

RULES AND REGFULTIONS OF STATE URBAN DEVELOPMENT SOCIETY, HARYANA.

1. These rules may be called “The Rules of the State Urban Development Society, Haryana.
2. In these rules, unless the context otherwise requires:-
 - a) “The Society” shall mean the State Urban Development Society, Haryana.
 - b) “Central Government” shall mean the Government of India.
 - c) “State Government” shall mean the Government of Haryana.
 - d) “Governing Body” shall mean the Governing Body as constituted under these rules and regulations.
 - e) “Chairman” shall mean the Chairman of the Society referred to in these regulations.
 - f) “Project Director” shall mean the Project Director, State Urban Development Society, Haryana referred to in these regulations.
 - g) “Identified beneficiaries” shall mean such persons as fall below the specific Poverty line fixed by Planning Commission, GOI from time to time
3. Should a person who is a member of the Society by virtue of the office held by him be prevented from attending the meeting of the Society, a substitute to take his place at that meeting may be nominated by him. Such substitute shall be entitled to take part in the proceedings of that meeting but shall not have the right to vote.
4. The Society shall maintain a roll of members at its registered office and every member shall sign the roll and State therein his occupation and address.
5. It shall be incumbent upon a member of the Society to notify to the Project Director, State Urban Development Society, Haryana any change of his address and occupation.
6. Persons who have signed the memorandum of Association of the Society shall be first members of the Society duly admitted.
7. When a person becomes or is appointed or is nominated a member of the Society by virtue of an office held by him, his membership of the Society shall

terminate when he ceased to hold that office and vacancy caused shall be filled by his successor to that office.

8. Whenever a nominated member desires to resign from the membership of the Society he shall address his resignation to the Project Director, State Urban Development Society, Haryana and present it to him. His resignation shall take effect only on its acceptance by the Chairman of the Society.
9. Any vacancy of the nominated member of the Society shall be filled up by nomination by the State Government.
10. The Society shall function notwithstanding the fact that any person entitled to be a member by reason of his office is not represented in the Society for the time being. The proceedings of the Society shall not be invalidated by the above reason, from the existence of any vacancy or any defect in the appointment of any of its members.
11. The Central/State Government shall be entitled to obtain information, advice and assistance of the Society on all matters connected with upliftment of Urban Poor or other programmes undertaken or to be undertaken by the Society.
12. There shall be a Governing Body of the Society and it shall be composed of all the members of the General Body of the Society.
13. The concerned officers of various Departments connected with the Swarana Jayanti Shahari Rozgar Yojana/Integrated Housing & Slum Development Programme may be invited by the Chairman to the Governing Body Meeting as and when required.
14. The following shall be the officers of the State Urban Development Society, Haryana:-
 - i) Chairman
 - ii) Vice Chairman
 - iii) Project Director
 - iv) Such other officers as the Governing Body may, from time to time, appoint.

15. The Project Director, State Urban Development Society, Haryana will be appointed by the Chief Secretary to Government, Haryana out of I.A.S. officers not below the rank of Deputy Secretary.

16. (a) The Project Director, State Urban Development Society, Haryana, so appointed:-

- i) Shall be the Member Secretary of the Society in whom the Executive Authority of the Society shall vest;
- ii) Shall be the principal Executive Officer of the State Urban Development Society, Haryana.
- iii) Shall be responsible for the proper administration of the affairs of the State Urban Development Society, Haryana and shall exercise powers under the director and guidance of the Governing Body;

(b) It shall be the duty of the Project Director, State Urban Development Society, Haryana to coordinate and exercise general supervision over all the activities of the Society.

(c) Project Director, State Urban Development Society, Haryana shall prescribe the duties of all officers and staff of the State Urban Development Society, Haryana shall subject to these rules and regulations and bye-laws, if any, exercise such supervision and disciplinary control as may be necessary.

17. The Governing Body shall have the following powers and functions, namely:-

- (i) Save as herein expressly provided, as having to be passed by the Society in a general meeting, all the duties, powers, functions and rights whatsoever or consequential and incidental to the carrying out the objectives of the Society shall only be exercised or performed by the Governing Body subject to such limitations as the Central/State Government may from time to time impose in respect of expenditure of its grants.
- (ii) In particular and without prejudice to the generally of the following provisions, the Governing Body may:
 - (a) Make, alter, amend, or repeal any bye-law relating to the Administration of Management of the affairs of the Society subject to

the observations of the provisions contained in the Societies Registration Act No.XXI of 1860.

- (b) Consider the annual budget and its subsequent alterations placed before it by the Member Secretary from time to time and to pass it with such modifications as the Governing Body may think fit;
- (c) Accept donations and endowments or given grants upon such terms as it thinks fit;
- (d) Delegate any of its powers other than those of making rules to the Chairman, Vice Chairman, Project Director, State Urban Development Society, Haryana or any other Authority as it may deem fit.
- (e) Accord approval for creation of posts for the State Urban Development Society, Haryana as well as District Urban Development Agencies and to abolish any post or posts that may have been sanctioned for the State Urban Development Society, Haryana and District Urban Development Agencies.
- (f) Sanction grants to various Urban Local Bodies through District Urban Development Agencies of Haryana in order to carry out the purposes of the Swarana Jayanti Shahari Rozgar Yojana/Integrated Housing & Slum Development Programme.
- (g) Appoint Committees, Boards and Sub-Committees etc for such purposes and on such terms as it may deem fit and may remove any to them.
- (h) Do generally all such acts and things as may be necessary or incidental to carrying out the objectives of the Society or any of them provided that nothing herein contained shall authorize the Governing Body to do any act or to pass any Bye-laws which may be repugnant to the provisions hereof or to the powers hereby conferred on the Governing Body and other authorities or which may be inconsistent with the objectives of the Society.

18. Proceedings of the Governing Body:-

- (i) The Governing Body shall meet at least once in 6 months to discuss and deliberate upon the activities of the Society. A quorum of atleast four members shall be essential for a meeting.
- (ii) The Urban Local Bodies Minister Haryana shall be the Chairman of the Governing Body and shall preside at all meetings of the same. In his absence Secretary, Urban Local Bodies Department may preside over the meeting.
- (iii) Not less than 7 clear days notice in advance of every meeting of the Governing Body shall be given to each member.
- (iv) The Chairman may himself call, or by a requisition in writing signed by him may require the Project Director, State Urban Development Society, Haryana to call a meeting of the Governing Body at any time and on the receipt of such a requisition the Project Director, State Urban Development Society, Haryana shall forthwith call such meeting.
- (v) Each member of the Governing Body shall have one vote and in the event of any equality of votes on any questions to be decided the Chairman shall have a casting vote.
- (vi) Any business of immediate urgency and importance which may be necessary for the Governing Body to perform may be performed by a resolution in writing circulated among a resolution in writing circulated among all its members and approved by majority of them. Such a resolution will be effective and binding as if such a resolution has been passed at a meeting of the Governing Body.

19. Annual General Meeting:-

- (i) The Society shall hold an Annual General Meeting at least once in every year and not more than 15 months shall elapse between two successive annual general meetings.
- (ii) The balance sheet and the Auditors Report shall be placed at Annual General Meeting of the Society for its consideration.
- (iii) Atleast six members of the Society present at the Annual General Meeting shall form a quorum.

20. Powers of the State Government:-

In the discharge of its functions, the Governing Body shall be guided by such directions on questions of policy as may be given to it by the Government of Haryana. Such directions shall be in writing.

21. Funds of the Society:-

- (i) Recurring and non-recurring grants made by the Central/ State Government for the furtherance of the objectives of the Society.
- (ii) Income from investment;
- (iii) Income from other sources that may be approved by the State Government.

22. The bankers of the Society shall be appointed by the Governing Body. All funds of the Society should be paid into Society's accounts with the said bankers and shall not be withdrawn except on cheques signed by the Project Director, State Urban Development Society, Haryana duly empowered or an office authorized by the Governing Body in this behalf.

23. Accounts and Audit:-

- (i) The Society shall keep at its registered office, proper books of accounts in which should be entered accurately:
 - a) All sums of money received and the source thereof and all sums of money expended by the Society and the object or purpose for which such sums are expended.
 - b) The Society's assets and liabilities.
- (ii) The Society shall have its accounts audited one a year by a Chartered Accountant to be appointed by the Governing Body and have balance sheet prepared by him.
- (iii) The Chartered Accountant shall also submit a report showing the exact State of Financial Affairs of the Society.
- (iv) These accounts shall be subject to a second Audit by the Accountant General Haryana.

24. Within 30 days after the holding of Annual General Meeting, there shall be filed, with the Register of Societies (i) a list of the name, address and occupation of the members of Governing Body, the Chairman, Project Director, State Urban Development Society, Haryana and of the other office bearers of Society (ii) an annual report of the previous year; and (iii) a copy of each of balance sheet and the auditors Report certified by the Auditors. Such list and

annual report shall be certified by the Project Director, State Urban Development Society.

25. If any change occurs in the composition of the Governing Body or in the holder of the office of the Chairman, or the Project Director, State Urban Development Society, Haryana at any time or any reason arising through such change shall within 30 days, be notified to the Registrar of the Societies.

26. Property of the Society:-

All property belonging to the Society shall be deemed to be vested in the Governing Body of the Society but shall be referred to as "The Property of the Society".

27. Suits and proceedings by and against the Society:-

- (i) The Society may sue or may be sued in the name of the Chairman or Project Director, Nehru Rozgar Yojana or any office bearer authorized by the Governing Body in this behalf.
- (ii) No suit or proceeding shall abate by reason of any vacancy or change in the holder or the office of the Chairman, the Project Director, State Urban Development Society, Haryana or any office bearer authorized in this behalf.
- (iii) Every decree or order against the Society in any suit or proceedings shall be executable against the property of the Society.
- (iv) Every member of the Society may be sued or prosecuted by the Society for any loss or damage caused to the Society or its property or for anything done by him detrimental to the interests of the Society.

28. Every member of the Governing Body shall have the right or inspection of accounts and registers maintained by the Society and proceedings of the meetings of the Society at any time during office hours.

29. In the contingency of dissolution of the Society, members of the Society shall receive no property, if after disposal claims and liabilities, there are any surplus assets. Such assets shall not be paid to or distributed amongst the members of the Society or any of them but shall be disposed of as directed by the Central/ State Government.

30. Notice:-

- (i) A notice may be served upon any member of the Society either personally or by sending it through the post in an envelop addressed to such member at the address mentioned in the roll of members.

- (ii) Any notice so served by post shall be deemed to have been served on the day following that on which the letter envelop wrapper containing the same is posted and in providing such service it shall be sufficient to prove that the cover containing such notice was properly addressed and put into the post office.

31. Alteration or extension of the purpose of the Society:-

Subject to the prior approval of the Government of India/State Government, the Society may alter or extend the purpose for which it is established.

- (a) Before sending the case for such alteration/extension the Governing Body shall submit the proposition for such alteration or extension as aforesaid to the members of the Society in a written or printed report.
 - (b) The Governing Body shall convene a special General meeting of the members of the Society according to their Rules for the consideration of the said proposition;
 - (c) Such report shall be delivered or sent by post to every members of the Society fourteen clear days previous to such special General Meeting as aforesaid.
 - (d) Such proposition shall be confirmed by the votes of three fifths of the members of the Society delivered in persons at such special General Meeting as aforesaid; and
 - (e) Such proposition shall be confirmed by the votes of threefifths of the members of the Society present at a second special General Meeting convened by the Governing Body at an interval of one month after the former meeting.
32. The Rules and Regulations of the Society may be altered at any time by a Resolution passed by two – third majority of the members serving on the Society and present at any meeting of the Society which shall have been convened for the purpose. The modified Rules will be deemed to have

come into force in accordance with the provisions contained in the Societies
Registration Act No XXI of 1860.