

RULES REGARDING CONSTITUTION OF THE YOUTH WELFARE COMMITTEE

*(Approved by the Executive Council in its 5th meeting held on 16.7.2009
vide Agenda Item No.20)*

CONSTITUTION OF THE YOUTH WELFARE COMMITTEE

1. There shall be a Pt. B.D.Sharma University of Health Sciences, Youth Welfare Committee, hereinafter referred to as “Youth Welfare Committee” constituted as follows:-
 - (a) Vice-Chancellor, (Chairperson)
 - (b) ^[1]Deleted
 - (c) Director, PGIMS, Rohtak (Member)
 - (d) Dean, PGIMS, Rohtak (Member)
 - (e) Registrar (Member)
 - (f) Dean, Academic Affairs (Member)
 - (g) Principal, PGIDS, Rohtak (Member)
 - (h) Dean, Students’ Welfare (Member)
 - (i) Chief Warden (Member)
 - (j) Seven Directors/ Principals one each from affiliated Medical, Dental, Pharmacy, Physiotherapy and Nursing Colleges/ Institutions to be nominated by the Chairperson (Members)
 - (k) Controller of Finance (Member)
 - (l) Four students to be nominated by the Chairperson on the basis of academic achievements (Members)
 - (m) Officer-in-charge, Youth and Cultural Affairs of the University (Member-Secretary).

In the absence of Vice- Chancellor (Chairperson), the Officer who will be looking after the duties of Vice-Chancellor shall function as Chairperson.

The nominated members shall hold office for a term of one year beginning from the first July. A casual vacancy shall be filled only for the remainder of the term.

Two-fifths of the members shall form the quorum.

2. The aims and objects of the Youth Welfare Committee shall be:-
 - (a) to organise an annual University Youth Festival and to send entries for Inter-University Youth Festival/Inter-University Cultural Meet or any other Cultural Function in which the Vice-Chancellor thinks it proper to sponsor University team;
 - (b) to scrutinize and recommend schemes of Youth Work Camps, to the Ministry of Education/ Health;
 - (c) to ask for grants for Youth Welfare Work Camps from the State and Central Governments;

- (d) to organise and regulate Youth Welfare Programmes including hiking, trekking, Mountaineering Camps, Educational and Cultural tours etc.;
 - (e) to provide facilities for recreation;
 - (f) to provide a workshop and hobbies centre in the University;
 - (g) to hold Youth Leadership Training Camps for the students of the University;
 - (h) to take up any other Projects for the welfare of the Youth;
 - (i) to organise cultural programmes, festivals, extension lectures etc.;
 - (j) to maintain active liaison with all colleges/ institutions affiliated/maintained by the University and admitted to the privilege of the University with a view to search youth talent;
 - (k) to regulate functioning of youth club, hiking and trekking club and other clubs and societies formed for welfare of students;
 - (l) to organise such other activities which are of direct or indirect benefit to the students of Pt.B.D.Sharma University of Health Sciences and its affiliated colleges;
 - (m) to consider and adopt Annual Report and Audited Statements of Accounts of the Youth Welfare Committee;
 - (n) to consider and pass the Annual Budget of the Youth Welfare Committee and the General Programme of the Youth Welfare Activities alongwith the detailed item-wise proposals and the expenditure on each item thereof;
 - (o) to raise and spend funds of the Youth Welfare Committee in accordance with the Budget Estimates sanctioned by the Youth Welfare Committee, to sanction re-appropriation of funds from one budget head to another; to write off irrecoverable dues.
3. The duties and powers of the Chairperson shall be as follows:-
- (i) to preside over all meetings of the Youth Welfare Committee and to discharge such functions as may be assigned to him/ her in that capacity (in the case of equality of votes, he/ she shall have a casting vote);
 - (ii) to sanction expenditure up to the amount of budget provision under the different heads of expenditure and to approve re-appropriation of funds from one budget head to another in anticipation of the approval of the Youth Welfare Committee;

Also to allow/sanction provisional payments out of Youth Welfare Committee funds in anticipation of the approval of Youth Welfare Committee;
 - (iii) to write off losses and to condone delay in the submission of entries;
 - (iv) to sanction any amount out of the Youth Welfare Committee funds for promotion of welfare activities of the students; and
 - (v) to decide any matters not covered under the rules.
4. The Vice-Chairperson shall function as Chairperson in the absence of the latter, and shall exercise the powers vested in the Chairperson.
5. The Secretary shall -

- (a) carry on correspondence on behalf of the Youth Welfare Committee and give effect to the resolutions of the Committee as its Executive Officer;
 - (b) issue notices of meetings and record minutes of the same and be responsible for their maintenance;
 - (c) be responsible for the maintenance of other records and registers as well as the custody of all property of the Youth Welfare Committee;
 - (d) carry out other duties which may be entrusted to him by the Chairperson from time to time;
 - (e) have an imprest of Rs.1000/- to meet petty expenditure to be recouped from time to time;
 - (f) have power to incur an expenditure up to Rs.10,000/- at a time; to write off losses of articles costing up to Rs.500/- and to pass provisional payments up to Rs. 10,000/- on an item at a time till the budget is passed by the Youth Welfare Committee.
 - (g) be in-charge of the finances of the Youth Welfare Committee;
 - (h) issue receipts for all sums received;
 - (i) make payments in accordance with the proposals item-wise in respect of each head of expenditure as approved by the Youth Welfare Committee;
 - (j) maintain accounts of the Youth Welfare Committee's funds and present statement of accounts duly audited by the University Auditors;
 - (k) to operate upon the accounts of the Youth Welfare Committee and sign all cheques for all expenditure duly sanctioned and pre-audited;
 - (l) sanction journey's of the staff working in the Youth Welfare Department;
 - (m) have power to incur and expenditure up to Rs.500/- without quotations on quality basis;
 - (n) to condone the delay in the submission of entries/deposits etc.
6. An annual meeting of the Youth Welfare Committee shall, unless otherwise directed by the Chairperson, be held every year, on a date, place and time to be determined by the Chairperson. The notice and the Agenda for this meeting shall be sent at least ten days before the date of the meeting.
The business at this meeting shall include:-
- (i) to consider and pass the annual budget of the Youth Welfare Committee;
 - (ii) the adoption of the Annual Report and the Audited Statements of Accounts of the Youth Welfare Committee;
 - (iii) to recommend to the Executive Council any amendments to the Constitution of the Committee and other matters concerning Youth Welfare Committee;
 - (iv) enactment of rules/bye-laws and amendments thereto; and
 - (v) proposals or resolutions brought up before the Committee by any of its members, provided that a written notice of the same is given to the Chairperson and Secretary at least one week before the date of the meeting.
7. The Chairperson may, at his discretion, call one or more ordinary meetings of the Youth Welfare Committee if considered necessary in the course of the year. Except in the case

of emergent meetings, the notice and the Agenda required for such a meeting shall be at least one week.

8. All the decisions at the meetings of the Youth Welfare Committee shall be taken by a simple majority of votes of the members present and, in the case of a tie, the Chairperson shall have a casting vote.
9. The travelling and halting allowance in connection with the meeting(s) of the Youth Welfare Committee shall be borne by the Youth Welfare Committee of the University.
10. The accounts of the Youth Welfare Committee shall be pre-audited by the Resident Auditors in the Pt.B.D.Sharma University of Health Sciences and the Report of the Secretary, together with the Annual audit note of the Resident Auditors shall be submitted to the Executive Council of the Pt.B.D.Sharma University of Health Sciences after these have been considered and duly adopted by the Youth Welfare Committee.
11. The Executive Council of the Pt.B.D.Sharma University of Health Sciences shall exercise general supervision and control over the Youth Welfare Committee and shall decide the constitutional changes that are considered necessary.

REFERENCES OF AMENDMENTS/INSERTIONS/SUBSTITUTIONS

1. Amended by EC in 45th meeting held on 27.06.2022 vide Agenda Item No.45.23.

