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DISTRICT BAR ASSOCIATION

PATIALA

OFFICE: DISTRICT COURTS COMPLEX, THE MALL,
PATIALA

Ref No.....

Dated 27.1.2023

1. The association shall be called.

THE PATIALA DISTRICT COURTS BAR ASSOCIATION MEMBERSHIP

2. Every Advocate whose name is for the time being borne on the rolls of any High Court in India or of the Supreme Court of India shall be eligible for membership of the Association.
3. Every candidate for membership shall be proposed by one member and seconded by another and such proposal shall be commenced by a deposit of Rupees 700/- (Rs. 500/- as an enrolment fee + six months advance subscription @ 30/- rupees per month + 20/- as an identity card fees). Each member shall pay Rs. 30/- per month as subscription.
4. The lawyers desirous of enrolments as member of the association shall make an application in writing to the President or Secretary. The President or Secretary will satisfy the genuineness of the application and may require the presence of the applicant. The President or Secretary can decide or cancel the membership if the same has been obtained by misrepresentation of facts, fraud, impersonation or by forging signatures.
5. The Committee may, in their discretion, for any sufficient reason to be recorded in writing admit any Advocate to be an Honorary member of the Association, such honorary members shall be exempted from the payment of all fees and subscriptions, but shall possess no vote in the management and affairs of the Association.

MANAGEMENT

6. The affairs of the Association shall be subject to these rules and the general control of the members in general meeting assembled be managed by a Committee consisting of the President, Vice-President, Secretary, Joint Secretary, Library Incharge, Treasurer and not more than 10 other members.

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7. The President, Vice-President, Secretary, Joint Secretary, Library Incharge and Treasurer or as well as the other members of the Committee shall ordinarily be elected and shall hold office for one year provided that if when their year of office shall expire no election shall have been made they shall continue in office until such election takes place.

8. The election of the office bearers shall take place in the month of March every year. The date shall be notified 15 days before the date of election.

9. The members contesting for the post of President, Secretary and Vice-President will have to deposit Rs. 500/- each as nomination fee. Every member filling the nomination form for Joint-Secretary, Cashier and Librarian will have to deposit Rs. 250/- and all other members filling nomination for Executive Committee shall each deposit Rs. 100/- alongwith the nomination form the amount so deposited alongwith the nomination paper/papers shall not be refunded in any case.

10. The nomination form shall be presented within seven days from the date of notification of election. Persons desirous for the above said post to be proposed by one member and second by the other and shall also be consented by the candidate concerned. The withdrawal shall take place 4 days before the date of poll by giving in writing to the President or Secretary personally. The vote shall be by secret ballot papers.

"All members will be required to pay the arrears/subscription before 31st of January of every year. Any member, who fails to pay the arrears or subscription till due date, will not be entitled to vote or contest/participate or propose or second the same".

The final list of eligible voters shall be posted at the notice board in the Library Room of the District Bar Association. 30 days before the date of election. Any member joining the Association after 31st January, shall not be entitled to vote in the particular election.

11. If the President be absent or office of President becomes vacant at any time the Vice-President shall act as President and Committee may there upon elect one of their members to act as Vice-President until the President returns

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or another election takes place as the case may be, if the office of the Vice-President become vacant the committee may fill up the vacancy in the same manner.

12. Nine members including minimum four office bearers shall constitute a quorum at all meetings of the committee. Each member shall have one vote. The decision of majority of the members present at a meeting shall (except in any case in which these rules otherwise Provide) be deemed to be the decision of the committee. In any case in which the votes for and against any motion shall be equal number the Chairman of the meeting shall have a casting vote.

13. The President shall preside all the meetings of the committee. In his absence the Vice-President shall preside. If neither the President nor the Vice-President are present at the meeting the members present shall elect one of their member to be the chairman for the meeting.

14. The committee shall ordinarily meet not less than once a month (except during the long vacation) for the despatch of business.

15. The committee shall in addition to all other powers conferred upon them by any other of these rules, have powers to :

- i) maintain such establishment of clerks and servants for the association as it may deem fit.
- ii) appoint and suspend or dismiss from their appointment any clerk or servant.
- iii) determine and regulate the remuneration and duties and conditions of service of all such clerks or servants.
- iv) expend within budget provision such moneys for the purpose of Association as it may deem fit.

ANNUAL SPECIAL & URGENT GENERAL MEETINGS

16. An Annual General meeting shall be held in the month of September or any other month of such year as the committee may determine.

A special General Meeting may be held whenever the committee may consider it desirable to convene one for the disposal of any business which these rules require to be transacted at a General meeting or which the committee may deem proper to lay before a General meeting

17. A Special General meeting shall be convened by the Committee whenever a requisition for the same shall be made in manner hereinafter provided:-

- i) 1/5 members of the total members of Distt. Bar Association may request the committee in writing to convene a Special General Meeting and shall state concisely the nature of the business to be laid before the proposed meeting and the precise terms of every motion which it is proposed to put to the meeting and shall be dated and signed by the requisitionists and delivered to the President/Secretary.
- ii) The committee shall within seven days of the receipt of any such requisition if the same be found to be in order convene a Special General meeting for the disposal of the business mentioned therein but no business other than that entered in the requisition shall be considered at such meeting.

18. At the Annual General Meeting the business for disposal shall besides any other business which may be entered in the agenda including the passing of accounts, balance sheet and budget estimates.

19. Not less than seven days notice (excluding the date of the issue of the notice) of every General Meeting shall be given to members except when the President/Secretary convenes a meeting as provided for in rule 13 provided that the Executive Committee may call a Special General Meeting by giving three days notice, when such Committee considers the calling of such meeting necessary.

(a) Such notice shall be given by:-

- i) Posting the notice in some conspicuous place in the library.
- ii) Circulating notice book to such members as can conveniently be informed in that way.

Provided that when this rule has been substantially complied with the non-receipt of notice by any member or members shall not render, the proceedings of meeting irregular or effect the validity of any resolution passed there at.

20. Every member shall have one vote on every motion made at any General meeting. All motions put to a General meeting shall ordinarily be determined by a majority of votes. The voting shall be by secret ballot Provided that no resolution calling in question the conduct or character of expulsion of any member or variation of or addition to or cancellation of these rules or any of them shall be deemed to be carried unless not less than three-fourth of the members present shall vote for the same. If in the case of any motion determinable by majority of votes, the votes for and against the same shall be equal in number the chairman shall have a casting vote. No vote may be given by proxy.

21. A minute of the proceedings at every General Meeting shall be recorded by the Secretary and signed by the Chairman of the meeting and placed on record.

22. The Chairman of every General Meeting shall have full authority to regulate the proceeding and maintain order there at in such manner as to him may deem fit.

SECRETARY OR TREASURER

23. It shall be the duty of Secretary to conduct under the direction of the President and control of the Committee the correspondence of the Association Letters Addressed by the Association shall ordinary issue in the name and under the signature or the President of the Secretary.

24. The Distt. Bar Association shall maintain its accounts in a Nationalized bank in the name of Distt. Bar Association , Patiala and will be operated by any two amongst President, Secretary & Treasurer.

25. The Treasurer shall keep the money of the Association in such Bank and in such manner as the Committee may from time to time direct and shall bring all money received into account immediately on the receipt thereof.

26. The clerk shall prepare and place on the notice board every month an account showing the amount due from the members of the Association. Such accounts to be countersigned by the Treasurer.

THE LIBRARY.

27. The Committee may from time to time make subsidiary rules consistent with these rules for the management of the Library and the regulation of its use by member and vary, add to or cancel any rules so made.

28. The Incharge Library shall be responsible that the registers and books of accounts are duly maintained in such form as the Committee may from time to time prescribe and that the same are correctly and regularly kept.

29. The servants of the Bar Room shall not be sent out of the District Courts premises by members for their own private work.

PROFESSIONAL CONDUCT OF MEMBERS AND THEIR EMPLOYEES PROHIBITION AS TO TAKING BRIEFS/CASES FROM CERTAIN PERSONS.

30. No member shall receive any brief or otherwise take any from or through any of the following persons namely:-

- i) any person whom he knows or has reason to believe to be a tout;
- ii) any person whose name inserted in the list of any court as being a tout or on the list of reputed touts kept by the Committee.
- iii) any practising petitioner or appeal writer.
- iv) a clerk whose employment by the members of the Association is prescribed by the Committee.

31. For the purposes of rule 13 of the Committee shall maintain a list of persons reputed to be touts, and shall revise the list from time to time. The list shall be open to inspection by members in the library during business hours on all days other than holidays.

32. No member shall engage, as his clerk or munshi any person who having served as such does not produce a certificate of good character from his last employers or explain the non-production thereof to the satisfaction of the Committee.

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33. Every member proposing to engage any person as a clerk or munshi shall intimate the fact by letter in the attached form or in such similar form as the Committee may from time to time prescribe, in that behalf, addressed to the Secretary. If the required particulars are not supplied in the letter of intimation when it is received by the Secretary, he shall forthwith return the same with a request that the letter be re-submitted after proper completion. If no reply is received from the Secretary within one month of submitting (as the case may be) the letter of intimation, the member concerned shall be at liberty to engage the person named thereon.

Form of intimation to be given by a member of the Bar Association when engaging a clerk.

To

The Honorary Secretary,
District Courts Bar Association,
Patiala.

Dear Sir,

I beg to inform you that I propose to engage _____ as one of my clerks.

I certify that the proposed clerk is eligible for employment under the High Court rules, as

1. he has been a Legal Practitioner's clerk for three years and is a literate or
2. he is a Matriculate of a recognized University, ✓ or
3. he is a qualified petitioner - Writer, ✓

I further certify that,

- i) he has never been declared a tout, ✓
- ii) he has never been convicted of an offence involving moral turpitude.
- iii) he has never been dismissed from Government service, and
- iv) he is not an undischarged insolvent.

Yours faithfully,

Name _____

Address _____

Dated _____

Particulars of person whom it is proposed to engage

Full Name

Father's Name

Caste.

Approximate age

Residence

Educational Qualification

Nature Past Employment (if any)

Name and address of last employer

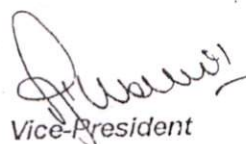
SUBSCRIPTIONS

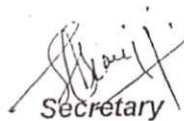
34. Every members shall pay Rs. 30/- as monthly subscription before the 15th of each month.

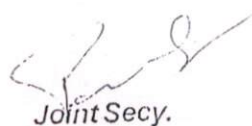
35. Any member who is a defaulter in its payment for a continuous period of three months shall be liable to be name removed from membership, provide a 15 days notice is served upon and the amount still remains unpaid. The name of such person shall be put on the Board as a defaulter after a default of two months and he shall cease to enjoy the privilege of a member until the amount of arrears is paid.

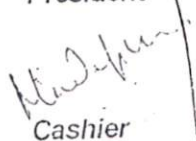
A member shall cease to be a member of his licence has been suspended for one reason or the other.


President

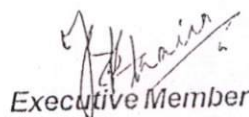

Vice-President

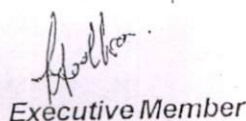

Secretary


Joint Secy.


Cashier


Librarian

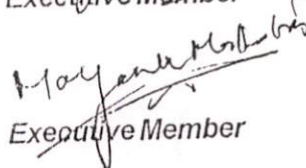

Executive Member

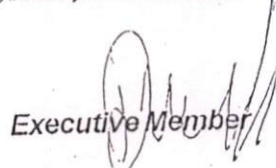

Executive Member

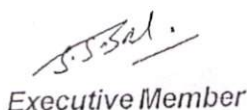

Executive Member

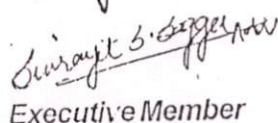

Executive Member

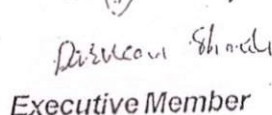

Executive Member


Executive Member


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Executive Member


Executive Member



DISTRICT BAR ASSOCIATION PATIALA

OFFICE : DISTRICT COURT COMPLEX, THE MALL, PATIALA.

REF. No.....

DATED 22/1/63

RULES, REGULATIONS & ARTICLES OF CONSTITUTION OF THE DISTRICT BAR ASSOCIATION, PATIALA.

Article - 1 Governing Body.

The Governing Body of the Association will comprise and elect the following :-

Sr. No.	Name & Address	Occupation	Designation
1.	Balbir Singh Billing S/o Sh. Harnek Singh R/o #193-F, Partap Nagar, Patiala Cantt., Patiala.	Advocate	President
2.	Paramjit Singh Walia S/o Sh. Raghubir Singh, #19-AI, Ranbir Marg, Model Town, Patiala.	Advocate	Vice-President
3.	Sachdev Vij (Nanju) S/o Late Sh. A.P. Vij, #264/1, Taiwan House, Bibrian Road, Near Sher-e-Punjab Mkt., Patiala.	Advocate	Secretary
4.	Pawanjit Singh (Ruby) S/o Sh. Harjit Singh, R/o #22, Manjit Nagar, Bhadson Road, Patiala.	Advocate	Joint-Secretary
5.	Mandeep Kaur D/o Sh. Balbir Singh R/o #1230, Ph-II, Urban Estate, Patiala.	Advocate,	Cashier
6.	Navtej Singh Sarwara S/o Sh. Jaspal Singh R/o #50, Professor Colony, Opp. Punjabi University, Patiala.	Advocate	Librarian
7.	Amit Kumar Bedi S/o Sh. R.K. Bedi, R/o #2, Mohindra Complex, Kheri Gujran Road, Patiala.	Advocate	Executive Member
8.	Dhiraj Puri S/o Sh. B.K. Puri, R/o #1, Aman Colony, Near Phatak No. 22, Patiala.	Advocate	Executive Member
9.	Harsh Mohan Singh S/o Sh. Avtar Singh R/o #23-B, Prem Nagar, Bhadson Road, Patiala.	Advocate	Executive Member

10.	Jashandeep S. Khaira S/o Sh. Gulwant Singh Khaira, R/o #37, Phase -II, Officer's Colony, Patiala.	Advocate	Executive Member
11.	Manreet Phulka D/o Sh. Yadvinder S. Phulka, R/o Phulka Lodge, #16, Hira Bagh, Patiala.	Advocate	Executive Member
12.	Mayank Malhotra S/o Sh. S.K. Malhotra R/o #100-A/12, D.L.F. Colony, Patiala.	Advocate	Executive Member
13.	Parveen Sharma S/o Sh. Rajinder Sharma R/o Mohalla Kherewala, Sanaur, Distt. Patiala.	Advocate	Executive Member
14.	Rajan Sharma S/o Sh. Ram Lal, R/o #319, Sundar Nagar, Patiala.	Advocate	Executive Member
15.	Simranjit S Saggu S/o Sh. Ram Singh R/o #59, Ajit Nagar, Patiala.	Advocate	Executive Member
16.	Sukhwinder Singh Bal S/o Sh. N.S. Bal, R/o #1506-A, St. 15, Guru Nanak Nagar, Patiala.	Advocate	Executive Member

Article - 2 Functions of the Governing Body

- i. To take decisions on various welfare plan fully detailed and mentioned in the memorandum of the association of the Distt. Bar Association for the welfare of the Court and members of the District Bar Association, Patiala.
- ii. The donations from the general public and central/state Govt. will also be accept by the association to achieve its aims fully mentioned in the Memorandum of the association.
- iii. To execute the decision based on the policy guidelines filed by the general body before the election after every year in the month of March.
- iv. To present annual report of the association at the annual general body meeting before the election after every year to be held in the month of March.
- v. The governing body will empower to take any other welfare plan for the welfare of the needy, helpless and general public and can also accept any welfare scheme announced by the Central/State Governments.
- vi. The election of the governing body shall be held by show of hands after every year under the Presidentship for the next year in the month of March.

Article - 3 Duties of Office Bearers

CHAIRMAN

He will be guardian of the Sabha and the general body meeting of the Sabha will be preside over by the Chairman of Sabha (Association).

1. PRESIDENT

- i. He will preside over all the meetings of the Association.
- ii. He will guide/advise the General Secretary for the execution of all decisions taken by the Governing Body of the Society (Association).
- iii. He will be empowered to call emergency meeting of the governing body with a notice of 24 hours and urgent meeting of the general house can be called by giving a clear notice of 7 days.

governing body and the copy of the same will be placed before the general body for its approval.

- v. He will be empowered to nominate any number of ex-members and can forum any other sub-committee for the welfare of the association and for the smooth functioning of the association.
- vi. The president will be empowered to decide/give judgements in case of any dispute brought before the Managing committee of the society and his decision/judgement shall be binding on both the parties.

Article-4

- i. The managing committee can remove President of the society with 2/3 majorities of the total members of the association.
- ii. Any other member of the association can be removed with consent of the President with simple majority.
- iii. The President of the association shall have full and final financial power to increase the membership fee or to incur the expenditure of association as per necessary for him, without calling the meeting of the association.

2. VICE-PRESIDENT

He will perform the functions as sub-delegated by the President and will preside over the meeting in the absence of the President.

3. SECRETARY

- i. He will receive/invites proposals for the discussion at the annual general body meeting and the other meeting of the governing body.
- ii. He will maintain all the proceedings of the meetings of the association.
- iii. He will maintain all the office record and carry out all the correspondence on behalf of the association.

4. CASHIER

- i. He will maintain all the accounts and prepare the budget and balance sheet and shall be responsible for all the finance of the association.
- ii. He will also prepare the balance sheet and get it audited from the governing body for the approval of the general body meeting.
- iii. An account of the association shall be opened in any of the scheduled bank in Distt. Patiala and the cashier alongwith President or Cashier alongwith Secretary of the Association with joint signatures will empowered to operate the account of the association, in the bank.
- iv. Any change in rule (c) above will be informed to the bank immediately by the Secretary.

Article - 5 Rules

- i. A person who wants to become the member of the association must be an Indian Citizen and have not been convicted by any Court of law.
- ii. Any person, who is found working contrarily and against the rules of the association already framed or framed later on or amended later on by the association, can be removed from the role of the association with simple majority.

Article - 6 Dissolution

- i. If at any stage or by any reason the association is dissolve the remaining funds/assets of the association will be handed over to any other such association which have the same aims and objectives similar to the association District Bar Association, Patiala.

President

Vice-President

Secretary

Joint-Secretary

Cashier

Executive Member

Executive Member

Executive Member

Executive Member

Executive Member

Executive Member

Executive Member

Executive Member

Executive Member

Executive Member

President
Distt. Bar Association,
Patiala