



SOCIETY FOR PROMOTION OF FARM & COMPANION ANIMALS

Reg. Office: Administrative Building, Bihar Veterinary College,
Bihar Animal Sciences University, Patna, (Bihar) - 8000014

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Ref.

BY LAWS

Date: 10/1/2020

OF

"SOCIETY FOR PROMOTION OF FARM AND COMPANION ANIMALS"

DEFINITION

- A. Society means : "SOCIETY FOR PROMOTION OF FARM AND COMPANION ANIMALS"
- B. Committee means: Executive committee of the society
- C. Office bearer means: President, Vice President, General secretary, Joint secretary and Treasurer
- D. The year means : From 1st April to 31st March
- E. Body means : The general Body of the society
- F. Act means : Society Registration Act-21 of 1860

The Society shall not be conducted or operated for profit and no part of any profits or remainder or residue from dues or donations to the Society shall inure to the benefit of any member or individual. The members of the Society shall adopt and may revise By-Laws from time to time as may be deemed to carry out these objectives.

1. Membership

Any Indian citizen not below 18 years of age who are interested in up keep of farm and companion animal and follow the rules and regulations of the society may become members of the society. The one-time membership fee including admission fee will be Rs. 1,00.00 (One thousand only)

A person desirous of joining the Society shall apply in writing on a prescribed form to the Secretary of the Executive Committee who shall forward the same to the Executive Committee which shall be entitled to reject or accept the same without assigning any reason thereof.

2. Termination of the membership

- Resigns or dies or becomes unsound of mind or bankrupt.
- Sentenced to imprisonment by a competent court for any offence involving moral turpitude.

PRESIDENT

Society For Promotion of
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Guanda

SECRETARY
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CAUSHAL
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- c) If found by the Executive Committee to be engaged in activities which are against the interest of the Society.
- d) Any member in default in payment of subscription for a period exceeding three months from due date shall cease to be a member.

3. Application for admission

- a) Every application for the admission as member of the Society shall be addressed to the Secretary of the Society.
- b) No application shall be considered unless the applicant is proposed by a member and seconded by another such member.
- c) Every such application shall be considered in the meeting of the Executive Committee and shall be accepted or rejected by a vote of majority (same) as those failing under Rule-1 of this by laws.
- d) Every applicant shall be informed in writing by the Secretary about the decision of the Executive committee which shall be final.

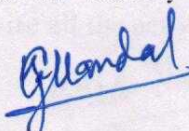
4. Formation of Executive Committee

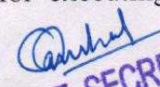
- a) There shall be an Executive Committee consisting of 09 (Nine) members or more, including office bearer, to be elected by the annual General Body meeting of the Society.
- b) The society's officers, consisting of the President, Vice-President, General Secretary and Treasurer shall serve in their respective capacities with regard to the society and its meetings.
- c) The members of the Executive Committee shall hold office for a period of Three Years. Member shall be elected at the society's annual meeting and shall serve until their successors are elected.
- d) General management of the society's affairs shall be entrusted to the Board of members.
- e) Any casual vacancy of the Committee may be filled up by members of the Executive Committee for the remaining period of the office so held.
- f) The outgoing members of the Committee shall be eligible for re-election.

5. Power & function of the Executive Committee

- a) The Executive Committee shall be solely responsible for the management of all the affairs of the Society and it shall have necessary power for executing


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decision of the General Body and Executive the affairs of the Society in all respects.

- b) To appoint, transfer, and retire the employees of the Society.
- c) To alienate, sell lease, mortgage, pledge, hypothecate, donate the property whether movable or immovable belonging to the Society.
- d) To implement programmes for the execution of the objectives of the society and to invest the funds of the Society for the works of the Society.
- e) To raise money by way of subscription, donations and grants etc.
- f) To consider application for membership.
- g) To consider and incur necessary expenditure.
- h) To open Branch office or Sub Branch Office in any places for the purpose of the Society.
- i) To do all such lawful acts and things as are identical and conducive to the attainment of the objects of the Society.

6. Power and function of Office bearer

A. Patron:

Hon'ble Vice Chancellor, Bihar Animal Sciences University, will be the patron of the society by virtue of designation.

B. President:

Dean, Bihar Veterinary College, Bihar Animal Sciences University, Patna, will be the president of the society by virtue of designation. He/ She shall preside at all meetings of the society and of the Board, and shall have the duties and powers normally appurtenant to the office of President in addition to those particularly specified in the Constitution and By-Laws. The President shall be an ex officio member of all committees. He will guide, direct and supervise all the activities of the society.

C. Vice-President-I and Vice-President-II:

Vice-President will be the In-service candidate, not below the rank of Assistant Professor-cum-Jr. Scientist. He / She shall have the powers and exercise the duties of the President in case of the President's absence or incapacity. He will guide, direct and supervise all the activities of the society.

Sumit
PRESIDENT

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Guanda

Rakesh Kumar
SECRETARY

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Arshad

JOINT SECRETARY

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D. General Secretary

General Secretary will be the In-service candidate, not below the rank of Assistant Professor-cum-Jr. He


- a. will be chief functionary authority of the organization.
- b. will execute will resolutions approved by the General body, Executive committee and any other committee of the organization.
- c. will represent the organization in availing Monetary support from different agencies.
- d. will be authority to put signature on all documents (legal, formal and other) on behalf of organization.
- e. will have right to appoint, suspend and terminate the employee.
- f. will fix remuneration and give increment to the employee.
- g. will suggest the different committee/ subcommittee in the direction of Making organization self-sustainable.
- h. will have to maintain the account with help of treasurer.
- i. will have to maintain all documents.
- j. will correspond with different bodies within and outside India.
- k. will decide agenda of all meeting and will circulate among the participant members.
- l. will operate Bank Account with the help of president/ Treasure.
- m. will be at liberty to spend for the purpose of the society at any time an amount of Rs. 1000/-without previous sanction of the managing committee.

E. Joint Secretary-I and Joint Secretary-II:

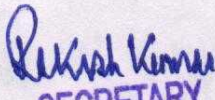
Joint Secretary will be the In-service candidate, not below the rank of Assistant Professor-cum-Jr. Scientist. He / She shall keep a record of all meetings of the society and all matters of which a record shall be ordered by the Society. Joint Secretaries will support the general secretary in all the activities of the society. They shall have charge of the correspondence, notify members of meetings, notify new members of their society, notify officers and, keep a roll of the members of the society with their addresses etc.


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TREASURER

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SECRETARY

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JOINT SECRETARY

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F. Treasurer:

Treasurer will be the In-service candidate, not below the rank of Assistant Professor-cum-Jr. He / She shall collect and receive all grants, funds, donations and subscriptions on behalf of the Society. He /she shall deposit the same in a bank in the name of the Society. His/her books shall at all times be open to inspection for the committee and he/she shall report to them at every meeting about the condition of the Society's finances. He/she shall render an account of all moneys received and expended during the previous year. During every annual General Body Meeting (GBM) of the Society, treasurer will submit Annual Audited Report(AAR) of the last financial year. For the protection of the Society the Treasurer should be bonded, the expense to be borne by the Society. Any financial transaction will be done jointly by Treasurer and General Secretary with kind approval of the Hon'ble President of the society. The function of treasurer is summarised as follows:

Treasurer

- a. will be the caretaker of account of origination.
- b. will receive all sort of monetary support and aid on behalf of organization.
- c. will pay for expenditure of programs and activities with the permission of Secretary.
- d. will receive receipt against all sort of payment.
- e. will have to maintain account of organization as per direction of the Secretary.
- f. will have to maintain Cash ledger, Balance Sheet and other document related to account.
- g. will operate Bank Account with the president/ secretary.
- h. will present annual report of income and expenditure duly audited y authorized auditor.
- i. will support Secretary in all work in the favour of organization.

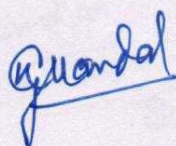
G. Executive Member (Woman): She will be the representative of women in the executive committee of the society and will ensure active participation of women in animal welfare and various activities of the society.

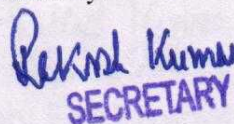

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7. Power & function of General Body

- i. The annual General Body meeting of the Society shall be held every year in the month of September as far as possible or as decided by the Executive Committee.
- ii. To elect office bearers and members of the Executive Committee.
- iii. To pass the audited statement of accounts and to appoint the auditor for the assessment year.
- iv. To transact such other matter this may be brought before the meeting by the Executive Committee.

8. Bank Operation

The account of the society shall be kept and the Bank account will be opened in a nationalized bank/legal bank or post office in the name of the society and it will be operated by join signature of any two office bearers such as President/ Secretary and Treasure.

9. Source of Income

- a. By donation from its members, other individuals, private firm, companies, organizations and institutions running under society.
- b. By government aids & Donations.
- c. Grant and aid from any other legal sources.
- d. By National and International funding agency.


10. Inspection of the Records

All records will be kept in registered office. Any members wishing to inspect can do so with the prior permission of the president or secretary.

11. Audit of Account

- a. The accounts of the society shall be audited at least once a year by an auditor appointed by the General body and it will be placed before the general body meeting.
- b. Inspector General of Registration, Bihar on his discretion any time, may get audited account of the society by recognized chartered Accountants and the fee will be borne by the society.


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12. Interpretation

The authority for interpretation of any of these bye-laws/rules or regulations made here under which are enforced or that may come into force shall vest in the managing committee and their decision in the matter shall be final.

13. Amendment of Rules

The rules will not be amended unless two third (2/3) member of the society have agreed to the proposed amendment in General Body meeting provided at least one-month notice has been given to the member the proposed amendment.

14. Quorum

Quorum of every meeting will be approved by majority ie., three fifth (3/5) of the total number of the members of the society. Meeting will be postponed, if quorum of the meeting will not be followed.

15. Information of Meeting

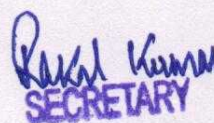
- a. Information of meeting will be given to executive body 7 days before.
- b. Information of meeting of general body will be given 15 days before.
- c. Information of urgent and necessary meeting will be given 48 hrs. before.
- d. the Executive Committee may meet for transacting matters, whenever they like to meet, but not less than once in every three months.
- e. It will be noteworthy to mention that a provisional executive committee had been formed for the shake of registration of the society till the first the first GBM of the society.
- f. 3/5 of the valid members of the Society may make the requisition for the meeting of the General Body/Executive Committee by submitting written and signed requisition to the Secretary of the Society.


PRESIDENT

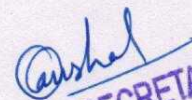
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16. Legal Proceeding

The Secretary of the Society shall represent all the legal proceeding by or against the society. All document executed by or in favour of the society shall be in the name of the secretary of the society.

17. Dissolution

- a. The society shall be dissolved according to the Rules of the Society Registration Act 21 of 1860 by 3/5 majority of the members of the society in the General Body Meeting.
- b. After the dissolution of the total movable and immovable properties of the society shall either be given to other of the same aim and object or be given to the Govt. after being paid all debts, loan etc. of the society by 3/5 majority in General Body Meeting.
- c. The society will be dissolved after the permission of Bihar Govt. under section 13 of the Society Registration Act 21 of 1860.

Signature & Date: 10/11/2020

~~President~~ *[Signature]* *[Signature]* *[Signature]*
 Society For Promotion of Farm & Companion Animals JOINT SECRETARY SECRETARY TREASURER
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1. Termination of the membership

- a) Resigns or dies or becomes incapable of mind or bankruptcy.
- b) Sentenced to imprisonment by a competent court for any offence involving moral turpitude.

[Signature] *[Signature]*
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