

46/c

MEMORANDUM OF ASSOCIATION

- 1. Name of the Society : Name of the society shall be Council on Monuments and Sites.
- 2. Registered office : The Registered Office of the Society is at H.No. 254, Ground Floor, Sector-16, Rohini, Delhi.
- Area of operation : All over India
- 3. Objects of the Society :

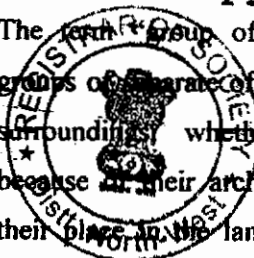
Following are the aims and objects of the Society.

i) The aim of the Society shall be to further the conservation, protection rehabilitation and enhancement of historical monuments, groups of buildings and sites on the national level for the benefit of the general public. The following definition of monuments and sites shall be broadly followed by the Society and interpreted in the context of India to include the living traditions and traditional practices associated with built heritage.

ii The term 'monument' shall include all structures (together with their pertinent fixtures and contents) which are of value from the historical artistic, architectural, scientific, social spiritual or ethnological point of view. This definition shall include works of monumental sculpture and painting, elements or structures of an archaeological nature, inscriptions, have dwellings and all

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iii The term "Group of buildings" shall include all groups of separate of connected buildings and their surroundings whether urban or rural, which, because of their architecture their homogeneity or their place in the landscape are of value from the historical, artistic, scientific social, spiritual or ethnological pains of views.



Rohit Jiyas

PRESIDENT

Jara Banna
SECRETARY

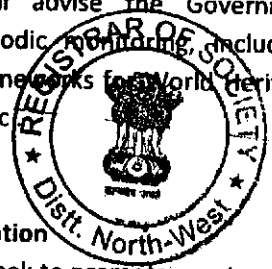
Mansu Pandit
TREASURER

- iv. The terms "monument", "site", and "group of buildings" shall not include:
 - Museum collections housed in monuments;
 - archaeological collections preserved in museums or exhibited at archaeological or historic site museums;
 - Open air museums.

b) The Society shall serve as a forum for discussion and for the exchange of information on matters of principle, and of technical, legal and administrative practice, affecting the conservation, restoration, rehabilitation and enhancement of monuments, sites and groups of buildings and historic landscapes for the benefit of the general public. It shall communicate with ICOMOS to understand global approaches, practices and trends in the field and present national perspectives on the same.

c) **Establish National Scientific Committees**
 The Society will encourage the establishment of National Scientific Committees to promote research in specific themes related to the conservation, rehabilitation and enhancement of cultural heritage sites and disseminate the research to the general public.

d) **World Heritage**
 The Society will advise the Government on World Heritage nomination, periodic monitoring, including the conservation and management frameworks for World Heritage Sites for the benefit of the general public.



e) **Regional Cooperation**
 The Society will seek to promote greater regional co-operation within the SAARC territories to promote greater understanding and regional exchange in the heritage field and to guarantee the generational renewal of all heritage professionals in the region for the benefit of the general public.

f) **Advisory Role in the field of Heritage Conservation**
 The Society shall perform an advisory role to various Government institutions on policy matters in the field of heritage conservation.

Kavith Jayasinghe
 PRESIDENT

Tara Sharma
 SECRETARY

Minister
 TREASURER

g) Awareness and Capacity Building for Young Professionals

In addition to the above, the Society will facilitate, through its expert members, capacity building and professional training programmes for young professionals,

h) Seminars, Conferences, Discussions, Exhibitions

The Society shall organize regular seminars, meetings, conferences and exhibitions at the regional and national level to discuss heritage issues relevant to the Society's mandate so that the general public is benefited.

i) Heritage Education

It shall promote a better understanding of the country's diverse multi-cultural heritage sites among the university and school children through regular awareness workshops and programmes.

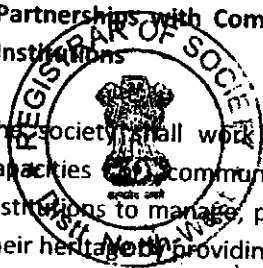
j) Promote Traditional Building Crafts Skills

The Society shall engage with traditional building craftspersons to document traditional building crafts skills and knowledge systems as well as promote and preserve such skills through the organization of regular workshops, training programmes

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k) Partnerships with Community Based Village Bodies and Institutions

The society shall work at the rural level in developing capacities of community based village bodies and institutions to manage, preserve, rehabilitate and enhance their heritage by providing access to technical expertise and resources. It shall serve to mainstream heritage concerns at the village level with decision making bodies at the district, state and central administration.



Rohit Jyotsna
PRESIDENT

Tara Sharma
SECRETARY

Rishi Bhat
TREASURER

l)

Collaboration with Urban Civic Bodies and Administration

At the urban level, the Society will work with municipalities and urban governance in promoting the preservation, rehabilitation and enhancement of historic centres and monuments by providing technical expertise. It shall work closely with urban civic bodies and administration as well as communities living in and around historic centres on issues of urban heritage conservation.

All the income, earnings movable and immovable properties of the society shall be solely utilized and applied towards the promotion of its aims and objects only as set forth in the Memorandum of Association and no profit on thereof shall be paid or transferred directly or indirectly by way of dividends, bonus , profits or in any manner whatsoever to the present or past members of the society shall have any personal claim or any movable or immovable properties of the society or make any profits , whatsoever by virtue of his membership.

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Rohit Jyotsna
PRESIDENT

Tara Sharma
SECRETARY

[Signature]
TREASURER

4. EXECUTIVE COMMITTEE : The Names, addresses, occupations and designation of the present members of the Executive Committee to whom the management of the society is entrusted as required under Section 2 of the Society Registration Act, 1860 as applicable to the state of Delhi is as follows:

S.No.	Name & Father's Name	Full Address	Occupation/Designation	Signature
1.	Shri Rohit Jigyasu S/O Shri Hari Jigyasu	Present Address House No. 105, Sec 16 A, Chandigarh Permanent Address House No. 105, Sec 16 A, Chandigarh	Conservation Architect	President <i>Rohit Jigyasu</i>
2.	Smt Rima Hooja D/O Shri Bhupendra Hooja	Present Address 11, Uniara Garden Moti Doongri, Jaipur Permanent Address 11, Uniara Garden Moti Doongri, Jaipur	Historian/ Archaeologist	Vice President <i>Rima Hooja</i>
3.	Smt Tara Sharma D/O Brij Mohan Sharma	Present Address D-7 Kailash Colony New Delhi 110048 Permanent Address D-7 Kailash Colony New Delhi 110048	Heritage Management Professional	Secretary <i>Tara Sharma</i>
4.	Shri Munish Pandit S/O Shri Kata Ram Pandit	Present Address 45, Triveni Apartments West Enclave, Pitampura New Delhi 110034 Permanent Address 45 Triveni Apartments West Enclave Pitampura New Delhi 110034	Conservation Architect	Treasurer <i>Munish Pandit</i>

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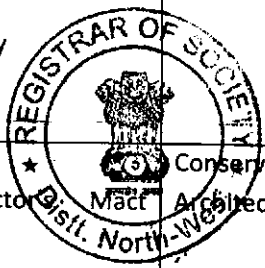
Rohit Jigyasu
PRESIDENT

Tara Sharma
SECRETARY

Munish Pandit
TREASURER

5.	Smt Yaaminey Mubayi D/O Shri Ashok Mubayi	Present Address BB-3 Greater Kailash -II New Delhi 110048, Permanent Address BB-3 Greater Kailash -II New Delhi 110048,	Social Sciences and Development Professional	Executive Member <i>Yaaminey Mubayi</i>
6.	Shri Maninder Singh Gill S/O Shri Mohinder Singh Gill	Present Address 556 Sector 29 NOIDA Uttar Pradesh Permanent Address 556 Sector 29 NOIDA Uttar Pradesh	Art Conservator	Executive Member <i>[Signature]</i>
7.	Smt Sangeeta Bais <i>D/O Shri S.N.S. Bais</i>	Present Address <i>14</i> T Sector 8, Jasola Vihar New Delhi 110025 Permanent Address A-446 Koel Nagar Rourkela Orissa 769014	Conservation Architect	Executive Member <i>[Signature]</i>
8.	Shri Sree Kumar Menon S/O Shri Aravinda Kshamenon	Present Address 43A Matruhridayam 22 Thrissur Municipality Thrissur, Kerala Permanent Address 43A Matruhridayam 22 Thrissur Municipality Thrissur, Kerala	Art Conservator	Executive Member <i>[Signature]</i>
9.	Shri Ajay Khare S/O Shri Prem Prakash Khare	Present Address H. No. 1/1 Director's Residency MANIT Campus Bhopal, M.P. Permanent Address H. No. 1/1 Director's Mact	Conservation Mact Architect	Executive Member <i>[Signature]</i>


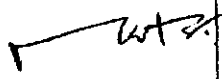
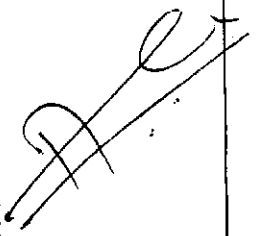
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Ranjit Jigyasu
 PRESIDENT

Jaya Sharma
 SECRETARY

Ranjit Jigyasu
 TREASURER

		Residency MANIT Campus Bhopal, M.P		
10.	Shri Vikas Dilawari S/O Shri Ved Prakash Dilawari	Present Address 273/6 Jawahar Nagar, Goregaon West Road No. 12, Mumbai 400062 Maharashtra Permanent Address 273/6 Jawahar Nagar, Goregaon West Road No. 12, Mumbai 400062 Maharashtra	Conservation Architect	Executive Member 
11.	Shri Sathya Venkata Suryanarayan Murthy Gullapalli S/O Shri Gullapalli Venkata Bhaskara Murthy	Present Address 2-2-1130/20-B F-15, 2nd Floor New Nallakunta Prasanthi Nagar Hyderabad Andhra Pradesh Permanent Address 2-2-1130/20-B F-15, 2nd Floor New Nallakunta Prasanthi Nagar Hyderabad Andhra Pradesh	Conservation Architect	Executive Member 
12.	Shri Alok Tripathi S/O Dr. Ram Gopal Tripathi	Present Address Head Department of History Assam University Silchar - 788011 Permanent Address 1/30 Vasundhara Dist Gazhiabad - 201012 (U.P.)	Archaeologist	Executive Member 

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Rohit Jyotsna
PRESIDENT

Tara Sharma
SECRETARY

Mishra
TREASURER

5. DESIROUS PERSONS :

Rohit Jigyasa

We the undersigned are desirous of forming a Society namely **Council on Monuments and Sites** under the Societies Registration Act 1860 as applicable to the state of New Delhi in pursuance of this Memorandum of Association of the society .

S.No.	Name & Father's Name	Full Address	Signature
1.	Shri Rohit Jigyasu S/O Shri Hari Jigyasu	Present Address House No. 105, Sec 16 A, Chandigarh Permanent Address House No. 105, Sec 16 A, Chandigarh	President <i>Rohit Jigyasa</i>
2.	Smt Rima Hooja D/O Shri Bhupendra Hooja	Present Address 11, Uniara Garden, Moti Doongri , Jaipur Permanent Address 11, Uniara Garden, Moti Doongri , Jaipur	Vice President <i>Rime Hooji</i>
3.	Smt Tara Sharma D/O Brij Mohan Sharma	Present Address D-7 Kailash Colony New Delhi 110048 Permanent Address D-7 Kailash Colony New Delhi 110048	Secretary <i>Tara Sharma</i>
4.	Shri Munish Pandit S/O Shri Kata Ram Pandit	Present Address 45, Triveni Apartments, West Enclave, Pitampura, New Delhi 110034 Permanent Address 45 Triveni Apartments, West Enclave, Pitampura, New Delhi 110034	Treasurer <i>Munish Pandit</i>
5.	Smt Yaaminey Mubayi D/O Shri Ashok Mubayi	Present Address BB-3 Greater Kailash New Delhi 110048, Permanent Address BB-3 Greater Kailash -II New Delhi 110048,	Executive Member <i>Yaaminey Mubayi</i>

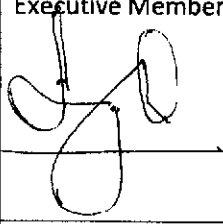

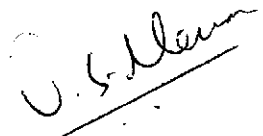
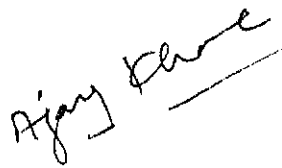

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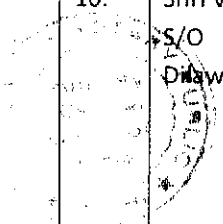


Rohit Jigyasa
PRESIDENT

Tara Sharma
SECRETARY


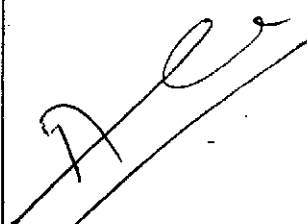
Munish Pandit
TREASURER

6.	Shri Maninder Singh Gill S/O Shri Mohinder Singh Gill	Present Address 556 Sector 29, NOIDA Uttar Pradesh Permanent Address 556 Sector 29, NOIDA Uttar Pradesh	Executive Member 
7.	Smt Sangeeta Bais W/o Shri S.N.S. Bais	Present Address 14 T Sector 8, Jasola Vihar New Delhi 110025 Permanent Address A-446 Koel Nagar Rourkela Orissa 769014	Executive Member 
8.	Shri Sree Kumar Menon S/O Shri Aravinda Kshamenon	Present Address 43A Matruhridayam 22 Thrissur Municipality Thrissur, Kerala Permanent Address 43A Matruhridayam 22 Thrissur Municipality Thrissur, Kerala	Executive Member 
9.	Shri Ajay Khare S/O Shri Prem Prakash Khare	Present Address H. No. 1/1 Director's Mact Residency MANIT Campus Bhopal, M.P. Permanent Address H. No. 1/1 Director's Mact Residency MANIT Campus Bhopal, M.P.	Executive Member 
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Rohit Jigyasu
PRESIDENT

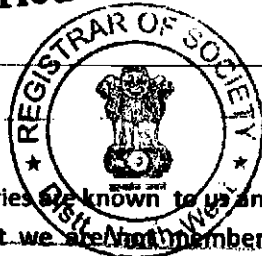
Jara Sharma
SECRETARY

Minkarjit
TREASURER

		Read No. 12, Mumbai 400062 Maharashtra	
11.	Shri Sathya Venkata Suryanarayan Murthy Gullapalli S/O Shri Gullapalli Venkata Bhaskara Murthy	Present Address 2-2-1130/20-B F-15, 2ndFloor New Nallakunta, Prasanthi Nagar Hyderabad Andhra Pradesh Permanent Address 2-2-1130/20-B F-15, 2ndFloor New Nallakunta, Prasanthi Nagar Hyderabad Andhra Pradesh	Executive Member 
12.	Shri Alok Tripathi S/O Dr. Ram Gopal Tripathi	Present Address Head Department of History Assam University Silchar - 788011 Permanent Address 1/30 Vasundhara Dist Gazhiabad - 201012 (U.P.)	Executive Member 

Certified True Copy

SANJEEV JAIN (N.P.)
Delhi Reg. No. 2599



We the undersigned verify that the above signatories are known to us and they put their signatures in front of us. We also declare that we are not members of the society.

ATTESTED

1. Signature :

2. Signature :

Name :

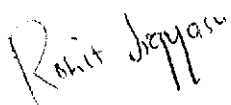
Name :

Occupation :

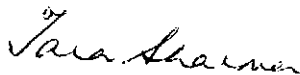
Occupation :

Full Address :

Full Address :



PRESIDENT



SECRETARY



TREASURER



Certified True Copy

[Handwritten Signature]
REGISTRAR OF SOCIETIES
DISTT. NORTH-WEST
GOVT. OF NCT DELHI


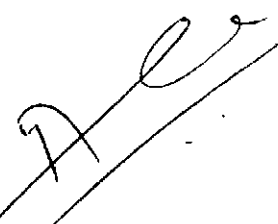
OFFICE OF THE REGISTRAR OF SOCIETY
Distt North-West Kirti Vihar, Delhi
Registration No. 134A
Documents No. 1845
Date 1-10-12

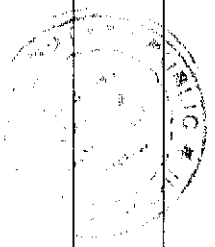


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[Handwritten Signature]
REGISTRAR OF SOCIETIES
DISTT. NORTH-WEST
GOVT. OF NCT DELHI

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Certified True Copy



SANJEEV JAIN (N.P.)
Delhi Reg. No. 2599

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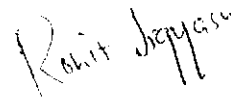
ATTESTED

1. Signature :

2. Signature :

Name :
Occupation :
Full Address :

Name :
Occupation :
Full Address :


PRESIDENT


SECRETARY


TREASURER

RULES AND REGULATIONS

- 1. **Name of the society** : Name of the Society shall be **Council on Monuments and Sites**

- 2. **Membership** : The following persons will be eligible as the members of the Society.
 - a) A citizen of India who has completed eighteen years of age at the time of his/her application for such admission .

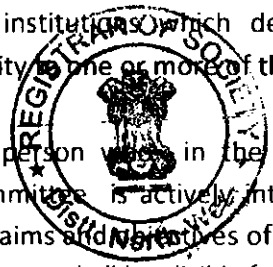
 - b) Persons engaged in the conservation of monuments, groups of buildings and sites as a member of the scientific, technical or administrative staff of national, regional or local monuments, fine art or antiquities services, a decision maker or a specialist engaged in the conservation, restoration, rehabilitation and enhancement of monuments, groups of buildings and sites including, as appropriate, architects, town planners, historians, archaeologists, ethnologists, archivists, material conservators, heritage managers and any other profession, occupation or trades directly engaged in the conservation of monuments and sites.

 - c) Any institution concerned with the conservation, protection, rehabilitation, enhancement or animation of historical monuments, groups of buildings and sites, institutions which have in their charge historical monuments, groups of buildings and sites and institutions which devote all or part of their activity to one or more of the objectives listed above.

 - d) Any person who in the opinion of the Executive Committee is actively interested or concerned with the aims and objectives of the society.

 - e) No person shall be eligible for admission as a member who has been declared as a lunatic or insolvent.

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Jogya
 PRESIDENT

Jara Sharma
 SECRETARY

Mukh Pandit
 TREASURER

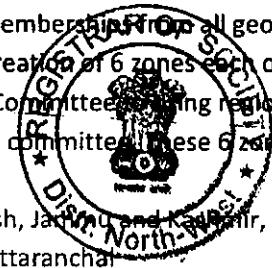
3. **Classification of Membership**

The membership is classified as under

1. **Individual Members** : Persons, as defined in Rule 2, with a minimum of 5 years of proven expertise in his/her field
 - 1 a) **Young Professionals** : A sub category of Individual membership, it is applicable to persons below 30 years of age
2. **Associate Members**: Any individual. As defined in Rule 2, who supports the mandate of the Society as defined in the Memorandum of Association
 2. a) **Student members** is a sub category of Associate membership and is open to students pursuing post doctorate and doctorate degrees in related fields of heritage conservation.
3. **Institutional Members**: An institution, as defined in Rule 2, that has been in existence for a minimum period of 5 years.
4. **Sustaining Members**: Any individual, as defined in Rule 2, who wishes to financially support the aims and objectives of the Society.
5. **Honorary Members**: A special category of membership that is conferred by the General Body on the proposal of the Executive Committee upon individuals who have rendered distinguished services in the field of the conservation, restoration and enhancement of historical monuments, sites and groups of buildings.

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The Society shall encourage membership from all geographical regions of India through the creation of 6 zones each of which shall be represented in the Executive Committee having regional representation to the national committee. These 6 zones are constituted as follows:



1. North Zone – Himachal Pradesh, Jammu and Kashmir, Punjab, Haryana, Chandigarh, Delhi, Uttaranchal
2. West Zone – Rajasthan, Gujarat, Maharashtra, Goa, Dadar and Nagar haveli, Daman & Diu
3. Central zone – Madhya Pradesh, Uttar Pradesh

Rohit Jyotsna
PRESIDENT

Tea Sharma
SECRETARY

Rohit Jyotsna
TREASURER

- 4. East Zone – Bihar, Orissa, Jharkhand, Chattisgarh, West Bengal, Andaman and Nicobar Islands
- 5. South Zone- Andhra Pradesh, Kerala, Karnataka, Tamil Nadu, Puducherry, Lakshwadeep Islands
- 6. North East Zone – Meghalaya, Tripura, Manipur, Sikkim, Assam, Mizoram, Nagaland, Arunachal Pradesh

4. Process of Application

Any individual or institution wishing to become a member of the Society shall complete an application form and forward it to the Secretary of the Society for approval. The Secretary shall table all applications received to the Executive Committee for approval. The quorum for an Executive Committee meeting to approve membership shall be a minimum of 6 members of the total strength of 12 Executive Committee members. Upon reviewing the application, the Executive Committee will approve membership based on the various categories of memberships. Upon notification from the President of acceptance of his/ her application, he/she shall pay membership dues, the annual amount of which shall be set by the Executive Committee

5. Membership Benefits

In exchange for payment of dues, each member shall receive a membership card, periodic publications and such other advantages as the Executive Committee of the Society shall from time to time decide.

6. Fees

All members shall pay annual subscription fee as determined by the Executive Committee for membership, failing which membership is subject to cancellation. Fee for each category shall be no less than the following



	Registration Fee	Annual Membership Renewal
INDIVIDUAL MEMBERS	Rs. 5,000	Rs. 3,500
YOUNG PROFESSIONALS	Rs. 2,500	Rs. 1,500
ASSOCIATE MEMBERS	Rs. 2,500	Rs. 1,500
STUDENT MEMBERS	Rs. 1,500	Rs. 500
INSTITUTIONAL MEMBERS	Rs. 50,000	Rs. 25,000
SUSTAINING MEMBERS	(min) Rs. 50,000	

Rohit Jyotsu
PRESIDENT

Tara Sharma
SECRETARY

Mini Reddy
TREASURER

7. **Suspension from membership**

: Members can be suspended in the following ways .

- a. On the death of the member.
- b. If he/she or it should resign at the end of a calendar year, after having given the Society written notice to that effect three months in advance, and after having paid his/ her/ its dues for the current year.
- c. On working against the objects of the society.
- d. If found guilty by the Executive Governing Body.
- e. If he/she/ it is formally struck off the register by the General Assembly or Executive Committee of the Society, or by resolution of the Executive Committee of the Society, for failure to comply with the Code of Ethics and Standards of Practice, for non-payment of dues or for any other valid cause.
- f. If he/ she has not attended three consecutive meetings of the general body without any intimation.

Appeal of the above suspension in written upto 15 day to the Governing body is left to the decision of majority of Governing body will be final.

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8. **General Body**

: All the members of the Society will constitute the General body

9. **Right and duties of the General body**

: Following shall be the right and duties of the General body.



- a. To hold elections of the Executive Committee .
- b. To amend or change the constitution with approval of 2/3 majority of the total members of the society . Amendment will effect after receiving certified copy from the office of the Registrar of Society Act after filing the amendment It shall approve the annual report and the accounts of the Society, approve the rate of membership dues

Rohit Jigyasu
PRESIDENT

Jara Sharma
SECRETARY

Abhishek Pandey
TREASURER

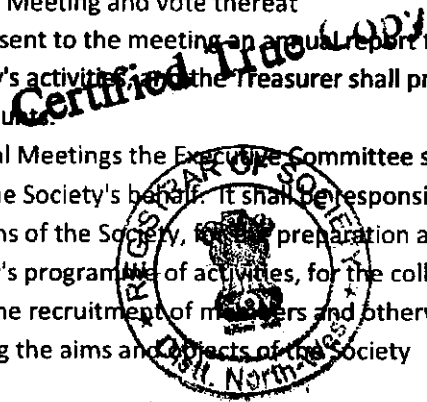
- c. To approve the annual budget and annual report of the Society

10. Meetings of the General Body

Annual General meeting

The Annual General Meeting of the Society shall consist of all the members of the General Body. The quorum at the Annual General Meeting of the Society shall be 25% of total membership and at least 55% of voting members. Should this quorum not be reached, the assembly shall be convened again, at the same place, 24 hours later; its decisions shall be valid whatever the number of members present. The Annual General Meeting shall be convened not later than 30th June in each year. The Secretary shall notify all members of the Society of the time and place of the meeting by letter sent no less than 4 weeks prior to the date of the meeting. All members shall be entitled to attend the Annual General Meeting.

- i) The Annual General Meeting shall not be convened in the same "region" for more than two consecutive years.
- ii) Institutional members shall designate a duly qualified individual to represent them at the Society's Annual General Meeting and vote thereat
- iii) The President shall present to the meeting an annual report to members on the Society's activities, and the Treasurer shall present the annual audited accounts.
- iv) Between Annual General Meetings the Executive Committee shall be empowered to act on the Society's behalf. It shall be responsible for the day to day operations of the Society, for the preparation and execution of the Society's programme of activities, for the collection of membership dues, for the recruitment of members and otherwise for promoting and achieving the aims and objects of the Society
- v) The President of the Society shall convene and preside over the Annual General Meeting and meetings of the Executive Committee. In the absence of the President, the meeting shall elect its own chair for the meeting. The Secretary shall draw up their agenda. The President shall be an ex-officio member of the ICOMOS International Advisory Committee. He or she shall represent the Society vis a vis third parties. He or she shall be responsible for liaison between the Society and the governing bodies of ICOMOS.



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PRESIDENT

Tara Sharma
SECRETARY

Miss. B. D. T.
TREASURER

Special General Meeting

- i) A special General Meeting of the Society may be called at any time by a resolution of the Executive Committee, or by requisition of 33% of the voting members. The Secretary shall notify all members of the Society of the time and place of the meeting, and the business to be transacted at the meeting, no less than 21 days prior to the date of the meeting. All members of the Society shall be entitled to attend a Special General meeting and vote thereat, either personally or by proxy.
- ii) The quorum at a Special General Meeting shall be 33 percent of the members. A Special General Meeting may only deal with business which has been included in the Notice of Meeting sent out by the Secretary.
- iii) Elections of the executive cannot be conducted in the Special General Meeting.

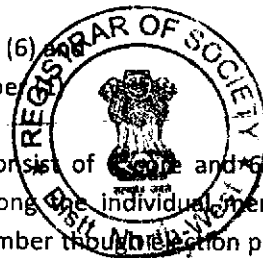
11. Formation of Executive Committee

Office bearers are appointed in the Executive Committee for the smooth working of the Society.

i. The administrative structure of the Society shall comprise of an Executive Committee composed of:

- 1. President, (1)
- 2. Vice President (1)
- 3. Secretary (1)
- 4. Treasurer (1)
- 5. Regional members (6)
- 6. Institutional member

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- ii) The Executive Committee shall consist of 10 regional representatives elected from among the individual members of the Society and 1 Institutional member through the election process as outlined below.
- iii) The President, Secretary and Treasurer shall be considered as office holders of the society.
- iv) The tenure of the Executive Committee shall be for a term of 3 years.
- v) The decisions of the Executive Committee shall be taken by a majority vote of members present or represented by proxy. Members of the Executive Committee may give their proxies to

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Manish Bhat
TREASURER

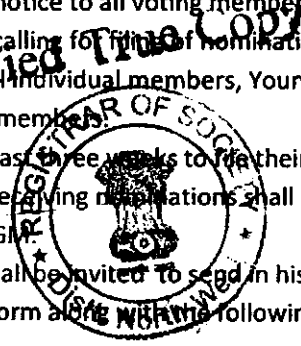
any other member of the Executive Committee but these proxies shall not count in the calculation of a quorum. The quorum of the Executive Committee shall be 6 members personally present, at least two of whom shall be office holders of the Society under article 6 (a)iii of these rules and at least one of whom shall come from a region other than that in which the Committee meeting is being held.

- vi) The Common Seal of the Society shall be kept by the Treasurer, and shall be affixed only by resolution of the Executive Committee and in the presence of two members of the Executive Committee, one of whom shall be the President or the Secretary.

12. Elections for the Executive Committee

An Election officer will be appointed by the Executive Committee. Members of the Executive Committee shall be elected as per the election rules laid as follows:

- i. The Executive Committee shall decide on the date of election no later than eight weeks prior to the Annual General Meeting (AGM) at which time the election results will be announced.
- ii. The President shall dissolve the Executive Committee after declaring the schedule of the elections and the name of the returning officer for the election.
- iii. A returning officer for the election shall be nominated by the Executive Committee who will be an individual member neither contesting nor endorsing any nomination.
- iv. The secretary shall circulate a notice to all voting members announcing the elections and calling for filing of nominations.
- v. Voting members will include all individual members, Young professional and Institutional members.
- vi. Candidates shall be given at least three weeks to file their nomination. The last date for receiving nominations shall be at least five weeks prior to the AGM.
- vii. Every candidate for election shall be invited to sign in his/ her nomination in the prescribed form along with the following information:
 - a. Name, Membership Number & Category, Post for which he/she desires to contest election, Occupation, Residential address, Experience

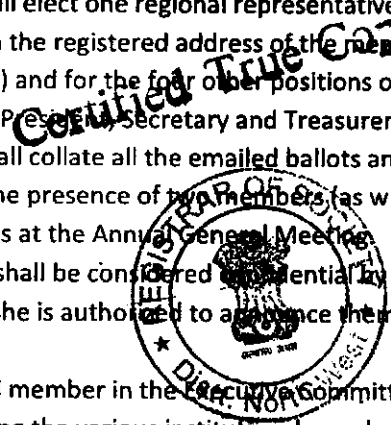


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Tara Sharma
 SECRETARY

Anshu Kishor
 TREASURER

- viii. Each nomination must be signed by a proposer and seconder both of whom must be valid voting members of the Society. A proposer and seconder can support only one candidate in each category / position.
- ix. Candidates must email their completed nomination forms along with scanned copies of relevant documents to the returning officer within three weeks of the election notice. The returning officer shall circulate a ballot sheet with the final list of names of valid candidates for election through electronic mail to each voting member (the same shall be displayed on the website), at least four weeks before the Annual General Meeting.
- x. Returning officer shall announce the list of valid candidates within a week of last date of filing nomination to all voting members through email/website notifications.
- xi. Any candidate who wishes to withdraw his/her name from the list can do so by writing to the returning officer within a week of publishing of the candidate list.
- xii. The final list of candidates for the various posts shall be announced on the website and through email to all voting members by the returning officer no less than two weeks prior to the AGM.
- xiii. All voting members shall post their vote by e-mail, procedure for which shall be posted on the web site or to all voting members by the returning officer.
- xiv. The returning officer shall receive votes by email or through online voting till not more than two days before the AGM.
- xv. Each voting member shall elect one regional representative from his/her region (based on the registered address of the member at the time of membership) and for the four other positions of office bearers: President, Vice President, Secretary and Treasurer.
- xvi. The Returning officer shall collate all the emailed ballots and count and scrutinize them in the presence of two members (as witness) and announce the results at the Annual General Meeting.
- xvii. Results of the elections shall be considered confidential by returning officer till he/she is authorized to announce them in the AGM by the President.
- xviii. The seat for institutional member in the Executive Committee shall be held by rotation among the various institutional members based on a draw of lot. The name of the institutions completing their term will be withdrawn from the lot at the next draw.
- xix. In the event of an insufficient number of nominations being received for the position of President and/or Executive Committee



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Prakash Pandey
TREASURER

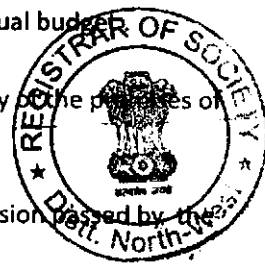
as herein before provided, those nominated shall be declared elected and floor nominations called for the remaining positions. If the number of persons nominated from the floor exceeds the number of vacant positions, an election shall be held. The proposer and seconder of any such nomination must be a member or a delegate for an Institutional Member.

- xx. All individual and institutional members who have paid their dues for two consecutive years prior to election shall be eligible to contest and vote in the elections. Defaulting members must pay arrears at least 6 months prior to election to be able to participate in the elections.
- xxi. At least 60% of total voting members should vote in the election to render the election valid.
- xxii. The President and members of the Executive Committee shall hold office until their successors are elected at the next Annual General Meeting.
- xxiii. Should the position of President, or a seat on the Executive Committee fall vacant prior to the completion of term, members of the Executive Committee shall nominate/ elect the successor for a period of not more than six months, & hold election for the vacant post as per the rules. New elected member will only serve for balance of the term of office of the previous occupant.

13. Right and duties of the :
Executive Committee

- 1. To appoint or suspend members.
- 2. To prepare the annual budget.
- 3. To ensure the safety of the properties of the society .
- 4. To execute the decision passed by the General body .
- 5. To constitute sub – committees to manage the different activities .
- 6. To do all the works which are in the interest of the society .
- 7. To apply and accept loan of any amount

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SECRETARY

Manish Khandelwal
TREASURER

from any institution, Bank, Private body, Members or outside person/s to fulfill objectives of the society .

14. Meeting of the Executive Committee :

- 1. Three meetings of the Executive Committee will be compulsory in a year but meetings can be called as and when needed by the President / Secretary .
- 2. The quorum of the meeting shall be more than half of 3 of the total members of the Executive Committee.
- 3. Intimation for the meeting will be given seven days before but urgent meeting may be called within 24 hours.
- 4. Meeting can be suspended in the absence of the quorum which will be conducted again on the next day at decided place and time. Quorum will not required in such a suspended meeting but the considered subject will remain same as in the previous agenda . In such a suspended meeting the presence of the two members of the managing committee is compulsory confirmation of the above meeting is required in the next meeting.

15. Rights and duties of the offices of the Executive Committee

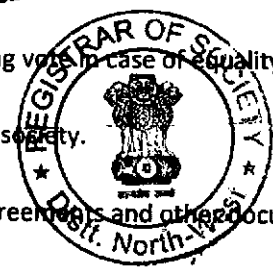
1. President

- a. To preside and conduct the meetings of the General Body and Executive Committee
- b. To give the casting vote in case of equality.
- c. To represent the society.
- d. To sign on the agreements and other documents.
- e. To take all final decisions with regard to the financial matter, administrative matter and other matters of importance to the society.

2. Vice President

- a) In the absence of the President, to chair the Executive Committee meetings

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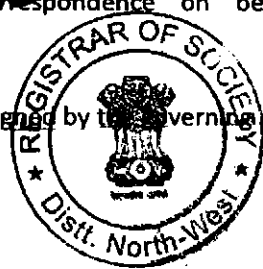
Anil Banait
 TREASURER

- b) In the event of a vacancy of the office of President due to his/her resignation/death, the Vice President shall carry out all the duties of the President till such time as a new President is elected

3. Secretary

- a. To summon and attend the meetings of the Executive Committee and the General Body.
- b. To conduct and record the proceedings of the meetings of the Executive Committee and General Body .
- c. To control the income and expenditure of the Society
- d. To monitor salaries, travel bills and other allowances of employees.
- e. To appoint salaried employees and to decide the salary and allowances with the consent of the society.
- f. To represent the institute and sign legal documents on behalf of the society
- g. To carry correspondence on behalf of the society.
- h. All other duties assigned by the governing body.

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4. Treasurer

- a. To prepare annual operating budget.
- b. To keep cash and control on daily accounts.

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Tara Sharma
 SECRETARY

Mishra
 TREASURER

- c. To shall collect subscriptions, gifts, grant / aids / donations etc., from the members, general public or other agencies / organizations etc and give receipts for the same
- d. To perform such other duties as may from time to time be entrusted to him by the governing body.

5 Regional Representatives

- a) To carry out activities in their respective regions in keeping with the Society's mandate.
- b) To implement decisions of the Executive Committee at the regional level
- c) To identify and bring to the attention of the Executive Committee, issues at the regional level that need to be addressed.

6. Institutional Member

- a) To provide institutional support to the activities of the Society at the regional and national level

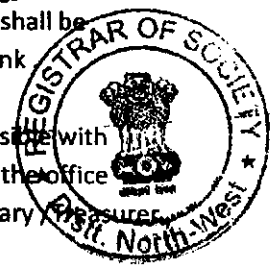
16. Funds of the Society

Funds of the Society shall be subscribed in the following way .

- | | |
|------------------|-------------------------|
| 1. Donations | 2. Fees |
| 3. Grants in aid | 4. Sale of publications |
| 5. Govt. Aid | 6. Membership Fees |

- a. The above collected money shall be deposited in a scheduled bank
- b. Bank transaction will be possible with the signature of any two of the office bearers - President / Secretary
- c. The rate of membership dues for each category of members shall be set from time to time by the Executive Committee of the Society, and shall be sufficient to provide for the amount of subscription payable to ICOMOS as well as for the

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other general requirements of the Society. All membership dues shall be accepted through cheques or wire transfers from the member's account. No cash transactions shall be accepted.

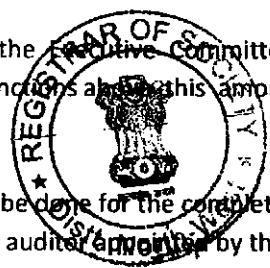
- d. The Treasurer shall receive and administer the funds of the Society and keep appropriate accounts in respect of all monies received or expended by the Society. The Treasurer will also prepare and annual statement of accounts for presentation to the Society's Annual General Meeting.
- e. The accounts of the Society shall be audited annually by an auditor to be appointed at the Annual General Meeting.
- f. The Society shall only have the power to borrow money or otherwise pledge or charge the assets of the Society by resolution of the Executive Committee.

17. Fund related Authority :

The following office bearers will be authorized to sanction the money of the society at one time of one voucher .

- 1. President – upto Rs. 1,00,000.00
- 2. Secretary - upto Rs. 50,000.00
- 3. Treasurer – upto Rs. 25,000.00

Approval from the Executive Committee will be necessary for sanctions above this amount .



18. Audit of the Society :

Yearly audit will be done for the complete accounts by the auditor appointed by the Executive Committee.

19. Change in the Constitution of the Society :

The Constitution of the society can be amended or changed with the approval of

Rohit Jiyasa
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Tara Sharma
SECRETARY

Hirshant
TREASURER

2/3 majority of total members which will be in accordance with the Societies Registration Act , 1860 .

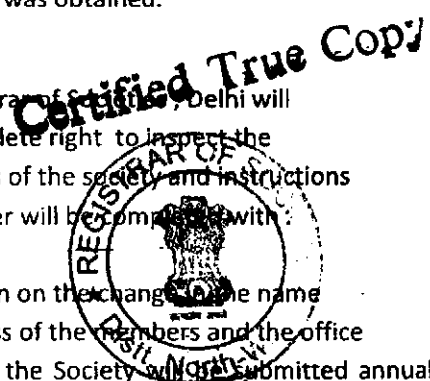
20. Dissolution of the Society :

If the dissolution of the Society is mandatory than the complete movable and immovable property will be transferred to the Society having the same objects. But the said complete proceedings shall be done according to the Section 13 and 14 of the Societies Registration Act 1860.

- a) The decision to dissolve the Society may be taken only by the Annual General Meeting of the Society, by a majority of votes cast, and shall be subject to ratification by the Executive Committee of ICOMOS.
- b) In the event of dissolution of the Society its assets shall be transferred to an appropriate organisation, in India, within a period of 12 months of the date upon which the approval of the Executive Committee of ICOMOS for the dissolution was obtained.

21. Inspection of the Society :

The Registrar of Societies, Delhi will have complete right to inspect the documents of the society and instructions by him / her will be complied with



22. Information under the Act , Section -4 :

Information on the change in the name and address of the members and the office bearers of the Society will be submitted annually to the Registrar Societies , Delhi , under the Act Section - 4 .

23. Application of the Act. :

All the provisions under all the section of the Society Registration Act , 1860 as applicable to the state of Delhi shall be applicable to this Society .

Rohit Juyasa
PRESIDENT

Vana Sharma
SECRETARY

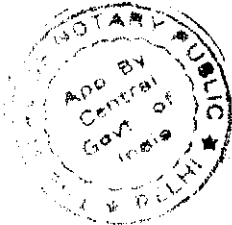
M. S. D. S.
TREASURER

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PRESIDENT

Tara Sharma
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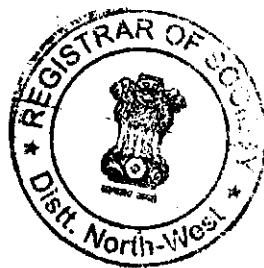
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Delhi Reg. No. 2589

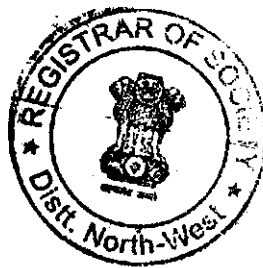


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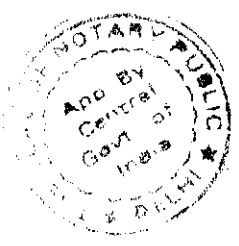


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PRESIDENT

Tara Sharma
SECRETARY

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