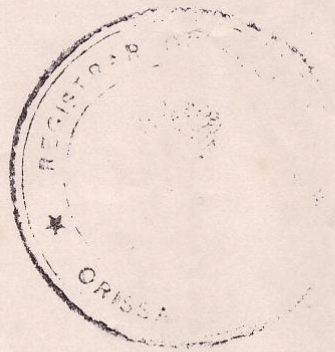


**MEMORANDUM & BYE-LAWS  
OF  
SEBA JACAT**



Regd. office Address :-  
At - Jurakhaman, Po - Uraldani  
Via - M.Rampur - 766 102.  
Dist - Kalanandi, Orissa



## MEMORANDUM OF SEBA JAGAT



1. Name of the Society : **SEBA JAGAT.**
2. (a) The Office of the *Seba Jagat* shall be At- Jurakhaman, P.O. Urladani, Via- M. Rampur, Dist. Kalahandi, Pin-766102 in Orissa.
- (b) Area of Operation : Through out the State of Orissa.



### 3. Aims & Objectives :-

- (i) To enable the last man of the society to live with dignity and to change the quality of life of these people.
- (ii) To create general awareness through Individual contact, Village meetings, Camps, Seminars/Workshops, Conferences, Festivals Get-to-gether and Traditional Cultural programmes.
- (iii) To Impart mass and community based education programme and to avail Library facilities for all.
- (iv) To strengthen village craft & indigenou small industries for solving unemployment problem.
- (v) To provides first-aid medicines and will take health and sanitation programme for all communities.
- (vi) To take-up programme for the eradication of AIDS, Lepsracy, TB, Malaria and other Chronic diseases.
- (vii) To improve the living standard of economically poor through developing savings and credit activities.
- (viii) To establish self-confidence among the people through the mobilisation of local available resources.
- (ix) To develop agriculture in a sustainable approach with possible techniques (like - Irrigation, Soil and Water Conservation measures, Watershed development etc.)
- (x) To create awareness on environment and action programme.
- (xi) To take up women empowerment activities and action against child exploitation.
- (xii) To provide legal awareness and legal aid.
- (xiii) To establish Training, Research and Documentation Centre.
- (xiv) To take-up issue based Networking in Micro level.
- (xv) To take necessary action during drought, flood, and other natural calamities.
- (xvi) To act as a bridge in between the Government and the target group.
- (xvii) To mobilise grants and loans from different Resource Agencies(National /Foreign), Govt. and Financial Institutions and channalise the funds to other like minded agencies for the above Developmental activities.

### 4. Name & Address, Designation, Occupation & Signature of members of Governing body.

<u>Name &amp; Address</u>	<u>Designation</u>	<u>occupation</u>	<u>Signature</u>
1. Dhansingh Majhi At- Jurakhaman , Po- Urladani Via- M. Rampur, Dist-Kalahandi	President	Social Worker	

*Satyanarayan Pattanayak*  
(Secretary)

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REGISTRAR OF SOCIETIES





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- |    |   |                |                     |                         |
|----|---|----------------|---------------------|-------------------------|
| 2. | Bakeri Majhi<br>At- Khaliāmunda, P.O- Urladani<br>Via- M.Rampur, Dist- Kalahandi.           | Vice-President | N.T.F.P. Collection | बैठक की नीति            |
| 3. | Satyanarayan Pattanayak<br>At- Jurakhman, P.O- urladani,<br>Via- M.Rampur, Dist- Kalahandi. | Secretary      | Social Worker       | Satyanarayan Pattanayak |
| 4. | Bibhisana Majhi<br>At- Sakus, P.O- Urladani,<br>via- M.Rampur, Dist-Kalahandi.              | Jt-Secretary   | Farmer              | Bibhisana Majhi         |
| 5. | Purandar Majhi<br>At- Jurakhman, P.O- Urladani,<br>Via- M.Rampur, Dist- Kalahandi.          | Treasurer      | Social Worker       | Purandar Majhi          |
| 6. | Shyamsingh Majhi<br>At- Khaliāmunda, P.O- Urladani,<br>Via- M.Rampur, Dist- Kalahandi       | Member         | Farmer              | श्यामसिंह मांजि         |
| 7. | Mithila Patra<br>At/P.O.- Urladani,<br>Via- M.Rampur, Dist- Kalahandi.                      | Member         | N.T.F.P Collection  | मिथिला पाट्रा           |
| 8. | Debaki Dalpati<br>At-Harlanga, Po Urladani,<br>Via- M.Rampur, Dist-Kalahandi.               | Member         | Daily Labourer      | देबाकि दलपाटी           |



5. We the under signed are desirous of forming a Society namely **SEBA JAGAT** in pursuance of this memorandum of Association and we believe that the facts stated above are true to the best of our knowledge.

<u>Name and Address</u>	<u>Designation</u>	<u>Occupation</u>	<u>Signature</u>
1. Dhansingh Majhi Jurakhman, Urladani M.Rampur, Kalahandi.	President	Social Worker	धनसिंह मांजि
2. Bakeri Majhi Khaliāmunda, Urladani, M.Rampur, Kalahandi	Vice-President	N.T.F.P Collection	बैठक की नीति
3. Satyanarayan Pattanayak Jurakhman, Urladani, M.Rampur, Kalahandi	Secretary	Social Worker	Satyanarayan Pattanayak
4. Bibhisana Majhi Sakus, Urladani, M.Rampur, Kalahandi	Jt.Secretary	Farmer	Bibhisana Majhi
5. Purandar Majhi Jurakhman, Urladani, M.Rampur, Kalahandi	Treasurer	Social Worker	Purandar Majhi

Satyanarayan Pattanayak  
(Secretary)

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- 6. Debaki Dalpati Member Daily Labourer ଦୈନିକ କର୍ମଚାରୀ
- 7. Shyam Singh Majhi Member Farmer ଶ୍ୟାମସିଂହ ମାଝି
- 8. Binunga Majhi Member Farmer ବିନୁଙ୍ଗା ମାଝି
- 9. Mithila Patra Member N.T.F.P Collection ମିଥିଳା ପାତ୍ର
- 10. Dubanti Naik Member Khali Sticking ଦୁବନ୍ତି ନାୟକ
- 11. Somanatha Majhi Member Farmer ସୋମନାଥ ମାଝି



6. Signature of the Witness:-

Sl.No.	Name & Address	Signature
1.	Ambika Prasad Dash Rangapadar, urladani M.Rampur, Kalahandi	Ambika Prasad Dash
2.	Jogeswar Patra Rangapadar, Urladani M.Rampur, Kalahandi	ଜୋଗେଶ୍ଵର ପାତ୍ର

x Attested  
*Behera*  
 25/10/11  
 Dr. Shashis hankar Asst. Surgeon  
 Dist. Hqrs Hospital  
 Bhawanipatna

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## BYE-LAWS OF SEBA JAGAT



### Definations:-

1. The name of the Society:- SEBA JAGAT (means service centre for Uplift of the downtrodden). The address of the registered office shall be At- Jurakhaman, Po- Urladani, Via- M.Rampur, Dist- Kalhandi, Pin-766102. The area of operation shall be the State of Orissa.
2. Committee means Executive Committee.
3. Office bearers shall mean and includes the President, the Vice-President, Secretary, Joint Secretary and Treasurer of the Society.
4. Membership and General Body any person irrespective of caste, creed and sex will be enrolled as a general member of the society if he/she
  - (i) Subscribes to the aims and objects of the society
  - (ii) He/she is above 18 years of age.
  - (iii) He/she should reside within the project area relaxable for the person outside the project area in he/she sub-scribe to the objective and ideology of the society.
  - (iv) Deposit a fee of Rs.15/- per year.
  - (v) Secures the approval of the executive committee for his membership
- (A) Person will cease to be a member in case of his death, physical or mental incapacity, resignation having been accepted by the Executive Committee his sub-scription to the policy of the society.
- (B) The meeting of the general council will be held twice in a year.
- (C) 20 days of the clear notice for the general body meeting and 15 days of the clear notice for a special meeting for the general council specifying the place, date, and nature of the business shall be given to the members.
- (D) The business of the general council shall be :-
  1. To receive and adopt the annual report and the audited statement of the accounts of the society.
  2. To elect requisite number of members to the executive committee.
  3. To appoint an auditor for the next year.
  4. To finalise plan and programme for the year and give necessary guidance to the executive committee.

### FUNCTION OF EXECUTIVE COMMITTEE

- a) Executive committee will consist of not less than seven members elected by general council through two third of the members present and voting in favour.
- b) Every committee will continue in office for three years until it is reformed with necessary modification. If required so by the general council.
- c) The committee will elect it's President, Vice-President, Secretary, Jt. Secretary and Treasurer from amongst it's members and shall determine the allowances only for Secretary.

Satyansh Kumar Pattnayak  
(Secretary)

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REGISTRAR OF SOCIETIES, ORISSA





- d) The committee will meet thrice in a year the interval between two meetings shall not be more than six months.
- e) The President of this committee will usually preside over the meeting. In his absence the Vice-President will take there chair.
- f) The committee will have the full authority to do all acts and deed which may be necessary for the purpose of the society and particularly to make appointment to direct transfer to fix up living allowances, to suspend and to dispense with regards to any employees.
- g) The committee will look after the properties and funds of the society and will arrange for the audit of its accounts.
- h) The proceeding of every meeting of the committee shall be read at the next meeting and the signature of the president should be obtained.
- i) The committee it is so desires shall found rules and regulations for proper functioning of the society.
- j) The Secretary shall represent the society in all the matters related to all suits civil & criminal against it.
- k) The Executive committee shall be whole responsible for all its dealings to the general council.
- l) The notice of every meeting of the committee should be served to the members before one week of the schedule. Emergency meeting may be call with twenty four hours notice ensuring the quorum. The Secretary in consulance with the President shall decide the date, venue and business of the meeting.
- m) A quorum shall be formed with 1/3 of the total committee members present.

FUNCTION OF THE OFFICE BEARERS:-

PRESIDENT:

- i) The president shall be selected by the members of the general body for the period of three years.
- ii) He will preside over the meeting of the Executive Committee & General body for the three years.
- iii) The President shall do necessary things as decided by the general council and the executive committee from time to time being consistent to the rules and regulations of the society

VICE -PRESIDENT

The Vice-president shall look after the affairs of the society in the absence of the President and shall arrange necessary meeting of the society.

SECRETARY

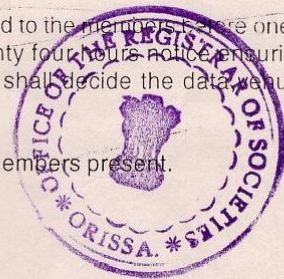
- i) The Secretary shall read out the previous minutes before the General & Executive body.
- ii) He shall be incharge of all the deeds, documents, records, registers and other books of the committee & shall be responsible for their correct upto date maintenance.
- iii) He shall prepare the annual schemes, budgets & implement them according to the instruction of the Executive Committee.

JOINT SECRETARY

He shall look after all the matters in the absence of Secretary.

*Satyamnarayan Pattanayak*  
(Secretary)

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TREASURER

- i) The Treasurer will act under the direction of the Executive committee.
- ii) Any amount exceeding five thousand ( Rs.5000/-) which is not require for immediate use shall be paid into such Nationalised Bank or any bank as approved by the committee.
- iii) He shall credit all receipts to the accounts of the committee and income expenditure.
- iv) He shall maintain upto date records, properties & liabilities of the committee & shall maintain a book of drawal of the funds.
- v) He shall get the annual accounts of the committee audited by the auditor and placed the audit report before the committee and the general body.

OFFICE SEAL

The society will have a common seal, its office bearers will have their respective seal and the seals will be kept in custody of the Secretary.



ACCOUNTS :-

For every kind of receipts the society shall grant a printed acknowledgement, duly signed by Secretary or any member authorised by him or the Executive Committee.

AUDIT

The accounts of the Society shall be audited by a qualified auditor or Government Auditor annually. A copy of the same will be sent to the respective funding agencies, as well as Addl. Registrar of Societies.

FINANCIAL YEAR :-

The financial year for the society shall be formed first April to 31st. March of the subsequent year.

LEGAL ACTION :-

The Secretary may sue or be sued on behalf of the society for movable & immovable properties.

DISSOLUTION

The society may be dissolved by 3/5th. of member. Upon dissolution of the society its assets will be handed over to a similar registered society or to Government after cleaning up all debts & liabilities.

- i) Certified that this is the true & correct copy of the rules & regulations of "SEBA JAGAT".
- ii) Certified that there is no other registered society with the same name in the same place.

*धनसिंह माजि*  
(Dhansingh Majhi)  
President

SEBA JAGAT  
PRESIDENT

Jurakhmani, Kalahandi  
12 of 15 12 of S.R.  
1-1300

*D. S. Majhi*  
I. G. R. Orissa  
Cuttack

*Purandar Majhi*  
(Purandar Majhi)  
Treasurer

SEBA JAGAT  
TREASURER  
SEBA JAGAT

Jurakhmani, Kalahandi

*Satyanarayan Pattanayak*  
(Satyanarayan Pattanayak)  
Secretary

SEBA JAGAT  
SECRETARY  
SEBA JAGAT

Jurakhmani, Kalahandi

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*S. P. S.*  
REGISTRAR OF SOCIETIES, ORISSA



C.A. No. 146 dt. 17.5.2002



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