

PART 2: THE REQUEST FORMAT

FORM ICH-09

Request by a Non-Governmental Organization to be Accredited to Provide Advisory Services to the Committee
1. Name of the organization: TAMILNADU RURAL ARTS DEVELOPMENT CENTRE
2. Address of the organization: 101, JAWANS BUILDING , WEST VELI STREET, MADURAI, PIN: 625 001
3. Country or countries in which the organization is active: <input checked="" type="checkbox"/> national <input type="checkbox"/> international (please specify:) <input type="checkbox"/> worldwide <input type="checkbox"/> Africa <input type="checkbox"/> Arab States <input type="checkbox"/> Asia & the Pacific <input type="checkbox"/> Europe & North America <input type="checkbox"/> Latin America & the Caribbean Please list the primary country(ies) where it is active: INDIA
4. Date of its founding or approximate duration of its existence: Legal registration was on 09-08-1991 but established and existed since 08/03/1987.

5. Objectives of the organization:

Not to exceed 350 words

Objective of the Organisation:

- a) To promote and develop the rural folk arts
- b) To ensure and protect the original form of the folk arts of Tamilnadu, and develop the same by involving the community, groups and individuals.
- c) To protect the traditional art forms from alterations and modifications of modern era.
- d) To develop and to preserve Tamil culture through the folk arts
- e) To raise awareness through cultural programs at local, regional and national levels of the importance of the intangible cultural heritage and ensure the cultural appreciation in the country.
- f) To promote Tamil folk arts by conducting certificate and diploma courses, among schools and college students.
- g) To conduct cultural events, seminars and youth festivals among students and enhance their participation in developing folk arts as a skill.
- h) To promote literature on folk arts
- i) To promote Tamil rural folk arts among the people of other Indian states
- j) To start and promote the rural folk arts institutions
- k) To safeguard the intangible cultural heritage.
- l) To work for the welfare of the folk artists and help them to avail the existing facilities in the region.
- m) To participate in the national level competitions and cultural programs and get the recognition of the talented artists from government and cultural organisations

6. The organization's activities in the field of safeguarding intangible cultural heritage

6.a. Domain(s) in which the organization is active:

- oral traditions and expressions
- performing arts
- social practices, rituals and festive events
- knowledge and practices concerning nature and the universe
- traditional craftsmanship
- other domains - please specify:

6.b. Primary safeguarding activities in which the organization is involved:

- identification, documentation, research (including inventory-making)
- preservation, protection
- promotion, enhancement
- transmission, formal or non-formal education
- revitalization
- other safeguarding measures - please specify:

6.c. Description of the organization's activities:

Not to exceed 750 words

The organization was founded by the highly motivated youth who worked for the institutionalization and proper recognition of the field of education as folk art in Tamilnadu with an objective to impart cultural skills to young boys and girls in an educational environment in a formal school setting. In his endeavor, he received fullest cooperation and support from the district administration and named after Tamilnadu Rural Arts Development Centre headed by the Commissioner of Madurai Corporation. Prior to this, it was functioning as a non registered body in the name of "Institute of Folk Arts and Dances" since 1987. Then it got its legal registration in the year 1991 and it is the first institution with proper syllabus on folk arts in its kind. During those days, it was imparting "Master Craftsman Training" course which was then converted as institutionalized Training on a particular Trade "Folk arts". This paved a way to coin a course curriculum and imparted with a certificate and diploma through the government sponsored programs called TRYSEM by DRDA. Thus it has started with a vision to impart trainings on folk arts and later developed its area of functioning with conducting Festivals and seminars on folk subjects regularly and participate in programs of local, state and national levels.

BROAD CLASIFICATIONS OF OUR ACTIVITIES:

1. TRAINING AND DEVELOPMENT
2. CONDUCT FESTIVALS AND SEMINARS
3. PARTICIPATE PROGRAMS AND EVENTS.
4. EXTEND AND FACILITATE TO OBTAIN WELFARE FACILITIES / AWARDS TO THE FOLK ARTISTS.
5. ORGANISE THE FOLK ARTISTS TO PROTECT THE ART FORMS

Major activities:

1. Conducting certificate courses and trainings on folk arts among village youths on the folk arts on the land of Tamilnadu.
2. Disseminate and make aware of the public on intangible cultural heritage of Tamilnadu i.e. the folk arts of the land through festivals and seminars.
3. Recognize the folk artists through awards to encourage their talents on intangible cultural heritage of Tamilnadu
4. Help the individual artists to obtain the grants and aids to procure music instruments and art materials
5. Extend and help to get the welfare facilities available from the government such as "house patta" i.e approved free land to construct house, free music instrument, art materials, identity cards, membership subscription to welfare board, loan facilities-bank linkages etc.,
6. Train the aspiring individuals on the folk art and help them to earn their livelihoods (obtained certificate of appreciation for this initiatives from the district collector)
7. conduct part time training programs to school and college going students on folk arts and thereby imbibe them with cultural consciousness and involvement.
8. Participated every year since 1994 in national Communal Harmony and national integration-cultural programs organized by Government of India with folk artists consisting 25 in a team and received awards every year.
9. Take the culture of Tamilnadu to different states of India since 1990.
10. Participated actively with 1250 artists in South Asian Federation Games in the year 1995 at Chennai and performed the folk arts during opening and closing ceremony which was appreciated by the government.
11. During the 8th World Tamil Conference at TANJAVUR, we participated with 1000 artists and disseminate the folk arts of Tamilnadu.
12. We participate regularly the Inter State Cultural exchange program at national level and take our folk art to different levels which in turn protect the dying and intangible folk arts of the nation.
13. This art could be developed only when those artists are protected with a regular livelihood as they does it as a traditional trade and occupation. In order to keep these artists with the same interest, we have had initiated many other welfare services which has been discussed at the above points and thus retain the growth and interest in the minds of the artists.

Through these activities, we ensure and protect the intangible cultural heritage of Tamilnadu and develop the sense of responsibility of every Indian and culture lovers as a whole.

7. Its experiences cooperating with communities, groups and intangible cultural heritage practitioners:

Not to exceed 350 words

Its experiences cooperating with communities, groups, and intangible cultural heritage practitioners;

Since its formation as a rural folk art development centre, it has been doing many Yoeman services to the traditional folk artists and their family especially while organize them under one roof and promote them in a climate where there is a gap between modern arts and traditional arts. In fact most of these traditional arts such as “OPPARI” which is a folk song that will be sing on the occasion of death in rural villages. The organization’s head Mr. Somasundaram (KARAGAM) dancer whose educational background and experience in working with these artists and the folk art, realized the need for document it as it could not be gathered once the old aged singers’ life time. Similarly, he has the vision to develop the folk art as a educational branch of Tamil folk lore, he gave much importance to the protect the intangible folk arts and culture from the influence of modern life style. It is a very precious art and it has to be protected and kept informed and imparted to those of the youth whose interest is also on the lines with the national interest. His experience while organize, work with and facilitate the role as an artist, mentor, developer and promoter, he feels that he has had done a considerable contribution to the art through his NGO which is exclusively work for the cause. The CBOs (member organizations of folk artists of different parts of Tamilnadu) that are developed and promoted by him are the best examples of his work in the field which in turn directly and in some aspects indirectly promoting the intangible cultural heritage of the Tamil folks. The organization which is widely accepted by the particular community people who are the so called folk artists of various kind as a promoter, protector and educator whose personal social and cultural life is predominantly affected by lack of education in 99% of the cases and ignorance of the social life. These artists are in need of constant help for their personal (in their respective art) socio-economic and political life as they are from lowest strata of the community and lack leadership. Our intervention to empower them in self sustenance and make aware of their children on importance of education and their traditional art which is giving rebirth to the intangible cultural heritage of the land. Our artist are always very cooperative and member of our Tamilnadu Rural Art Development Centre since its formation and ever growing in numbers in Tamilnadu. Thus, the art and its originality will be taken to next generation too through our education, training and continuous support to the folk artists.

8. Documentation of the operational capacities of the organization:

Please substantiate the operational capacities of the organization with appropriate documentation, as described in paragraph 94 of the Operational Directives.

8.a. Membership and personnel

Please submit supporting documents.

8.b. Recognized legal personality

Please submit supporting documents..

8.c. Duration of existence and activities

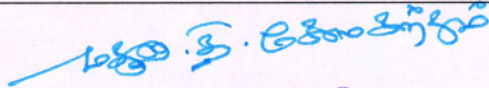
Please submit supporting documents.

9. Contact person for correspondence:

Dr. T. SOMASUNDARAM, DIRECTOR, TAMILNADU RURAL ARTS DEVELOPMENT CENTRE, 101, JAWANS BUILDING, WEST VELI STREET, MADURAI -625001, TAMILNADU, INDIA.

E-MAIL ID: director@tnradc.org, pwilfreds@yahoo.com (consultant - projects).

10. Signature:



DIRECTOR
TAMILNADU RURAL ARTS DEVELOPMENT CENTRE
Jawans Building, West Veli Street
MADURAI - 625 001.

K. ALLAUDIN, I.A.S.,
CHAIRMAN

Dr. T. SOMASUNDARAM, M.A., Ph.D.,
DIRECTOR

90068 - Tamilnadu Rural Arts Development Centre



Tamilnadu Rural Arts Development Centre,
Jawans Building, West Veli Street,
MADURAI - 625 001.
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GENERAL BODY MEMBERS

- CHAIRMAN** - Mr.K.Allaudin, I.A.S.,
(Principal Secretary to Government of Tamil Nadu)
- VICE CHAIRMAN** (1) - Mr.D.J.Dinakaran
(Commissioner of Corporation, Madurai)
- (2) - Mr.A.Ramachandran
(District Revenue Officer, Madurai)
- SECRETARY & DIRECTOR** - Dr.T.Somasundaram,Ph.D.,

Official Members

1. Register, Madurai Kamaraj University
2. Deputy Commissioner of Police, Madurai
3. Chief Educational Officer, Madurai
4. Station Director, All India Radio, Madurai
5. Dy. Director, Collegiate Education, Madurai
6. Public Relation Officer, Madurai
7. Principal, Sri Sathguru Sangeetha Vidyalayam,
Madurai.
8. Principal, Tamil Nadu Govt. Music College,
Madurai.

Non-Official Members

1. Mr.K.Ganesan, I.A.S.,
2. Mr.R.Sivakumar, I.A.S.,
3. Dr.Saraswathi Venugobal, Ph.D.,
4. Dr.S.Thiruvaskam, Ph.D.,
5. Mr.M.Mariappan,
6. Dr.K.Abdul Lattif,
7. Dr.A.D.Jegadesa pandian,
8. Mr.V.Kajakamal,
9. Mr.K.Bose,
10. Mr.S.PariParameswaran,
11. Mr.T.Ganesh,
12. Mr.C.Rajasekaran,
13. Mr.V.Subbaiah,
14. Kalaimamani M.Pitchaiappa,
15. Kalaimamani U.Parvathi.

K. ALLAUDIN, I.A.S.,
CHAIRMAN

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GOVERING BOARD MEMBERS
&
OFFICE BEARERS

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(Principal Secretary to Government of Tamil Nadu)
- VICE CHAIRMAN** (1) - Mr.D.J.Dinakaran
(Commissioner of Corporation, Madurai)
- (2) - Mr.A.Ramachandran
(District Revenue Officer, Madurai)
- SECRETARY & DIRECTOR** - Dr.T.Somasundaram,Ph.D.,

Official Members

1. Chief Educational Officer, Madurai
2. Public Relation Officer, Madurai

Non-Official Members

1. Dr.K.Abdul Lattif
2. Mr.V.Kajakamal
3. Mr.T.Ganesh
4. Mr.M.Pitchaiappa

FORM NO. II

(See Rule 8 of the Tamil Nadu Societies Registration Rule 1978)

Certificate of Registration under section 10 of the Tamil Nadu Societies Registration Act, 1975 (Tamil Nadu Act 27 of 1975)

CERTIFICATE OF REGISTRATION OF SOCIETIES

S. No. 180 of 91

I hereby certify that (Name of the Society)

சிறப்புள்ளி கிராமியக் கலைகள் கல்வியறிவு
சங்கம், மதுரை.

has this day been registered under the Tamilnadu Societies Registration Act 1975 (Tamil Nadu Act 27 of 1975)

Given under my hand at MADURAI,

this 9th day of January (Month)

One Thousand Nine Hundred and Ninetyone.

[Handwritten signature in green ink]

SIGNATURE OF THE REGISTRAR,
MADURAI.

918

SEAL



90068 Tamilnadu Rural Arts Development Centre
TAMILNADU RURAL ARTS DEVELOPMENT CENTRE
MADURAI
MEMORANDUM OF ASSOCIATION
RULES AND REGULATIONS
(BYE-LAWS)

1. NAME OF THE ORGANISATION : TAMILNADU RURAL ARTS DEVELOPMENT CENTRE
2. REGISTERED OFFICE ADDRESS : 101, Jawans Building,
West Veli Street,
Madurai – 625 001.
3. DATE OF ESTABLISHMENT : 09-08-1991.
4. JURISDICTION AREA OF THE ORGANISATION : Jurisdiction of Madurai District Registrar.
5. OFFICE WORKING HOURS : 10.00 a.m. – 1.00 p.m.
2.00 p.m. – 8.00 p.m.
(In all Working Days).

6. OBJECTIVE OF THE ORGANISATION:

- a) To promote and develop the rural folk arts
- b) To ensure and protect the original form of the folk arts of Tamilnadu, and develop the same by involving the community, groups and individuals.
- c) To protect the traditional art forms from alterations and modifications of modern era.
- d) To develop and to preserve Tamil culture through the folk arts
- e) To raise awareness through cultural programs at local, regional and national levels of the importance of the intangible cultural heritage and ensure the cultural appreciation in the country.
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- h) To promote literature on folk arts
- i) To promote Tamil rural folk arts among the people of other Indian states
- j) To start and promote the rural folk arts institutions
- k) To safeguard the intangible cultural heritage.
- l) To work for the welfare of the folk artists and help them to avail the existing facilities in the region.
- m) To participate in the national level competitions and cultural programs and get the recognition of the talented artists from government and cultural organisations.

7.EXECUTING THE OBJECTIVES

The objectives of the organisation will be implemented by the Director cum Secretary with the assistance of office staff after getting the concurrence from the Chairman.

8. LEGAL ADVISER (or) OFFICER:

To appeal for the organisation and to answer any suits against the organisation the Director cum secretary will work.

9.THE PERSON (or) OFFICER TO IMPLEMENT THE ACTIVITIES OF THE ORGANISATION AND FOR GUIDANCE:

The Chairman will do all the necessary works of guidance and to implement the activities of the organisations. The chairman will decide and inform the executive committee in urgent matters. The director cum secretary will under go the routine works and to implement the decisions of the Chairman and the Executive Committee.

10.ENROLMENT OF MEMBERS:

1. Qualification and Regulations for Members:

Anybody who is interested in Rural art and above 21 years old can be join as a member of this organisation. But the executive committee can either accept or reject such persons. The chairman has the right to appoint the honorary members depending upon their Qualifications.

2. Member's Entrance Fee and other fees (or) Details of subscriptions:

a). Entrance fee for the members of this organisation is Rs.10/-

b) Annual fee for them is not exceeding Rs.50/- per year. They should pay the fees that the executive committee decides.

3. Excess fee with penalty or the punishment for the members who did not pay the subscription before the given date as per the rule no.24.

Members should pay their annual subscription before 30th April to the director cum secretary in the centre. They can also pay the subscription with penalty Rs.10/- before 15th May. Those who didn't pay the fees will be treated as outsiders and their membership will be cancelled.

11. DETAILS REGARDING THE DISMISSAL OR THE MEMBER AND THE APPEAL FOR IT:

The dismissed members those who are against the rules and regulations of the Organisation, those who are against the Executive orders of the Chairman and those who are didn't pay the annual subscription will be enrolled by a prior request made and by paying the penalties and also after the approval of the executive committee.

90068-Tamilnadu Rural Arts Development Centre

Those dismissed members of the relieve members cannot claim anything from the organisation, and cannot appeal anything the organisation.

12. THE RIGHTS, BENEFITS AND THE SPECIAL BENEFITS OF MEMBERS.

They can participate the General Body meeting. They can enjoy the benefits after getting the permission from the chairman. They can contest in the elections a biding the rules and regulations.

13. METHOD OF EXECUTING THE WORKS, ADMINISTRATIVE DIVISIONS UNDER THE ORGANISATION:

- 1) General Body
- 2) Governing Board. (Executive Committee).

1. GENERAL BODY: (CONSISTS OF 27 (TWENTY SEVEN) MEMBERS).

Chairman	-1	(one)
Vice-Chairman	-2	(two)
Member-Secretary	-1	(one)
Official Members	-8	(eight)
Non-Official members	-15	(Fifteen)

Total	27	(Twenty Seven)

2. All members can assume office for three (3) years and can be retained continuously other than some cases of different expression (position).
3. Electing executive committee members abiding the rules.
4. Applicants with the qualifications of members who are applying with the concurrence of the chairman will be treated as the members of general committee.
5. Members should submit their subjects to be discussed in the general body meeting at least before three days to the Director cum secretary after the conference of the Chairman.
6. Members should not discuss the subjects other than the given one. If the chairman considers the subjects as important, it can be permitted.
7. If the member does not come three successive meeting, their membership will be cancelled.
8. General Body meeting information should be given before seven days. For urgent general body meeting, the information should be given at least two days before the meeting.

9. Increase of any missing in the circular or a members is not given information accidentally, however, that does not affect the decisions/plans and executions of the meeting.
10. Giving approval to the center’s budget of the executive committee.
11. Atleast 10 members should attend the General Body meeting. (The Quorum is ten).
12. The chairman should preside over all the general body meetings. In case of his absence, Vice-Chairman should preside over the meeting in series. In case of the absence of the both, Chairman should nominate anyone of the member as a president for that day.
13. General body meeting is arranged for a purpose. we may request the chairman to rearrange the general committee with the 2/3 majority of the assembled members. The Chairman to do the same for rearranging the general committee.
14. The rules and regulations given in this area will not be applicable to the chairman, director cum secretary.
15. The General Committee may give guidelines for the development of centre. The Chairman has the right either to approve it or reject it.

2) GOVERNING BOARD: (consists of the following 10 members).

1. Executive committee

Chairman	- 1	(one)
Vice-Chairman	- 2	(Two)
Director cum secretary	- 1	(one)
Official members	- 2	(Two)
Non-Official members	-4	(Four)
Total	----- 10	(Ten) -----

2. Executive committee meeting should be arranged at least once in two months.
3. It should be informed at least before two days regarding the executive committee meeting.
4. At least four (4) members should attend the meeting. (The Quorum is four).
5. To determine the all activities of the centre.
6. To verify and approving the budget of the centre.

7. Approving the nomination of the office bearers of the centre.
8. Approving the allocation of amount to the centre to buy antiques (necessary things) dress materials, properties and the maintenance charges.
9. Forming high level committee, sub-committee and advisory committee with the concurrence of the Chairman to develop the centre.
10. Suggestions given in the executive committee will be executed if it is passed in the voting with 2/3 majority, after the discussion. If the counting favours either side with equal votes, the chairman may either vote once again (second time) or can nominate another vote.
11. Reshuffling the rules and regulations of the centre can be accepted if the 2/3 majority turns up the meeting.
12. The suggestions and demands in the executive committee should be given to the Director cum secretary, the previous day and should get the permission of the chairman.
13. The executive committee can be cancelled or rearrange the regulation law, rules, sub-rules and another decision finalised by the same or the general committee or sub committee.
14. At least 1/3 majority of the executive committee may request the chairman to rearrange the executive committee like that the chairman can also present plans to rearrange it.
15. The chairman or the vice-chairman can order for an urgent work that they should send the papers (resolutions) to the respective members of executive committee and get the concurrence from them.
16. Nominating the auditor for inspecting the year budget.
17. The executive committee can be arranged by a circular before 24 hours prior to the commencement of the meeting, if the chairman and secretary considers as important.

3) THE CHAIRMAN:

1. Acting as the leader (President) for the general committee and executive committee.
2. Has the right to nominate the office bearers of the centre.
3. Has the right to dismiss the administrators and the executive members, if they are against the objectives of the centre.
4. Communicating higher officials.
5. All activities / programmes should be approved by him.

6. To preside over the executive and general body meetings.

7. Chairman will act as the controller of examinations for the certificate and diploma examinations (till the date of appointment of Controller of Examinations).

8. Can take decisions during urgent matter. He will inform the same to executive and general committees later.

9. Has the right to nominate an officer for electing general committee from members and executive committee from general committee.

10. Can implement other activities with a view to extend the objectives. (Whether they are related to the objectives of the organisation or not).

4). MEMBER-SECRETARY (Director cum Secretary).

1. Member-secretary will be named as the Director cum Secretary. He is also acting as the chief administrator of the centre.

2. Director cum secretary is the secretary for the general committee, executive committee, sub-committees and other organisations produced by the centre. But when appeals are forwarded for the consideration of executive committee, he has the right to participate in the discussion and has the right for voting.

3. To communicate various persons on behalf of the responsible organisations of the centre.

4. Publishing and sending the notifications regarding the executive meetings and various committee meetings with the approval of the chairman.

5. Can dismiss administrative (office) staff with the approval of the chairman.

6. Preparing and maintaining the activities register and Register for general and executive committees.

7. Antiques (Artistic things) and properties of the centre and office properties will be under the control of director cum secretary.

8. Preparing the budget and special programmes accounts.

9. Office high council meeting presided over by director cum secretary.

10. Doing all activities connected with the centre.

11. Can utilize student's fund and student's service fund with the permission from the chairman.

12. To publish student's receipt and antiques sale receipt.

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13. Implementing the activities decided by general and executive committees.
 14. Director cum Secretary has the right to possess not exceeding Rs.500/- (other than the day's expense) for routine official expenses.
 15. Director cum Secretary must maintain a service register to register the activities of the office staffs.
 16. Director cum Secretary must alone accept all the money that should reach the office. He should deposit all the amount with the nationalized bank recommended by the executive committee.
 17. Director cum secretary should sign in all the cheques on behalf of the Tamil Nadu Rural Arts Development Centre. He can transact the business for the centre. tables, notes and other details for the expenses will be written, accepted and prepared by him.
 18. He should acknowledge the cheques, drafts, demand drafts and other details of expenses that should be submitted for Tamilnadu Rural Arts Development Centre.
 19. Admitting the students for certificate and diploma courses.
 20. Preparing the syllabus for the certificate, diploma courses.
 21. Acting as the superintendent for the certificate and diploma course examinations.
 22. Presiding over the cultural programmes of the centre, selecting the students for special programmes and he has the right to take action against indisciplinaries during the programmes with the chairman's approval.
 23. Offering and maintaining the artistic things to college.
 24. Students association will be under the control of director cum secretary.
 25. Conducting students association election. elections and meetings for student's association will be arranged only director cum secretary's presence.

(14).QUALIFICATIONS OF EXECUTIVE MEMBERS AS PER SECTION 15 – THEIR WORK ALLOTMENT AND THE DETAILS REGARDING THEIR NOMINATION:

1. Those who are contesting in the election of executive committee must be a member of General committee. They will be elected by winning the majority vote of the presented members.
2. Those who wished to contest in the election will nominate to the director cum secretary before 2 days.

(15).PREPARING YEAR AND OTHER NOTIFICATIONS AS PER CENTRE'S RULES AND REGULATIONS AND SENDING THEM TO REGISTER OFFICE:

90068 Tamilnadu Rural Arts Development Centre
(a) Certified/approved year budget and trial balance and notification.

(b) A report about the name and address of the members of both general and executive committees after the end of financial year.

(c) As assurance that the centre is doing its works regularly. These above details should be sent and approved by district registrar within two months.

(16).AUDITING THE INCOME-EXPENDITURE ACCOUNTS FOR THE FINANCIAL YEAR AS PER SECTION 16:

The nomination of auditor/auditors and the details of financial year (from which month to which month).

(a) An approved auditor/ should audit the income-expenditure account and trial balance of organisation.

(b) The financial year of the organisation is from 1st April to 31st March.

17) SUPPLYING RULES AND REGULATIONS, INCOME-EXPENDITURE ACCOUNTS AND TRIAL BALANCE WITH AN APPLICATION MADE BY THE MEMBERS AND COLLECTING FEES FOR THAT:

The copies of every section will be issued by the director cum secretary after the approval of the chairman by paying Rs.50/-

18. DETAILS OF PUNISHMENT AGAINST THE MEMBERS AND OFFICERS NOMINATED AS PER SECTION 2. WHO ARE AGAINST THE SUB LAWS OF THE ORGANISATION:

The chairman and the executive committee has the right to dismiss members and officers who are against the organisation and sub-rules. Those members and officers will be responsible for all the losses.

19. DETAILS OF IMPROVING THE ORGANISATION'S COLLECTION MONEY, INVESTMENT AND FINANCIAL POSITION AND MAINTAINING THEM:

Investment, collection and other funds shall be deposited in a Nationalised Bank with the centre's name. The director cum secretary will maintain the all bank accounts with the approval of the chairman.

20. DETAILS REGARDING THE FUNDS OF THE HANDICAPPED AND THEIR DEPENDENTS AS PER SECTION 25.

Regarding this matter the chairman will decide and then that will be finalised in the executive committee.

21. DETAILS OF THE WORK OF THE NOMINEE TO LOOK AFTER THE ROUTINE WORK AND THE EXPENDITURE FOR THE ROUTINE WORKS:

The director cum secretary has the right to look after the routine work, to instruct all office staff and to take action against the indisciplinarians.

22. (1) DETAILS REGARDING ARRANGING YEARLY GENERAL COMMITTEE AND METHODS TO ARRANGE IT AS PER SECTION 26.

- a) General body meeting should be arranged either once or twice per year.
- b) The General Body meeting should be conducted within three months after the completion of financial year, that is within the end of June. There should not be a gap of more than twelve months between two meetings.
- c) Twelve Executive committee members should be elected from the general committee. There should be official and non-official members.
- d) If there is any vacant in the Executive committee, that position may be filled in by conducting by-elections. At the elected person can assume charges only for the remaining period.
- e) Those who are under 21 years old cannot be a member of this organisation.

(2). DETAILS OF THE NUMBER OF INVITED MEMBERS IN CIRCULAR FOR THE UNEXPECTED GENERAL BODY MEETING AS PER SECTION 28:

To conduct “unexpected meetings” they should atleast get 90% of members of both the General and Executive committees. If they get the acceptance of 90% of the members, they cannot conduct the meeting. Unless the 90% of members should present for the meeting. Meeting conducted against this rule, will be cancelled.

23.DETAILS OF SPECIAL RESOLUTIONS EXPRESSED AS PER SECTION 2(j):

The special resolutions as per TamilNadu Society Registration Act 1975, Section 2(j) and section 12 will be implemented after the approval of the chairman and the discussion made in the executive committee and after passed with 2/3 majority of members attended in the executive committee.

- a) To dismiss the elected members for executive committee.
- b) Buying and selling immovable properties.
- c) Purchasing other things more than Rs.10,000/-

24. MEMBERS OF GENERAL AND EXECUTIVE COMMITTEE CAN CHECK THE REGISTERS DURING OFFICE HOURS WITHOUT ANY FEES.

- a) Register of the members of general and covering board.
- b) Register of resolutions (minutes).

- c) Register of the income and expenditure accounts of the organisation. If the members wish to see the above records during the office hours, they can apply to director cum secretary and get his prior permission. The above records should be maintained by director cum secretary. Those records should be preserved in the office of the organisation.

25. DETAILS OF ADMINISTRATING THE CENTRE AND OTHER DETAILS RELATED TO THE ORGANISATION.

- (a) If the centre is dissolved for any reason, the properties of the centre, finance and the investments should not be shared by the members. They should be handed over to the TamilNadu state government.
- (b) If there is any rules that did not bind under this and other problems in due course of time, the chairman and the director cum secretary can decide together to solve it.
- (c) The above said organisation will act abiding rules of 1978 as per TamilNadu Society Registration Act 27/1975.