

RULES & REGULATIONS
OF
THE BAR ASSOCIATION GUHLA

PART-I

MEMBERSHIP:

Every advocate whose names is for the time being borne on the rolls of any Bar Council of India or any other State shall be eligible for becoming the member of association.

PROPOSAL:

Every Advocate desirous of becoming member of the association shall be proposed by atleast 2 members of the association and seconded by 2 other members of the association.

Such proposal shall be accompanied by a deposit of Rs. 100/- as admission fee alongwith 3 months subscription in advance .

Such proposal shall be scrutnised by the executive committee of the association and on approval, the advocate proposed shall be deemed to have become the member of the association from the date of proposal and consequently the admission fee and subscription shall be duly credited in the account of the association otherwise on rejection the amount shall be refundable to him forthwith.

SUBSCRIPTION:

The annual subscription shall be Rs. 240/- (Rupees Two Hundred & forty only) payable in two equal instalments of Rs. 120/- (Rupees One Hundred & Twenty only) each on first day fo May & November of every year).

The advocate who has become a member of the association on the basis of proposal as contained in Rule No. 2 above on approval of proposal shall hence forth pay the remaining subscription of remaining 3 months immediately within 15 days from the date of approval of the proposal.

In addition to above referred subscription, any other amount of contributory nature required to be paid by any member in accordance with the decision of association/executive committee shall also be deemed to be the subscription payable by a member within the time fixed for payment of the same.

CEASSATION OF MEMBER:

Any member who does not pay the subscription as stated above shall be deemed to have ceased to be the member of the association on the expiry of one month from the date when the subscription becomes due provided a written request/deemed shall be made to such members prior to the expiry of aforesaid period of one month.

The automatic result/effect of non-payment of subscription shall be, that such member ceased to be the member of the association.

However such member can re-seek the revival of his membership on payment of Rs. 200/- (Rupees Two Hundred only) as re-admission fee and the payment of all previous arrears, but such revival shall not be done for a period of six months from the date of ceassation of membership.

Any member shall also ceased to be the member of the association if a decision is taken to that effect by the disciplinary committee or the General House of the Association.

The factum of ceassation of membership of the association shall be brought to all the concerned courts for necessary follow-up action.

PART-II

MANAGEMENT

GENERAL SUPRINTENCE:

The affairs of the association shall be subject to these rules and the general control of the members in general. However in order to manage the affairs expendiciously and effectively

there shall be a committee called on executive committee.

EXECUTIVE COMMITTEE:

The executive committee shall be of 5 members. ^{All of} ~~Out of which~~ 5 shall be the duly elected office bearers namely President, Vice president, Secretary, Joint Secretary, Treasurer.

MODE OF ELECTION:

The President, Vice President, Secretary, Joint Secretary, Treasurer shall be elected at the annual General meeting of the members amongst themselves and ordinarily their tennure of office shall be one year, however they shall be deemed to continue office untill next election takes place.

No member of the association shall be entitled to participate in the election either by voting or contesting for any office if he is in arrears of subscription or any other amount to the association or otherwise prohibited to do so under the rules/provigiions.

VOTING:

Only such member who has been the member of the association for one year prior to the date of election shall be entitled to vote and participate in the elction . This period of one year shall be immediately proceeding the date of election.

VACATION OF OFFICE:

The office/place shall be deemed to have been vacated in the following circumstances:

- i) By tendering resignation.
- ii) On death.
- iii) On ceassation of membership of association.
- iv) Adoption of motion of no-confidence against the elected office bearers, but no motion of confidence can be moved against the immediate part president, who happened

to be the member of executive committee under
Rules of 2 of Part-II.

FILLING OF VACANCY:

In case of vacancy of any office bearers the election to that office shall be held within one month from the date of accruing of such vacancy, but no such election shall be held if such vacancy have fallen within one month of the date of holding of next election and in such case the executive committee shall be entitled to fill-up the vacancy by nominating any member to the office.

MEETINGS:

There shall be three types of meetings of the association:-

- i) Annual General Meeting.
- ii) Special General Meeting.
- iii) Urgent General Meeting.

ANNUAL GENERAL MEETING:

An annual general meeting shall be held on the last Saturday of the month of April of every year in which the election of the 5 office bearers namely president, Vice President, Secretary, Joint Secretary, Treasurer shall be held, if the said Saturday happens to be a holiday, then such meeting shall be held on the next working day of the court.

SPECIAL GENERAL MEETING:

A special General meeting may be held whenever the executive committee may consider it desirable to convene for consideration of any matter or whenever a requisition for the same is made by 20 or more members of the association.

In case of such requisition the executive committee shall be bound to convene a meeting within a period of 7 days, otherwise 8th day from the date of receipt of requisition shall be deemed to be the day for which meeting has been requisition shall. If the said 8th day happens to be a holiday then the next ~~or~~ working day shall be deemed to be the day for which such meeting has been convened/ fixed.

URGENT GENERAL MEETING:

Should 20 or more members of the association deem it necessary to call an urgent general meeting, they shall by a requisition duly signed and dated apply to the President/Secretary to convene such meeting and on receipt of such requisition a meeting ~~and convene~~ for the next working day from the date of receipt of such requisition shall be called.

In case of such meeting is called or fixed then such meeting shall be deemed to have been slated/fixed for the next working day.

In case of emergency the President or in his absence Vice-President or in the absence of both, any 3 members of the executive committee may call urgent general meeting at such time for a specific purpose. No. business other than that entered in the agenda of such meeting shall be considered at such meeting.

QUORAM:

The quorum for general meeting shall be 2/3 of the total strength of the house, for special general meeting it shall be 1/2, while for urgent general meeting, it shall be 1/3 of the total strength of the house.

GENERAL:

All the above referred meetings shall be presided over by the President, in his absence by the Vice-President and in the absence of both by the Senior Most member of the executive committee.

Every decision execept that of no-confidence shall be by majority votes and the person chairing the meeting shall have a casting vote in case of a tie.

PART-III

EXECUTIVE COMMITTEE

The executive committee shall ordinarily meet once in a month except during long vacation.

The meeting of the executive committee shall be presided~~by~~ over by the President, in his absence by Vice-President and in the absence of both by the Senior Most member of the executive committee.

An urgent/special/emergent meeting of the executive committee shall be called whenever a requisition duly signed by atleast 2 members of the executive committee has been received by the President/Secretary.

The executive committee shall also have the power to prob the instance of any professional mis-conduct against the member of the association and shall be competent to suggest such action as it may deem fit for approval of the General House.

Every decision taken by the executive committee shall be binding on the members of the association unless the same has been rescanded or modified by the members of the association in a special general meeting called for the said specific purpose.

The executive committee shall be competent to make subsidiary rules consistant with these rules for regulation of their own proceedings and for other aneillary purpose.

PART-IV

MOTION OF NO-CONFIDENCE

In case of motion of no-confidence referred in these rules a majority of 3/4th of the total strength of the members...

of the association shall be necessary for success of such motion.

PART-V

POWERS & DUTIES OF OFFICE BEARERS

PRESIDENT:

- i) Shall preside over all the meetings of general house as well as executive committee at which he is present.
- ii) Shall be entitled to appoint/dismiss the employee of the association either with the prior approval of executive committee or subject to subsequent ratification by the executive committee.
- iii) To superwise all the working, smooth running the affairs/ management of the association.
- iv) Shall be entitled to keep Rs. ~~500~~ 500/- in cash in hand and shall be entitled to spend it.
- v) Shall have the power to call a meeting himself to direct the secretary to call any meeting.
- vi) Shall be the over all incharge of the record pertaining to association as well as executive committee.

VICE PRESIDENT:

- i) In the absence of President, Vice-President shall preside over the meeting of the general house as well as executive committee at which he is present and shall be entitled to exercise such powers and discharge such function as may be assigned to him by the general house or the executive committee.

SECRETARY:

- i) Shall act under the direct supervision of President/Executive Committee.
- ii) Shall record the proceeding of general house as well as executive committee.
- iii) Shall fix the meeting whenever asked by the President or in

his absence by vice-President or on receipt of requisition.

- iv) ~~Shall~~ be duty bound to report every matter to the President and to receive the concurrence of the President prior to acting in regard to the affairs of the association.
- v) Shall also be the custodian of the record and property of the association.
- vi) Shall be responsible for maintaining a proper record regarding furniture, property and of other correspondence received or written by the association under the supervision of the President.

JOINT SECRETARY:

- i) Shall be entitled to exercise such powers and discharge such function as may be assigned to him by the general house or the executive committee.

TREASURER:

- i) Shall have custody of all the monies and securities of the association.
- ii) Shall be entitled to recover all the sums due to the association.
- iii) Shall be responsible to deposit the same in a bank in such manner as hereinafter provided and shall bring all monies received into the said account immediately on receipt thereof.
- vi) Shall be duty bound to ~~keep~~ keep an accurate account about the income and expenditure of the money of the association.
- v) Shall be duty bound to report about such income and expenditure in the immediate next meeting of the executive committee.
- vi) Shall be responsible to prepare a balance sheet to be put in the annual general meeting for its approval.

- vii) Entitled to keep Rs. 500/- (Rupees Five Hundred Only), in cash in hand and shall be entitled to spend it.

PART-VI

FUNDS

- i) That amount of admission fees, subscription and all other monies received in the shape of grant or as security amount of Library Club shall be deposited in the account of "The ~~Dixit~~ Bar Association, Guhla" in a nationalised bank as named by the executive committee.
- ii) The said amount shall be available for expenditure on the affairs and management of the association.
- iii) The said account shall be operated upon by the President and two other members of executive committee who have been specially authorised for the said Purpose.

However the executive committee shall see that the amount of security deposited towards Library Club membership shall not be utilised for the expenditure for the affairs of the association unless it is so resolved at a special general meeting.

PART-VII

LIBRARY CLUB

- i) There shall be a library of the association consisting of Text Books of Law and such other generals as may be subscribed by the association.
- ii) Any member of the association desirous of becoming the member of the Library Club shall apply and deposit a security of Rs. 250/- (Rupees Two Hundred & Fifty only) which shall be refundable as cessation of membership of the club.
- iii) That the Library shall be useable by the members of the Club only.

- iv) The member of the club shall be responsible to return the book earlier taken by him from the Library at the earliest but shall not be entitled to keep it beyond a period of 7 days in any case from the date of its issued.
- v) If the book is kept bound 7 days then he will have to pay Rs. 5/- (Rupees five only) per day for the period beyond 7 days but such period is limited to a further period of 7 days only i.e. in all 14 days. However this rule shall not be enforced if the book is produced in a court and is retained by it.
- vi) If the book is not return within a period of 14 days from the issuing date then the market value of such book on the 15th day plus the amount recoverable on account of non-return of such book shall be debited from the amount of security of Rs. 250/- of such member and he shall not be entitled to use the Library till he pays the aforesaid amount, so debited.
- vii) No text book of the Library shall be available for production in the court or for office use of a member.
- viii) There shall be a librarian who shall be employed by the presided/ Executive Committee and shall be responsible for maintainance of the Library, a complete record about the date of issue, a member of the Club and its return by such member.
- ix) If the book is produced in a court, it shall be duty of the member of the club to report it to the Librarian.
- x) It shall be the duty of Librarian to prepare an account of the amount due from members on account of non-return of the book within the permissible period and to report the same to the Joint Secretary/ Treasurer for the purpose of making a specific demand.

PART-VIII

AMENDMENT OF RULES

The association may add alter or cancell these rules and regulations and may substitute them by new rules provided 2/3 Majority of the general house resolves/takes decision to that effect.

Memorandum

GUHLA

MEMORANDUM OF ASSOCIATION

OF

THE BAR ASSOCIATION GUHLA.

1. The name of the society " The Bar Association Guhla."
2. The registered office of the society shall be at Guhla, Distt. Kaithal.
3. The objects for which the society is established are as follows:-
 - a) To fulfill the requirement of Indian Advocates Act for the the advocate desirous of practising law at ~~Makhsar~~ Guhla.
 - b) To maintain Bar room of the association .
 - c) To maintain a Library for the advocate desirous of practising at ~~Makhsar~~ Guhla.
 - d) To purchase and acquire furniture and books etc for maintaining the Bar Room as well as Library.
 - e) To raise funds by subscription or otherwise for achieving the said objects.
 - f) To kame rule and regulation and by laws for carrying out the aforesaid objects of the society and to after cancell, add or modify the same in such manner as the society deems fit.
 - g) To do all such other acts as are incidental and are condusive to the attainment of the said society.

We, the undersigned persons whose names and addresses are subscribed have been duly authrised and are desirous of getting the Bar Association, Guhla into a society in persuance of this memorandum of association.

...2/-