

THE HARYANA REGISTRATION AND REGULATION OF SOCIETIES ACT, 2012 (1 OF 2012)

Regd. No. CHD/0093/2012-2014 Maruana (ßguernntent (6a;ette EXTRAORDINARY Published by Authority @ Govt. of Haryana PART.] PART-11 CHANDIGARH, WEDNESDAY, MARCH 28, 2012 (CHAITRA 8. 1934 SAKA) LEGISLATIVE SUPPLEMENT CONTENTS Acers HARYANA REGISTRATION AND REGULATION OF SOCIETES ACT, 2012. (HARYANA Acr NO. 1 OF 2012) ORDNANCB PAGES 1--39 107—1271 PART-III DELEGATED LEGISLATION Notification No. S.O. 25/H.A. 24/1973/s. 257n012, dated 28th March, 2012 — Haryana Municipal Account code, 2012. (Authorised English Translation) PART-IV CORRECTION SLIB, REPUBLICATIONS AND REPLACEIMENTS Price : Rs. S.OO (xxii) HARYANA GOVT. GAZ. (EXTRA.), MAR. 28. 201 ' (CHTR. 8, 1934 SAKA) HARYANA GOVERNMENT LAW AND LEG'SI WE Notification The 28th March, 2012 No. Leg. 3/2012.—The following Act of the Legislature of the State of I {aryana rece:ved the assent of the Governor of Hawana on the 26th March, 201 2, and is hereby published for general information HARYANA ACT NO. 1 OF 2012 THE HARYANA REGISTRATION AND REGULATION OF SOCIETIES ACT, 2012 ACT to consolidate the law relating to the registration and regulation QI Societies in the State of Haryana. promotng art, fine arts, charity, craft, culture, education, literature, philosophy, political education, religzon. sports, science, any public or charitable purpose and for matters connected therewith or incidental thereto. Be it enacted by the Legislature of the State of Haryana in the Sixty-third Year of the Republic of India as follows : CHAPTER - PREUMINARY 1. (l) This Act may be called the Haryana Registration and Regulation of Societies Act, 2012. (2) ft shall extend to the State of Haryana. (3) ft shall come into force on such date, as the Government may, by notification, in the Official Gazette. appoint and different dates may be appointed for different provisions of this Act. In this Act, unless the context otherwise requires,— 2. (i) "Act" means the Haryana Registration and Regulation of Societies AcQ012.; (ii) "Bye-taws" means the Bye-laws ofa Society ; Shon title. extent •nd commencement. Definitions (iii) (iv) "Collegium" means an intermediate body consisting of elected representatives of members of a Society and required to be constituted in cases where the number of members exceeds three hundred; "defunct Society" means a Society which is not carrying on any business or operation or ha.s not filed its annual or other retums with the District Registrar continuously for a period, as may be prescribed; 2 HARYANA GOVT_ GAZ. (EXTRA.). MAR. 28, 2012 (CHTR. 8, 1934 SAKA) (v) "due date" means and refers ro (he date on which the term of a Collegium or Governing Body ofa Society expires and by which the elections of the successor body should be comp)eted, (vi) "District" means a revenue districk notified by the Revenue Department under the Registration Act, i 908 (XVI of 908); (vii) • "District Registrar" means an officer appointed under section 3 of the Act; (viii) "document" means and includes register of members. books of account.s, returns, annual returns, other statutory registers, su.mmons, notice, requisition, order, other legai processes, whether issued or kept in pursuance of this or any other Act or otherwise; "elected member' means a member of a Society who is duly elected to the Collegium or as an omcc-be«er of the Governing Body; (x) "fir.ancial year" means the period commencing from the 1st day of the month ot' April ofa year and ending with the 3 day Ot the month of March of the following year; (D "General Body" means the body of atl members ofa Society; (xiD "Governing Body" means the Executive Committee. Managing Committee or any other committee constituted or elected by the members of the General Body or Collegium, as the case may be, and ft.-sponsible for the management of day-to-day affairs of the Society; (xiii) "Govement" means the Govement of the State of Haryana: (xw) "major" means a person of twenty one years of age or above; (xv) "member" means a person who fulfils the eligibility criteria tor becoming a member ofa Society as specified in the Act and has been admrtted as a member of the Society in accordance With its Bye-laws; (Wi) "Memorandum" means the Memorandum of Association of a Society as originally framed and as amended, from time to time, in accordance with the provisions of the Act; (xvii) "office bearer" means and includes the President, Vice- President, Secretay, Joint Secretary, Manager, freæ:urer or any other member of the Governing Body empowered under the Bye-laws to give directions in regard to the conduct of the business of the Society; (xviii) "prescribed" means prescribed under the rules; (xö() "public notice" means a notice published in at least two newspapers largely circulating in the area, of which one shall be in

vernacular and copy of which is also displayed on the notice board of the office of the District Registrar; HARYANA GOVT. GAZ. (EXTRA.), MAR. 28. 2012 (CHTR. 8, 1934 SAKA) 3 (XX) (m) (xxil) (xxiii) (xxiv) (xxvi) "Registrar" means the Registrar of Societies appointed under section 3 of the Act; "Registrar General" means the Registrar General appointed by the Government under section 3 of the Act; "Rules" means the rules made under the Act; "Society" means a Society duly registered or deemed to be registered under the provisions of the Act and includes a State Aided Society; 'special resolution' means a resolution passed in a meeting of the General Body or the Collegium, as the case may be, in which at least forty per cent of the members entitled to vote are present and the resolution is approved by three-fifth of the members so present and voting. "State" means the State of Haryana; • 'State Aided Society' means a Society which is in receipt of an) recurring grant or financial aid from the Government or a local body or any of its entities to manage its facilitic - or tns!tutlons established in accordance with the objective•. set out in its Memorandum or its Bye-laws and shall include Society where any one or more of its institution is recetvng CHAPTER n OFFICERS OF THE SOCIETY 3. (1) The Government may, by order, appoint a member of Indian Registrar Administrauvc Serv•ces as the Registrar General, who shall exercise such powers General, other officers and thar and perform such duties and functions, as are conferred upon him by or under powers. the Act. (2) The Registrar General may, by order, appoint a Class-I omcer of the Government as Registrar and other officers of the Government not below the rank of Class-II as Additional Registrar or Joint Registrar to assist the Registrar in the discharge of his functions and empower them to exercise such powers and perform such duties and functions, as may be assigned to them, from time to time. (3) The Registrar General, may further appoint District Registrars not below the rank of Class-II in the Government, to exercise the powers and discharge such funMions and duties, as assigned to them under the Act, in respect of the territorial jurisdiction of one or more He may also appoint certain officers as Deputy District Registrars or Assistant District Registrars not below the rank of Class-II of the Government as per relevant service rules or terms of employemelt and empower them to exercise such duties and ftnxctions, as may be assigned to them, from time to time. 4 HARYANA Govrr. GAZ. (EXTRA. MAR. 2.8, 2012 (C.HTR. 8. 1934 SAKA) (4) The officers appointed under this section shall exercise powers, Registrar General and other officers to be publiC servants. indemnity for acts done in good faith. Aims and objects. discharge duties and perform functions under the overall administrative control and superintendence of the Government

4. Every officer exercising or authorized to exercise powers under the Act or the rules made thereunder shall be deemed to be a public servant within the meaning of section 21 of the Indian Penal Code. 860 (No. 45 of 1860). S. No suit, prosecution or other legal proceedings shall lie against the Registrar General or any officer or official subordinate to him or acting under his authority, in respect of anything done by or purporting to have been done by him in good faith under the Act. CHAPTER AIMS AND OBJECTS OF SOCIETY 6. Any seven or more persons associated for any of the purposes mentioned hereunder, may, by subscribing their names to a Memorandum and filing the same with the District Registrar, form themselves into a Society. The aims and objects. for which a Society may be formed are,- (D (iii) (iv) (v) (vi) (vii) (viii) (ix) (x) promotion of charity or any philanthropic activity; promotion of arts, education, science, literature, philosophy, religion, industries, skill development, fine arts, etc.; promotion of sports (excluding games of chance): promotion of folk arts; promotion of artefacts and handicrafts; instruction and diffusion of any useful knowledge; diffusion of political education; establishment or maintenance of libraries or reading rooms for general public use. or of public museums and galleries of painting and other works of art; promotion of conservation and proper use of natural resources such as land, water, forests and wildlife, and optimal use of infrastructure facilities like roads, power, eco-friendly initiatives and such other resources and infrastructure facilities, as may be notified by the Government, from time to time; formation of associations of flats or tenement or condominium or floor space owners pursuant to the requirements as laid down under the Haryana Apartment Ownership Act, 1983 (Act IO of 1983) or a welfare organization formed for housing projects or a resident welfare organization for the operation, management and maintenance of facilities for the residents or civic amenities of any defined area; HARYANA GOVT. GAZ. (EXTRA.). MAR. 28, 2012 (CHTR. 8, 1934 SAKA) 5 (xi) the collection of natural history, mechanical and philosophical inventions, instruments or designs etc.; and (xii) implementation and promotion of any Government sponsored schemes in the State: Provided that no Society shall be registered under the Act unless it prohibits the payment of any dividend

or distribution of any assets, income or profits to its members or their dependents or legal heirs except where a Society has been formed or established by the contributions of share holders or members in the nature of a housing Society or a welfare association of flats or tenement or floor space owners pursuant to the requirements laid down under the Haryana Apartment Ownership Act, 1983 (Act 10 of 1983) or a resident welfare association for the operation, management and maintenance of facilities for the residents or civic amenities of any defined area

CHAPTER IV REGISTRATION OF SOCIETY 7. (1) No Society shall be registered with a name which contravenes the provisions of the Emblems and Names (Prevention of the Improper use) Act, 1950 registered with undesirable name. (Central Act 12 of 1950). (2) Except with the previous approval of the Government in writing, no Society shall be registered by a name which contains any of the following words, namely: - (iii) "Co-operative" or "Land Development"; "Reserve Bank"; "Union" or "State" or "National" or "International" or "Universal" or any word expressing or implying the sanction, approval or patronage of the Central Government or any State Government; and (iv) "Municipal" or "Chartered" or any word which suggests or is calculated to suggest connection with any municipality or other local authority. (3) No Society shall be registered in the State under a name which is identical with or too nearly resembles the name of any other Society or any body corporate which has been previously registered under the Act or incorporated under any other law for the time being in force, as the case may be, except where the Society in existence is in the course of being dissolved and signifies in writing its consent to registration of such name. 6 HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) Approval of name and application for registration. Registration. Evidence of registration. Registered office, 8. (1) An application shall be filed in the prescribed proforma for getting approval of the name of the Society in accordance with the prescribed procedure. (2) After approval of the name, an application for registration of the Society shall be filed with the District Registrar, in whose jurisdiction the registered office of the Society is situated, along with the Memorandum and the Bye-laws prepared in accordance with the provisions of the Act and containing all such particulars, as may be prescribed. (3) The Memorandum shall be signed by at least seven members who shall be major and they shall add their address, description and occupation, if any, in the presence of at least two witnesses who shall also be major and who shall append their signatures and add their address, description and occupation, if any. The Bye-laws shall also be signed by the signatories to the Memorandum. 9. (1) After scrutiny of the documents presented before the District Registrar, if he is satisfied that the applicant has complied with all the provisions of the Act and the rules as to registration, he shall enter the particulars of the Society registered, in a register maintained by him in physical or electronic form and issue a certificate of registration in the form and manner, as prescribed. (2) If the District Registrar refuses to register a Society, he shall state the reasons therefor and communicate the same to the applicants. (3) Every Society registered by the District Registrar shall be assigned a distinct registration number. (4) Every existing Society shall apply in the prescribed proforma to the District Registrar for obtaining a new registration number within a period of one year or such further period, as may be notified by the Government. If the new number is not applied within one year then number shall be applied along with fee, as may be prescribed, within a period of six months and if the Society fails to move an application for new number within such extended period, the registration may be cancelled. 10. (1) A certificate of registration issued by the District Registrar shall be conclusive evidence that the Society therein mentioned is duly registered unless proved otherwise. (2) Every Society registered under the Act shall prominently display its name along with registration number outside its registered office or any other place where it is carrying on its business or operations, and shall have a seal with its name engraved thereon. The Society's name, registration number and its registered office shall be mentioned in all documents executed in its favour or on its behalf. (1) Every Society shall have a registered office situated at any place 11. in the district in which it is registered, to which all communications and notices shall be addressed. (2) Information about every change in the address of the Society HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) 7 shall be given by the Society to the office of the District Registrar within thirty days of its registration or the date of the change, as the case may be, who shall record the same in the certificate of registration and the register of societies. (3) Any change of the registered office of a Society to a place outside the district in which it is registered, shall be intimated to both the District Registrars. 12. (1) A Society may change its name after getting the proposed new name approved from the District Registrar in

the manner prescribed. After approval of name, the person authorised by the Society shall submit an application for change of name alongwith the prescribed fee and a copy of the special resolution to the District Registrar. (2) The District Registrar shall register the change in the name of the Society by entering the new name in the register in place of the former one and issue a fresh certificate of registration, comprising the old, as well as the changed name, with necessary alternations embodied therein. The change of name shall be valid only upon issue of such a certificate. 13. (1) If a Society is registered under a name which, in the opinion of the Registrar, is identical with or too nearly resembles the name of any other Society or a body corporate which, having been previously registered or incorporated under the Act or any other law for the time being in force, or being deemed to have been registered under the Act continues to exist, he may, by order made in this behalf direct such Society to change its name and amend its Memorandum within such period as the Registrar may allow. (2) Where a change in name is directed by the Registrar, the Society which was registered first may be allowed to retain the name and those registered subsequently shall be required to change their names within such period, as may be specified by the Registrar. (3) A change of name shall not affect the rights and liabilities of the Society or any legal proceedings by or against it

CHAPTER V 14. A Society shall consist of a minimum seven members at the time of its registration and it may admit persons as founder-members, life-members, ordinary- members, associate-members, tenure-members or honorary members, in accordance with the provisions contained in its Bye-laws. A donation shall not create a right in the donor to be admitted as a member of the Society

15. A Society may prescribe different fees for different types of membership in its Bye-laws, alongwith annual subscription fee and the member shall enjoy such type of membership, as long as, he is not in arrears of payment of any such fee or annual subscription for the period, as may be prescribed. Change in the name. nge In name on 'he direction Registrar Minimum number of members and types of members. Different fees for different types of members. HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) A person shall be eligible to become a member of Society. if he, Eligibility conditions becoming member. for a 8 16. 17. (i) (ii) (iii) is 21 years of age on the date of admission; subscribes to the aims and objects of the Society. has deposited the membership fee as prescribed in the Bye-laws of the Society; and is not an insolvent or of unsound mind or have not been convicted of an offence involving moral turpitude, punishable with imprisonment of one year or more. Identity Card. Register of Members, [nspection. Rights and obligations of members. Every person admitted as a member shall be issued an identity card by the Society containing the photograph and particulars, as may be prescribed. 18. (1) Every Society shall maintain a register of its members at its registered office and shall enter therein the particulars of admission or removal of member within fifteen days of the admission or removal or the cessation of any membership, as the case may be, in the prescribed manner. (2) A copy of the register of members maintained by the Society. if not filed at the time of registration, shall be filed with the District Registrar within sixty days from the date of registration. (3) The Society shall file an updated list of members, separately showing the inclusions and deletions, if any, every year within a period of sixty days of the close of the financial year in the office of the District Registrar in physical or electronic mode, as may be prescribed. (4) While filing the updated list of members, the authorised officer of the Society shall certify that such inclusions or deletions are as per the provisions of the Act, rules and the Bye-laws

19. The register of members shall be kept open at the registered office of the Society and remain accessible to any officer of the office of District Registrar, Registrar, Registrar General or any member of the Society during the business hours. 20. (1) Every member shall subscribe to and be bound by the Bye-laws as amended, from time to time and registered with the District Registrar. (2) Every person admitted as a member on the date of notification of elections, subject to his not being in arrears of membership fees or annual subscription, for a period as may be prescribed, shall have the right to exercise his vote in person. (3) Every member shall have the right to inspect the books of accounts, books containing the minutes of proceedings of meetings on any working day during business hours after giving reasonable notice. HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) 9 21. (1) Where any member claims to have been admitted as a member but is not included in the register of members or any member is aggrieved with his removal membership disputes. from the membership of the Society, such person may submit a petition to the District Registrar alongwith

prescribed fee. (2) The District Registrar may require such person to support his petition with such documentary or other evidence, as may be considered appropriate. (3) Upon receipt of any such petition, the District Registrar shall consider the matter and settle the disputes in accordance with the Bye-laws after giving opportunity of hearing to all concerned. (4) Where the Bye-laws are observed to be silent or lack clarity for addressing the dispute or are inconsistent with the provisions of the Act and the rules made thereunder, the District Registrar shall decide the matter in accordance with the provisions contained in the Act or the rules made thereunder. (5) Where the Society has large number of members and it is considered expedient to verify, determine and establish the identity and genuineness of such members, the District Registrar may require all members of the Society to appear before him in person alongwith an acceptable proof of identity and address, as recorded in the register of members, within such time and in such manner, as may be prescribed. (6) Where action is taken in accordance with sub-section (5) above and certain members do not appear before him inspite of two opportunities granted, the District Registrar shall be competent to strike off the names of such members from the register

22. A member admitted to a Society shall cease to be so in the following Cessation of events,- membership. (i) upon submission and acceptance of his resignation; or (ii) if he ceases to fulfil the eligibility condition for being admitted as a member as mentioned under section 16; or (iii) upon his failure to pay membership fee or annual subscription fee continuously for a period, as may be prescribed; or (iv) upon the death of a member: Provided that in case of a Society registered for the purposes pursuant to the Haryana Apartment Ownership Act, 1983 (Act 10 of 1983), a housing Society or a resident welfare association registered as a Society for the operation, management and maintenance of facilities for the residents or civic amenities of any defined area, the nominee or the legal heir shall be enrolled as a member subject to fulfillment of qualifications as laid down in the Bye-laws and the provisions of the Act. 10 HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) Firm barred from being member Memorandum. Bye-laws

23. A partnership firm, whether registered or not, or a body corporate of whatever description, shall not be eligible to be a member of a Society: Provided that there shall not be any bar for a partner as defined in section 4 of the Indian Partnership Act, 1932 (Central Act 9 of 1932) or a member or share holder of a body corporate to become a member in his individual capacity.²⁴

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CHAPTER VI MEMORANDUM AND BYE-LAWS OF SOCIETY The Memorandum shall state,- (i) the name of the Society; (ii) the aims and objects of the Society; (iii) the names, addresses and occupations of the members of the first Governing Body to whom the management of its affairs is entrusted under the Bye-laws; and (iv) the place and the district in which the registered office of the Society is situated. The Bye-laws shall generally conform to the model Bye-laws as prescribed and shall contain provisions in respect of the following matters,— (i) identity which includes name and address of the Society; (ii) aims and objects of the Society; (iii) provisions regulating the membership of the Society i.e. eligibility, admission, kinds of membership, membership fee, subscription fee, resignation, withdrawal and termination etc.; (iv) the composition of the General Body, its powers functions, periodicity of its meetings, quorum, period of notice for meetings, manner of voting, record of proceedings etc.; (v) principles of formation of electoral colleges, constitution of Collegium, manner and mode of election for a member of the Collegium, resignation, removal, the term of office of the member, powers, functions, procedure and periodicity of holding the meetings of the Collegium, quorum, period of notice for meetings, manner of voting, record of proceedings etc.; (vi) composition of Governing Body, the manner and mode of election or appointment, resignation or removal, the term of office of the office bearers, its powers, functions and duties, procedure and periodicity of holding the meetings, quorum, period of notice for meetings and manner of voting, record of proceedings etc.; (vii) procedure for amendment in the Bye-laws; HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) (viii) procedure regarding amalgamation, division and dissolution; (x) sources of finance including the types of funds to be raised, maintenance of accounts, inspection of accounts and its audit, appointment of auditor, liability of member for discharge of debts etc.; (x) provisions regarding the safe custody of the property or assets of the Society, particularly mentioning the manner of keeping or investing any money of the Society; and (XD) any other matter relating to the affairs of the Society, as may be required. 26. (1) A Society may, by a

special resolution, amend the provisions of its Amendment of Memorandum with respect to,— Memorandum and Bye-laws. (D change in the name of Society; or (ii) change in the aims and objects of the Society, as permissible under the Act. (2) A Society may amend its Bye-laws by a special resolution. (3) Any special resolution passed under sub-section (1) or (2) shall be filed with the District Registrar within thirty days from the date of approval thereof and the District Registrar may, if he is satisfied that the same is in accordance with the provisions of the Act and the rules, register such change. Any such change shall have no effect until it has been so registered. (4) [f the District Registrar refuses to register a change in the Memorandum or the Bye-laws under sub-section (3), he shall communicate the reasons therefor in writing within a period of sixty days of filing of the special resolution by the Society, and the special resolution passed by the Society in that case shall have no effect. If the District Registrar fails to communicate the reasons within sixty days, the special resolution shall be deemed to have been registered by 27. (1) Notwithstanding anything contained in the Act or the rules made thereunder, if the Registrar, on a report from the District Registrar or otherwise, considers that an amendment of the Memorandum or Bye-laws is necessary or desirable to bring the same in conformity with the provisions of the Act or rules made thereunder, he may, by an order in writing, direct the Society to make such amendment within such time, as may be specified, in such order. (2) The Governing Body shall place such directions before the General Body or the Collegium, as the case may be, for its consideration and approval within forty five days of the receipt of such directions. (3) If the Society fails to make any such amendment within specified time, the Registrar, after giving the Society an opportunity to state its objections, Powers of the Registrar to direct amendment in Memorandum or Bye-laws. 12 HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) Supply of copy of Memorandum and Bye-laws. General Body. Collegium. Meetings of General Body or Collegium. if any, register such amendment to the Memorandum or the Bye-laws, as the case may be, and send a certified copy thereof to the Society. Such amendment to the Memorandum or Bye-laws, as the case may be, shall be final and binding on the Society and its members

28. Every Society shall, on demand, deliver a copy of its Memorandum and the Bye-laws to a member at the time of admission

CHAPTER VII GENERAL BODY, COLLEGIUM AND GOVERNNG BODY 29. (1) The total number of persons admitted as members of a Society in accordance with the provisions of the Act shall constitute its General Body. (2) Every Society shall prescribe in its Bye-laws the composition of its General Body, its powers, functions and duties, the periodicity of and the quorum for the meetings, the manner of recording of its proceedings and all other matters relating to the affairs of the General Body. (3) The quorum for the meeting of the General Body shall not be less than forty percent of the total members entitled to vote and present in person subject to a minimum of four members. (4) Every member shall have one vote and shall cast his vote in person. 30. (1) A Society consisting of more than three hundred members, unless it is divided into two or more Societies or opts to re-determine and revise its membership in accordance with clause (ii) of sub-section (1) of section 32 and sub-section (2) of section 51, shall constitute a Collegium consisting of not less than twenty one and not more than three hundred members in accordance with its Bye-laws. The status of a Collegium in this case shall be the same in all respects as that of the General Body of a Society comprising of not more than three hundred members. (2) The tenure of the Collegium shall not exceed three years and the members elected to the Collegium shall, in turn, elect the Governing Body. (3) The Society shall file the list of the elected members of the Collegium with the District Registrar within a period of fifteen days of holding the elections for the Collegium in the manner, as prescribed. 31. (1) An annual general meeting of the General Body or the Collegium, as the case may be, may be held as and when required. However, at least one meeting of the General Body or the Collegium, as the case may be, shall be held in every financial year in which the annual accounts of the Society, duly audited, shall be placed before the members for adoption. (2) A clear notice of fourteen days of every meeting shall be given to the members of the General Body or the Collegium, as the case may be, before the date appointed for the meeting. A copy of such notice along with the business to be transacted during the general meeting shall also be endorsed to the District Registrar. HARYANA GAZ. (EXTRA.). MAR. 28. 201- (CHTR. SAKA' (3) The notice shall specify the date, time, place and the object of the meeting and in case any agenda item requiring a special resolution is proposed to be considered in such meeting, the notice shall contain a copy each of such agenda. (4) The District Registrar may nominate an officer subordinate to him or an independent observer to be present at such general meeting. (5) In addition to the annual general

meeting, an extra-ordinary meeting of the General Body or the Collegium, as the case may be. may be convened. at any time. after giving due notice to all the members. (6) The Governing Body shall convene an extra-ordinary meeting of the General Body or the Collegium, as the case may be, within forty-five days of receipt of a written requisition from at least one-tenth of the members of General Body or the Collegium, as the case may be, for convening such a meeting. The notice requisitioning the general meeting shall contain the reasons for such meeting alongwith the proposed agenda. (7) A clear notice of fourteen days shall be given for the extra-ordinary meeting of the General Body or the Collegium, as the case may be, to all the members therein the date, time, place and the business to be transacted at such meeting. A copy of the notice for an extra-ordinary general meeting shall also be endorsed to the District Registrar, who may nominate an officer subordinate to him or an independent observer to remain present during such meeting. (8) In case the Governing Body fails to convene a meeting of the General Body or the Collegium, as the case may be, upon such requisition under sub-section (6) above, the District Registrar may, direct the Governing Body to convene such meeting, within such period as directed. (9) The Governing Body shall furnish a copy of the proceedings of the meeting of the General Body or the Collegium, as the case may be. convened under sub-section (6) above, duly countersigned by the subordinate officer or observer, if deputed for such meeting, to the District Registrar within a period of thirty days. Wherever such subordinate officer or the observer validates the proceedings of the meeting, the District Registrar shall take the same on record. (10) No extra-ordinary general meeting shall be deemed to have been duly convened, if the members of the General Body or Collegium, as the case may be. have not been given the requisite notice. 32. (k) Where a Society, registered prior to the coming into force of the Act, consists of more than three hundred members, it shall convene a meeting of its members to consider and resolve through a special resolution at least six months before the due date for election of Governing Body,- (i) to continue with the present number of members; or (ii) re-determine the number of members of the General Body by prescription of a revised criteria, including membership fee and annual subscription or special additional charges: Constitution of the General Body/ Collegium of existing Societies. 14 HARYANA GOVT. GAZ. (EXTRA.). MAR. 28, 2012 (CHTR. 8, 1934 SAKA) Provided that in case the number of members opting for any such revised criterion exceeds three hundred, the membership may be decided by draw of lots. (2) Where the term of Governing Body is expiring before the expiry of six months from the commencement of the Act, it shall be deemed to have been extended up to six months from the date of commencement of the Act and the Society shall take action according to clause (i) or (ii) above. (3) Where the membership of a Society exceeds three hundred, the Governing Body shall prepare a scheme of determination of the electoral colleges in accordance with the principles, as may be prescribed, for holding elections to the Collegium and place the same for consideration of its members as a special resolution with consequential amendment to its Bye-laws. (4) Where a Society resolves to approve a scheme under sub-section (2) above, the Governing Body shall submit the resolution to the District Registrar for his approval. (5) The District Registrar shall examine the scheme received under sub-section (3) above and, (i) approve the same and take it on record. if found to be in accordance with the principles as prescribed; or (ii) suggest such modification, as he may consider necessary, and the Society shall reconsider and revise the scheme accordingly. (6) Where an existing Society does not have a duly elected Governing Body in position and the affairs of the Society are being managed either through an adhoc body or through an Administrator appointed by the Government in this behalf,- (i) such adhoc body or the Administrator shall take steps to hold the elections of the Governing Body, if its membership is within the specified numbers; (ii) prepare and submit a scheme for determination of the electoral colleges and constitution of a Collegium or determination of the number of members under sub-section (1) above, to the District Registrar, who shall examine the same and cause a meeting of the members of the Society convened and place the same for consideration of the proposed scheme, with or without any modifications. (7) Where the members of the Society resolve to approve the scheme prepared under clause (ii) of sub-section (6) above, with or without any modification, the District Registrar shall take the same on record and approve the same. Hereafter, the Bye-laws of the Society shall be deemed to be modified to that extent. HARYANA GOVT. GAZ. (EXTRA.). MAR- 28. 2012 (CHTR. 8. 1934 SAKA) (8) Where it is not found feasible by the adhoc body or the Administrator to convene a meeting of the members or the number of members attending such meeting does not represent the quorum, the adhoc body or the Administrator, as the case may be, shall submit a scheme prepared under clause (ii) of sub-section (6) above, to the District Registrar, who shall

forward the same to the Registrar with his recommendations and the Registrar shall approve the scheme with or without any modifications. (9) The scheme, as approved by the Registrar, shall be notified to the general public through a public notice, at the expense of the Society. (IO) The adhoc body or the Administrator, as the case may be, shall take steps for the constitution of the Collegium in the first instance, to be followed by the election of the Governing Body. (11) All proceedings under this section shall be conducted in a summary manner. 33. (1) The members of the General Body or the Collegium, as the case may be, shall elect the Governing Body (by whatever name called), consisting of not less than three and not exceeding 21 members. The office-bearers shall comprise of the President, Secretary and Treasurer as a minimum, and other office-bearers, as prescribed under the Bye-laws. (2) The Society shall file the list of the elected office-bearers with the District Registrar within a period of thirty days of holding of the elections for the Governing Body in the manner, as prescribed. (3) The tenure of the Governing Body shall not exceed three years. The matters pertaining to re-election of any office-bearer shall be regulated in accordance with the Bye-laws. (4) Every Society shall maintain a register showing the names, addresses and occupation of the persons appointed or elected as office-bearers and shall file with the District Registrar, • (O a copy of the register within a period of thirty days from the date of appointment or election of the office-bearers: (ii) a notice of every change in the office-bearer within a period of thirty days, from the date of such change; and (iii) the details of the office-bearers alongwith the annual return in the manner, as prescribed under the rules. (5) The constitution of the Governing Body, appointed or elected for the first time or thereafter, shall be valid only upon approval thereof by the District Registrar and its tenure shall commence from the date of its approval. 34. (1) The Bye-laws shall contain provisions for its office-bearers, namely, the President, Vice-President, Secretary, Joint Secretary, Treasurer etc. and specify Governing Body Office-bearers, their powers, functions and duties. 16 HARYANA GOVT. GAZ. (EXTRA.). MAR, 28. 2012 (CHTR. 8. 1934 SAKA) Disqualification of office bearer. Meetings of Governing Body Record proceedings of meetings of General Body or Collegium and the Governing Notice to accompany copies of balance sheet and auditors report etc. their powers, functions and duties. singly or jointly with other members of the Governing Body. (2) The office-bearers shall exercise their powers strictly in accordance with the provisions contained in the Bye-laws and any powers exercised in excess of the authorisation under the Bye-laws shall render such decisions null and void.

35. A person shall be disqualified from continuing as an office-bearer as soon as he ceases to be a member of the Society.

36. (1) Meetings of the Governing Body may be held as and when required. However, the Governing Body shall meet once every quarter and hold at least four meetings in a financial year. (2) A clear notice of three days of every such meeting shall be given by the Secretary of the Governing Body to the office bearers before the date appointed for the meeting. However, the Governing Body may meet at shorter notice, wherever so required, with the consent of at least fifty percent of its members. 37. (1) The Society shall maintain record of the minutes of proceedings of every meeting of the General Body or Collegium, as the case may be, and every meeting of its Governing Body in the proceedings books separately maintained for this purpose. Such minutes shall be signed by the Chairman and the Secretary of the meeting. (2) In case the minutes of the meeting are not signed by the Chairman for any reasons, whatsoever, the Governing Body may authorize any of the office-bearer to sign such minutes. (3) The minutes of every meeting of the Governing Body or the General Body or Collegium, as the case may be, shall be placed for confirmation in the succeeding meeting of such body. (4) Any resolution passed by the Governing Body or the General Body or Collegium, as the case may be, during any of its meetings, which is not consistent with the provisions of the Act or the rules framed thereunder or the Bye-laws, shall be invalid. (5) No act or proceedings of a Society or any of its office bearer shall be deemed to be invalid merely on the ground of any vacancy or defect in the organisation of the Society. 38. Every Society shall supply a copy of the balance-sheet or a statement of accounts together with the auditor's report to every member of the General Body or the Collegium, as the case may be, alongwith the notice of the annual general meeting, unless these documents have been placed on the website of the Society. HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) CHAPTER ELECTIONS 17 39. (1) Elections shall be first held for the constitution of the Collegium Elections and from within the electoral colleges determined therefor, wherever applicable, and settlement of disputes. thereafter for the Governing Body by the Collegium. (2) The process of elections of the Collegium of a Society shall be commenced, in so far as possible, three months prior to the due date so that the newly

elected Governing Body is in place on or before the due date. (3) On the day the elections of a Society are notified, the Governing Body or the adhoc body or the Administrator, as the case may be, shall publish the list of members entitled to vote. Such list of members shall be made available to a member on demand, on payment of such fee, as may be prescribed by the Society in its Bye-laws. (4) Any person or group of persons, if aggrieved with the list of members published under sub-section (3) above on account of non-inclusion or wrongful inclusion of any member, may file a petition with the District Registrar stating the specific grounds of challenge within a period of fifteen days of publication of the list of members. The District Registrar may, where the number of members is very large and for reasons to be recorded, accept the petition within an extended period of seven days. (5) The District Registrar may, if he has reasons to suspect the bona-fides of any such petition, require the petitioners to deposit such amount, as prescribed, as a surety against any abuse of sub-section (4) above. The amount deposited by the petitioners shall be refunded forthwith if the petition succeeds but shall be liable to be forfeited, if such petition is found to have been made without any merits. (6) Where a petition is filed before the District Registrar under sub-section (4) above, the District Registrar shall, after fulfillment of the condition specified under sub-section (5), immediately hold the election process in abeyance and proceed to conduct an inquiry by himself or by an officer appointed by him, in this behalf, for determining the list of eligible members. (7) The District Registrar may, for the purpose of his inquiry, refer to the annual return of members filed by the Governing Body in his office and consult any or all the relevant records of the Society. The District Registrar shall enjoy all the powers vested in him under Chapter XII of the Act for holding the inquiry. Any such inquiry shall be conducted in the open and completed in a summary manner. (8) Upon completion of the inquiry under sub-section (6) above, the District Registrar shall determine the list of members eligible to vote, make it public and set the process of election in motion. Where the initial list of members published under sub-section (3) above is found to be defective during the inquiry, the election.

18 HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) Settlement of disputes arising from election of Collegium or Governing Body and its office-bearers. of the Collegium or the Governing Body, as the case may be, shall be conducted by the Registrar under his direct supervision and control after settling the dispute as per the provisions of the Act. (9) Where elections of the Governing Body are held by the members of the General Body, without requirement of a Collegium, any challenge to the list of members of the General Body shall be settled by the Registrar in the same manner, as specified above. (10) Where the elections of the Governing Body are not held by the due date, for whatsoever reasons, the District Registrar may constitute an adhoc Committee or appoint an Administrator to manage the affairs of the Society, immediately upon the expiry of the due date, for the intervening period and for conducting the elections of the Governing Body. (11) A Society may approach the District Registrar for appointment of the returning officer and/or an observer for conducting the elections of the Collegium or the Governing Body, as the case may be. whereupon the District Registrar shall order the appointment of the returning officer and/or an observer within seven working days of the receipt of such request from the Governing Body or the adhoc Committee or the Administrator. as the case may be. (12) The returning officer appointed by the District Registrar shall ensure a minimum notice of fifteen days to all the members, served individually where possible, or through a public notice, at the expense of the Society, for the information of the members. (13) The returning officer and/or the observer, wherever appointed, shall complete the process of elections, and submit a report thereof to the District Registrar, whereupon the duly elected Governing Body shall be placed in charge of the affairs of the Society and the appointment of any adhoc Committee or the Administrator shall cease to continue forthwith. (14) The District Registrar may fix the remuneration or honorarium for the person appointed as the Administrator, the returning officer, the observer or member of adhoc Committee in the manner and at the rates prescribed from time to time.

40. (I) The Registrar, on a reference made to him by the District Registrar or by at least one-fourth of the members of the General Body or the Collegium, as the case may be, hear and decide in a summary manner any doubt or dispute in respect of the election or continuance in office of any elected member or office bearer to the Collegium or Governing Body, as the case may be, and may pass such orders in respect thereof, as he deems appropriate: Provided that the election of any or all the members of the Collegium or the office-bearers of the Governing Body shall be set aside where the Registrar is satisfied, — (t) that any corrupt practice has been committed by such office-bearer(s); or

19 (i) that the nomination of any candidate has been improperly

rejected; or (iii) that the result of the election, in so far as it concerns such office-bearer, has been materially affected by the improper acceptance of any nomination or by the improper reception, refusal or rejection of any vote or the reception of any vote which is void or does not comply with the provisions of any Bye-law. Explanation 1.— A person shall be deemed to have committed a corrupt practice who, directly or indirectly, by himself or through any other person-- (D induces or attempts to induce, by fraud, intentional misrepresentation, coercion or threat of injury to any elector to give or to refrain from giving a vote in favour of any candidate, or any person to stand or not to stand as, or to withdraw or not to withdraw from being a candidate at the election; (it) with a view to inducing any elector to give or to refrain from giving a vote in favour of any candidate, or to induce any person to stand or not to stand as, or to withdraw or not to withdraw from being a candidate at the election, offers or gives any money, or valuable consideration, or any place or employment, or holds out any promise of individual advantage or profit to any person; (iii) abets the doing of any of the acts specified in clauses (i) and (iv) induces or attempts to induce a candidate or elector to believe that he, or any person in whom he is interested, will become or will be rendered an object of divine displeasure or spiritual censure; (v) canvasses on grounds of caste, community, sect or religion; (vi) commits such other practice as the Government may prescribe to be a corrupt practice. Explanation If.—A promise of individual advantage or profit to a person includes a promise for the benefit of the person himself, or for anyone in whom he is interested. (2) The Government may, prescribe the procedure for hearing and deciding of doubts or disputes in respect of such elections and make provision in respect of any other matter relating to such elections, for which insufficient provision exists in the Act or in the rules framed thereunder. 20 HARYANA GOVT- GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) (3) Where by an order made under sub-section (1), an election to the Acquisition of moveable and immovable property. Property how vested. Terms of gift. Restrictions on Collegium or the Governing Body is set aside or an office-bearer is held no longer entitled to continue in office or where the Registrar is satisfied that any election of office-bearer of a Society has not been held within the time and in accordance with the Bye-laws, he may cause a meeting of the General Body or Collegium, as the case may be, convened for electing such office-bearer or office-bearers, and such meeting shall be presided over and conducted by the District Registrar or by any officer authorized by the Registrar in this behalf, and the provisions of the Bye-laws relating to meetings and elections shall apply to such meeting and election with necessary modifications. (4) Where a meeting of the General Body or the Collegium, as the case may be, is convened on the orders of the Registrar under sub-section (3), no other meeting shall be called for the purpose of election by any other authority or by any person claiming to be an office-bearer of the Society. CHAPTER PROPERTY AND FUNDS OF THE SOCIETIES 41. A Society registered under the Act may acquire movable or immovable property, on free-hold or lease basis, from out of its funds or donations or grants or loans obtained from legal sources in accordance with its Bye-laws in its name. 42. All property, movable and immovable, belonging to a Society, whether acquired before or after its registration, if not vested in the trustees, shall vest in the Society, and any such property may be referred to as the property of such Society in any legal proceedings: Provided that in case a Society is registered for the purposes of the Haryana Apartment Ownership Act, 1983 (Act 10 of 1983), a housing Society or a resident welfare association registered as a Society for the operation, management and maintenance of facilities for the residents or civic amenities of any defined area, the property may vest in the members or their successor-in-interest who have contributed for acquisition of such property

43. Where a Society accepts a gift or donation of money or property of any other kind from any person or institution for a specific purpose. it shall use the money or such property gifted or donated or any part thereof only for the purpose for which it has been so gifted or donated and for no other purpose.

44. (1) A Society registered under the Act shall be competent to sell, the sale or transfer or alienate any of its immovable properties subject to the following: - of immovable property (a) in case the immovable property is acquired from the Government or any of its instrumentalities or a municipal body or gram panchayat or any other such authority, with the prior written permission of the Government; (b) in case the immovable property is acquired by means of a conditional gift or conditional donation from any source. in HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8. 1934 SAKA) 21 accordance with such conditions subject to the prior permission of donor or his authorised representative, and in case the donor is not alive and has left no such authorised representative, with the prior permission of the (c) any other immovable property acquired by the Society from out of its own resources or funds or

borrowings, with the prior permission of the General Body or the Collegium, as the case may be, through a special resolution. (2) The Governing Body shall determine the reserve price of any such immoveable asset, which shall not be less than the applicable Collector rates, before its disposal, so as to ensure that it is not sold or transferred at an undervalued consideration. (3) The proceeds from the transfer or sale of any immoveable property of the Society, wherever conducted in accordance with the provisions contained in this section, shall be immediately deposited in the account of the Society'. (4) Where any office bearer of the Governing Body indulges in violation of the provisions contained in sub-sections (1), (2) and (3) above, the District Registrar shall be competent to take any or all of the following actions,- (i) where the amount of consideration is not deposited in the account of the Society within three working days, direct such office bearer to pay interest out of his own pocket at the rate of twenty four percent for the period it remained in his possession but such period shall in no case be more than thirty days; (ii) where the immoveable asset has been sold or transferred at an undervalued price, recover the difference assessed on the basis of Collector rates from the erring office bearer and deposit the same in the Society's account; (iii) where the immoveable asset has been disposed of without the permission as required under sub-section (1) or without complying with the conditions applicable, recover the amount, along with any additional amount as assessed on the basis of Collector rates, from the concerned office bearer and deposit the same with the allotting authority; (5) Where the recovery of any amount is involved from any person in the course of enforcement of sub-section (4) above, and the persons concerned do not deposit the said amount within the period allowed, the District Registrar shall be competent to recover such amount as arrears of land revenue. (6) In addition to the action under sub-sections (4) and (5) above and depending upon the gravity of the violation, the District Registrar may also act as the Registrar for,— 22 HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) (i) removal of any erring person from the office and debarring such person from holding any position in future or removal from membership of the Society; (ii) super-session of the Governing Body and appointment of an Administrator for managing the affairs of the Society; and (iii) registration of an FIR. (7) The Registrar shall take appropriate action on the recommendations investment of Funds. Application of funds. of the Registrar within a period of fifteen working days of the receipt of information. (8) Nothing under this section shall absolve the office-bearer from criminal action

45. Every Society, to such extent, and under such conditions, as may be permitted under its Bye-laws, from time to time, invest or deposit any portion of its funds not immediately required,- (i) in immoveable properties; or (ii) in securities of the Government or in National Savings Certificates or other securities of the Government of India; (iii) in the Post Office Savings Banks Account; or (iv) in a special account opened by the Society for the purpose in a- (a) Scheduled Bank as authorized or notified by the Reserve Bank of India; or (b) Cooperative Bank situated in the State, or in such other mode of investment, as may be prescribed.

46. (1) A Society shall have the powers to spend such sums out of its funds, as it thinks fit, for the purposes authorised under its Bye-laws or by the Act. **(2)** No payment shall be made out of the funds to the President, Vice-President, Secretary, Treasurer or any other office bearer by way of honorarium or remuneration : Provided that incurring of any expenditure on the Boarding/ Lodging and TA/DA of the office bearers while on tour in connection with the affairs of the Society, shall be permissible following the prudent financial norms. **(3)** Notwithstanding the restrictions prescribed above, a Society may pay such remuneration, salary or honorarium to the persons in its full-time or part-time employment, as it may determine: Provided that no member shall be in the employment of the Society. HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) **CHAPTER X ACCOUNTS, AUDIT, FILING OF DOCUMENTS 23 47. (1)** Every Society shall keep proper books of accounts i.e. cash book, Books of Accounts. ledger etc. as required by Income Tax laws or the books as per standards laid down by the Institute of Chartered Accountants, at its head office or as may be prescribed with respect to,- (i) all sums of money received and expended by the Society; and (ii) the assets and liabilities of the Society. **(2)** The books of accounts shall be open to inspection during the business hours by the General, Registrar, District Registrar or any officer authorised by them. **48. (1)** Every Society shall get its annual accounts audited from an auditor Audit. who is a member of the Institute of Chartered Accountants of India, constituted under the Chartered Accountants Act, 1949 (Central Act 38 of 1949). **(2)** The auditor shall not be a member of the Governing Body or family member of any of the office bearer

49. The accounts, returns and registers shall be verified and signed by at Verification of least two office-bearers, authorised by the Governing Body.accounts SO. (1) Every Society shall file the following returns, in the prescribed Annual and other form, with the District Registrar within thirty days of holding the annual general meeting,- (i) a list of the members duly certified by the President and the Secretary, as on the 31st March of the year, separately showing the deletions and additions during the previous year; a list of the members of the Collegium duly certified by the President and the Secretary, alongwith the list of electoral colleges as on the 31st March of the year, separately showing the deletions and additions during the previous year; (iii) a list of the office-bearers alongwith their names, addresses and occupations separately showing the deletions and additions during the previous year, if any; (iv) an annual report on the working of the Society by the Governing Body duly certified by the President and Secretary; (v) a copy each of the balance-sheet, receipt expenditure statement and the auditor's report duly certified by the auditor; and 24 HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) (vi) a copy of the special resolution, as and when passed. (2) Non-filing of annual returns as mentioned above shall be Amalgamation or division of Societies. punishable with fine in the extended period and thereafter with penalty as may be prescribed

CHAPTER XI AMALGAMATION AND DIVISION 51. (1) Any two or more Societies, after passing special resolutions for amalgamating with each other, shall move an application alongwith copies of resolutions, in the prescribed form for obtaining approval of the Registrar and after getting the approval, shall amalgamate together as one Society. (2) Any Society, after passing special resolution for division of a Society, shall move an application in the prescribed form alongwith copy of resolution, for obtaining approval of the Registrar and after getting the approval, shall stand divided. The resolution shall contain proposals for the division of the assets and liabilities of the Society among the new Societies, relationship of the parent Society with the divided societies, if any, and may specify the areas of operation of and the members who may constitute each of the new Societies: Provided that before division, the Society shall settle all the claims and liabilities or divide the assets and liabilities amongst the Societies on prorata basis. (3) No amalgamation or division of a Society under sub-section (1) or sub-section (2), as the case may be, shall have any effect until and unless the new Society or Societies is/ are duly registered. (4) Upon the registration of the new amalgamated Society or the divided Societies, as the case may be, the assets and liabilities of the original registered Society or Societies shall, subject to the provisions of this section, be transferred to and become the assets and liabilities of the new Society or Societies in the manner specified in the special resolution. CHAJYIER XU INQUIRY AND SUPERVISION OF THE GOVERNING BODY Powers to call for S2. (t) the Registrar General, Registrar or District Registrar may, by written information or explanation. Powers to seize records etc. order, require any Society to furnish in writing such information or document or explanation as prescribed in the order within such time, not being less than two weeks from the date of receipt of such order. (2) On receipt of the order, it shall be the duty of the Society to furnish such information or documents or explanation. 53. (1) Where the Registrar General, Registrar or District Registrar is satisfied that,— HAR Y GAZ (HARYANA) MAR (CHTR. 8, 1934 SAKA) (ii) (i) the records, registers or the books of accounts are likely to be tampered with or destroyed and the funds and the property are likely to be misappropriated or misapplied; or the Governing Body is reconstituted at a general meeting and the outgoing members of the Governing Body refused to hand-over charge of the records and property of the Society to those entitled to receive such charge. or (he office bearer, where the elections of the Governing Body have not been held by the due date, are likely to misuse such documents, funds, records or are reluctant to hand over the records to an adhoc Committee or the Administrator appointed for managing the affairs of the Society as an interim measure, he may issue an order directing a person duly authorised by him in writing to seize and take possession of such document, funds, records and property whereupon the office bearer responsible for custody of such documents, record, funds and property shall give delivery thereof to the person so authorised. (2) In order to secure compliance of the order under sub-section (1) the District Registrar may take or cause to be taken such steps and use or cause to be used such minimum force, including police force, as may be considered necessary on the information received or gathered 54. If a majority of the office or on the application of or on the request of one-third of the members of the Society or if so moved by the District Collector or the State Government may be, Registrar (General, Registrar or District Registrar) is satisfied that the affairs of the Society are being so conducted as to defeat the aims and objects of the Society or its Governing Body is guilty of its

analrs or of any bf<.zteh of fiduciary or other 'lke obligations or to defraud its creditors. he may, either himself or by any person by him in LhÆL behalf, hold an inquiry into the affairs of the Socnety. (An application or reference to the Registrar General, Registrar or District Registrar under sub-section (1) shay be supported by such evidence, as he may require for the purpose of showing Ehat the applicant has good reason for applying tör an inquiry. (3) The District Registrar may require the applicants to filmish such security as he thinks fit as the cost of the proposed inquiry, before the inquiry ordered. (4) All expenses incidental or preliminary to the inquiry shall, where such inquiry is held, (a) on application, be defraycd by the applicants thereof or out ofthe assets of the Society or by the members of the Society, 26 HARYANA GOVT GAZ. (EXTRA.). MAR. 2012 (CHTR. 8. 1934 SAKA) in such proportion as the District Registrar may, by order in writing direct; and (b) on a reference from the District Collector or the Government or the District Registrar •s, own motion, be defrayed out of the assets of the Society and shall be recoverable as arrears of land revenue. (5) A person holding an inquiry shan have, at all reasonable times, free access to all the documents and shall have power to call upon any office bearer or officer to produce any of the document. as he may direct. (6) It shall be the duty of all office bearers or offccrs, who were or are holding office, to furnsh the {nquiry Officer with ail the information or document in their possession. O) A person holding an inquiry may summm and examine any person on oath who, he has reason to believe, has knowledge of any affairs of the Society and may summon any person to produce any books of accounts or documents belonging to him or in his custody, if the person holding the inquiry has reason to believe that such books of accounts or documents contain any entries relating to transactions of the Society. (8) A person holding an inquiry may, if in his opinion it is necessary for the purpose of inquiry, seize any or all the documents: Provided that any person from whose custody such documents are seized shall be entitled to a receipt thereof and make copies thereof. (9) If the inquiry is held by a person other than the District Registrar then he shall send the report to the District Registrar and the District Registrar shall make a report to the Registrar alongwith his recommendations. Ifthe inquiry is held by the District Registrar himself, he shall fonvard the report to the Registrar alongwith his recommendations. (IO) The inquiry report shall be communicated to the Society and the applicants, if any. Action on SS. The Registrar shall consider the inquiry report alongwith the Inquiry report recommendations of the District Registrar, if any, and take any of the following (1) where no irregularities, whatsoever, ofprocedural or maærial nature, are found to have been committed by the Governing Body, he shall order closure of the inquiry alongwith infonnation thereof to the Society and complainants, if any; or (iD where the irregularities or violations committed by the Society are found to be of procedural nature, which are rectifiable, he shall direct the Society to take recourse to such corrective measures wifin such time, as he may direct: HARYANA GOVT. GAZ. (EXTRA.), M 'X R 28 (CHTR. 8. 1934 SAKA) Provided that where a Society fails to carry out the directions, the Registrar shall forward the matter to the Registrar General atongwith his recommendations for appropriate action against the Society; or (iii) where the irregularities or violations committed by the Society are found to be of a serious or material nature (e.g. relating to memberships, financial mis-rnagement or financial irregularities or fraud or subversion of the objects of the Society), the Registrar shall forward the matter to the Registrar General alongwith his recommendations for appropriate action against the Society; or (iv) pass any other appropriate order to meet the ends of justice.

56. (1) On receipt of report or recommendations of the Registrar, if the Registrar General is of the opinion that a case is made out for supersession of the Governing Body, he shall issue a show cause notice of the action proposed to be taken in this regard and consider the response of the Society, and grant an opportunity of hearing, if so requested. (2) lhe Registrar General, after considering the reply, shall pass an order and may appoint an Administrator to manage the affairs of the Society with such directions as deemed appropriate. The orders passed by the Registrar General in this behalf shall be final and absolute. (3) The Administrator shall be a Class-I officer or ofequivalent rank in the Service of the Government or any statutory authority or such person who may have retired from a Class—I or equivalent position from the State or the Central Govemment or a statutory authority. (4) Where a retired person is appointed as the Administrator, the Regisü•ar General may also fix the honorarium or remuneration to be paid to the Administrator during the course of his appointment at the prescribed rates and direct such expenditure to be defrayed out of the funds of the Society. (5) The Administrator may be appointed under sub-section (3) above for a period which shall not exceed one year in the first instance but whose term may be extended for such ftrther period, as considered necessary, subject to the same not exceeding three years in total. (6)

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premises under its control, order an inquiry to be conducted by the Registrar or any other officer authorized by him. C) On receipt of inquiry report, the Registrar may, give a show cause notice to the Society specifying briefly of the proposed cancellation. A cancellation of a society with no assets and liabilities. Cancellation of registration upon Inquiry. 30 HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) Effect of cancellation. Dissolution on directions by Registrar. public notice inviting objections shall also be published after giving an opportunity to the Society and after issuing public notice inviting objections why the registration of the Society be not cancelled. After considering the objections filed by Society and public, the Registrar may cancel the registration. Explanation.—For purposes of this section, an activity shall be deemed to be unlawful if such activity is an offence punishable under any provision of law, for the time being in force

60. When the registration of a Society is cancelled, the Society shall forthwith cease to carry on its business, except in so far as it may be required for the beneficial winding-up of its affairs, for which purpose it shall pass a special resolution and dissolve itself in the manner as provided in the Act: Provided that the liability of office bearer shall continue and may be enforced as if the registration of Society has not been cancelled.

61. (1) Where the registration of a Society is cancelled, the District Registrar shall,— (i) direct the Society to complete the process of its dissolution i.e. pass a special resolution, collect all its receivables, and settle all its liabilities, provide the details of any of its assets left over after settlement of the liabilities, and submit a proposal for its left over assets to any other Society in existence with identical aims and objects; (ii) assess the credentials of a Society to whom any such assets are proposed to be transferred by the Society under clause (i) above and may either approve such proposal or direct the Society to place such assets at the disposal of the District Collector; (iii) constitute a committee of members of such Society to carry out the process of dissolution of the Society where there is no Governing Body or General Body to carry out the directions under (i) above; (iv) be competent to complete the dissolution of the affairs of the Society of his own or by appointing any of his subordinates to do the needful where it is not found feasible to constitute a committee of members of such Society. He shall associate any two members from any other Society in existence for the purpose. C) If on dissolution and after settlement of all the liabilities, a Society is left with any moveable or immovable assets, the District Registrar shall, in the first instance, make efforts to transfer all such assets to any other Society in existence with identical aims and objects in operation against a proper receipt, failing which, all such assets shall vest in the custody of the District Collector. HARYANA GOVT. GAZ. (EXTRA). MAR. 28, 2012 (CHTR. 8, 1934 SAKA) 31 (3) Where any assets are placed at the disposal of the District Collector, he may either direct the transfer thereof to a Society in operation with identical aims and objects or use such assets preferably for the same purpose or for any other public purpose. 62. (1) A Society may resolve to dissolve itself by passing a special resolution in a meeting of the General Body or the Collegium, as the case may be, convened for the purpose. (2) On the passing of the special resolution under sub-section (1) above, the Governing Body shall take all necessary steps for settlement of all claims and liabilities, as it may consider appropriate in accordance with its Bye-laws and if there are no Bye-laws, in accordance with the provisions of the Act. (3) If any dispute arises amongst the members of the Society, the Governing Body, or the special committee, as the case may be, regarding the winding up of the affairs of the Society, it shall be referred to the District Registrar for such directions, as he may consider appropriate: Provided that the special resolution for dissolution of the Society shall not be deemed to be a matter in dispute. (4) If the Central Government or Government or any of its instrumentalities is a member or for a contributory to or otherwise interested in any Society, such Society shall not be dissolved without the consent of the Central Government or Government, as the case may be. (5) After all necessary steps have been completed, the Governing Body shall send a report to the District Registrar, mentioning about the surplus assets, if any. (6) The District Registrar shall thereupon cause a public notice issued at the expense of the Society inviting objections from any person interested in the affairs of such Society within the period specified in the notice, which shall in no case be less than three months. (7) If no objection is received from any claimant, creditor or member of the Society within three months from the date of issue of such public notice, and after the surplus assets, if any, have been disposed of as provided in the Act, the District Registrar shall make an order confirming the dissolution and thereupon the Society shall stand dissolved. The District Registrar shall record the order of dissolution in the register maintained in his office and strike off the name of the Society from the register of Society. (8) If any objection is received from any claimant

or creditor or member or any other interested person within five period as aforesaid, the Registrar shall not make an order confirming the dissolution of the Society unless he is satisfied that the relevant claim or liability have been duly settled and the surplus assets, if any, have been disposed of as provided in the Act.

Dissolution by special resolution. 32 HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) **Dissolution by Registrar.** Disposal of assets. District Registrar to make up account after winding up of Society. Chapter to override other provisions of Act. 63. (1) Where the registration of a Society is cancelled and it is found to be meriting dissolution under section 57 or where the Government decides to dissolve a Society under section 62, the Registrar General or the Registrar, as the case may be, shall order dissolution of such Society in accordance with the procedure specified under the relevant sections. (2) Upon dissolution of a Society under sub-section (1) above, the Registrar General or the Registrar or the District Registrar, as the case may be, shall take action for winding-up the affairs of the dissolved Society in accordance with the provisions contained in the Act. 64. (1) Where any surplus assets are left after the settlement of its claims and liabilities, such assets shall not be paid to or distributed amongst the members of the Society but shall be taken over and vest in the custody of Government: Provided that in case a Society is registered for the purposes of the Haryana Apartment Ownership Act, 1983 (Act IO of 1983), a housing Society or a resident welfare association registered as a Society for the operation, management and maintenance of facilities for the residents or civic amenities of any defined area, the successor-in-interest shall step in the shoes of original member subject to fulfillment of qualifications as laid down in the Bye-laws of the Society and the provisions of the Act (2) The Government shall place such assets at the disposal of the District Collector, who may, - (i) in the first instance identify any other Society in operation with identical aims and objects and transfer such assets to such Society; or (ii) use such assets, preferably for the purpose for which such assets were created, or for any other public purpose, as deemed appropriate. 65. (1) As soon as the affairs of a Society are completely wound-up, the District Registrar or his nominee, if any, shall make up an account of the winding-up showing how the winding up has been conducted and the property of the Society has been disposed and call a General Body meeting for the purpose of placing before it the account and giving any explanation in respect thereof. On conclusion, the Society shall stand dissolved and name removed from the register (2) The records of accounts shall be maintained for a period of three years from the date of dissolution. In case any matter pertaining to any such Society is pending before any court, such records shall be maintained till the final disposal by the competent court. **CHAPTER SPECUL PROVISIONS IN RESPECT OF STATE-AIDED SOCIETIES** 66- The provisions of this Chapter shall be State Aided Society and shall have effect notwithstanding anything contrary contained in the Act or HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) 33 any other State law for the time being in force and any reference to the word 'Society' in this Chapter shall mean a State Aided Society. 67. The Government shall have the powers to issue such directions to a State Aided Society, as may be considered expedient from time to time, with regard to the management of its membership, elections, financial management, audit and submission of documents on their working to the District Registrar or the Registrar. 68. (1) If, in the opinion of the Government, the Governing Body of any Society, - (i) makes default or is negligent in the performance of duties imposed on it; or (ii) commits acts which are prejudicial to the interests of the Society, its members or public at large; or (iii) fails to resolve disputes with regard to the eligibility of members; or (iv) fails to hold elections of the Governing Body; or (v) is otherwise not functioning properly, it may, after giving a show cause notice, direct the supersession of the Governing Body and appoint an Administrator, along with or without constitution of a committee of persons to assist him for a period not exceeding two years in the first instance: Provided that the period may be extended and continued at the request of Administrator but it shall not exceed five years in continuity. (2) The Administrator shall, subject to the overall control of the Registrar General and such directions as may be received from him, have the powers to exercise all or any of the functions of the Governing Body of the Society and take action as may be required for proper management of the Society. (3) The Administrator so appointed shall, before the expiry of his term, make efforts to arrange for the constitution of the Collegium, if applicable and the Governing Body, as the case may be, in accordance with the Bye-laws, provisions of the Act and the rules made thereunder. (4) The Registrar General may fix the honorarium or remuneration payable to the Administrator or the member of the committee with the approval of the Government and direct such expenditure to be defrayed out of the Funds of the Society. 69. (1) The

Government may, after giving a show cause notice and for reasons to be recorded in writing, order dissolution of a Society with effect from such date, as may be specified in the order. Powers Of the Government to issue directions Supersession of Governing Body and appointment of Administrator. Dissolution. 34 HARYANA GOVT. GAZ. (EXTRA.). MAR. 28. 2012 (CHTR. 8. 1934 SAKA) (2) Where the Governing Body stands superseded under section 68 Effect of dissolution. Powers to divide or amalgamate State Aided Societies. and the affairs are being managed by an Administrator appointed by the Government and the Administrator reports to the Government that it is not feasible to hold the elections of the Governing Body, for whatsoever reasons, it shall be competent for the Government, by an order and for reasons to be recorded in writing, to dissolve the Society with effect from such date as may be specified in the order. 70. (1) If the Government orders dissolution, it shall, after settling the liabilities, if any, of the dissolved Society, take over its assets and properties, whether movable or immovable and transfer the same to any other Society having identical or similar objects, and where there is no such Society, the property shall vest in the custody of District Collector, until a Society having identical or similar objects is formed, where after the properties shall be transferred to such Society. (2) On the dissolution of a Society, the registration of the Society shall stand cancelled and it shall cease to exist as a body corporate. Q) Where, in the opinion of the Government, it is necessary and in 71. larger public interest to divide a Society or amalgamate two or more Societies, it may, by order and from a date fixed therein, direct the division or amalgamation of such Societies, as the case may be. (2) The Government shall, before issuing an order either dividing a Society or amalgamating two or more Societies under sub-section (1) above, communicate to the Governing Body or bodies concerned the proposal to divide or to amalgamate the Societies, the case may be, fix a reasonable time for the Governing Body or bodies for making a representation against the proposal and consider the representations, if any, received from the body or bodies. (3) Where there is no duly elected Governing Body in place in respect of any one or more of such Societies and the affairs of any such Society are being managed by an Administrator or through any adhoc arrangement and there is a situation of deadlock or stalemate with regard to the elections of the Governing Body, the Government may, on the recommendations of the Administrator, take a decision in such cases for reasons to be recorded in writing. (4) The order referred to in sub-section (1) shall contain the particulars of constitution, authorities, property, rights and interests, liabilities, duties and obligations of the Societies or Society concerned. (5) Where a Society is divided or where two or more Societies are amalgamated, the of the Society or Societies divided or amalgamated, as the case may be, shall stand cancelled and the concerned Society or Societies shall cease to exist as corporate bodies. The Registrar shall issue the necessary certificate of registration wherever a new Society is formed under sub-section (1) above. UARYANA GOVT. GAZ. (EXTRA.). MAR. 28. 20i2 (CHTR. 8. 1934 SAKA) CHAPTER W VIOLATIONS, FSNES AND PENALTIES .35 72. If a Society fails to comply with any of the requirements of the Act or contravenes any of the provisions thereof, then the Society in default shall be punishable with fine, as may be prescribed, which may extend to two thousand rupees, and in case of a continuing default or contravention, with fine which may extend to one hundred rupees for every day during which the default or contravention continues

73. If an officer or any employee of the Society knowingly or willingly makes or causes to be made any false entry in, or any omission from any register, account, balance-sheet, or other document, required to be maintained by a Society under the Act, he shall be punishable with penalty which may extend to five thousand rupees and may be removed from such position or membership of the Society forthwith

74. If any officer or any employee knowingly or willingly makes a false return or furnishes false information or wilfully or without any reasonable reason, disobeys any summons, requisition, or other lawful order or direction issued under the provisions of the Act or withholds or fails to furnish any information lawfully required from him by the District Registrar, Registrar or Registrar General or person authorised in this behalf under the provisions of the Act, shall be punishable with fine which may extend to five thousand rupees, and in the case of a continuing default or contravention, with fine which may extend to one hundred rupees for every day during which the default or contravention continues

75. The District Registrar may, upon an application in writing by any Society and on sufficient cause being shown, allow further time to such Society to comply with any of the provisions of the Act on payment of such late fees, as may be prescribed: Provided that the extended period so allowed shall not be more than the time permissible under the Act or the rules made thereunder for any such

compliance. CHAPTER VI [LEGAL PROCEEDINGS] 76. A Society registered under the Act shall be a Body Corporate by the name under which it is registered and a common seal. The Society shall be entitled to acquire, hold and dispose of property, to enter into contracts, to institute and defend suits and other legal proceedings and to do all other things necessary in furtherance of its aims and objects, for which, it has been established. 77. (1) A Society may sue or be sued in the name of the President, the Secretary or any office-bearer authorised by the Governing Body in this behalf and may bring or defend any action or other legal proceedings touching or concerning any property or any rights or claims of the Society. Penalties for non-compliance Penalty for falsifying any document. Penalty for furnishing False information or disobeying summons. Requisition or other order or direction Power of District Registrar 10 condone delay in certain cases Society to be a Body Corporate. Suits and proceedings by and against the Society 36 HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) (2) No suit or proceedings shall abate by reason of any vacancy or Prosecution of members. Appeals and review. Acts not to be by certain defects. Mode of service. Fees for various purposes to be fixed by the Government. change in the holder of the office of the President, the Secretary or any office-bearer authorised under sub-section (1) 78. Every member of a Society may, be sued or prosecuted by the Society, for any loss or damage caused to it or its property or for anything detrimental done by him against the interest of the Society. 79. (i) An appeal against any orders passed by the District Registrar shall lie with the Registrar and the appeal against the orders passed by the Registrar shall lie with the Registrar General. The orders passed by the Registrar General in any such appeal shall be final and no further appeal shall be competent against his orders. (2) Where an order originates from the Registrar General, an appeal against such order shall lie before the Government. (3) Any appeal shall be filed within a period of sixty days of the date of issue of the impugned orders. The appellate authority may entertain an appeal beyond this period up to a maximum of another sixty days on sufficient grounds for condonation of delay being shown. (4) Every appeal shall be accompanied with the fee as prescribed. (5) The District Registrar, Registrar or the Registrar General may suo motu or on an application received in this behalf from any party that any order has been passed which is based on some erroneous facts or carries some patent error or suffers from some inadvertent mistakes, may review its order within ninety days of its passing with the prior permission of the next higher authority 80. Save as otherwise expressly provided in the Act, no act or proceedings of a Society or any of its office bearer shall be deemed to be invalid merely on the ground of any vacancy or defect in the organisation of the Society. 81. (1) Any notice, order or requisition meant for a Society or for the Governing Body thereof to be issued by the Registrar, Registrar or the Registrar General or any other person or body shall be served on the President or Secretary of the Society, and service on the President or Secretary of the Society shall be effectual as if the same had been served on every member of the Society. (2) The notice, order or requisition to the President or Secretary of the Society shall be sent by registered post or by any other mode, the service delivery of which can be tracked, at its registered office and once dispatched, it shall be deemed to have been served upon the Society. 82. (1) The Government shall prescribe the fees payable for following purposes, namely:— (i) application for approval of name; (ii) application for registration of Society; HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) 37 (iii) (v) (vi) (vii) filing or recording or registering any document required by the Act or the rules made thereunder; inspection of documents in the custody of the Registrar; making or granting copies of any entries or documents before or after registration; filing of appeals; and such other matters as appear to the Government necessary to give effect to the purposes of the Act including late fees. (2) All fees and penalties payable under the provisions of the Act, if not paid, shall be recoverable as arrears of land revenue. The amount so collected shall be credited to the consolidated fund of the State. 83. (1) All documents filed by a Society with the District Registrar under the Act shall be deemed to be public documents and can be accessed by any citizen under the provisions of the Right to Information Act, 2005. To that extent, every society registered under the Act shall be deemed to be a public office for the purposes of the said Act and shall be liable to supply the requisite information against the fee prescribed by the Society, if any, for that purpose. (2) Notwithstanding the above, information relating to all other proceedings and internal processes of the working of a Society is within its exclusive jurisdiction and accessible to the members of such Society and the offices of the District Registrar and Registrar 84. The Government may, as soon as possible, introduce e-governance for effective and efficient administration of the provisions of the Act, and upon implementation of such a solution, all or part of the

transactions, forms, payments, and other services under the Act, may be administered in the electronic; online mode

85. The Government may, by general or special order and keeping in view special circumstances and larger public interest exempt any Society or class of Society from any of the provisions of the Act: Provided that the exemption shall be granted only for a period of one year and which may be extended by another year only for the reasons to be recorded: Provided further that the exemption may be granted only for a particular provision and not from the whole of the Act and except for the provision from which exemption has been granted, all other provisions shall be applicable

86. The Government shall be competent to issue such directions to any Society, as may be necessary, for the proper enforcement of the provisions of the Act and the rules made thereunder.

81. (1) The Government may make rules for carrying out the purposes of the Act. Applicability of provisions of Right to Information Act, _overnance online transactions. Exemptions Power to issue directions. Power to make 38 HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) (2) [n particular and without prejudice to the generality of the foregoing power, such rules may provide for,— (i) (iii) (iv) (v) (vii) (viii) (x) draft Bye-laws; conditions and procedure to be followed in making, amending and abrogating Bye-laws; forms and documents required for the registration of Society; Forms and Registers required to be maintained; Annual and other returns to be filed alongwith fee; manner and verification of various forms of accounts, returns and registers; qualifications of Administrator, members of the Committee to assist the Administrator, returning officers, observers, and of the persons authorised to hold inquiry; procedure to be followed for dissolution of a Society; inspection of documents kept by the Registrar and the grant of copies thereof; custody of books, papers and documents in the Registrar's office and the destruction of such books, papers and documents; any other matter for carrying into effect the provisions of the Act. Act to override other laws. Bar of Jurisdiction. Power to employ. Power to remove difficulties

88. Save as otherwise expressly provided in the Act, the provisions of the Act shall have effect notwithstanding anything inconsistent therewith contained in any other State law for the time being in force.

89. Q) No Civil Court shall have jurisdiction to entertain or proceed with a suit, settle, decide or deal with any matter which, under the Act, is required to be settled, decided or dealt with by an authority under the Act. (2) No order of the Government, Registrar General, Registrar or District Registrar made under or in pursuance of the Act shall be called in question in any court

90. A Society may employ officers and officials for day to day conduct of its management or operations: Provided that no member of the Society shall be in the employment of the Society. If any difficulty arises in giving effect to the provisions of the Act in the first three years from the date of commencement of the Act, the Government may, by HARYANA GOVT. GAZ. (EXTRA.), MAR. 28, 2012 (CHTR. 8, 1934 SAKA) 39 order published in the Official Gazette, make such provision or give such directions not inconsistent with the provisions of the Act, as appears necessary or expedient for removing such difficulty.

92. (1) The Societies Registration Act, 1860, in its application to the Repeals and savings. territorial jurisdiction of the State of Haryana is hereby repealed. (2) Notwithstanding such repeal, anything done or any action taken under the said Act (including any order, rule, regulation, instructions, certificate or Bye-laws) in the exercise of any power conferred by or under the repealed Act shall be deemed to have been done or taken in the exercise of the powers conferred by corresponding provisions of the Act. (3) Any Society registered at any place in the State of Haryana under the Societies Registration Act, 1860, shall be deemed to have been registered under the Act, and its principal office shall be deemed to be the registered office: Provided that— (i) the Memorandum and the Bye-laws of any such Society, to the extent these are repugnant to or inconsistent with any of the provisions of the Act and the rules made there under, shall be brought in conformity with the provisions of the Act within a period of two years from the commencement of the Act or within such further period as the Government may allow, and thereafter, to the extent of such repugnancy or inconsistency, be deemed to be void and of no effect; (ii) any officer elected or appointed to and holding office immediately before the commencement of the Act shall continue to hold such office until the expiry of his term of office or until such office is lawfully terminated; (4) Nothing under the Act shall affect any right, privilege, obligation, liability or punishment under the repealed Act: Provided that any investigation or proceedings, including proceedings for dissolution, or the supersession of the Governing Body or appointment of an Administrator commenced before the coming into force of the Act, shall be continued and conducted in accordance with the provisions contained in this Act.

MANJIT SINGH, Secretary to Government, Haryana, Law and Legislative Department. GAZ. (F.X JCNE 21 . 20 12 1 1934 SAKA) 2279 [Authorised English]

HARYANA GOVERNMENT IN'D (IS TRIES AND COMMERCE DEPT, PARCMFNC Notification The 21st June, 2012 • In exercise of the powers conferred by No. S.O. 51/11A1/2012/S.87/2012. section 87 of the Haryana Registration and Regulation of Societies Act, 2012 (Act I of 2012) the Governor of Haryana hereby makes the following rules, namely - . 'These rules may be called the Haryana Registration and Regulation of Short Societies Rules, 2012 (1) In these rules, unless the context otherwise requires "A c," means the Haryana Registration and Regulation of Societies Act, 2012 (Act I of 2012): (ii) "Appendix " means an Appendix annexed to these rules; (iii) "Form " means form appended to these rules. (2) The words and expressions used but not defined shall have the same De linitions meaning as assigned to them in the Act. 11 of () An association of persons desirous of registering itself as a Society, 3 name it shall file an application in

Form I with the District Registrar concerned for approval of the name of the Society under sub section (1) of section 8 of the Act, proposing three names in order of priority and it shall be accompanied by the fee set out in the Schedule of Fee as mentioned in Appendix-I. (2) The District Registrar shall process the application keeping in view the provisions contained in section 7 of the Act and approve the name following the priority stated in the application and communicate the same in Form I-A. In case the District Registrar does not find the proposed name fit for approval, he shall communicate the reasons for refusal of approval of the name and directing applicant to propose alternate names. The name approved by the District Registrar shall remain valid for a (3) period of one hundred eighty days from the date of issue of letter of approval and the applicant shall be required to register the Society under the said name within such period. In case the Society is not registered under the name within the stipulated period, the approval shall lapse. Application for re-registration of a Society shall be made to the District Registrar concerned in Form-II along with the documents specified therein and shall be accompanied by the fee set out in the Schedule of Fees as given at Appendix-I. 5. The District Registrar shall issue a certificate of registration of the Society within seven working days in Form-III in terms of provisions contained in sub-section (1) of section 9 of the Act. Society registered by the District Registrar shall be allotted unique number, which shall comprise the initials or the State, the District, the Year of Registration and the Registration Number in Form-III (1) The District Registrar shall cause to be maintained an alphabetical index of the Societies registered by him in Form -I V. (2) The District Registrar shall thereafter assign a page or pages for each Society in the register of Societies in Form -V and maintain the same updated at all times in terms of the provisions contained in sub section (1) of section 9 of the Act. 8. (1) Every existing Society shall apply to the District Registrar for allotment of a new registration number in Form-VI within a period of one year from the date of coming into force of the Act without any fee or within next six months on payment of fee set out in the Schedule or contained in Appendix-I in terms of provisions contained in sub section (4) of section 9 of the Act. The Society shall file the application and submit the requisite documents along with a certificate from the office-bearer duly authorized by the Governing Body to the effect that the Memorandum and the Byelaws of the Society, as being presented before the District Registrar, conform to the provisions of the Act and the model byelaws. (2) After scrutiny of the application and the documents filed by the existing Society, the District Registrar shall allot a new registration number under rule 6 and issue a fresh certificate of registration in Form-VII. (3) All applications received for allotment of a new registration number may be examined and kept separately. The process of allotment of new registration numbers shall commence after expiry of the period of one year or the extended period. 9. (a) Within the same district - The intimation pertaining to change of registered office or (1) a Society shall be filed with the District Registrar in Form-VIII (2) HARYANA GOVT GAZ. JUNE 2, 2012. 1934 SAKA) along with certified copy of the resolution of the Governing Body, certificate of registration in original, along with mentioned in Appendix -I within a period of thirty days of the date of such change. The District Registrar shall take on record the change of address, make the necessary endorsement on the original certificate of registration as well as in the register of societies and return the original certificate to the Society. (b) Outside the district — (2) (3) In case of change of registered office from one district to another district, the application pertaining to change of registered office shall be filed in Form V III-A with the Registrar of the District in which the Society is registered along with a certified copy of the resolution of the Governing Body, certificate of registration in original, along with fee mentioned in Appendix -I The District Registrar shall in the first instance examine the application and verify that the Society has filed all the documents and returns due from it as on the day. Upon his satisfaction, he shall record his 'No Objection' in Form V III-B to the application and endorse the Society's original file containing all the documents, with due pagination, to his counterpart for recording the shifting of the registered office of the applicant society and issue of a new registration certificate. The District Registrar shall also record such event in the register of Societies maintained in his office and shall retain one set of the vital documents in his office. A copy of the endorsement to the District Registrar of the new District shall also be sent to the applicant Society for its information; The District Registrar of the district to which the

registered office of the Society has been resolved to be shifted shall, on receipt of the document tile of the Society from his counterpart, take on record the said documents and issue a fresh certification of registration to [he Society within a period of thirty days from the date of receipt of documents while retaining the year ot its registration intact as per the förmät in Form VIII-C. (a) By the Society of its own-

(1) 'The General body shall pass a special resolution authorizin(' any Change in name office-bearer or member of the Governing Body ofthe Society to make an application to the District Registrar for approval of an alternate name as per procedure prescribed for approval of name under rule 3. Register Ut ot tnerbns (2) upon approval ofthe new name. the appkel-tnt shul! like un applic.Ition in Form — IX tor change of nume atony with the -:et out in Scheduic of {ee in Appendix-I, and the l)istrict Shull allow and re2i.s!ct• (hk in of provisions contained in sub-secuon () u} cetlificdte ofregistration in Form IX.A. (b) By the order of Registrar (1) Where the Reuistrar issues directions to d Society tor chunge of its name in tertii.s of sub-section) ('t* section j 3 of the the Bod', shall place such directions before the (ienerd(or Cottegiutn. case he. för implementation of such directions and r, d specidl ot' the Society as directed bs the Re'2istrar_ (2) i'he General body or Collegiums shall pass d special resolution authorizing any cilice bearer or member ofthe Governing Body to tn,lkc an application in Form- IX to the District Registrar tor approvdl of an allernate namc per procedlllt-• luid down under rule 3. (3) Ipon approval of the alternate name. the authori/ed representative shall tile an application tor channee ot" name. which shall bc dilowed by the District Registrar. who shall issue d fi•esh certificate of registration in Form IX-B. Every Society shali presci ibe in 11. •.nanner of application tor admitting Inembecs to the Society and the collipeaent io to decide such applications as per Form-X. payrnent ot•metnbcrship tee shaii Ill,ide by lhc applicant his bank account [hrough Bank Instrument Demand l)ruft,• Pay ()rder Cheque) and in no case be accepted in cash.

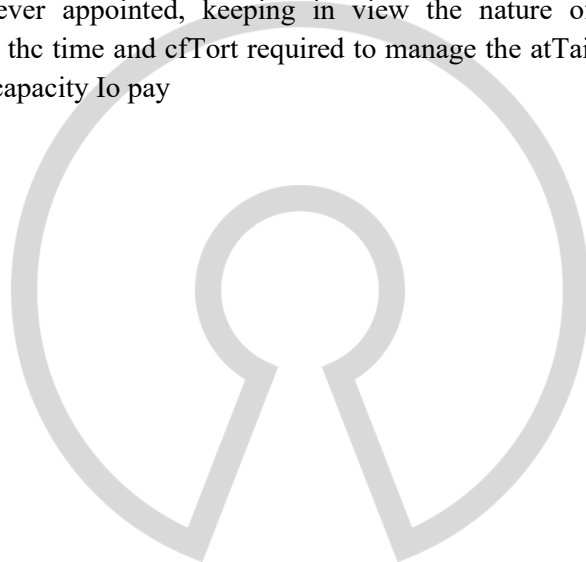
(2) Every Society shall issue an identity card to every pet son admitted as member containing the particufars yiven in Form-XI in terms of section Act. The Society may decide about the validity or renewdl of 'uch identity card such intervals as deemed appropriate. r he register ofhnetnbns in terms of sub-section (f) ot- section 18 shall he 12. maintained by the Society in Form-XII. In case the Iota] number of memhrs is more lhan 300. it shall prescribe in its byelaws the constitution of elecrcoral cotteges and shall, in addition, maintain a register ofthe electorat colleges and the members elected by each of such electoral colleges in Form-XIII and register of collegium in Form-XIV. livery Society Shull tile updated list of with (he ()istt 13. Registrar, separately showinz inclusions ,ltld de'cnuns. it' any. dut the precedine I 'ARYAN AGOV l'. GAZ. (EX [R NE 21, 2012 1934 SAKA) financial year in Form-XV within sixty days the close of the financial year in compliance the provisions contained in sub-section (3) of section 18 or the Act. in physical or electronic 1110dc

14. Where the District Registrar decides to verify the credentials and genuineness of members in exercise of powers conferred under sub-section (5) of section 21 of the Act, he shall follow the process as under: - (i) (vi) in case the number of members is less than one thousand, cause individual notices to be sent to such members by registered post at the address contained in the register of members maintained by the Society in the first instance calling upon them to appear before him alone with supporting identity documents as per the schedule (date and time) as may be indicated in such notice; where the number of members whose credentials are to be verified exceeds one thousand, cause the issue of a public notice addressed to the members indicating his decision to verify the genuineness of the members with a view to inviting them to appear before him at such time and place as to be indicated in the individual notices: take a decision on accepting the genuineness or otherwise of the members appearing before him; after completing the process under sub-clause (i) above and with a view to informing the left out members, he shall cause another public notice to be issued, which shall be a second opportunity, calling upon all the left out members to appear before him as per the schedule indicated therein, where a member is not able to present himself in person on the date so fixed by the District Registrar, for whatsoever reasons, his name shall be included in the list of defaulting members with no voting rights for a period of one year. The membership in such case may be revived and activated as soon as he appears in person before the District Registrar within such period of one year. In case the member does not appear in person before the District Registrar in spite of two opportunities granted him, his name shall be struck off the register of members: the proceedings under this rule shall be conducted at the expense of the Society. The Memorandum of Association and the Bye-laws shall be prepared in accordance with the provisions contained in sections 24 and 25 of the Act. The Society shall generally follow the model memorandum and the byelaws set out in Appendix-I, II and III of these rules: Provided that a Society may include or exclude any or all such provisions in its bye-laws as required keeping in view the nature and scope of its activities and operations, and which may or may not find a mention in the model byelaws subject to the condition that such additions or omissions are not inconsistent with the provisions of the Act and these rules. Sub-section (3) Section 29 of the Act provides for the quorum for the meetings of the General Body. It is to be not less than 40% of the total members or the Society. In case the minimum stipulated quorum is not present in the meeting of the General Body: (a) if the meeting so convened, the meeting shall be adjourned to another date, of which a proper notice shall be issued. 17. (I) Any amendment in the Memorandum and the Bye-laws resolved by the Society shall be filed in the office of the District Registrar in terms of sub-section (3) of section 26 in

Form-XVI alongwith the Intentioned in Appendix -I prescribed time and certified copy of the Special Resolution. (2) The District Registrar shall register such amendment in terms of sub-section (3) of section 26 and communicate the same to the Society in Form X VI-A. (3) In case the District Registrar refuses to register the said amendment, he shall communicate the reasons for such rejection to the Society within the time specified therefor. (1) Where a Society has more than three hundred members and it is required to constitute electoral colleges in accordance with sub-section (3) of section 32 of the Act, it shall decide on the number of electoral colleges, not exceeding three hundred, to be created so as to include maximum participation of members. The number of electoral colleges should be at least five times the number of members (including the office-bearers) of the Governing Body. Guidelines and Illustrations given in Appendix- 2 may be referred for guidance purposes in this behalf. (2) the constitution of an electoral college may be determined by a Society following any one or a mix of the following criteria. (a) on the basis of straight numbers. i.e. Membership No. 1 to 30 constituting one college. Membership No. 31 to 60 constituting another College and so on and so forth, or HARYANA GOVT. GAZ. 2012 (JYS-r.31. 1934 SAKA) 2285 (b) on the basis of geographical spread of the members i.e. members residing in Ward 2 of a Municipal Town or Villages 'X' 'Y' and 'Z' constituting one electoral college and so on and so forth; or (c) on the basis of professional or qualification criteria i.e. an electoral college consisting of Advocates, another college consisting of Professionals (Doctors, CAs, Engineers, Architects etc.), still another college consisting of Post-graduates, another college consisting of graduates, another consisting of persons belonging to the teaching profession, another one consisting of social workers and so on and so forth, or (d) On the basis of sizes/ categories of dwelling units in the case of Societies formed in pursuance to the Haryana Apartment Ownership Act (Illustration 4 in Appendix-2 may be referred). 19. (1) Every Society shall maintain a register showing the names, addresses and occupations of the persons appointed/ elected as the office-bearers/members of the copy of Register of Governing Body in Form No. XVII and shall file a list of elected office bearers/ members of Governing Body with the District Registrar within a period of thirty days from the date of appointment or election of office bearers, as required under clause (i) of sub-section (4) of section 33 of the Act. (2) Every change in the members of the Governing body shall be filed with District Registrar in Form XVII-A within thirty days from the date of such change as required under clause (ii) of sub section (4) of section 33. (3) Every Society shall file an annual return of updated list of office-bearers/members of the Governing Body with the District Registrar, separately showing inclusions and deletions, if any, during the preceding financial year in Form XVII-B, within sixty days of close of the financial year in compliance with the provision contained in clause (iii) of sub section (4) of section 33 of the Act

20. Remuneration or the Honorarium to be paid to the Administrator/ Remuneration Returning Officer/ Observer/ the adhoc Committee/ and the members of the Committee. constituted to assist the Administrator — A. In case of appointment of the Administrator/ Returning Officer/ Observer/ Adhoc Committee by the District Registrar under sub-sections (10) and (11) of section 39 of the Act: (1) Wherever the person appointed as the Administrator/ Returning Officer/ Observer is in active service of the Government or a statutory body, he shall not draw any remuneration but may be paid honorarium for such additional 2286 HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYS-r. 31, 1934 SAKA) responsibilities. However, where a retired person is appointed as the Administrator, he may be paid remuneration for his services. The remuneration or honorarium under sub-rule (1) above may be (2) decided and determined to be paid either on lump-sum basis or on monthly basis linked with the deliverables, as considered appropriate and justified. (3) The remuneration or the honorarium, as the case may be, shall be determined by a Committee comprising of the following:- (i) Deputy Commissioner of the concerned district as Chairman, (ii) Sub-divisional Magistrate as Member: (iii) District Registrar. as the Member-Secretary. (4) While determining the remuneration or the honorarium, the Committee shall take into account the nature of responsibilities, the size of operations of the Society, the time and effort required to manage the affairs of the Society, the Society's financial position and its capacity to pay. However, such remuneration for an Administrator should generally not exceed the last pay drawn by him minus the pension in the case of a retired person and the honorarium should not exceed 20% of the gross pay of a serving person. (5) Similarly, the Committee headed by the Deputy Commissioner may also determine the remuneration/ honorarium for the members of an Adhoc Committee, wherever appointed, keeping in view the nature of responsibilities, the size of operations of the Society, the time and effort

required to manage the affairs of the Society, the Society's financial position and its capacity to pay. B. In case of appointment of the Administrator/ Returning Officer/ Observer/ a Committee to assist the Administrator by the Registrar General under sub-section (3) of Section 56 of the Act and sub-section(4) of section 68 of the Act: (1) Wherever the person appointed as the Administrator Returning Officer/ Observer is in active service of the Government or a statutory body, he shall not draw any remuneration but may be paid honorarium (or such additional responsibilities. However, where a retired person is appointed as the Administrator, he may be paid remuneration for his services. The remuneration or honorarium under sub-rule (1) above may be (2) decided and determined to be paid either on lump-sum basis or on monthly basis linked with the deliverables, as considered appropriate and justified. (3) The remuneration or the honorarium, as the case may be, shall be determined by a Committee comprising of the following; GOVT. GAZ. (EXTRA.), JUNE , 2012 (JYST.31, 1934 SAKA) Registrar General of Societies as the Chairman; Registrar of Societies, as the Member-Secretary; Sr. Accounts Officer in the Office of Director Industries & Commerce. (4) While determining the remuneration or the honorarium, the Committee shall take into account the nature of responsibilities, the size of operations of the Society, the time and effort required to manage the affairs of the Society, the Society's financial position and its capacity to pay. However, such remuneration for an Administrator should generally not exceed the last pay drawn by him minus the pension in the case of a retired person and the honorarium should not exceed 20% of the gross pay of a serving person. (5) Similarly, the Committee headed by the Registrar General may also determine the remuneration/ honorarium for the members of the Committee appointed to assist the Administrator, wherever appointed, keeping in view the nature of responsibilities, the size of operations of the Society, the time and effort required to manage the affairs of the Society, the Society's financial position and its capacity to pay



21. Every Society shall keep and maintain the following books of Books or accounts, namely:- (iii) (v) AccountS cash book showing daily receipt and expenditure, and the balance at the end of each day; receipt book, containing forms in duplicate/ counter-foils, one of each set to be issued with details for money received by the Society and other to serve as counterfoil; voucher's file, containing all vouchers for contingent and other expenditure incurred by the Society, numbered serially and filed chronologically; ledger showing consolidated and separate account of all items of receipt and expenditure; any other books/ registers/ sub-ledgers as deemed appropriate by the Governing Body.

22. (1) Every entry in the books of account required to be kept in terms of Writing or section 47 of the Act shall be made as and when any transaction takes place. Accounts (2) On receipt of any money, in cash or by cheque or any other instrument, a receipt recording the purpose of such receipt (e.g. membership fee or annual 2288 HARYANA GOVT. GAZ. (F.XVRA.), JUNF 2012 (JYST'. 19.34 SAKA) Ventionation ot' accounts, returns and regtsters Adoption of Annual Accounts and documents subscription or donation etc.) shall be prepared by the Society immediately and delivered to the payer. (3) Any voucher, duly signed by the payee in token of any payment or expenditure incurred, shall be obtained by the Society at the time any payment is made to him and such voucher shall be immediately filed in the file maintained for the purpose. The accounts, returns and registers of the Society specified in the Act 23. and these rules shall be verified by any two office-bearers/ members of the Governing Body of the Society and in each such account. return and register, the following declaration shall be endorsed by such office-bearers/ member of Governing Body in token of the verification, namely "We declare that the particulars furnished above are true and correct to the best of our knowledge and belief " (1) Every Society shall hold its Annual (General Meeting within a period 24. of six months of the close of the financial year for approval and adoption of its duly audited annual accounts. (2) The annual return of the list of members of the Society as specified under sub-section (3) of section 18 and clause (i) of sub-section (1 of section 50 shall be filed in

Form-XV within a period of sixty days of the close of the financial year or thirty days after holding the Annual General Meeting, whichever is earlier, along with fee as mentioned in Appendix I. (3) The annual return of the list of members of the Collegium as specified under clause (ii) of sub-section (1) of section 50 shall be filed in Form-XIV within a period of thirty days of holding the Annual General Meeting of the Society. (4) The annual return of the list of office-bearers and members of the Governing Body, as specified under clause (iii) of sub-section (1) of section 50 shall be filed in Form-XVII within a period of thirty days of holding the Annual General Meeting of the Society. (5) An annual report on the working of the Society by the Governing Body duly certified by the President and Secretary. (6) A copy each of the balance-sheet, receipt expenditure statement and the auditor's report duly certified by the auditor. and HARYANA GOVT. GAZ. (EXTRA.), JUNE. 21. 2012 (JYST. 31, 1934 SAKA) (7) A copy of the special resolution, as and when passed. 2289 (8) In case a Society fails to file any document or return within the period specified in the Act, it may file such documents within further period on payment of fine as mentioned in Schedule B of Appendix I. (1) Where one or more Societies resolve to amalgamate themselves into Amalgamation 25. one Society in accordance with the provisions contained in sub-section (1) of section and Division of a Society 51, or a Society resolves to divide itself into two or more societies in accordance with the provisions contained in sub-section (2) of section 51 of the Act, the said Societies or Society shall prepare a Scheme of amalgamation or division, as the case may be. Such a scheme of amalgamation or division shall, inter alia, contain the following, namely, (i) name and address of the Society, its Governing Body and objects; (ii) the financial position i.e. assets & liabilities of the Society as at the close of financial year immediately preceding supported by the audited annual accounts for the last three financial years; (iii) the grounds, objects and rationale in support of the proposal; (iv) details of the proposal of amalgamation or division, as the case may be; (v) details of pending litigation for and against the respective Societies, (vi) consent of the secured creditors, if any; (vii) a copy of resolution of the Governing Body supporting the move; (viii) a copy of the special resolution of the General Body/Collegium, as the case may be; (ix) area of operation of the amalgamated Society 'sub-divided Societies along with their relationship with the parent/ apex Society, if any; (x) settlement of all pending claims/ liabilities and a certificate from the Governing Body to that effect. (2) An application in Form-XVIII in triplicate shall be filed by the authorised office-bearer/ member of the Governing Body to the Registrar. 2290 HARYANA GOVT. GAZ. (EXTRA. JUNE 21, 2012 (JYST. 31, 1934 SAKA) (3) The Registrar shall, thereafter, pass appropriate orders on the Quallfidflons proposal for amalgamation or division of the Society, as the case may be, and convey the same to the applicant Society with a copy to the District Registrar. (4) The applicant Society shall file a copy of the orders of the Registrar along with the following documents with the District Registrar for registration, namely ; a certified copy of Memorandum and byelaws of the amalgamated Society or the divided Societies; list of members and office bearers of such Society; (iii) prescribed fee as mentioned in Appendix - I . (5) The District Registrar shall cancel the registration of the amalgamating Societies and shall issue a certificate of registration of the new Society. Similarly, in case of division, he shall register the new Societies created by way of division. (6) In case the amalgamating Societies are registered with different District Registrars: the newly amalgamated Society shall be registered by the District Registrar where the Society resolves to maintain its registered office. Any person can inspect any document kept by the Registrar after 26. payment of fee as mentioned in Appendix I and obtain copies thereof after depositing the fee as mentioned in Appendix I

27. Where an Adhoc Committee or Administrator is appointed by the District Of a Returning Registrar in exercise of powers under sub-section (10) of section 39, and it is considered (lficer and}01 expedient by the District Registrar on a request from the Society (i.e. the Administrator or the adhoc Committee) to appoint an observer to oversee the proceedings of the meeting of General Body or Collegium. and/ or a Returning Officer for conducting the elections of the Collegium or the Governing Body. he may appoint returnint' officer or observer. who shall be an officer gaze.ued or equivalent. serv or retired officer of the .SIate ot Central Government/ any statutory {tuthority to discharge such duties. Amount of 28. The maximum remuneration or honorarium for a Returning Officer may be Remuneration. fixed by the committee constituted in accordance with rule 20 (A) (3) of these rules, while it may be fixed at an all inclusive amount not exceeding Rs. 1,000/- in case of an observer. These expenses shall be borne by the Society concerned. HARYANA GOVT. GAZ. (EXTRA.), JUNF 21 . 2012 (JYST. 31, 1934 SAKA) (1) Where an Administrator is appointed by the Registrar General in 29. exercise of powers under

sub-section (2) of section 56, or the Government in exercise of powers under sub-section (I) of section 68 of the Act, and there is need for appointment of a Committee to assist the Administrator, the concerned authority may appoint such committee, if considered expedient or on the request of the Administrator, as the case may be. to assist the Administrator in managing the affairs of the Society. (2) The Committee appointed under sub-rule (1) above may comprise of such number of members as is minimally required, but not exceeding five in all. (3) The members of the Committee may preferably be drawn from the area in which the Society carries out its operations and should be persons of eminence with established credentials in public life. The Committee may also include subject experts in Legal and Accounts matters (such as a practising Advocate and/ or a practising Chartered Accountant or a person having retired with experience in accounting and administrative matters). The Registrar General may generally avoid appointing any such person as a member of the Committee who may have direct interest in the affairs of the Society. In the event of a need for an interpretation of any of the provisions under 30. these rules or lack of clarity or ambiguity in any provision contained in these rules, or any situation not having been specifically addressed under these rules, the Government shall be competent to issue the requisite interpretation, clarification or address any unforeseen situation by way of a Government Order

31. The fees payable for various purposes defined under the Act and the Rules made there under are prescribed in schedule of fees in Appendix -1.

Qualifications of the members of a Committee to assist the Administrator Interpretation and Clarification Schedule of 2292 HARYANA GOVT. GAZ. (EXTRA.). JUNE, 21, 2012 (JYST. 31, 1934 SAKA) PART - 11 SCHEDULES AND FORMS Appendix -I A. SCHEDULE OF FEES Rule 3(1) rule 4. rule 8 rule 10(a) (2), rule 15, rule 17(1), rule 24 25(4) (iii)] Schedule of fees payable for different purposes as prescribed under Section 82 of the Haryana Registration and Regulation of Societies Act, 2012 Sr. 2 3 4 5 6 7 8 9 Schedule of Fees and Charges Purpose For approval of name of the Society For registration of Society, including registration on amalgamation and division of societies For filing annual return, balance sheet etc. For inspection of documents in the custody of the Registrar/ District Registrar For making or granting copies of any entries or documents before or after registration For filling of appeals, petitions etc. For filing a petition under sub-section (1) of Section 21 of the Act For alterations or amendments in the Memorandum of Association, Byelaws and name of the Society For filing membership Return of the Society along with additions/ deletions, if any. For change of registered office of the society For filing or recording or registering any other document. Fee (INR) Rs. 100/- Rs. 2500/- Rs. 500/- Rs. 200/- Rs. 5/- per page Rs. 1000/- Rs. 500/- Rs. 500/- Rs. 200/- Rs. 500/- Rs. 100/- i HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012, 1934 SAKA) B. SCHEDULE OF FINES & PENALTIES 2293 Schedule of fines and penalties payable for different purposes as prescribed under Section 50 of the Haryana Registration and Regulation of Societies Act, 2012 Sr. (a) (b) (d) Note : 2. Name of the document to be List of Members Due Date 60 days of the close of the FY or 30 days of the AGM, whichever is earlier It is filed within next 60 days It is filed within the next 120 days If filed within next 120 days Non filing of returns/documents Fee Payable Rs. 200/- Rs. 200 Rs. 200 Rs. 300/- Rs. 10/- for delay of per day per document Amount due under Sr. No. (c) Rs. 20/- for delay of per day per document Fine as per chapter XV of the Act. The prescribed fee shall be payable through a Treasury Receipt made to the Head of Account All fees and charges may be required to be paid online after implementation of e-governance solutions, which shall be duly notified by the Government. E GOVT. GAZ. EXTRA. 11 -1 (JYST. 31, 1934 SAKA) Appendix -2 General Guidelines and illustrations for determination of the number of electoral colleges and its relationship with the constitution of the Governing Bodies (Reference rule (8) General Guidelines : R' An existing Society, "with more than 300 members. Shall be required to carve out electoral colleges in accordance with the provisions in Section 32 -Act read with rule ; 8. unless it opts to exercise other options available under sub-section (1) of section and sub-section (1) of section of the Q. Carve out of electoral colleges involve two major challenges i.e. [the electoral colleges and (the allocation of) member-s 10 an electoral college the Governing Body "it is such expected to define the criteria for creation of the electoral colleges. 11 is for the (Governing Body of the Society, IQ determine the number and also introduce a process, of settling objections from the members. However, once finalized, the constitution of electoral college should remain intact or alter to conform the letter-sense of membership electoral college. Once finalized, these shall become a part of the by-laws of the Society, registered after the coming into of this Act. decides to keep its membership at more than 300, it shall prescribe the mode and

nvanner of creation of its electoral colleges and the method and process or allocation of members to an electoral colleee in its byelaws



3. Illustrations: Illustration 1: Suppose a Society has 21 members and it decides to consist of 30 members which shall entail creation of 3 electoral colleges, each of the electoral colleges should comprise 10 members. However, the Society may carve out manner that the number of members of an electoral college is within number. Illustration 2: Suppose a Society has 10,000 members and it decides to consist of 250 members which shall entail creation of 25 electoral colleges. an average number of 40 members in each of the electoral colleges. Normally, each of the electoral colleges should comprise or an average number of 40 members. However, the Society may carve out electoral colleges in a HARYANA GOVT. GAZ. (F.XI*RA.), JUNE 21, 2012. 1934 SAKA) manner [that the number of members of an electoral college is within average number, Illustration 3: Suppose a Society has 100 members and it is required to constitute a Collegium. By law of the Society does not provide for a Body of 21 members (including the office-bearers). In such a case, the strength of the Collegium must not be less than times of the strength of the Governing Body i.e. 100. In case the Governing Body consists of 11 members (including the office-bearers), the Collegium must comprise of no less than electoral colleges i.e. five times of the strength of the Governing Body. Illustration 4: In the case of a Group Housing Society "There is a Group Housing Society comprising of about 900 members. The Complex has common infrastructure facilities even though it may have, say, four different categories of dwelling units depending on the size of such dwelling units. Such a Society shall have the following options: [The Society shall have four distinct groups of members, say, A, B, C and D, linked with the sizes of dwelling units. Further, 'A' category may have 120, 'B' category have 240, 'C' may have 360 DC's, and 'D' category may have the balance 180 DCs. The Society may decide to constitute and ensure proportionate representation to each group. In case the Society decides to constitute a Collegium of 180 members, the proportionate representation shall be based on members. In order to ensure that each of the Groups is also represented on the Governing Body, the Society may decide to earmark the number of positions of the Governing Body to include representatives of each Group on the Governing Body: [to divide itself into more than one society] under sub-section (2) of section 51 the each based on the size of dwelling units. In such a case, there may be one parent Society for the housing complex as a whole to look after the management of common indivisible infrastructure facilities and services and the individual societies of each group may be responsible for management of the common services for each group. There shall have to be a relationship defined between the Parent Society and the corresponding individual societies in such a case in order to meet the common services and obligations. [The elected representatives and responsibilities for representatives from the different Societies shall constitute the (Governing Body, of the Parent Society in such case. HARYANA GOVT. GAZ. (F.XI*RA.), JUNE 21, 2012. 1934 SAKA)

FORM I Application Form for approval of Name (See sub-rule (1) of rule 3) The District Registrar of Societies, Approval of name for the proposed Society Sir, We. the following persons are desirous of forming a Society to be registered under the Haryana Registration and Regulation of Societies Act, 2012 in district-of the State of Haryana. 1. Name and full address of the person(s) applying the availability of the name (in block capitals). Name of the Occupation Date I Address NO. Person A plicant Birth 2. Proposed name of the Society Proposed name of the Society Sr. No. (i) Signatures ()rder ot-• Second HARYANA GOVT. GAZ. (EXTRA.), JUNE 21 . 2012 (JYS'V. 31. 1934 SAKA) Main object of the proposed Society Address ot- the proposed registered office 2297 4. 5

6. Particulars and results of any application moved to this or any other Registrar previously for approval of name.Particulars of remittance of fee (Draft/IPO) Amount (in Rs.) DDi Cheque, Cosh No. & [ate Name ot' the Bank Signature ot• the authoriz.cd representative of the applicants (Name in Block Capitals) Correspondence address UARYANA GOVT". GAZ. (I-XTRA.). 2k. 20 (JYS'F

31. SAKA) FORM I-A Approval of Name (See sub-rule (2) of Rule From: District Registrar of Societies.Memo. No. Subject: Approval of name of the Society Dear, Sir. Dated tor approval of name your Kindly refer to y•our application dated proposed society. Having examined the same. I am pleased to intorm you that the tbliowinu tldtne has been approved against your application, namely 3. 'This approval shall re:nain valid lbr a period of' 180 days from the date of bsue of this letter. whereafter the sanic shall lapse. Accordingly. you may take fürther necessary steps för (he reuistrauon of the Society within a period ot' 180 days li•otn the date of issue or this kelter. (Name of the authorised officer ' official) for District Registrar 2299 Fronv Sir. HARYANA GOVT. GAZ. (F.X IRA.), JUNE 21, .2012 (JYST. 31. 1934 SAKA) FORM 11 Application for Registration of Society (See rule 4) Vhe District Registrar Societies. Application for registration of a Society under the Haryana Registration and Regulation of Societies Act, 2012 Pursuant to approval of the name or our Society intitnated vide your office letter No. we have fornled the said Societv named as on I enclose herewith the following docunlents: (ii) (v) Copy of name approval letter: Memorandum of Association: Bvc-laws ot' the Society. List of members of the Society alongwith address: Copy of Resolution of the SocietY' authorizing the undersigned to submit this application; I'rcasury Challan. Voucher bearing No. for an amount of' Rs. drawn on towards the registration fee. .3.1 am a member of the Governing Body Managing Conunittec/ Executive Committee (strike out whatever is not applicable) of the Society and have been duly authorised in this behalf by the Society, 4. It is certified that the Metnorandum and the Byelaws of the Society. as being presented before you. are conlörming to the provisions of the Itaryana Registration and Regulation of Societies Act. 2012 and the rules framed there under

5. It is further certified that the registered office of the Society shall be as under and all future correspondence may be addressed to the Society at its said registered address: 2.300 I (ARYANA GOVT. GAZ. (EXTRA.), 21. 20 12 (JY.SI. 31. 1934 SAKA) Please provide the following details under this description: Name & Complete Address of the Society with PIN Code: Name and contact details ('Cell No. and Email ID of the Society: authorized signatory) 6 Accordingly, it is requested that the Society may be registered and the Certificate of Registration issued. (Signature of the applicant) (Name of the Applicant) Address Date : HARYANA GAZ. (EXTRA.), JUNE 21. 20 12 (JYST. 1934 SAKA) FORM [11 Certificate of Registration to be issued under Section 9(1) of the Haryana Registration and Regulation of Societies Act, 2012 (See rule 5 and rule 6) Certificate of Registration of Society hereby certify that a Society bearing the Registration Number and name as undermentioned has been registered this day of month year under the Haryana Registration and Regulation of Societies Act, 20 12 (Haryana Act No. 1 of 2012). State code [District Code Year of Registration Name of the Society Registration Number 0 0 Registered Office Address Issued under my hand at Station: day of (month) (Year) (Signature of the District Registrar) 2302 HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA)



FORM IV Index of Register of Societies to be maintained by the District Registrar under section 9(1) of the Haryana Registration and Regulation of Societies Act, 2012 (See sub-rule (1) of rule 7) Form of Index to the Register of Societies to be maintained in alphabetical order • - Name of the Society Sr. No. Date of Registration Registration number Volume and Page i No. of the Register of Societies Register of Societies to be maintained by District Registrar under Section 9(1) of the Haryana Registration and Regulation of Societies Act, 2012 (See sub-rule (2) of rule 7) Format of the page(s) assigned to a Society in the Register of Societies I {ARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYS'f. 31, 1934 SAKA) FORM V - 1 2303 3. 4. 5. 6. 7. 8



9. Date Serial No.(as in the Index) Name of the Society: Registration No.: Date of Registration: Address or the Registered office: Main Objects: Date of first meeting of General Body: Number (of members of the General Body) Number of Members of the Governing Body: Details of Documents Registered or Filed
Serial number Name of document ! Whether registered and year 2 I and taken on record or rejected 4
Name and signatures of the District Registrar or his authorized officer 5 -4 4 2304 HARYANA GOVT.
GAZ. (F,EXTRA.). JUNE 2 , 20 12 (JY,srr. 31, 1934 SAKA)



FORM VI Application for allotment of new registration number by an existing Society under section 9(4) of the Haryana Registration and Regulation of Societies Act, 2012 (Sec sub-rule (1) or rule 8) From: 'ChC District Registrar of Societies, No. Dated: Subject: Application for allotment of new registration number to the existing Society under the Haryana Registration and Regulation of Societies Act, 2012 Sir, Pursuant to the provisions of section 9(4) of the Haryana Registration and Regulation of Societies Act, 2012, I Society having registration No. authorized by the Governing body of the society vide resolution No. hereby apply for allotment of a new registration number. President/ Secretary of dated dated 2. I enclose herewith the following documents, namely:- An attested copy of the registration certificate; (iii) (iv) (v) (vi) (vii) Memorandum of or new or both as applicable) Bye-laws of the Society; List of members of the Society; List of members of the governing body; Copies of audited balance sheet/ annual accounts for the last three financial years; Copy of Resolution of the Society authorizing the applicant to submit this application; (viii) Copy of the Treasury Receipt/ Voucher dated-----for an amount of Rs. towards fee. (Required 10 he paid only if this application is being filed after expiry of one year from the date of coming into force of the Haryana Registration and Regulation of Societies Act, 2012) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) 3. it is certified that the Memorandum and the Byelaws of the Society, as being presented before you, are conforming to the model byelaws and the provisions of the Haryana Registration and Regulation of Societies Act, 2012



4. It is (unher certified that the registered office of the Society shall bc as under & all future correspondence may be addressed to the society at its said registered address, namely:- Picasc provide the föllowing details under this description: Name & Complete Address 01' the Society with PIN Code; (Existing as well as New) Name and contact details ('fel No.and Email ID of the Society/ authorized signatory) 5. It is requested that the Society Inay bc allotted a new reoistration number and a fresh Certificate of registration bc issued. (Signature of the applicant) (Name of the Applicant) Date : 2306 IIARYANA GOV'P. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) FORM Revised Certificate of Registration issued under Section 9(4) of the IIaryana Registration and Regulation of Societies Act, 2012 upon allotment of a new registration number (See sub-rule (2) of rule 8) Revised Certificate of Registration of Society K hereby certify that registered vide registration number on (name of the society) registered with District registrar/Registrar has been allotted a new Registration Nutnber as undermentioned on this day month year under the Haryana Registration and Rcgulation or Societies Act, 2012 (Haryana Act No. ot 2012), State code District Code Year of Registration Registration Number H R Name of the Society Issued under my hand at (month) (Year) Station: 0 Registered Office Address (Signature of the District Registrar) Address IIARYANA GOV'I'. GAZ. (EXTRA.), JUNE 21, 2012 (JYS"IT". 31, 1934 SAKA)



FORM VIII 2307 Notice of Change of the Registered Office of the Society (within the district) under Section 11 of the Haryana Registration and Regulation of Societies Act, 2012 (Sec sub-rule (a) (1) of rule 9) From: The District Registrar, (Station) Sir, You are hereby informed in terms of sub-section (2) of section 11 of the Haryana Registration and Regulation of Societies Act, 2012 (Haryana Act No. 1 of 2012) that the registered office of the District Registrar to which effect from Society has been changed from (complete address as recorded in the office of- (complete new address) as per the resolution bearing No. _____ of the Governing Body of the society

2. I am enclosing herewith the following documents (i) Resolution of the Governing Body (ii) Certificate of Registration in Original (iii) Treasury Challan/ Voucher bearing No. _____ for an amount of Rs. _____ dated _____ drawn on towards the requisite fee



4. Date: You are requested to take note of the change in the Registered Office address of the Society and make all future correspondence at the new address notified now. Signature of the authorized person (Name and Designation or the signatory in relation to the Society) 2308 GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31. 1934 SAKA)



FORM VIM-A Application for change of the Registered Office of the Society (outside the district) under Section 11 of the Haryana Registration and Regulation of Societies Act, 2012 (See sub-rule (b) (1) of rule 9) From: The District Registrar of Societies, (Station) Dated: Subject: Application for change of the registered office of the society (outside the district) under Section 11 of the Haryana Registration and Regulation of Societies Act, 2012. Sir, vide its resolution No. s/o office-bearer of (name of the society), duly authorized by the Governing Body dated hereby submit the application for change of registered office of the society from district to district under section 11 of the Haryana Registration and Regulation of Societies Act, 2012 as per details given below: Particulars of the Society 3. 1-5 Name of the Society Registered Office Address Registration Number Date of Registration Date of Meeting of the Governing Body Date of Meeting of General Body/ Collegium Reason for change of registered office 8. 19 HARYANA GAZ. (EXTRA.), JUN 21, 2012 1934 SAKA) District in which the registered office is proposed to be changed Complete address of the registered office in the new district after change I enclose herewith the following documents: (ii) Certificate of Registration in original. Copy of the resolution passed by the Governing Body Proof of location and society's right to use such place as its registered office in the new district; Treasury (Challan) Voucher bearing No. drawn for an amount of Rs. _____ dated _____ towards the requisite fee It is certified that the change of registered office of the society, as being presented before you, is conforming to the provisions of the Haryana Registration and Regulation of Societies Act, 2012 and the rules framed there under. 4 It is further certified that the registered office of the Society changed outside the district shall be as under and all future correspondence may be addressed to the society at its said registered office address: Please provide the following details under this description: Name & Complete Address of the Society with PIN Code: Name and contact details (Telephone No. and Email ID) of the authorized signatory) 5. Accordingly, it is requested that the change of registered office of the society from district to the district may be considered for recommendation to your counterpart in the new district for issue of the requisite certificate. (Signature of the applicant) (Name of the Applicant) HARYANA GAZ. (EXTRA.), JUN 21, 2012 FORM VIII-B No Objection Certificate and endorsement for change of the Registered Office of the Society under Section 11 of the Haryana Registration and Regulation of Societies Act, 2012 (See sub-rule (b) (2) of rule 9) District Registrar. The District Registrar. Subject: Memo No, Application of office from Dated to (Society's name) for change of its registered : regarding. This is with reference to the application dated _____ Society for change of its registered office from (exact address) to _____ which is situated in your jurisdiction. Having verified the details furnished by the applicant society and the documents filed in this office, hereby issue a No objection to the Society application and endorse the same for further necessary your end. said society contains in its application sent herewith. This document file contains the following latest documents filed by the Society in this office: Registration Certificate in Original: (i) (ii) (iii) (iv) (v) Memorandum of Association of the Society. Bylaws of the Society as amended till date: Register of members of the Society as per the latest return dated _____ Particulars of the office-bearers and members of the Governing Body of the Society as per the latest filing dated _____ Any other documents (please specify), HARYANA GAZ. (EXTRA.) JUNE 2012 SAKA) You are requested to take the same on record. under acknowledgment to this office. take the same Registered Office of the Society and issue a fresh certificate of Registration in accordance with the provisions of the Act and the rules made there under. This office will strike its name from the register of societies maintained by us only after a new Certificate of Registration is issued by your office. Station: Endsl.No. copy of the cover letter is forwarded to their kind information and further necessary action. Station: (Signature of the District Registrar) Dated (Applicant) for (Signature of the District Registrar) HARYANA GAZ. (EXTRA.) JUN 21, 2012 SAKA) FORM VIN-C New Certificate of Registration by the District Registrar consequent upon change of Registered Office from one district to another under Section 11 of the Haryana Registration and Regulation of Societies Act. (See sub-rule (b) (R) Certificate of Change of Registered Office from one district to another It is hereby certified that registered on (name of the society), which was registration number (address of the registered office) distinct under section 11 and allotted new registration number on section 9(4) of the Haryana Registration and Regulation of Societies Act, 2012 and having complied with the provisions of rule 9(b), the registered office of the Society is hereby accepted to be changed to _____ Consequent upon the change of the registered office of the said Society, its new registration number shall be as under - State code District Code Name of the Society Year of Registration of Registration Nullifier 0 Existence Registration Number retained Given under hand at Registered Address in the new day of (

InonthJ (Signature of the District Registrar) (of the new district) HARYANA (govt. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) FORM IX 231.3 Application for change of name of the Society under Section 12(1) of the Haryana Registration and Regulation of Societies Act, 2012 (See Rule 10 (a) (2) and (b) from [the District Registrar of Societies. (Station) Dated: Subject: Application for change of name of the society under section 12(1) of the Haryana Registration and Regulation of Societies Act, 2012.

Sir, No. sto office-bearer of (name of the society), duly authorized by the Governing Body vide its resolution hereby apply for change of name of the society under dated section 12(1) of the Haryana Registration and Regulation of Societies Act, 2012, as per details given below. Particulars the Society 4. 6.

8 9 Name of the Society Registered Office Address Registration Number Date of Registration Date of Meeting of the Governing Body Date of Meeting of the General Body: Collation Reason In brief for change of name (a) By the Society of its own (b) By the order Registrar (Give reasons to (d) and (b) above as applicable) Reference number and date vide which the proposed name has been approved Next name as approved HARYANA I. I R enclose herewith the following documents: (1) Certificate of Registration in original (2) Copy of resolution passed by the Governing Body (3) Copy of special resolution passed by the General Body (4) Copy of the new name approval letter, Treasury Challan; Voucher bearing No. for an amount requisite fee drawn on a/c. It is certified that the change of name of the Society, as presented before you, conforms to the provisions of the Haryana Registration and Regulation of Societies Act. It is further certified that pursuant to the approval granted by you, the Society shall be known by the new name with its registered office as under: Please provide the details under this description: New Name & Complete Address of the Society with PIN Name and contact details Tel. No. and ID of the Society members (a) to the Registrar (b) to the Registrar it is requested that the change of name of the Society may be approved and the necessary Certificate be issued (Signature of the applicant) of the Applicant U. HARYANA Govt. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) FORM IX. A Certificate of Registration under sub-section (2) of section 12 of the Haryana Registration and Regulation of Societies Act, 2012 consequent upon Change of Name of the Society by the Society of its own (See rule 10(a) (2) | Registration Certificate upon Change of Name (1) is certified that originally registered on registration No. vide registration number (name of the society) - Inch as and allotted the Harvunu under section 9(4) of 2012 and having duly passed 3 special resolutions in Registration and Regulation of Societies Act. Terms of section the society is hereby changed to the name the original Certificate of shall be substituted by this Certificate from the date of issue: District Code State code 11 Year of Registration Registration Number Name of the Society as originally registered Name of the Society Given under hand at Registered Office Address in the new day or (171011th) (Signature of the District Registrar) GOVT. GAZ. FORM IX, B Certificate of Registration under sub-section (1) of section 13 of the Haryana Registration and Regulation of Societies Act, consequent upon Change of Name of the Society by the order/ direction of the Registrar (See rule 11 Registration Certificate upon Change of Name 11 is hereby certified that originally registered on new registration No. (name of the society), which was vide registration number under section 9(4) of 2012 and allotted the Harvana Registration and Regulation of Societies Act, 2012, was directed by the Registrar of So, to change its name vide his orders bearing No. 2. that act in accordance with the directions of the Registrar of Societies. the Society has resolved to change its name from T1 3, Accordingly, the original Certificate of Registration will be substituted by this Certificate from the date of issue: Code I Year of Registration State code 210 of Registration Number 0 Name of the Society as originally registered New Name of the Society Given under hand at Registered Office Address in the new day or Ononh) (Signature of the District Registrar) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) FORM X Application Form for Membership of a Society {see rule 11(1)} The President/ Secretary Subject: Application for admission as a Member of the Dear Sir, I wish to apply for admission as a member of particulars are as under: PHOTOGRAPH Society. Society. My brief Particulars Sr. No. 2 3 4 5 6 7 8 9 IO 2. Subject Name of the Applicant Father's/Husband's Name Permanent Address: Correspondence Address: Date of Birth: Occupation: Phone No. with Code: Email ID PAN No.) (attach self attested copy, if available Caste, where the membership of a Society is restricted to any caste or community (Attach the Caste Certificate) I certify that: I unconditionally subscribe to the aims & objects of the Society and contribute towards attainment of the same. 2318 3. O O HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) I shall abide by the Byelaws of the Society, as applicable and amended from time to time. I have not been convicted of an offence involving moral turpitude involving imprisonment. I am enclosing herewith the following Documents: (ii) (iii) (iv)

(v) (vi) (vii) Copy of Copy of Copy of towards proof of Identity. towards proof of Address. towards proof of date of birth Copy of the Caste Certificate (required only where a Society has limited its membership in its Byelaws to the members of particular caste or community) DD/Pay Order/ Cheque No. drawn in favour of DD/Pay Order/ Cheque No, drawn in favour of subscription for the year dated dated for Rs. towards membership fee. for Rs. towards annual Two passport size and one stamp size photographs



4. I request you to kindly admit me as a the Society.Thanking you, Dated: Place: (l'type of Membership) member of Yours täithfully (Signature of the Applicant) B. aged Recommendations of a regular member of the Society (if provided in the byelaws): I recommend admission of Sh. years, r/o s/o as Ordinary/ member of the Society. Siæturc of the Member Name of the Member Membershi No. Date Place c. HARYANA GOVT. GAZ (EXTRA.), JUNE 21, 20 12 (JYST. 31, 1934 SAKA) Dccision of the Governing Body: Sh. w.e.f. bearing No. slo ycars, r/o is admitted as Ordinary/ Life member of the Society under membership No. vide resolution in the meeting of the Governing Body hid on He may be issued an Identity Card of the Society & his name may be entered in the Register of Members. Secretary/ President Dated: Place: 2320 HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA)



FORM XI Particulars to be contained in the Identity Card to be issued under Section 17 of the Haryana Registration and Regulation of Societies Act, 2012 I. Card No.: Date of Birth? Photograph Holder's Signature (See sub-rule (2) of rule 11) Name of the Society with logo, if any. IDENTITY CARD Type of Membership: Name: S/O, W/o: Address: Membership No.: Date of Issue: Valid upto: Authorised Signatory of the Society HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) FORM 2321 Register of Members to be maintained under Section 18 of the Haryana Registration and Regulation of Societies Act, 2012 (See rule 12) Name of the Society: Regd. Office Address: Date of registration: Registration number: Register of Members of the Society Membership Type of Occupation 1) Date of Birth of the member 2) Father's/ Husband's name 3) No. 4) Membership address 5) member 6) 7) enrolment 8) 9) Date of resignation or removal 10) Remarks/ Signature & date of authorised signatory 11) 2322 HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) FORM Register of Electoral Colleges to be maintained under Section 18 of the Haryana Registration and Regulation of Societies Act, 2012 2. 3. 4. 5. Sr. 2. 3. (See rule 12) Register of Electoral Colleges Name of the Society: Regd. Office Address: Date of registration: Registration number: No. of Electoral Colleges: Identity/ Register of Electoral Colleges No. of Members Name of the member in the Electoral Member Father's/ , Husband's name Membership No. Particulars of the College Electoral College And so on and so forth HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) FORM XIV Register of Members of the Collegium to be maintained under sub-section (3) of section 30 of the Haryana Registration and Regulation of Societies Act, 2012 [See rule 12 and 24 (3)] 2. 4. 2. Sr. No. Name of the Society: Registered Office Address: Date of registration: Registration number: Date of Election to the Collegium Date till when the term of the Collegium Particulars of the Electoral College Name of the Elected Member Membership No. of the Elected Member Date of Cessation of Membership of the Collegium, if any 2324 HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) FORM XV List of members of the Society along with changes therein to be filed with District Registrar under section 18(3) of the Haryana Registration and Regulation of Societies Act, 2012 2. 4. A. Sr. No. 2 B. Sr. No. 2 C. Sr. 2 [See rule 13 and 24(2)] List of members and changes therein during the year Name of the Society: Registered Office Address: Registration No.: Maximum Limit of the number of Members of the Society in its Bye-laws, List of members as submitted for the previous year ending March if any: Name of the Member Membership Full address of the Occupation No. member List of members who ceased to be members during the year : Name of the Member Membership Date of Cessation No. of membership Reasons for cessation (Death/ Resignation/ Removal) Date of enrollment Remarks, if removed (for non-payment of fees or any other reason) List of persons admitted as new members during the years after the last filing: Name of the Member Membership Date of No. Date of admission Occupation Full address of the member 2325 5. HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) This is to certify that; the numbers who have been included and/or the members whose name(s) has been as per the provisions of deleted in the register of members during the year the Byelaws of the Society and the Haryana Registration and Regulation of Societies Act, 2012 and the rules made there under; the total number of members is within the limit specified in the byelaws of the Society; and there are no other changes in the register of members during the year above list is as per the Register of Members maintained by the Society under section 18 of the Act. Filed by: Name of the Secretary Name of the President Date: Place: 2326 HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) FORM Application for amendment in the Memorandum and Bye-laws of the Society under section From: To Subject :- Sir, No. 26(3) of the Haryana Registration and Regulation of Societies Act, 2012 (See sub-rule (1) of rule 17) The Registrar of Societies, (Station) Dated. Application for amendment in the memorandum and By-laws of the Society under section 26(1) of the Haryana Registration and Regulation of Societies Act, 2012. s/o office-bearer of (name of the society), duly authorized by the Governing Body vide its resolution dated hereby file the application for amendment in the memorandum and by-laws of the society under section 26(1) of the Haryana Registration and Regulation of Societies Act, 2012 as per details given below: Particulars of the Society 2. 3

6. Name of the Societies Registered Office Address Registration Number Date of Registration Date of Meeting of the Governing Body Date of Meeting of General Body/ Collegium HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) 7. 8

2. Reason in brief for change in memorandum/ by-laws a) By the Society of its own b) By the order of Registrar (Give reasons to (a) and (b) above as applicable) Particulars of changes proposed (Give details of the clauses deleted, replaced and added. Attach an extra sheet if required.) S.N0. I Clauses deleted Clauses amendedd enclose herewith the following documents namely (i) (iii) (iv) (v) (vi) attested copy of Certificate of Registration ; copies of resolutions passed by the Governing Body , copies of special resolutions passed by the General Body ; attested copies of memorandum/ by-laws befbre proposed atnendmcnt; attested copies of memorandum; by-laws alter porposed amendment; Clauses added drawn freasury Challan/ Voucher bearing No. for an amount of Rs. dated on towards the requisite fte. 3 It is certified that the proposed amendment in Inemorandum/ bye-laws of the Society, as being presented before you, is contörming to the provisions of the Haryana Registration and Regulation of Societies Act, 2012



4. Accordingly.it is requested that the amendment in the memorandum/ bye-laws of the Society as requested for may be taken on record and the necessao,' Certificate may be issued. (Signature of the applicant) (Name of the Applicant) Date : Place : 2328 HARYANA GAZ. (F.X FRA.), JUNE 2 1 . 2012 (JYST*. 31, 1934 SAKA)



FORM XVI-A Certificate of amendment in Memorandum/ By-laws of the Society under Sub-section (3) of Section 26 of the Haryana Registration and Regulation of Societies Act, 2012. rule Certificate of amendment in the Memorandum/By-laws of the Society I hereby certify that originally registered on new registration No. (name of the society) which was vide registration number and allotted on under section 9(4) of the Haryana Registration and Regulation of Societies Act, 2012 and having duly passed a special resolution in terms of section 26(t) of the Act, the approval to the amendment in memorandum/ by-laws of the Society is hereby granted as under :- S.No. Clauses deleted Given under my hand at Clauses Amended day of (month) Clauses added (Year) (Signature of the District Registrar) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST...31, 1934 SAKA) FORM xvii 2329 Register of the Office-bearers and members of the Governing Body of the Society under Section 33 (4)(i) of the Haryana Registration and Regulation of Societies Act, 2012 [See sub-rule (I) of rule 19 and 24 l. -q Name of the Society 2. 3. 4. 5. Sr. No. 2. 3. 4. 6. 8. 9. 10



11. Registration .No. & Date Registered Office Address of the Society Date of Election of the Governing Body: Elections valid Tilt: Register of Office-bearers and members of the Governing Body I Full Name of the Designation Date of Remarks office bearer/ No. Member orthe Governing Body appointrnt address of the member 1 The above particulars are certified to be correct as per the records ofthe Society. Sign. Namc of the Secretary Sign. Name of the President Date: Place: 2330 HARYANA GOVT. GAZ. (EX'TRA.), JUNE 2 . 20 12 (JYS'C. 31, 1934 SAKA)



FORM XVII-A Change in the (office-bearers and members of the Governing Body of the Society under section 33 (4)(ii) of the Haryana Registration and Regulation of Societies Act, 2012 2. 3. 4. 5. No. (See sub-rule (2) of rule 19) Name of the Society Registration. No. and Date Registered. Office Address of the Society Date Election of the Governing Body: Elections valid Till: Change in the constitution of the Governing Body during the term, if any Reasons for removal Name of the Membership Designation Date bearer/ No. of the Member of the Governing Body appointment/ or appointment cessation/ Removal The above particulars are certified to be correct as per the records of the Society. Name of the Secretary Date: Name of the President HARYANA GOVT. GAZ. (EXTRA.). JUNE 21, 20 12 (JYST. 31. 1934 SAKA) FORM xvii-B Office bearers and members of the Governing Body and changes therein to be filed along with Annual Return under section 33(4)(iii) of the Haryana Registration and Regulation of Societies Act, 2012 (See sub-rule (3) of rule 19) 3. 4. S' 4 B. Sr. No 2 Sr 2 Filing the Year Name & address of the Society Regtstrat•on. No. and Date Registered (Office address of the Society Ending March Details of the office-bearers and members of the Society as on the 31 A or March of the previous year: Name of the Office Membership bearer/ Member or No. the Governing Designation (Office-bearer/ Member) Remarks. if any Full address of the Member Appointments to the Governing Body during the year for which report is being submitted: Name of the Office Membership bearer/ Member of No. the (Governing Body Designation (Office-bearer/ Member) Full address of the Date of Appointment (the member Removals from the Governing Body during the year for which report is being submitted Name of the office Membership bearer/ Member of No. the Governing Designation (Office-bearer/ Member) Date of Reasons for Removal Removal "The above particulars are certified to be correct as per the records of the Society. Name of the Secretary Name of the President HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) FORM XVIII Application for Amalgamation/ Division of a Society to be filed with the Registrar under section 51(1) of the Haryana Registration & Regulation of Societies Act, 2012 (See sub-rule (2) of rule 25) From: The Registrar of Societies, First Floor, 30 bays' Building, Sector 17, Chandigarh Through the District Registrar Dated: Subject: Application for Amalgamation / Division of a Society under the Haryana Registration & Regulation of Societies Act, 2012. Sir, , office-bearer of society), duly authorized by the Governing Body vide its resolution No. (name of the dated hereby file the application for amalgamation / division of the Society as per details given below: [In case of amalgamation of two or more societies Name of the Society Regn. Date of Registration Office. Date of Meeting of Sr. No. 2. 3. 4

5. Address General Body/ Collegium/ Administrator's Recommendations Name of the Society after Amalgamation as approved by the District Registrar Registered Office of the amalgamation HARYANA GOVT.GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) B. In case of Division of a Society Particulars of the Society to be sub-divided Name of the Societies Registered (Office Address Registration Number Date of Registration Date of Meeting of the Governing Body Date Meeting of General Body. Collegium Particulars of the Sub-divided Societies Proposed Names of the Society after Regd. Office Address Division * Fill-up either Part •A' or Part •B • as the case may be

2. I enclose herewith the following documents: Copies of resolutions passed by the Governing Bodies of each of the Society; (i) 2333 (ii) Copies of special resolutions passed by the General Body/Collegium of each of the Society, (iii) Scheme of amalgamation/ division duly approved by the General Body/ collegium of each of the Society; dated (iv) Treasury Challan; Voucher bearing No. towards the requisite fee. for an amount of Rs. drawn on It is certified that the scheme of amalgamation/ division of the Society, as being presented 3. before you, is conforming to the provisions of the Haryana Registration and Regulation of Societies Act, 2012

4. It is further certified that the registered office of the new Society after amalgamation/ sub-division shall be as under & an future correspondence may be addressed to the society at its said registered office address: Please provide the following details under this description: Name & Complete Address of the Society with PIN Code: Name and contact details (Tel No. and Email ID of the Society/ authorized Accordingly, it is requested that the scheme of amalgamation/division of the Society may 5. be approved and the necessary Certificate may be issued. (Signature of the applicant) (Name of the Applicant) Date Place Sr. No. (i) HARYANA GOVT. GAZ. (EXTRA.). 21, 20 12 (JYST. 31, 1934 SAKA) PART - MODEL MEMORANDUM OF ASSOCIATION AND MODEL BYELAWS OF SOCIETIES Nature of Society Model Memorandum of Association Contents and Explanatory Notes for preparation of the Byelaws of a Society Model Byelaws for: An All purpose Society without a

Collegium dn AI/ purpose Society wüha a (Pollegium Association of owners of Dwelling Units Annexure Annexure -2 Annexure -3 Annexure -1 Annexure -5 HARYANA GOVT. GAZ. (EXTRA.), JENE' 21. 2012 (JYST. 31, SAKA) ANNEXURE -1 Model 'Memorandum of Association' ofa Society Sr. No. 2 4 (i) (V) Subject Name of the Societ) the registered of]ice Socuety shall be Jurisdicuon of Description the I "(he Society shall work within 1 territory State of' I laryana 2335 -1 District ot• the Aims and (bjects 01' The Society The objectives. which are specific to a society. shall he enumerated below. Some of the indicative objectives could be as under: Promotion of' national unity and international peace and amity. Promotion of communal and social harmony and brotherhood. Io work for the cause (If entorcement of prohibition and initiate people's tnovetnent against *Inoking, alcoholism and drug abuse: create awareness and addressing solnc of the social evils. such as. remale {Oeticide. dowry. extravagant expendilure on social functions like marriages. empowerment of women in decision making etc. etc. Promotion and progress or agriculture and animal husbandry: take up progratnmcs tor accelerating the pace or rural developnlent with application of science and technology (techniques and technologies thr cost reduction. unprov•ng productivity. etc.) especrally kn the field ot• water conservation. sanitation. low-cost housing, agriculture and animal husbandry and engineering sources: take up programmes tar ensuring protection 01' cnviromnent and för regeneration 01' natural resources degraded due to past neglects: Pt-o:ntion and extension ot- appropriate technology including svstems having rencuable sources ot enerqt,. Promotion of' cottage and small scale industries by Giking up action research work: to take up programmes in which science and technology may have major role in improving life. "(irking conditions and oprxwtunities tor gainful employment or women. 2336 Gov•r. GAZ. (EX'TRA.), 21 . 20 12 (JYST. 31. 1934 SAKA) (xi) engage in dehvcry ot' citizen services in a transparent rnanner with ot illation and Cotnunication fechnofogy. undertake impact evaluation of economic and social projects. Vo undertake pr02rammcs which ensure rdi.sing of income levels and expanding employment I opportunities of the "eaker sections 01' the Society. particularly those living below the p(nerty line and wornen hy involving participants in the planning. implementation and maintenance ot activities taken up. 'Co organize disadvantaged section or Society and take steps 10r Increasing their level 01' awareness in regards to the programme contents and racilities therein under iovernment progranutcs. legal provisions. etc. and also Ebr increasing their bargaimng povver b) promolinv co-operative and group action. I'o take up all ibrmal and nan-formal educational programme as per directives contained in the National Policy or Education. 1986. [o work tar promotion ot- sports and health cure activities. (xvii) 5. Sr. No. (i) (v) 'I'o raise or acquire lünds or property from Central Governtncnt. State (ioverment. Non- government agencies, charitable trusts by •gay of donations or grants or cumrihulion or by taking loan from public and private financial institutions. 'The tÜnds. propcnies. assets and all other resources, present and future. ot' The Society shall he utilized iOr any or all the purposes or objects of the Society as stated above and also tor dlt other similar activities in iürtherance of Ideals ot• truth and non-violence. •the names the löunder members ot' the Society 10 which the rules and the management alTairs is entrusted are as under: Name Husband's name Address (ccupution -1 I Signatures -L HARYANA (iOV'r. GA'/. (EXTRA.), 2 1, 2012 (JYS 31. SAKA) Explanatory notes for the Contents of the •Byelaws' ofa Society Sr. 3

4. Subject Name Society Me'nbership of Society of Re-admission of expelled; suspended members Members' Privileges and I Definition of General Body Description This should contain the name of the society as approved by the .District Registrar. giving reference no. and date of the leltcr vide which such name has been approved Sections 14 LO 23 of the Act may be carefüll.v read while fi•aming the byelaws in this behatt•. It has been observed that the maximum number of disputes in a Society pertain to memberships. [he byelaws must address the issues of the maximum number 01' members it would like to fix for the Society, types of membership, the ti2es tar each type of , membership, the manner and the process of admitting a person as a member, cessation of membership etc. Further, all particulars of a person admitted as a member, such as Name, Father's name. address (both correspondence and permanent address). contact details (such as telephone number. email 11)). caste or community (if the byelaws ot• a Society so restrict), may be obtained för ease of establishment identity as well as titnely communications. The society may also lay down in its byelaws the procedure for rc- adnission of a person as a member who ceased to be a member of the society in terms of the provisions contained in section 22 of the Act, or suspension and reinstatement of a member, if deemed necessary. However, it may also keep in view that no such member, who has been either convicted or an of]énce amounting 10 moral turpitude or who has

been removed from membership on the directions of the District Registrar; Registrar General for any misconduct, should be re-admitted- The byelaws of a society should clearly define the rights, privileges and duties of its members. Section 20 of the Act may be carefully read while framing the byelaws in this behalf. "General Body" means and refers to the body or members of a Society, and which may be divided into electoral colleges where the membership is more than 300 in order to constitute the Collegium of the Society. The constitution of collegium and election of the representatives of the , collegium should be decided by the Society/ its management as deemed appropriate and clearly defined in the byelaws of the society. HARYANA GOVT. GAZ. (EXTRA. i. 21. 2012 . 1 934 SAKA) Explanatory notes for the Contents of the 'Byelaws' of a Society Description Sr. No. 6. 7. 8 9

10. Size of the Governing Body and the Collegium Creation constitution of the electoral Elections of the Collegium, Governance of . Governing 4 Requirement of Notice of meeting or the (Governing 2 Quorum of . Meeting The size of the Governing body, which can vary 3 to 21 . in terms of Section -33 of the Act, designations of its office-bearers and their powers & duties should be clearly defined in the byelaws of the society. Where Society decides to keep its membership at more than 300, it will be required to constitute electoral (not exceeding . 300) and the Collegium so formed shall act as the General Body, for all intents and purposes. In that case, the size of the Governing Body cannot exceed the size of the Collegium. In case of Societies with more than 300 members, these are required to carve out a scheme of creation of Electoral Colleges in its byelaws and election of members of the Collegium. Provisions contained in Rule 16 read with the illustrations in Appendix-2 may be to the purposes of clarity . Keep in view that memberships and elections of Societies . constitute a major part the problems in smooth management of the affairs of society, it is desirable that the procedures with regard to the elections of the and the (Governing Body are clearly defined in the bye-laws of the society) subject to the provisions of the Act and the rules framed there under. The tenure of the Governing Body of a Society shall not be more than three years. The bye-laws of the society should also contain a provision for filling-up of vacancy of any of the office-bearers or members of the Governing body, caused due to any reason whatsoever, during its tenure or (ill the election of new (Governing Body. The notice periods for convening meetings of the Governing Body and the General Body should be prescribed in the byelaws subject to the provisions of the Act and the rules there under. The byelaws of Society should provide the quorum of any meeting. The Act specifies the quorum of a General Body Collegium meeting" as in the provisions contained in rule 16 may be kept in mind while specifying in the byelaws as to what should be quorum . Or HARYANA GOVT. GAZ. (EXTRA.), JUNE 2 . 20 12 _ SAKA) Explanatory notes for the Contents of the 'Byelaws' of a Society 2339 Sr. 12 13. i 16 17. Subject (Governing Body and urgent Powers of (Governing (Office-bearer of Society and their Powers General Secretary Secretary Management funds by Treasurer Provision for casual vacancies Description a meeting adjourned on account of want or the quorum in the meeting convened in the first instance and adjourned. The byelaws may also contain provision for convening urgent meetings of the Governing Body at shorter notice or without any formal notice with written consent of at least one-third of the total strength of the Governing body The bye laws of the society should clearly define the powers that may be exercised by the Governing body and its office-bearers or management of affairs of the society. The (Governing body is the custodian of the assets of the society. The byelaws of the society should also contain provisions pertaining to each of the office-bearers, their designations and their powers & duties. The office-bearers would be entitled to exercise such powers as are mentioned in the byelaws of the society. It may be useful to specify the operation of accounts singly or jointly by the office-bearers in order to have proper internal checks on financial transactions The responsibility for convening the meetings of a Society should generally vest in the Secretary: General Secretary of the society who will also be the custodian of all records, documents, title deeds etc. of the society. Unless otherwise provided in the Byelaws, the Secretary will be responsible for implementing the decisions of the governing body and act as the compliance officer of the society for various types of statutory compliances under the Act. One of the members of the governing body should be designated as a Treasurer who should be responsible for proper management of funds and assets of the society as well as proper maintenance of the books of accounts according to the byelaws/rules of the society. He should be the custodian of all books of accounts/ statutory records and cheque- books of all bank accounts, FDRs, etc. The Byelaws should also specify the officer responsible for filing of all the documents in the office of the District Registrar as required under the Act. Procedure with regard to filling- up of any vacancy of an

office bearer of the society caused due to death, resignation, cessation of membership etc. should be defined in the byelaws of the society Ideally, such a person should continue to hold the office & perform (jov•v. (iA/. (EXI*RA. INE 2k. 20 1934 SAKA) Explanatory notes for the C.ontents of the •Byelaws' of a Society Sr. 18

19. Description functions only (ill the next Annual General Meeting of the General Body, unless his appointrment is IUrther rutlified in such .Annual Genera' Mectinu F very Society should clearly detine the sources of its income such as i Sources ot Income of a Societv Provisions relatino to Audit of the Societv Accounts (Operation of Accounts men)bership tee. annual subscription, donations, from property assets. interest, gifts, etc. iti ils bye}aws so as to maintain probity in its financiul transactions. 'The byelaws or a society should provide for audit of annual (Accounts of the sociel Y from an auditor who is a member ot' Lhe Institute ot' I Chartered Accountants of India and such auditor should not be a member of the Governing Body of [he society. . 'The byelaws ofa society should define the persons who are authorized to operate its bank accounts, which may include its employees and the office-bearers. •rhe limits of cash-in-hand to meet the day-to day expenses, (he limits up to which the authorized person could sign the cheques individually and joint signatories beyond such limits should be ciearly defined. HARYANA GAZ. (EXTRA.), JUNE 2 20 12 (JYST. .31, 1934 SAKA) Model Byelaws for a Society (Mufti-purpose) without a Collegium ANNEXURE -3 Name or the Society: The Registered Office 2. 3. 4. of the Society shall be at (complete postal address): 'The Society shall carry out its major activities in the territory of State of Haryana. Membership: District within the (2) (3) The Society shall have a maximum of 250 members including the founder members/ original subscribers. Eligibility: In order to be admitted as a member of the Society, a person: (i) must be 21 years of age on the date of admission; (ii) should subscribe to the aims and objects of the Society: (iii) must have deposited the admission fee and annual subscription fee and must not be in arrears of payment of such fee as on the date of annual general meeting for continuing as a member; (iv) must not be an insolvent and of unsound mind; and (v) must not have been convicted of an offence involving moral turpitude involving imprisonment of one year or more. Kinds/ Types / Categories of Members: The Society shall consist of four different categories of meinbers as under: (i) Founder Members - A member who has been admitted as a founder member at the time of registration of the Society and has paid the requisite membership fee to the society. 'The number of founder members shall not exceed . 'l"he founder members shall also be deemed to have become Members of the society and shall have the privilege of being members of the collegium without election, in case the total number of members of the society exceeds 300. (ii) Life Members - A person may be admitted as a life member on payment of the prescribed fees and such person shall continue to be the member of the society for his lif@ The total number of life members shall not exceed (iii) Ordinary Member - The Society shall have a total of ordinary members who shall continue to enjoy their membership only so long as they are not in arrears of payment of their annual subscription tee. An ordinary member may be admitted as a tenure member, say, for a period of two to five year(s), as the case may be, and he will cease to be a member of the society on completion of his tenure, unless it is renewed by the Governing body for another tenure. 2342 (4) (5) (iv) HARYANA GOVT. GAZ. (EX IRA.), 21, 20 12 (JYST. .31, 1934 SAKA) The Governin2 Bodv mav admit individuals of Honorary Member distinguished talent and tnerit or whose association is deemed to be beneficial 10 the Society or who has rendered services of outstanding merit to the Society or who is a distinguished citizen of India or any other country as Honorary Member of the Society, ancr obtaininu consent of the individual, without payment of any membership or subscription tees. 'Che number or such honorary members shall not exceed The Honorary members shalt be entitled to attend the meetings and contribute to the deliberations but shall have no right to vote, Membership Fee & Annual Subscription: The rates for membership of the Society and the annual subscription shall bc as under: As may be decided by the Society in its Byelaws: Sr. No. (iii) (iv) Type of Member Founder Mcmbers Life Member Ordinary Member t Honorary Member Admission Fee 21 Rs. 1 Nil Annual Subscription Nil Nil Rs. Nil The payment of annual subscription of a member shall become due as on the I st of April of every year, which may bc paid latest by the 301 n ot- June of such year. "l"he membership or a defaulting tmember shall be deemed to be under suspension after the due date (30th June) and such member shall not be entitled to cast his vote during the elections of the Society held after July ofthe said year. The suspension of tmembership on account of default in payment of the annual subscription may be revoked after he has cleared the default with along with 18% imerest on the amount payable, However. he shall not be cligible to cast his

vote in any election held during the remainder of the financial year. Admission Procedure (for members other than the subscribers): (i) (ii) The admission of a person as a member of the Society shall be decided by its Governing Body from time to time: An individual willing to be a member of the Society has to submit an application in prescribed form, and along with supporting documents to the Secretary duly filled in and signed and recommended by a regular member of the society. (6) (7) (8) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYS'V. 31, 1934 SAKA) 'The Secretary shall examine the application and place the same before the Governing Body for a decision. (iv) The Governing Body may accept or reject the application and the decision of the Governing Body in this regard shall be final. It shall not be bound to assign any reason for its decision. (v) The approval of the Governing Body shall be intimated to the member, his name shall be entered in the register of members, to be maintained in such manner & form as prescribed under the Haryana Societies Registration and Regulation Rules, and he/she will be issued an Identity Card of the Society. Identity Card for every member: Every person admitted as a member will be issued an identity card containing his/ her photograph, brief particulars and membership category, duly signed by the individual Member and the General Secretary of the Society. Rights & Obligations of Members: (i) All the members of the Society shall be bound by the rules and regulations of the Society as contained in its byelaws and amended from time to time; Every member, except an Honorary member, shall have a right to cast his vote at the elections of the Society provided such member is not a defaulter in payment of any dues of the Society and the annual subscription for a period of three months beyond the due date; (iii) Every member of the Society shall have the right to inspect the books of accounts, books containing the minutes of proceedings of the general meetings, meetings of the Governing Body and register of members of the society on any working day by giving a notice of seven days; (iv) Every member shall inform the Society about any change in his address, which shall be duly recorded in the register of members of the Society and upon which the Society shall issue a fresh identity Card to such member. Cessation of Membership: Any person admitted as a member shall cease to be a member of the Society in the following events: (i) Attracts the provisions contained in Section 22 of the Act; (ii) Upon his/ her acting contrary to the aims and objectives of the Society; (iii) Upon such member being found guilty of a financial misappropriation of the funds of the society: (W) Upon indictment and directions for removal by the District Registrar/ Registrar/ Registrar General or Societies: (v) An Honorary member shall cease to be a member of the Society, if the Governing Body decides so by passing a resolution in this behalf. S

6. HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYS'V. 31, 1934 SAKA) General Body: (I) Every person admitted as a member shall be a member of the General Body of the Society and shall be entitled to cast his vote for the election of the Governing Body of the Society unless he is in arrears of payment any dues of the Society, including the annual subscription. (2) Every member shall cast his vote in person and no proxy voting shall be allowed. Meetings of the General Body: (i) A meeting of the General Body of the society will be held as and when required. However, at least one meeting of the General Body of the society, called as the Annual General Meeting (AGM) will be held in a year, within six months of the close of the financial year for consideration and adoption of the duly audited annual accounts of the society in addition to transaction of any other business of the Society as may be required. The Governing Body of the society may convene an extra-ordinary meeting of the General Body of the society at any time after giving due notice as prescribed hereunder, either of its own or within 45 days of receipt of a written requisition along with reasons for convening such meeting, from at least of the members of the General Body, For any meeting of the General Body, a clear notice of at least 14 days along with a copy of the agenda of the business to be transacted, date, time & venue of the meeting will be given to the members of the General Body. A copy of such notice will also be endorsed to the District Registrar. A meeting of the General Body may also be convened at a shorter notice, if agreed to, by a majority (at least above 50% of the total members) of the members of the General Body. Quorum for the meeting of the General Body will be 40% of the total members entitled to vote and present in person, subject a minimum of four members. In case of a meeting adjourned for want of quorum, the quorum for the adjourned meeting shall not be less than 10% of the total members, subject to a minimum of three. The General Body shall be competent to transact all business in such adjourned meeting except the consideration of any Special Resolution. Any Special Resolution can be passed in such adjourned meeting only if at least 25% of the total members of the Society are present. The proceedings of all meetings of

the General Body will be recorded in the minutes-book (bound or in loose leaves) maintained separately for the purpose by the Secretary and such minutes will be signed by the Chairman of the meeting and the Secretary of the Society. HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST.31, 1934 SAKA) Powers, Functions & Duties of the General Body - 7. 8. (i) To guide the Society in determining and fulfilling its aims and objects. To decide policy matters such as change of name of the society, amendment in the Memorandum of Association and the Byelaws of the society, approval of annual accounts of the society, approval for disposal of immoveable assets of the society etc. and all such other acts as may be required under the Haryana Registration and Regulation of Societies Act & Rules, 2012. To elect the members of the Governing Body. To remove any member from the Governing Body and according approval to the continuation of a person appointed as a member of the Governing Body against a casual vacancy. Governing Body: (1) Composition: The Governing Body of the society shall consist of a total of 11 Office-bearers and Members as under: (a) President (b) (c) (e) Vice-President General Secretary {Secretary Joint Secretary Treasurer Six Executive Members, including co-option of any Honorary Member by the Governing Body. (2) Election of the Governing Body: The Term of the Governing Body shall be three years from the date of approval of its election by the District Registrar; The Governing body will declare the Schedule of Elections and appoint the Returning Officer for conduct of elections and also notify/display a list of members of the General Body entitled to vote at least 45 days prior to the holding of the General Meeting for conduct of the elections. The Governing Body shall also send notices for holding elections of the Governing Body to all the members, conveying the date, time & the manner. The information w.r.t. holding of election for the Governing Body shall also be sent to District Registrar to appoint an observer, if he so desires. Any objections qua the list of members of the Society entitled to vote shall be decided by the Returning Officer in consultation with the office-bearers of the society. However, the decision of the Returning Officer shall be final in the event of any difference of opinion. The Returning Officer shall, thereafter, invite nominations to be filed within the period prescribed in the Schedule of elections, 2346 (v) HARYANA GOVT. GAZ. (EXTRA.), JULY 21, 2012 (JYST. 31, 1934 SAKA) scrutiny and withdrawal of nominations, if any, {Or election of the office-bearers and the executive members of the Governing Body. The Returning Officer will display a list of the contesting members on the notice board of the society. The returning officer will conduct the election on the notified date. The members eligible to vote will be allowed to cast their vote in person, and wherever disputed, on production of the identity card issued by the society. After closing hours on the date of the poll, the returning officer will declare the results and constitute the Governing Body of the society, A list of the elected office-bearers and the executive members of the Governing Body, duly signed by the Returning Officer, will be filed with District Registrar within 30 days, who shall accord his approval of the same upon his satisfaction. The office-bearers of the Society shall not be entitled to any remuneration for rendering services to the society. (3) Filling of any Casual Vacancy on the Governing Body — Any vacancy arising on account of resignation or death of any member of the Governing Body or for any other reason, may be filled-up by the Governing Body, if required, amongst the members of the General Body on adhoc basis till the holding of next Annual General Meeting of the Society, Such adhoc member of the Governing Body shall cease to be a member of the Governing Body on the date of the next Annual General Meeting appointment is not approved in the Annual General Meeting by a majority vote for the balance term of the Governing Body. (4) Meetings of the Governing Body - (ii) (iii) The meetings of the Governing Body will be held as and when required. However, the Governing Body shall meet at-least once in every quarter and there will be minimum four meetings of the Governing Body in a financial year. A clear notice of three days of every such meeting will be given by the Secretary of the Governing Body to the office bearers and members before the date appointed for the meeting. However, the Governing Body may meet at shorter notice, wherever so required, with the consent of at least fifty percent of its members. The quorum of the meetings of the Governing Body shall be at least 40% of the total members of the Governing Body, subject to a minimum of 5 members. In case quorum is not present, the meeting shall be adjourned to another date for which a proper notice shall be issued. The members present in the adjourned meeting, subject to a minimum of three members, shall form the quorum for the adjourned meeting. The proceedings of every meeting of the Governing Body will be recorded in the proceedings book separately maintained for this purpose. Such minutes shall be signed by the Chairman of the meeting and the Secretary of the Society. In case the Chairman or the Secretary are not available to sign the minutes, these will be signed

HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) 2347 (v) by any two members present in the meeting as may be authorised by the Governing Body. [The minutes of every meeting of the Governing Body will be placed For confirmation in the succeeding meeting of the Governing body, (5) Powers, Functions & Duties of the Governing Body- (i) (iv) (v) (vii) 'The Governing Body will be responsible for achieving the aims & objectives of the Society and shall work in the best interest of the Society, for which it is empowered to deploy the funds & assets of the society for the stated objectives; "[The Governing Body will be competent to raise funds and purchase property, movable and immovable, on free-hold or lease basis in its name, as decided by it. The Governing Body shall have full charge of all immovable properties and moveable assets belonging to or vested in the Society and these will be managed in such a manner as it considers appropriate subject to the overall control and directions of the General Body of the Society. The Governing Body shall be competent to invest the funds in the manner it considers appropriate in the best interests of the Society and it shall be competent to borrow or mortgage or hypothecate the properties on behalf of the Society in the manner decided. To constitute various standing or adhoc Committees for looking after such functions as may be assigned from time to time. create provision for engagement of regular or part-time employees of the Society to look after the secretarial, accounting and other functions in a seamless manner. To outsource certain functions e.g. cleaning, security and similar other maintenance activities of the premises of the society. (6) Powers, Functions & Duties of individual members of Governing Body- (i) President: (a) (b) (c) (d) (e) (f) To preside over all the meetings of the General Body and of the Governing Body and regulate the proceedings of such meetings. To do all such acts, deeds and things as may be authorized by the General Body and/or the Governing Body from time to time. To allow or disallow discussion on any matter which is not included in the agenda. To ensure proper & transparent functioning of the Society/ Governing Body. To ensure strict compliance of the provisions of the Haryana Registration and Regulation of Societies Act, 2012 and the rules made thereunder. To supervise and guide the overall activities/ achievement of aims & objectives of the Society. HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) (ii) Vice-president: (a) To assist the president in carrying out his duties. (b) In absence of the President, to act on his behalf and perform all duties and exercise all the powers of the President. (c) To do all such acts, deeds and things, as may be authorized by the Governing Body. (iii) General Secretary/Secretary: (a) To conduct, organize, supervise and manage all the affairs of the Society and do all such acts and perform all such duties for the working of the Society as may be assigned by the President/Governing Body, (b) To receive, scrutinize and place applications for membership of the Society before the Governing Body and to enter the name of the members, if approved, in the register of members under his initials and to intimate the members about the same and issue identity cards to the members so admitted; (c) To convene meetings of the General Body/Governing Body with the consent of the President and serve proper notices as prescribed under these byelaws. (d) To attend all the meetings of the General Body and the Governing Body and assist the President in conducting the meetings and record proceedings of all the meetings. (e) To prepare annual report of the Society and place it before the Governing Body along with audited annual accounts of the Society, for approval to place the same before the General Body in the Annual General Meeting. (f) To keep and preserve the records of the Society/ Governing Body. (g) To help and assist the President in looking after the complete affairs of the Society and in attaining aims & objects of the Society. (h) To ensure timely filing of all statutory returns/ documents in the office of the District Registrar and such other authorities as may be prescribed under the Haryana Registration and Regulation of Societies Act, 2012 and the rules made thereunder. (i) To be the custodian for safe custody of common seal of the society and affix the same, wherever required, as per the authorisation of the Governing Body. (j) To conduct correspondence on behalf of the Society/ Governing Body and to sign letters and papers on its behalf and to ensure that all statutory registers and records are properly kept and maintained. (k) To prepare before announcing of the date of election and the Annual General Meeting, the list of all the members eligible to vote, duly updated and to place it before the Governing Body. (l) Act as the overall in-charge of the administration and execution of all the programmes of the Society/ including financial affairs on behalf of the Governing Body including creation of posts, fixation of salaries/ remuneration/ allowances etc., make appointments/ engagement of staff, make purchases and do all other such things as may be necessary in the furtherance of the aims & objects of the Society in accordance with the delegations by the Governing Body

from time to time and where no such delegation is specifically made, in consultation with the President of the Society. (iv) Joint Secretary. (a) To assist the General Secretary/ Secretary of the Society in carrying out his functions and duties; (b) To discharge the functions and duties of the General Secretary/ Secretary of the Society in his absence to the extent authorised by the Governing Body; (c) To look after such functions and duties and exercise such powers as may be assigned and delegated by the Governing Body of the Society from time to time. (v) Treasurer: (a) To keep accounts of all financial transactions of the Society and of all the sums of money received and spent by the Society and maintain records of receipts and expenses relating to such matters, and of assets, credits and liabilities. (b) To get the accounts of the Society audited by the chartered accountant appointed by the Governing Body at the close of the Financial year, every year. (c) To submit to the Governing Body through General Secretary/Secretary, the audited annual accounts of the Society, at least one month prior to the date of annual general meeting. (d) To act as the overall custodian of all the books of accounts of the society, financial statements, receipt books, expense vouchers, bank pass books & cheque books, cash etc. (7) Cessation of members of the Governing Body- An office-bearer/ executive member of the Governing Body shall cease to be an office-bearer or executive member: (a) upon submission & acceptance of his resignation; (b) if he ceases to be a member in accordance with sub-clause (8) of Clause 4 of these byelaws; (c) if he is removed by a resolution passed in the meeting of the General Body. (8) Exclusions from the Employment of a Society: (a) No member of the Society shall be in full-time or part-time employment of the Society; (b) No dependant or family member or close relative of the office-bearers and members of the Governing Body shall be engaged as an employee of the society during its term: 2350 HARYANA GOVT. GAZ, (F.X'KRA. JCNF. 2 1, 2012 (JYST. 31, 1934 SAKA) (c) Every office-bearer and member of the Governing Body shall make a declaration in case any person in the employment of the Society is his close relative. (9) Amendments in the Memorandum of Association, Byelaws, Name of the Society, etc. Any amendment in the Memorandum of Association and Byelaws, or Change of Name, amalgamation or division of the Society will be done only with the approval of the General Body by way of a special resolution. The intimation of any such amendment or change, along with attested copy of the requisite documents, shall be filed in the office of the District Registrar by the General Secretary/ Secretary within such time as may be prescribed under the Haryana Registration and Regulation of Societies Act, 2012 and the rules made thereunder. (10) Management of Assets and Funds of the Society (11) (i) The sources of income of the society will include receipts on account of membership fee, annual subscription, rent from property, assets, interest, consultation fees, donations, gifts, grants, etc. The society can also raise Funds through interest-free short term loans from its members or from scheduled banks on interest. Loan from the scheduled banks on interest will be taken only for purchase of creation of capital assets and not for meeting any recurring revenue expenditure under any circumstances. (ii) The Governing Body will prepare and approve an annual budget of the Society on the basis of its estimated income and the capital & revenue expenditure during the first quarter of the financial year and shall also place a copy thereof before the General Body in its Annual General Meeting for intimation. (iii) The Bank accounts of the Society will be jointly operated by such members/ office bearers as may be decided by the Governing body from time to time. (iv) All assets and funds will belong to the Society and vest in the society, (v) All receipts and payments of the Society shall be made through Bank Instruments (i.e. DD/ Pay Order/ Cheques/ Bank transfers/ R/GS) including all receipts towards the Membership Fees and the annual subscriptions from the members. However, the Governing Body may determine the limits of financial transactions which may be conducted in cash in certain other cases. Accounts of the Society: (i) The Treasurer of the Society will be responsible for keeping and maintaining proper books of accounts i.e. cash book, ledger etc, as required under the Income Tax laws and/or any other authority including the Institute of Chartered Accountants of India, at its Registered Office with respect to all sums of money received and expended by the Society and the assets and liabilities of the Society. (ii) The books of accounts of the Society shall be open to inspection during the business hours by the Registrar General, Registrar, District Registrar or any officer authorised by them and by any member of the Society. (iii) The annual accounts of the society will be signed by any two authorised office-bearers of the Society. HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYStr. 31. 1934 SAKA) 2351 (12) (13) (14) (iv) The Governing Body will appoint a chartered accountant, who shall not be a member of the Governing body or family member of any member of the Governing Body, for auditing the accounts and filing of income tax return of the society for each financial year, at such

remuneration as may be determined by the Governing Body. Common Seal:- The Society will have a common seal which shall be kept in safe custody of the General Secretary/Secretary and shall be affixed wherever it is required in accordance with the authorisation by the Governing Body. Amalgamation of the Society: The Society may amalgamate itself with any other Society established with the identical aims and objects or allow any other society to amalgamate with itself by a Special Resolution passed in this behalf in accordance with the provisions contained in Section 51 of the Act and rule 25 made there under. Dissolution of the Society: (i) The Society may resolve to dissolve itself in accordance with the provisions contained in the Act and the rules there under in case it becomes difficult to carry on with the operations of the Society, or it becomes insolvent or for any other pressing and unavoidable reasons; (ii) In the event of dissolution of the Society, no assets of the society shall devolve on or distributed amongst the members of the Society; (iii) Its assets and properties shall be first used to liquidate any liabilities and the left-over properties, if any, shall be considered for transfer to any other Society established with identical aims and objects or to the District Collector for use thereof in the general public interest. We, the several persons whose names & addresses are subscribed hereunder, certify the above to be the true & correct copy of the Byelaws of the society. TN amc Occupation I Signatures No. (ii) i (iii) (iv) (v) (vi) I (vii) r Father's/ I Address I Husband's name -4 HARYANA GOVT. GAZ. (EXTRA.), JUNE 21 . 2012 (JYST. 31, 1934 SAKA) Model Byelaws for a (multi-purpose) Society with a Collegium ANNEXURE -4 Name of the Society: The Registered Office of the 2. 3

4. Society shall be at (complete postal address): The Society shall carry out its major activities in the territory of State of Haryana. Membership: District within the (i) The Society shall have a maximum of 3000 members including the founder members. original subscribers. (2) Eligibility: In order to be admitted as a member of the Society, a person: (i) (iv) (v) must be 21 years of age on the date of admission; should subscribe to the aims and objects of the Society, must have deposited the admission fee and annual subscription fee and must not be in arrears of payment of such fee as on the date of annual general meeting or continuing as a member: must not be an insolvent and of unsound mind: and must not have been convicted of an offence involving moral turpitude involving imprisonment for one year or more. (3) Kinds/ Types / Categories of Members: The Society shall consist of four different categories of members as under: (iii) Founder Members - A member who has been admitted as a founder member at the time of registration of the Society and has paid the requisite membership fee to the society. "The number of founder members shall not exceed The founder members shall also be deemed to have become Life Members of the society and shall have the privilege of being members of the collegium without election, in case the total number of members of the society exceeds 300. Life Members - A person may be admitted as a life member on payment of the prescribed fees and such person shall continue to be the member of the society for his life. The total number life members shall not exceed Ordinary Member - The Society shall have a total of ordinary members who shall continue to enjoy their membership only so long as they are not in arrears of payment of their annual subscription fee. An ordinary member may be admitted as a tenure member, say, for a period of two to five year(s), as the case may be, and he will cease to be a member of the society on completion of his tenure, unless it is renewed by the Governing body for another tenure. Honorary Member The Governing Body may admit individuals of distinguished talent and merit or whose association is deemed to be beneficial to the Society or who has rendered services of outstanding merit to the Society or who is a distinguished citizen of India or any other country as Honorary Member of the Society, after obtaining consent of the individual, without payment of any membership or subscription fees. The number of such honorary members shall not exceed . The Honorary members shall be entitled to attend the meetings and contribute to the deliberations but shall have no right to vote. (4) Membership Fee & Annual Subscription: (i) The rates for membership of the Society and the annual subscription shall be as Rs. 21,000/- Rs. 1 under: Sr. Type of Member I No. I Founder Members (ii) i Life Member (iii) I Ordinary Member (iv) I Honorary Member I Admission Fee Nil I Annual Subscription Nil Rs. 500/- Nil The payment of annual subscription of a member shall become due as on the 1st of April of every year, which may be paid latest by the 30th of June of such year. The membership of a defaulting member shall be deemed to be under suspension after the due date (30th June) and such member shall not be entitled to cast his vote during the elections of the Society held after July of the said year. The suspension of membership on account of default in payment of the annual subscription may be revoked after he has cleared the default

with along with interest on the amount payable. However, he shall not be eligible to cast his vote in any election held during the remainder of the financial year. (S) Admission Procedure (for members other than the subscribers): 'The admission of a person as a member of the Society shall be decided by its Governing Body from time to time: An individual willing to be a member of the Society has to submit an application in prescribed form, and along with supporting documents to the Secretary duly filled in and signed and recommended by a regular member of the society. 2354 (v) HARYANA GOVT. GAZ. (EXTRA.). JUNE 21, 2012 (JYST. 31, 1934 SAKA) 'The Secretary shall examine the application and place the same before the Governing Body for a decision. The Governing Body may accept or reject the application and the decision of the Governing Body in this regard shall be final. It shall not be bound to assign any reason for its decision. The approval of the Governing Body shall be intimated to the member, his name shall be entered in the register of members, to be maintained in such manner & form as prescribed under the Haryana Societies Registration and Regulation Rules, 2012 and he/she will be issued an Identity Card of the Society. (6) Identity Card for every member: Every person admitted as a member will be issued an identity card containing his/ her photograph, brief particulars and membership category, duly signed by the individual Member and the General Secretary of the Society. (7) Rights & Obligations of Members: All the members of the Society shall be bound by the rules and regulations of the Society as contained in its byelaws and amended from time to time: Every member, except an Honorary member, shall have a right to cast his vote at the elections of the Society provided such member is not a defaulter in payment of any dues of the Society and the annual subscription for a period of three months beyond the due date: Every member of the Society shall have the right to inspect the books of accounts, books containing the minutes of proceedings of the general meetings, meetings of the Governing Body and register of members of the society on any working day by giving a notice of seven days; Every member shall inform the Society about any change in his address, which shall be duly recorded in the register of members of the Society and upon which the Society shall issue a fresh Identity Card to such member. (8) Cessation of Membership: Any person admitted as a member shall cease to be a member of the Society in the following events: Attracts the provisions contained in Section 22 of the Act; upon his/ her acting contrary to the aims and objectives of the Society; upon such member being found guilty of a financial misappropriation of the funds of the society; Upon indictment and directions for removal by the District Registrar.' Registrar, Registrar General of Societies; (v) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) An Honorary member shall cease to be a member of the Society, Governing Body, decides so by passing a resolution in this behalf. if the

6. General Body: (2) F every person admitted as a member shall be a member of the General Body of the Society and shall be entitled to cast his vote for the election of members of the Collegium unless he is in arrears or payment of any dues of the Society, including the annual subscription. Every member shall cast his vote in person and no proxy voting shall be allowed, Collegium of the Society (i) (v) 161 electoral colleges which shall The Society shall have a total of 150 constitute its Collegium; Each electoral College shall consist of 18 to 22 members who shall, in turn, elect one member to the Collegium; The particulars and details of the electoral colleges along with the members allocated to each electoral College are attached as Annexure-I to these Byelaws. Further constitution of electoral colleges and allocation of members to each electoral colleges shall be decided by the Governing Body with the admission of new members and such details shall be communicated to the members and also displayed on the notice board of the Society in its office; Any change in the allocation of members of an electoral college shall be made only upon cessation of the members of an electoral college and induction of fresh members or on consideration of the request of any member, if found feasible of acceptance. The Collegium of the Society shall act as the General Body for all intents and purposes and the members of the Collegium shall in turn elect the Office-bearers and the members of the Governing Body. Procedure for Election of the Collegium (i) 11 number of founder members of the Society shall be the members of the collegium without any election. 150 number of members of the society shall be elected as members of the collegium. Each member shall be representing his house/ electoral college. The term of the collegium shall be three years from the date of its constitution. 'The Governing body will declare the schedule of election and appoint a returning officer for conduct of election and also notify display the details of members of each electoral colleges entitled to vote at least 90 days prior to 2356 8. (v) vi) (vii) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) holding the General Meeting. Further, individual

notices for holding elections of the collegium shall also be conveyed by the Governing Body. The information of holding the election of the collegium shall also be sent to the District Registrar so as to appoint an observer, if he so desires. Any objections qua the list of members of the Society entitled to vote shall be decided by the Returning Officer in consultation with the office-bearers of the society. However, the decision of the Returning Officer shall be final in the event of any difference of opinion. The Returning Officer shall, thereafter, invite nominations to be filed within the period prescribed in the Schedule of elections, scrutiny and withdrawal of nominations, if any, for election of the members of the Collegium. The Returning Officer will display a list of the contesting members on the notice board of the society. The returning officer will conduct the election on the notified date. The members eligible to vote will be allowed to cast their vote in person, and wherever disputed, on production of the identity card issued by the society. After closing hours on the date of the poll, the returning officer will declare the results and constitute the Collegium of the society. A list of the elected members of the collegium, duly signed by the Returning Officer, will be filed with District Registrar within 30 days. Meetings of the Collegium of the Society: A meeting of the Collegium of the society will be held as and when required. However, at least one meeting of the Collegium of the society, called as the Annual General Meeting (AGM) will be held in a year, within six months of the close of the financial year for consideration and adoption of the duly audited annual accounts of the society in addition to transaction of any other business of the Society as may be required. The Governing Body of the society may convene an extra-ordinary meeting of the Collegium of the society at any time after giving due notice as prescribed hereunder, either of its own or within 45 days of receipt of a written requisition along with reasons for convening such meeting, from at least 1/3 of the members of the Collegium. For any meeting of the Collegium, a clear notice of at least 14 days along with a copy of the agenda of the business to be transacted, date, time & venue of the meeting will be given to the members of the Collegium. A copy of such notice will also be endorsed to the District Registrar. A meeting of the Collegium may also be convened at a shorter notice, if agreed to, by a majority (at least above 50% of the total members) of the members of the Collegium. Quorum for the meeting of the Collegium will be 40% of the total members entitled to vote and present in person, subject to a minimum of four members. In case of a meeting adjourned for want of quorum, the quorum for the adjourned meeting shall not be less than 10% of the total members, subject to a minimum of three. The Collegium shall be competent to transact all business in such adjourned meeting except the consideration of any Special Resolution. Any Special Resolution can be passed in such adjourned meeting only if at least 25% of the total members of the Society are present. The proceedings of all meetings of the Collegium will be recorded in the minutes-book (bound or in loose leaves) maintained separately for the purpose by the Secretary and such minutes will be signed by the Chairman of the meeting and the Secretary of the Society.

Powers, Functions & Duties of the Collegium - 9. 10. (i) To guide the Society in determining and fulfilling its aims and objects. To decide policy matters such as change of name of the society, amendment in the Memorandum of Association and the Byelaws of the society, approval of annual accounts of the society, approval for disposal of immovable assets of the society etc. and all such other acts as may be required under the Haryana Registration and Regulation of Societies Act & Rules, 2012. To elect the members of the Governing Body. To remove any member from the Governing Body and according approval to the continuation of a person appointed as a member of the Governing Body against a casual vacancy.

Governing Body: Composition: The Governing Body of the society shall consist of a total of 10 office-bearers and Members as under: (a) President (b) Vice-President (c) General Secretary (d) Joint Secretary (e) Treasurer (f) Six Executive Members, including co-option of any Honorary Member by the Governing Body.

(2) Election of the Governing Body: (i) The term of the Governing Body shall be three years from the date of approval of its election by the District Registrar. The Governing body will declare the Schedule of Elections and appoint the Returning Officer for conduct of elections and also notify/display a list of members of the Collegium entitled to vote at least 45 days prior to the holding of the General Meeting for conduct of the elections. (ii) The HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31. 1934 SAKA) Governing Body shall also send notices for holding elections of the Governing Body to all the members, conveying the date, time & the manner. The information w.r.t. holding of election for the Governing Body shall also be sent to District Registrar to appoint an observer, if he so desires. Any objections qua the list of members of the Society entitled to vote shall be decided by the

Returning Officer in consultation with the office-bearers of the society. However, the decision of the Returning Officer shall be final in the event of any difference of opinion. The Returning Officer shall, thereafter, invite nominations to be filed within the period prescribed in the Schedule of elections, scrutiny and withdrawal of nominations, if any, for election of the office-bearers and the executive members or the Governing Body. The Returning Officer will display a list of the contesting members on the notice board of the society. The returning officer will conduct the election on the notified date. The members eligible to vote will be allowed to cast their vote in person, and wherever disputed, on production of the identity card issued by the society. After closing hours on the date of the poll, the returning officer will declare the results and constitute the Governing Body of the society. A list of the elected office-bearers and the executive members of the Governing Body, duly signed by the Returning Officer, will be filed with District Registrar within 30 days, who shall accord his approval of the same upon his satisfaction. The office-bearers of the Society shall not be entitled to any remuneration for rendering services to the society.

(3) Filling of any Casual Vacancy on the Governing Body — Any vacancy arising on account of resignation or death of any member of the Governing Body or for any other reason, may be filled-up by the Governing Body, if required, from amongst the members of the Collegium on adhoc basis till the holding of next Annual General Meeting of the Society. Such adhoc member of the Governing Body shall cease to be a member of the Governing Body on the date of the next Annual General Meeting, if his appointment is not approved in the Annual General Meeting by a majority vote for the balance term of the Governing Body.

(4) Meetings of the Governing Body - (i) The meetings of the Governing Body will be held as and when required. However, the Governing Body shall meet at least once in every quarter and there will be minimum four meetings of the Governing Body in a financial year. (v) HARYANA GOVT. GAZ. (EXT*RA.), JUNE 21, 2012 (JYS*U. 31. 1934 SAKA) A clear notice of three days of every such meeting will be given by the Secretary of the Governing Body to the office bearers and members before the date appointed for the meeting. However, the Governing Body may meet at shorter notice, viz., wherever so required, with the consent of at least fifty percent of its members. The quorum of the meetings of the Governing Body shall be at least 40% of the total members of the Governing Body, subject to a minimum of 5 members. In case quorum is not present, the meeting shall be adjourned to another date for which a proper notice shall be issued. The members present in the adjourned meeting, subject to a minimum of three members, shall form the quorum for the adjourned meeting. The proceedings of every meeting of the Governing Body will be recorded in the proceedings book separately maintained for this purpose. Such minutes shall be signed by the Chairman of the meeting and the Secretary of the Society. In case the Chairman or the Secretary are not available to sign the minutes, these will be signed by any two members present in the meeting as may be authorised by the Governing Body. The minutes of every meeting of the Governing Body will be placed for confirmation in the succeeding meeting of the Governing body.

Powers, Functions & Duties of the Governing Body- (i) (v) The Governing Body will be responsible for achieving the aims & objectives of the Society and shall work in the best interest of the Society, for which it shall be empowered to deploy the funds & assets of the society for the stated objectives; The Governing Body will be competent to raise funds and purchase property, movable and immovable, on free-hold or lease basis in its name, as decided by it. The Governing Body shall have full charge of all immovable properties and moveable assets belonging to or vested in the Society and these will be managed in such a manner as it considers appropriate subject to the overall control and directions of the Collegium of the Society. The Governing Body shall be competent to invest the funds in the manner it considers appropriate in the best interests of the Society and it shall be competent to borrow or mortgage or hypothecate the properties on behalf of the Society in the manner decided. It may constitute various standing or adhoc Committees for looking after such functions as may be assigned from time to time. 2360 (6) (i) (iii) HARYANA GOVT. GAZ. (EXT*RA.) JUNE 21, 2012 (JYS*U. 31. 1934 SAKA) To create provision for engagement of regular or part-time employees look after the secretarial, accounting and other of the Society to functions in seamless manner, security and similar other outsource certain functions e.g. cleaning maintenance activities of the premises of the society. Powers, Functions & Duties of individual members of Governing Body- President: (a) to preside over all the meetings of the Collegium and of the Governing Body and regulate the proceedings of such (b) to do all such deeds and as may be authorized by the Collegium and/or the Governing Body from time to time, (c) to allow or disallow discussion on any matter which is not included in the agenda. (d) to ensure proper & transparent functioning of the Society

intitnation of any such amendment or change, along with attested copy of the requisite documents, shall be filed in the of the District Registrar by the General Secretary! Secretary within such time as may be prescribed under the Haryana Registration and Regulation of Societies Act, 2012 and the rules made thereunder. f. HARYANA GAZ. (EXTRA.). 21, 20 12 f. 1934 SAKA) Management of Assets and Funds of the Society 12. 13. (i) (v) include receipts on account of *the sources of income of the society will membership fee. annual subscription, rent from property assets. interest. consultation recs. donations, gifts, grants. etc. The society can also raise funds through interest-free short term loans from its members or ti•onl scheduled banks on interest. Loan from the scheduled banks on interest will be taken only for purchase of creation of capital assets and not meeting any recurring revenue expenditure under any circumstances. [he Governing Body will prepare and approve an annual budget of the Society on the basis of its estimated income and the capital & revenue expenditure during the first quarter of the financial year and shall also place a copy thereof before the Collegium in its Annual General Meeting ti)r infOrmation. The Bank accounts of the Society will be jointly operated by such members office bearers as may be decided by the Governing body from time to time. All assets and funds will belong to the Society and vest in the society. All receipts and payments of the Society shall be made through Bank Instruments (i.e. DD.' Pay Order/ Cheques Bank 'Transfers/ R/I'(iS) including all receipts towards the Membership Fees and the annual subscriptions from the members. However, the Governing Body may determine the limits of financial transactions which may be conducted in cash in certain other cases. Accounts of the Society: (i) The Treasurer of the Society "ill be responsible for keeping and maintaining proper books of accounts i.e. cash book. ledger etc. as required under the Income Tax laws and/or any other authority including the Institute of Chartered Accountants of India, at its Registered Office with respect to all sums of money received and expended by the Society and the assets and liabilities of the Society. The books of accounts of the Society shall be open to inspection during the business hours by the Registrar General, Registrar, District Registrar or any officer authorised by them and by any member of the Society. The annual accounts of the society will be signed by any two authorised office- bearers of the Society. [he Governing Body will appoint a chartered accountant, who shall not be a member of the Governing body or famiLY' member of any member of the Governing Body, for auditing the accounts and filing of income tax return of the society for each financial year, at such remuneration as may be determined by the (i) Governing Body. 14. 15

16. HARYANA GOVT'.GAZ Common Seal:- [he Society will have a common seal which *hail be kept in safe custody of the (.eneral Secretary Secretary and shall be attixed wherever it is required in accordance with the authorisation b) the Ciovernin2 Body 'Che Socu•ty may amalgamate itself with any other Amalgamation of the Society: Society established with the identical aims and objects or any other society b) Spec.u\ Resolution passed in ihi-s bchult In accordance Ilh amalgamate nith i!sefl of the und rule 26 (nude there undel the pruvtsions. contilined f! Dissolution of the Society: in accordance •w Ilh the provisions he iety resolve dissuive Itselt contatned In the Act and the rules (here under in case il becomw ditlicult to on "lith the operations of the Society, or becomes insolvent or for any Other und unavoidable reasons. in the event of dissolution of the Society . no assets of the society *hail devolve on or distributed •,unongst the membel> of the lety. Its dnd properties Shui' bc first used to liqu)date any liabilities and the !eft• over properties asseft. if any. shall be considered for transfer to any other Society established with identical aims and objects ot to the District Collector for use thereof in the general public interest We. the severdl persons whose names & addresses are subscribed hereunder, certi!Y the above to be the true copy of the Bye-laws of" the societv Husband* s name (i) (v) ()ocupauon Sipnaturek HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 20 12 (JYST. 31, 19.34 SAKA) 2365 ANNEXURE -5 Residents Welfare Association of Model Bye-laws (GI-IS) CHAPTER I Short title and Application: Apartment Owners (i) (iii) (iv) These bye-laws may be called the Bye-laws of the Association of Apartment Owners of-the These bye-laws shall apply to the members or the Association of Apartment Owners of the and the Housing Complex situated at All present owners, their successors-in-interest, tenants, future tenants or their employees or any other person who may use the facilities of the Housing Complex in any manner shall be bound by these the provisions set forth under these Bye-laws. The acquisition of ownership or on rent of any independent dwelling units (hereinafter referred to as "Dwelling Unit") of the Complex or act of occupancy of any of the said units will signify that these bye-laws are accepted, ratified and will be complied with. 2. 3

4. Definitions : Unless otherwise specified, all words and phrases used in these byelaws shall have the same meaning as ascribed to them under the Haryana Registration and Regulation of Societies Act, 2012 and the rules framed there under and the Haryana Apartment Ownership Act, 1983. Haryana Apartment Ownership Act, 1983 The housing complex raised at District , and known as the rules made there under. (name), is submitted to the provisions of the Act and the Aims and Objects of the Association : The aims and objects of the Association shall be : to be and to act as the Association of Apartment Owners of the group housing building complex called the Group Housing Society, (hereinafter called "complex") who have filed their respective declarations submitting their apartments to the provisions of the Act. 2366 s. 16. (v) (ix) HARYANA GOVT. GAZ. JUNE 21, 2012 (JYST. 31, 19.34 SAKA) to invest or deposit contributions and other moneys with the Association; to ensure that the complex is properly managed. maintained and administered in a manner compatible with the standards and expectations of the apartment owners; to provide for the maintenance, repair and replacement of fittings, fixtures, appurtenances or other property requiring maintenance, repair and replacement comprised in common areas and facilities by contribution made by the apartment owners, and if necessary, by raising loans that purpose: to retain and permit use of common Facilities to outsiders against an approved charge and appropriate such income 'Or the objects of the Association or its credit to a reserve fund; to establish and conduct educational, physical. social and recreational activities for the benefit of the apartment owners on its own account or jointly with individuals or institutions; to frame rules regarding establishment of any provident fund for the benefit of full-time employees of the association, as required under the law of the land, after following the prescribed procedure: to do all things necessary or in and otherwise provide for the attainment of the objects specified in these bye-laws. The Association shall not act beyond the scope of its objects without suitably amending the provisions of these bye-laws for the purpose. Affiliation . Should there be any Federation of apartment owners in the locality in which the CGHS is situated, the Association may become a member thereof and pay the sums from time to time payable to such Federation under the rules thereof

CHAPTER Membership and the Association of Apartment owners Terms of admission of Members Co-operative Group Every person who owns an apartments in the (i) and has executed respective declarations pursuant Housing Society. to Clause 3 of these Byelaws submitting the apartment to the provisions of Haryana Apartment Ownership Act, 1983, shall be a member of the Association, and shall pay a sum of one hundred rupees as membership fee; (v) (v) HARYANA GOVT. GAZ. (EXTRA.). JUNE 21, 2012 (JYST. 31, 1934 SAKA) Each owner, on being a member. Shall be allotted in respect of the of the face value of Rupees each of the dwelling units under his ownership. Every apartment owner must hold at least one share of the Association and the Joint owners shall hold the share jointly. Each apartment owner shall receive a copy of the bye-laws in electronic form for their reference, of which a hard copy may also be supplied on demand. Upon any apartment owner transferring his/her apartment by way of any will. gift or sale, or an apartment becoming liable to transfer on account of natural inheritance, the successor-in-interest shall automatically become a member of the Association, and shall be admitted as a member on payment of the applicable membership fee; Provided that any transfer of the apartment by way of sale to a third party, other than those involving family transfers, shall require prior approval of, the Association. Further provided that wherever the Association permits any such transferee, as mutually settled transfer, the seller! transferor or the buyer between the parties, shall be liable to pay a one time transfer fee of, rupees to the Association. I On the death of an apartment owner. the apartment shall be transferred to the person or persons to whom the owner bequeaths the same by his or her nomination or will or to the legal heirs of his or her estate, in case he or she has not made any specific bequest of the apartment: Where any legatee is a minor, the apartment owner shall appoint a guardian of such minor to exercise powers and perform the functions required under these bye-laws. Joint Apartment Owners Where an apartment has been allotted in favour of two or more persons jointly, they may be jointly entitled to the ownership of the apartment and the share of the Association in such case may be issued in their joint names. However, the person whose name stands first in the share certificate shall have the right to vote; Provided that such person, whose name stands first in the share certificate, may transfer such right of vote to any one of the other joint owners. 2368 10. 11

12. HARYANA GOVT. GAZ. (EXTRA.), JUNE 21 2012 (JYST. 31, 1934 SAKA) Disqualifications No apartment owner shall be entitled to vote on the questions of the election of members of the Board or the

President, Secretary, Treasurer or any other office-bearer or be entitled to stand for election to such office if he or she is in arrears of any payment to the Association on account of common maintenance charges, utility bill payments, common areas user charges etc. on the first day of the month of the election for more than 60 days. Powers, Functions and Duties of Association:- The Association will be responsible for complete administration of the common facilities and services of the apartment complex and shall be competent to exercise all powers in this behalf e.g. preparation and approval of the annual budget, determination and collection of monthly contributions from the members, placing demand for any additional contribution occasioned by any unforeseen liability, interacting with all government or semi-government agencies etc. in furtherance of the overall management of the apartment complex in an efficient manner. Except as otherwise provided, resolutions of the Association shall require approval by a majority of owners, present and voting, casting their votes in the manner provided in clauses 17 and 18 of the bye-laws. Place of meetings Meetings of the Association shall be held either at the Housing Complex or any suitable place convenient to the owners as may from time to time be designated by the Association. Annual General Meeting (i) The first general meeting of the members of the Association will be held on to consider and approve these Bye-laws. 4 The Annual General Meeting of the Association shall be held every year any time during the second quarter of the financial year (July to September) so as to consider, approve and adopt the annual accounts of the Association and transact all such business as it may be required to do. Extra-ordinary or Special General Meetings The Association may hold its extra-ordinary or special general meetings as and when required. Provided that the Board of Managers shall convene a special or extraordinary Annual meeting of the Association upon a requisition signed by HARYANA GOVT. GAZ. (EXTRA). JUNE 21, 2012 (JYST. 31, 1934 SAKA) 2369 1/3rÜ8fiGG'GG30r as & when so directed by the the District Registrar of Societies or the Housing Commissioner or any other officer duly authorized by them under the relevant statutes in this behalf. i The notice of any special general meeting shall state the date, time and place of such meeting and the purpose thereof. Notice of Meetings 13. 14. IS. (iii) A notice of 14 days, indicating the time, date and venue, shall be given to the members for any general meeting. Provided that such notice may be of a shorter duration if not objected by at least of the members. The notice of any general meeting sent by electronic mail to the email ID of the members shall be an accepted mode of service of such notice. A copy of the notice of every general meeting, annual or special, shall also be endorsed to the office of the District Registrar and/or the Housing Commissioner, as the case may be. A hard copy of the said notice may be sent to the concerned offices of the District Registrar and/ or the Housing Commissioner, if these offices are not electronically connected. Quorum and Voting The quorum for every general meeting, annual or special, shall be 40% of the members. There shall be one vote for each apartment, which may be exercised by the joint member on authority of the member. Every vote, be it exercised by the member or by the duly authorized joint member, shall be cast in person. Provided that the member may communicate such authority in favour of the joint member through electronic mail with a copy thereof duly endorsed to the Secretary of the Association. Adjourned Meetings. - A general meeting of the Association may be adjourned if the quorum for such meeting is not complete It shall be competent for the Board of Managers to convene an adjourned general meeting after a gap of not less than 48 hours of the meeting first convened and adjourned. 2370 17. 18

19. HARYANA GOVT.GAZ. (EXTRA.). JUNE 21, 2012 (JYST. 31, 1934 SAKA) ' [f no quorum is present in the adjourned meeting, a total of present shall constitute the quorum and the matters decided. Order of Business members The order of Business of any general meeting, annual or special, may be decided by the Board of Managers or the members as deemed appropriate. Special Resolution Any matter required to be resolved through a Special Resolution may be decided at any general meeting, annual or special, which is attended by at least 40% of the total members and the proposal is approved by 3/5' h of the members present and voting. CHAPTER Office-bearers of the Association, election and their duties Office-bearers of the Association, tenure and their Election The office-bearers of the Association shall consist of President, a Secretary, a Joint Secretary and a Treasurer. The office-bearers of the association shall be elected. as a President, and when it a Vice-I becomes due, by the Association of Owners at its Annual General Meeting. (iii) The term of office of the office-bearers of the Association shall be three years. Resignation, Suspension and Removal of Officer-bearers. - , An office-bearer of the Association may, of his own volition, resign from such i position at any time. Provided that the Board of Managers may, if considered unavoidable, require such office-bearer to continue to discharge his functions till such

time his substitute is duly elected at a general meeting of the Association. In case a majority of the Board of Managers express their lack of confidence in any office-bearer, for whatsoever reason, they shall be competent to suspend such office-bearers from office till such time the matter is considered at the general meeting of the Association for his removal and so resolved. (iii) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) Provided that the Board of Managers shall convene a meeting of the Association of Owners as soon as possible. but not later than 45 days of such decision, to consider the removal of such office-bearer. The successor of any office-bearer removed from the office shall be elected at the same meeting of the Association. 20. 21. 22

23. President of the Association (i) The President shall be the Chief Executive Officer of the Association and shall preside over all meetings of the Association and of the Board of Managers. The President shall have all the general powers and duties which are usually vested in a Chief Executive of an organisation, including but not limited to the powers to constitute sub-committees of members for attending to various tasks in furtherance to the aims and objects of the Association. Vice President The Vice President shall perform such functions as are assigned to him by the Board of Managers from time to time. (ii) Officiate as the President and preside over the meetings of the Association and the Board of Managers during any temporary absence of the President. Secretary (i) He shall be the overall in-charge of the secretarial functions of the Association and the Board of Managers; He shall issue notices for the meetings of the Association, the Board of Managers, record the proceedings of all such meetings and maintain various registers as are required to be maintained in this behalf. He shall be the custodian of all such books and records of the Association and the Board of Managers, as the Board may direct. Joint Secretary He shall assist the Secretary of the Association in discharge of his duties and responsibilities 2372 24. • 25. HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) Treasurer He shall be responsible for management of the finances and accounts of the Association, receipts and expenditure. bank accounts, maintenance of all books of accounts, investment of surplus funds and audit of the accounts of the Association. He shall be responsible for the deposit of all moneys and other valuable effects in the name and to the credit of the Association, in such depositories. as may from time to time be decided by the Board of Managers

CHAPTER IV Constitution of the Board of Managers, its functions and powers Board of Managers and its mandate (iii) (v) The affairs of the Association shall be managed by a 'Board of Managers', comprising of five office-bearers, who shall be elected by the members of the Association for a term of three years, and may be referred to as the 'Board' hereinafter. The office-bearers of the Board of Managers shall be the office-bearers of the Association also. i The Board of Managers shall act as the trustees of the members of the Association and be responsible for the overall management of the assets of the Association, operation and management of all its common facilities and the housing complex as a whole, and shall exercise all powers as are required to be exercised in the efficient discharge of its functions and responsibilities; The Boards of Managers shall discharge its functions and duties following the principles of collective responsibility and the designations of any office-bearers are not meant to create any hierarchy: The Board of Managers may appoint such sub-committees of members from time to time, as may be considered necessary, with such terms as it may deem appropriate in exercise of powers and discharge of duties for the administration of the affairs of the Association. The Board may co-opt or appoint such persons as members of any such sub-committee who possess special knowledge of any area to provide any expert assistance to any such committee. HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) 2373 I(vii) Any sub-committee appointed by the Board. with or without any expert, shall submit its report to the Board. upon which the Board may take such action as deemed appropriate. The Board shall be responsible for preparation of the Annual Accounts and shall present an Annual Report of its activities before the Association in its Annual General Meeting

126. Duties, functions and powers of the Board i The Board shall, in addition to the duties and responsibilities assigned under these bye-laws or by resolution of the Association, be responsible for the following, among other things: i care, upkeep and surveillance of the apartment complex of the Group Housing Society, and the common areas and facilities i and [the restricted common areas and facilities; (iii) i) determination and collection of the monthly maintenance charges from the i apartment owners; Raise bills, receive the amount and deposit the same with the appropriate i authority on account of monthly water and electricity bills; Levy and collection of user charges for use of restricted common facilities as,

may be decided by (he Association from time to time; Designation, employment, payment of remuneration and dismissal of personnel or service provider(s) necessary for the maintenance and operation of the Group Housing Society. its apartment complex of the common areas and facilities and the restricted common areas and facilities; Provide the manner in which the accounts of the Association shall be maintained and its audit shall be carried out; Inspect and examine the records and accounts kept by or under the supervision of the Secretary and/or the Treasurer so as to ensure that these are maintained in the manner as prescribed; Take steps for timely payment of all obligations and the recovery of all sums due to the Association; Approve or sanction working expenses, maintenance of cash balance and deal with other miscellaneous business; 28

129. HARYANA GOVT. GAZ. (EXTRA.). JI NF 21. 2012 1934 SAKA) Ensure that the cash book is written promptly and is signed duly by one of the members of the Board authorized in this behalf; Appropriately deal with the complaints concerning the above: Perform all other functions as may be decided, from time to time, by the Association for the maintenance, repair and replacement of the fittings, fixtures, appurtenances or other property requiring maintenance, repair and replacement comprised in common areas and facilities and the restricted common areas and facilities. Restrictions for an office-bearer or member from receiving benefits No office-bearer or member of the Association or the Board shall be appointed to any salaried office or the Society, and shall not be paid any fees or remuneration for the services rendered by him: Provided that the office-bearers and/or the members shall be entitled to reimbursement of actual travel and out of pocket expenses incurred by them in connection with any work related to the Association, and interest on any money lent to the society to overcome any temporary requirements. Vacancies in the Board of Managers Any vacancy in the Board, caused by any reason other than the resignation of an office-bearer, may be filled-up by the resigning office-bearers of the Board by nomination as an intervening measure, which shall be placed before the Association in its next general meeting for ratification or election of such office-bearer, Engagement of Agencies, Service Provider, Estate Manager and other officials The Board may engage one or more service providing agencies for performance of such functions or delivery of such services and for such compensation as it may determine for the purpose. The Board may engage or employ individuals, on full-time or part-time basis in the employment of the Association, for a remuneration or compensation as determined by the Board, and performance of such duties and services as may be decided by the Board. The Board may require all or any of the employees of the Association to furnish a fidelity bond. 30. 131

33. HARYANA GOVT. GAZ. (EXTRA.). JUNE 21, 2012 (JYST. 31. 1934 SAKA) CHAPTER V Meetings of the Board of Managers --Notices, Agenda, Quorum, and Proceedings Meetings of the Board of Managers The first meeting of the newly elected Board shall be held within 30 days of such election at such place as shall be fixed by the Board. The Board of Managers may hold its meeting as and when required subject to the condition that it shall meet at least once every quarter and hold a minimum of four meetings in a financial year, Notice for the Meetings of the Board of Managers Every meeting of the Board shall entail a notice of at least three days, circulated in electronic or physical mode, as the case may be, along with the tentative agenda of the business to be transacted at such meeting. Provided that the notice period may be waived in emergent circumstances if a majority of the office-bearers agree to hold the meeting at shorter notice. 1 Quorum At least 33% of the members of the Board shall constitute the quorum for any meeting Proceedings of Meetings (i) Proceedings of each and every meeting of the Board of Managers shall be recorded by the Secretary and signed by the Secretary and the President: The proceedings or meetings, signed by the Secretary and the President, shall be maintained in the form of register of proceedings: The proceedings may be circulated amongst the Board members by electronic mode and hard copies thereof shall be endorsed to concerned authorities, as required. 2.376 134. 35. 36

31. HARYANA GOVT. GAZ. (EXTRA.). JUNE 21. 2012 (JYST. 31, 1934 SAKA) CHAPTER VI Funds, Accounts and Audit Funds: The Association may raise funds through all or any of the following: - from the savings available in the (---) Group Housing Society . if any, Membership and by issue of shares: following sources. of Contributions, assessments, user charges and donations from the owners; Revenue Surpluses which may form the nucleus of the Reserve Fund: apartment Loans. if necessary, subject to such terms and conditions as the Association may determine with the approval of the Competent Authority in this behalf. Investments - The Association may invest or deposit its funds in one or more of the following:- In a Co-operative Bank or a Scheduled Bank or a Post-office Savings Account. or In any of

the securities specified in Section 20 of the Indian Trust Act, 1882: or In any other manner as resolved by the Association. Deployment of funds The income and property of the Association shall be applied solely towards promotion of the aims and objects of the Association as set forth in the Memorandum of Association and no portion thereof shall be paid or transferred, directly or indirectly, to the members of the Association. Maintenance of Accounts The Association may open separate bank accounts for separate purposes and maintain proper accounts of credits to and debits from each such account. •the Secretary or the Treasurer may keep an amount, not exceeding Rs. , in cash at all times with them or with the Manager in order to defray any or all such petty expenses for which payments may not be feasible through bank instruments. HARYANA GOVT. GAZ (EXTRA.), JUNE 2 2012 (JYST, 31, 1934 SAKA) All payments exceeding Rs. , in so far as possible, shall be made by cheque signed by the Secretary or the Treasurer of the Association. Cheques for any payment exceeding Rs. by the Secretary and the Treasurer, shall be signed jointly The Board of Managers shall maintain a pass-book in respect of every member in electronic or physical form containing particulars of the amount due from a member (in respect of common maintenance charges, utility bills, user charges, or any other demand), the payments made, the balance towards or against the member Association, as the case may be, Copies of the accounts so maintained shall be made available to the members on demand during the Annual general Meeting of the Association or at any stage, for which the Association may or may not determine a fee. Annual Accounts The Board of Managers shall prepare annual accounts of the Association as at the end of a financial year, as soon as possible, but in any case on or before the 30th June of the following year. The Annual Accounts shall contain (a) the receipts and expenditure statement of the previous financial year; (b) surplus or deficit account; and (c) a summary of the property and assets and liabilities of the common areas and facilities of the Association giving such particulars as will disclose the general nature of these liabilities and assets and how the value of fixed assets has been arrived at. Audit of Accounts The Annual Accounts shall be submitted for Audit by a Chartered Accountant engaged by the Board, such Chartered Accountant not being a member of the Association or a close relative of any of the members; The Auditors shall audit the accounts of the Association, with or without any qualifications, and submit their report thereon. The audited financial statement shall be open to inspection by any member of the Association during office hours and in the office of the Association and a copy thereof shall be placed before the Annual General Meeting for its approval and adoption not later than 31st of August of the year. Every financial statement shall be accompanied by a complete list of the apartment owners, along with the amount receivable from or payable to the members. 40. 41

42. HARYANA GOVT. GAZ. (EXTRA.) 21. 6. 2012 (JYST, 31, 1934 SAKA) A copy of the Annual Audited shall be filed in the office of the District Registrar in the form and manner prescribed under the relevant Appointment of Auditor and related matters. The Association shall appoint a registered Chartered accountant or a firm Chartered Accountants as the auditor at its Annual General Meeting along with the determination of the remuneration therefor. The Board of Management shall extend full assistance to the Auditor make such documents and records available to an (may be required for the & amp; the Auditor shall conduct the audit of the accounts of the Association in accordance with the accepted Accounting Standards, along with or without any qualifications or advisory to the Association for the proper upkeep of accounts. The auditor shall be entitled to call for and examine any papers or documents belonging to the Association covering the complete scope of activities of the Association. CHAIRMAN'S NOTICE about Mortgage and related information A member, who mortgages his or her dwelling unit in favour of any financial institution, shall notify the Association through its Secretary, the name and address of his or her mortgagees, and the Association shall maintain such information in a book entitled - 'Mortgages of Members'. The member shall also notify the Association about the status of the dwelling unit, and its vacation. -the Association may, at the request of the Mortgagee of a unit, report any unpaid assessments or charges due from the owner of such unit. Determination of contributions from Members for Common Maintenance of facilities, user charges and utility payments Members to contribute for Various charges The Association shall determine the rates of various charges to be contributed by the members on account of all or any of the following: (b) (d) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST, 31, 1934 SAKA) ('charges 'Ur the maintenance of common areas and facilities e.g. security, cleaning, garbage disposal, horticulture, electrical and plumbing services. AMC's of various facilities e.g. lifts, Gen-set etc.: Charges for use of common facilities e.g. (i) Indoor eatery, lounge, terrace With lounge, common kitchen area.

lawns etc: I Itifit', charges i.e. electricity bills or individual dwelling. units (if the power is being supplied 10 the Association Complex li•om d 11'l' Connection). water charges CIC.: Contribution to the Reserve for tnajor repairs and • 44. 45. renovation required t'ot• the co•nmon areas or the complex: Costs towards pay Inent of insurance prcn1iLIE11 (0 cover (he risk against vat'lous eventualities e.g. fire, earthquakes. calamity, strike by terrorist action etc: Any taxes or tees or cess payable to the local Municipal Corporation: Any other charees 001 specitically covered under the above. the rnaintenance of the conunon lhciftties and All expenditure incurred on servtces of the housin!-• cotnplex shall be recoverable and payable by (he members ot! u prorated basis i.e. divided or tnultiplied by a tactor 01' (no. or tncmbers) in a uniform lilanner. C.IIAPTfrR IX Obligations of the Aptmtnt ()wners ()bligation to timely payment of all charges and contributions Each and every of an apartment in the E-lousing Complex, who is a also tnelnber of the Association, shall be under obligation at all times to pay the common tnaintenance charges and user clidrges as determined by the Assoc!ation frotn lime to time and the utility bills in respect of electricity and M ater consurnption without being in arrears. ()bservance of duties and responsibilities Vhe apartment owners shall be obliged to observe their duties and obligations as set out herein and anv violation of the same shall make thetn liable to fine and for f6r forfeiture of their rights as may be determined b) lhe Association at its tneeting or by any cotnmittee appointed by lhem m this regard. Enforcement of obligations In case any member is in arrears of payment of his obligations tor a period ot' days or more. the Board ot' Sldnagers shall be cotnpetent to take all tneasures special for lhe

46. HARYANA GOV I'.GAZ. (F.X t RA.), JUNE 21. 2012 OYS 31, 1934 SAKA) ' recovery of such arrears of the monthly maintenance charges, or monthly utility hiltis (electricity and related charges) and other user charges, including coercive measures by taking recourse to disconnection of electricity and water supply to lhe dwelliny unit. bioekinu its sewage outflow, and dental of' access to the use ot' common facilities includin2 the lifts. Maintenance and repairs of individual dwelling units (i) I(vi) All repair. renovation and replacetnent ot' internat installations within (he area of the individual dwelling unit e.g. wawr, light. gas. power. sewage, tefephones, air- sanitary installations, doors. windows, larnps and kill other conditioners. accessories belonging to the unit area shall be carried out by the apartment owncr his own expense: FNery apartment owner shall promptly undertake the maintenance and repair work in respect of any installation within his own dwelling unit, which i!' not attended promptly, may have an adverse ettect on the dwelling unit'. ot' other metnbers or the comrnon areas of the housing complex; Should there be caused any darnage or injury to the common areas or taciilities in the process of internal works in any apartment, the owner shall either get the sarne- restored to its condition at his own expense or be liable to pay and re- imburse the expenditure incurred by the Associaun on oetting such damages repaired. i The apartment owner 'A - shall either reimburse and cotnpensate the owner another apartment •B' for any damage or injury caused to his (B's» apartment In the process o? repairs carried out in his (A's) apartment or get the sarne repaired . at his cost to the satisfaction of the affected owner. No apartment owner shall make any structurat modifications or alteration in his,'her unit or installations located within the apartment without previously n()tifying the Association in writing. through the Secretary of the Board, and I securing prior permission of the Board ror such modifications and alterations. Provided that the elevation and engineering structure of the buildinu will not be changed under any circumstances. Provided further that any change anecting any other apartment will not ! be permitted. The Board shall respond to any request received under sub-clause (iii) above at the earliest but not exceeding thiny days. In case no response is received to the contrary within 30 days. it shall be deemed that there is no obiection to the proposed modification, alteration or installation. HARYANA GOVT. GAZ. (EXTRA.), JUNE 21. 20 (JYS'F. 31, 1934 SAKA) Use of Independent units and liability for violation All the apartments/ dwelling units shall be used for residential purposes only as i permissible under the regulations of Authority) from time to time. (the competent Any financial or other liability arising out of violation of the usage condition shall have to be borne by the apartment owner v6ho violates this condition; Use of Common areas and facilities and restricted common arcas and facilities. I No member shalt place or cause or allowed to be placed any furniture, packages or objects of any kind in the lobbies, vestibules, stairways, elevators and other i areas of the Group Housing Complex and facilities of a similarl nature both common and restricted, that may impede or expected to impede the smooth movement of persons or goods or may cause inconvenience to the i residents. i The common or restricted areas shall not bc used for any purpose e.g. storage or construction work, except where specifically authorized by the Association, other than tor

normaK transit and circulation. Group Housing Complex has provision for elevators earmarked for the use of apartment owners/ tenants and their guests and i elevator earmarked for freight service or auxiliary purposes. Owners, tenants and their workmen shall use the freight or service elevator only for carrying any packages, merchandise or construction tuaterial or any such other objects which may effect the comfort or well being of the passengers of the elevators dedicated for the use of owners, occupants and guests. The users shall I exercise due care and caution and ensure that no damage or defacing is caused to any of the lifts during the use thereof. Right of access and entry in emergency and normal conditions Every apartment owner shall ensure unhindered access to the Manager or any workmen employed by the Board to attend to any emergent situation arising from i electrical installations or any such thing which might threaten the safety of his apartment or any other apartment whether in his presence or absence. 2382 50. HARYANA Gov•r. GAZ. (EX'PRA.), JUNE 2 1, 2012 (JYST. 31, 1934 SAKA) An owner shall permit other owners or their representative, when so required, to enter his dwelling unit for the purpose of installation, alteration, or repairs to the mechanical or electrical services. provided, that requests for entry are made in advance and that such entry is at a time convenient to the owner; but in case of, emergency, such right of entry shall be immediate. Code of Conduct for the apartment owners/ residents It shall be the responsibility of every apartment owner/ resident to ensure that: (a) (b) his/ her apartment is not used for any unlawful, illegal, immoral or anti- national activity; the laws, rules and instructions of the police and or any law enforcement agency regarding verification of their tenants and foreign nationals are duly complied with. (ii) (iii) (v) (vi) All the apartment owners and/or residents including the tenants of the Hermitage Housing Society Complex and their domestic help, if any, are obliged to maintain at all times a wholesome family environment in the complex. No owner or resident of the Group Housing Society Complex shall post any advertisement or posters of any kind in or on the building except as authorized by the Association. The apartment owners/ residents may notify the security staff at the gate in advance if they are expecting any guests or any maintenance staff or any other' person. The guests, visitors and maintenance workers etc. are required to sign the i visitor's register at the entrance gate, failing which entry to the Housing Complex may be denied by the Security staff. Consumption of alcohol or any intoxicants etc. by the residents and /or their guests and domestic staff in the common areas, and smoking in the lifts is strictly prohibited. The apartment owners/ residents shall: (b) contain and confine the noise level caused by any construction, maintenance and repairs in any apartment or use of musical instruments, radios, television, amplifiers and any other devices so as to ensure that other residents are not disturbed in peaceful enjoyment of their privacy; ensure that the domestic pets, if any, are kept strictly following the safety & sanitation norms, and managed & maintained as per the Municipal bye-laws or regulations; (c) (d) (e) I.IARYANA GOV'C. GAZ. (EXTRA.), JUNE 2 1 , 2012 (JYST. 31, 1934 SAKA) not dust rugs, carpets etc. from the windows and balconies, or to clean rugs, carpets etc. by beating on the exterior part of the Hermitage C.G.B.S. building; not throw or drop any garbage or trash or litter outside the disposal installations provided for such purpose in the service areas or any water from the windows/ balconies etc; collect all garbage or solid/ semi solid municipal waste in a container and dispose it off in the Municipal dust-bin, if no such installation is provided; lay or install or cause to be laid/ installed any wiring for electrical or telephone installation, television antennae, machines or air conditioning units, etc. on the exterior of the Complex building or that protrude through the wall or the roof of the building except as authorized by the Association

51. Parking of Vehicles: The apartment owners/ residents/ tenants shall follow the following guidelines in this behalf: (iv) (v) (vi) As car parking slots are earmarked for each apartment, parking stickers shall be issued for each apartment for regular overnight parking of vehicles inside the building complex. These stickers will be displayed on the front windscreen of the cars of the residents. Entrancc and parking of any additional vehicle on a regular basis ror any apartment inside the Complex will be regulated by the Board of Managers. It is expected that every owner/ resident shall park or cause to be parked his cars at the assigned parking slot specifically allotted to an apartment. All the apartment owners and residents are expected to cnsure that their vehicles or taxis are not parked in the main drive-way except for drop and pick-up facility of the passengers; The rear-setback area of the complex may be used as the floating car parking space during the day time only; No owner or resident shall park or allow his vehicles to be parked in the drive- ways/ pathways demarcated for the movement or vehicles in the bascmnt, or park two-whcclers in the arca earmarked ibr (Our-wheelers. i 52. 53. 54. 55. 4 HARYANA

(govt. GAZ. (EXTRA.), JCNF 2012 (JYST. 31, 1934 SAKA) Domestic Staff (servants, drivers, cleaners, cooks and domestic workers etc.) Apartment owners/ residents are required to get the servants, drivers, cleaners, cooks and domestic workers (henceforth to be referred as the domestic staff) employed by them verified by the local police and to submit a copy of the police verification to the Board. Entry to the Housing Complex may be denied to the domestic staff not verified by the local police. 4 The names and other particulars of the servants, drivers and domestic staff employed by the residents should be supplied by them to the Board. The Board shall issue identity cards to them that must be carried by the domestic staff while in the Complex. On termination of the employment of any member of their domestic staff, it shall be the responsibility of the owner/resident to inform the Board and to return the identity card. The domestic staff is prohibited from using the common areas for recreation. Assembly or sitting unless accompanied by the residents. Domestic staff will use only the areas earmarked for them in the Complex area.

CHAPTER X Other General matters Compliance These bye-laws are set forth to comply with the requirements of the Haryana Registration and Regulation of Societies Act, 2012 read with the provisions of Haryana Apartment Ownership Act, 1983 and the rules framed there under. In case of any inconsistency between these byelaws and the provisions of the said Acts, the provisions of the Acts will prevail.

The Association shall have a common seal which shall be in the custody of the Secretary and shall be used only under the authority or a resolution of the Board or Managers and every deed or instrument to which the seal is affixed shall be attested for or on behalf of the Association by two members of the Board and the Secretary or any other person authorized by the Association in that behalf.

Amendment of the Memorandum and/ or Byelaws of the Association The Memorandum of Association or the Byelaws may be amended through a special resolution passed in a general meeting of the Association by 3/4th of the members present and voting. Provided that where a member is unable to attend the meeting in person, he may communicate his concurrence or reservation to the amendment to the memorandum or the

56. HARYANA GOVT. GAZ. (EXTRA.), JUNE, 21, 2012 (JYST. 1934 SAKA) Bye-laws. as the case may be, by electronic means or letter at least one day prior to the date of the meeting, which shall be read out by the Secretary in the meeting.

Amalgamation or Dissolution of the Association (i) The Association of Apartment Owners of the Hermitage Co-operative Group Housing Society, Gurgaon is a body corporate with perpetual succession and not likely to be dissolved; The Association, may, however, amalgamate itself with any other Society with identical aims and objects through a special resolution passed in a general meeting of the Association and approved by at least 3/4th of the members present and voting.

Note: Forms as required under the model byelaws appended to the rules framed under the Haryana Apartment Ownership Act may be appended to these byelaws.

Y.S. MALIK, Financial Commissioner and Principal Secretary to Government Haryana, Industries and Commerce Department. -u G.P. Chd Regd. CH/0093/2012- 2014 Maruana (Bouernment (6a;ette EXTRAORDINARY Published by Authority O Govt. of Haryana CHANDIGARH, TUESDAY. OCTOBER 8. 2013 PAGES PART-I PART-11 PART-III PART-IV (ASVINA 16, 1935 SAKA LEGISLATIVE SUPPLEMENT CONTENTS ACTs I. HARYANA REGISTRATION AND REGULATION OF SOCIETIES (AMENDMENT) ACT. 2013 (HARYANA ACT NO. 22 OF 2013) (Only in English) ORDINANCES DELEGATED LEGISLATION CORRECTION SLIPS, REPUBLICATIONS REPLACEMENTS NIL AND Price : Rs. 5.00 (c) HARYANA GOVT. GAZ. (EXTRA.)- OCT, 8, 2013 (ASVN. 16, 1935 SAKA) PART I HARYANA GOVERNMENT LAW AND LEGISLATIVE DEPARTMENT Notification The 8th October, 2013 117 No. Leg. 25/2013.— The following Act of the Legislature of the State of Haryana received the assent of the Governor of Haryana on the 30th September, 2013, and is hereby published for general information:— HARYANA ACT NO. 22 OF 2013 THE HARYANA REGISTRATION AND REGULATION OF SOCIETIES (AMENDMENT) ACT, 2013. ACT further to amend the Haryana Registration and Regulation of Societies Act, 2012. Be enacted by the Legislature of the State of Haryana in the Sixty-fourth Year of the Republic of India as follows — 1. This Act may be called the Haryana Registration and Regulation of Societies (Amendment) Act, 2013

2. In section 9 to the Haryana Registration and Regulation of Societies Act, 2012 (hereinafter called the principal Act),— (i) for sub-section (4), the following sub-section shall be substituted, namely . "(4) Every existing Society shall apply in the prescribed proforma to the District Registrar for obtaining a new registration number within a period of two years or such further period, hereinafter referred to as extended

period, as may be notified by the Government. If the new registration number is not applied within two years as mentioned above, then the application for the new registration number shall be made along with such fee, as may be prescribed, within such extended period, as notified by the Government. If a Society fails to move an application for the new registration number even within such extended period, the registration may be cancelled." , Short section 9 of the Act, 118 Amendment of Haryana Act I of 2012 of section 3

4. HARYANA GOVT.GAZ. (EXTRA.), OCT. 2013 (ASVN. 16, 1935 SAKA) under sub-section (4) . the following sub-section shall be added. namely: "(5) A Society registered under this Act, may seek its de-registration, if it so desires to register itself as a Trust under the Indian Trusts Act, 1882 (Central Act 2 of 1882). by making an application to the District Registrar in this behalf. The application shall contain the grounds for de-registration duly approved by the Society through a special resolution. The District Registrar may de-register such Society, if satisfied. If the District Registrar is not satisfied, he shall pass an order in this behalf within a period of thirty days specifying the reasons thereof,' In section 29 of the principal Act. — existing at the end, the sign (i) in sub-section (3), for the sign shall be substituted; and the following provisos shall be inserted, (li) after sub-section (3) namely: "Provided that in case the meeting of General Body is adjourned for want of the quorum, the quorum for an adjourned meeting shall not be less than twenty-five percent of the members entitled to vote and present in person subject to a minimum of four: Provided further that In case such meeting is adjourned for a second time for want of the reduced quorum of twenty-five percent. the quorum for such adjourned meeting shall be fifteen percent of the members entitled to vote and present in person subject to a minimum of four." [In section 32 of the principal Act,— existing at the end, the sign in sub-section (3), for the sign shall be substituted; and (ii) after sub-section (3), the following provisos shall be inserted. namely: "Provided that the electoral college once constituted shall remain intact, save requisite adjustments on account of cessation of members OF addition of new members . for a period of fifteen years or more. as may be decided by the Society through a special resolution. Provided further that when it is not feasible to adjust the members inducted after initial determination of electoral colleges within the S

6. HARYANA GOVT. No. 8, 2013 (ASVN. 16. 1935 SAKA) existing colleges without disturbing the permissible average strength of a college, the Governing Body may create addition college subject to the strength of new members being at least fifty per cent of the average membership of one college. The action taken by the Governing Body in this behalf shall be got ratified from the Collegium in its next meeting: Provided further that a Society may reconstitute and determine the electoral colleges through a revised scheme on expiry of fifteen years period subject to the condition that any such redetermination of electoral colleges shall be taken up at least SIX months prior to the election of the Collegium. The revised scheme of determination of electoral college shall also be got approved as per provisions of this Act. In sub-section (5) of section 33 of the principal Act, A 'Amendment of section 33' shall be substituted. In Haryana Act No. 16 of 2013, the sign (1) for the Sign (ii) the following proviso shall be added, namely:—

• Provided that the District Registrar shall take a decision regarding the approval or rejection of the constitution of the Governing Body within a period of thirty days of filing of the list of elected office bearers as specified under sub-section (2). failing which the constitution of the Governing Body of the Society shall be deemed to have been approved. In case of rejection, the District Registrar shall record the reasons for doing so and pass an order in this regard." For sub-section (I) of section 40 of the principal Act, the following Amendment at section 40 sub-section shall be substituted, namely.— 1) Where a dispute or doubt arises with regard to election or continuance in office of any elected member in a collegium, the District Registrar or at least one fourth members of the General Body and where a dispute or doubt arises with regard to election or continuance of any members in the Governing Body, the District Registrar and If there is need to constitute the collegium, then the District Registrar or at least one fourth members of the collegium, may refer to the dispute or doubt by moving a reference or petition before the Registrar within thirty days from the date of declaration of result and the Registrar shall decide the same and pass such orders, as he may deem fit. preferably within a period not exceeding ninety days but not later than one hundred twenty days." 120 HARYANA GOVT. GAZ. (EXTRA.), FEB. 25. 2014 (PHCJN. 6. 1935 SAKA) 547 [Authorised English Translation] HARYANA GOVERNMENT INDUSTRIES AND COMMERCE DEPARTMENT Notification The 25th February. 2014 No. S.O. 3.3/H.A. 1/2012JS. 87/2014.—In exercise of the powers conferred by Sub section (I) of Section 87 of the Haryana Registration and Regulation of Societies Act. 2012 (Act I of 2012), the Governor of Haryana hereby makes the following rules to further amend the Haryana Registration and Regulation of Societies Rules. 2012. namely: — (1) These rules may be called the Haryana Registration and Regulation of Societies (Amendment) Rules. 2014. (2) They shall come into force on the date of their publication in the official gazette. In the Haryana Registration and Regulation of Societies Rules, 2012 2. (hereinafter called the said rules), in rule 8— for sub-rule (the following sub-rule shall be substituted namely:— (i) Every existing Society shall apply to the District Registrar for allotment of a new registration number in

Form-VI within a period of two years from the date of coming into force of the Act without any fee or within next twelve months on payment of fee set out in the Schedule of fees contained in Appendix-I in terms of provisions contained in Sub-section(4) of Section 9 of the Act. The Society shall file application and submit the requisite documents alongwith a certificate from the office bearer duly authorized by the Governing Body to the effect that the Memorandum and the Byelaws of the Society. as being presented before the District Registrar, conform to the provisions of the Act and the rules made thereunder." (ii)

After sub-rule (3), the following sub-rule shall be added, namely:— "(4) A Society seeking its de-registration un&r Sub-section (5) of Section 9 of the Act Shail make an application to the District Registrar in Form VKL-A, containing the grounds for de-registration. duly approved by the Society through a special resolution, along with an undertaking indemnifying the District Registrar against any third party claims qua the Society. The District Registrar shall, wherever the application for de-registration is allowed. shall issue a Certificate of De-registration in Form VII-B in this behalf." 548 3. HARYANA GOVT. GAZ. (EXTRA.), FEB. 25. 2014 (PHGN. 6, 1935 SAKA) In the said rules, for rule 16. the following rule shall be substituted. namely:— " 16. Sub-section (3) of Section 29 of the Act provides for the quonn•n for meeting of the General Body/Collegium to be not less than 40% of the total members of the Society. in case the mimmmum stipulated quorum is not present in the meeting of the General Body/ Collegium so convened. the meeting shall be adjourned to another date of which a proper notice shall be issued. The quorum for a meeting adjourned on this account shall be not less than 25% of the members entitled to vote and present in person. subject to a minimum of four. Further. in case such meeting is adjourned for a second time for want of the quorum of 25%. the quorum for such adjourned meeting shall be of the membevs entitled vote and present in person subject to a minimum of four." In the said rules, in FORM VI. for para 3, the following para shall be substituted, 4. namely:— "3. It is certified that the memorandum and the Byelaws of the Society. as being presented before you. are confirming to the provisions of the Haryana Registration and Regulation of Societies Act, 2012 and the rules made thereunder. ' 5. In the said rules, after FORM V 11, the tollowing FORMs shall be inserted, namely:— "Form Application for De-registration of a Society [(see sub-rule (4) qfrule 8)/ To The District Registrar of Societies, Subject:— — Dated, the— Application for De-registration of the Society under the Haryana Registration and Regulation of Societies Act, 2012. HARYANA GOVT. GAZ. (EXTRA.). FEB. 25. 2014 (PHGN. 6, 1935 SAKA) Sir. The Society. namely. Registration No.— Resolution bearing dated -,bearino has resolved through a Special - to get itself de-registered and. accordingly. have been authorized wide Resolution No.- dated to submit this application for de-registration thereof. enclose herewith the following document: — 5. (i) Copy of the special resolution to seek de-registration of the Socceity alongwith the reasons/grounds for de-registration; (ii) Registl•ation Certificate in original: (iii) Copy of Resolution of the Socceity authorizing the undersigned to submit this application; and (iv) Undertaking on Non-Judicial Stamp Paper of Rs. 20/- and duly notarized/ attested indemnifying the District Registrar against any third party claims raised against the Society during its operations as a Society; (v) Treasury Challan/ Voucher bearing No.— - dated— - drawn on for an amount of Rs. towards the requisite fee

6. Accordingly, it is requested that the Society may be de-registered and the Certificate of De-registration issued.(Signature of the Applicant) (Name of the Applicant) 550 dated dated HARYANA GOV['. GAZ. (EX FRA.). FEB. (PHGN. 6, 1935 SAKA)



FORM Vil.B 25. 2014 Order issued under Section 9(5) of the Haryana Registration and Regulation of Societies Act, 2012 {(See sub-rule(4) of rule 8)} Order of De-Registration of Society This is to certify that pursuant to an application bearing No.— <name of the Society>. registered vide registration number. has been de-registered on this day of <month> and <Year>. Issued under my hand at <place> on this Seal of the District Registrar Office day of <month> and (Signature of the District Registrar) Name of the District Registrar— Address: Y. S. MALIK. Additional Chief Secretary Haryana, Industries & Commerce Department. Regd. No. CHD/0093/2012-2014 Maruana Couernment Gayette EXTRAORDNARY

Published by Authority O Govt. of Haryana PART-I PART-11 CHANDIGARH, WEDNESDAY, APRIL 2, 2014 (CHAITRA 12, 1936 SAKA) LEGISLATIVE SUPPLEN<ENT CONTENTS ACT The Haryana Registration and Regulation of Societies (Amendment) Act, 2014 (Haryana Act No. 14 of 2014) PAGES 157. 158 PART-III DELEGATED LEGBLATION PART-IV CORRECTION REPUBLICATIONS AND RæLACFMENTS Price : Rs. 5.00 HARYANA GOVT. GAZ. (EXTRA), APR. 2. 2014 (CHTR. 12, 1936 SAKA) PART. 1 HARYANA GOVERNMENT LAW AND LEGISLATIVE DEPARTB,,ENT

Notification The 2nd April, 2014 157 No. Leg. 17/2014.—The following Act of the Legislature of the State of Haryana received the Assent of the Governor of Haryana on the 25th March. 2014, and is hereby published for generai information :— (HARYANA ACT NO. 14 OF 2014) THE HARYANA REGISTRATION AND REGULATION OF SOCIETIES (AMENDMENT) ACT, 2014 AN Acr further to amend the Haryana Registration and Regulation of Societies Act, 2012. Be it enacted by the Legislature of the State of Haryana in the Sixty-fifth Year of the Republic of India as follows:— (1) This Act may be called the Haryana Registration and Regulation 1. of Societies (Amendment) Act, 2014. (2) It shall be deemed to have come into force with effect from (he 26th March. 2012

2. In section 32 of the Haryana Registration and Regulation of Societies Act, 2012,-- (a) in sub-section(1)— Short title and commencement Amendment of sectton 32 of Haryana Act I of 2012 (ii) in the proviso, for the sign existing at the end, the shall be substituted; after the existing proviso, the following proviso shall be added, namely.— "Provided further that if on redetermination of the membership, the number of members rs restricted to three hundred or less, the same shall constitute General Body of the Society."; and 158 HARYANA GOVT. GAZ. (EXTRA.). APR. 2, 2014 (CHTR. 12, 1936 SAKA) (b) for sub-section (3), the following sub-section shall be substituted, namely:— '(3) Where the membership of a Society under clause (1) or (ii) of sub-section (1) exceeds three hundred, the Governing Body shall prepare a scheme of determination of the electoral colleges in accordance with such principles. as may be prescribed, for holding elections to the Collegium and place the same for consideration of its members as a special resolution with consequential amendments to its bye-laws.". RAJ RAHUL GARG. Secretary to Government Haryana, Law and Legislative Department. 52192—L R.--H.G.P.. Chd. RC&d. No. IWI. . d(5bt. (6nuernment (6a;ette EXTRAORDINARY Published by Authority O Govt. of Haryana 29 2012 (7 1934 2012 (2012 1) 1 77 - 220 qm-ll qrr-lll qPT-1V Price : Rs. 5.00 (lxxviii) HARYANA GOVT. GAZ. (EXTRA). AUG. 29, 2012 (BHDR. 7. 1934 SAKA) 29 2012 177 3/2012.- 2012, 24 2012, \$1 u-g 1969 (1969 17), •\$1 4. (m) 2012 1 2012 ufäfrü-q 2012 (i) (ii) (iii) 2012, 178 HARYANA GOVT. GAZ. (EXTRA.), AUG. 29, 2012 (BHDR. 7. 1934 SAKA) (iv) (vi) 1908 (1908 XVI) Wii) 2. \$1 3 (viii) t (ix) "RAfRq (xii) (-1211 (xiii) e. (xiv) "ÄZl*ö" HARYANA GOVT. GAZ. (EXTRA.), AUG. 29, 2012 179 (BHDR. 7, 1934 SAKA) (xvi) (xvii) (xviii) "RR<" (xix) qaaf-a (xxi) 3 (xxii) 7Tg (xxiii) (xxiv) e, 3/5 (xxv) (xxvi) -Q 2. 180 HARYANA GOVT. GAZ. (EXTRA.). AUG. 29, 2012 (BHDR. 7, 1934 SAKA) 11 3. ci-,T (2) »tr—l \$1 fäq hft—ll \$1 a, a, UT 1860 (1860 45) 21 HARYANA GOVT. GAZ. (EXTRA.). AUG. 29. 2012 181 (BHDR. 7. 1934 SAKA) (i) (ii) (iii) (iv) (v) (VI) (vii) RI-eq h; (viii) <2.rr 231, (x) 1983 (1983 10) ZB fäg (xii) 1983 (1983 10) 182 H.L.H HARYANA GOVT. GAZ. (EXTRA.). AUG. 29, 2012 (BHDR, 7, 1934 SAKA) \$1 zrg 3raru—IV (3FJlüfl Narqur) 1950 (1950 12) -a (iii) 't€E*" 1.0 8. fRa gg, HARYANA GOVT. GAZ. (EXTRA.), AVG. 29. 2012 18.3 (BHDR. 7, 1934 SAKA) cay-Qi (---TQ.n V-1Tfä-ui ag (4) gcb l*rc-n CB fäq 10. (1) 311.17T T<fifa •-xrq •r\$ßJf zrr 11. 1 84 HARYANA GOVT. GAZ. (EXTRA.), AUG. 29, 2012 (BHDR. 7. 1934 SAKA) 12. (l) 13. \$1 31-0m 3Fa I 14. HARYANA GOVT. GAZ. (EXTRA. I. AUG. 29. 2012 185 (BHDR. 7. 1934 SAKA) 15. 16. (i) 21 17. 18. (l) mavr qR1 \$5 I 19. 186 HARYANA GOVT. GAZ (EX'TR.A.), AL,'G. 29. 2012 (BHDR. 7. 1934 SAKA) 20. (1) -a Qi-an 21 (2) 8re-u (5) 3,8i \$1 & fä•al 187 HARYANA GOVT. GAZ. (EXTRA.). AUG, 29, 2012 (BHDR. 7. 1934 SAKA) 22. (iii) 1983 (1983 10) 23. 1932 (1932 9) \$1 a-TTT I VI 24. (i) (ii) (iii) (iv) 188 HARYANA GOVT. GAZ. (EXTRA.). AUG. 29. 2012 (BHDR. 7. 1934 SAKA) 25. (iii) (vi) dIT (vii)

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(EXTRA.), JUNE 21, 2012 31, 19.34 SAKA) —Vi-qg .31\$-q 4 R-,uT / NIT qa (mi-Qi g«rre«) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 31, 1934 SAKA) 1 2 (ii) (iii) ou -äulq 31T<Qf d2.Tf 5 2 4 (ii) (iii) (iv) (v) (Yi) (vii) (viii) (x) HARYANA GOVT'. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) qa.1 TIZf Rufu qfi.Ä< #2211?) i fäg 31Tv-cr cr,+fl, N-@r\$1 Q-ntd[\$ { -1241 a-qi; fffh\$1 f?ufä 2231 (xi) (xii) (xiii) (xiv) (xv) (xvi) (xvii) (ii) (iii) (iv) (V) (vi) (vii) GOVT'. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) fräg gg Q-i<rr I 1986 OFqf& u' aÄrqjr.T ul 3-lf&Tr -a 2 4 5 IIARYANA GOVT. GAZ. JUNE 21, 2012 1934 SAKA) Aft | \$1 fäfü Of 14 23 I fäq I fäq our eufü ufi \$1 ETINT 22 I 1 E.u-rq i gel fRu1 trur 2. g-q: f?uT 6 7 8 9 10 ?1FHQ52.1 HARYANA GOVT'. GAZ. (EXTRA.). JUNE 21, 2012 31, 19.34 SAKA) 300 1 Ufäd 33 3 21 fajg 300 e, fäq w.)fäTd <2.11 1/5 I 300 h, 3.ÄfäTd 2 uföci 16 O, erRT\$ru ÄE.FTZ.I \$1 \$L•rcB 2234 11 12 13 14 15 16 HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 31. 1934 SAKA) 12 a-dib QO ungi 40 e I 16 -gu--famæfi 0-11 g d2.1T 50 ag ga•rä 8..bd -cfi \$1 fäkJ R-cbTé, q:-Ä gcb Q-ft IIARYANA GOVT'. GAZ. (EXTRA.). JUNE 21, 2012 31, 1934 SAKA) 2235 17 18 19 20 g-qä; -4 I .3@fh Rfhf& I I qqurvr 3tü<F1. -cfi fäg f?fg 2236 2 3 4, (2) (3) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 31, 1934 SAKA) (qg 311<Qt -,3qfamui 14<1) 3krqTc-ft 250 (i) 21 (iii) 3iQr<F1 fMäÄ (i) Oii) (iv) \$5 300 a. -q-rcb Ruft fäg HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 31, 19.34 SAKA) 2237 (4) (5) 3iQT<F: 2 3 21.000/ - 11.000/— 1100/— fö-q a-R 500/ - (ii) (iii) (iii) (v) u-ü 30 i d) m-fä7 (30 ÜfäR-T 1B & äfii--T Äuf-u 31f* j 2012 2238 5 6 (6) (7) (8) (I) (2) (iii) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21. 2012 (JYST. 31, 1934 SAKA) qifäk (2, cbt (i) \$1 22 (ii) EB q-q, (iii) (iv) (v) CT2-;T -a -a -a •kü-xqT\$él qf)-fäid HARYANA GOVT'. GAZ. (EXTRA.), JUNE 21, 2012 1934 SAKA) 2239 7 (ii) (iv) (vi) (ii) (iv) 1/10 \$1 45 \$1 14 50 3•IE.Z.IEfh 40 I 10 -t fä-q 25 äTNT 2012 i 224() 8 HARYANA GOVT. GAZ. (EXTRA.), JUNE 21. 2012 19.34 SAKA) 11 gbn, (1) (2) (u) ft-m \$1 ; 45 (.B fäkT fökJ C.B a-Rö (B iii) a, fam-f (iv) era 1--äu klfä fag (v) 31fÄ(hl€1 qRUTTH Rd#T-q g-rv \$1 30 (B HARYANA GOVT'. GAZ (EXTRA.). JUNE 21. 2012 31, 1934 SAKA) a-rou 31üfäd tT<2.i aft 2241 (i) Qi) (iii) (v) vrna-\$l-u \$1 I C.B 50 \$1 40 RTfö (5) 2242 (6) (iii) (iv) (vi) (Vli) €6) (e) (u) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) @FHTÉf f*-u-a.-or -a it R@ui (-12.41 \$1 ur firvctI N.TI I k--T2.rr HI-q-a 2012 \$1 (.bél 3q•qfiQfi (iii) (u) (51) (d) (d) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31. 19.34 SAKA) qzfäe-PT \$1 q-6TU7T RTré I 2012 3üfäTa a, fä-@ra-ä \$1 Q-,TH 2244 (7) (8) (v) (u) HARYANA GOVT'. GAZ. (EXTRA.), JUNE 21. 201 , 1934 SAKA) 31dqftQf-ä f-Hu -CITO-RI, (q) uTRd I (u) QTTe\$ru I-tl IIARYANA GOVT'. GAZ. (EXTRA.), JUNE 21. 2012 1934 SAKA) 31. (71) u uR afro fichd 9 s-qa.-i q-ft(.rä.f 3@fä-« 2012 10 11 (i) (i) (ii) (iii) a -cbuf qQ<e * fb (342.Xf&F \$1 QTée fäg g-RT 2246 12 HARYANA GOVT. GAZ. (EXTRA.). JUNE 21. 2012 1934 SAKA) \$ fäg 13 2 51 25 CB -«ä 14 q-p.n (ii) (iii) QiT dTTT 2247 14 dT)

2. 3. 4. (1) (2) (3) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 31, 1934 SAKA) au-rup - / W 3000 (i) 21 (iii) 300 .a-er-e.:r I (I-ft qq a:fitl i qqrafâ 312.âq RQ4fâ a, (GOVT'. GAZ. 21. 2012 31. 19@4 SAKA; dqfVA(f 21 000/ 11,000/ 1100/ 1 500" (5) (ii) (iii) QQ 30 Z.B\ au (30 18 G, rutac efâq gum (7) (8) (ii) (iii) (iv) (ii) (iii) (iv) (v) GOVT'. GAZ. (F.XTRA.). JUNE 21. 2012 31. 1934 SAKA) 34f>dH fâq c.bJ 2012 f0fee 31-fÄTR Qff tdfâ 05 Qi' •\$1 22 cn-d fâUtu 5 2250 6 7. (i) (iii) (iv) (i) (ii, (iii) (iv) (v) (vi) HARYANA GOVT'. GAZ. (F.XIRA.,I, JUNE 21. 2012 (JYST. 31. 1934 SAKA) 341-Ffi 11150•Å161 ,fiâf-âft14H 18 @ 22 qcâkt-i fâfâfud -c.d c.öt @lff\$.h HIHY.-u (.b vq•e.l q<TtâQi1Ru) fâg 11 (.B 150 {- 1<+4 dxH(.B 31<fÜ \$1 @-rfi fâq 90 (B f&iQ! efü< (.61 ufü a ftethn 1 3TPÆfÄd Reffi -fré gala f-äN fütut< HARYANA GOVT. GAZ. (EXTRA.). JUNE 21, 2012 (JYST. 1934 SAKA) (vii) 30 8 9 (ii) (iii) (iv) (vi) (i) (ii) (iii) âdcfi 34öfâe (q VT) f?bffi! C.B -G famaQ (B 1/10 CB 45 2.12.XT Rf2-« rB fâ-fü. 14 r-îlf& 8! 50 2 (12.1} CB 40 [e.lfY(T 10 25 (QtEfi T)) \$1 mutu âü t-p.n d2.4T 2012 I 10 1) (u) (ii) (iii) (iv) HAR YANA GOV GAZ. (EXTRA, J. .21. 2012 1934 SAKA) 31. fh-c.t-nx 'B TA<ra 11 t&fi 45 / qqf?ttf fiâfû, c.i fâQXT CB fâg q *412..} auf-q \$1 \$1 -dRTcB 3ßfÄ f&kJ föfkJ a. GTV! 3.rqTdr frâq fâü RdFfrT (3) (4) (5) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 31, 1934 SAKA) \$1 30 RIFT (vi) fâkl qv•n- âd(ä \$T (i) (iii) kITRT\$rU i 50 40 I *vrr, HARYANA GOVT. GAZ. (EXTRA.), 21, 2012 31, 1934 SAKA) uzn FÄfÄ-ûi ug fÄ-1 fâk7 3124fq cb 6 (ii) (iii) (iv) (v) (vi) (vii) 1 11) €5) (u) (g) F) €4) \$1 31Ul&-TQIT cbF3T ur gâe uT c.bëff 2012 Q-âafi IIARYANA GOVT'. GAZ. (EXTRA.), JUNE 21, 2012 (JYS'R. 31, 1934 SAKA) (111) 22.55 (u) (g) (B) (\$1) (31) (e) (d) -G fâg QQ QQ i3Tki: ufü uufâfÜu) Qiftftuq \$1 Rrüé âuJN ftE5Té dur q-wru 31fQFluq. 2012 \$1 fâ-fâ:r Tf 3-IE.RF a.au 7 (iv) (v) (u) HARYANA GOVT'. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) -«e-ûi -a fame (Ch) HéT (-12.0 u-fl@ i (u) (11) QITxq\$TU 2257 9 10 11 (i) (ii) (iii) (iv) (v) (i) (ii) (iii) (iv) HARYANA GOVT. GAZ. (EXTRA.). JUNE 21, 2012 (JYS'[. 31, 19-34 SAKA) qRcT&l. 2012 a-uR (3121fkf 3üfh •\$1 qrRrui qlée 1 zry @Té-é 2258 12 13 14 -1 HARYANA GOVT. GAZ. (EXTRA.). JUNE 21. 2012 (JYST. 31, 19.34 SAKA) um 51 25 uq«i -«z.i fÄE.re.1: fâkJ uR cb&f ul (ii) -\$1 (iii) fifiH \$1 (ii) (iii) (iv) (vi) (vii) 1 2259 (ii) (iii) (iv) 2. 3

4. HARYANA GOVT'.GAZ. (EXTRA.). JUNE 21, 2012 (JYST. 31, 19.34 SAKA) mm-ûi(Gft W) ur 311arxH \$1 e-q rra (fZF@ 312i €12.11 1983 1983 d2.4T (ff-â. 2) 2260 HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) I⁻-- Q5i (ii) (iii) (iv) (v) (vi) (vii) (viii) 5. QI (-12.11 (-1247 I 31Rfh •€1fh3fi ul uT -1 .3@fh 3FU24T t QTRr I (iii) (ivh) (v) 7 IIARYANA GOVT. GAZ. (EXTRA.), JUNE 21. 2012 31, 1934 SAKA) 11 wéâ-e gfâ I 3Ftnur I c-pn I favu 31Vlé#e i - \$1 3-Ftrxrüt a@fh *ITT I *a-rRT 3ß1é#e zrr 19 11

12. HARYANA GOVT.GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) f â2iT@.- 3114Téâz t 60 3-1â (ii) 17 18 (ii) (i) HARYANA GOVT. GAZ. (EXTRA.). JUNE 21, 2012 (JYST. 31. 1934 SAKA) (ii) RfâT. 2263 13. 14 15 (iii) (ii) (iii) âit! 14 fR.ü 1/3 40 cfi 48 RIITT I fi@fa I 17. 19 HARYANA GOVT. GAZ. {EXTRA.). JUNE 21, 2012 31, 1934 SAKA) -uT fQg g @ 40 3/5 Ill (i) •(-fh9 fâg 1 a \$1 âdch -ü QQ 45 (iii) 2265 20. 21 1 (i) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21. 2012 (JYST. 31, 1934 SAKA) GAITI I QQ q-rq-u 1 {0f 22 (i) (iii) 23 24 (ii) 2266 HARYANA GOVT. GAZ. (EXTRA.), JL'NE 21. 2012 31. E9_34 SAKA) IV 1 25 fô-â tff& (ii) I (iii) (iv) (v) (vii) (viii) dé c.bl (FFTT 2, Rqié fté a aié (B -\$1 Rli-é 26 d2.â1 2267 (iii) (vi) (viii) (x) (xi) (xii) 27 HARYANA GOVT'. GAZ. (EXTRA.). JUNE 21, 2012 31, 1934 SAKA) 31qTéiie qvg Qil-zf 29 30 31 (iii) (i) HARYANA GOVT. GAZ. (EXTRA.). JUNE 2k, 2012 (JYST. 31, 1934 SAKA) eYé QQ \$1 Nh-é fhufRa 3-1EUIV V guq 30 \$1 I qvg q-r HARYANA GOVT'. GAZ. (EXTRA.), JUNE 21, 2012 1934 SAKA) Öé 33 \$1 CB 33 34 35 36 (i) (ii) (iii) (iv) (i) (ii) (iii) Qft I 3@fâa VI gINT, 3TRfâk-T 1982 20 I guar-i 2270 37 38 39 (ii) (v) (i) (ii) (i) HARYANA GOVT'. GAZ. (FXTRA.). JUNE 21, 2012 (JYST. 31. 1934 SAKA) (-124} q.ft \$1 30 QTéé 40 41 (iii) (iv) (v) (iii) (iv) (ii) (iii) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) Rdru 31 v•trfh uT üTée a-ur 3@fâa I 31u:rru VII HARYANA GOV". GAZ. (EXTRA.). JUNE 21, 2012 31, 19.34 SAKA) VIII 42. (u) g füfiFl Ga.{8 Q} 34RfâTd tlfâ 3iQl<FI æ-râlu QI uT faü 3F-ëßf< E.XdQ) VI .31EU14 IX | 43 Gift«— •a-Jl -2 qq •uuT 44 45 46 (iv) (v) ELARYANA GOVT. GAZ. (F.XTRA.), JUNE 2], 2012 31. 1934 SAKA) fâg 3Fu -\$1 •ur 2, Rufâ uv Hfâ ct-r 31qréitd 'v' @ qfâfif 31qTüe qR<fâa Qh qv•g zrg .3Fu 31uréâe 2274 47 48 49 (vi) HARYANA GOVT'. GAZ. (EXTRA.). JUNE 21. '2012 1934 SAKA) ah-é (111) 30 agi *qsfl) (B g I I (ii) (iii) (i) 3ESTTd 2.11 - 31ur&te -NJT uT fâg -\$1 as-I a & Rufâ -\$1 RfâFT 3FQ1 Qm uT HARYANA GOVT'. GAZ. (EXTRA.). JUNE 21, 2012 (JYS'I•. 31. 1934 SAKA) i r-..rq 2275 4 (iii) (iv) (vi) wr&e fâq 3ßTéâe I I 31fâ@ fHt gg I qRRfi< 2276 51

52 4 (iii) (iv) v) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) füefÄ5ui ur 2.1241 —7 fäg •g, qf\$IT__ 7 'G RT<-P-R Ebul I fäg 3-lqléiie L__ 53 54 55 HARYANA GOV r. GAZ. (EXTRA.). JUNE 21. 2012 31, i934 SAKA) üft i I k-i241 3-r.-u am f.M@g Qi(.b I 1983 qq 2012 ,3qfÄfhui t-p.n fräu cfi 3/5 i fa-iq 2/ \$1 2, I q-dl 56 HARYANA ('iov•r. GAZ. (EXTRA. b. 21. (JY.ST. 31, 1934 SAKA) (ii) ; cfi 3 äTRT &iföfrüH "Q 2.120 g€u 22 HARYANA GOVT. GAZ. (EXTRA.), FEB. 12, 2014 (MAGH. 23, 1935 SAKA) 12 2014 2012 25/2013.—R 2013, 6 2014. zrg 1969 (1969 17). 4 (Qi) 2013 22 2013 2012 2013. 1 2. 31fÄfiuq, 2012, 3ßfi:t Gng. Rig t. HARYANA GOVT. GAZ. (EXTRA.). FEB, 12. 2014 (MAGH. 23. 1935 SAKA) (ii) (4) 1882 (1882 2). 3. 29 -q-tJTt{fä 4. 32 Gng•1T: .3@fh 23 2012 29 2012 32 24 12 33 2012 HARYANA GOVT. GAZ. (EXTRA.), FEB. 12. 2014 (MAGH. 23. 1935 SAKA) fr,zu I 5. 33 (5) \$1 3.rq•m 6. 40 (1) qq. 40 I d2.1T HARYANA GOVT. GAZ. (EXTRA.). IF.B. 12, 2014 (MAGH. 23, 1935 SAKA) 25 7. 85 85 "85. •n-rf. Regd=N0. C.ffDU0093L2012-2014 -daruana (ßuuiriuient (ßa;ette EXTRAORDINARY Published by Auth0lity O Govt. of Haryana qm-ll Price *Tazrr. 25 2014 (6 1935 gib 1. 1/2012N10 87/2014, 25 Äzrq. 2014. 2. 45/2001NT0 36/2014. 551—595 25 2014. : Rs. 500 (xxxi) HARYANA GOVT. GAZ. (EXIRA.). FEB. 25. 2014 (PHGN. 6. 1935 SAKA) 111 25 2014 543 331803K) 1/2012js. 87/2014.—8ftu1UT1 2012 (2012 11 87 (1) 2012 g. (1) 2014. 1. 2. B-zrq, 2012 544 3. 4

5. HARYANA GOVT.GAZ. (EXTRA.). FEB. 25, 2014 (PHGN. 6, [935 SAKA) qe-l 16 - "16. 29 (3) 40 25 25 a-P--11@ 15 Ohl" 2012 l" HARYANA GOVT. GAZ. (EXTRA.). FEB. 25, 2014 (PHGN. 6. 1935 SAKA) 2012 —GTO I (Ili) (iv) 20 545 546 aöT HARYANA GOVT. GAZ. (EXTRA.), FEB. 25, 2014 (PHGN. 6. 1935 SAKA) 31fÄfi-aq. 2012 9(5) 197718 azn I HARYANA GOVT. GAZ. (EXTRA), JUN. 10, 2014 (JYST. 20, 1936 SAKA) 10 2014 183 17/2014.—R (ft*Z) 2014, 2 2014 1969 (1969 17), (9 2014 14 2014 2012, 1. 2014, & I (2) 218 26 2012 2012 32 2012 32 184 HARYANA GovT. GAZ. (EXTRA.). JUN. 10. 2014 (JYST. 20, 1936 SAKA) ' tRä IIARYANA GOVT. GAZ. (EXTRAS), JUNE 21, 2012 (JYST. 31, 1934 SAKA) 31fÄNkiFTI 21 2012 2173 fÄPPFFT 2012 (2012 1) 87 1. 2012 2. (i) "aofüfrqrr" t, 2012 (2012 1); (ii) "qRNrz" arfÄYTu (iii) "vgötl" e. 3. gg 31fÄfÄuV1 a (1) #T€l ag -\$ 3Flfü Scanned with OKEN Scanner 2174 VIARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) (4) Ffi fufhf& 11 111 7b frfFIT frfifrz -\$1 (1) ftfä 8. ib VT 9 urvr (4) qftftz—I •jrrrrFT qq VI tGrerr •qf&r frt'FT 6 VII *xrr I Scanned with OKEN Scanner HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) 2175 z o (2) (2) (3) 10. (2) VIII frerr I QTr i, a@fa t VIII-T I vrrr—u VIII—T Wi) GIRT— qRfQIZ 1 7Tr•q I 2176 HARYANA GO',rr. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) 12 (1) tx—Qi I o (1) 13 (1) 7b fäg e, fäg Rufä 7B Hg fürq 7b fäg IX 11. OTTér/t@i) (2) 17 12. 18 (1) XII gINT I 300 alfÄG e, XIII XIV I 13. 1B (3) fkq xv ufQ z o HARYANA GOVT. GAZ. (EXTRA.), JUNE 21. 2012 2177 (JYST. 31. 1934 SAKA) 14. 2i (5) fäg fÄfifrz gg EFÄTTr, vrg (ii) fäk7 a--TTFT (iii) (ivy (i) QATLi, (v) fäfäx grqfä fig fig 7Tg qi (Yi) I 15. 24 25 I, 11 111 fhf& f@füui fig HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 2178 (JYST. 31, 1934 SAKA) 16. 29 (3) 40 t, fäm 17. NXT XVI 26 (3) vfhl I GTTVTT, (2) 26 (3) XVI—qj I fäg 18. 32 (3) Rig trfi fÄg fäg gg f&4T GTT (Qi) 1 30 W 31 60 O: Scanned with OKEN Scanner IIARYANA GOVT. GAZ. (EXTRA.), JtJNF. 21. 2012 (JYST. 31. 1934 SAKA) 2179 4011f>,) giF ur @ alfÜfrTUIJ1. 31\$@r 2 4 frlf& friar ürrg)l (1) XVII -a 19. \$1 33 (4) (1) fh-qfqq qTZR (2) 33 (4) (11) XVII—T (3) 33 (4) 7b (111) Fq WII—V qtf gg, 20. frit qFTQq— Gi) •ft qRT 39 •ft (10) au-r (11) *-rrr qgi e. fäg Scanned with OKEN Scanner 2180 (2) (3) (4) (5) IIARYANA (jovr, GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) (1) 31fff1 fäg ur Rihfä (ii) (iii) iTTftg 7B fäg gg (u) 56 (3) 68 aft üR1(4) fäg oft m— (l) (2) I (1211m, (1) alEtFT uT Scanned with OKEN Scanner IIARYANA GOVE GAZ. (EXTRA i, JUNE 21. 2012 2181 (3) (4) (5) 21. (JYS'L 31, 1934 SAKA) RTfilfÄ (ii) (iii) fäAT fäg 20 I qfÄfd f?rq fäk' Türft. (iii) fäg (iv) Scanned with OKEN Scanner HARYANA GOVT. GAZ (EXTRA), JUNE 21, 2012 2182 (h'sr. 31, 1934 SAKA) 22. (1) 47 a-a arg. (2) fäf&d ffil Qærr 23. ii fäf?lfätte gfövex fiFf&ftTd VRfiT.:r fiTQ5T74 qq1frQiTfû/RT<-æ gTVT 24- (2) 18 (3) 50 (1) (l) qftfr—I zpn-afrrf-a 31<fÄ qga XV (3) 50 (1) (l i) fÄfÄf& q@td XIV (4) 50 (1) (lii) uRfQIZ—1 XVII I (5) Rtié Scanned with OKEN Scanner IIARYANA GOVI'. GAZ. i' LXIRA,,. It,'N1. 21

31. SAKA) awfü I 25.(1) 51 (1) ZIT AT 51 (2) avuf?f: (ii) it (iii) (v) fäg (vi) (vii) (viii) (ix) TW /?frf (x) F1fi7iT Scanned with OKEN Scanner HARYANA GOVT. GAZ. (EXTRA m JUNE 21. 2012 (JYST. 31, 1934 SAKA) 2184 fäg qfÄT (iii) l I (5) fGT 7B 26. Trä 1 27. VT 28. fru-q 20@) (3) gINT g. \$1 1000/— 29. (1) 56 (2) ib 31frl 68 (1) fäg \$1 \$1 a. qfrTfû, Scanned with OKEN Scanner IIARYA.NA GOVT. GAZ.

(EXIRA.). 21. 2012 (JYST. 31. 1934 SAKA) (3) *TfTfä Qi fäg -tTTq-ai (å-Q urée ftÜ I 30. ftexfä •ti Rufä ur 31. Scanned with OKEN Scanner fam fÄfrFT 2186 l@fäg 30) 4. 8(1) 9 15. 24(1). 25(4) (i) (ii) (iii)l 2012 82 500/— 200/— 500/— 100/— TIARYANA GOVT GAZ. (EXTRA), JUNE 21. 2012 (JYST. 31. 1934 SAKA) qft*1 1 2 3 4 5 6 7 8 9 10 11 fig fäg. fäg fig fig 21 Qi-a fäg 7b fäg fäg 100/— 2500/— 500/— 200/— 1000/— 500/— Scanned with OKEN Scanner IIARYANA GOVT. GAZ. (EXTRA.). JUNE 21. 2012 (JYST

31. SAKA) 2012 50 föfü 200/—60 g 30 2187 (U) 60 120 120 300/— 200 / — 300 / — 10/— gfa 20 / 1

2. Scanned with OKEN Scanner 21 SS 2 3 I|ARYANA GOVT.GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) •iV11 18) 300 18 32 JftifÄfz 30 (1) 32 (1) Nilft. 211 I 300 tfä It 21,000 300 fruiu 300 | 21.000/300=70 I 70 2: 10,000 250 250 Rilqram:. 10.000/ 250= 40 + /- (10 tl 3: 7b 1000 I 21 Uf@ö) Scanned with OKEN Scanner IIARYANA GOVE GAZ. (EXTRA.), JUNE 21. 2012 (JYST. M, 19M SAKA) 55 if) Alf-ag I 2189 OPPIII 900 it fifiFq GI 'q' 'm' 120 t 'a' 240 360 180 ét I 300 fäg fäkT 3 180 fhUfu a. 5 I fib vfiTfatÄ-zä 7b tæg 51 (2) I udi I ftfvfiFT muffÄiT/71TJ1fÄfütz gfOfÄfÄ Scanned with OKEN Scanner 2190 IIARYANA c;ovr. GAZ. (EXTRA.), JUNE 21. 2012 19.34 SAKA) (J YST. 31, fäuu:— I fÄfäutFi 2012 7b aft I 1. (afIRRif) (ii) (iii) (iv) (ii) (iii) Scanned with OKEN Scanner 2191 •4

5. IIARYANA GOVT.GAZ. (EXTRA0. JUNE 21. 2012 (JYST. M, 1934 SAKA) 41 tef gfdhfä 11) Scanned with OKEN Scanner 2192 IIARYANA GOVT. GAZ. (EXTRA JUNE 21. 2012 (JYST. 31. 1934 SAKA) fiqu:— I 180 fVT fäg 2 3 31Tq 180 t fig I ibT 71TV1) Scanned with OKEN Scanner (i) (ii) (iii) (iv) (vi) HARYANA GOVT. GAZ. (EXTRA.). JUNE 21. 2012 (JYST. 31. 1934 SAKA) 11 G-q—frfEÄi, 2103 2012 7B 2 3. 4, 5. all—frltÄut @ 3TfÄfÄuq. 2012 frFZIT GTITTT t Scanned with OKEN Scanner I IARYANA GOVE GAZ. (EXTRAJ. JUNE 2.1. 2012 (JY.s•r

31. SAKA) (3110<45 Scanned with OKEN Scanner HARYANA GOVT.GAZ. (EXTRA.), JUNE 21. 2012 (JYST. 31, 1934 SAKA) 111 fÄfrT41F1 2012 9 (1) fib-ur 2012(2012 2 (att) Scanned with OKEN Scanner 2196 HARYANA GOVT. GAZ. (EXTRA.), JUNE 21. 2012 (JYST. 31, 1934 SAKA) uvj•q föfhUJFT 2012 9 (1) OFJNf21eT fög fifi; a: Scanned with OKEN Scanner IIARYANA GOVT. GAZ. (EXTRA.), JUNE 21. 2012 (JYST, 31, 1934 SAKA) 2197 1. 2. 3. 4. 5. 6. 7. 9. fÄfrPPFT 2012 9 (1) 0Td'FT (üftqg 7 (2)) äfä 2 3 4 fGTFTT 5 Scanned with OKEN Scanner 2198 HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) 3, fÄfh7TJFT 2012 9 (4) fäa-HFT ftvu:— 2012 fäg 2012 9(4) QiT (ii) *ft) (iii) (Yi) ftv* \$1 gRui, (vii) fäg (viii) fäg gr@r fäfvFT 2012 fälü Qft) ug arrqzb véi 2012 g I O: Scanned with OKEN Scanner 2199 z o 4

5. HARYANA GOVT GAZ (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) iFr iF@rvr 3TtftT d:— €1) friul qig 2200 HARYANA GOVT. GAZ. (EXTRA.). JUNE 21. 2012 (JYST. 31, 1934 SAKA) VII gf@zutrrr 2012 9(4) (Rig 8 (2)) 2012 (2012 1) a@frT q-t fGTäT (frT?fl æn) O: Scanned with OKEN Scanner IIARYANA GOVT. GAZ. (EXTRA.), JUNE 21. 2012 (JYST. 31, 1934 SAKA) VIII 2201 2012 11 2012 (2012 1) qTqv 11 (2) ft-«Fit fö @iTuFöTU 2 (ii) Scanned with OKEN Scannel 2202 HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) 2012 11 (Rid qTgg) (Z?FT) 2012 qrqr 11 (RI* irrqq) iB qR<kfq 2012 11 fäg : 1 2 3 4 5 6 7 8 9 fGra Scanned with OKEN Scanner 2203 2 HARYANA GOVT. GAZ, (EXTRA.), JUNE 21, 2012 (JYST. 31, 19.34 SAKA) (i) YJItJI (ii) yfR: (iii) 310RelfiT (iv) — \$1 trg 3Tt7frT4H, 2012 4 a fä5 (3{tQFT Scanned with OKEN Scanner 2204 HARYANA GOVT. GAZ. (EXTRA.). JUNE 21, 2012 (JYST. 31, 1934 SAKA) VIII—u 0TfrXfrPVT. 2012 11 3FTTtTRT mu:— 7TTH) fäg I a, fäg fig yzifib< I (ii) g, (iii) (iv) -G QiT (vi) fufhlzt 3 37EtFT a, J Scanned with OKEN Scanner IIARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 19.34 SAKA) 2205 ART (för«T (frRdT Scanned with OKEN Scanner 2206 IIARYANA GOVT GAZ. (EXIRA.). JUNTE 21, 2012 (JYST. 31, 1934 SAKA) VIII—xr filfhuJFT. 31fütTt1J1. 2012 aft 11 uqrur I föra fhT @ 2012 9(1) 9(4) vbft:— 2 o 1 (qq ftFT Scanned with OKEN Scanner IIARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) 2207 fiÄFrTVFT 0Tf2rFruq. 2012 12(1) frw 10 * UFTW(F) (2)) (üFT) mu:— 2012 12(1) 7B fäg ag 2012 12(1) 7B fäg 2 3 4 5 6 7 8 -\$1 fö@l a-a-Qi -fi (u?IT (45) (U)) æi+f VT-uT I Scanned with OKEN Scanner 2208 9 2 3 IIARYANA GOVT. GAZ. (EXTRA.). JUNE 21, 2012 31, 1934 SAKA) (i) 7bT (ii) (iii) (v) 34üfäTd föi fifi(FF1 ørfäBruq. 2012 q} I 4 fib Trg qjr (31Tär7i Scanned with OKEN Scanner HARYANA GOVT. GAZ. (EXTRA j. JUNE 21, 2012 (JYST. 31, 1934 SAKA) 2012 12 (2) 10 GIRTI 31fÄÄuq.2012 9(4) GIRT 12 (1) 2209 (tretl O: Scanned with OKEN Scanner 2210 IIARYANA GOVT. GAZ. (EXTRA.), JUNE 21. 2012 (JYST. 31, 19.34

SAKA) 2012 12 (1) ((4)/ttæi 100) (3)) 2012 9 (4) grr fäg fhdfü« I 11 fii 2 -6F-eq f\$QT @ I 3 \$1 RT@r
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 31. 19.u SAKA) fib. 2012 arf (ii) t I qft+r 2 (iii) 18 Scanned with OKEN Scanner 2220 IIARYANA
 GOVT. GAZ (EX'TRA.). JUNE 21, 2012 (JYST. 31, 1934 SAKA) XVI 2012 26(3) Jlt0-q IÄg FRA 17
 vqföw(l)) — (QZFT) fäyu:— 2012 81 26(1) OlttF1 fÄg I fr1fi2FFT 2012 26(1) oqfäfäul fäg I 1 2 3 4 5 6 7
 8 fÄ-qgur f0fÄÄ qf*RfrT fäg aji ü/ Scanned with OKEN Scanner 2221 2 3 4 IIARYANA GOVT. GM..
 (F.X'TRA.). JUNE 21, 2012 (JYST. 31. 1934 SAKA) (i) Mfd (ii) (iii) gföai • (iv) /.q • (vi) l\$-q Ri?hEF1,
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 (JYST. 31. 1934 SAKA) XVII 2012 33 (@ftn) 19 (t) 2d(d)) 1 2 3 4 1 2 3 4 5 6 7 8 9 10 2223 Scanned with
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 (EXTRA.), JUNE 21, 2012 (JYST. 31, 1934 SAKA) Scanned with OKEN Scanner IIARYANA GOVT'.
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 f&röartt *ft-q iB RäiTé. f2fiYq 16 aarål 11 !IARYANA GOVT. GAZ. (F.X'TRA.). JUNE 21, 2012 (JYST.
 31. 1934 SAKA) f&Frst \$arf* 2235 17 18 19 20 a-qi qfibut -\$7 q-él @ I -Sri arffr 3TQRFT, ZFT, tTTfib
 fäg Scanned with OKEN Scanner 2236 1. 2. 3. 4. IIARYANA GOVT. GAZ. (EX'TRAJ. JUNE 21. 2012
 1934 SAKA) 31, (JY.s•r arrt;qf qor) ftr-edl (2) (3) 250 fib! (i) fÄfü 21 (iii) 7b fäg föfä (iv) qrftg, (v) fiFRfl
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 SAKA) frbül I ae;-q; 2237 (4) 1 2 3 4 21,000/— 11.000/— 1100/— 500/_ 30 fkq I (30 Etl) 7b -i g2FT f*-
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 Scanned with OKEN Scanner IIARYANA GOVT, GAZ. (F.X'11tAJ. JUNE 21. 2012 (IYST. .31. SAKA)

2239 7 (iii) (iv) (vi) (i) (ii) (iii) ft,rq 1/10 45 fhft 14 å(TQi 50 tt, it, 40 I IIU1kfi*. 10 ftmg Eeft fäg I füNT ufä 25 -Q (atut it) . ZTfifm frmqeF1 2012 I geFTT 7b Scanned with OKEN Scanner (2) GOVE (VAT. (EX'! RAJ, .1UNli 21, 201? SAKA) (JYS1. fdVT 11 (71) mfiF1: fü@i Efi I 45 I fäg fäg (iii) 7b ftefrfrT ftefrfrT fäg föikl (iv) fteFfrT I Ref?fTT wqfö (v) fifä 7b Reffi föfüae•l 30 Scanned with OKEN Scanner IIAIO'ANA GOVT. GA'/. JUNE 21. 2012 (IYST. 31, SAKA) (3) trg;rr.— 22d I (I) (ii) (iii) (v) q.i-q ftr-«r Gfh Ntf@, 50 \$1 (TUTkfä. 5 40 6iJfr I 7TUTRfif 7Téf i. fifi(fäg I äüö fäg å (5) (i) -t fäg fäg fäg frfiü 7b (ii) fÄfhu-t fäg Scanned with OKEN Scanner (6) IIARYANA GOVT GA' (EXIRA.', .fUNL 21. 2012 SAKA) (.IYST Al, (iii) ii (FTJf 'i (iv) it gf?rcr vrvr9 fäg éifd vrfhfäui I (vi) fifit äFÜ 4; Errrä Wii) Ilfäfdäzrt (Qi) if) fiTQiTU 11 (IT) (g) (q) (ii) (m) (u) (71) fib-ur I föüi\ fÄfhZFF 2012 31Efrq q} OF}IT+FII I Scanned with OKEN Scanner IIARYANA GOVI. GAZ. i, 21 (JYST SAKA) (iii) (e) (a) (u) (30 (z) (d) uf>. Güf gum FFFTT Of) ROiTé I EFFIr a-a---éF fö7\$I-q fiYéTT filf?ruqvr 2012 t, 3EtFr I Gigi 0. I fib frßlfrFr tkf t124T (Terr Scanned with OKEN Scanner 2241 (7) (8) IIAltYANA (iOVV a X I, 21. 201? 1011 SAKA) (JY.SI' (+1) (q) (PIT <TfrfrF (U) ufä 4 (d) (G) 01TfkT ur Scanned with OKEN Scanner IIAI{YANA (iA'/. (F.XTIIA i. JUNE 21. 2m2 (JY.s•r. .11. SAKA) 2245 10 11 (ii) (iii) (iv) (v) (iii) 10011 I 2012 gorrrft aft VI fäg it gfO I XtaTf&ra AIRlui d) / t él w) ftr«å 3Fq firru' grÉT \$1 Scanned with OKEN Scanner GAZ. (EX'IVA JUNE 21. 2012 SAKA) .11, /r,wr utt aurorg 12 if ewij 13 51 25 fÄq I 14 (i) ilk' arqffre t. P feh((ii) üTivf), (iii) fibNf) Trg a. Vfä WHT@rfl (i) (iii) (iv) (v) (vi) (vii) Scanned with OKEN Scanner IIARYANA GOVT. GAZ. JUNE 21. 2012 (JYST SAKA) (dii 22.17 rpV) 2. 3. 4. (2) (3) gigrqrErrsri 3000 I (i) 21 (ii) (iii) ii fäg ilTfifrF Wtr;r (iv) (i) (iii) errfiTöt fib7i1 nur 300 31fä-cF I (CIAT) q-<TqrfÜ fib-ur I Scanned with OKEN Scanner 2248 (iii) (5) ft.-VI c,ovr. GAZ. (EXTRA J. JUNE 21. 2012 31, 19.u SAKA) (J YST if förg I vå?T 21,000/— 11,000/— 1100/— 500 / (ii) arfifrb Q, 30 3ftrpr e 1 Qu föfü (30 föqfrFTi (iii) ?11fiTQi MR 18 Q} (aier<1iTT fäg): (ii) fäf&d g3(J gm (iii) fhufu fäg Scanned with OKEN Scanner IIARYANA GOVT. GAZ, JUNE 21, 2012 (JY.S'II 193-1 SAKA) 2249 {Of urrqqr (7) (8) 5 *imi frblrr I (i) •qfäfäzit arErftte frbå (iii) (iv) uf?rr 31fi)fäfatT (i) JifiÄfru11 22 (ii) q-g, (iii) (iv) ftTkT fhqfrF1 Scanned with OKEN Scanner 2250 6 7. IIAIU'ANA (iOV'I, GAZ. (F.X'IIUA.), JUNE 21, 2012 SAKA) (IYST. 31, (ii) Ifi 111504161 (ii) 18 22 (iii) Zi; fRTJffid t, qié (iv) ffiVITd -\$ (v) fäkJ fäg ufÄn4J (iii) I (iv) fr1AfrFT 31fÄqfrRf/yqfttf 1 frbuT I 7b f?ef+T I d?41fiÄ, Reffi I fhqfaq ib (vi) Refill gvnq 1 fäg fäg I Scanned with OKEN Scanner IIAIIYANA GOVT, GAZ. (EXIRA o. 21, 2012 (JYST

11. SAKA) I j;ur cufrfT, aui 225 1 (ii) (iii) (iv) (v) Di I 1/10 45 fib(tl 14 q;ffäftNU1 50 31fÄ@i), I it fäg 40 -gym 1 fäAT 7B 10 I I fibur üft 25 g I 9 (vi) rag (gitt vrd VI) 31frÄf?1ftra GI (ii) f*Ufq fib fhveF1 2012 I (iii) I Scanned with OKEN Scanner 2252 10 (iv) (1) (2) (0 (q) (€1) (i) (ii) (iii) (iv) (v) IIARYANA GOVT.GAZ. (EXTRA.). JUNE 21, 2012 (JYST'

31. SAKA) 11 rpttfrYöffPit d; €58 RefifrT 45 €1fÄ frÄ-afrFf kå fäg fäkt fäg ftefrfrT I fÄufu I RefrfrT t.fittÜ(T fäg ftef2frT zB I föf@l I fib71T Qh Refifr PTQiTZI Scanned with OKEN Scanner ilARYANA GAZ. (F.YII!A.). JUNE, 21. 2012 (JYST. .11. SAKA) 2253 (3) (4) (s) 30 (vi) <lfiföt; Fit. ådQi if uf2 (ii) fif1 fäg fimfä 50 Q. (iii) 5 40 I TTVRfif u, fag GTIé'l 1 fäg I (iv) frg afrfäft« I fäkl a: å gur OTT Scanned with OKEN Scanner 2254 6 IIARYANA GOV'T. GAZ. (EX'IIUAO. JUNE 21. 2012 SAKA) (JYS'IL Al (ii) (i fro, (iii) '11 (iv) Jfrrr fäkt ug ur fildå) I (vi) Ofä 41 (vii) aft 1 (V) tR mifäfh-q (70 (U) qrqæff (e) 2012 2(11) EFT I Scanned with OKEN Scanner IIARYANA GOVI. GAZ. (F.XIIUA.j. JUNE 21. 2012 (J ys•r. 1934 SAKA) (III) 2255 71) (z) (u) (v) (q) (30 (e) (d) Olåbl fÄfPe1 qrfäG RqYé fäg. fuföuvF1 2012 RfZ5d tk-å fäfäqq it Scanned with OKEN Scanner 2256 7 8 IIARYANA GOV'C. GAZ. (F.X'TRA.), JUNE 21, 2012 (JYS"II M. 10.34 SAKA) (iv) (U) (11) iii (u) qtt aulq0fää , (41) uh AlfifrF TTVf I (45) ; (Ai) Q5Tf?rrrj (€4) anfä(T Al Scanned with OKEN Scanner IIARYANA GOVE GAZ. (F.X'TRAO, JUNE 21. 2012 (JYS'II M. 19M SAKA) 2257 9 10 11 c,N1 r oorvrl I \$14-11 orrivft 2012 crt'. rag ufö I (iii) (iv) FifÄui (3121fq '1/0 él förwi f?lütü *tarrgr (i) 34121 / uttl. 4€ufa föNTä -\$1 Rlf?lui qrfrirai qréé e I (ii) ur (iii) um.5 q) (iv) vaqTtQa 0.: Scanned with OKEN Scanne 2258 12 13 14 IIARYANA GOV'C. GAZ. (EXIRA), JUNE 21. 2012 (JYS'T, M, SAKA) 'AGI: 51 25 \$1 if f?tq e I fäuevl: (i) 'Ftrfrfrz Razi @ 1 ag fdarf&ur & (ii) (iii) wufäui fibRtr fäg a-Fu gubr I ou—fäfäui ftqT/ufT (iii) (V) (vi) (vii) Scanned with OKEN Scanner IIARYANA GOVT. GAZ, (F.X'TRA.). JUNE 21, 2012 (JYST. 31, SAKA) 2259 1 2. 3. 4. (ii) (iii) f@ér Of?) Uuubr (iv) fib*f (fGFé frf& t) a;ef 1983 I arfäfrzrq. 1983 (qrq) IJq (fölä. e. e) Scanned with OKEN Scanner 2260 (ii) (iii) (v) (vi) (vii) (viii) 5. IIARYANA GOVT. GAZ. (EX'CRA.), JUNE 21. 2012 (JY'S•n 31, 1934 SAKA) Mtrréite g;ær förqr ur f&tf foo v} [Äfrhfifrz aFU?4T

I fäg qr;q Scanned with OKEN Scanner 6 7 (iii) (iv) IIARYANA GOVC GAZ. (EXIRA.), 2012 (1 YST SAKA) 11 3114léâe. fitfâ-q'i \$1 31t1Téite a-Fd Niu ü?Tr t. qr«qfâ; fäg -«lfl t.rq. QtrutT p O: Scanned with OKEN Scanner 2262 8 9. 11, IIARYANA GOVT, GAZ. (EXIRA). JUNE 21. 2012 SAKA) (JYST. 31, föni) I fäg ufâ 60 f\$R (i) Riet, srzrF €Tfâ ii; fäg gallfâ (ii) G-q;-eq 17 18 fhf&e I (i) fufÄ-qi fög xiu gFTTé qtf 12. giu 1/3 Scanned with OKEN Scanner IIARYANA GOVC GA'. JUNE, 21. 2012 (J YST SAKA) 2263 13. 14 15 (i) (ii) (iii) (ii) (iii) (ii) (iii) itiT N'ifl fäg 14 fäg ufÄ âdih 40 äüä 48 Scanned with OKEN Scanner 2264 18 19 (iii) IIARYANA GOV'I GAZ. (EXTRA.), JUNE 21, 2012 (JYST. SAKA) 0 40 ii; 3/5 ar;vilfrtër Ill fhufFJ (iii) I fäg I qqTfÄq5T€[7b gitrTl QQ 45 fuvT gelUT äü5 Scanned with OKEN Scanner 2265 20 21 22 23 24 (i) (ii) (ii) (iii) IIARYANA GOVT. GAZ. (F.X'VRA.). IUNE 21. 2012 (IY.KI' SAKA) unm Qi, ?lfioii qrrfihel I grtr Fill gbTT fifi)tT fib* -GET q (i i) Gili gRT 7b ftrg I Scanned with OKEN Scanner 2266 25 26 (ii) (iii) (iv) (v) (vi) (vii) (viii) IIARYANA GOVT. GAZ. (EXTRA.). JUNE 21, 2012 (J vsr. 193-1 SAKA) /ftrrr {iq feba iii 7Tfrrvit frFé'f fÄRTtz Rqié qrfifib Qqié fitfâ-•m fÄGTfâf&iT fäg a-hi Scanned with OKEN Scanner 2267 (ii) (iii) (Vi) (Vii) (Viii) (ix) (xi) (xii) IIARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 (JY.ST. SAKA) tll•ft €1741 17b —at?! Rrg 27 qTftT fäg vâ;uib AT frt-gqq uT NT/UI yftxfâ W 7Tg fig I Scanned with OKEN Scanner 2268 29 30 31 IIARYANA GOVE GAZ, (lëx•rRAO, JUNE 21. 2012 SAKA) (JY.ST. .31. i, É;wr (ii) CPU fëbur aft 7bræt€Lif), (i) maffäër mafiFT 30 fvt I qi-g âd7F fäg t. qfäfrtr 3TFFTfthQi graft Scanned with OKEN Scanner IIARYANA (iA/. (EX'I 2011 (JY.SV SAKA) 2269 32 33 34 (iii) (ii) (iii) (iv) VI fiukU1, fÄtü a; fäfrTiXT 35 36 fÄd2TAiq i982 20 gfölf&zff ; (iii) Mlu «pfl Scanned with OKEN Scann 2270 38 39 (i) (iii) (v) HARYANA GOVT. GAZ. (EXTRA.), JUNE 21, 2012 31. 1934 SAKA) (JY.ST æitl frbU1 Ärr@f Ji) frb{ft qfrtr fm-{f} fäg Tiu (i) uerr 3FrrJtT arf 30 (ii) (Qi) (U) (ur) (i) åÜr (ii) 7\$) fbër ftqjé . Scanned with OKEN Scanner 2271 40 41 (iii) (iv) (ii) (iii) HARYANA GOVE CiN/. (EXTRA.). 21. 2012 (JYSIZ M. 19M SAKA) Alfriu; arf 31 troeliti UFT* VII (i) (ii) (iii) qftarrv 75QTTT I font Scanned with OKEN Scanne 2272 42. 43 (ii) IIARYANA GAZ. (E)CI'RA.). JUNE 21. 2012 (JYST' SAKA) VIII i;wr fir", vfil ubu (u) IX fäg f?F11 qFt firei Scanned with OKEN Scanner 2273 44 45 46 IIARYANA GAZ. (F.X'IJM.). JUNE 21. 2012 (JYST. .11. 19.u SAKA) qptl I 3TfÄ-tö 7B rig-a I (1241 (i) (ii) (iii) grâi fäüTéT, Äar*1 QAJrr, rrgt fibÄft æfâ t A1 'Qi' 'u' (Qi) arqrfe uT fäg Mfdqfif \$1 fäg 31qréâe \$flfÄziR11 O: Scanned with OKEN Scanner 47 48 IIARYANA GOVT. GAZ. (F.X'JRA.), JUNE 21, 2012 1934 SAKA) (JYS'I'. 31, (III) ?fFexrr (vi) If) 30 (i) 3TTJTéie / friar(T (ii) 'UT (i) (iii) aft qtrâ. @ VT fig ur fäg wréie #-g-qrRf f&vrqqr vrrrrfr JFu fure g) I 49 (i) fönf) 31qréie g. Rufö grförq fäg (ii) uftfö@ui g) IIAUYANA GOVT. GAZ. JUNE 21. 2012 (JY.ST SAKA) 2275 50 (i) (ii) (iii) (iv) (v) Wi) qf&ftf", ft, frb•€l (Qi) arâu, fû&fl •rrfäfâfâ f?trÄ uf2 t. ufa I 3TfO@T fäy-j-ei frTt@g 1 ewr&ie (Qi) ii f@nil f?bxft fQi 2276 51 52 (i) (ii) (iii) (iv) v) Wi) flARYANA GOVT. GAZ. (EXTRA). JUNE 21, 2012 SAKA) (JY.s•r (e), dhu/dlff g;rëbvr, f&tg it); aptldJle f&UT I Niakt{ 8Tiqf&T I-JTfifrt qrQ} I 31tTléâe ug Vf1 qf@uv fäg -guf@4T I weffNi, *tuft) (iii) IIARYANA GOVT. GAZ. (EXTRA.). JUNE 21. 2012 2277 (JY.SL SAKA) if GINI ii Oil allia .Ttf I Riaw I 53 54 55 1983 qfdtl föf?uyq 31fâf>ßF1, 2012 1 vi, Jlfhßäum I fäg I 3/5 gINT Viv 2278 HARYANA GOVT. GAZ. (EXTRA o. JUNE 21, 2012 (JYST. 31. 1934 SAKA) <iE.T 56 (i) Ukißé) fib-qr (ii) 3FQ GRUTÜTT Regd. No. CHD/0093/2015-2017 (bguernment (ba;ette EXTRAORDINARY Published by Authority O Govt. of Ha ana No. 37-2016/Ext.] CHANDIGARH, FRIDAY, MARCH 11, 2016 HAI-GUNA 21, 1937 SAKA) fâHTVT 11 2016 8/36/2016 d 2012 (2012 1) 87 , 2012, g. 2. 3. 4. 5. 2016 I 2012 (ftFé t) 8 (1) GTTVTT, f?fü qftRTZ—I I t?-fÄqa 3üfhT -t uttfâ-qi 2 HTTf Qfrä," *rä, 1 2 "300," "1000," I 2 "Raqq" *It, 5, 6 7 v&zrt \$1 — Price : Rs. 5.00 (3971) 3972 5 6 7 HARYANA GOVT. GAZ., (EXTRA.), MAR. 11, 2016 (PHGN. 21, 1937 SAKA) 2 ft-QiTQ" qgi 1000 3 21 33 I 1000 Ävfu t, (300 1000 @ I 2 R3ÄT8VT f 6 fig I HARYANA GOVERNMENT INDUSTRIES AND COMMERCE DEPARTMENT Notification The 11th March, 2016 No. 8/36/2016-41BII.— In exercise of the powers conferred by Section 87 of the Haryana Registration and Regulation of Societies Act, 2012(1 of 2012), the Governor of Haryana hereby makes the following rules further to amend the Haryana Registration and Regulation of Societies Rules, 2012, namely:- 1. 2. 3. 4

5. These rules may be called the Haryana Registration and Regulation of Societies (Amendment) Rules, 2016.In the Haryana Registration and Regulation of Societies Rules, 2012 (hereinafter called the said rules), in rule 8, for sub-rule (I), the following sub-rule shall be substituted namely:- "(I) Every existing society shall apply to the District Registrar for allotment of a new registration number in



Form-VI within a period of two years from the date of coming into force of the Act without any fee or within next thirty six months on payment of fee set out in the Scheduled of fees contained in Appendix-I in terms of provisions contained in Sub-section (4) of section 9 of the Act. The society shall file application and submit the requisite documents alongwith a certificate from the office bearer duly authorized by the Governing Body to the effect that the Memorandum and the Bye-laws of the Society, as being presented before the District Registrar, conform to the provisions of the Act and the rules made thereunder." In the

said rules, in rule 18, in sub-rule (1), in the first line, for the words "three hundred", the words "one thousand" shall be substituted. In the said rules, in Appendix-11, under heading "General Guidelines", in para I and 2, for the figure "300", the figure "1000" shall be substituted. In the said rules, in Annexure-2, under column "description", for existing entries against serial number 5, 6 and 7, the following entries

shall be substituted, namely:- HARYANA GOVT. GAZ., (EXTRA.), MAR. 11, 2016 (PHGN. 21, Description 1937 SAKA) 3973 Annexure-2 Sr. No. 5. 6, "General Body" means and refer to the body of 'members' of a Society, and which may be divided into electoral colleges where the membership is more than 1000 in order to constitute the collegium of the society. The constitution of collegium and election.of

the representatives of the collegium should be decided by the Society/its management as deemed appropriate and clearly defined in the byelaws of the society. The size of the Governing Body, which can vary between 3 to 21 in terms of section 33 of the Act, designations of its officer-bearers and their powers

& duties should be clearly defined in the bye-laws of the society. Where a society decides to keep its membership at more than 1000, it will be required to constitute electoral colleges (not exceeding 300) and the collegium so formed shall act as the General Body for all intents and purposes. In that case, the size of the Governing Body cannot exceed 115th the size of the collegium. In case of Societies with more than 1000 members, these are required to carve out a scheme of creation of Electoral Colleges in its byelaws and election of members of the collegium. Provisions contained in Rule 16 read with the illustration in Appendix-2 may be referred for the purposes of clarity. DEVENDER SINGH, Principal Secretary to

Government Haryana, Industries & Commerce Department.