

MEMORANDUM OF ASSOCIATION

In the matter of Act. XXI of 1860 being an act for Registration of literary, Scientific and charitable Societies, and

In the matter of Gram-Utthan

- I. The name of the society is Gram-Utthan
- II. The Registration office of the society shall be situated in the State of Orissa, At/Po-Pimpuri, and Rajkanika in the District of ~~Cuttack~~ Kendrapara.
- III. The area of operation of the society at present is within the jurisdiction throughout of the state and it may extend to the other parts of the country.

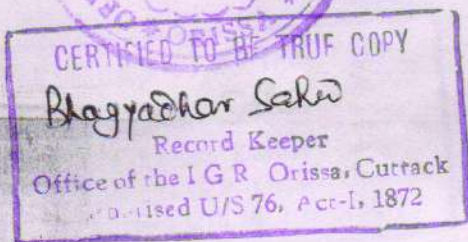
IV. The objects for which the society is established are:-

1. To establish and to carry on the administration and management of Gram-Utthan.
2. To educate and assist the rural poor to release their creative facilities for their economic, social and cultural and physical improvement.
3. To enable the rural poor women to establish their own organization for fulfilling the objectives III (2)
4. To provide guidance and assistance to Organization of the poor, including youth and women, established and promoted by the society or other bodies/Organization of similar objectives.
5. To provide Training facilities for volunteers, office bearers, and managers of Voluntary Organization, Commercial houses, Government and semi-government Organizations and Co-operative societies and commercial and industrial houses engaged or proposing to get engaged in rural development.

To conduct study in:-

- (a) aspect of production and distribution relations of commodities affecting the rural poor;
- (b) appropriate technologies of production for the rural poor.
- (c) Appropriate management and accounting procedure for organization of the poor
- (d) Aspects of law of the poor

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Pratap



7. to publish research papers, reports and to prepare and disseminate communication material such as audio visual aids for furtherance of objectives of the institute.

8. to prepare plans for area development or under take to prepare such plans on behalf of State Government philanthropic organizations and commercial and industrial houses.

9. to help in promoting similar programs in other states

10. to activate the youth in rural as well as urban areas to make up development work by holding camps, seminars, meetings, training courses etc.

11. to raise, subscription, fees, donations, hundies, admission/registration fees etc. from Individuals, Groups, NRI's, Self Help Groups and to grant loan to Individuals, Groups, Self Help Groups and other association of persons in villages/urban areas in any state or union territory of India, formed for activities undertaken for the economic, social, Cultural, educational upliftment of its members.

12. to establish and to maintain libraries and information services.

13. to establish and to maintain in, and out side the state, canters to promote the objectives of the institute.

14. to maintain close contact with other institutions having similar or related objectives, either wholly or partially, by way as a member thereof, fiscal or other sorts of mutual assistance, amalgamation, merger collaboration, co-operation and in any other way the society may deem necessary.

15. to establish, maintain and manage halls and hotels for accommodation of the researchers, employees, trainees, invitees and guests.

16. to establish and to maintain a fund with the contributions of any official or non-official institutions, agencies and individuals.



Assy. *Suraj Kumar*
Rajendra, Kendrapara



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Blagya@har Saha
Record Keeper

Office of the IGR Orissa, Cuttack
Issued U/S 76, Act-I, 1872

17. To utilize a part or whole of the fund towards capital and recurring expenditure of the Society to make appropriate investment or to deal with the fund in any other way the society may find it necessary.
18. to acquire by way of purchase or gifts or to tackle on lease or hire or otherwise any movable or immovable property .
19. to sell , assign, mortgage, lease, transfer or otherwise deal with all or any property, moveable or immovable of the society in the way it may consider necessary .
20. to construct, develop, renovate, expand or alter any building movable or immovable property in the possession of the society in the way it may find it necessary and to take necessary action for proper maintenances of any such building , movable or immovable property .
21. to borrow from Central/State Financial Institutions, body Corporate Body , Nationalized/Scheduled Banks, Co-operative Banks, Individuals, Groups, NRI,s, other Governments/non Government Agencies, both within India and aboard, for attainment of its objectives with or without security of the movable/immovable properties of the society/Self Help Groups by way of mortgage, hypothecation, lien, pledge of its funds placed in fixed deposits, or in any form as required by the lending institutions.
22. to draw, accept, make endorse, discount, execute, sign ,issue or otherwise deal with cheques , hundies, drafts, certificates, receipts, Government securities, promissory notes, bill of exchange or other instruments and securities whether negotiable or transferable or not;
23. to create administrative, technical, ministerial and other posts under the society and to take appointments there to in accordance with the Rules of the Society.
24. to establish and maintain provident and other funds for benefit of the employees of the Society .
25. to make rules and Bye-laws for the conduct of the affairs of the Society and to add , to amend , very or rescind from time to time.
26. to constitute such committee or committees as the society may deem fit for the disposal of any of its business or on such matters as the society may like to be advised.
27. to do all such lawful things as the Society may deem fit for attainment of all or any of the objects.

We the several persons whose names and address are given below having associated ourselves for the purpose described in this memorandum of Association set out several and respective hands herein to and from ourselves in to a society under the Act. XXI of 1860.



Surajit
Asst Secretary
GRAM UTHAN
Rajharkh, Andrapara

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Bhagyadhar Sahoo
Record Keeper
Office of the IGR Orissa, Cuttack
11/11/76, Act-I, 1872



Name, address and occupation of the Members of the Governing Body
of the Society to which the management of its affairs is entrusted.

No	Name, Address of Members.	Occupation	Designation	Signature
1	Mr. Subrat Ku.Singh Deo At:- N-3/202, Ekamrakanan Road IRC Village, Nayapally, Bhubaneswar, Orissa-15 Cell:- 09437279967 E.mail:- subratsinghdeo@sify.com	mF Expert & Consultant	President	<i>Subrat Singh Deo</i>
2	Smt. Aradhana Nanda At:- Bhawanipatana Dist:- Kalahandi Orissa Cell:- 09437071862	Social Service	Vice- President	<i>Aradhana Nanda</i>
3	Mr. Govind Dash Social Worker, At/Po-Pimpuri, Via- Rajkanika, Dist-Kendrapara, Orissa Pin:- 754220 Cell :- 09437076225 E.mail:- govindorissa@yahoo.com	Social Service	Secretary	<i>Govind Dash</i>
4	Mr. Govind Ch Nayak At/Po:- Kora Dist:- Kendrapara , Orissa Cell:- 09437168040 E.Mail:- gcnayak65@rediffmail.com	Social Service	Asst Secretary	<i>Govind Ch Nayak</i>
5	Mr. Sachikanta Mishra At/Po:- Ayatan, Via:- Rajkanika, Dist:- Kendrapara, Orissa Cell:- 09937849131	Educationist	Treasurer	<i>Sachikanta Mishra</i>
6	Mr. Niladri Ku Mohanty S/O Rabindra Mahanity BJ - 28 , BJB Nagar Bhubaneswar, Orissa . Cell:- 09437016255	Economist & Financial Consultant	Member	<i>Niladri Mohanty</i>
7	Dr. Shyama Prasad Nayak At: Balishahi Po:- Olaver, Dist:- Kendrapara Pin:- 754229 Cell:- 9437486410	Physician	Member	<i>Dr. Shyama Prasad Nayak</i>

Assd Secy

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Shyama Prasad Nayak



	At. Subhashree Das B-10, Phase II Maitree Vihar, BBSR -23.	Development Professional	Member	Subhashree Das
9	Smt: Nirmala Lenka At:- Sevasahi Po:- Rajkanika, Dist - Kendrapara, Orissa Phone :- 06729-275555	Social Service	Member	Nirmala Lenka
10	Mr. Ashok Toppo Plot No:- 1008, Mahabir Nagar, Road No:- 03 Govindprasad Po:- Budheswar Colony - 751006 Bhubaneswar, Orissa Cell NC :- 09937470976	Social Service	Member	Ashok Toppo
11	Mr. Lewis Pravakar S/O Raman Senapaty Plot:- 167/8 Gajapati Nagar Bhubaneswar-05, Cell:- 09861007344	Educationist	Member	Lewis Pravakar

Witness of the Above Signatures:-

1. Dr Amulya Ku. Mohanty Project Manager – Manager ,
Access Development Service CARE INDIA, Bhubaneswar

[Signature]

2. Mr. Bharat Ch Mohapatra At:- Baghabuda, Rajkanika, Dist:-
Kendrapara (Orissa)

Bharat Chandra Mohapatra

Sachin kanti Mishra
Treasurer

[Signature]
Secretary

[Signature]
President

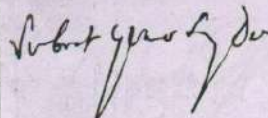
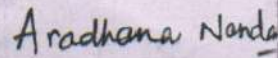
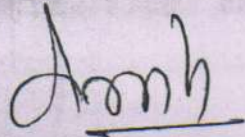
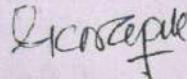
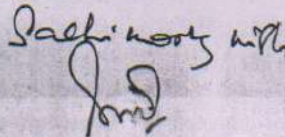
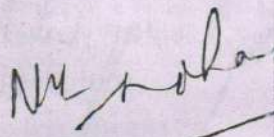

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Asst

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Bhagyadhar Sahoo



**Name, address and occupation of the Members of the Governing Body
Board of the Society to which the management of its affairs is entrusted.**

No	Name, Address of Members.	Occupation	Designation	Signature
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2	Smt. Aradhana Nanda At:- Bhawanipatana Dist:- Kalahandi Orissa Cell:- 09437071862	Social Service	Vice- President	
3	Mr. Govind Dash Social Worker, At/Po-Pimpuri, Via- Rajkanika, Dist-Kendrapara, Orissa Pin:- 754220 Cell :- 09437076225 E.mail:- govindorissa@yahoo.com	Social Service	Secretary	
4	Mr. Govind Ch Nayak At/Po:- Kora Dist:- Kendrapara , Orissa Cell:- 09437168040 E.Mail:- genayak65@rediffmail.com	Social Service	Asst. Secretary	
5	Mr. Sachikanta Mishra At/Po:- Ayatan, Via:- Rajkanika, Dist: Kendrapara, Orissa Cell:- 09937849131	Educationist	Treasurer	
6	Mr. Niladri Ku Mohanty S/O Rabindra Mahanity BJ 28, BJB Nagar Bhubaneswar, Orissa . Cell:- 09437016255	Economist & Financial Consultant	Member	
7	Dr. Shyama Prasad Nayak At:- Balishahi Po:- Olaver, Dist:- Kendrapara Pin:- 754229 Cell:- 9437486410	Physician	Member	



	Smt. Subhashree Das 5-10, Phase II Maitree Vihar, BBSR -23.	Development Professional	Member	<i>Subhashree Das</i>
9	Smt: Nirmala Lenka At:- Sevasahi Po:- Rajkanika, Dist - Kendrapara, Orissa Phone :- 06729-275555	Social Service	Member	<i>Nirmala Lenka</i>
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11	Mr. Lewis Pravakar S/O Raman Senapaty Plot:- 167/8 Gajapati Nagar Bhubaneswar-05, Cell:- 09861007344	Educationist	Member	<i>Lewis Pravakar</i>

Witness of the Above Signatures:-

- Dr Amulya Ku. Mohanty Project Manager - Manager ,
Access Development Service CARE INDIA, Bhubaneswar

- Mr. Bharat Ch Mohapatra At:- Baghabuda, Rajkanika, Dist:-
Kendrapara (Orissa)

Bharat Chandra Mohapatra

Sachin Kumar Mishra

Treasurer

Treasurer

GRAM-UTTHAN

Rajkanika, Kendrapara

Approved U.S

4 & 12 of S.R. Act 1860.

09-03
Registrar of Societies,
Orissa, Cuttack.

Dr. Amulya Ku. Mohanty
Secretary

Secretary

GRAM-UTTHAN

Rajkanika, Kendrapara

Subrat Kumar Singh
President

President

GRAM-UTTHAN

Rajkanika, Kendrapara

Asst. Secretary

GRAM-UTTHAN

Rajkanika, Kendrapara



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RULES OF THE SOCIETY.



1. The Registration Office of the Society shall be vide Article III of the Memorandum of Association, situated in the State of Orissa, at Pimpuri in the district of ~~Cuttack~~ Kendrapara.
2. (Kendrapara) or at such other place as the Governing Board may from time to time fix.
3. In these rules unless the context otherwise requires:
 - (a) 'The Society' means the GRAM - UTTAN.
 - (b) 'The General Body' means the general body of the ordinary members of the Society.
 - (c) 'The Board' means the Governing Board which under Rule II is constituted to be the Governing Board of the Organization.
 - (d) 'Chairman' means Chairman of the Board and Organisation.
 - (e) 'Member' means member of the Society unless otherwise.
 - (f) 'Society' means the Secretary of the Organisation and the Board.
 - (g) 'Vice-Chairman' means Vice-Chairman of the Board / Organisation.

GENERAL BODY AND MEMBERSHIP:

4. i) The General Body of the Society shall be composed of the members of the institution, which are not disqualified by any Resolution of the Governing Board.

Ordinary Members:

ii.)

a) Persons who have signed the Memorandum of Association shall be ordinary members of the society and shall continue to be such members so long as they are members of the General body.

b) Any person who is elected or co-opted to the Governing Body shall ipso facto becomes an ordinary member of the society and shall continue to be such ordinary member so long as he is on the General Body.

c) Ordinary members, alone shall have right to vote and elect members to the Governing Board.

i) Institutional Members to the Governing Board may invite and admit academic institution, companies and association etc. as institutional members as such terms and conditions may be determined by it.

- ii) The General Body Meeting should be held at least once in a year

ROLL OF MEMBERS:

5. a) The society shall maintain a roll of members and every member shall sign the roll and shall state therein his occupation and address. But if he fails to notify such address, his address as recorded on the roll of members shall be deemed to be his address.

Signature
Asst. Secy.



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TERMS OF OFFICE:

5. i) An ordinary member of the society may resign his office by letter addressed to the Secretary but his resignation shall take effect only on its acceptance by the Board.
- ii) An ordinary member of the Society shall cease to be such member if he shall become of unsound mind, or insolvent or is convicted of a criminal offence involving moral turpitude or by a resolution passed by $\frac{3}{4}$ of the members of the General Body.

MEETINGS OF THE SOCIETY:

6. The general Meeting of the Society shall be held at such time and place as may be determined by the Chairman and Secretary. The Chairman may convene a special general meeting of the society on the writing requisition of not less than three ordinary members of the Society. Every requisition so made by the ordinary members of the Society shall express the object for which the meeting is proposed to be called and shall be left at the address of the Secretary or posted to his address. Upon receiving such requisitions, the Chairman shall forthwith convene a meeting of the society. At all special general meetings no object other than that stated in the notice of the permission of the Chairman.

7. Every notice calling a meeting of the society shall state the date, time and place at which the meeting will be held and shall be served upon every ordinary member of the Society not less than fifteen clear days before the day appointed for such meeting.

8. $\frac{2}{3}$ of the strength of ordinary members or its nearest whole number, whichever is lower, present in person shall form a quorum for any meeting of the Society.

9. The Chairman shall preside over all meetings of the Society. If the Chairman is not present at any meeting, Vice-Chairman or any members of the Board appointed, by the Chairman in writing shall be the Chairman of the meeting, but if there shall be no member so appointed, the ordinary members of the meeting.

10. Every question shall be decided at the general meeting by a majority of the present and entitled to vote. Every ordinary member shall have one vote and in case of an equality of votes, the Chairman of the meeting shall have a second or casting vote.

Prepared



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12. I) The Governing Board shall be composed of not more than that 11 member including the Member-Secretary Ex-officio who shall be the Director of the Society.

ii) The first chairman and members of the Governing Body as specified in the Memorandum of Association of the Society shall hold office until the Governing Board is reconstituted under sub Rule (iii)

iii) A) Besides the member-Secretary Ex-Officio all the members constituting the first Board shall retire at every three general meeting in accordance with the procedure laid down by the Board, and equal number of persons shall be elected to the Board by the ordinary members.

iv. The Governing Board shall effect its Chairman, Vice- Chairman, Treasurer and office bearer.

v) The secretary of the society shall be the Ex-officio member and Secretary of the Board.

vi) Any casual vacancy in the Board shall be filled by Co-option by the Board and all the members of the Board so co-opted shall hold office for the un expired period of the term of the predecessor. Provided that it shall not be necessary to fill any casual vacancy if the un expired period of the term of the three years is in any case less than two months.

POWERS AND FUNCTIONS OF THE BOARD:-

12. The General Superintendence, direction and control of the affairs and funds of the society shall be vested in the Board which may exercise all powers and do all acts and things which may be exercised or done by society.

I) Without Prejudice to the generality of the power under Rule 12 above the Board shall determine.

a) The terms and conditions applicable to the admission of different categories of members.

b) The procedure for electing the member of the Board.

c) The fees and allowances that may be paid to the non-Official members of the Board/Committees and other special invitees.

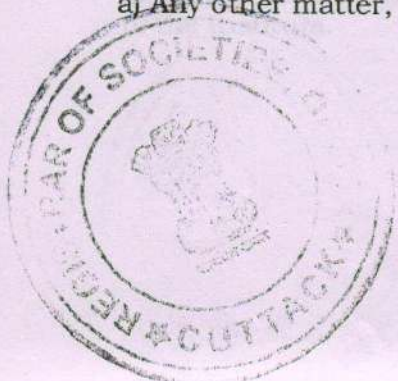
d) The preparation and sanction of the budget estimate and delegation of powers in regard to sanction of the expenditure, entering in to contracts and investments of the funds of the society.

e) The duties and conduct, salaries and allowances and other conditions of service of officers and other employee of the society.

f) The establishment and maintenance of provident and other benefit funds for officers and other employees of the society.

g) The natures of course of action, study, training and research that are to be taken up and the standards for admission of candidates to the various courses of study.

a) Any other matter, which is to be, may be provided



Signature
Asst.



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ii) The General Body shall have the power to make adopt, amend, alter or resigned the Bye-laws as it may finds necessary for the management of the affairs of the society.

14.i) The Board may be resolution appoint sub-committees for such purpose and with such power a sit may be think fit.

ii) The Board may be a resolution delegate to the Chairman, Secretary and other office bearers of the society such of its power for the conduct of the affairs of the Board as it may consider necessary or desirable.

MEETING OF THE BOARD COMMITTES:-

15. i) The Board or any committee constituted by it shall meet at such times and at such places as may be determined by the Board or the committee as the case may be 2/3 of the strength of members of the Board present in person shall constitute the quorum at any meeting of the Board.

ii) The quorum for the meeting of any Committee constituted by the Board shall be the half of its strength (any fraction contained in that one half being rounded off as one.

16. A resolution in writing, signed by a majority of the members of the Board or where the matter concerns any other committees constituted by the Board, by the majority of the members of such committees, shall be deemed to be the resolution passed and shall be deemed to have been passed on the date on which the last signatory affixes his signature to it provided that any resolution passed as aforesaid shall be placed before the next meeting of the Board/Committees, as the case may be.

17. The Board shall have the power to invite any person/persons, not being members of the Board to attend the meeting of the Board, but invitees shall not have voting rights.

17. CHAIRMAN:-

a) The Chairman of the Organization will act as the organizational head.

ii) The chairman should have power to advice the Office bearers especially the Secretary in discharging their/his/her duties efficiently.

ii) In addition, the General/Governing Body will fix/delegate any amount of normal/special responsibilities on the Chairman who can deliver his duties accordingly.

18. VICE-CHAIRMAN:-

In absence of Chairman or with written delegation, the vice-chairman can deliver the duties in his place.

19. SECRETARY:

i) The Secretary shall be the Executive head of the Organization. He shall have such powers as may be prescribed by the Governing Board.

ii) The Secretary may writing delegate his powers to any of his subordinates or Committees of the Institute and he shall use and shall be used on behalf of the Institute.

Handwritten signature
D.S.A.



- iii) In the event of there being vacancy in the office of the Secretary or of the Secretary is unable to discharge his function owing to any illness or any other causes, the Governing Board may authorized any person to officiate as Secretary during the absence of the Secretary and to exercise such powers, functions and duties of the Secretary of the Board may deem fit.
- iv) The Secretary will entitled to receiving the monthly honorarium/ Consultancy / setting fees apart from T.A. & other facilities from time to time subject to the approval of Governing Body .

20. **TREASURER:-**

- i) The treasurer will help the Secretary to keep all financial records up to date concerning the Society.
- ii) Any financial statement presented before the Board/any office should have a joint review and approval by the Secretary and the treasurer of the Society.

22. **GENERAL:**

No act or proceeding of the society or its Governing Board shall be deemed to the invalid by reason merely of any vacancy in any defect constitution of the society of Governing Board, as the case may be.

23.i) The society shall cause to be maintained such books of accounts and other books in relation to its accounts in such form and in such manner as may, in consultation with the Auditors of the society be prescribed.

ii) The financial year of the society shall be form the first of April of a year to the 31st March of the next year.

iii) The society shall as soon as may be after closing the annual accounts, prepare a statement of accounts in such form as the Board in consultation with the Auditors of the society, appointed by the General Body.

iv. The accounts of the society shall be audited by such qualified Auditors as the General Body may appoint.

v. A copy each of the annual accounts of the society together with the audit report there on and a report of the proceedings on all work undertaken during the year shall be furnished to the ordinary members of the society.

vi. The Secretary/President /Chairman may @ individually/severally be empowered to sign all contracts, agreements, deeds, bonds etc. and all other documents required to be executed by and on behalf of the Society .

MANAGEMENT OF FUNDS:-

vii) All the funds of the society shall be kept in a scheduled Bank to be selected by the Governing Board and any three-office bearers including the Secretary to whom such powers are delegated by the Governing Board shall operate Bank Account. But any two out of the three signatories including Secretary can draw the funds from the banks

Secretary
Ass. Secretary



- iii) In the event of there being vacancy in the office of the Secretary or of the Secretary is unable to discharge his function owing to any illness or any other causes, the Governing Board may authorized any person to officiate as Secretary during the absence of the Secretary and to exercise such powers, functions and duties of the Secretary of the Board may deem fit.
- iv) The Secretary will entitled to receiving the monthly honorarium/ Consultancy / setting fees apart from T.A. & other facilities from time to time subject to the approval of Governing Body .

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Signature
Ass. Secretary



viii) The Society can also open Project Bank Pass Books where it is necessary, but that Accounts will be opened in the name of Society and will be operated by any two of office bearers including Secretary.

SERVICE OF NOTICE:-

- 24.i) A notice may be served upon any member of the society either personally or through the Registered post in any envelop addressed is such members at the address mentioned addressed is such members at the address mentioned in the roll of members.
- ii) Any notice so served by post shall be deemed to have been served on the day following that can which the letter, envelop or wrapper containing the same is posted and in providing such services it shall be sufficient to prove that the cover containing such notice was properly addressed and put into the post office.

ALTERATION OR EXTENSION OF THE PURPOSE OF THE SOCIETY:-

25. The society may alter or extend the purposes for which it is established if the Governing Board approves a proposal for such alteration of extension as the case may be.

AMMENDMENT TO THE RULES AND MEMORANDUM OF ASSOCIATION:-

26. The Rules of the Society be altered at any time by Resolution passed by majority of members of the society, which shall have been duly convened for the purpose as per section 12 and 12 (a) of the societies Act, 1860.

SECTIONS OF S.R. ACT. 1860:-

A list of Governing Board shall be filled in at the office of the Registration of societies, Cuttack every tenure.

CHANGE OF NAME:-

27. The society may change its name by Resolution passed by majority of the members present at any meeting of the society, which shall have been duly convened, for the purpose.

28. For the purpose of section 6 of the Societies Registration Act, 1980 (Act XXI of 1860) the person in whose name the society may use or be shall be the secretary of the society.

- a) Suits for and against the Society should be used in the name of the Secretary in the court where the Registered office of the society is situated or in the place specified from time to time by the Board.



Perapuri
Asst. Secretary



b) Interpretation of any terminology of the bye-law by the Board for the purpose of suits for & against the Society is treated final.

DESOLUTION:-

29. The society shall not be dissolved unless three fifth of the members shall have expressed a wish for such dissolution by their votes delivered in person or by proxy at general meeting convened for the purposes.

✓ 30. Upon dissolution of the society its assets will be handed over to a similar registered society or to the Government after clearing up all its debts and liabilities,

Approved U.S
4 & 12 of S.R. Act 1860.

[Signature]
10.7.03

Registrar of Societies,
Orissa, Cuttack.



[Signature]

Asst.

