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## MEMORANDUM OF ASSOCIATION

OF

BAR ASSOCIATION SAMANA

Name :  
Office :

Name of the Society shall be "BAR ASSOCIATION SAMANA"  
The registered office of the society will be situated at TEHSIL CUM COURT  
COMPLEX, BUS STAND ROAD, SAMANA DISTT. PATIALA

Aims and Objects: It will be a Society. The objects for which the Society is  
established are :

Area Operation DISTT PATIALA

The main aim for which the society is established for welfare of advocates doing practicing in  
court complex Samana & to maintain the dignity & integrity of the advocates & solve the problem  
faces by the advocates in there proffessional life.

- a) To provide legal education education to the peoples & make aware about there leagal  
rights.
- b) To maintain decroum in the bar association samana.
- c) To provide best legal services toall the person.
- d) To make efforts for the expeditious construction of new judicial court complex at Samana  
& make efforts to provide chamber to all memebers of bar association Samana.
- e) To make clean & healthy enviornment in court complex samana.
- f) To provide better facilties regarding water urinalls library conteen & parking etc, to all the  
advocates.
- g) To encourage the new advocates & help them in court proceeding.
- h) To arrange books Air criminal civil revenue law genral up to date for the advocates.

**Power of the Society :** The Society shall have the power to do all things and act necessary and  
incidental to the above-mentioned object and without prejudice to the generality of the above to do  
following in particular.

- i) To constrict, maintain, alter & renovate buildings & chamber for advocates, as necessary for  
the above-mentioned objectives.
- ii) To acquire by purchase, books magazines law gernal for the advocates.
- iii) To purchase computer T.V for welfare of advocates.
- iv) To invest and deal with the money of the Society not immediately required in such manner as  
may from time to time be determined by the Governing Body of the Society.
- v) To negotiate with and to enter into any manner of arrangements with any governments or  
authority whether Central State, local or otherwise or any public or private body as may seem  
conclusive to the promotion as accomplishment of the objectives of the Society or any of  
them, and to apply for, obtain, collect or receive from any such government, authority or body such  
grants, allowances, concessions rights or privileges as may seem from time to time, desirable,  
and to carry out, exercise, comply with and use the same.
- vi) To raise funds for purposes of the Society by appeals for public subscription or by organizing  
charity shows, entertainment fairs, exhibitions or other activities.

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- (vii) To do all such other acts and things as are incidental or may be thought conducive to the attainment of the above objectives or any of them.

### INCOME AND ASSETS

All the income and assets, both movable and immovable of the Society shall be utilized by the Society only for the promotion and achievement of its aims and objects as set/out in this Memorandum of Association and no portion thereof shall be paid directly or indirectly by way of dividend, bonds, profit or in any other manner to any present or past members of the Society or to any person claiming through anyone or more of them. Provided that a member of society may be allowed remuneration for the services rendered as may be considered reasonable by the Governing Body.

### GOVERNING BODY

The following shall be members of the first Governing Body of the Society.

Sr. No.	Names & Address	Designation
1.	Sh.B.S Dhanoa S/o S.Shivdev Singh Vill.Khudadpura, Tehsil Samana, Distt.Patiala	President <i>1 m-e Ad</i>
2.	Sh. Bhupinder Singh Cheema Waraichan Patti Samana, Distt.Patiala	Vice President <i>Bhupinder</i>
3.	Sh. Sandeep Singh Kaleka Vill.Bhamna Teh Samana, Distt.Patiala	Secretary <i>Sandeep Singh</i>
4.	Sh.Lovely Kumar Garg Patran teh Patran, Distt.Patiala	Treasurer <i>LK</i>
5.	Sh.Vipin Kumar Bansal Krishna Basti, Samana Distt Patiala	Librarian <i>VIPIN KUMAR</i>
6	SH SANJEEV KUMAR GARG.	Ex member <i>Sanjeev</i>
7	SH SHIV KUMAR GARG	Ex member <i>Shiv</i>

& Bar association Members of Bar council Samana are as given below:-

1. Sanjeev Kumar, 2. Shiv Kumar, 3. Navdeep Dhillon, 4. Jaspal Sandhu, 5. Harpreet Singh, 6. Ajet Singh, 7. Gurnail Singh Sidhu, 8. Shailander Kumar Goyal, 9. Rajiv Kumar Singla, 10. Bikramjit Singh Ghuman, 11. Ragwinder Garg, 12. Mahinder Pal Singh Kohrian, 13. Gurwinder Singh, 14. Gurinder Singh Dhot, 15. Hardeep Singh Sharma, 16. Gurchain Singh, 17. Dr. Rajwant Singh, 18. Guwinder Singh Kaleka, 19. Ram Singh, 20. Lakhwinder Singh, 21. Keshan Gupta, 22. Amandeep Singh, 23. Sita Ram Bansal, 24. T.S Sodhi, 25. Amit Sharma, 26. Tarun Sharma, 27. Davinder Singh, 28. Harinder Pal Singh, 29. Arjan Singh Bajwa, 30. Jagtar Sharma, 31. Jaspreet Singh.

Place:-

Dated:-

WITNESSES

1. *Aggarwal* President  
Aggarwal Gaurshala and
2. *Women College Committee*  
Women College Committee  
Samana (Patiala)

*Bhupinder Kumar*  
S/o Sh. Bej Lal,

*Sandeep Singh*

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## RULES AND REGULATIONS

### OF BAR ASSOCIATION SAMANA

#### 1. INTERPRETATION

In the interpretation of the these rules unless there is something inconsistent with the subject or Context:

- (a) The Society means BAR ASSOCIATION SAMANA,
- (b) Governing Body means the Managing Committee of BAR ASSOCIATION SAMANA.
- (c) Years means the period commencing from the 1<sup>st</sup> Jan and ending with the 31<sup>st</sup> of Decmber.

#### MEMBERSHIP

##### 2. FOUNDER MEMBERS

The subscribers to the Memorandum of Association of the Society shall on registration of the Society under the Societies Registration ACT, 1860, be enrolled in the Register of Member as the founder members of the Society. Following are the founder members of the society.

- 1. Sh. Sita Ram Bansal R/o Patiala
- 2. Sh. Jaspal Singh Sandhu R/o Patiala
- 3. Sh. Navdeep Singh Dhillon R/o Vill Kangarh Teh Samana.
- 4. Sh. S.S Randhawa R/o Patiala.

##### 3. ADMISSION

- a) Membership of the Society shall be open to any person who hold license of bar association of Punjab & Haryana Chandigarh.
- b) any person who subscribes in writing to the objects of the Society and submits an application for membership may be considered for admission to the membership of the society.
- c) the applications for membership shall have to be approved by the Governing Body which reserves the rights to admit or reject any application without assigning any reason what so ever and whose decision shall be final.
- d) Membership of the Society shall not be less than seven.

##### 4. SUBSCRIPTION

- a) Each member will have to pay an admission fee of Rs.500/-
- b) Such subscription is payable to the society by a member, either periodically or otherwise as fixed by the governing body from time to time

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## 5. TENURE

Membership shall not be for any fixed tenure.

## 6. TERMINATION

- A. Person shall cease to be a member of the society.
- i) On tendering his resignation in writing to the president of the society, or
  - j) On his death ; or
  - k) If he is found to be of unsound mind; or
  - l) If he has applied to be adjudicated insolvent or is an undischarged insolvent; or
  - m) If he absent himself from three consecutive annual general meetings of the society by two-third of the other members present and voting at a meeting of the society called for the purpose of the considering the conduct of the said member;

## 7. GENERAL BODY

- a) The general body shall comprise all the members of the society.
- b) The general body shall elect from among its members a president to preside over the meeting of the society and Governing Body Consist of president, Vice President, Secretary, Librarian, treasurer and Member of Governing Body.
- c) The terms of aforementioned functionaries shall be eligible for re-election to the same or any other office as may be found suitable by the general body. But general body can remove any or all of members of Governing body if thinks so.

## MEETINGS

### 8. ANNUAL GENERAL MEETINGS

An annual general meeting (hereinafter referred to as AGM) of the General Body shall be held once in each financial year to transact the following business namely: -

- a) to adopt the audited balance sheet and income and expenditure account of the society.
- b) To appoint auditor(s) to hold office until the next AGM and to fix their remuneration.
- c) To elect a Governing Body.
- d) To consider amendments to the rules of the society.
- e) To consider any other matter that may be given notice of by any member or brought forward at the meeting with the permission of the Chair.

### 9. EXTRAORDINARY GENERAL MEETING

- a) All meetings of the General Body other than AGM shall be called extra ordinary General Meetings.
  - b) An extraordinary general meeting shall be convened on submission of a written requisition in this regard by not less than five members to consider specific issues.
  - c) An extraordinary General Meeting may also be convened by the President to consider specific matters of urgency and importance.
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# 10. CIRCULATION OF PAPERS

Election of office bearers of the Society referred to at clauses (b) and (c) of rule 7 supra, and transaction of any other matter requiring consideration of the General Body may be done by circulation of papers to members through post or otherwise.

# 11. NOTICE OF MEETING

Seven days notice at least shall be given of all annual and extra ordinary General Meetings which shall specify the place, day and hour of the meeting and the general nature of the matter of Bar association to be transacted and shall be sent by post other procedure to every member entitled to attend who shall have registered their address as with the Secretary for the purpose of having notice sent to them and save and except where the Memorandum of Association or these Rules and Regulation provide that any particular business shall be transacted thereat of which the general nature has not been specified on the notice of the meeting.

The accidental omission to give notice of any meeting entitled to receive a notice in respect there shall not invalidate anything done at such meeting.

# 12. PROCEDURE OF MEETINGS

- a) No business shall be transacted at meeting unless the requisite quorum of members is present.
- b) Eleven members shall constitute the quorum.
- c) If, within half an hour from the time appointed for holding the meeting a quorum is not present.
  1. The meeting, if called by requisition of members, shall stand dissolved: and
  2. In any other case the meeting shall stand adjourned for two hours at the same place or to such other day and at such other time and place as the members present within half an hour of the time appointed for the meeting the members present shall be quorum.
- d) The president of the Society shall preside at every meeting of the Society. In his absence the Secretary shall preside over the meeting. If both the President and Secretary are not present within half an hour of the time appointed for holding the meeting, or if for any reason they are unwilling to preside over the meeting the members present shall elect one.
- e) Every member shall have single vote

In case there is difference of opinion among members in respect of any matter under consideration at a meeting of the Society. It shall be put vote and the majority view shall prevail The President of every meeting shall in case of equality of votes, whether by a vote by show of hands or on a pool, have a casting vote in addition to the vote which she may otherwise be entitled.

- f) The Secretary shall record the minutes of the meetings of the Society in Minutes Books to be maintained for the purpose and obtain the signature of the Chairman in token of its.

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Correctness as early as possible after the meeting, and in any case within month of the date of meetings.

13. MANGEMENT

- a) The management of the affairs of the Society shall vest in a Governing Body comprising not less than five persons, including the office bearers specified in clauses (b) and (c) of rule 7supra and not more than ten person.
- b) Without prejudice to the generality of foregoing clauses, the executive management of the affairs of the society in respects to policy property relationship with Government finance and staff shall vest in the Governing Body.
- c) The Governing Body shall have the power to appoint any person as its member in addition to or in the place vacated by any member.
- d) The Governing Body shall meet at least once every quarter. Eleven members shall constitute the quorum. A Minutes Book recoding the names of members present, business transacted at the meeting and decision taken shall be maintained by the Secretary.
- e) The President of the society shall preside at every meeting of the Governing Body.
- f) Any question which arises at a meeting of the Governing Body shall be decided by consensus, failing which by majority of votes, each member having one vote with two affirmative votes of president votes of president and Secretary for the time being of the Society.
- g) The Governing Body shall formulate procedures and guidelines for induction and retirement of its members.
- h) Removal of a member for a Governing Body shall be by two-third vote in favor of such removal, by the other members of the Governing Body.
- i) Each member of the Governing Body shall be answerable only for his own act neglects or defaults and not for those of others.
- j) The decision of the Governing Body shall be final and binding unless revised or modified in a General Meeting. The council may regulate its meeting procedure and proceedings and any of its committees and determine such quorum for the meeting of the Council, and two for meetings of the Council. Five shall form a quorum for the meeting of the Council, two for meeting of any its Committees.
- k) In respect of matters not provide for in this rule and provided for in rules 14,15 and 16 supra the provision of those rules shall apply mutates mutandis to the Governing Body as they apply to the Society.

14. POWER AND DUTIES OF THE OFFICE BEARERS

PRESIDENT

- 1) To preside over the meeting of the council.
- 2) To Approve the date for holding meeting and to postpone or adjourn them.
- 3) To act on behalf of the council in the emergencies
- 4) To perform other duties entrusted to him by the council.
- 5) To invest upto Rs.50000/- without the prior approval of the council.
- 6) To operate all bank accounts of the society along with Secretary / Treasurer

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### SECRETARY

1. To administer the properties of the society in consultation or as directed by the President or Governing Body.
2. To maintain proper accounts and keep in custody minutes book of members and executive council and common seal of the society.
3. To prepare and present Annual Report of the society.
4. To call Annual General Meeting or other meetings on direction of the president or on a written requisition signed by at least 1/3<sup>rd</sup> of the members.
5. To supervise the administration of the society.
6. To administer and control the finance of the society within the Budget, subject to rules terms and conditions of sanction.
7. To operate all bank accounts of the society along with president / treasurer.
8. To conduct and defend all judicial or other proceedings on behalf of the society.

### JOINT SECRETARY

To act as secretary in his absence.

### TREASURER

- 1) To keep proper accounts of all funds and money of the society.
- 2) To prepare jointly with the secretary all accounts registers, vouchers, receipts, and other papers necessary for audit work as required by the President.
- 3) To submit for audit to the authorized auditors all accounts registers, vouchers and to keep the operate all accounts of the society.
- 4) To prepare annual statement of income and expenditure and to submit the same along with the audit report to the President/Secretary.
- 5) To exercise general supervision over the funds and to advise the council regarding the financial implication for its policies.
- 6) To invest upto Rs. 10000/- without the prior approval of the council.

### 15. OTHER MATTER

#### FINANCIAL YEAR

The financial year of the Society shall be from the 1<sup>st</sup> day Jan to the 31<sup>st</sup> day of December.

### 16. SOURCES INCOME

#### Income

- i) Subscription from Members

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- ii) income from Charity and Cultural Shows, other work done by members etc.
- iii) Contributions from members
- iv) Donations, gifts, grants, monetary or otherwise
- v) Any other receipts.

b) Expenditure

Payments shall ordinarily be made in connection with the following.

- i) in discharge of various aims and objective incorporated in the Memorandum of Association.
- ii) Any other item as decided by the Governing Body.
- a) No portion of the income or assets of the Society shall be paid or transferred directly or indirectly by way or dividend, bonus profile or to any person claiming through any one or more of them
- b) No member of the Society may make any profit or derive any pecuniary benefit by virtue of membership of Society. However a member may be reimbursed any out-of-pocket expenses incurred by him in connection with the work of the Society.
- c) Notwithstanding what has been stated in clauses (a), (b) and (c) supra of this rule a member of the Society may be allowed a

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17) Dissolution of the Society:-

The Society can be dissolved only by the 2/3 majority of the Society. For the dissolution of the Society, one week's notice should be issued to all the members of the Society. In the case of dissolution of the society all the asset of the Society be handed over to the other Society that time whose aim and objects will be similar to the society.

*S. M. R.*  
(Secretary)