Bye Laws of

Tamil Nadu State Society for Consumer Protection & Empowerment

I (a) Name of the Society:

TAMIL NADU STATE SOCIETY FOR CONSUMER PROTECTION AND EMPOWERMENT (TANSSCOPE)

1. Registered Office:

Registered office of the Society shall be Office of the Commissioner of Civil Supplies and Consumer Protection Department, Ezhilagam IV Floor, Chepauk, Chennai-5.

(c) Area of Operation

Area of operation of the Society will extend throughout the State of Tamil Nadu.

(d) Vision

i. Alert and empowered consumers.
ii. Duty conscious consumers who follow principles of sustainable consumption.
iii. Businesses and traders follow fair business practices.

(e) Scope

The Society will take up a variety of activities to educate, empower and assist consumers get a fair deal in the market. The Society will implement of "State Consumer Help Line" funded by Government of India and other consumer awareness schemes of Government of Tamil Nadu as well as Government of India. The Society will also raise funds and conduct programmes with assistance from reputed National and International agencies for promoting Consumer Awareness.

(f) **Objectives**

1. To create awareness on consumer rights amongst citizens.
2. To establish and maintain Tamil Nadu State Consumer Help Line in line with the Guidelines of Government of India
3. To protect the life and health of consumers from poor quality and unsafe goods and services
4. To ensure that grievances of consumers in connection with purchase of goods and services are redressed properly and quickly.
5. To ensure that goods and services are made available in the market at affordable prices, standard quality and accurate measure.
6. To interact regularly with trade and producer bodies, VCOs and Government agencies to encourage voluntary efforts to guarantee consumer rights and product standards.

7. To prevent and eliminate unfair trade practices.
8. To educate consumers and make them aware of their rights against fraudulent traders.
9. To impart training to various stakeholders, i.e., Government departments, NGOs and consumer activists to create an all round healthy and friendly understanding of consumer rights.
10. To promote sustainable consumption as a means to sustainable development.
11. To work with consumer related Departments and agencies in Government and Private sector in order to uphold Consumer rights and other consumer-related laws in letter and spirit.
12. To educate the general public through Media, Educational institutions, Voluntary Consumer Organizations, Self Help Groups, Resident Welfare Associations, etc.
13. To issue regular alerts on safety, scandals, rackets, unsafe products, misleading advertisements etc., through Media / Internet to consumers to prevent large-scale exploitation.
14. To co-ordinate regularly with other enforcement agencies of Government, BIS and other departments to lobby for policy changes towards better consumer welfare and better enforcement.
15. To facilitate policy changes, enabling regulation of unrestricted professions and trades that offer services to consumers like plumbers, real estate dealers, electricians, etc., through a combination of self-regulatory bodies and regulatory codes.
16. To evaluate consumer welfare status in co-ordination with Voluntary Consumer Organizations and government agencies and suggest policy changes for a higher state of consumer welfare as per changing markets, consumer preferences and standards.
17. To develop and maintain Consumer protection website of Government of Tamil Nadu.
18. To publish and distribute monthly magazine on Consumer Protection viz. Tamil Nadu Nugarvor Kavasam and to maintain all accounts relating to subscriptions for the said magazine
19. To mobilize resources for consumer protection from Central, State Governments. as well as other National and International agencies
20. To draw the fund amount released by Government of Tamil Nadu and to sanction expenditure and release funds adhering the orders of Commissioner of Civil Supplies and Consumer Protection as authorized by Government of Tamil Nadu against the amount deposited in the bank account of the Society for implementation of Consumer Protection activities/schemes.
21. To review and monitor various schemes on Consumer Protection implemented.

II PROGRAMMES AND ACTIVITIES

All activities related to the objectives stated above.

III GENERAL BODY

I. Apex Body of the Society is the General Body. General Body shall consist of not more than thirty persons from Government Departments, Non Governmental Organizations, Voluntary Consumer Organizations or any Central Government Organization Representatives etc.

II. General Body of the Society will consist of the following members:

1.	Commissioner of Civil supplies & Consumer Protection	President
2.	Additional / Joint Commissioner of Civil Supplies & Consumer Protection	Secretary
3.	Deputy Commissioner I, O/o. CCS & CP, Chennai	Joint Secretary
4.	Accounts Officer, O/o CCS&CP, Chennai	Treasurer
5	Deputy Commissioner II, O/o. CCS & CP, Chennai	Member
6	Assistant Commissioner, O/o CCS & CP, Chennai	Member
7	Secretary or Special / Additional / Joint / Deputy Secretary, Co-operation , Food & Consumer Protection Department , Government of Tamil Nadu	Member
8	Secretary or Joint / Deputy Secretary, Finance Department, Government of Tamil Nadu	Member
9	Controller of Legal Metrology, Chennai	Member
10	Joint Director of Public Health and Preventive Medicine (PFA)	Member
11	Regional Director, BIS, Taramani, Chennai	Member
12	Deputy Commissioner of Civil Supplies & Consumer Protection Officer, Chennai-North	Member
13	Deputy Commissioner of Civil Supplies & Consumer Protection Officer, Chennai South	Member
14	Deputy Director of Drug Control, Chennai	Member
15.	Representative from a reputed Voluntary Consumer Organisation	Member
16	Representative from a reputed Voluntary Consumer Organisation	Member

III. The tenure of the General Body shall be three years. The control of administration and management of the affairs of the society shall vest with the General Body in accordance with rules and regulations of society.

IV LIST OF EXECUTIVE COMMITTEE MEMBERS

1.	Commissioner of Civil supplies & Consumer Protection	President
2.	Additional / Joint Commissioner of Civil Supplies & Consumer Protection	Secretary
3.	Deputy Commissioner I, O/o. CCS & CP, Chennai	Joint Secretary
4	Deputy Commissioner II, O/o. CCS & CP, Chennai	Member
5	Assistant Commissioner, O/o CCS & CP, Chennai	Member
6	Special / Additional / Joint / Deputy Secretary, Co-operation , Food & Consumer Protection Department , Government of Tamil Nadu	Member
7	Joint / Deputy Secretary, Finance Department, Government of Tamilnadu	Member

V. We, the undersigned, are desirous of forming a Society namely Tamil Nadu State Society for Consumer Protection and Empowerment under Tamil Nadu Societies Registration Act, 1975 (Tamil Nadu Act 27 of 1975)

1.	Commissioner of Civil supplies & Consumer Protection	President
2.	Joint Commissioner of Civil Supplies & Consumer Protection	Secretary
3.	Deputy Commissioner I, O/o. CCS & CP, Chennai	Joint Secretary
4.	Deputy Commissioner II, O/o. CCS & CP, Chennai	Member
5	Assistant Commissioner, O/o CCS & CP, Chennai	Member
6	Deputy Secretary to Government, Co-operation , Food & Consumer Protection Department , Government of Tamil Nadu	Member
7	Deputy Secretary to Government, Finance Department, Government of Tamilnadu	Member

Witnesses: (1) (2)

BYE-LAWS OF THE SOCIETY

1	Name of the Society	Tamil Nadu State Society for Consumer Protection and Empowerment
2	Address	Office of the Commissioner of Civil Supplies & Consumer Protection, Ezhilagam, IV Floor, Chepauk, Chennai-5.
3	Date of Starting	Actual date of Registration
4	Area of Service of Society	Whole of Tamil Nadu
5	Working Hours	10-00 AM to 5-45 PM on all State Government working days

1. **Short Title:**

These rules may be called the Rules of Tamil Nadu State Society for Consumer Protection and Empowerment

2) Definitions:

In these rules and memorandum of Association unless the subject or context require;

2.1 Act means "Societies Registration Act"

2.2 General Body means "the General Body of the Society"

2.3 Executive Committee means "the Executive Committee of the Society"

2.4 Government means "Government of Tamil Nadu"

2.5 Society means "Tamil Nadu State Society for Consumer Protection and Empowerment (TANSSCOPE)

3) Authorities of the Society:

The authorities of the Society shall be

- The General Body
- The Executive Committee
- Such other authorities as may be constituted by General Body.

4) Rights, Powers and Duties of General Body:

4.1 All property movable, immovable or of any kind shall vest in the General Body.

4.2 The business and affairs of the Society shall be carried on and managed by the Governing Body.

4.3 General Body shall have all such powers and shall perform all such functions as are necessary or proper for the achievement of and furtherance of the objectives of the Society.

4.4 Without prejudice to the generality of the foregoing provisions, General Body shall have following power and rights:

4.4.1 To prepare and execute detailed plans and proposals for establishment and development of the Society and for carrying on its administration and management

4.4.2 To receive grants in aid, accept other grant of money, donations and contributions in kind of cash, securities, negotiable instruments, other forms of assistance from other sources such as UNICEF, WHO, World Bank, Central and State Governments, National and International Agencies and other local bodies and enter into any agreement or arrangements for receiving such assistance for purposes and objectives of the Society.

4.4.3 To raise funds as deemed fit and necessary for the purpose and objectives of the Society

4.4.4 To approve and adopt annual reports, financial statements of accounts, financial estimates of the body, budget allotment and financial requirements of the society

4.4.5 To enter into agreement for and on behalf of the Society

4.4.6 To sue and be sued and defend all legal proceedings on behalf of the Society

4.4.7 To make, sign and execute all such documents and instruments as may be necessary for carrying on the management of the property or affairs of Society

4.4.8 To perform all such acts and do all such things as may be necessary for the proper management of the properties and affairs of the Society.

4.4.9 To appoint auditors of the Society

4.4.10 To make regulations for the management of the affairs of the Society when required.

4.4.11 General Body may delegate its specific rights, powers and duties and assign such functions and responsibilities as are considered necessary to the Executive Committee and or to Secretary of the Society

5) Meetings of General Body

Subject to the provisions of the Act, the General Body shall meet atleast once in a year before every September.

6) Special Meetings:-

President of the Society may convene special meetings of General Body to consider any matter of special importance or urgency or on the written requisition of not less than six members of General Body specifying the purpose for which the meeting is proposed to be called.

7) Notice of Meetings:-

Every meeting of the General Body shall be convened by notice issued under the hand of Secretary or any other Officer of the Society so authorised in this behalf. Every notice calling for the meeting of General Body shall be issued to every member not less than twenty one days before the day fixed for the meeting except in the case of special meetings where notice shall be issued 21 days before the day fixed for the meeting.

8) Quorum:-

Quorum of all meetings of General Body shall be not less than one third of total strength of members as per Section 7, for proceedings to be validly conducted. In case the quorum is not met and the meeting is adjourned, the Secretary must reconvene the adjourned meeting on the basis of same agenda.

9) Presiding Officer:-

President of the Society shall ordinarily preside over all meetings of General Body. In absence of President, Vice-President shall preside. In absence of both President and Vice President, members present shall choose one from amongst themselves to preside over the meeting.

10) Voting:-

In case of difference of opinion amongst members on any matter under discussion in a meeting, opinion of majority present shall prevail.

11) Powers, Rights and Duties of the Executive Committee:-

Subject to provisions of these rules and regulations, Executive committee shall have following powers and functions:

11.1 Executive Committee shall be responsible to General Body for efficient running of affairs of the Society.

11.2 To create, within the budget allotment, any post on consolidated salary up to Rs.25,000/- (Rupees Twenty Five seven thousand and five hundred only) per month and appoint from time to time such employees on such terms and conditions as it deemed to have for carrying out management and affairs of the Society. Creating posts and appointment to posts for salaries higher than Rs.25,000 per month will rest with General Body.

11.3 To propose byelaws, including Special Resolutions, amendments to existing byelaws for consideration and adoption by General Body. For this purpose, quorum of Executive Committee shall be not less than one third of total strength of members of Executive Committee.

11.4 To approve Annual Reports prepared by Joint Secretary and place it before General Body for its adoption

11.5 SPECIAL FINANCIAL POWERS

(a) To sanction expenditure up to Rs. 15 lakhs (Rupees Fifteen lakhs only) for a single work and Rs.15 lakhs (Rupees fifteen lakhs only) at a time for a number of works at the same time which shall be included in the project.

(b) To sanction expenditure up to Rs. 50 lakhs (Rupees Fifty lakhs only) on non- work item at a time in respect of all items or schemes which can be included in the project

(c) To sanction expenditure up to Rs.5 lakhs (Rupees Five Lakhs only) at a time on all schemes or items which have been included in the approved project.

(d) To draw the fund amount released by Government of Tamil Nadu and to sanction expenditure and release funds adhering the orders of Commissioner of Civil

Supplies and Consumer Protection as authorized by Government of Tamil Nadu against the amount deposited in the bank account of the Society for implementation of Consumer Protection activities/schemes.

(e) To release funds by way of Demand Draft / Cheque to District Collectors / Deputy Commissioners (City) North and South for implementation of Consumer Protection Schemes as per sub-allocation orders of Commissioner of Civil Supplies and Consumer Protection and Government of Tamil Nadu.

(f) To sanction job consultancy services on remuneration basis of more than Rs.5 lakhs (Rupees Five lakhs only).

11.6 Any proposal for financial expenditure beyond the above limit shall be placed before General Body for its Annual General Meeting or Extra-ordinary General Meeting as the case may be for its approval.

11.7 General Body will have a maximum of 15 members.

11.8 General Body can delegate any of its functions to the Joint Secretary.

12 Meeting of the Executive Committee:

Executive Committee shall ordinarily meet once in two months or more often if necessary. Five members of Executive Committee, including President, present shall constitute quorum of a meeting.

Approval of Executive Committee can be obtained by circulation of Proposals to its members.

13. Tenure of the Executive Committee:

Tenure of Executive Committee shall be for a period of 3 (Three) years.

14. Mode of Election:

The outgoing Executive Committee shall conduct the election for which a special meeting of General Body be convened after due notice of twenty-one days. In order to be eligible for election to Executive Committee as an Office bearer, a member will have to be formally proposed by one member and seconded by another member of the Society. Only those present at a specially convened General Body meeting shall exercise franchise. Official members of General Body that is serial number 1 to 13 shall be permanent members of the Executive Committee.

15. Resignation:

Resignation of a member from Executive Committee shall be tendered to the Society and shall not take effect until President of the General Body has accepted it on behalf of the Society.

16. Function of Officer bearers:-

Functions and the powers of the office bearers shall be as follows:

16.1 President

16.1.1 He / She shall, whenever present, preside over the Executive Committee meetings and General Body meetings.

16.1.2 He / She shall co-ordinate effects of various executive members of development of the Society.

16.1.3 In case the votes for and against a particular issue are equal, the President shall exercise his / her casting vote.

16.1.4 President may direct Secretary to call a special meeting at a short notice in case of emergency.

16.1.5 President shall be the sole and absolute authority to judge validity of votes cast by members at all General Body meetings and Executive Committee meetings.

16.2 Secretary

16.2.1 Secretary shall automatically exercise all powers of President in absence of President.

16.3 Joint Secretary

16.3.1 Joint Secretary shall be responsible for day-to-day management of affairs of the Society subject to terms and conditions of Executive Committee. He shall be Chief Executive of the Society.

16.3.2 He / She shall be responsible for management of staff of the Society. He shall exercise control and discipline over employees of the Society (Both full time and part-time)

16.3.3 Joint Secretary shall be authorized to appoint persons to posts on consolidated salary up to Rs.25,000/- (Rupees Twenty Five Thousand only) and below thereof. Executive Committee shall sanction terms and conditions of these posts.

16.3.4 To purchase articles and materials, including Drugs and Equipments, needed for the Society and for carrying out the objectives of the Society up to the value of Rs.1 lakh (Rupees One Lakh only) at a time, subject to Budget Provision.

16.3.5 He / She shall verify all Bills and countersign them before presenting them to Treasury for payment.

16.3.6 He / She shall arrange for the audit of the accounts of the Society by auditors appointed by General Body of the Society, who shall be Chief Internal Auditor of the Government of Tamil Nadu as per statute.

16.3.7 He / She shall convene meetings of General Body, Executive Committee, Annual General Body Meeting, Extra-ordinarily General Body Meeting, etc. He shall prepare Agenda for meetings for circulation to members. He shall circulate approved minutes of meetings.

16.3.8 He / She shall sign all Deeds and Documents on behalf of the Society according to directions of General Body or Executive Committee.

16.3.9 He / She shall present report of Executive Committee and General Body meetings of the Society.

16.3.10 He / She shall sue or be sued and defend the Society in all legal proceedings.

16.3.11 Any document or proceedings requiring authentication by the Society shall be signed and sealed by Joint Secretary.

16.3.12 Joint Secretary shall be responsible for Execution of all polices adopted in different meetings.

Special Financial Powers of Joint Secretary:-

a. To sanction expenditure up to Rs. 5 lakhs (Rupees Five Lakhs only) for a single work and Rs.5 lakhs (Rupees Five lakhs only) at a time for a number of works in the same time which have been included in the Project.

b. To sanction expenditure up to Rs.5 lakh (Rupees Five lakh only) on non-work items at a time in respect of all items or schemes, which have been included in the Project.

c. To sanction expenditure up to Rs. 1 lakh (Rupees One Lakh only) at a time on all schemes or items which have not been included in the approved Project.

d. To sanction job consultancy service on remuneration basis up to Rs.5 lakh (Rupees Five Lakh only).

e. The above four items shall be reported to the Executive Committee, provided expenditure incurred for an amount exceeding Rs.1, 00,000 (Rupees One lakh) under (a) (b) (d) except (c) shall be placed before Executive Committee, for information.

f. Any proposal for expenditure beyond limits prescribed above shall be placed before Executive Committee for its approval.

g. Joint Secretary can incur any extra-ordinary expenditure subject to the ratification of Executive Committee or General Body within 3 (Three) months of such expenditure.

h. To draw the fund amount released by Government of Tamil Nadu and to sanction expenditure and release funds adhering the orders of Commissioner of Civil Supplies and Consumer Protection as authorized by Government of Tamil Nadu against the amount deposited in the bank account of the Society for implementation of Consumer Protection activities/schemes.

i. To release funds by way of Demand Draft / Cheque to District Collectors / Deputy Commissioners (City) North and South for implementation of Consumer Protection Schemes as per sub-allocation orders of Commissioner of Civil Supplies and Consumer Protection and Government of Tamil Nadu.

16.3.13 To do all such other lawful acts as may be necessary and be executed for achievement of any or all objectives of the Society.

16.3.14 Joint Secretary can sub-delegate his functions with previous approval of Executive Committee to any Office bearer of the Society.

16.4 Treasurer : -

He / She shall maintain proper books and accounts for the funds received and expended by the Society.

16.5 Responsibilities of Treasurer:-

16.5.1 He / She shall keep overall control over funds of the Society and manage them properly within policies laid down by Executive Committee.

16.5.2 He / She shall prepare annual balance sheets and statement of accounts get them audited and afterwards present them at General Body meeting for approval.

17. Funds of the Society:-

Financial year of the Society will be from first day of April to the 31st day of March of succeeding year.

17.1 The funds of the Society shall consists of the following:

a) Recurring and non-recurrent grants made by Government of Tamil Nadu and / or the Government of India for the furtherance of the objectives of the Society.
b) Income from investments.
c) Income from external funding agencies, other sources;
d) Grants, loans, donations or assistance of any kind from foreign Governments and other agencies with prior approval of the Central/State Government; and
e) Grants, Loans, donations or assistance of any kind from any Government agency or others in India

17.2 There shall also be a "Special fund", which would consist of :

a) Such amounts as are received with a specific condition that income thereof along shall be used for the purpose of the Society (with Corpus being left intact);
b) Such other amounts as General Body may decide to divert from the regular fund to be used in the manner specified in clause (a) above.

18. Funds of the Society shall be spent towards promotion of aims and objectives of the Society including items such as:

18.1 Payment of salaries, allowances and expenses to the staff of the Society.

18.2 Payment of expenses for administration of the Society including travelling expenses, audit of the accounts of the general funds of the Society.

18.3 Payment for any legal proceedings which the Society or any member, if authorized by the Society thereof is a party when such proceedings are undertaken for the purpose of securing or protecting the rights and interest of the Society and its members subject to section 6 of the Societies Registration Act, 1860.

18.4 Publication of periodicals or magazines furthering particularly the interest of the Society and its members.

19. Accounts of the Society:-

19.1 The funds of the Society shall be deposited in one or more accounts opened with a Nationalized bank. Joint Secretary and President shall operate the bank account of the Society jointly. In the absence of either the President or Joint Secretary, Secretary is authorized to sign cheques jointly with the other.

19.2 The Executive Committee at its discretion limit up to Rs.20,000 (Rupees twenty thousand only) the cash balance which may be held by the Joint Secretary to meet sundry expenses of the Society.

20. Financial Year : -

20.1 Accounting year for the society will be from 1st April to 31st March of succeeding year.

20.2 Society shall maintain proper accounts and other relevant records as well as documents comprising the receipt and payment accounts, statement of assets and liabilities and balance sheet.

21. Keeping of Accounts

The Executive Committee shall arrange for the proper maintenance of accounts with respect to

1. All sums of money received and expended by Society and the matters in respect of which receipts and expenditure take place.
2. All sales and purchases of goods by the Society and
3. The assets and liabilities of the Society.

22. Audit:-

22.1 A Chartered Accountant, to be appointed by the Executive Committee of the Society, shall audit the accounts of the Society. The nature of audit to be applied and the detail arrangement to be made in regard to the accounts and their maintenance and the presentation of the accounts for audit shall be as per guidelines. The Auditor shall also submit a report showing the exact state of financial affairs of the Society. The copies of balance sheet and the auditor's report shall be certified by the auditor, and filed with the concerned Government Agencies.

22.2 Society shall ensure that the accounts are duly audited and the audit report is to be placed before Executive Committee.

23. Annual Report

23.1 The Joint Secretary shall prepare an annual report of the proceedings of the Executive Committee and all works undertaken during the year. This report and the duly Audited Annual Accounts of the Society shall be placed for approval before Executive Committee.

23.2 The Annual Report and Annual Accounts as approved by Executive Committee shall be placed before the Annual General Body meeting of the General Body before 30th September of the year. A copy of the Annual Report and Annual Accounts as approved by General Body may be forwarded to Government within 30 days and shall be filed with the Registrar of Societies, Tamil Nadu along with:

a. a list of names, address and occupation of the office bearers of the Society, certified by the President; and
b. a copy of balance sheet and auditor's report certified by the Auditor.

23.3 Annual Reports shall be placed before Executive Committee of the Society.

24. Legal proceedings:-

24.1 The Society may sue or be sued in the name of the Society through its Joint Secretary.

24.2 No suit or proceeding shall abate b y reason of any vacancy or change in the holder of the office of the President, the Joint Secretary or any office bearers authorized in this behalf.

24.3 Every decree or order against the Society in any suit or proceeding shall be executable against the property of the Society and not against the person or the property of the President, the Joint Secretary or any office bearer.

24.4 Any person, including a member of the Society who damages, injures or destroys any property of the Society or otherwise acts in a manner resulting in pecuniary loss to the Society can be sued by the Society. The fact that such person may be a member of the Society shall not in any manner prevent the Society from proceeding against him in a court of law.

25. Any amendment in memorandum of rules will be carried out in accordance with procedure laid down under Societies Registration Act of Tamil Nadu.

26. Discussion and adjustment of affairs

If the Society needs to be dissolved, it shall be dissolved as per provisions laid down under Societies Registration Act of Tamil Nadu and net amount remaining at the end shall be remitted back into Government Account.

27. Application of the Acts:-

At the provisions under all sections of Societies Registration Act of Tamil Nadu as applicable to Chennai City shall apply to this Society.

28. Contracts:-

28.1 All contracts and other instruments for an on be3half of the Society shall, subject to the provisions of the Act, be expressed to be made in the name of the Society and shall be executed by the persons authorized by Executive Committee.

28.2 No contract for the sale, purchase or supply of any goods or materials shall be made for and on behalf of the Society with any member of the Society or Executive Committee, or his / her relative, or firms in which such member is a partner / shareholder, or with any other partner or shareholder of a firms or a private company in which the member is a partner or Director.

28.3 All contracts shall be fielded, finalized and entered upon in accordance with the guidelines of Executive Committee and / or specific directions of Commissioner of Civil Supplies and Consumer Protection.

29. Common Seal

The Society shall have a common seal of such make and design as Executive Committee may approve.

30. Powers of State Government

The State Government can issue directions to the Society on any matter that it deems fit and as may be necessary. The Society shall be bound to comply with any such direction from the State Government.

31. Notice

Notice may be served upon any member of the Society either personally or by post to the address of such member at the address mention3ed in the register of members. Any notice so served by post shall be deemed to have been served on the day following that on which the letter, envelope or wrapper containing the same is posted and in proving such service, it shall be sufficient to prove that cover containing such notice was properly addressed and delivered to the post office.

32. Records of Society

32.1 The Society shall keep in its registered office proper books of accounts, in which should be entered accurately:-

a. All sums of money received and the source thereof, all sums of money expended by the Society and the object or purpose for which such sums are expended:
b. The assets and liabilities of the Society.

32.2 The other records will be:

a. Member register;
b. Proceedings Register of the General Body;
c. Proceedings Register of Executive Committee;
d. Cash Book, Bank Book and General Ledge;
e. Records of the Employees of the Society;
f. Records of the Accounts and Claims;
g. Stock Register;
h. All other records required for proper and systematic running of the Society.

33. Essential Certificate:-

28.1 "Certified that this is the correct copy of rules and regulations of the Society.

28.2 The income and funds of the Society shall be solely utilized towards the objectives of the Society and no portion of its shall be utilised for payment to the members of the General Body or Executive Committee by way of profit, interest, dividend etc., except remuneration if any allowed by the Government.

28.3 The Society shall not carry on its activity with the intention of making profit.

28.4 The activities of the Society shall be carried out only in India.

28.5 The investment of funds of the Society shall be in accordance with the provisions of section 13 (1) (d) read with section 11 (5) of the Income Tax Act.

28.6 The Society is irrevocable by the promoters.

28.7 The benefits of the Society are open to all irrespective of casts, religion, sex etc.