

## **FEDERATION OF NANGANALLUR WELFARE ASSOCIATION**

The name of the Federation shall be “**Federation of Nanganallur Welfare Associations**”

Address of the Federation: No. 2/ 26A, Voltas Colony, 50 feet Road, Nanganallur, Chennai – 600061.

**Email:**[fnwa.united@gmail.com](mailto:fnwa.united@gmail.com)

**Web-site:** [www.fnwa.in](http://www.fnwa.in)

The date of commencement of the Federation: 25-06-2006. This falls under the Jurisdiction of the Registrar of Societies, Chennai South.

The office hours shall be between 6.0 pm and 9 pm on all working days, excluding Sundays and National Holidays.

### **THE OBJECTIVE OF THE FNWA ARE:**

1. To promote unity and Cooperation among the various welfare associations falling under the jurisdiction of Nanganallur ( FNWA)
2. To work jointly for safe-guarding the interest of the residents of the area coming under Nanganallur ( FNWA)
3. To take up the issue of basic civic amenities of the residents with the concerned authorities
4. To work jointly for providing the following common needs of the residents such as roads, street lights, hygiene, potable water, drainage and assessment of municipal taxes etc.
5. To educate the residents on civic necessity and hygiene.
6. To render any other services to the society by achieving the above mentioned objectives.
7. To achieve the above objective of the FNWA, it shall collect a subscription and donation from its member associations and from the public.

8. The General Secretary shall be the person authorized to sue anyone on behalf of the FNWA.

The General Secretary shall implement all the decisions of the Government body and the General body.

9. The General body shall comprise of two members President and Secretary from each of the member associations / societies.

**10.ENROLMENT OF MEMBERS IN THE FNWA:**

- a. Any association or Society, existing or newly formed or to be formed in future in the area falling under the jurisdiction of Nanganallur , with the objective of providing welfare measures to the residents therein , is eligible to become a member.
- b. Such association or Society shall be represented in the FNWA General Body by its Secretary, President or any one of the office bearers authorized by the respective Association or Society.
- c. The subscription for each member Association or Society shall be Rs. 1000/- (rupees one thousand only) per Annum payable at once.
- d. If there is any default in payment of the annual subscription or delay in payment exceeding six months by any member association or society, the membership of such Association or society shall cease without any notice. Fresh admission is to be sought by such member association / society after settlement of the subscription dues.

**ACCOUNTING YEAR:** Accounting year of the FNWA shall be 1<sup>st</sup> April to 31<sup>st</sup> March of each calendar year.

If any of the member Association or Society acts against the interest of the FNWA, the General Body is empowered up to the level of removal of such a member Association or Society from the FNWA General Council.

Every member Association / Society shall be entitled to receive a copy of the Memorandum and Bye Laws on payment of rupees 10/- for

each copy of the document. Every member association is obliged to cooperate and coordinate achieving the objective of the FNWA.

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The FNWA shall transact its business through a Governing body consists of

- a. One President
- b. 3 Vice Presidents
- c. One General Secretary
- d. 3 Joint Secretaries
- e. One Treasurer
- f. One DY. Treasurer
- g. One representative from each of the Association/ Society who is not already appointed as any of the above office bearers post (a) to (f) above. Such a representative shall be either the Secretary or the President of the member Association/ Society.

#### **POWER OF THE GOVERNING BODY**

##### **1. PRESIDENT**

- a. He shall preside over all the meetings and also coordinate with General Secretary for the smooth conduct of the business of the FNWA.
- b. In the absence of the General Secretary the President will perform the duties of the General Secretary.
- c. The President will nominate the Vice President who shall perform the duties of the President during his absence.

##### **2. VICE PRESIDENTS**

- a. The Vice President nominated shall function as President during the absence of the President.
- b. In the absence of President and Vice President, one of the members of the Governing Body present in the Governing Body meeting shall preside over the meeting.

- a. He shall convene all the meetings and maintain the minutes of each meeting.
- b. He will implement all the decisions of the Governing Body / General Body.
- c. He will prepare and file records with the registrar of Societies if and when the FNWA is to be registered.
- d. He will be in charge of all the correspondence of the FNWA.

**3. JOINT SECRETARIES**

- a. He will assist the General Secretary in the Day to day affairs of the FNWA.

**4. TREASURER**

- a. He will be in charge of accounts, collection of fees, subscription and donation, issue of receipts and prepare periodical statement of accounts and place same before the appropriate forum, i.e. the Governing Body for approval.
- b. Collection of funds exceeding Rs. 1000/- shall be remitted forthwith and in any case within a week into the bank account of the FNWA.

**5. JOINT TREASURER**

In the absence of Treasurer performs the duties of him.

**6. GOVERNING BODY MEMBERS**

They will assist in coordinating with the principal office bearers of the FNWA smooth functioning of the FNWA.

**7. ELECTION OF OFFICE BEARERS & MEMBERS OF THE GOVERNING BODY**

- a. The office bearers and members of the Governing Body of the FNWA shall be duly elected from among the members of the Associations and Societies comprised of General Body, equitably in such a manner that each one of the Association is properly represented in the Governing Body of the FNWA.
- b. The method of election of the office bearers of the FNWA shall be secret ballot system. The names of the contesting office bearers will be announced and slips containing the names of the office bearers would be served to the members present for voting to office their choices. The ballots would be deposited in the box provided before the president of the General Body meeting and counted in presence of all the members. The President would announce the results and name the elected office bearers.
- c. The office Bearers would assume their respective offices from the date of election for the respective posts.
- d. The General Body meeting shall be convened annually within 90 days of the closure of the accounting year. If any of the office bearers of the Governing Body relinquishes his membership or office held in his / her parent Association or Society, during the period if he/she holds an office in Governing Body his/her position in the FNWA will automatically be ceased. The concerned parent association / Society shall have the special permission to nominate an additional representative in the Governing Body of the FNWA and Coordinate / cooperate with FNWA in all respects.

8. Whenever a member is unable to attend the Governing Body meeting the Association or Society he represents is empowered to nominate and depute any other authorized member of such association with prior intimation in time to the FNWA.

## **9. MEETING OF THE FNWA**

- a. The General Secretary shall ordinarily convene the meetings of the General Body and the Governing Body. The Governing Body meetings shall be conducted once in 3 months and if necessary any time with 7 days advance intimation in writing to the members of the Governing Body. Emergency meeting can be conducted with 3 days prior notice to the members.
- b. All the members of the Governing Body/General Body shall have equal voting rights and the decision of the majority shall prevail. In the event of a tie, the President of the meeting shall have a casting vote.
- c. The elected office bearers and members of the Governing Body shall serve for 3 years.
- d. The quorum for the Governing Body and General Body shall be 1/3 of the members. If the quorum falls short of the requirement even after the elapse of 30 minutes after the commencement time of the meeting. Such a meeting shall stand adjourned for another 30 minutes. Even after the elapse of such an extended time there is no quorum, then the meeting shall proceed with available members for purposes of expediency.
- e. Extraordinary General Body meeting shall be convened when there is a requisition from 1/3 of the members in the Governing Body depending on the need for such meeting.
- f. 7 days prior intimation shall be given to all the members conducting the meeting.

- g. Special resolution is one which is as defined in the Societies Act and shall be passed to amend the Bye- Laws etc.

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10. The accounting year of the FNWA shall be 1<sup>st</sup> April to 31<sup>st</sup> March. The accounts shall be duly audited by an auditor approved in the General Council.
11. Any member of the FNWA shall be subjected to disciplinary action by the Governing Body for breach of any provision of this Bye–Law. The aggrieved member is eligible to appeal to the General Body.
12. All the documents, assets etc. of the FNWA shall be under the custody of the General Secretary excepting the accounts of the FNWA.
13. The Treasurer shall be responsible for the records of all accounts of the FNWA.
14. The funds shall be kept remitted into a scheduled / nationalized bank.
15.
  - a. The treasurer shall keep and maintain an imprest of rupees 1000/- for day –to- day expenses.
  - b. Any amount collected in excess of rupees 1000/- shall be deposited in to a bank account.
  - c. A bank account shall be opened in the name of FNWA with any one of the branches of any scheduled bank or a nationalized bank nearby.
  - d. The bank account shall be operated jointly by the treasurer and the General Secretary or any one of the joint secretary.

#### **DISSOLUTION OF UNITED FORUM**

1. The FNWA may , by special resolution , approved by 2/3<sup>rd</sup> majority of the members of the General Body can dissolve the FNWA forthwith or with effect from any time specified in the special resolution. The Governing Body shall then take all necessary steps for disposal and settlement of the properties of the FNWA and its liabilities.
2. If upon dissolution or winding up of the FNWA, the remains, after the satisfaction of all its debts and liabilities any

properties whatsoever, the same shall not be paid or distributed among the member associations but it shall be

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given or transferred to some other registered welfare organization or charities.

#### **AMENDMENT OF THE BYE-LAW**

1. These Bye-law shall be amended , altered, modified ,added or replaced by a special resolution passed by a majority of not less than 3/4<sup>th</sup> of such members of the FNWA , entitled to vote as are present in the General Body meeting.
2. The notice of General Body meeting, for which an amendment to a bye-law is intended to be proposed, shall contain a copy of the amendment together with an explanatory note indicating the reasons for the proposed amendment.
3. All contracts and documents shall be executed in the name of the General Secretary.
4. For matters not mentioned or specifically mentioned in these bye-laws the provisions of the Tamilnadu Societies Registration Act 1975 and the Rules made thereunder will apply.