

BYE LAW OF THE CHILDREN'S HOME, SAIKAWT:CHURACHANDPUR:MANIPUR

ARTICLE 1

1. The name of the Home shall be called " CHILDREN'S HOME "
2. The address of the home shall be "Saikawt, Churachandpur: Manipur
3. The aims and objects of the home shall be as follow:-
 - (a) To support and feed Children who are poor, needy, abandoned, orphans etc.
 - (b) To give free education to the children and help to help them grow up physically and spiritually.
 - (c) To drive / funds and receive funds, aids or grants from other Associations, Individuals etc. from abroad etc
 - (d) eradicate illiteracy and poverty of the poor children and
 - (e) To buy or own plots, buildings moveable and immoveable property or properties and sell them as bye law permits.

ARTICLE 11

Managing Board

1. There shall be a Managing Board of the Children's Home consisting of not less than 7(seven) members and not more than 9(nine) members elected by the Board of Directors, R.P.Church, Manipur for a term to be fixed by the Board which elects.
2. There shall be Chairman and Secretary of the Board; the First shall be elected by the Board of Directors, R.P.Church and the second shall be Manager of the Home who is an ex-Officio member secretary of the Managing Board.
3. The Managing Board of the Home shall have the power to frame rules and regulations for the day to day administration of the Home subject to the approval of the Board of Directors or Executive Committee of the R.P. Church, Manipur.
4. It shall be the duty and responsibility of the Managing Board of the Children's Home to see that daily affairs and administration of the Children's Home is carried out satisfactorily through the Manager.
5. Selection of Children to be admitted into the Home and dismissal of the children from the Home for some reasons shall be done by the Managing Board.
6. Meetings : The Managing Board shall have sittings as and when necessary to formulate rules for the smooth running of the Children's Home.
7. Meeting notice must be given to all the members well in advance stating the name of the place, date and time where the meeting is to be held.
8. All decisions shall be taken by majority vote of the members present.
9. Two thirds of the members of the Managing Board shall form a quorum.
10. In case of a tie, chairman of the managing Board shall have deciding vote.
11. No member shall have more than one vote at any of the meetings.

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Chairman
The Children's Home
Saikot

12. (a) Casual vacancies on the Managing Board may be filled up by co-option from among the members by the Managing Board.

(b) Any person elected by the Board to fill a casual vacancy shall hold office only while the person in whose place she/he is elected would have held office.

13. Any retiring member of the Managing Board shall be eligible.

14. Besides the above powers, the Managing Board shall have the power and authority to do all acts, matters, things and deeds which may be necessary or expedient for the purpose of the Home as :-

- (1) to look after, manage and supervise the management of the Home and its properties and to expend money required for that purpose.
- (2) To prepare and submit to the annual general meeting an audited statement of accounts and report of the previous year.
- (3) To pay all rents, rates, taxes, salaries and remunerations of employees of the Children's Home.
- (4) To invite and accept donations and subscriptions from members and others with or without conditions.
- (5) To do all such acts and things as are incidentals or conducive to the attainment of the objects specified in the memorandum of the Children's Home.
- (6) To frame rules and regulations of business in conformity with the Acts and Rules and Regulations for the conduct of the Children's Home.

ARTICLE III

GENERAL BODY MEETING

1. (a) The Annual General Body Meeting will be held once every year before the end of March to transact the following:-

- (i) to receive and adopt the audited statement of accounts and the annual report of the children's Home.
- (ii) to appoint an internal auditor for the ensuing year. This it can do through the Executive Committee of the R.P. Church by authorisation.
- (iii) to transact other business as may be brought by the Managing Board of the Children's Home.

(b) (i) a special general body meeting may be convened by the M/Board by its motion or upon requisition made in writing by not less than 1/3rd of the members entitled to vote, whichever is less.

(ii) On receipt of the requisition ~~within~~ the Board shall forthwith produce to convene the special general meeting. If within a fortnight from the date of delivery of the requisition the Managing Board fails to convene the general body meeting the requisitionist may themselves convene such meeting.

(c) ~~Eighteen~~ Fifteen clear days' Notice specifying the date, time, place and hour and nature shall be given to the members by post or of hand delivery of any meetings (General Meeting).

2. The Chairman of the Society shall preside and conduct and regulate all meetings of the General Meetings, Managing Board of which he/she is a member and he/his ruling on any point or order and decision as to the results of the voting shall be final and conclusive. In the case of a tie she/he shall have casting vote and in her/his absence the members present shall elect a chairman for the meeting who shall have such power.


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3. The Secretary/Manager of the Children's Home shall look after the affairs of the Home under the direction of the Managing Board and shall convene meeting of the Managing Board whenever necessary.

4. The Secretary ^{shall} keep proper minutes of the proceedings of the meetings (General and Board meetings) and he/she will do everything necessary to give effect to the resolutions ~~which~~ passed in the meetings.

5. The Secretary shall not keep more than Rs. 100/ (Hundred) with him/her. He/she shall be at liberty for expend for the purpose of the Home any sum not exceeding Rs. 50/- each items.

6. The Secretary shall ordinarily receive all payments made to the Home and issue necessary receipts and shall maintain proper books of accounts.

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7: The Treasurer shall not keep more than Rs.100/- (Hundred) with him/her, the excess is to be deposited with such Banks as may be approved by the Managing Board.

8. The Treasurer shall act under the direction of the Managing Board

9. All suits by or against the Children's Home shall be in the name of the Chairman.

10. All properties whether moveable or immoveable shall be registered in the name of the Children's ^{Home} c/o Chairman ~~sixthexxxxxxxsixthexxxxxxx~~ ~~xxxxxx~~ and Secretary, Board of Directors, Reformed Presbyterian Church.

11. The Children's Home shall be under the control and authority of the Reformed Presbyterian Church whose representatives have given their signatures on the Memorandum of Association (The Children's Home).

ARTICLE IV

Chairman
The Children's Home
Saitot

POST CREATION

1. Post Creation for the staff of the Children's Home and appointments shall be in the hands of the Board of Directors, R. P. Church.

2. The Appointment Orders shall be issued or may be issued by the Managing Board as it is directed by the Board of Directors, R.P. Church.

ARTICLE V

Chairman
The Children's Home
Saikot

FUNDS

1. Funds shall be raised by receiving subxx donations, gifts, grants and loans from the other agencies and individuals etc.

2. Any number not less than 3/5ths of the Managing Board Members may determine that the Managing Board shall be dissolved whether forthwith or otherwise. In such case, the Board of Directors shall take necessary action.

3. If on the dissolution of the Children's Home, there shall remain after the satisfaction of its debts and liabilities any property, it shall not be distributed among the members but shall be given to other Children's Home or institutions having similar objects.

4. Any alteration, additions or omissions in the rules and Regulations of the Children's Home shall be effected by a resolution of two thirds of the members present entitled to vote at a general meeting duly convened.

5. No member shall have more than one vote and no proxy shall be allowed at any of the meetings. But in the case of equality the Chairman shall

ARTICLE VI

BANKING ACCOUNTS AND AUDIT

1. Bank Accounts shall be opened with such Banks as are approved by the Managing Board and shall be opened jointly ~~xxxxxxxxxxxxxx~~ by the Secretary/ Manager and the Treasurer. The Accounts shall be in the name of the Children's Home.
2. Accounts ~~xxx~~ of receipt and expenditure shall be maintained by the Manager-Secretary.
3. There shall be auditors to be appointed by the Board of Directors, R. P. Church and the number should not be more than 5 (five).
4. Accounts of the Children's Home shall be audited twice every year first in July and second in December of the year.
5. Audit Reports shall be placed before the Board of Directors which shall forward to the General Meeting after examining and necessary action is being taken on the reports.

ARTICLE VII

AMENDMENT

Amendment of the Bye-Laws shall be/may be done by two thirds votes of the members present at the General Meeting, or special General Meeting duly convened for the purpose.

Certified to be true copy.

Rosang Inimate

Rosang Inimate
Secretary

Thangkhawvel 27/6/80
Rev. Thangkhawvel
Chairman

L. Rokung
(L. Rokung)
Treasurer

Executive Committee
Reformed Presbyterian Church
Peace Lane, Luolia Road
CHURACHANDPUR

Registrar of Societies
Registrar of Societies
Manipur.

Chairman
Chairman
The Children's Home
Saikot

Memorandum of Association

ARTICLE #1

1. The name of the Society ~~xxxxxx~~ Association shall be called Children's Home
2. The Home shall be situated at Saikot, Churachandpur, Manipur
3. The aims and objects for which the Home is established are:-
 - (1) To support and feed children who are poor, needy, abandoned, Orphan etc
 - (2) To give free education to the children and help them to grow up physically and spiritually.
 - (3) To drive funds and receive funds, gifts or grant from other associations, individuals etc.
 - (4) To eradicate illiteracy and poverty of the poor children and
 - (5) To buy or sell, plots, buildings, moveable and immovable properties or property and sell them as by law permits.

4. The management of the Home shall be entrusted in accordance with the bye law of the Children's Home, to the managing Board of which the present members are:-

Sl. No.	Names	Designations	Address
1.	T. Dawrthang	Chairman	Lanka, Churachandpur, Manipur
2.	Rosang Infimate	Secretary	Lanka, Churachandpur, Manipur
3.	L. Aemio Pulante	Member	Lanka, Churachandpur, Manipur
4.	Rev. Thangkhober	"	Imphal; Manipur
5.	Laingatta	"	Valpakot; MSD
6.	Upa Bana	Member	Lanka, Churachandpur, Manipur
7.	L. Rokung	Member	Lanka, Churachandpur, Manipur
8.	Saichunghnung	Member	Lanka, Churachandpur, Manipur

ARTICLE #2

We the several persons whose names and address hereunder subscribe are desirous of being formed into an association on behalf of the people/congregations of Reformed Presbyterian Church, Manipur.

Sl. No.	Names	Age	Signatures	Occupation	Address
1.	Rev. Thangkhober	55	<i>[Signature]</i>	Pastor	Lanka, Churachandpur, Manipur
2.	S/o Ngamsang	59	<i>[Signature]</i>	Teacher	Lanka, Churachandpur, Manipur
3.	L. Aemio Pulante	58	<i>[Signature]</i>	Principal	Churachandpur, Manipur
4.	S/o Ngamsang	43	<i>[Signature]</i>	Evangelist	Churachandpur, Manipur
5.	S/o Thangkhober	20	<i>[Signature]</i>	Student	Lanka, Churachandpur, Manipur
6.	Rosang Infimate	56	<i>[Signature]</i>	Teacher	Lanka, Churachandpur, Manipur
7.	S/o Ngamsang	52	<i>[Signature]</i>	Teacher	Lanka, Churachandpur, Manipur
8.	L. Rokung	53	<i>[Signature]</i>	Teacher	Lanka, Churachandpur, Manipur
9.	S/o Thangkhober	28	<i>[Signature]</i>	Student	Lanka, Churachandpur, Manipur
10.	Laingatta	53	<i>[Signature]</i>	Teacher	Valpakot, Village
11.	S/o Thangkhober	53	<i>[Signature]</i>	Teacher	Churachandpur, Manipur
12.	S/o Thangkhober	53	<i>[Signature]</i>	Teacher	Churachandpur, Manipur
13.	S/o Thangkhober	53	<i>[Signature]</i>	Teacher	Churachandpur, Manipur
14.	S/o Thangkhober	53	<i>[Signature]</i>	Teacher	Churachandpur, Manipur
15.	S/o Thangkhober	53	<i>[Signature]</i>	Teacher	Churachandpur, Manipur

Sl No.	Names	Age	Signatures	Occupation	Address
16.	M. A. Lamsang s/o Zamp (L)	35	H. H. Rung	Cultivation	Lanka, Churachandpur, MSD
17.	L. Dohmang s/o Sachmang	29	L. Dohmang	"	" " "
18.	Saithanglur s/o Letu	25	Saithanglur	(Clerk) Village	Pipakot, Pildgep, MSD
19.	V. Lienchang s/o Thakung (L)	26	V. Parate	Evangelist (CPO)	Kengkai, Churachandpur, MSD
20.	Upa Thakung s/o Rine (L)	60	Thakung	Cultivation	Thingchom Village, MSD
21.	Davung s/o Balpu (L)	52	Sovissa	"	Langza Village, MSD
22.	L. Suonlien s/o Soma	32	L. Sunken	Shopkeeper	Saikot vill, MSD
23.	Thanga s/o Lina	45	Thanga	Cultivation	" " "
24.	Thugokung s/o Soma	36	Thangkung	"	Ngurte vill, MSD
25.	draagvel s/o Lina	52	Thangkung	"	" " "
26.	Ramawmien s/o Thia (L)	36	Ramawmien	Evangelist	Chunchoy village, MSD
27.	Upa Lamsang s/o Thiangal (L)	50	Thangs	Cultivation	Chunchoy village, MSD
28.	Waltin-hum s/o Luns (L)	36	Itkhumb	Evangelist	" " "
29.	Liensang s/o Rampho	46	Liensang	Educator	Chunchoy village, MSD
30.	Bhangliei s/o Lamsang	50	Bhangliei	"	Chunchoy, MSD
31.	STICHUNGHUNG s/o Lamsang	40	Stichunghung	shopkeeper	Lanka, Churachandpur, MSD

The above signatures are obtained in my presence and they are all genuine.

32.	SAIDINGLIEN s/o Bana	35	Solen	Cultivation	Valparah Valparah, MSD
33.	HANGLUOT s/o Bana	35	HL	"	" " "
34.	LAMUTE s/o BANA	24	Lamute	"	Saikot Chunchoy
35.	RINDUM s/o Lino	30	Rindum	"	" " "
36.	BIEKSAYE " "	50	Bieksaye	"	" " "
37.	MANA s/o KAPTE	53	Mane	"	" " "
38.	GIMA s/o Rane	41	Ging	"	" " "
39.	THANKIM s/o Sang	51	Thankim	"	" " "
40.	THANMITHO s/o L	41	TK b	"	" " "
41.	UNHSARA s/o Lun	20	Unhsara	"	Valparah village
42.	ZOLLEN " Rokny	30	Zollen	"	" " "
43.	LAUWAM " Rokny	40	Laubum	"	" " "
44.	LALLIEN " Saung	32	Lalliien	"	Thingdom "
45.	"so-pon " Ngike	30	Ngime	"	" " "
46.	LAWMSAY " Thakung	33	Lawnisay	"	" " "
47.	LACHUNAPO " Gira	45	L k Pa	"	" " "
48.	HMANGA " Rokny	30	Hmanpa	shopkeeper	Lanka "
49.	"Kabe, " Kame	36	Hkala	Cultivation	" " "
50.	SANKHOMANG s/o Luno	38	Shokhang	Tailoring	" " "

Chairman
The Children's Home
Saikot