

Nandurbar Taluka Vidhayak Samiti

Nandurbar Dist - Nandurbar

Rules and Regulations according to revised



N.T.V. Samiti Nandurbar Dist Nandurbar

Reg. No. F-51 Dhule.

Rules and regulations as below -

1. Name of the Institution -

This institution will be called as Nandurbar Taluka Vidhayak Samiti, Nandurbar Dist Nandurbar.

2. Aim and objectives and working area of the institution -

The Working area of Nandurbar Taluka Vidhayak Samiti will be Nandurbar/Dhule District. It is increased if it seems necessary. Through the foundation of this institution, all the facilities should be made available specially for Dhule District's Adivasi and Rural students and from pre-primary to college education for adults. For this all language facilities should be given conduct Hostels for backward and economically backward students. Education's institutions giving necessary facilities should be started for blind and handicapped students Accommodation for female education According to the necessity of society surrounding area and nation. technical, literary, Industrial and commercial education should be given and made capable for rite who has a good character.

Putting these aims and objectives before eyes N.T.V. Samiti will work.

3. Authorized Office -

The Head Office of N.T.V. Samiti will be at Nandurbar.

4. Official Year -

From 1st April to 31st March.

5. Qualification for membership of N.T.V. Samiti will be necessary as follows.

- A) A person willing to become member should have completed 21 years of age.
- B) Registered institution can become a member.
- C) Who are agree with all aims and objectives of N.T.V. Samiti.
- D) The various kind of membership anticipated should remit the subscription before for Particular kind of Membership.
- E) The person will be qualified who has given application of membership for a Particular kind of membership. All kind of above members require Santen of executive council.

6. Classification of member will be as bellow -

- A. Patrons - Donors of RS. 2000/- at a time to N.T.V. Samiti.
- B. Assistant members - Donors of RS. 1001/- at a time to N.T.V. Samiti
- C. Well wishes - The Donors of RS 501/- or more than it, to N.T.V. Samiti
- D. General Annual members - The Donors of RS 251/- or more than it at a time to N.T.V. Samits per year.

7. Membership -

After receving the applications of the members in specific proforma, they will be put before executive council. The rights of rejecting or accepting the applications, rejecting membership will be depend on the decision of the executive council.

Cancellation of the membership -

Though the membership of N.T.V. Samiti is obtained, it can be cancelled for following reasons.

- A. Having behavior of creating obstacle in pursuing the goals and policies of institution.
- B. Having behavior of decreasing the image of institution.
- C. Behavior of the Donors, which is disadvantage for the objectives of the institution.
- D. Members not giving subscription regularly every year.

The rights of canceling the membership of these all members will be in the hands of the working committee.

9. Executive council -

The executive council will be of 15 members who are elected through election process or unopposed from N.T.V. Samiti general meeting and five members will be as invited members. The above-mentioned invited members will be as advisers. But they won't have the right of voting.

10. Period of Executive council -

The period of executive council will be of (five) 5 years duration from the date of election. Up to the next election of executive council the former executive council will be in working position.

- A. The right to Co-opt of 5 members will be of Executive council according to need.
- B. The election of the chairman and secretary will be from the members who are elected on executive council their tenure will be of 5 years duration.
- C. If a post of member of executive council is vacant because of death, resignation or any reason of any member, the right of selecting member will be with executive council.
- D. The secretary will handle the work in absence of the chairman.
- E. If the chairman is absent at the meeting the president for the meeting will be selected from the present members and he work for only that meeting will be of conducted.
- F. For completing the coram of the meeting 7 members need to be present of the executive council. The suspended (adjourned) meeting due to lack of coram will be held at the same place after half an hour. That meeting will not have condition of coram.
- G. Making new rules and regulations will be right of executive council. But majority of 2/3 members must vote by the side of these rules and regulations face to face of the meeting. Such rules and regulations will be applicable to the institute. Majority will approve other all the subjects.
- H. To approve Annual account of all the branches of the institution by reading.
- I. To raise loans and expend for various branches of institution. Taking concession of loan or overdraft and expend for the institution.
- J. To make a rule or to delete a rule will be the right of executive council - But these all changes need the approval of general meeting.
- K. To appoint auditor for various branches of the institution.
- L. The membership will be cancelled automatically without any pre-notice if an executive council member is continuously absent for 5 meetings. And on such vacant place executive council will co-opt a member.

11. General meetings - Duties and Rights -

- A. The notice of the general meeting or specific general meeting will be published in local and district level daily newspaper and placed on the notice board of institution before seven days of the date of general meeting.
- B. General meeting at will be held once a year and it is the right of executive council to call general at meeting any time if necessary and if it is decided the chairman will call the meeting.

CHAIRMAN

Nandurbar Taluka Vidhayak Samiti, Nandurbar

- C. The coram will be completed if 15 members are present in general meeting. The suspended meeting due to lack of coram will be held at the same place after half an hour. That meeting will not have the restriction of coram.
- D. To plan the economical and educational situation of N.T.V. Samiti through discussion or exchange of views.
- E. To approve the rules and regulations made by working committee. To approve the works or execution of working committee.
- F. To elect the working committee of 15 members from present members as per the (by laws No 10)
- G. To approve the accounts and budgets of institution.
- H. To prepare all prevailing plans for every year.



12. *Rights and duties of the chairman of the institution -*

- A. To work as president of general meeting and executive council meeting.
- B. To approve the subjects arising in general meeting and executive council meetings.
- C. The chairman will handle all the work of Nandurbar Taluka Vidhayak Samiti. He will be the Executive officer of the institution.
- D. He will watch on economical and educational matters of institution for the advantage of institution.
- E. To appoint the serving staff, in all branches of institution to transfer, to increase or decrease the salary, to fix other allowances, to sanction long duration leaves increase service duration, to suspend or dismiss if behavior is improper etc. rights will be with the chairman.
- F. To expand the branches of institution and to see the work of appointing selection committee.
- G. To appoint governing body on all the branches of Nandurbar Taluka Vidhayak Samiti by government or other rules.
- H. To do proper execution for the advantage of institution and protect the idealization and welfare of the institution.
- I. For the speedy development of idealizations of Nandurbar Taluka Vidhayak Samiti, for conducting daily work and appointments on all branches, appoint deputy secretaries from executive council members if necessary for conducting.
- J. The Chairman of the institute will see the work as ex-officio chairman on the committee's of all the branches of the institution.

Rights and duties of Secretary -

- A. The Secretary of executive committee will work as a secretary of general meeting.
- B. Corresponding daily with the consent & signature of the chairman.
- C. To execute the plans and ideas according to decision of executive committee.
- D. To see daily work with the permission of Hon. chairman.
- E. To keep record of all documents of N.T.V. Samiti and to look after it. To execute against the servant who charge in the court against and without permission of institution or complains the department directly.
- F. To audit all the accounts every year and put the report before executive council's meeting.

Duties of Governing Body -

The governing body will be founded for not having obstacles in daily work of institution and branches there will be almost 3 members. These members may understand the daily work or conduct of educational institute. These members in governing body will recommend on Chairman to appoint serving staff according to need and take interviews. To increase or decrease salary decide other allowances, sanction long duration leaves, increase service duration, execute against the improper behaviouring servant. After inquiry

sent to Hon Chairman for execution. To see daily accounts and for the expansion of institution present the statement before working committee.

5 A. *The financial work will be conduct with the signature of Hon Chairman and Hon Secretary*

B. The need of the institution will be met by overdraft concession and then repaid with Proper means.

C. Obtaining donations from a person or institution will be the rights of institution.

16 1. To publish the list of members only on the notice board of the institution before fifteen days.

2. After the publication of the list the objections will be taken within seven days. To declare General meeting and election programme after final list of members.

3. The following election officers will be appointed with the consent of the executive board.

The employee of the institution working on senior post, retired employee or external retired employee of co-operative department or knowledgeable person in education field etc. This election officer is admissible though he is a member of the institution.

4. functions of elections officer.

A. To declare election for five years (According) to No. 16 (2).

B. To elect 15 trustees.

C. The members of published list of voter memebers will be eligible for voting

D. Out of them 15 trustees will be elected

E. To sell condidaturè applications on the same day of voting from 8 to 9 in the morning.

F. Acceptance of the condidature applications on the same day of voting from 9 to 10 in the morning.

G. The scrutiny of candidature applications on the same day of voting from 9 to 11 in the morning.

H. After the completion of scrutiny the duration of one hour will be given for retreating the candidature application.

I. After the end of the time for retreating the list of the eligible candidates will be published.

J. To take voting by raising hands of the present members of gereral meeting. out of them the condidates getting maximum votes select 15 members on executive board and declare them as trustee and record it in proceeding.

K. The candidates who will stand for election as a member of executive board prepare the list of the candidates and their names will be declared in the meeting and how many votes are obtained by reising hands to each condidate will be recorded before their names after counting. It will be necessary for every candidate.


L. For the election of chairman and secretary the willing candidates will have to fill candidature applications to the election officer.

M. For electing Hon. Chariman and secretary the election officer will declare the names of candidates who filled candidature application for the election and from the executive board members. The candidates who will get maximum votes by raising hands, they will be elected as a Chairman and Secretary.



5. The election officer will give entrance to the general meeting only to the members having name in the list of members. For that the election officer will appoint an inspector. The inspector will give entrance to the member in the meeting hall after the assurance of the member of the N.T.V. Samiti. For this the member will bring his identity for e.g. a legislative assembly the parliament identity card. If dispute about it, the decision of election decision officer, will be final.
6. While above election process going on, for some inevitable reasons, the right of alteration in the programme will be of the election officer.




GEN. SECRETARY
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