

**BYE-LAWS OF
THE INDIAN OFFICERS' ASSOCIATION
CHENNAI _ 600 014.
Regn. No. 2/1909 - 1910**



Updated as on 18-09-2022

**INDIAN OFFICERS' ASSOCIATION
2022**

THE INDIAN OFFICERS' ASSOCIATION

CHENNAI - 600 014.

Centenary Building

69, (Old No. 35), Thiru.Vi.Ka. High Road, Royapettah, Chennai-600 014.

(Registration No. 2 | 1909-1910)

Bye-Laws of the Indian Officers' Association, Chennai -14. As amended and approved in the

- (i) General Body Meeting held on 01-01-1995 & 02.10.1995*
- (ii) Extra-ordinary General Body Meeting on 21.07.2001*
- (iii) General Body Meeting on 30.11.2003*
- (iv) General Body Meeting on 02.10.2004*
- (v) General Body Meeting on 02.10.2013*
- (vi) Extra Ordinary General Body Meeting on 21-05-2016*
- (vii) General Body Meeting on 26.01.2020*
- (viii) Special General Body Meeting on 21.02.2021*

PART - I

1. NAME

The Association shall be called "**THE INDIAN OFFICERS' ASSOCIATION, CHENNAI**" herein after referred to as the Association.

2. ADDRESS:

The address of the Registered Office is at "Centenary Building" No.69, (Old No. 35), Thiru.Vi.Ka. High Road, Royapettah, Chennai – 600 014.

(SGB 21.02.2021)

3. FORMATION

The Association was founded in 1907 and Registered in 1909-1910.

4. JURISDICTION

The Association is within the jurisdiction of the Registrar of Societies, Chennai (Central)

5. BUSINESS HOURS:

The business hours of the Association shall be between 10.00 am and 6.00 P.m. on all days except Sundays. The office shall not work on Public Holidays declared as such by Government of Tamil Nadu.

(Amended in AGM on 18.09.2022)

6. OBJECTS

The objects of the Association are:

(a) To provide a meeting place for officers of various Departments of Tamil Nadu Government and the Government of India and to promote a feeling of oneness among its members.

(Amended in EGM on 21.05.2016)

(b) To establish and maintain a hostel for the children and dependents of the life members of the Association, who are pursuing academic and a professional education in any Educational Institution in the Metropolitan areas of Chennai recognized by Government of Tamil Nadu/ Universities subject to the provisions of the Hostel Rules.

(Amended in EGM on 21.05.2016)

(c) To provide temporary accommodation for the members visiting the Metropolitan area of Chennai and transferred members with their families.

(Amended in EGM on 21.05.2016)

(d) Subject to the provisions contained in these bye-laws to provide relief to deserving cases and in particular to the dependents of a deceased Life member or a disabled Life member relief. Provided that such relief shall not be more than a sum of Rs.1,00,000/- (Rupees One lakh only)

(Amended in EGM on 21.02.2021).

(e) To conduct seminars, meetings and entertainments for the purpose of physical, social and spiritual well being advancement of the members of the community.

(Amended in EGM on 21.05.2016)

(f) To make investments strictly in accordance with sub-section 1 to 4 of section.24 of the Tamil Nadu Societies Registration Act, 1975.

(Amended in EGM on 21.05.2016)

(g) To raise funds to meet the objects of the Association, by subscriptions, donations, loans, lease rent and/or mortgage or charge of its property.

(Amended in EGM on 21.05.2016)

(h) To construct or reconstruct or effect improvements to the buildings of the Association. **(Amended in EGM on 21.05.2016)**

(i) Deleted. **(Amended in EGM on 21-05-2016)**

(j) To run and maintain a Reading Room for the purpose of advancement of social and spiritual well being of Life Members
(SGB 21.02.2021)

(k) To run and maintain a clinic/Dispensary for the purpose of welfare of the Life Members and their spouses
(SGB 21.02.2021)

(l) To carry on such other activities as may be conducive to the objects of the Association
(Amended in EGB Dated:21.05.2016)

(m) Deleted. **(Amended in EGM on 21.05.2016)**

(n) Deleted. **(Amended in EGM on 21.05.2016)**

(o) Deleted. **(Amended in EGM on 21.05.2016)**

(p) Deleted. **(Amended in EGM on 21.05.2016)**

(q) Deleted. **(Amended in EGM on 21.05.2016)**

(r) Deleted. **(Amended in EGM on 21.05.2016)**

(s) Deleted. **(Amended in EGM on 21.05.2016)**

(t) Deleted. **(Amended in EGM on 21.05.2016)**

(u) Deleted. **(Amended in EGM on 21.05.2016)**

7. The General Secretary of the Association shall be the person authorized to sue and be sued on behalf of the Association.

8. The General Secretary of the Association shall be the person who is empowered to take necessary action on behalf of the association subject to the General directions and control of the General Body and the Executive Committee of the Association.

MEMBERSHIP

PART - II

9. i. Eligibility

All officers of Group 'A' and Group 'B' of Group I officers and above. And equivalent officers of Class-I & II categories of Government of India who are holding or held any post in the categories mentioned above are eligible to become Members of the Association subject to further satisfaction of Executive Committee.

(Amended in AGM on 18.09.2022)

ii. Membership

a. (Deleted in AGM on 2.10.2004)

b. Life Member

a. (Deleted in AGM on 2.10.2004)

b. A life member is one who has become a member for life on payment of the necessary fee.

iii. Associate Member

The children and relatives of life members of the Association shall be Associate Members of the Association for the duration of their stay in the Hostel.

10. Subscription

i. Ordinary Member. (Deleted in AGM on 2.10.2004)

ii. LIFE MEMBER

Rs.25,000/- (Rupees Twenty five thousand only) **plus GST 18%** for Life membership whether in service or retired I or at the rate as may be fixed by General Body from time to time. The revised fee of **Rs.25,000/- plus GST 18%** for life member will be applicable for new members
(Amended in A.G.M. on 18/09/2022)

iii. Deleted (Amended in G.B. on 02/10/2004)

11. Disqualification for being a member

Any member mentioned in Clause 9 (ii) above shall not be eligible to be a member of the Association if:

- i. He has been found to be of unsound mind by a Court of Law of competent jurisdiction.
- ii. He is an undischarged insolvent
- iii. He has applied to be adjudicated as an insolvent and his application is pending.
- iv. He has been convicted by a Court of competent jurisdiction of any offence. **(Amended in AGM on 18.09.2022)**
- v. He has at any time conducted himself against the interest of the Association as may be decided by Executive Committee.

12. Enrolment of Members

- i. Application for joining as a member of the Association may be sent to the General Secretary with M.O. I D.D. for (annual subscription or life member's fee and admission fee at the rates fixed from time to time by the Executive Committee. The application shall be signed by the member seeking membership.

There shall be a proposer and seconder for each applicant who shall be Life Members of the Association. The application shall contain a solemn declaration to the effect that the proposed person does not suffer from any disqualification set out in Clause 11 above, and the Applicants who seek membership in IOA should also submit another Declaration mentioning criminal, vigilance, disciplinary cases pending against him.

(Amended in AGM on 18.09.2022)

- ii. The application shall be placed before the Executive Committee Meeting after receipt of the application by the General Secretary and shall be included in the Agenda of the Executive Committee Meeting as early as possible. The Executive committee shall have power to accept or reject any application for membership without assigning any reasons and decision of Committee shall be final.
- iii. If for any reason the application is rejected, the amount sent by M.O. / D.D. / shall be refunded to the applicant within 30 days of such rejection,

deducting the postal and M.O. expenses. Admission of the proposed person as a member shall also be intimated to the member so admitted.

iv. Deleted (**amended in G.B. on 2.10.2014**)

13. i. Deleted (**amended in G.B. on 2.10.2004**)

ii. Deleted (**amended in G.B. on 26.01.2020**)

14. In this part the term "Member" shall not include Associate Members.

i. A Life Member shall have preference in admission to the Hostel for their sons in consonance with the Hostel Rules. The Executive Committee shall frame the Hostel Rules governing the management of the Hostel.

The Executive Committee shall frame the Hostel Rules governing the management of the Hostel.

ii. Every member except an Associate Member shall have a right to participate in the General Body Meeting and will have right to vote.

iii. Every member shall have a right to take part in the Seminars, Meetings and entertainments conducted by the Association.

iv. Every member shall have a right to avail himself of the facilities and amenities provided by the Association either free of cost or on payment of the charges fixed by the Executive Committee from time to time.

v. Notwithstanding anything contained in Sub-Clause (i) Above a member of the Executive Committee coming to Chennai to attend a meeting of the Executive Committee shall pay only 50% of the rates applicable for 3 days.

The Executive Committee shall frame such rules as may be necessary in regard to regulating admission and administration in respect of Guest Rooms.

PART - III

MANAGEMENT

15.

- i. The administrative affairs of the Association shall be managed by a Committee consisting of President, two Vice-Presidents, a General Secretary, Joint Secretary, Treasurer and ten other **members and a Hostel Warden** elected from among the Life members and it shall be known as Executive Committee. In the category of the ten other members to be elected to the Executive Committee, one post shall be reserved for a Women Life Member. All women Life Members are also eligible for being elected to all other posts stated above. As regards the post reserved for woman Life Members, all life members shall be eligible to vote. A member of the Executive Committee shall be elected in the Annual General Body Meeting from among Life Members and he/she shall hold office for 3 (three years from the date of election.
(Amended in AGM on 18.09.2022)
- ii. The total tenure of an incumbent of an Executive Committee Member and of the office Bearer to be 3 consecutive terms or 6 consecutive years in each post.
(G.B.30.11.2003) (Amended in AGM on 02.10.2004)
- iii. In exercise of General Secretary's functions under the Bye-Laws, he shall take any action on any matters of the Association by invoking the Bye-Laws of the Association only on the approval and direction of the Executive Committee of the Association.
(SGB 21.02.2021)
- iv. The Joint Secretary shall assist the General Secretary in day to day affairs. All files submitted to General Secretary will be routed through Joint Secretary. All policy matters shall be discussed with the President and placed in the EC for approval or ratification. **(New Insertion to Bye-Law in AGBM on 18.09.2022)**
- v. Any expenditure which needs to be incurred urgently without prior approval of EC, can be incurred with the permission of President and later will be placed in EC for ratification.
(New Insertion to Bye-Law in AGBM on 18.09.2022)

16. DISQUALIFICATION FOR BEING A MEMBER OF THE EXECUTIVE COMMITTEE

- i. If any member of the Executive Committee after election suffers any of the disqualifications mentioned in Clause 11 above, he shall be removed from the membership of the said Committee by a resolution passed in the Executive Committee after providing a reasonable opportunity to the member concerned for defending himself. After such removal, if any, the President may co-opt any member in his place.
- ii. Any member of the Executive Committee who does not attend three consecutive meetings without leave of absence of the said Committee shall cease to be a member of the said Committee.
- iii. The Executive Committee is empowered to fill up by Co-opting a qualified member to any casual vacancy arising out of death or resignation arising in the Executive Committee. Similarly, the Executive Committee is empowered to co-opt any qualified member in the place of the elected member who has ceased to be a member of the Executive Committee by virtue of non- attendance as set out above.
- iv. A retiring member of the Executive Committee shall be eligible for re-election. But no member of the Executive Committee shall hold office for more than 6 years consecutively or for more than 3 consecutive terms in each post. **(Amended in G.B. on 30.11.2003)**

17. POWER OF THE EXECUTIVE COMMITTEE

- i. The Executive Committee shall exercise all the duties and powers cast upon it under these Bye-laws. In addition to the above, it is open to the Executive Committee to expel from Membership any member suffering from any of the disqualification mentioned in clause 11 above after admission and expel Members in case of default in payment of lodging, boarding or other dues to the Association.
- ii. The Executive Committee shall also have powers to expel a member for reasons which in the opinion of the Executive Committee constitutes a misconduct on the part of the concerned member provided that there shall be no expulsion under this provision until and unless a reasonable opportunity has been given to the concerned member to explain.
- iii. The Executive Committee shall have the powers to deal with any immovable properties of the Association with specific authorization by and in the General Body Meeting by means of a special Resolution. The TERM SPECIAL RESOLUTION shall have the same meaning as in clause (i) of section 2 of the Tamil Nadu Societies Registration Act 1975. The Executive Committee shall subject to the superintendence and

control of the General Body, have the powers to borrow loans from Commercial Banks or other Financial Institution and execute the necessary documents and carry out all other acts incidental hereto.

(G.B. 02-10-1995)

- iv. The Executive Committee shall be responsible for the general compliance of the provisions of the Tamil Nadu Societies Registration Act 1975.
- v. The decisions of the Executive Committee shall be by a resolution passed unanimously or by a simple majority in its meeting.
- vi. The Executive Committee shall meet as often as may be necessary for transacting the business of the Association. However, the Committee shall meet at least once in two months.
- vii. The quorum for the Executive Committee shall be Six. Any subject matter relating to the Association represented to the President by not less than six members of the Executive Committee in writing before the commencement of the Executive Committee Meeting shall be placed in the Executive Committee Meeting for consideration
(Amended in AGM on 18.09.2022)
- viii. The President will preside over Executive Committee Meeting. In his unavoidable absence, the Vice-President. If both the President and the Vice-President are unavoidably absent, the senior most member present may preside over the meeting. **The minutes of the Committee Meetings chaired by the President shall be recorded and approved by President only. In the absence of the President whoever preside over the meeting shall record and approve the minutes.**
(Amended in AGM on 18.09.2022)
- ix. The Executive Committee shall have powers to invest the fund of the Association, subject to the provisions contained in the bye-laws and the directions of the General Body in this regard.
- x. The meeting of the Executive Committee shall be convened after notice of at least 5 days.
- xi. The minutes of the Executive Committee shall be recorded in the Minutes Book maintained for that purpose and shall be read and approved at the next meeting of the Committee immediately succeeding the earlier meeting.

- xii. Any decisions of the Executive Committee shall be in the form of a Resolution.
- xiii. Any urgent business of the Association may be decided at the discretion of the President by calling for meeting of Executive Committee at short notice.

PART.IV

GENERAL BODY

18.

- i. The General Body of the Association shall consist of all the members except Associate Members. There shall be at least one General Body Meeting in a year.
- ii. A Special General Body Meeting may be convened by the President suo moto or on the written request of not less than **100 members** thereof. The ordinary Annual General Body Meeting shall be convened after notice of at least 21 days and a special General Body Meeting shall be convened after notice of at least 7 days.
(Amended in AGM on 18.09.2022)
- iii. The quorum for the General Body Meeting will be **100 Members**. If the quorum is not present at the General Body Meeting, then the meeting will be adjourned for **30 minutes**. After the appointed time and if a minimum of do not attend the meeting then those members present will constitute the quorum and the meeting will be valid under the rules.
(Amended in AGM .18.09.2022)
- iv. Every decision of the General Body other than that which has to be by a "Special Resolution" will be by means of a Resolution passed in the General Body Meeting by a simple majority.

19.

- i. The Agenda for the General Body Meeting shall be sent along with notice of the Meeting. No discussion or resolution, except those included in the Agenda, shall ordinarily be considered by the General Body. In case **100 Life Members** represent to the President in writing before the commencement of the General Body Meeting for inclusion

of subjects not exceeding five which is/are not in the Agenda, such subject(s) shall be placed for consideration in the General Body Meeting. Any matter relating to the Association raised during the General Body Meeting shall be taken for consideration with the special permission in this regard granted by the President in the General Body Meeting.

(Amended in AGM on 18.09.2022)

- ii. The Agenda shall contain separately the Special resolution if any for consideration by the General Body.

20. Any matter concerning or pertaining to the immovable property of the Association shall be by means of a "Special Resolution".

Explanation: "Special Resolution" shall have the same meaning as in Clause (j) of Sec. 2 of the Tamil Nadu Societies Registration Act, 1975.

21. Any member desiring to bring in a subject for the consideration by General Body shall send a copy of such subject to the General Secretary 30 days in advance and the General Secretary shall include the same in the Agenda Subject to approval by the President.

PART -V

ELECTIONS

22. All contested elections shall be by secret ballot. The procedure of elections shall be formulated separately by the Executive Committee.
23. The ballot papers shall be prepared in advance with the seal of the Indian Officers' Association and the facsimile of the signature of General Secretary and distributed only to the valid members of the General Body for each election.

PART.VI

MISCELLANEOUS

- 24.
- i. The General Secretary shall be responsible for preparing and filing Annual and other statements to the Registrar.
 - ii. The Treasurer shall be responsible for receipts and expenditure account and balance sheet.

- iii. The custody of the records of the Association shall be responsibility of the General Secretary.
- iv. The day-to-day business shall be the responsibility of the General Secretary.

25.

- i. The Executive Committee may constitute Sub-Committees to look after any specific functions of the Association.
- ii. The Sub-Committee formed shall have its own minute's book which the minutes of its meeting shall be recorded and signed the members of that Committee.
- iii. Any recommendation or suggestion of any such Committee to the Executive Committee shall be by means of a written communication.

25. (a) The Executive Committee shall appoint an Internal Auditor for a period up to 3 years who shall give quarterly report to the Executive Committee. The Executive Committee shall consider the report and take appropriate decisions for improving the accounting and management practices.

(Inserted in AGM on 02.10.2013)

Rule No.26

The accounts of the association shall be audited by the Chartered Accountant appointed by the General Body Meeting on the recommendation of the Executive Committee. The balance sheet along with the statements of Income and Expenditure Account and Receipts and Payments accounts as audited by the auditor shall be placed in the General Body Meeting.

(Amended in EGM on 21.05.2016).

26. A. The Chartered Accountants shall be from the list of approved Chartered Accountants by the C.A.G. and could function for a maximum period of three years.

(Inserted in AGM on 02.10.2013)

27. The Executive Committee may appoint such members of staff as necessary to carry on the day to day business of the Association.

28. These bye-laws after coming into force can be amended only by the General Body by Special Resolution.
29. These bye-laws shall be in supersession of all other Rules and / or bye-laws.
30. These bye-laws will come into force on and from the date of approval by the General Body and registering of the same by the Registrar of Societies.

P.R.SHAMPATH,IAS(R)
Principal Secretary to Government(R)
PRESIDENT

(Dr. M.A.MUTHUVEERAGANAPATHY,Ph.D.
Director of Collegiate Education(R),
GENERAL SECRETARY