

Form-XVI-A

"Certificate of amendment in Memorandum/By-laws of the Society under Sub-section (3) of Section 26 of the Haryana Registration and Regulation of Societies Act, 2012 "

(See rule 17(3))

Certificate of amendment in the Memorandum/By-laws of the Society

I hereby certified that [Haryana Environmental Management Society.] (name of the society), which was registered on [2014-06-12 00:00:00] vide registration number [1434] under Section 9(4) of the Haryana Registration and Regulation of Societies Act, 2012 and having duly passed a special resolution in terms of section 26(1) of the Act, the approval to the amendment in memorandum/by-laws of the Society is hereby granted as under:-

Clauses deleted	Clauses Amended	Clauses Added
Nil	4(3) (viii), 4 (7) (ii), 5 (2), 6 (1), 10 (2) (i)	Nil;

Given under my hand at [Gurgaon] this [10] day of (month) [Jan] (Year) [2024]



Belina, HCS
Place:Gurgaon
(Signature of the District Registrar)



Verification Link: <https://haryanaindustries.gov.in/msme/verify/verifyamendmentcertificate/id/2446/ref/2023-12-0000271>

(Amended Bye Laws)

Memorandum of Association of Haryana Environmental Management Society

Sr. No.	Subject	Description
1.	Name of the Society	Haryana Environmental Management Society
2.	The registered office of the Society shall be at:	SCO – 45, 1 st Floor, Sector – 31, HUDA Market, Gurgaon – 122001 (Haryana) India
3.	Jurisdiction	The Society shall work within All District of the territory of State of Haryana
4.	Aims and Objects of the Society	The objectives, which are specific to a society, shall be enumerated below.

- i. To promote, develop, encourage, act as - educators, consultants, advisers, service and facilities providers in waste management as per the norms and prevailing practices and policies of the Government, and to obtain such permissions and approvals necessary for the purpose.
- ii. To develop integrated common hazardous waste facilities and common effluent treatment plant(s) in order to facilitate the members for safe disposal of hazardous waste and effluent.
- iii. To run common pooled facility centers such as secured land fill sites, which can be of use to the members at any location, wherein the processes incidental to the waste generation collection, reception, treatment, storage and disposal are carried out.
- iv. To collect, treat, transport, store or dispose of hazardous waste and other waste in accordance with Environment (Protection) Act, 1986 and Rules made there under.
- v. To establish better understanding, coordination and unity amongst the members and their respective organization through the society, which may, in turn, help in the creation of good environment.
- vi. To create friendly feelings, motivation and unanimity amongst the members on all such subjects connected with the environment for common good of the members and to provide opportunities for a meaningful interaction amongst members and to take initiative in promoting pollution free environment and to improve the quality of life.
- vii. To organize functions, seminars, conferences, classes, lectures, work shops and exhibitions promoting for better environment, diffusion of knowledge for the benefit of members by way of establishing and maintaining libraries, reading rooms, testing laboratories and such others facilities conducive to the attainment of objectives.
- viii. To enhance interaction amongst the members by publishing journals/newsletters, leaflets, publications of books, periodicals and helping in imparting education etc. of through any such means by which the objectives are met.



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- ix. To establish funds and/or grant scholarships, stipends, free ships, awards and to conduct research activities for the common good of the members which may, inter-alia, benefit in the field of environment in the area of its operation.
- x. To start, maintain assist by providing medical help, as relief measures for the victims of natural calamity caused due to pollution and unhealthy environment.
- xi. To collaborate with, get associated or affiliated to or associate with any other Association or organization, Government agencies etc.
- xii. To attain those advantages by united action which each member may not be able to accomplish in his separate and individual capacity, to approach and find solutions of various problems with the Government and semi-Government authorities and establishments for the benefit of the members, and to appear before any authority in the interest of, protection and betterment of the members and to work closely with the enforcement agencies/authorities so as to ensure the compliance of environment preservation and protection.
- xiii. To propagate, advertise, impart, adopt any method or other means, for physical, mental, spiritual, educational development, etc. using teaching aids for upliftment of intelligence and knowledge of the members relating to preservation, protection and upgrading of environment.
- xiv. To sell/dispose/exchange of saleable waste by product reusable for the promotion of environment and the revenue so realized is to be used for the purpose of the promotion of the objects the society.
- xv. To collect and disseminate statistical and other information for the spread of social awareness, techniques and knowledge managerial skills for the environment related issues.
- xvi. To acquire, purchase and to take on lease construct and manage moveable and immovable properties of the Society.
- xvii. To raise and manage funds, collect donations, subscription security deposits, to enter into any arrangement/agreement, make projects, for the objects of the Society and to give aid, to receive aid from any other society, Chamber, company, person or corporation promoting or intending to promote any of the objects of the Society and to subscribe to or aid any such society, company or corporation and any person, agencies with a view to obtain any advantage or benefit for the purpose of the Society and to subscribe to any fund or society as may be considered deserving from time to time.
- xviii. To raise or acquire funds or property from Central Government, State Government, Non-government agencies, charitable trusts by way of donations or grants or contribution or by taking loan from public and private financial institutions. The funds, properties, assets and all other resources present and future, of the Society shall be utilized for any or all the purposes or objects of the Society as stated above and also for all other similar activities in furtherance of ideals of truth and non-violence.
- xix. To hire, employ or engage such persons/organization as and when required for carrying out the above aims and objects and to pay them such remuneration, fees as deemed fit.
- xx. To invest and deal with the money of the Society not immediately required in such securities and in such manner as may from time to time be determined and to borrow or raise any money required for the purpose of the Society upon such terms and in such manner on such securities as may be determined and in particular by the raising of loans charged upon all of any of the property of the society.



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- xxi. To purchase/maintain, plant, equipment and other necessary tools for the purpose of waste management and its handing for environment protection.
- xxii. To do all such other things as are incidental and conducive to the attainment of the above objects or any of them.
- xxiii. To create the facility for disposal of e-waste and oil recycling.
- xxiv. All the income earnings, moveable, immovable properties of the Society shall be solely utilized and applied towards the promotion of its aims and objects only set forth in the Memorandum of Association and no profit thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, profits or in any manner whatsoever to the past or present members of the Society or any persons claiming through any member. No members of the Society shall have any personal claim on any moveable or immovable properties of the Society or make any profit, whatsoever by virtue of his membership.
- xxv. If upon the winding up or dissolution of the Society there remains after satisfaction of all its debts and liabilities any property what-so ever, the same shall not be paid to or distributed among the members of the society, but shall be given or transferred to some other institution having objects similar to the objects of the Society to be determined by the members of the Society at or before the time of dissolution.

5. The names of the founder members of the Society to which the rules and byelaws of the management affairs is entrusted are as under:					
Sr. No.	Name	Father's Husband's Name	Address	Occupation	Signature
(i)	Sunil Sabarwal	Late Sh. S.K. Sabarwal	1039/4, Gurgaon	Business	Sd/
(ii)	Romesh C. Barar	Late Sh. Harjas Rai Jain	D 9/10, NH-2, Faridabad-121001	Business	Sd/
(iii)	Rakesh Baweja	Late Sh. M.L. Baweja	690, Sector-4, U.E. Gurgaon	Service	Sd/
(iv)	M.P. Singh	Late Sh. Surjit Singh Bhatia	1774, Sector-4, U.E. Gurgaon	Service	Sd/
(v)	D.P. Misra	Late Sh. R.M. Misra	758, Sector-28, Faridabad	Service	Sd/
(vi)	Cdr. Ajit Wasu	Late Sh. S. Lal Singh	174, Sainik Farms, New Delhi-110062	Business	Sd/
(vii)	M.D. Shah	Sh. Dinkar Lal C. Shah	D-1096, Refinery Township P.O. Dadlana, Panipat	Service	Sd/
(viii)	Vidur Bhaskar	Sh. B.N. Bhaskar	9, Ishwar Nagar, New Delhi-110065	Business	Sd/



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Byelaws of Haryana Environmental Management Society

1. Name of the Society: **HARYANA ENVIRONMENTAL MANAGEMENT SOCIETY.**
2. The Registered Office of the Society shall be at **SCO – 45, 1st Floor, Sector – 31, HUDA Market, Gurgaon – 122001 (Haryana) India.**
3. The Society shall carry out its major activities in the All District within the territory of State of Haryana.

4. Membership:

(1) The Society shall have a maximum of 10,000 members including the founder Members / original subscribers.

(2) Eligibility:

- i. The membership of the Society is open to the persons in the area of coverage having belief in the objects of this Society is recommended by the Membership Committee of the Governing Body of the Society, who will duly scrutinize the application of the desirous member and report to the Governing Body on the acceptance or rejection of the application. The decision of the Government Body shall be final.
- ii. The Governing Body will frame the condition & under which a person may become qualified to become member
- iii. Persons desirous of becoming members of this Society shall apply on the prescribed form to the Governing body with prescribed membership fee, admission fee, other charges and deposits etc. as may be prescribed by the governing body.
- iv. A Person must be 21 years of age on the date of admission.

(3) Definitions:

- i. Society means this Society.
- ii. Rules & Regulations mean Rules & Regulations of this Society.
- iii. Organization means an industrial unit, a chamber/association of industry Commerce, and recognized NGO, (having objects as similar to that of this society) and working for the prevention and protection of environment.
- iv. Member An organization as defined herein above member includes Associate member unless the context provides otherwise.
- v. Associate member- means any individual, who is interested and connected in the promotion of preservation and protection of environment as a professional or consultant, advisor, worker in the field of preservation of environment in all its parameters.
- vi. Person means an organization/individual/chamber/trade industry association and includes every artificial juridical person, business entity is better incorporated or not.
- vii. Area of coverage: The Society shall extend its membership to those organizations which are in the jurisdiction of state of Haryana and those individuals resident or having place of work in the State of Haryana. This area of coverage may be extended by the members in the general Meeting of the Society.



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- viii. **Representative means: Owner/Proprietor/Partner/ President /Chairman Director /CEO of the organization to represent and take part in the activities of society, & hold office in Government Body, etc. However, he had not been served in society as a paid employee. The authorized person shall be responsible for environment management systems, President of the chamber and commerce and industry and president of the NGO.**
- ix. Prescribed – as prescribed by the governing body of this society.
- x. All other definitions and meanings as given in the notified Rules of the Central Government under Environment (Protection) Act, 1986 as may be amended from time to time.

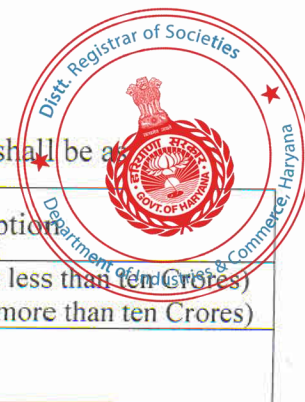
(4) Types of Members:

- a. **Patrons:** The outstanding personalities, in the field of preservation of environment and prevention of pollution in all kinds whether an Administrator or retired environmentalist and/or had been connected with the administration running of any pollution control body, has sympathy with the objects of the Society is selected by the Governing Body to be a Patron of the Society, shall be called Patron member. Such persons shall not be required to pay admission or subscription or other fees. However not more than 3 patrons shall be on roll at a time and their term shall be coterminous with the term of the Governing Body.
- b. **Member**
- Those who make payment of Annual Subscription as may be prescribed, in addition to admission fee with prescribed application form and approved by the Governing Body shall be enrolled as a member. The membership shall be represented through an authorized person called Representative.
 - The Governing body may further classify the category of membership based upon the quantity of waste generated. This classification once made will continue for all times to come.
- c. **Associate Member** – mean any individual who is interested in the promotion of Environmental preservation & protection, such as environment professional, engineer, social worker and make payment of annual subscription as may prescribed in addition to admission fee with prescribed application form and approved by the governing body shall be enrolled as Associate Member.
- d. **Founder Members** :- Those who sign the Memorandum of Association of this society as desirous persons shall be called the founder members in their individual capacity & shall discontinue to be so classified as such after the conclusion of three Annual General Meetings.

(5) Admission Fee & Annual Subscription:

(i) The rates for membership of the Society and the annual subscription shall be as follows:

Sr. No.	Type of Member	Admission Fee	Annual Subscription
(i)	Member	Rs.2000/-	Rs.2000/- (If Capital investment less than ten Crores) Rs.4000/- (If Capital investment more than ten Crores)
(ii)	Associate Member	Rs.500/-	Rs.500/-



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(ii) The payment of annual subscription of a member shall become due as on the 1st of April of every year, which may be paid latest by the 30th of June of such year. The membership of a defaulting member shall be deemed to be under suspension after the due date (30th June) and such member shall not be entitled to cast his vote during the elections of the Society held after 1st July of the said year. The other charges deposit etc as and when called for by the Governing Body.

(iii) The suspension of membership on account of default in payment of the annual subscription may be revoked after he has cleared the default with along with 18% interest on the amount payable. However, he shall not be eligible to cast his vote in any election held during the remainder of the financial year.

(6) Admission Procedure (for members other than the subscribers):

(i) The admission of a person as a member of the Society shall be decided by its Governing Body from time to time;

(ii) An individual willing to be a member of the Society has to submit an application in prescribed form, and along with supporting documents to the Secretary duly filled in and signed.

(iii) The Secretary shall examine the application and place the same before the Governing Body for a decision.

(iv) The Governing Body may accept or reject the application and the decision of the Governing Body in this regard shall be final. It shall not be bound to assign any reason for its decision.

(v) The approval of the Governing Body shall be intimated to the member, his name shall be entered in the register of members, to be maintained in such manner & form as prescribed under the Haryana Societies Registration and Regulation Rules, 2012.

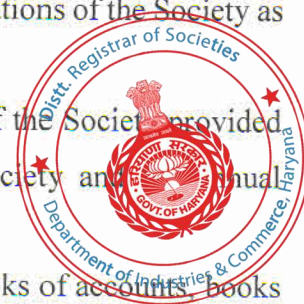
(7) Rights & Obligations of Members:

(i) All the members of the Society shall be bound by the rules and regulations of the Society as contained in its byelaws and amended from time to time;

(ii) Every member, shall have a right to cast his vote at the elections of the Society provided such member is not a defaulter in payment of any dues of the Society and annual subscription beyond the due date;

(iii) Every member of the Society shall have the right to inspect the books of accounts, books containing the minutes of proceedings of the general meetings, meetings of the Governing Body and register of members of the society on any working day by giving a notice of seven

days;



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(iv) Every member shall inform the Society about any change in his address, which shall be duly recorded in the register of members of the Society.

(8) Cessation of Membership: Any person admitted as a member shall cease to be a member of the Society in the following events:

- (i) Attracts the provisions contained in Section 22 of the Act;
- (ii) Upon his/ her acting contrary to the aims and objectives of the Society;
- (iii) Upon such member being found guilty of a financial misappropriation of the funds of the society;
- (iv) Upon indictment and directions for removal by the District Registrar/ Registrar/ Registrar General of Societies;
- (v) On conviction of criminal offence or becoming insane, lunatic or bankrupt or member becomes nonfunctional due to any reason.
- (vi) Reason of termination shall be communicated to the person/member concerned in writing.
- (vii) The membership of a person which violate the condition of membership laid down in rules may be withdrawn by governing provided that, prior to doing so, the Member/Associate member concerned shall be given reasonable length of time to remove the disability if any, for which its membership is being withdrawn.

5. General Body:

(1) Every person admitted as a member shall be a member of the General Body of the Society and shall be entitled to cast his vote for the election of members of the Collegium unless he is in arrears of payment of any dues of the Society, including the annual subscription.

(2) Every member will be entitled to vote one member one vote unless he is not in arrears of any kind including annual subscription of payment of any dues of the HEMS

6. Collegium of the Society:

i) "The Society shall have total of 100 Electoral Colleges, who shall in turn elect one member to the Collegium from each Electoral College."

(ii) Each Electoral College shall consist of such number of member as may be determined by dividing the total number of members by 15. For this purpose the list of total number of members shall be divided in alphabetical order. Strength of members for Electoral

College shall rounded to the nearest lower whole number and below, if any member

shall be added to last electoral college. Each Electoral College in turn shall elect one

member to the Collegium.

(iii) Any change in the allocation of members of an electoral college shall be made only upon cessation of the members of an electoral college and including of fresh members.



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- (iv) The Collegium of the Society shall act as the General Body for all intents and purposes and the members of the Collegium shall in turn elect the Office-bearers and the members of the Governing Body.

7. Annual General Meeting:

The annual general meeting of the members of the Society shall be held every year on a date, time and place to be decided by the Governing Body and place the agenda within six months from the close of financial year to discuss the following:

- a) To receive and adopt the report of the Governing Body on the working and management of the Society.
- b) To receive and adopt the accounts of the previous year.
- c) Election of the members of the Governing Body (when due.)
- d) Appointment of Auditors.
- e) Any other business not included in the agenda placed before the meeting with the permission of the President of the meeting. However, substantive matter, shall not be discussed unless it is an item of agenda.

A clear notice of fourteen days of every meeting shall be given to the members of the General Body or the Collegium, as the case may be, before the date appointed for the meeting.

Quorum for meeting of the General Body / Collegium to be not less than 40% of the total members of the Society. In case the minimum stipulated quorum is not present in the meeting of the General Body / Collegium so convened, the meeting shall be adjourned to another date of which a proper notice shall be issued. The quorum for a meeting adjourned on this account shall be not less than 25% of the members entitled to vote and present in person, subject to a minimum of four. Further, in case such meeting is adjourned for a second time for want of the quorum of 25%, the quorum for such adjourned meeting shall be 15% of the members entitled to vote and present in person subject to a minimum of four.

8. Procedure for Election of the Collegium:

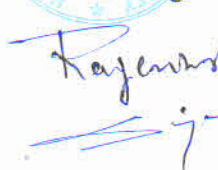




(i) 15 Number of members of the society shall be elected as members of the Collegium. Each member shall be representing his house/ Electoral College.

(ii) "The term of the Collegium shall be Three years from the date of it's constitution / approval."

(iii) The Governing body will declare the schedule of election and appoint a returning officer for conduct of election and also notify/ display the details of members of each electoral college entitled to vote at least 45 days prior to holding the General Meeting. Further, information for holding elections of the Collegium shall also be conveyed by the Governing Body.

The information of holding the election of the Collegium shall also be sent to the District Registrar so as to appoint an observer, if he so desires.



(iv) Any objections qua the list of members of the Society entitled to vote shall be decided by the Returning Officer in consultation with the office-bearers of the society. However, the decision of the Returning Officer shall be final in the event of any difference of opinion. The Returning Officer shall, thereafter, invite nominations to be filed within the period prescribed in the Schedule of elections, scrutiny and withdrawal of nominations, if any, for election of the members of the Collegium.

v) The Returning Officer will display a list of the contesting members on the notice board of the society. The returning officer will conduct the election on the notified date.

(vi) After closing hours on the date of the poll, the returning officer will declare the results and constitute the Collegium of the society. A list of the elected members of the Collegium, duly signed by the Returning Officer, will be filed with District Registrar within 30 days.

9. Extra ordinary general meeting:

- a) All meetings of the General Body other than Annual General Meeting be called Extra Ordinary General Meeting.
- b) An Extra – ordinary general meeting shall be convened on submission of a written requisition in this behalf by 1/5th of the total voting members or 10 such members whichever is more to consider specific issues.
- c) An extra ordinary general meeting may also be called by the President in consultation with the governing body to consider specific matters of urgency and importance.
- d) To convene an extra-ordinary general meeting all other rules shall be applicable as of annual general meeting.

10. Governing Body:

(1) "Composition: Governing Body the Society shall consist of a total Six (6) Office Bearers and Elven (11) Executive members: a) President, b) Senior Vice- President, c) Vice – President, d) Secretary e) Joint Secretary and f) Treasurer".

(2) Election of the Governing Body:

- (i) "The term of the Governing Body shall be Three years with immediate effect."
- (ii) The Governing body will declare the Schedule of Elections and appoint the Returning Officer for conduct of elections and also notify / display a list of members of the Collegium entitled to vote at least 45 days prior to the holding of Annual General Meeting for conduct of the elections. The Governing Body shall also send notices for holding elections of the Governing Body to all the members, conveying the date, time & the manner. The information in respect of holding of election for the Governing Body shall also be sent to District Registrar to appoint an observer, if he so desires.



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- (iii) Any objections qua the list of members of the Society entitled to vote shall be decided by the Returning Officer in consultation with the office-bearers of the society. However, the decision of the Returning Officer shall be final in the event of any difference of opinion. The Returning Officer shall, thereafter, invite nominations to be filed within the period prescribed in the Schedule of elections, scrutiny and withdrawal of nominations, if any, for election of the office-bearers and the executive members of the Governing Body.
- (iv) That the valid nominations so finalized after the date of withdrawal shall be circulated amongst the member at least 10 days before the Annual General Meeting.
- (v) That in case voting the same shall be through secret ballots, by the authorized representatives and individual members personally.
- (vi) The Returning Officer will display a list of the contesting members on the notice board of the society. The returning officer will conduct the election on the notified date.
- (vii) After closing hours on the date of the poll, the returning officer will declare the results and constitute the Governing Body of the society. A list of the elected office-bearers and the executive members of the Governing Body, duly signed by the Returning Officer, will be filed with District Registrar within 30 days, who shall accord his approval of the same upon his satisfaction.
- (viii) The office-bearers of the Society shall not be entitled to any remuneration for rendering services to the society.
- (ix) No Office Bearer shall be repeat for more than two consecutive terms for the same post.

(3) Filling of any Casual Vacancy on the Governing Body:

Any vacancy arising on account of resignation or death of any member of the Governing Body or for any other reason, may be filled-up by the Governing Body, if required, from amongst the members of the Collegium on ad-hoc basis till the holding of next Annual General Meeting of the Society. Such ad-hoc member of the Governing Body shall cease to be a member of the Governing Body on the date of the next Annual General Meeting, if his appointment is not approved in the Annual General Meeting by a majority vote for the balance term of the Governing Body.

(4) Meetings of the Governing Body:

- (i) The meetings of the Governing Body will be held as and when required. However, the Governing Body shall meet at-least once in every quarter and there will be minimum four meetings of the Governing Body in a financial year.



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- (ii) A clear notice of Seven days of every such meeting will be given by the President/Secretary of the Governing Body to the office bearers and members before the date appointed for the meeting. However, the Governing Body may meet at shorter notice, wherever so required, with the consent of at least fifty percent of its members.
- (iii) A notice of any meeting of the members of the Society shall be served either personally or by sending it prepaid through post (Courier or fax or any electronic media etc.), addressed to member at the address registered in the register of members. A notice shall be deemed to be properly served unless contrary proved.
- (iv) The quorum of the meetings of the Governing Body shall be at least 40% of the total members of the Governing Body. In case quorum is not present, the meeting shall be adjourned to another date for which a proper notice shall be issued. The members present in the adjourned meeting, subject to a minimum of three members, shall form the quorum for the adjourned meeting.
- (v) The proceedings of every meeting of the Governing Body will be recorded in the proceedings book separately maintained for this purpose. Such minutes shall be signed by the Chairman of the meeting and the Secretary of the Society. In case the Chairman or the Secretary are not available to sign the minutes, these will be signed by any two members present in the meeting as may be authorized by the Governing Body.
- (vi) The minutes of every meeting of the Governing Body will be placed for confirmation in the succeeding meeting of the Governing body.
- (vii) All questions before any general meeting shall be determined by a majority of votes. In the case of the equality of votes, the President of the meeting shall have a casting Vote.

(5) Powers, Functions & Duties of the Governing Body:

- (i) The Governing Body will be responsible for achieving the aims & objectives of the Society and shall work in the best interest of the Society, for which it shall be empowered to deploy the funds & assets of the society for the stated Objective.
- (ii) The Governing Body will be competent to raise funds and purchase property, movable and immovable, on free-hold or lease basis in its name, as decided by it.
- (iii) The Governing Body shall have full charge of all immovable properties and moveable assets belonging to or vested in the Society and these will be managed in such a manner as it considers appropriate subject to the overall control and directions of the Collegium of the Society.



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- (iv) The Governing Body shall be competent to invest the funds in the manner it considers appropriate in the best interests of the Society and it shall be competent to borrow or mortgage or hypothecate the properties on behalf of the Society in the manner decided.
- (v) To constitute various standing or ad-hoc Committees for looking after such functions as may be assigned from time to time.
- (vi) To create provision for engagement of regular or part-time employees of the Society to look after the secretarial, accounting and other functions in a seamless manner.
- (vii) To outsource certain functions e.g. cleaning, security and similar other maintenance activities of the premises of the society.
- (viii) To accept subscription, donations, grants and endowments and to decide the rates of admission fee & subscription for various categories of membership and other charges, levies and deposit.
- (ix) To maintains the full records of members so enrolled.
- (x) To frame by-laws rules matters concerning the working of the Society.
- (xi) To impeach and remove any office bearer whose participation and conduct is unsatisfactory by 2/3rd majority of governing body members.
- (xii) To make all expenditure for the activities of the Society.
- (xiii) May open any branch/branches of this Society as may be considered.
- (xiv) Generally to do such things as may be considered necessary or expedient for the purpose of carrying out the objects of the Society.

(6) Powers, Functions & Duties of individual members of Governing Body:

(i) President:

- a) To preside over all the meetings of the Governing Body and regulate the proceedings of such meetings.
- b) To do all such acts, deeds and things as may be authorized by the Governing Body from time to time.
- c) To allow or disallow discussion on any matter which is not included in the agenda.
- d) To ensure proper & transparent functioning of the Society/ Governing Body.
- e) To ensure strict compliance of the provisions of the Haryana Registration and Regulation of Societies Act, 2012 and the rules made thereunder.



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f) To supervise and guide the overall activities/ achievement of aims & objectives of the Society.

(ii) Vice-president:

- a) To assist the president in carrying out his duties.
- b) In absence of the President, to act on his behalf and perform all duties and exercise all the powers of the President.
- c) To do all such acts, deeds and things, as may be authorized by the Governing Body.

(iii) Secretary:

- a) To conduct, organize, supervise and manage all the affairs of the Society and do all such acts and perform all such duties for the working of the Society as may be assigned by the President/Governing Body;
- b) To receive, scrutinize and place applications for membership of the Society before the Governing Body and to enter the name of the members, it approved, in the register of members under his initials and to intimate the members about the same.
- c) To convene meetings of the Governing Body with the consent of the President and serve proper notices as prescribed under these byelaws.
- d) To attend all the meetings of the Governing Body and assist the President in conducting the meetings and record proceedings of all the meetings.
- e) To prepare annual report of the Society and place it before the Governing Body along with audited annual accounts of the Society, for approval to place the same before the Annual General Meeting.
- f) To keep and preserve the records of the Society/ Governing Body.
- g) To help and assist the President in looking after the complete affairs of the Society and in attaining aims & objects of the Society.
- h) To ensure timely filing of all statutory returns/ documents in the office of the District Registrar and such other authorities as may be prescribed under the Haryana Registration and Regulation of Societies Act, 2012 and the rules made thereunder.
- i) To be the custodian for safe custody of common seal of the society and affix the same, wherever required, as per the authorization of the Governing Body.
- j) To conduct correspondence on behalf of the Society/ Governing Body and to sign letters and papers on its behalf and to ensure that all statutory registers and records are properly kept and maintained.



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k) To prepare before announcing of the date of election and the Annual General Meeting, the list of all the members eligible to vote, duly updated and to place it before the Governing Body.

l) Act as the overall in-charge of the administration and execution of all the programs of the Society.

(iv) Treasurer:

a) To keep accounts of all financial transactions of the Society and of all the sums of money received and spent by the Society and maintain records of receipts and expenses relating to such matters, and of assets, credits and liabilities.

b) To get the accounts of the Society audited by the chartered accountant appointed by the Governing Body at the close of the Financial year, every year April –March shall be the financial year of the Society.

c) To submit to the Governing Body through Secretary, the audited annual accounts of the Society, at least one month prior to the date of annual general meeting.

d) To act as the overall custodian of all the books of accounts of the society, financial statements, receipt books, expense vouchers, bank pass books & cheque books, cash etc.

(7) Cessation of members of the Governing Body- An office-bearer/ executive member of the Governing Body shall cease to be an office-bearer or executive member:

a) Upon submission & acceptance of his resignation;

b) In case of an office bearer who losses his position as authorized representatives, his office becomes vacant and the Governing Body shall nominate/elect the successor authorized representatives as officer bearer in his place immediately the name of the successor is notified to the Governing Body

c) if he is removed by a resolution passed in the meeting of the Governing Body.

(8) Exclusions from the Employment of a Society:

a) No member of the Society shall be in full-time or part-time employment of the Society;

b) No dependant or family member or close relative of the office-bearers and members of the Governing Body shall be engaged as an employee of the society during its term;

c) Every office-bearer and member of the Governing Body shall make a declaration in case any person in the employment of the Society is his close relative.



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11. Amendments in the Memorandum of Association, Byelaws, Name of the Society, etc. – Any amendment in the Memorandum of Association and Byelaws, or Change of Name, amalgamation or division of the Society will be done only with the approval of the Collegium by way of a special resolution. The intimation of any such amendment or change, along with attested copy of the requisite documents, shall be filed in the office the District Registrar by the General Secretary/ Secretary within such time as may be prescribed under the Haryana Registration and Regulation of Societies Act, 2012 and the rules made thereunder.

12. Management of Assets and Funds of the Society

- (i) The sources of income of the society will include receipts on account of membership fee, annual subscription, rent from property/ assets, interest, consultation fees, donations, gifts, grants, etc. The society can also raise funds through interest-free short term loans from its members or from scheduled banks on interest. Loan from the scheduled banks on interest will be taken only for purchase of creation of capital assets and not for meeting any recurring revenue expenditure under any circumstances.
- (ii) The Bank accounts of the Society will be jointly operated by such members/ office bearers as may be decided by the Governing body from time to time.
- (iii) All assets and funds will belong to the Society and vest in the society.
- (iv) All receipts and payments of the Society shall be made through Bank Instruments (i.e. DD/ Pay Order/ Cheques / Bank Transfers/ RTGS) including all receipts towards the Membership Fees and the annual subscriptions from the members. However, the Governing Body may determine the limits of financial transactions which may be conducted in cash in certain other cases.

13. Accounts of the Society:

- (i) The Treasurer of the Society will be responsible for keeping and maintaining proper books of accounts i.e. cash book, ledger etc. as required under the Income Tax laws and/or any other authority including the Institute of Chartered Accountants of India, at its Registered Office with respect to all sums of money received and expended by the Society and the assets and liabilities of the Society.
- (ii) The books of accounts of the Society shall be open to inspection during the business hours by the Registrar General, Registrar, District Registrar or any officer authorized by them and by any member of the Society.
- (iii) The annual accounts of the society will be signed by any two authorized office-bearers of the Society.



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- (iv) The Governing Body will appoint a chartered accountant, who shall not be a member of the Governing body or family member of any member of the Governing Body, for auditing the accounts and filing of income tax return of the society for each financial year, at such remuneration as may be determined by the Governing Body.

14. Common Seal:-

The Society will have a common seal which shall be kept in safe custody of the General Secretary/Secretary and shall be affixed wherever it is required in accordance with the authorization by the Governing Body.

15. Amalgamation of the Society:

The Society may amalgamate itself with any other Society established with the identical aims and objects or allow any other society to amalgamate with itself by a Special Resolution passed in this behalf in accordance with the provisions contained in Section 51 of the Act and rule 25 made there under.

16. General:

- a) Every loss done to the property of the Society shall be made good by the concerned person and the decision of the Governing Body will be final in this matter.
- b) Members shall have first preference to participate in every activity Organized by the Society by complying with the decisions of the Governing Body for participation in the activities of the Society.
- c) All the posts except that of the President will be deemed to be vacant at the time the elections of the Society Governing Body are being held.
- d) Once in every year a list of the office bearers and members of the Governing Body shall be filed with the concerned Registrar of Societies, as required under section 4 of the Societies Registration Act, 1860, as applicable to the State of Haryana.
- e) The Society may sue or be sued in the name of the President of the Society as per the provisions laid down under section 6 of the Societies Registration Act, 1860, as applicable to the State of Haryana.
- f) The Society shall be deemed to be dissolved if a resolution is adopted by 3/5th of the total number of its members present in the general meeting adopting such resolution.
- g) When the Society, stands dissolved in accordance with the rules as above, the assets and properties of the Society will be transferred to any other existing society or the members may pass on to the newly formed Society with simple majority. The dissolution shall be in accordance with section 13 of the Societies Registration Act, 1860.
- h) The general body shall be the sovereign body of the Society and its decisions taken within the framework of its Rules & Regulation will neither be negotiable nor challengeable in any legal proceedings or in any court of law.



Rajender

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17. Dissolution of the Society:

- (i) The Society may resolve to dissolve itself in accordance with the provisions contained in the Act and the rules there under in case it becomes difficult to carry on with the operations of the Society, or it becomes insolvent or for any other pressing and unavoidable reasons;
- (ii) In the event of dissolution of the Society, no assets of the society shall devolve on or distributed amongst the members of the Society;
- (iii) Its assets and properties shall be first used to liquidate any liabilities and the left-over properties/ assets, if any, shall be considered for transfer to any other Society established with identical aims and objects or to the District Collector for use thereof in the general public interest.

We, the several persons whose names & addresses are subscribed hereunder, certify the above to be the true copy of the Bye-laws of the society.


List of Haryana Environmental Management Society (HEMS) Governing Body Members		
Sr. No.	Name of the Governing Body Members	Address
1	Sh. Bhisham Singh (Bhim Rana) -President	Deepika Dyeing Plot No.200, Sec.- 29, Part -II, HUDA Panipat -132103 (Hry.)
2	Sh. Yogesh Gupta - Vice President	Starlit Power Systems Ltd. Sohna - Indri Road, Vill.- Atta, Teh. Nuh, Distt. Mewat-122103
3	Sh. VAM Dev Bhardwaj - Treasurer	Arun Colour Chem. Pvt. Ltd. Plot No. 27A/2, MIE, Bahadurgarh - 124507
4	Sh. Rajender Sharma - Executive Member	Indo - Japan Corp Science India Village & P.O. Nasdoulli, Teh. & Distt. Ambala-134003
5	Sh. Ram Kumar Upadhyay - Executive Member	GBTL Limited Post Box No. 4, BTM Road, Bhiwani - 127021
6	Sh. Sanjeev Arora - Executive Member	Rainbow Dye House Plot No.326, Sector- 29, Part - II, HUDA, Panipat - 132103
7	Sh. Raj Pal Singh - Executive Member	Parbhat Enterprises Plot No.194, Part-II, Sector - 29, HUDA, Panipat - 132103
8	Sh. Shiv Prakash Keshan - Executive Member	Spectrum Washing (P) Ltd. Plot No.130, Industrial Estate, HSIIDC, Barhi, Sonapat - 131101



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9	Sh. Virender Kumar Jain - Executive Member	Vardhman Gar-Tex Creators (P) Ltd. Plot No.420, HSIIDC, Indl. Estate, Barhi, Gannaur, Distt. Sonapat -131101
10	Sh. Lalit Mishra - Executive Member	Shri Chari Wires 23/7, Mathura Road, Sector - 58, (Near Jharsetly Govt. School), Ballabgarh, Faridabad - 121004
11	Sh. Rajiv Nayan - Executive Member	ASM Castings Pvt. Ltd. (Unit -II) Plot NO.116 -117, Sector-25, Faridabad -121004
12	Sh. Atam Prakash Ahuja - Executive Member	Color Fabs Pvt. Ltd. Plot No. 168, DLF Industrial Area, Phase -I, Faridabad - 121001 (Hry.)
13	Sh. Naresh Jindal - Executive Member	Sunrise Industries 45th KM Stone, NH - 10, Rohad, Bahadurgarh Distt. Jhajjar
14	Sh. Davinder Kamboj- Executive Member	Kanav Motors Pvt. Ltd. 118/7 Mile Stone, NH - 1, G.T. Road, Karnal -132001




(S.P. Keshan)
Executive Member



(Sanjeev Arora)
Executive Member


(Raj Pal Singh)
Executive Member


(Virender Kumar Jain)
Executive Member


(Naresh Jindal)
Executive Member


(Rajender Sharma)
Executive Member


(Yogesh Kumar Gupta)
Vice President


(Bhisham Singh-President)

