

## **RULES AND REGULATIONS**

1. **NAME OF THE SOCIETY:** The name of the society shall be  
"ALL INDIA BACKWORD CLASSES  
FEDERATION"

2. **MEMBERSHIP :**

The membership of the society is **open to any gender of B.C.** residing in India or abroad who has subscribed to the aims and objects of the society, subject to the approval of the managing committee as its life member, member and associate member on payment of his/her subscription as hereinafter provided

Members should believe the Social Justice B.C. Movement, vision/mission and contribute time, talent and treasure.

**NOTE:** If the membership is not approved by the Governing Body of Society, the reason of refusal shall be communicated to the persons/applicant concerned.

**a) LIFE MEMBER:**

Any B.C. person who pays Rs.1000/- as admission fee and subscription of Rs 5000/- shall be admitted as Life Member of the Society subject to the approval of the management.

**b) ANNUAL MEMBER:**

Any B.C. person residing anywhere in India/World who pays Rs.100/- as admission fee and subscription of Rs.500/- per year shall be admitted as Annual Member of the Society subject to the approval of the management.

**c) ASSOCIATE MEMBER:**

Any B.C. person who pays yearly subscription of Rs. 100/- per year shall be Associate Member of the Society subject to the approval of the Managing Committee. The Associate Member of the organisation/association will have no voting right nor

the rights and privileges of a member within the scope of Section 15 of Societies Act, 1860.

### **3. PATRONS:**

The Managing Committee may, on such terms and conditions as it shall decide from time to time, admit as Patrons those persons who are likely to help in furthering the objectives and causes of the Federation either through their professional knowledge and experience and/or through financial assistance

### **4. ADMISSION & QUALIFICATION FOR MEMBERSHIP:**

- a) Every application for the admission as member of the society shall be addressed to the President.
- b) No application shall be considered unless the applicant is proposed by a member and seconded by another such member
- c) Every such applicant shall be considered in the meeting of the managing committee and shall be accepted or rejected by a vote of majority present in the meeting in terms as those falling under rule 5 of these rules.

### **5. ADMISSION FEE AND SUBSCRIPTION:**

The Admission Fee and Subscription shall be as under unless and otherwise revised by the Managing Committee of the Society.

- a. Admission Fee of Rs. 1000/- and subscription of Rs.5000/-at the time of admission at a time for life member.
- b. Admission Fee of Rs.100/ at the time of admission and subscription of Rs 500/- per year for member.

### **6. TERMINATIONS OR CESSATION OF MEMBERSHIP**

The managing committee of the Federation shall have the powers to expel/terminate a member or members from the membership of the Federation on the following grounds.

- a) On death
- b) On written resignation

- c) If found to be involved in any anti social activities.
- d) If adjudged by any court of law to be a criminal offender.
- e) If found guilty by means of anti propaganda of the Aims and Object of the Society.
- f) If has not attended three consecutive meetings without any intimation.
- g) If disregards Rules & Regulations or disobey the decisions of the governing body. The reasons for termination of the members shall be communicated to the members concerned.

## **7. GENERAL BODY:**

All the members of the Federation will constitute its general body.

- a) NOTICE: Minimum 15 days notice shall be given to the members, before the date of General Body meeting, enclosing agenda specifying date, time, place and issues to be discussed
- b) MEETING: General Body Meetings Shall be held once in every year regularly.
- c) QUORUM: The Quorum of the General Body Meeting shall be 10 percent of the total strength of the General Body Members of the Federation.
- d) URGENT MEETING: The urgent governing body may be called by 24 hours notice but the Quorum of 15 members out of the total strength of Governing Body.

## **8. POWER, DUTIES & FUNCTIONS OF GENERAL BODY:**

Governing Body shall be responsible for management and administration of all affairs for the Federation and is also authorized to appoint any office bearers/executive members to look after any particular activity, Governing Body shall have also the Following powers:

- a) To pass the accounts of previous financial year.
- b) To take necessary steps for the implementation of all the programs and policies drawn by the General Body.

- c) To prepare activities and programmes and meetings.
- d) To take decisions on application for new membership
- e) To manage the affairs of the Federation and to keep control over the property and all its assets.
- f) To invest of the funds of the Federation, not immediate required in such manner as may be determined by the Governing Body.
- g) To send representative (s) to any exhibition or contest and training etc.
- h) To receive and adopt the annual report, the budget estimate for the ensuing year.
- i) To elect the managing committee and office bearers for the next term if the term is over and to fill the vacancies caused by the retirement or otherwise.
- j) To admit new members as per decision taken Managing committee.
- k) To appoint advocate/Legal Advisor and chartered Accountant for the next year and finalize their remuneration.
- l) To arrange and receive the loan from any Bank (s) or from any other legal entity or individual (s) on reasonable terms and condition the **Governing Body as a whole shall** be liable for its return.

## **9. RIGHTS & PRIVILEGES OF MEMBERS:**

All and every member of the society:-

- a) Shall be entitled to participate in meetings of social, political, economic, cultural, educational functions and other lawful gatherings, called/arranged by the society
- b) Have right to collect the Identify Card after depositing the required/prescribed fee (fixed by the Governing Body of the society from time to time.)

## **10. DUTIES OF THE MEMBERS:**

All members of the Federation shall;

- a) Elect the Governing Body of the society
- b) Attend the General Body meetings regularly
- c) Give the necessary information to the Federation, pertaining to any matter, which is necessary to be known by the Federation.
- d) Not indulge in activities, which are prejudicial to the aims and object and/or the rules & regulations of the Federation

## **11. GOVERNING BODY/MANAGING COMMITTEE:**

- I. STRENGTH:- The Strength of governing body (including office bearers and executive member) shall not be less than 36 and not more than 108.
- II TERM -Term of every governing body shall be **2(Two)** years,
- III. NOTICE: Minimum 7 days notice shall be required for every Governing Body meeting of the Federation but urgent Governing body meeting can be called by 24 hour notice.
- IV. QUORUM: Quorum of every Governing Body meeting shall be  $1/3^{\text{rd}}$  of the total strength of the governing body (including office bearers and executive member).
- V. MEETING - Governing body meeting shall be held once in 3 months regularly (or as and when the Governing Body of the society may decide from time to time).
- VI. URGENT MEETING: BY the 24 hour notice the urgent Governing Body meeting may be called, but quorum for the same urgent Governing Body meeting shall be the Office Bearers who attend it with President

## **12. FUNCTIONS & POWERS OF GOVERNING BODY:**

- a) The Governing Body shall be authorized to appoint any office bearer/executive.

- b) The Governing Body shall have the powers of the Federation as mentioned in the memorandum of the society and these rules and regulations.
- c) The Governing Body shall be responsible for the management and administration of all affairs of the Federation member to look after any particular activity.
- d) All the decisions shall be taken by the majority votes.
- e) The Governing Body shall prepare plans activities and programmes.
- f) The Governing Body shall appoint Election Officers along with powers.

### **13. COMPOSITION OF THE NATIONAL GOVERNING BODY**

**The composition of the Governing Body shall be as under**

<b>a)</b>	<b>FOUNDER PRESIDENT</b>	<b>--</b>	<b>1</b>
<b>b)</b>	<b>VICE PRESIDENTS</b>	<b>--</b>	<b>5</b>
<b>c)</b>	<b>PRESIDENT</b>	<b>--</b>	<b>1</b>
<b>d)</b>	<b>WORKING PRESIDENTS</b>	<b>--</b>	<b>5</b>
<b>e)</b>	<b>SECRETARY GENERAL</b>	<b>--</b>	<b>1</b>
<b>f)</b>	<b>GENERAL SECRETARIES</b>	<b>--</b>	<b>5</b>
<b>g)</b>	<b>SECRETARIES</b>	<b>--</b>	<b>5</b>
<b>h)</b>	<b>JOINT SECRETARIES</b>	<b>--</b>	<b>6</b>
<b>i)</b>	<b>TREASURERS</b>	<b>--</b>	<b>2</b>
<b>j)</b>	<b>JOINT TREASURERS</b>	<b>--</b>	<b>2</b>
<b>k)</b>	<b>EXECUTIVE MEMBERS</b>	<b>--</b>	<b>36</b>
<b>l)</b>	<b>LEGAL ADVISORS</b>	<b>--</b>	<b>4</b>
<b>m)</b>	<b>REGIONAL VICE PRESEIDENTS--</b>		<b>8</b>

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**Total:- 81**

## **14. SUB COMMITTEE:**

The Managing Committee/Governing Body shall have power to appoint sub committees as and when necessary and the member of the society authorized by the Managing Committee shall preside over the meetings of these Sub Committees.

14.1 The Governing Body shall appoint "Advisory Council" headed by the Chairman consisting of eminent people from different walks of society and including NRIs.

14.2 The Governing Body shall appoint "Board of Trustees" Headed by the Chairman representing at least one from each State and the Union Territories, may be with more representation to the bigger states.

14.3 The Governing Body shall appoint "Standing Committees" Headed by the Committee Chairman.

1. Web Committee Wing.
2. Events Committee Wing.
3. Media/Communication Wing.
4. Cultural Wing.
5. Budget Committee Wing.
6. Fund Raising Wing.
7. Finance Committee Wing.
8. Audit Committee Wing.
9. R & D Committee (New Initiatives) Wing.
10. Training/Education Planning and Execution Wing.
11. Overseas Coordinate Wing.
12. Public Relations Committee Wing.
13. Womens' Wing.
14. Youth Wing.
15. Politicians' Service/ Political Action Wing.

16. Government Relations Committee.
- 17. Students Wing.**
- 18. Farmers Wing.**
- 19. Doctors/Medical Wing.**
- 20. Jurists Wing.**
- 21. Employees Wing.**
- 22. Administrators' Wing.**
- 23. Agriculture and Rural Development Wing.**
- 24. Art & Culture Wing.**
- 25. Business & Industry Wing.**
- 26. Education Wing.**
- 27. Religious Wing.**
- 28. Scientists' and Engineers' Wing.**
- 29. Security Wing.**
- 30. Social Service Wing.**
- 31. Sports Wing.**
- 32. Transport Travel Wing.**
- 33. IT Wing.**
- 34. Social Media Wing.**

14.4 The Governing Body shall also appoint Eight Regional Committees headed by 8 Regional Vice Presidents.

## **15. POWERS AND DUTIES OF OFFICE BEARERS:**

### **A. FOUNDER PRESIDENT:**

- I. Founder President shall be overall Head and preside over the meetings of the Governing Body of the Federation if he is Present.
- II. At the time of voting on any matter/subject (except election) if the total votes of the group of members happen to be equal

in number; the Founder President shall have the power to cast an extra vote to decide the matter/subject.

- III. Founder President shall have the power to allow inclusion of any subject/matter in agenda for the discussion in the course of proceeding/meeting.
- IV. Founder President shall nominate required members to the Governing Body/Managing Committee from members.
- V. Founder President shall be convener of the meetings and without his signature on the notice of meetings no meeting will be valid. It shall be his duty to see that the resolution at the respective meeting is implemented and given effect timely.
- VI. Founder President shall be at liberty to spend for the purpose of the Society without sanction of the Managing Committee and to do all such other lawful things as incidental or conducive and expedient to the Society.
- VII. Founder President shall have power to call any emergent meeting by short notice.

**B. VICE PRESIDENT**

The Vice President of the Federation shall enjoy the powers as conferred by the Founder President.

**C. PRESIDENT:**

All the powers and functions of the Founder President shall be exercised by the President with the prior intimation to him.

All funds of society shall remain under the care and management of President along with Secretary General and Treasurer.

**D. WORKING PRESIDENT:**

Excise all the powers and functions of the President with prior intimation to the Working President.

**E. SECRETARY GENERAL:**

The Secretary General shall be the Chief Executive Officer (CEO) of the Federation and execute all the resolutions passed by the General Body / Managing Committee and carry on the instructions of the Founder President and the President. The Secretary General is also take steps to establish and expand the State Units of All India Backward Classes Federation.

All funds of society shall remain under the care and management of Secretary General along with Treasurer and President.

**F. GENERAL SECRETARY:**

1. The General Secretary shall execute the powers and duties entrusted to them by the Managing Committee, Working President, President and the Secretary General.
2. The General Secretary shall execute the duties assigned by the Founder President.

**G. SECRETARY:**

The Secretary shall enjoy all the powers of General Secretary in his/her Absence.

**H. JOINT SECRETARY:**

The Joint Secretary shall execute the Works entrusted to them by the Secretaries.

**I. TREASURER:**

- I. All funds of society shall remain under the care and management of Treasurer along with Secretary General and President.
- II. Treasurer shall maintain the accounts of all money, which is received and/or paid by him/her on behalf of the Federation.
- III. Treasurer shall make disbursement in accordance with the direction of President / Working President and Secretary General.

IV. Treasurer shall ordinarily hold a cash balance not exceeding Rs. 10,000/- or the amount which may be fixed by the Governing Body of the Federation from time to time to meet the emergent need relating to the Federation.

**J. JOINT TREASURER:**

In the absence of Treasurer any one of the Joint Treasurer shall enjoy all the powers of Treasurer on the Authorisation of the President or Secretary General.

**K. EXECUTIVE MEMBER**

Executive Member is the important part of the Governing Body. Executive Member is supposed to attend all the Governing Body meetings and also the General Body meetings and contribute their valuable suggestions to carry on the Aims and Objects of the Federation.

**I. LEGAL ADVISOR:**

Legal Advisor shall appear in Civil Courts, High Courts and Supreme Court of the cases entrusted to them to protect the fundamental rights and assist to carry on the operations of the Federation in a peaceful manner.

**M. REGIONAL VICE PRESIDENTS:**

Shall exercise all the powers and functions entrusted by the Founder President, President and Secretary General relating to their region to expand the operations of the Federation.

**16. RE-ADMISSION:**

In case the Governing body on the reason of Non-payment of the subscription expels any member of the society, he can be re-admitted, provided the member concerned pays all up to date dues with the permission of the Governing Body.

**17. APPEALS:**

All the appeals shall be preferred to the General Body of the society and the decision of the General Body shall be final.

## **18. FILLING UP OF CASUAL VACANCIES:**

The Founder President, President and Secretary General shall fill up any casual vacancy in the Governing Body by nomination.

## **19. SUB-COMMITTEE:**

- (I) The Governing Body may appoint sub-committee(s) and when it considers expedient to assist in the furtherance and achievement of the objectives of the Federation. The Governing Body may at any time dissolve any such committee.
- (II) The Sub-Committees shall have such powers as may be delegated to them by the Governing Body.
- (III) Any power delegated to such committees may be withdrawn by Governing Body at any time (without any notice).

## **20. AIBCF STATE UNITS / BRANCHES:**

1. Governing Body or Founder President, President and Secretary General shall have the rights and powers to start a State Unit in any of the states in India and appoint a President/Coordinator to establish a similar AIBCF Unit, and the State Unit to be functioned under the supervision and overall control and directions of the National Governing Body.
2. The AIBCF State Unit shall be governed by the similar rules and regulations, memorandum of Association registered at the National level.
3. The State Unit shall open a Bank Account and operate in similar manner at central level and carry on all the functions in the similar fashion.
4. All the Life Members in the State Units, State Units Presidents and State Units Governing Body Members shall also be the treated as members of the National Level General Body.

## **21. ELECTION:**

No Elections will be conducted for the post of Founder President, and only the existing Founder President will decide his successor.

The General Body in its annual meetings shall elect all the Office Bearers, Executive Members of the Governing Body, for every 2 years by secret ballot papers or by show of hands as the election officer may decide.

## **22. SOURCES OF INCOME & UTILISATION OF FUNDS:**

Society shall raise their funds by way of subscription, contribution, membership fees, investment, interest, grants and donation of cash or in kind or other lawful sources and shall be safely utilized towards the promotion of its Aims and Objects.

## **23. FINANCIAL YEAR:**

The Financial year of the society shall be from 1 April to 31 March of every year.

## **24. AUDIT OF ACCOUNTS:**

A Chartered Accountant shall audit the accounts of the society every year.

## **25. OPERATION OF BANK ACCOUNTS:**

To open and operate account in the name of the Federation with a Bank or Banks in such number as may be necessary for carrying out the activities of the Federation and the account shall be operated by the President Secretary General and Treasurer jointly. The Cheque powers shall be exercised by any two of them signed jointly.

The money transactions shall be carried on the directions based on the minutes of the meeting of the Governing Body.

## **26. ANNUAL LIST OF MANAGING/GOVERNING BODY:**

Once in every year a list of the officer bearers and members of Governing Body of the Federation shall be filed with the Registrar of Societies, Delhi, as required under Section 4 of the Societies Registration Act of 1860, as applicable to National Capital Territory of Delhi.

**27. LEGAL PROCEEDING:**

The Federation may sue or be sued in the name of the President and/or Secretary General of the society as per the provisions under Section 6 of the Societies Registration Act, 1860, as applicable to National Capital Territory of Delhi.

**28. AMENDMENT:**

Any amendment in Memorandum, Rules and Regulations will be carried out in accordance with Section 12 & 12 A of the Societies Registration Act, 1860, as applicable to National Capital Territory of Delhi.

**29. DISSOLUTION AND ADJUSTMENT OF AFFAIRS:**

In the event of dissolution of the trust the funds/assets will be transferred only to some other trust/society having similar objectives after adjustment of liabilities. That in the event of dissolution of the Federation, the entire of assets/liabilities distributed/transferred the Federation to any other shall be charitable organization/association having similar aims and objects, after obtaining previous approval of commissioner of Income Tax.

**30.** All the provisions under all the section of "SOCIETIES REGISTRATION ACT OF 1860" as applicable to National Capital Territory of Delhi, shall be applicable to this Federation / Society.

**31. ESSENTIAL CERTIFICATE:**

Certified that this is the correct copy of the rules and regulations of the Federation / Society.