

## **Deeds of Society**

This DEED OF SOCIETY made on the 1st day of Feb 2011 by Shri Kamal Kant Sharma S/o Shri M N Sharma R/o Flat # 6, Floor Number 3, Building # 12, Al Muntaza Doha, Qatar, hereinafter called as AUTHOR OF THE SOCIETY which expression shall wherever the context so permits mean and include its successors—in-office of the ONE PART and WHEREAS the AUTHOR OF THE SOCIETY decided to create and establish a Society for the welfare of the Uttaranchali/Uttarakhandi community at large without discrimination of caste, creed etc with objects and constitution as hereinafter set forth.

WHEREAS the said objects in view, the AUTHOR OF SOCIETY have decided to endow the said SOCIETY, WHEREAS it is necessary and desirable to declare and constitute the said Society and to record the objects and constitution of the said Society.

NOW THIS DEED OF SOCIETY WITNESSETH AS FOLLOWS:

### **I. SOCIETY**

The Qatar based Uttaranchali/Uttarakhandi Society will be known as “ Uttarakhand Association of Qatar” hereinafter called “Qatar Group” and shall be non-profit, non-political and secular in character and shall work towards the community welfare along with social & cultural growth of Uttaranchali/Uttarakhandi community in Qatar and make them feel Uttaranchali/Uttarakhandi even being away from Uttaranchal/Uttarakhand.

### **II. PLACE OF SOCIETY**

The Registered Office of the Society shall be situated at Flat # 6, Floor Number 3, Building # 12, Al Muntaza Doha, Qatar or such other place in Qatar as may be decided by the Society from time to time. However, any such change in the address shall be notified within a month to the concerned authorities. The Society may open and maintain additional offices in any state in Qatar.

### **III. OBJECTIVES**

- . Unite Community
- . Welfare of community
- . Establish distinguished Uttaranchali/Uttarakhandi Identity
- . Promote Brand Uttarakhand
- . Promote talent with in Uttarakhandi

### **IV. AIM:**

Community welfare, making distinguished Uttaranchali/Uttarakhandi identity along with social & cultural growth of Uttaranchali/Uttarakhandi community in Qatar and make them feel Uttaranchali/Uttarakhandi even being away from Uttaranchal/Uttarakhand.

## V. AREA OF WORK:

The Society can carry out its activities anywhere in Qatar with special focus on Uttaranchali/Uttarakhandi community, within the limits permitted by law.

## VI. ACTIVITIES

- . Gather Uttaranchal/Uttarakhand admiring people under one roof and stay connected.
- . Monthly meetings & Sports activities.
- . Monthly theme based get-togethers with flavor of interaction and culture.
- . Promotion of Uttaranchali/Uttarakhandi native language, food and culture.
- . Festive celebrations together,
- . Yearly cultural musical night,
- . Yearly Uttaranchali/Uttarakhandi Food festival,
- . Community welfare activities
- . Support all our members in case of any need & emergency.
- . Promote rural tourism in Uttaranchal/Uttarakhand.
- . Promote local Talents

## RULES AND REGULATIONS:

### 1. Name of the Society:

The Society will be known as “Uttarakhand Association of Qatar” hereinafter called “Qatar Group” and shall be non-profit, non-political and secular in character and shall work towards the community welfare along with social & cultural growth of Uttaranchali/Uttarakhandi community in Qatar and make them feel Uttaranchali/Uttarakhandi even being away from Uttaranchal/Uttarakhand.

### 2. Address of the Society:

The Registered Office of the Society shall be situated at Flat # 6, Floor Number 3, Building # 12, Al Muntaza Doha, Qatar, or such other place in Qatar as may be decided by the Society from time to time. However, any such change in the address shall be notified within a month to the concerned authorities. The Society may open and maintain additional offices in any place in Qatar.

### 3. Working Body:

The Board of Working Body shall consist of a minimum Five members and maximum of Thirty members including the Author of the Society. The first Board of Working Body shall consist of the following founder members:

President

Vice President

General Secretary

Secretary

Treasurer

Executive WBM

Executive WBM

Executive WBM

Executive WBM

Executive WBM

Executive WBM

Executive WBM

Executive WBM

Executive WBM

Executive WBM

Executive WBM

Few more “Working Body Members” may be appointed by the above mentioned “WBM” in near future.

Upto 5 Adhoc “WBM” can be appointed from the non-WBM present in the meeting for One Month depending on their involvement and previous contribution towards group objectives.

#### 4. Term of Office:

Each “WBM” shall hold office for a term of 1 years, which can be extended further. The Board shall strive to appoint persons as “WBM” with care, on the basis of their subscribing to Society’s objects and similar objects whenever filling vacancies.

#### 5 Roles and Responsibilities

##### 5.A President:

- a. Shall preside over all the meeting of the executive committee and the general body meeting.

- b. Shall represent the organization in any other forums or platforms where the organization need to take any role or attend or delegate any office bearer to attend meetings, conference etc.. on behalf of the organization as and when the organization is invited to such meeting and conferences.
- c. Shall be the signatory or one of the signatories on all documents, legal documents, etc.. as the case may be.
- d. Is empowered to nominate the executive committee member in consultation with the executive committee members.
- e. Is empowered to take the necessary disciplinary actions against the members of the executive committee of the general body for non-compliance with the bylaw of the organization. The dissension so taken should be ratified by the next generally body meeting.

#### 5.B Vice President

In addition to assisting the president in his activities, the vice president shall assume all the roles and responsibilities of the president as described above, in the absence of the president, and when the president delegates these powers to the vice president, or when the president wants him to act on his behalf.

#### 5.C General Secretary

- a. Shall maintain and be the custodian of all the documents and records of the organization
- b. Shall convene routine meeting of the executive committee and the general body, and convene special meeting of the executive committee and the general body when the president asks him to do so.
- c. Shall be one of the signatories on all documents, legal documents, etc.. as the case may be.
- d. Shall record the minutes of all the executive committee meeting and general body meetings, and present such minutes in the next meeting of the respective committee/general body.
- e. Shall be responsible for all communication with the members, office bearers and any outside agency – governmental or non governmental – in all matters relates to the organization.

#### 5.D Secretary

In addition to assisting the General Secretary in his activities, the secretary shall assume all the roles and responsibilities of the General Secretary as described above in the absence of the general secretary or when president or the general secretary want him to perform the duties of the general secretary.

#### 5.E Treasurer

- a. Shall be the custodian of all the assets and funds of the organization
- b. Shall maintain proper accounts of income and expenditure of the organization
- c. Shall maintain proper inventory of the assets of the organization
- d. Shall prepare annual budget and financial plans for the organization

- e. Shall periodically and annually prepare proper financial statements of the organization, have it audited by the auditor appointed by the general body, and present the full statement to the executive committee and the summary of the audited financial statement to the general body.

There shall be a President chosen by, and from among the WBM, subject to the first President being the person named above.

The President shall preside over the meeting of the Board of WBM and in her/his absence, the members present may elect a President for a specific meeting if vice President also not available.

#### 6. Power of the WBM:

All the powers available to the “WBM” in relation to the Society shall vest in the board of WBM.

The Board shall take all legitimate steps for proper administration of the fund in the interest of the beneficiaries and supervise, manage, develop and invest all the properties of the Fund in a prudent manner. While doing so, the WBM shall ensure that corpus of the Fund is invested in safe and secured manner as per the requirements of law applicable to the WBM.

Without prejudice to the generality of powers and functions of the Board to manage and administer the Society, the Board shall have the following powers:-

- a) To determine from time to time to commence and to take up the object and purposes for which the funds of the society shall be used and allot and allocate to each of the objects such portion of the funds as they deem fit;
- b) To purchase and acquire any immovable property of any kind for this object of the Society or as a source of income for the Society;
- c) To sell, mortgage, or dispose of any immovable property/properties belonging to the Society;
- d) To incur all expenditure necessary as in their own opinion useful for carrying out the objects and administration of the Society;
- e) To sell, lease, mortgage or dispose of any property, immovable property/properties belonging to the Society’
- f) To open one or more bank accounts of the Society with any bank or banks as the WBM may deem fit and deposit money of the Society in the Bank accounts.
- g) To borrow for and on behalf of the Society with or without security from banks, Governments, Universities or any other government Body/bodies both central and state.
- h) To employ staff of all kinds necessary and useful for carrying out the objects of the Society.

- i) To incur such other items of expenditure as is necessary and incidental for carrying out the objects of the Society.
- j) To institute, conduct, defend, compound, withdraw, compromise, adjust, and refer to arbitration or to do such things as are incidental and necessary, concerning the affairs of the Society and to sign and verify vakalats, pleadings, affidavits and other powers.
- k) To delegate all or any of the powers vested in the WBM to anybody' to frame rules, bylaws and other codes for the conduct of the affairs of the Society and its transactions and establishing any Committee.
- l) To accept contributions in cash or in kind either by way of addition to the Society funds generally or for any one or more of the specified objects of the Society.
- m) To establish as many adhoc committees for any purpose.
- n) To arrange for or authorize for signing or execution of any agreement, contract, instrument, documents or any other paper required to be signed or executed on behalf of the Society, or WBM, by the Executive WBM along with any one of the WBM to be nominated in this behalf by the Board and make the same effective and binding as if the said agreement, contract, instrument or documents or papers were signed by all the WBM.
- o) To appoint or make provisions for appointment of subcommittee of WBM or others to attend to or supervise or conduct specific objectives, scheme/s or functions in such manner and subject to such conditions as the Board may specify.
- p) To authorize one or more WBM to hold any asset or any fund or any investment of the Society subject, however, to the terms of those presents in such manner and subject to such terms and conditions as the Board may specify from time to time.
- q) To appoint Advisor and other staff for implementation or administration of the fund and the schemes related to the Society.
- r) To engage lawyers, solicitors, consultants, advisors to protect the properties of the Fund in litigation etc., or other proceedings and to ensure that the benefit of the Fund reaches the needy farmers/growers.

#### 7. Meetings of the Board of WBM:

The Board of WBM shall meet at least once a month and as often as necessary at the office of the Society or at such places as they may decide from time to time.

- a) The Chairpersons shall preside over all the meetings of the WBM and in his absence, the WBM attended such meeting may elect any one of them to preside over the meeting;

b) The meetings of the WBM may be convened by the Chairpersons or under his direction by any other WBM

#### 8. Quorum:

There shall be normal quorum when at least 1/2 of the total strength of WBM are present at any meeting of the Board of WBM. If a quorum shall not have assembled within half an hour after the time appointed for the meeting, the meeting shall be adjourned to the same time and same day next week and shall be convened after 30 minutes at the same place as originally declared. In such an adjourned meeting, a lower quorum of 1/3 of the WBM will be sufficient and all the business transacted in such meeting shall be considered legal and valid.

Provided however, in the absence of the normal quorum (i.e. 1/2 of the total strength of WBM) at the adjourned meeting, no business requiring a majority higher than 1/2 of the members present and voting, will be transacted. Provided further that at an adjourned meeting, the chair shall not permit discussion or decision on any matter, which has not been specifically listed in the notice for the original meeting.”

#### 9. Voting:

Decisions of the Board of WBM may be made at a meeting or by circulation of papers to them. Normal matters of routine nature may be circulated and decision obtained. The important matters are to be decided at the meeting. All matters arising for disposal shall be decided by a majority of the Board of WBM present at the meeting. The President of the Board of WBM shall have a casting vote in the event of equality of votes, in addition to his own. In the question of appointment of new WBM, removing the name of any WBM, increasing the number of WBM of the Society, and amendment of the objectives of the Society or dissolution of the Society, the resolution shall be required to be passed by 3/4th of all the WBM.

#### 10. Circular Resolutions:

Any business requiring urgent approval by the Board of WBM shall be transacted by circulation among the WBM by the any WBM in consultation with the Chairperson. Such approval shall be placed before the next meeting of the Board of WBM for ratification.

However, any matter or business of a routine or formal nature, which calls for an urgent decision, except those enumerated in the following paragraph, may be determined by a circular without meeting of the WBM provided that the matter is circulated to all the WBM in writing and the resolution is supported by majority of the WBM through their written consent. The circular resolutions shall be treated as any other resolution and they will have the same validity as other resolutions.

The following matters cannot be decided through a resolution by circulation:

i. Appointment of new WBM.

- ii. Removing the name of any WBM.
- iii. Increasing the number of WBM of the Society;
- iv. Amendment of the objectives of the Society; or
- v. Dissolution of the Society.

#### 11. Liabilities of the WBM:

The WBM shall be liable only to the extent of the money available or coming into their hands as WBM.

No WBM would be liable for the act, omission, defaults of any other WBM or for any loss experienced by the Society on account of any error of bonafide judgment on his part or for any other loss or damage whatsoever shall occur in relation to the execution of his duties as a WBM or in relation thereto unless the same be caused by willful act or omission on part of the WBM.

#### 12. Cessation of WMB'ship:

A WBM mentioned below shall cease to be the WBM of the Society if:-

- (a) he/she resigns.
- (b) he/she leaves Qatar on permanent basis.
- (c) he/she is adjudged insolvent or found guilty of an offence involving moral turpitude.
- (d) he/she is removed by the majority of the members of the WB, if it is found that the WBM(s) activities are detrimental to the activities or administration or funds of the Society
- (e) if he/she is found to have acted against the interest of the Society.
- (f) if it is unanimously decided by the WBM specified in para(4) above that his continuation in the Office is against the interest of the Society.
- (g) upon expiry of the period up to which the Board of WBM have nominated the WBM.
- (h) If he/she unable to attend 3 continues meetings or 8 meeting in whole Calendar Year.

#### 13. Patron Committee

The Board of WBM may co-opt maximum of ten patron of the Society for Guidance & smooth functioning of the Society for the period of 3 Years. The patron Committee shall consist of Following members and founder PATRON:

Patron



Patron

Patron

Patron

Patron

#### 14. Quorum:

Patrons may not have direct involvement in Working Body but can over write any decision with  $\frac{3}{4}$  majority of PATRON committee including appointment of new Working Body, removal/inclusion of any WBM.

#### 15. The Properties of the Society:

The properties of the Society shall be.-

- (a) Any amount collected by membership fee.
- (b) any properties movable or immovable, that may be acquired by the Society either by purchase or otherwise;
- (c) all additions and acceptations to the Society fund;
- (d) all voluntary donations both towards corpus or otherwise gifts, legacies or grants in cash or in kind accepted by the WBM;
- (e) all grants and contributions made to the Society by the Government, Government bodies, Society or Institutions, Trade Union or Societies etc;
- (f) all sums and assets which by and means become the property of the Society.

#### 16. Operation of the Fund:

The Fund shall be operated by the Board of WBM to realize and fulfill the objectives of the Society in the exclusive interest of the beneficiaries. All the expenses of the Society shall be borne out of income of the corpus, membership subscription, donations and other resources available to it. The Board of WBM shall be guided by the PATRON Panel in regard to matters of policy.

If, any question arises as to whether any such direction relates to the matters of policy or formulation and implementation of the schemes/projects in the interest of the beneficiaries, the decision of the Board of WBM arrived in concurrence with the Patron Panel shall be final.

#### 17. Resolutions:

- a) The WBM may exercise all the powers vested in them in clause 9 under these presents by resolution passed at a simple majority of the WBM attended such meetings of the Board of WBM.

b) Any resolution in writing signed by all WBM holding office for the time being shall be valid and binding.

18. Suits:

The WB of the Society is authorized to sue or to be sued on behalf of the Society.

19. Membership Qualification:

Uttarakhand admiring person who are resident in Qatar and above 18 Years of age,

20. Execution of Documents:

All Deeds, Documents etc. shall be executed by the Author of the Society jointly representing the Society.

21. Accounts and Audit:

a) The WBM shall maintain true and correct accounts of all Society money and of all the income and investments and all the outgoing expenses.

b) The year of account shall be the financial year commencing from 1st April and ending 31st March.

c) The books of account of the Society shall be kept at its registered office or at any other suitable place approved in advance by the Board of Society through a resolution.

22. Bank Account:

The Board of WBM may open an account or accounts with any bank or banks in the names of appointed WBM and the same is to be operated upon by jointly or severally on behalf of the Society.

23. Power to alter Rules and Regulations:

The Board of WBM shall have full power and authority to make, alter and rescind rules and regulations for the management and administration of the Society. No amendment to the terms of this Deed shall be made which are not in conformity of Qatar Law. Otherwise this deed can be amended by any resolution passed at a meeting of Board of WBM.

24. Application of Income and Society Fund:

The Board of WBM shall be empowered to invest the funds of the Society in movable or immovable properties, in such manner as they deem fit for the purpose of the objects of the Society provided that such investments shall be in accordance with the Qatar Law.

25. Remuneration to the WBMs:

The WBM are not entitled for any remuneration. Further the income and funds of the Society will be solely utilized towards the objects and no portion of it will be utilized for payment to WBM by way profits, interest, and dividends or otherwise.

26. Remuneration to the Patrons:

The Patrons are not entitled for any remuneration. Further the Income and funds of the Society will be solely utilized towards the objects and no portion of it will be utilized for payment to Patrons by way profits, interest, and dividends or otherwise.

27. Indemnity:

Every WBM shall be indemnified out of the fund in respect of any loss arising from or contingent upon any investment made out of the money of the Society unless such loss shall have been occasioned by own negligence and also every WBM shall be indemnified out of the Society against all proceedings, suits, claims, costs, damages and expenses occasioned by any claim in connection with the matters or affairs relating to the Society created by these presents or in the exercise of powers or discretion vested in them by virtue of these presents.

28. Irrevocability:

The Society is irrevocable.

29. Dissolution:

On dissolution of the Society, the net assets of the Society shall be transferred to an association of persons or Society or society having similar objects of this Society.

30. Proceeding of the Society:

Any defect in the constitution of the Society shall not invalidate its proceedings

31. Residuary:

For matters not provided for in these presents, the provisions of the Qatar Law will apply accordingly.

32. Conflict of Interest Policy:

The WB will design and ensure implementation of a conflict of interest policy based on principles outlined below:

(a) Definition of Key Person

For the purpose of this Society deed, 'key person' means any person. Further, any concern, whether commercial or non-profit, in which a natural 'key person' holds a position as an employee, Adviser

or ordinary member will also be included in the definition of 'key person' for the purpose of this Society deed. Any person associated in an honorary capacity with the Society will also be considered a 'key person' if he or she is in a position to influence decision-making in the Society. Further, a person will continue to be deemed a 'key person' for a further period of two years from the date his or her relationship as an active 'key person' of the Society comes to an end.

#### (b) Money Value

The conflict of interest policy will also consider the amount involved. If the total value of all such transactions with a key-person in a year exceeds QR 10,000.00, then:

- . The goods or services must be provided to the Society at actual, reasonable or discounted value.
- . Details of the transaction must be disclosed to the Board. The concerned member can not participate in discussion or voting.
- . Detailed minutes of the transaction must be kept.
- . The transaction must be authorized by 2/3 of the voting board. Persons, who have themselves sold services or goods to the Society in last one year, can not vote on this transaction.

#### (c) Prohibitions

- . The Society will not loan money or property to a key-person.
- . The Society will not make a grant of funds (directly through itself, or indirectly through another organization), to a key person.
- . The Society will not sell or buy or lease land or buildings from a key-person without specific approval of the Board of WBM and from the Charities Commissioner, where applicable.
- . The Society will not do business with a key person in a way that is unfair to itself.

#### (e) Disclosure of interest

- . Each WBM or Advisers (including, but not limited to, Chief Functionary, office bearers, etc.) must disclose possible points of conflict.
- . Such WBM should not be present when the matter is discussed.
- . Every transaction, having any monetary implication, during a year with a key person, will be reported in the audited annual financial statements of the Society. All outstanding commitments to / dues from a key person at the end of the year will also be disclosed, along with the highest and lowest amounts of such commitments / dues being disclosed in the audited annual financial statements.

IN WITNESS WHEREOF THE PARTIES HAVE SET THEIR RESPECTIVE  
HANDS AND SEAL ON THE DATE AND YEAR FIRST ABOVE WRITTEN.

SIGNED SEALED AND DELIVERED

Kamal Kant Sharma

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Witness:

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2.