

**MEMORANDUM OF ASSOCIATION AND RULES AND REGULATIONS
(BYE LAWS) OF ROHILLA TAANK CHARITABLE TRUST**

TRUST DEED

1. Sh. Lakhi Ram Verma S/o Sh. Shiv Ram, R/o 353, A-1 Block, Paschim Vihar, Delhi-63 here-in-after referred to as '**The Founder**' has on this 5th day of December 2005 establishing Public Charitable Trust has delivered a sum of Rs. 21,000/- (Rs. Twenty one thousand only) to Trustees. The said sum Rs. 21000/- shall form the nucleus of the "TRUST".

Any acceptance hereto and income thereof and all the other property or properties that may be acquired out of the same or otherwise may be applied in perpetuity for the aims and objects purpose setout here-in-after.

2. The name of the Trust shall be **ROHILLA TAANK CHARITABLE TRUST** and the registered office of the Trust shall be at 353, A-1 Block, Paschim Vihar and the location of the Trust may be shifted from time to time such other place or places as the Trustees may determine.
 - a) The Trust's shall function as non-profit and non-political organisation committed to utilize all the resources generated or received by it only for the objects set out here in after.
 - b) The Trust's name funds and/or properties and other facilities shall not be used for propagation of any particulars religion, sect or cult.
 - c) The benefits from the Trust shall be available to all member of the public without any restrictions as to religion, creed, community or caste.
 - d) The Trust shall not participate or intervene or intercede in any political campaign on behalf of any candidate for any public or political office or otherwise in any manner whatsoever.
3. The Trustees shall hold the Trust fund and its income from the Trust to apply them to meet the following aims and objectives of the Trust.
 - a) To establish promote, setup, run, maintain, assist, finance, support and/or aid to or help in the setting up and/or maintaining and/or running Schools, Colleges, Hospital, Dispensary, Libraries or other Educational and cultural Institutions, orphanages, old age homes, Poor Houses or other establishments for the relief and/or help to the poor, old and infirm people and/or destitute or other such institutions, which serve the society and also to provide relief to the victims of natural calamities.
 - b) To grant pay or give scholarships, stipends, Prizes, rewards, allowance

and other financial Assistance or help in cash or kind to students with a view to help them in preparing their studies in schools, College, Educational and Vocational institute or maintaining their sports activities.

- c) To open, fund, establish, promote, set up, run, maintain, assist, finance, support and/or to help in the setting up and/or maintaining and/or running Hospitals, Charitable Dispensaries Medical Vans, Family Planning Centres, Maternity Homes, Child Welfare Centres, Drug abuse Treatment Centre and other similar Institutions for rendering or providing medical relief and or aid to the suffering humanities espasially in rural areas.
- d) To establish, promote, setup, run, maintain, assist, finance, support and/or aid or help in setting up and/or maintaining and/or running Research Centres for Agriculture, horticulture, medicinal Plants, Cultivation and provide this Technology to Rural youths and persons having needs of such education to improve life conditions of such persons through training/workshop.
- e) To co-operate, collaborate and interact with national and International agencies, Government and non-government bodies, institutions and individuals for achieving and/or furthering the objectives of the Trust.

4. The Trust and all the powers there under shall vest in the Board of Trustees (here-in-after referred **THE BOARD**) and there shall not be less than the Vice President, Secretary, Treasurer.

- a) The Trust shall have a minimum of 7 Patron Trustees and have to pay Rs. 21,000/- & other members will pay Rs. 11,000/- once in life time as member & non-Refundable.

Trustees are the following :-

- a) 1) Shri Lakhi Ram Rohilla, S/o Sh. Shiv Ram Rohilla, R/o 353, A-1 Block, Paschim Vihar, Delhi-110063
- 2) Shri Shiv Kumar Rohilla, S/o Sh. Bhagat Ram Rohilla, R/o 311, A-1 Block, Paschim Vihar, Delhi-110063
- 3) Shri Jot Ram Rohilla, S/o Sh. Shiv Ram Rohilla, R/o 3, Rajendra Park, Nangloi Delhi-110041
- 4) Shri Ramesh Kumar Rohilla, S/o Sh. Jug Lal Rohilla, R/o 134, Extn.-II, Nangloi, Delhi-110041
- 5) Shri Om Prakash Rohilla, S/o Sh. Parhlad Singh Rohilla, R/o 1B, Extn.-II, Nangloi, Delhi-110041
- 6) Shri Ishwar Singh Rohilla, S/o Sh. Bhagwan Singh Rohilla, R/o 11-12, Naya

Bazar, Najafgarh, Delhi-110043

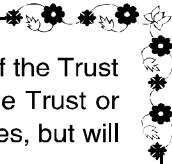
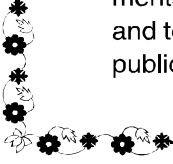
- 7) Shri Jaipal Jora, S/o Sh. Sant Ram Rohilla, R/o 76, Extn.-II B, Nangloi Delhi-110041
- 8) Shri Mahender Singh Rohilla, S/o Sh. Pirthi Singh Rohilla, R/o 34, Extn.-II B, Nangloi Delhi-110041
- 9) Shri Om Prakash Rohilla, S/o Sh. Satya Narain, R/o 35 B, Shiv Ram Park, Nangloi Delhi-110041

- b) The power to enrol new or additional trustees, vests with the Board.
- c) On a new or additional trustees being enrolled and after his acceptance in writing to the effect of his accepting the enrolment, the Trust property shall automatically vest in him along with the other trustee for the time being and he will be entitled to carry out all the duties and functions of a trustee without any other deed or writing.
- d) The Managing Trustee may sue and he sued in the name of the trust.
- e) A person shall ceases to be a trustee in any of the following events.
 - i) If he dies or
 - ii) If he resigns his office or
 - iii) If he loses confidence of the Board
- f) No person being:-
 - i) An un-discharged insolvent or
 - ii) Convicted of an offence involving moral turpitude or
 - iii) Of unsound mind or
 - iv) A minor shall not be eligible to be a Trustee.
- g) **Admission of Trustee/Patron Trustee :**
Eligible person, for becomig a Trustee/Patron Trustee, shall submit an applica-
tion in the prescribed form, recommended by a Trustee and subject to the
acceptance by the Board.
- h) **Trustee/Patron Trustee Subscription Amount :**
Trustee and Patron Trustee fee amount shall be as under :
(i) Trustee : Rs. 21,000/- (ii) Patron Trustee : Rs. 51,000/- (iii) Other member
Rs. 11,000

5. Without affecting the generality of powers and functions of the Trustee to man-
age and adminster the Trust the Board of Trusees shall have the following

functions :-

- a) To receive grant/aids from Central Govt., State Govt., non-Govt. Agencies, NRI, Foreign bodies agencies, Voluntary Organisations funding Agencies, Companies and individuals to meet the aims and ambitions of Trust.
- b) To raise funds and invite and receive contributions provided that in raising funds the Trustees shall not undertake any substantial permanent trading activity and shall conform to the relevant statutory regulations.
- c) To co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the objects of the Trust or of similar charitable purpose and to exchange information and device with them.
- d) To take on lease or in exchange, hire or otherwise, acquire any property necessary for the achievement of the objects and to maintain and equip it for use.
- e) To arrange for and/or authorise the signing or execution of any agreement, contract, instruments, documents or any other paper or writing required to signed or executed on behalf of the Trustees or any of the trustee nominated by the Board.
- f) The Board may maintain, construct, alter, and improve any house, office premises, building for the convenience of operation of the trust.
- g) The Board may buy/hire/rent/or sells properties as the case may be in order to fulfill the aim and objective of the Trust.
- h) The Board shall keep on account or accounts with any Bank or Banks, to operate such account or accounts whether in debit or in credit and to give all appropriate instruction to the banker or bankers concerning the operation of such account or accounts duly authorised by appropriate resolution.
- i) The Board may appoint necessary manpower and people from professional field required by them from time to time as permanent employee of the Trust or on contract/specific project.
- j) The board may establish its office at any place or places and may change such places from time to time as they make think fit.
- k) The Board shall have full power to compromise or compound all actions, suits and other proceedings and settle differences and disputes touching the Trust and/or the Trust properties and to refer any such differences or disputes to arbitration and to adjust and settle all accounts relating to the Trust or the the Trust properties and to do all other acts and things fully and effectively without being liable or answerable for any bonafide loss opccasuoned thereby.

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- l) The Board may reimburse themselves and pay and discharge out of the Trust fund all expenses incurred by them in or about the execution of the Trust or any of their duties under these presents including travelling expenses, but will not be entitled to any remuneration.
 - m) The number of trustees shall be not less than 1/3 in holding any meeting of the Trust.
 - n) All proceedings and questions, and matters arising at the meeting of the trustees shall be decided by a majority of votes and in case of equality of votes the president shall have second or casting vote.
 - o) Notice of the meeting of the trustee and all communications may be sent to the trustees at their addresses registered for time being in the records of the Trust.
 - p) All meetings of the Trust shall be held at such place & at such time as the president of the Trust shall decide from time to time.
 - q) The Board may appoint :-
 - i) Committee(s) of the Board for such purpose and with such power as the board may think fit.
 - ii) Sub-committee(s) of the Board comprised of such persons (whether or not being Trustee) with such delegated powers as the Board may in their absolute discretion determine subject to rule made by the Board under this Deed. The appointment of any person to any such committee will be at the discretion of the Board.
 - iii) Advisory Council(s) consisting 5 persons for advisory functions as the Board may think fit.
 - iv) Such other officers and employees of the trust with such powers as the Board may think fit.
 - r) The Board may from time to time make, alter or amend such of the clauses as they may deem fit to regulate the functions of the committees, advisory councils and/or any other matters concerning the affairs of the Trust.
 - s) The Board may delegate any of its powers to such person or persons, jointly and/or severally subject to such terms and conditions, as the Board may deem fit and appropriate.
 - t) The Board may establish and maintain research reference library (ies) documentation Centre in pursuance of its objects with reading and writing rooms and to furnish the same with book reviews, magazines, newspapers and other publication and audio visual sound, video, cinematographic facilities as may

be required.

- u) The Board may convene, organize and sponsor conferences, congresses, working group lectures, courses, study trips, training programmes and seminars at such places and at such times as may be determined to promote the objectives of the Trust.
 - v) The Board may exchange Trainees/programmes with other such social organisation/working group in the country and abroad to bring further improvement to promote the objectives of the Trust.
 - x) The Board is authorised to institute, conduct, defend or compromise legal proceeding by / against the Trustees, the Trust or its officers or employees in respect of any matters affecting the Trust directly or indirectly.
- 6a. The Board may, at a meeting specially convened for the purpose with unanimous consent, wherein consent of Chairman is must, may decide that the Trust shall be dissolved and there upon it shall be dissolved forthwith or at any time then agreed upon and all necessary steps shall be taken for the disposal and settlement of the property, claims and liabilities of the Trust.
- b. That in the event of the dissolution of the Trust above named due to any of the reasons as prescribed under any law of the land or in any other case, all the assets and liabilities of the present Trust can be taken over by any other Trust having similar aims and object.
- c) It is expressly stated that the remaining property shall not in any event be paid or distributed among the Trustee or Officers or employees of the Trust or any of them and shall be dealt with only in accordance with the said clause (b).
7. The Trustees shall cause true accounts to be kept of all sums of money received and spent by the Trust and the matters in respect of which such receipts and expenditures take place and of property credits and liabilities of the Trust. The accounting period of the Trust shall be financial year i.e. the year ended on 31st March. The accounts of the Trust shall be kept posted properly and maintained regularly as soon as possible. After the end of the financial year, the accounts of the Trust shall be examined and correctness of the Balance Sheet and the Income & Expenditure Account there of audited by one or more properly qualified auditor(s) within six months from end of the accounting year.

If any of the above objects is found to be inconsistent with the objects of a public charitable Institution under section 11 or any other section of the Income Tax Act, Charitable Trust as 1961 or any other Direct Tax Law or any other law

applicable to such Trusts as now enacted or as may be enacted or may be enacted or amended at future date, the object stated above will be treated as so modified to accord with such law or amended law so that any concessions, -leges, conditions or regulations available to and applicable to such public charitable institution will be available or applicable to this as well so that this trust will continue to retain its charcter as public charitable institution without profit motive with public character, within the meaning of all such laws. All the objects of the trust and its activities will be confined to India and will be carried on without profit motive and without any distinction on account of caste, creed, colour or religion.

8. If the income from the trust property in a particular year is not fully utilized the unexpended income subject to the applicable provisions of the Income Tax Act-1961 as may be amended from time to time or under any provisions of the trust law or regulation governing such charitable institutions shall be carried over to the next year or years and spent in such subsequent year or years for the advancement of any of the object of the Trust, the money meanwhile being invested in the manner required or permitted by the above such laws.
9. It will not be open to the Trustees to amend the objects or the terms stipulated in this inventure. If any amendment is necessary for more effective implementation of the objects. It may be made subject to the concurrence of the commissioner of Income Tax / Chief Commissioner Income Tax /Director of exemptions or any other concerned authority under Direct Tax Laws in order that the Trust may continue to have the status of a public trust undert section 11 of the income tax act or any analogus sections under similar other laws, now or many be amended from time to time.
10. If the objects or any of the power or any provision in the trust deed is inconsistent with requirement of laws relating to public trusts eligible for exemption under Income Tax act or any other direct tax law such object, powers or provisions will stand modified to the extent.

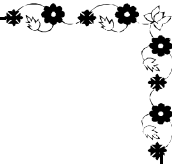
In Witnees Whereof

the Settler and Trustees have executed these present on the day, month, year above mentioned

Witnesses

Sd/-
Lakhi Ram Verma
Founder/Settler

2. Sh. Om Parkash Rohilla (Trustee Vice President)

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3. Sh. Jai Pal Singh (Trustee Gen. Secretary)
 4. Sh. Mahender Singh Rohilla (Secretary)
 5. Sh. Om Parkash Rohilla (Trustee Treasurer)
 6. Sh. Shiv Kumar Rohilla (Trustee)
 7. Sh. Ishwar Singh Rohilla (Trustee)
 8. Sh. Jot Ram Rohilla (Trustee)
 9. Sh. Ramesh Kumar Rohilla (Trustee)

11. **GENERAL BODY:**

The General Body shall consist of all Trustees admitted in accordance with the Rules and Regulations and final authority shall be vested in the Body.

12. **POWERS AND FUNCTIONS OF GENERAL BODY:**

- i. To elect the Managing Committee, including the office bearers in a meeting specially convened
for the purpose.
- ii. To approve the accounts of the Trust for the preceding year
- iii. To amend Rules and Regulations of the Trust by 2/3rds majority of those present and voting, for which a specific agenda will be circulated.
- iv. To remove an office bearer/Trustee of the Managing Committee by 2/3rds majority of those present and voting, for which a specific agenda will be circulated.

13. **MANAGEMENT:**

The management of the affairs of the Trust shall be entrusted in accordance with the Rules and Regulations of the Trust Deed and the Managing Committee (hereinafter referred to as THE BOARD), consisting of Patron Trustees, Trustees and the office bearers to be elected from amongst the Patron Trustees and Trustees. Technically qualified persons in the fields of civil construction, revenue service, such a tax consultants, though from outside, may be associated with the management.



14. **OFFICE BEARERS:**

The Trust and all the powers thereunder shall vest in the Board of Trustees to be constituted by Trustees by way of election in the Managing Committee (THE BOARD) and there shall not be less than the (i) President, (ii) Senior Vice President (I) (iii) Senior Vice President (II), (iv) Vice President (v) General Secretary (vi) Secretary (vii) Treasurer, (viii) Secretary (Coordination), (ix) Secretary (Publicity) and (x) Office Secretary.

Founder member of the Trust, ipso facto, shall continue to be associated with the Trust as the Chairman and his tenure will be coterminous with those of the office bearers unless otherwise decided by the General Body.

The management of the affairs of the Trust shall be entrusted, in accordance with the Rules and Regulations of the Trust, to the Managing Committee, consisting of Trustees, Patron Trustees and the office bearers.

15. DUTIES/FUNCTIONS/POWERS OF OFFICE BEARERS:

A. PRESIDENT:

- i. To preside over all the meetings of the Managing Committee.
- ii. To exercise general supervision over the activities of the trust and see that all the rules and regulations are strictly followed.
- iii. To dispose of all such important matters which, for want of time, could not be put through the Managing Committee.
- iv. In case of emergency to sanction an amount of Rs.2100/- for a particular item for the needs of the Trust or some urgent work. The same will be reported to and confirmed by the following Managing Committee meeting.

B. SENIOR VICE PRESIDENT (I):

- i. To carry out such duties as may be assigned to him by the Chairman and President from time to time.
- ii. To act and execute powers of the President in his absence.

C. SENIOR VICE PRESIDENT (II):

- i. To carry out such duties as may be assigned to him by the President and Vice President (I) from time to time.

- ii. To act and execute powers of the Vice President (I) in his absence.

D. VICE PRESIDENT:

To act and discharge the functions of the Senior Vice President (II) in his absence.

E. GENERAL SECRETARY:

- i. He shall keep all types of records of the Trust and maintain a Register of Members, Patron Trustees and Trustees indicating their names, addresses and other brief particulars.
- ii. He shall call the meetings in consultation with the President/Vice President and record the minutes of the meetings.
- iii. Incur an expenditure of an amount of Rs.1000/- in anticipation of approval. Such expenditure shall be reported to the Managing Committee in the next meeting for approval.
- iv. He shall be responsible to the Managing Committee for all activities of the Trust and shall conduct correspondence on its behalf.
- v. Submit a report on the working of the Trust for the preceding year at the annual general body meeting.
- vi. Execute contracts on behalf of the Managing Committee duly authorized by it.


F. SECRETARY

To act and discharge the functions of the General Secretary in his absence.

G. TREASURER:-

He shall –

- i. Be responsible for making collections of subscriptions, donations including receiving cash and give receipts thereof on behalf of the Trust.
- ii. Open and operate bank account along with President and General Secretary.

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- iii. Keep regular account of money received and disbursed and be responsible for proper maintenance of the account books and other registers concerning account of the Association.
 - iv. Work as Financial Adviser to the President/General Secretary and the Managing Committee.
 - v. Keep cash in hand upto Rs.2000/- and to deposit excess funds, if any, in the bank.
 - vi. Prepare an annual statement of account/balance sheet at the end of the financial year and after approval of the Managing Committee submit to the General Body duly audited (along with Auditor's Report and replies thereto).
 - vii. He shall watch, control and carry out all the business of the Trust and properties connected therewith.

H. SECRETARY (COORDINATION):

He will be assigned the work of coordinating various activities of the entire setup and to tie the up loose ends so that the Trust functions as a cohesive whole.

I. SECRETARY(PUBLICITY):

He shall be responsible for maintaining liaison with the members (patron trustees/trustees/donors)by physically contacting them along with other office bearers or by telephone or by sending printed material.

J. OFFICE SECRETARY:

He shall assist the General Secretary in his job.

16. AUDIT OF ACCOUNTS:

Audit of accounts shall be done by a qualified Auditor appointed by the Governing Body. He shall audit the accounts of the Trust and obtain clarifications in this regard, if necessary from the concerned office bearers. He shall suitably endorse the report on the annual statement of accounts and on the list of the assets of the Trust.

17. BANK ACCOUNT OPERATION:



Bank account will be operated on behalf of the Trust by the Treasurer, General Secretary and the President. The cheques can be encashed by the signatures of any two of them.

18. **FILLING OF CASUAL VACANCIES:**

Managing Committee will fill the casual vacancies of the office bearers by majority of votes till the next election.

19. **ELECTION AND ITS METHOD:**

- (i) All office bearers of the Managing Committee (MC) shall be elected at the annual general body meeting for a period of three years in June each year. The MC shall decide the exact date of election.
- (ii) Trustees, who had enlisted themselves at least three months before the date of the election, shall be eligible to vote.
- (iii) Trustees should be present at the time of election and no proxy will be allowed. He shall have one vote for each office.
- (iv) Voting shall be by secret ballot.
- (v) Election shall be conducted by the Returning Officer appointed by the MC.
- (vi) Nomination forms, duly proposed, seconded and accepted by the contestant Trustee, for a particular office, shall be received by the Returning Officer, by certain date and time fixed by the MC and should be at least seven clear days before the date fixed for the annual general meeting/election.
- (vii) No person can hold more than one office at a time and therefore shall be eligible to contest only for one office. Voter shall have one vote for each office.

20. **MEETINGS:**

A general body meeting of the Trust shall be convened once a year after giving a clear notice of 30 days in such a way that election notification is issued at least 30 days in advance of the election date and appoint Returning officer subsequently, who shall notify the election schedule within 7 days of his appointment.. Quorum for the general body/managing committee meet-

ing will be 1/3rd of the members on roll. An extraordinary meeting can be called after 7 days clear notice stating the purpose of the meeting and the matter to be dealt with is given by 2/3rds of the members to the President or General Secretary of the Trust.

Meetings of the Managing Committee shall be held as business requires but at least once a month. Notice shall be given to all members at their address. Non-receipt of notice will not invalidate the proceedings.

AMENDMENTS MADE UPTO 05.09.2019

- A. Digit 2 on page 2 is repeated. It should have been 4. It is, therefore, amended as clause 4 (instead of 2).
- B. New clause 4 is thus reworded as 'The Trust and all the powers thereunder shall vest in the Board of Trustees to be constituted by Patron Trustees and Trustees by way of election in the Managing Committee (hereinafter referred to as THE BOARD) and there shall not be less than the President, Senior Vice President (I) Senior Vice President (II), General Secretary, Secretary, Vice President, Treasurer, Secretary(Coordination), Secretary (Publicity) and Office Secretary'.
- C Sub-clauses (g and h)) are added to new clause 4.

TRUSTEES are promoters of the Trust and are for life or till the subsistence of the Trust, whichever is earlier and PATRON TRUSTEES are for life or their legal heirs/nominees after their demise till the subsistence of the Trust and they will be entitled to elect out of themselves members of the Board and Advisory Board.

- D Sub-clauses (r) and (u) of Clause 5 give mandatory/unfettered powers to the Trustees. Hence these stand deleted and sensequent clauses renumbered.
- E Clauses 11 to 20 are added at the end of the Trust Deed in separate sheets to provide more clarity about democratic functioning of the Trust.
- F These clauses relate to general body (clause 11), its powers and functions (cl.12), management (cl.13), office bearers and their respective functions (cl.14 and cl.15), audit of accounts (clause 16), bank account operation

(clause 17), filling of casual vacancies (clause 18), election(19) and meetings (20).

G Admission of Trustee/Patron Trustee:

Eligible person, for becoming a Trustee/Patron Trustee, shall submit an application to the prescribed form, recommended by a Trustee and subject to the acceptance by Board.

H Trustee/Patron Trustee subscription Amt. w.e.f. 14 June-2015 is indicated against each category as under :-

(i) Trustee - Rs. 21,000/-

(ii) Patron Trustee - Rs. 51,000/-

(iii) Other member shall pay Rs. 11,000/-. He shall have no voting rights.

Patron Trustee are promoters (PTP) of Trust who paid Rs. 21,000/- each at the time of registration of the Trust and are for life and/or their legal heirs/ Nominees after their demise till the subsistence of the Trust and they shall be eligible to elect out of themselves members of the board. This position obtained before 14th June 2015. On this date, a decision was taken at the General Body Meeting of the Trust on 10.05.2015 to the effect that those who paid Rs. 21,000/- each before June 2015 and/or later raised this Amount to Rs. 51,000/- or paid an amount of Rs. 51,000/- are **PATRON TRUSTEE PROMOTERS (PTP)** are for life or their legal heirs/ Nominees after their demise till the subsistence of the Trust and they will be eligible to elect out of themselves members of the board.

