with instituting members - approves the request for further processing for the requested change (Governing body must give a decision within one month of receiving the report), it will constitute a sub-committee. This sub-committee will work on the revised draft of constitution and conduct voting for the same within two months. It is preferable to have voting during a scheduled General body meeting (if GBM is scheduled within 2 months of constituting the sub-committee).

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9. QUORUM

Yearly schedule of meetings is to be published during General body meeting. Any changes to schedule or a special GBM need to be called by executive committee in consultation with governing body, with at least one month's advance notice.

9.1. GENERAL BODY

For regular resolutions, the resolution will be voted approved considering simple majority of members present, subject to quorum of minimum 100 members. If 100 members are not present, the members present will finalize another suitable date for meeting between 2 to 4 weeks. The subsequent meeting will not have any minimum quorum requirement.

For constitution amendment resolutions, the resolution will be voted approved if two-third of members present approve, subject to quorum conditions mentioned above.

9.2. EXECUTIVE COMMITTEE

Meetings need to be called one week in advance. Agreement/approval will be based on simple majority, subject to quorum of minimum 7 members.

9.3. GOVERNING BODY

Meetings need to be called two weeks in advance. Agreement/approval will be based on simple majority, subject to quorum of minimum 7 members.

9.4. INSTITUTING MEMBERS

Meetings need to be called one month in advance. Agreement/approval will be based on simple majority, subject to quorum of minimum 9 members.

10. VACANCIES AND EXPULSIONS:

10.1. VACANCIES

In case of a vacancy arising in the GOVERNING BODY, the same may be filled

6.1.1. By nomination of GOVERNING BODY members proposed by ANY COMMITTEE MEMBERS HOLDING RESPONSIBLE POSTS& Legal Advisory Committee, in case the remaining period of the GOVERNING BODY is less than 6 months.

6.1.2. By election, in case the remaining period of the GOVERNING BODY is 6 months or more.

10.2. EXPULSIONS

In view of any misconduct/ non-performance as per NAAJ BY-LAWS

10.2.1. In case a member is found to work against the interest(s) of NAAJ or is found involved in serious misbehavior, doubtful integrity, abusing NAAJ Funds, he/she may be suspended by the GOVERNING BODY of NAAJ with 2/3 majority voting, after serving him/her show-cause Notice, providing opportunity to explain his/her conduct. This would be subject to further consideration of the next GOVERNING BODY meeting (in person or online through conference call/ video conferencing), this meeting may be called on

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urgent basis as agreed upon by the President, where GOVERNING BODY may decide to revoke the suspension or expel him/ her from the GOVERNING BODY/ ANY COMMITTEE MEMBERS HOLDING RESPONSIBLE POSTS for a period specified in By-Laws.

10.2.2. And proceedings will take place against him/ her as per clauses: 4.9 to 4.12

10.2.3. The same procedure will be followed for ANY COMMITTEE MEMBERS HOLDING RESPONSIBLE POST as well.

10.2.4. In case of Honorary Members, a show-cause notice will be served to him/ her jointly issued by GOVERNING BODY&BORAD OF MANAGEMENT (BOM). He/ She will have to reply with proper justification within 72 hours of receipt of the notice. If NAAJ APEX agrees (with 2/3rd separate majorities of GOVERNING BODY& DIRECTORS) with the reply he/ she shall continue as Honorary Member otherwise his/ her Honorary Membership will be ceased/ stopped for ever and **NAAJ APEX will bid him/her a cordial goodbye.**

10.2.5. In case of Legal Advisor, if he/she is not performing as per expectations of NAAJ, unable to resolve the legal issues (frequent failures) or deliberately he/ she is complicating the legal issues of NAAJ, a show cause notice will be served to him/ her issued by GOVERNING BODY. He/ She will have to reply with proper justification within 72 hours of receipt of the notice. If GOVERNING BODY agrees (with 2/3rd majority) with the reply he/ she shall continue as Legal Advisor otherwise his/ her Legal Advisory will be ceased/ stopped for ever and **NAAJGOVERNING BODY will bid him/her a cordial goodbye.**

10.2.6. **In case of BORAD OF MANAGEMENT (BOM):** Action against any member of BORAD OF MANAGEMENT (BOM) (suspected of any misconduct or against the interest of NAAJ) will start by signature campaign (someone will sign in favour, someone in against), who will sign the signature campaign-

- NAAJ MEMBERS
- GOVERNING BODY MEMBERS
- HONORARY MEMBERS
- LEGAL ADVISOR
- ANY COMMITTEE MEMBERS HOLDING RESPONSIBLE POST
- ANY OTHER COMMITTEE MEMBERS, IF IN EXISTENCE AT POINT OF TIME (DULY APPROVED BY NAAJ PRESIDENT)

And after the final signature of NAAJ PRESIDENT, if the Signature Campaign votes out (through against voting) by 2/3rd majority of the total signatures placed over the document, this will be handed over to the BORAD OF MANAGEMENT (BOM) and the Member under Charge will autonomously vacate the post. **(The entire signature campaign will run under the supervision of NAAJ PRESIDENT only)**

11. OFFICE BEARERS

**THE PRESIDENT
NAAJ**

**THE SECRETARY
NAAJ**

**THE TREASURER
NAAJ**

**NAVODAYA ALUMNI ASSOCIATION OF JHARKHAND
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11.1. PRESIDENT

The President shall be the custodian of the property and interests of the Association and shall have all the powers to manage and promote the Aims and Objectives of the Association, in accordance with this Constitution and the Rules to be framed hereunder. All the other Governing Body members/ Officer Bearers/ NAAJ Members shall abide by the orders of the President NAAJ.

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He/ She shall be the Chief Executive of the Association. He/she shall convene and preside over the meetings of the GOVERNING BODY and shall maintain or cause to maintain their minutes. In his absence, the Vice-President shall preside at the meeting General Body and GOVERNING BODY and exercise all such powers. In the absence of the President and the Vice-Presidents, the SECRETARY shall preside at the meetings of GOVERNING BODY Meeting and exercise all such powers.

- 11.1.1. He/she shall decide the date, time, and venue of the meeting(s) in consultations with the SECRETARY, and accordingly, the SECRETARY shall convene the meetings of GOVERNING BODY/ Extraordinary meeting/requisitioned a meeting. Provided that in case a requisition is made for the meeting of the GOVERNING BODY, he/she must take a decision fixing the date, time and venue, within fifteen days of the receipt of the request in this regard.
- 11.1.2. In case of any ambiguity in the interpretation of any clause or sub-clause of NAAJ, the interpretation decided by the majority of the GOVERNING BODY members shall be operative.
- 11.1.3. The President (Vice President in case President is not Present) or the SECRETARY will be co-signatory with the treasurer for the financial transactions (such as issuing cheques and online transaction) and the President will also be a co-signatory for the annual statement of the account of the Association, Annual report of the Association, and the Annual budget.
- 11.1.4. Subject to the provisions of the Constitution and By-Laws of the Association, he shall make announcements regarding meetings of GOVERNING BODY, events, and proposed amendments to the Constitution and By-Laws.
- 11.1.5. In Case of a tie between members present in a meeting of GOVERNING BODY and GOVERNING BODY on any agenda or issue, the President or in his absence Vice president or any other person, who is presiding the meeting in his place, shall have the casting vote.
- 11.1.6. Subject to any subsisting interpretation given by the GOVERNING BODY, the President or in his absence Vice President or any other person, who is presiding the meeting of GOVERNING BODY, shall have authority to interpret the Constitution and the By-Laws of the Association for the purpose of conduction of the meeting and deciding the questions arising at such meeting.

11.2. VICE PRESIDENT

- 11.2.1. In the absence of the President, the Vice President shall exercise all the powers and functions of the President.
- 11.2.2. He/she shall perform such other duties and functions as may be entrusted to him by the GOVERNING BODY or the president may assign any responsibility. One of them, as decided by the GOVERNING BODY or the President, shall also discharge the duties of the President during his absence.

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11.3. SECRETARY

- 11.3.1. The SECRETARY shall be head of the Registered Office and Head Office of The Association. He shall maintain and keep or cause to be maintained and kept all records of the Association, minutes and agenda, Annual Reports, and all other records of the meetings of the GOVERNING BODY, GOVERNING BODY and committees, and sub-committees constituted by GOVERNING BODY.
- 11.3.2. He/she shall carry out the decisions of the GOVERNING BODY of the Association.
- 11.3.3. He/she convene the meetings of the joint-GOVERNING BODY, GOVERNING BODY, the working committees as on special requisitioned meetings, as per the date, time, and venue in consultation with the President and shall record the minutes of the meetings.
- 11.3.4. He/she shall maintain the Register of members, addresses, and occupations of the GOVERNING BODY and the sub-committees constituted by GOVERNING BODY
- 11.3.5. He/she shall make all correspondences and coordinate the preparation and distribution of publications of the Association.
- 11.3.6. He/she shall be a co-signatory with the Treasurer in financial matters such as Annual Statements of Accounts, Annual Budget, and cheques, etc. and shall ensure the audit of accounts of The Association carried out by the Auditor, appointed by the GOVERNING BODY.
- 11.3.7. He/she shall prepare the Annual Report of the Association, every year, for presenting in the meetings of the GOVERNING BODY and the Working Committees.
- 11.3.8. He/she shall look after the affairs of the Society under the supervision of the President.
- 11.3.9. He/she shall do everything necessary to give effect to the resolutions passed and decisions taken by the GOVERNING BODY and GOVERNING BODY. He/she shall keep the President and GOVERNING BODY apprised of the progress made in this respect from time to time.
- 11.3.10. He/she shall also file all returns under the Societies Registration Act, 1860 and rules made there-under and any other law mandating the filing of returns.

11.4. JOINT SECRETARY

- 11.4.1. The Joint Secretary shall work with the SECRETARY in the management of the Association.
- 11.4.2. Any One Joint Secretary, nominated by the presiding of GOVERNING BODY, shall act for the SECRETARY in his/her absence.
- 11.4.3. He/she shall also perform such duties and functions as may be entrusted to him/her by the GOVERNING BODY.

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11.5. TREASURER

The Treasurer shall oversee all financial matters and account records of the Association and in particular the following: -

- 11.5.1. All financial transactions.
- 11.5.2. Expenditure of the Association.
- 11.5.3. Collection of Membership subscription and dues.
- 11.5.4. Collection of grants and donations received by the Association,
- 11.5.5. Compilation of Statements of Accounts,
- 11.5.6. Audit of accounts and making all records available for the scrutiny to the auditor,
- 11.5.7. Presenting Annual Accounts and Audit Report before GOVERNING BODY and in the Annual General Body Meeting of GOVERNING BODY.
- 11.5.8. Ensure that all accounts books are maintained properly and are up to date.
- 11.5.9. Filing in consultation with SECRETARY returns under the Income Tax Act, Foreign Exchange Regulation Act, and any other prevailing law,
- 11.5.10. Ensure that all the due payments are made to the Association and issue all necessary receipts, and
- 11.5.11. Keep GOVERNING BODY informed of the financial condition of the Association at certain intervals as decided by the GOVERNING BODY.
- 11.5.12. The Treasurer shall operate the funds of the Association jointly with the SECRETARY/ President.
- 11.5.13. He/she shall be a co-signatory with the SECRETARY/ President in financial matters such as Annual Statements of Accounts, Annual Budget and cheques, etc.

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11.6. JOINT TREASURER

- 11.6.1. The Joint treasurer shall work with the treasurer in the management of the Association Account, Money, Expenses, Receipt, Donations received, Membership Fee and help **TREASURER** in keeping all the financial relevant and necessary records for presenting before NAAJ AND FOR Audit.
- 11.6.2. Any One Joint Treasurer, nominated by the presiding of GOVERNING BODY, shall act for the Treasurer in his/her absence.
- 11.6.3. He/she shall also perform such duties and functions as may be entrusted to him/her by the GOVERNING BODY.

12. INDEMNITY

Every member of GOVERNING BODY shall be indemnified out of funds of the Association against all losses and expenses incurred in the bonafide discharge of his duties, except when it happens through his willful neglect or dishonesty or mala fide intention while discharging his duties or action resulting from willful disobedience of the law, bad faith or gross negligence.

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13. ELECTION AND VOTING

Election of for the Governing Body and Executive Committee will take place just like General Election following the pattern of democracy in line with the Rules-Regulations and Terms & Conditions of NAAJ Policy.

Anyone with 2 consecutive years' membership is eligible to vote. For example, if election is taking place in March 2023, anyone who is member before March 2021 is eligible to vote; provided he has renewed membership for 2022. The voter list announced by executive committee before elections would be considered as final list.

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Before any election executive committee will review the requisite details regarding membership of all the registered members of NAAJ, and prepare a voter's list, which are eligible and have paid membership as per classification of membership rules of NAAJ. Only **permanent members (having membership of NAAJ for consecutively 03 Years)** are eligible for contest any election for office bearer position in governing body or executive body

ELECTION COMMISSION: It will be a temporary committee, which will be formed one month prior to the election and get dissolved autonomously just after the newly elected body assumes charges. And its type, formation and roles will be as follows:

ELECTION COMMISSION FOR EXECUTIVE COMMITTEE: It will be formed by the Governing Body, which will look after entire electoral activities related to election of **EXECUTIVE COMMITTEE.**

ELECTION COMMISSION FOR GOVERNING BODY: It will be formed by the BOM, which look after entire electoral activities related to election of **GOVERNING BODY.**

In case of annual membership, the person should be member for at least two Financial Years/ Sessions (as decided by the NAAJ Policy at later stage) to fight any election.

No member shall have more than one vote at any of the meetings of the Association or its committee or sub-committee. However, in the meeting of the **GOVERNING BODY**, or any committee or sub-committee, the President or Chairman shall have a casting vote (Vote will be considered in case of equal distribution of the votes amongst).

14. SELF EXPULSION/ VACATING THE POST

An Office Bearer, elected Member, Nominated Member and Ex-officio Member of **GOVERNING BODY** shall be deemed to have vacated office if he/ she is adjudicated or adjudged insolvent or is convicted by a court of law in any country for any offence involving moral turpitude or become unsound of mind or physically unfit or unable to act as such, the office so fallen vacant shall be filled up following By-Laws/ Constitution/ Policy framed, passed and added in book of NAAJ.

15. NAAJ LOGO AND WEBSITE

Information relating to the activities of NAAJ, including membership details, will be made available online on the NAAJ website. NAAJ website shall form part of the official JNV website. If required, NAAJ may have an independent website also. No other body or agency shall, without due authorization from NAAJ, shall use NAAJ LOGO.

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15.1. UPDATING NAAJ WEBSITE

Any changes to NAAJ Website will be subjected the approval of NAAJ President only or his authorized personnel.

16. AMENDMENTS

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- 16.1.** The amendment in the Constitution of NAAJ can be made in by the NAAJ GOVERNING BODY by not less than two-thirds of the members present and voting and must be approved by the **NAAJ APEX & Instituting Members** too. Provided that no amendment will be deemed to have been carried out, unless there is a quorum completed.
- 16.2.** The member of the Executive Committee will have the right to suggest changes in the amendment(s) proposed by the NAAJ GOVERNING BODY in writing and in advance to the NAAJ GOVERNING BODY.
- 16.3.** **Prior to finalization of any amendments, NAAJ GOVERNING BODY will have to seek consent from BOARD OF MANAGEMENT (BOM) mandatorily.**

17. RIGHTS AND PRIVILEGES OF THE MEMBERS OF THE ASSOCIATION

- 17.1.** The member of the Association shall be provided with an alumni photo-identity card with the membership number inscribed on it.
- 17.2.** He/she shall have the privilege of participating and representing NAAJ in conferences, seminars, cultural activities, memorial lectures, etc. organized by NAAJ.
- 17.3.** **Any sort of help be it financial or educational will preferably be extended to Members and their immediate family members (Spouse, Children & Self) first and then if possible to others (non-members, non-navodayan).**

18. MEMBERSHIP FEE / SUBSCRIPTION/ FUND RAISE

The membership fee shall be discussed and revised by the NAAJ GOVERNING BODY.

The membership fee will be as follows:

- 18.1.** "General Membership" Rs. 1000/- per head while registering followed by Rs. 500/- per head per year the annual renewal fees. (The amount will be revised from time to time in joint meeting of the Board and Directors.
- 18.2.** NAAJ FUNDS may be raised by membership fee, voluntary donations received either from NAAJ Members, Governmental Agencies, NGOs, Any PSUs/ Private Firms/ Companies etc.
- 18.3.** NAAJ FUNDS may also be raised by Sponsorships of different interested Colleges/ Universities/ Showrooms etc.
- 18.4.** NAAJ FUNDS may also be raised by organizing Skits/ Drama/ Road Shows/ Music Shows/ Social & Educational Awareness Shows/ Seminars/ Webinars/ Trainings/ Distributing Gifts/ Token of Good Will etc. by NAAJ Members on chargeable basis.
- 18.5.** ALUMNI of NAAJ, ANY OF JNV CONNECTED TO NAAJ or any JNVs living in foreign countries or out of India/ NRI Alumni may also contribute or donate to help NAAJ. (i.e. International transactions from Navodaya Alumni allowed)
- 18.6.** **No membership Fee for Joint committee members (from side) and Honorary Members.**
- 18.7.** **No membership Fee for current students and Academic/Non-academic staff members of NAAJ, ANY OF JNV CONNECTED TO NAAJ.**

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19. USE OF NAAJ FUNDS:

- 19.1. FOR NOBLE CAUSE INVESTED IN WELFARE OF NAAJ ALUMNI, JNVG STUDENTS/ TEACHERS, NAAJ, ANY OF JNV CONNECTED TO NAAJ .
- 19.2. FOR PROMOTING EDUCATION OF FINANCIALLY STRUGGLING ALUMNI OF NAAJ, ANY OF JNV CONNECTED TO NAAJ.
- 19.3. FOR EXTENDING HEALTH RELATED HELP TO FINANCIALLY POOR ALUMNI OF NAAJ, ANY OF JNV CONNECTED TO NAAJ.
- 19.4. FOR EXTENDING SUPPORT TO ENHANCE THE EDUCATION FACILITIES REQUIRED FOR BETTERMENT OF CURRENT STUDENTS OF NAAJ, ANY OF JNV CONNECTED TO NAAJ.
- 19.5. FOR ORGANIZING ALUMNI MEET OF NAAJ, ANY OF JNV CONNECTED TO NAAJ
- 19.6. TO BE INVESTED TO FULFILL ALL THE REQUIREMNTS AS STATED IN MISSION, VISSION AND AIMS & OBJECTIVES OF NAAJ.
- 19.7. NAAJ FUNDS WILL BE UTILIZED ECONOMICALLY ONLY AFTER TECHNOCOMERCIALY VETTED AND APPROVED BY NAAJ COUNCIL BOAD AND BOARD OF MANAGEMENT (BOM).
- 19.8. FOR USING FUNDS TO FULFILL ANY OF THE CLAUSES 24.1 TO 24.6, ALL RIGHT IS RESERVED TO NAAJ GOVERNING BODY AND BOARD OF MANAGEMENT (BOM) ONLY.
- 19.9. ALL THE NAAJ MEMBERS (REGISTERED ALUMNI ONLY) ARE FREE TO QUESTION ANY OF THE EXPENDITURE AND NAAJ GOVERNING BODY AND BOARD OF MANAGEMENT (BOM) WILL HAVE TO GIVE PROPER ANSWER AND JUSTIFICATION WITHIN 15 DAYS OF THE RECEIPT OF THE QUESTION.

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20. GENERAL MEETINGS OF NAAJ

At least one meeting of the Association shall be held during each calendar year which will be called the "GENERAL BODY Meeting" by giving 45 days' prior notice with the agenda of such meetings to all the members and also specifying the date, time, and venue. The detailed agenda note, if required may follow.

The minutes of the previous meeting should be placed in the next meeting by the General Secretary for confirmation, along with a brief action taken a report on those points on which action by the NAAJ GOVERNING BODY may be required.

21. TAKING OVER OF CHARGE BY NEW BOARD

The New Board shall take over the charge of the association within one month of the elections.

22. RESIGNATION BY OF MEMBERS OF BOARD

A member of the NAAJ GOVERNING BODY may tender resignation to the President or General Secretary which shall be placed before the NAAJ GOVERNING BODY in its meeting, who shall be competent to decide the matter. As soon as resignation is accepted, the concerned member shall cease to hold office.

23. AUDIT & FINANCIAL YEAR

AUDITOR

The accounts of the Association shall be audited at least once a year by an Auditor. The Auditor shall ordinarily be appointed by the NAAJ Governing Body for internal audit.

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AUDIT OF THE ACCOUNTS

An auditor shall examine the Annual Statement of accounts of the Association and shall have access to accounts and vouchers and related records during the audit. The auditor having examined the accounts shall submit a separate and independent report to the Secretary for placing it in the Governing Body who shall place the same with its report in the Annual General Body Meeting for the consideration and approval of the Governing Body under By-Laws.

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FINANCIAL YEAR

Financial Year for all the financial and other activities of NAAJ will be from 1st of April of any Calendar to the 31st of March of the following Calendar Year.

24. DISSOLUTION

Not less than two-thirds of the members of the NAAJ APEX meeting shall determine whether the Association be dissolved, forthwith, or at any further time agreed upon.

If on the dissolution of the Association, there remains after the satisfaction/ clearing of its debts and liabilities, any property or funds, whatsoever, the same shall not be paid or distributed among the members of the Association or any of them but shall be given to a similar association of the alumni of the or the or the Jharkhand State, if there is **no association in existence**.

25. DISPUTE ARISING BETWEEN THE ASSOCIATION AND THE OTHER PARTY

In case of any dispute arising between the Association and the other party, the provisions of the Arbitration Act shall apply.

26. Requisite documents

Upon Successful Registration of Trust/ Society/Sec 8 Company, They should apply for PAN Number.

27. APPLICATION OF ACT

The provisions of the Societies, Registration Act, 1860, and rules made there-under, as amended from time to time, shall apply to this Association.

28. CERTIFICATE

This is to certify that this is the correct copy of the Rules and Regulations of the NAAJ, association/ Society.