

**CERTIFICATE OF REGISTRATION
SOCIETIES REGISTRATION ACT XXI OF 1860**

No. 5/27858 of 1995

I hereby certify that All Indlg ESIC, sc/ST
employees Federation

has been registered under the SOCIETIES REGISTRATION ACT OF 1860

GIVEN UNDER MY HAND AT DELHI on this 3rd day of

May one thousand nine hundred and
ninety Five

Registration Fee of
Rs. 50/- received.

Registrar of Societies
GOVT. OF DELHI
DELHI

M. S. CHAUHAN
REGISTRAR (SOCIETIES)



Registrar of Societies

PLEASE QUOTE THIS NUMBER IN ALL YOUR FUTURE CORRESPONDENCE

CONSTITUTION OF THE
ALL INDIA ESIC SC/ST EMPLOYEES FEDERATION

1. NAME

The Association shall be called "All INDIA ESIC SC/ST EMPLOYEES FEDERATION" hereinafter referred to as the "FEDERATION".

2. HEADQUARTERS OF THE FEDERATION

The headquarters of the federation shall be at the place where the Secretary General has his headquarters.

3. AIMS & OBJECTS

The aims and objects of the Federation shall be:-

- a) To run Employment Information Bureau for Scheduled Caste/Tribe Community and to redress their grievances and difficulties which may arise in the various walks of life.
- b) To develop among the employees of S/C and Tribes the sense of brotherhood and to make their intellectual and social advancement.
- c) To take up the matter with authorised concerned for adequate representation and reservation in services matter.
- d) To establish library and organise coaching class and to publish monthly magazine in order to spread knowledge among the S/C and S/T and other.
- e) To foster spirit amongst its members.
- f) To safeguard and promote the common interests of its members in service matters by constitutional means.
- g) To co-ordinate the efforts and activities of the Associations affiliated to it and collaborate with other All India Associations having similar aims and objects and
- h) To engage in all activities conducive to the welfare of its members.

4. MEMBERSHIP

Any Regional/Sub-Regional/Headquarters Office SC/ST Employees Welfare Association in the ESI Corporation hereinafter referred to as Unit, shall be eligible for affiliation to the Federation.

All Members of the Units affiliated shall automatically be the members of the Federation.

AFFILIATION

Any Unit seeking affiliation hereinafter may be admitted by the Executive Committee by a resolution adopted at its meeting provided that the Unit.

i) Makes an application in writing in the form prescribed for the purpose.

ii) Abides by the provisions of the Constitution and by the decisions of the federation.

iii) Agrees to pay to the federation fees, fines, and subscriptions hereinafter prescribed, and

iv) Agrees not to act in any manner prejudicial to the interests of the Federation.

Each affiliated Unit shall submit to the Federation, an audited statement of its accounts and a list of its members, within 6 months from the close of the accounting year and shall so also furnish to the Federation all changes, amendments, etc. in its Constitution within 6 months.

B) The powers of accepting or rejecting any application for affiliation from any Unit without assigning any reason therefore shall be vested with the Executive Committee.

C) Any Unit which is in default of payment of Membership subscription as provided hereinafter for two consecutive years shall cease to be a Member Unit of the Federation

The Executive Committee may, if it is satisfied that the activities of any affiliated Unit are not in consonance with aims and objects of the Federation or are prejudicial or detrimental to the general interests of the Federation, expel such Unit after affording it a reasonable opportunity to explain such of its activities, subject to report to the General Council of Delegates.

FUNDS

A) The funds of the Federation shall consist of :-

i) Affiliation fee of Rs.101.00 (Rupees one hundred one only) payable along with the application for affiliation.

ii) Annual Membership subscription of Rs.8/- (Rupees Eight only) per member on the rolls of each affiliated Unit to the Federation. Provided further that the membership subscription in respect of members on roll or on the last day of fees is payable to the federation on or before 31st March from and the balance in respect of new entrants from 1st Jan. to Dec., on or before 31st December of each year.

iii) Additional funds when required, shall be approved by the Executive Committee/General Council of the Federation provided further that the funds be deposited in any bank decided by the Executive Committee.

B) The accounting year of the Federation shall be the April to March and the accounts of the Federation shall be audited every year by the Inter Auditor elected by the Delegates.

7. REGISTER OF AFFILIATED UNITS AND MEMBERS

Register of all affiliated Units and also lists of members on the rolls of such Units shall be maintained at the office of the Federation.

8. GENERAL COUNCIL OF DELEGATES

The General Council of Delegates shall be the Supreme body and shall deal with all matters falling within the purview of the federation and shall elect delegates from the affiliated units.

The No. of delegates shall be as follows:

For members upto 1000 Rs. 10/-

For every additional 1000 Rs. 5/-

20 (or a part thereof) for a part thereof.

9. CONSTITUTION OF THE EXECUTIVE COMMITTEE

The business of the Federation shall be conducted by an Executive Committee consisting of:

i) One President (or) Vice-President
 ii) One Secretary General (or) Four Jt. Secretaries (v) One Treasurer
 General Secretaries of the affiliated units shall be ex-officio Executive Committee of the Federation. All excepting the Jt. Secretaries shall be elected in the General Council of Delegates.

President. Provided any person who is not an employee may also contest for the post of President if his name is sponsored by a minimum of two affiliated units.

Provided further that the Treasurer shall ordinarily be from the station of the Secretary General.

Provided further that the Executive Committee may co-opt not more than three as members to the Executive Committee from the General Council of Delegates.

Provided further that one nominated member as may be decided by the Executive Committee may be designated as Assistant Secretary General in attending to all Organisational matters and for co-ordinating the activities of the affiliated units.

Further he shall ordinarily be from the station of the Secretary General.

10. TERMS OF OFFICE

(1) Except as otherwise provided in these rules, the Executive Committee shall normally hold office for a period of two years or till such time a new committee is elected.

(2) The Executive Committee shall meet at least once in six months or at shorter intervals, if considered necessary, by 15 days notice. One third of the members shall form the quorum for such meetings. Provided that a meeting adjourned for want of quorum shall be reconvened at which no quorum shall be necessary.

(3) A member of the Executive Committee shall cease to be a member if he fails to attend three consecutive meetings without valid reasons.

Provided further that if, in the opinion of the Executive Committee, the activities of any member of the Executive Committee are not in consonance with the aims and objects of the federation or are prejudicial or detrimental of such aims and objects, such member shall be suspended till such time as the Executive Committee may decide and such suspension shall be placed before the General Council of Delegates for consideration further action.

POWERS AND FUNCTIONS OF THE
EXECUTIVE COMMITTEE

The Functions of Executive Committee

To consider all matters affecting the common interests of its members and to guide the affiliated Units at its discretion;

(i) To arrange for collection of membership subscriptions from its affiliated Units and to incur expenditure in pursuance of the objects and to maintain proper accounts of the federation.

(ii) To prepare a report on the activities of the federation and statement of an audited accounts for consideration at the meeting of General Council of Delegates.

(iii) To appoint sub-committees or ad-hoc committees and to assign to them such functions as may be considered necessary.

To fill the vacancies arising in the Executive Committee by co-option from the General Council of Delegates and assign to them such duties and responsibilities as may be considered necessary.

and

vi) To make rules and regulations for smooth and efficient conduct of business of the federation.

Note - The Committee may ascertain the views of affiliated units by means of communications at the meeting of the General Council of Delegates.

12. POWERS AND FUNCTIONS OF
GENERAL COUNCIL OF DELEGATES

The General Council of Delegates shall meet at least once in two years at a place and date(s) as may be decided by the Executive Committee in consultation with the affiliated Units.

(i) To consider the report of the Secretary General,

(ii) To receive, consider and adopt audited statement of accounts of previous years;

(iii) To elect all the office bearers of the federation other than Joint Secretaries;

(iv) To appoint the auditors and fix their remuneration;

(v) To amend, and or delete any of the provisions of the Constitution for efficient conduct of business of the federation;

and

vi) to consider such subjects of which due notice has been given or may be referred to it by the Executive Committee.

13. NOTICE OF MEETING OF
GENERAL COUNCIL OF DELEGATES

A notice of 30 days from the date of issue shall be given to the affiliated Units for any meeting of the General Council of Delegates. The notice shall specify the date which the affiliated units, delegates or members shall intimate in writing to the Secretary General; any resolution or other items to be placed shall be circulated to all the affiliated Units/delegates ten days before the date of the meeting.

14. SPECIAL MEETING OF THE
GENERAL COUNCIL OF DELEGATES

A special meeting of General Council of Delegates may be conveyed any time as considered necessary by the Executive Committee, or receiving a written request made by not less than one-third of the members of the affiliated Units. Such special meeting shall be conveyed within 30 days of receipt of such request.

15. QUORUM

The quorum at all the meeting of the General Council of Delegates shall be one-third of the approved number of delegates. Where such a meeting is adjourned for want of a quorum, quorum shall not be necessary for the adjourned meeting.

16. AMENDMENTS TO THE
CONSTITUTION

The provisions of the Constitution may be amended by a resolution adopted at a meeting of the General Council of Delegates, where not less than half of the approved number of delegates are present and at least two-third of them vote for the amendments. Proposals for amendments to these rules shall be circulated to all the affiliated Units ten days before the date of the meeting at which they are to be considered.

17. POWERS AND FUNCTIONS OF OFFICE
BEARERS EXECUTIVE COMMITTEE

A. PRESIDENT:
The President shall preside over the meetings of the Executive Committee and General Council of Delegates and shall exercise general supervision over the affairs of the federations.

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B. VICE-PRESIDENT

The Vice-President shall assist the President in his functions and shall preside over the meetings of the General Council of Delegates or Executive Committee in the absence of the President. In the event of absence of the President and the Vice-President, the meeting shall be presided over by a member elected from amongst the members.

C. SECRETARY GENERAL

The Secretary General shall be the chief Executive of the federation and shall ordinarily sign all communications on behalf of the federation. Deeds, arrangements and contracts entered into on behalf of the federation shall, however, be signed by the President and the Secretary General or, in the absence of any of them, by any one of the Assistant Secretary Generals of the federation, or Joint Secretaries of the federation, who may be authorised in this behalf by the Executive Committee. The Secretary General shall be assisted in his functions by the Assistant Secretary General and Joint Secretaries.

He shall also co-ordinate the activities of the affiliated units to achieve the objectives of the federation and shall also be the ex-officio member of the sub-committee/ad-hoc committees that may be constituted by the Executive Committee. Provided further that he may incur an expenditure on behalf of the federation not exceeding Rs.500/- (Rupees five hundred only) at a time or as may be authorised by the Executive Committee from time to time.

D. ASSISTANT SECRETARY GENERAL

The Assistant Secretary General shall assist the Secretary General in his functions and co-ordinate the activities of the respective zones on behalf of the Secretary General and execute such other works of the federation as may be entrusted to them by the Secretary General.

E. JOINT SECRETARIES

The Joint Secretaries shall assist the Secretary General and perform such duties as may be assigned to them/him by the Secretary General/Executive Committee.

F. TREASURER

The Treasurer shall receive all money on behalf of the federation and shall also make payments on its behalf as may be authorised by the Secretary General or Executive Committee. He shall not retain in hand,

cash exceeding Rs. 500/- (Rupees five hundred only) at any time except with the approval of the Executive Committee. The Bank Account of the federation shall be operated by the Treasurer jointly with either the President or the Secretary General or any one representative of the Federation.

F. ASSISTANT TREASURER

The Assistant Treasurer shall assist the Treasurer and perform such duties as may be assigned to him by the Treasurer/Executive Committee.

18. DISSOLUTION OF THE FEDERATION

The federation shall not be dissolved unless a resolution to that effect is adopted in a specially conveyed meeting of the General Council of Delegates at which three-fourth of the Delegates are present and out of them at least a two-third vote in favour of dissolution.

19. DISPOSAL OF FUNDS / ASSETS

The funds of the federation and its assets shall be disposed of after meeting all liabilities in the manner as may be decided by the General Council of Delegates at a meeting specially conveyed for the purpose.

20. ESSENTIAL CERTIFICATES

Certified that this is the correct copy of the rules and regulations of the Society/Association.

Prepared by : K.L. SAGAR

ST/94
M. U. KHOBRA GADGE
Gen. Secretary
SI/ST Welfare Assoc.
NAGPUR

ST/94
ST/94
ST/94

Approved by : B. Tr. More

Vice President

or

Member of Executive Committee

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ST/94
P. K. PAPPU (Pappu)
Vice President
(Hirole)

ST/94
P. N. RAY
Vice President
Executive Committee

ST/94
M. S. Bhatnagar
SI/ST Welfare Front
K. V. K.