

Rules and Regulations of Sree Narayana International Study and Pilgrim Centre

1. (i) These rules and regulations be called the Rules of the Sree Narayana International Study and Pilgrim Centre (hereinafter called the 'Rules').
- (ii) These rules shall come into force from the date on which the society named Sree Narayana International Study and Pilgrim Centre is registered under the Travancore Cochin Literary, Scientific and Charitable Societies Registration Act XII of 1955.

Definitions

2. In these rules unless there be anything repugnant to or inconsistent with the subject or context.
 - (i) 'Centre' means the Sree Narayana International Study and Pilgrim Centre.
 - (ii) 'General Council' means the General Council constituted as per rules.
 - (iii) 'Executive Committee' means the Executive Committee constituted as per rules.
 - (iv) 'Chairman' means the Chairman of the General Council and the Executive Committee of the Centre.
 - (v) 'Director' means the Director appointed as such by the Government who will be the Executive and Administrative head of the Centre and the Member Secretary of the General Council.
 - (vi) 'Year' unless the context otherwise requires, means the financial year of the State.
 - (vii) 'State Government' means the Government of Kerala.

Authorities of the Centre

4. The following shall be the authorities of the Centre: -
- (i) General Council of the Centre.
 - (ii) Chairman of the General Council and of the Executive Committee.
 - (iii) Executive Committee of the Centre.
 - (iv) Director.
 - (v) Treasurer.
 - (vi) Such other bodies, Committees or Panel as may be appointed or constituted by the General Council or the Executive Committee of the Centre.

General Council

- 5 a). The General Council of the Centre will be constituted with the following members.
- (i) Minister for Cultural Affairs, Government of Kerala – Chairman.
 - (ii) Secretary to Government Cultural Affairs Department- Vice Chairman
 - (iii) Member of Parliament representing Chirayinkeezhu Parliament Constituency.
 - (iv) Member, Kerala Legislative Assembly representing Kazhakootam Assembly Constituency.
 - (v) Member, District Panchayat representing Chempazhanthu area.
 - (vi) Chairman, Sreekaryam Grama Panchayat.
 - (vii) Panchayat Member, Gurukulam ward.
 - (viii) Director.
 - (ix) Secretary, Finance Department, Government of Kerala or his nominee.
 - (x) District Collector, Thiruvananthapuram.
 - (xi) District Information Officer, Thiruvananthapuram District - Treasurer.
 - (xii) Chairman, Sree Narayana Dharma Sangham Trust, Sivagiri.

- (xiii) Six Non – official members to be nominated by the State Government.
- b).
- (i) All members except those who are members by virtue of their office shall have a term of three years and would be eligible for reappointment.
 - (ii) Centre shall function notwithstanding any vacancies in any of its bodies and no act, direction or proceedings of the Centre shall be invalid merely by reason of such vacancy or any defect in the appointment of any of its members.
 - (iii) The Minister for Cultural Affairs, Government of Kerala shall be the Chairman of the General Council.
 - (iv) The Director of the Centre shall be the Member Secretary of the General Council.
 - (v) The General Council shall meet atleast once in six months at such time and place as may be decided by the Chairman. A written notice of 15 clear days shall be given for the meeting.
 - (vi) The quorum of the meetings of the General Council shall be one third of its members provided that a meeting adjourned due to lack of quorum may be held at any time considered appropriate by the Chairman and no quorum shall be necessary for such meeting.
 - (vii) The Member Secretary in consultation with the Chairman may convene an emergency meeting of the General Council for which a minimum notice of 24 hours would have to be given.
6. The Chairman shall preside over all meetings of the General Council and in his absence the Vice Chairman shall preside. If the Vice Chairman too is absent, the members of the Council shall elect any one, except the Member Secretary, from among them to preside over the meeting.
- 7.
- (a) All disputed questions at the meeting of the General Council shall be determined by majority vote of the members present and voting.
 - (b) Each member of the General Council shall have one vote.
 - (c) In case division of votes is equal the person presiding over the meeting shall have a casting vote.

Powers and Functions of the General Council

9. Subject to the provisions of the Memorandum of Association the General Council shall have the following Powers and functions:
- (i) To lay down the general policy to be followed by the Centre in implementing its objectives and functions.
 - (ii) To consider and approve the Plan of Action to be undertaken in each financial year by the Centre and to lay down principles for the general guidance of the Centre.
 - (iii) To consider and approve the annual budget of the Centre to be submitted to the Government of Kerala for approval.
 - (iv) To consider the balance sheet and audited accounts for the previous year.
 - (v) To consider the annual report prepared by the Executive Committee.
 - (vi) To add and amend the rules of the Centre with the approval of the Government of Kerala.
 - (vii) To frame bye – laws not inconsistent with these rules, for the regulation of the business of the Centre.
 - (viii) To appoint sub – committees as may be required for fulfilling the various objectives of the Centre.
 - (ix) To take over, acquire (by purchase, gift, exchange, lease, hire or otherwise) from public or private bodies or organizations or individuals, institutions, libraries, museums, movable / immovable properties (including copy rights, patents and intellectual properties) together with any attendant obligations so that neither the transactions nor their terms and conditions where under it is concluded, is inconsistent with the objectives of the Centre.
 - (x) To assist individuals, organizations, institutions engaged in the maintenance and propagation of the ideals of the Guru by way of grant, improvements in existing facilities or new ventures constitute with the objectives of the Centre.
 - (xi) To create posts lay down modifications, method or appointment and service regulations subject to prior approval of the State Government for the efficient management of the affairs of the Centre.
 - (xii) To maintain a fund to which shall be credited.
 - (a) Monies provided by the Central and State Governments.

- (xi) To create posts lay down modifications, method or appointment and service regulations subject to prior approval of the State Government for the efficient management of the affairs of the Centre.
- (xii) To maintain a fund to which shall be credited.
 - (a) Monies provided by the Central and State Governments.
 - (b) Monies received by the Centre by way of grants, gifts, donations, benefactions, and
 - (c) Monies received by the Centre in any other manner or from any other sources.
- (xiii) To do such things as may be necessary incidental or conducive to the attainment of all or any of the objectives of the Centre.
- (xiv) To constitute such committees as it may deem fit for the disposal of any business of the Centre, or for tendering advice in any matter pertaining to the Centre.
- (xv) To perform such additional functions and to carry out such duties as may from time to time be assigned to it by the State Government.

The Chairman

10. The Minister for Cultural Affairs, Government of Kerala shall be the Chairman of the Centre.

Powers and Functions of the Chairman

- (i) The Chairman shall preside over the meetings of the General Council.
- (ii) It shall be the duty of the Chairman to see that the decisions taken by the General Council are implemented.
- (iii) The Chairman shall provide general guidance and shall have the authority to periodically cause the work and progress of the Centre to be reviewed in order to ensure that the activities of the Centre are carried out in accordance with the provisions of the Memorandum of Association, Rules and Regulations of the Centre,
- (iv) The Chairman shall exercise such other powers as may be delegated to him by the General Council .

Executive Committee

11. The Executive Committee shall be comprised of the following members:

Chairman : Minister for Cultural Affairs, Government of Kerala.

Vice Chairman : Secretary to Government, Cultural Affairs Department.

Member Secretary : Director of the Centre.

Treasurer : District Information Officer, Thiruvananthapuram.

Members : Member of the Kerala Legislative Assembly representing Kazhakootam Constituency.
Chairman, Sreekaryam Grama Panchayat.
Secretary to Government, Finance Department/
His nominee
District Collector, Thiruvananthapuram.
Secretary, Chempazhanthy Gurukulam.
Three non – official members to be nominated by the Government.

12. The Executive Committee shall meet once in three months or as and when necessity arises and is empowered to take all administrative and financial decisions subject to the provisions of the Memorandum of Association, Rules and Regulations of the Centre and subject to any specific directions of the General Council.

13. (i) All meetings of the Executive Committee shall be called by notice of seven days in writing by the Member Secretary of the Executive Committee.
- (ii) The Chairman may convene an emergency meeting with a notice of 24 hours.
- (iii) Any inadvertent omission to give notice of the meeting or its non – receipt by any member shall not invalidate the proceedings of the

meeting. When in a meeting quorum is not fulfilled the decision shall be ratified by the Executive Committee at the next meeting.

Powers and Functions of the Executive Committee

14. The Executive Committee shall have power,
 - (a) To consider the annual and supplementary budgets placed before it and pass them with such modification as may be deemed necessary for being submitted to the General Council.
 - (b) To prepare annual reports and accounts of the Centre for consideration of the General Council.
 - (c) To receive, raise, administer and to have custody of the funds of the Centre and manage the properties of the Centre for implementing the programmes of the Centre and expenses connected with it.
 - (d) To incur expenditure subject to provision in the approved budget.
 - (e) To authorize the Director to enter, for and on behalf of the Centre, into agreements including those containing arbitration cases.
 - (f) To delegate by resolution such administrative, financial and other powers to its Chairman, Vice chairman or Director of the Centre as it may consider necessary.

15. The Chairman shall preside over all the meetings of the Executive Committee. In his absence the Vice Chairman will preside over the committee and if he too is absent the members present shall elect one among them, except the Director, to preside over the meeting.

16. Five members of the Executive Committee present in person shall constitute the quorum. No quorum shall be required for an adjourned meeting.

17. Any business which may be necessary for the Executive Committee to perform, except such as may be required to be placed before the Annual General meeting of the General Council, may be performed by a resolution so circulated and approved by a majority of the members signing and shall be effectual and binding as if the resolution had been passed at a meeting of the Executive Committee.

18. The proceedings of all meetings of the Executive Committee shall be submitted to the Chairman of the Executive Committee for approval before these are issued.

Chairman

19. Minister for Cultural Affairs, shall be the ex-officio Chairman of the Executive Committee.

Powers and Functions of the Chairman

20. (a) The Chairman shall ensure that the affairs of the Centre are run efficiently and in accordance with the provisions of the Memorandum of Association, Rules and Regulations of the Centre.
- (b) He shall preside over the meetings of the Executive Committee.
- (c) The Chairman may by requisition in writing signed by him require the Director to call meeting of the Executive Committee at any time.
- (d) In case the votes for and against a particular issue are equal, the Chairman shall exercise his casting vote.
- (e) The Chairman in writing delegate such of the powers as he may consider necessary to the Vice chairman or Director.
- (f) The Chairman shall have power to invite any person to attend the meeting of the Executive Committee but such person shall have no power to vote.
- (g) The Chairman may require the Director to call a special meeting of the Executive Committee at short notice in case of emergency.

Director of the Centre

- 21 (i) The Director of the Centre shall be appointed by the Sate Government for such period and the government shall determine his pay and conditions of service. The Director shall be the Chief Executive Officer and Administrative Head of the Centre. He shall be the custodian of the records of the Centre and all other properties of the Centre. He will be the appointing authority of the personnel against posts created by the General Council and appointments so made should have the prior

approval of the Chairman. He shall conduct official correspondence on behalf of the Centre and shall prepare and present the annual budget of the Centre for consideration and approval of the Executive Committee/ General Council. He shall submit proposals from time to time for the fulfillment of the objectives and performance of the functions of the Centre for consideration and sanction by the Executive Committee / General Council and on their approval implement them. He shall prescribe the duties, responsibilities of all employees of the Centre and exercise supervision and disciplinary control over their work and conduct of them. He shall also exercise such other functions and responsibilities as may be delegated to him from time to time by Executive Committee / General Council / Government.

- (ii) The Director shall sanction expenditure on contingencies, supplies, services and purchases of articles required for the day-to-day administration of the Centre, subject to financial propriety and subject to the limits up to which he may be authorized to sanction expenditure on single item from time to time by the General Council.
- (iii) The District Information Officer, who is the Treasurer of the centre and the Director will operate joint accounts of the money of the centre and amounts will be drawn by cheques signed by both of them.
- ✓ (iv) The Director shall exercise such administrative and financial powers other than those mentioned above as may be delegated to him from time to time by the General Council .

Funds of the Centre

22. The funds of the Centre shall consist of the following:
- a) Grants made by the Central/ State Governments.
 - b) Project funds raised by the Centre.
 - c) Income and receipts from other sources.
 - d) Contributions including those from Non - resident Indians and International agencies.

23. The Centre may in pursuance of its objects:
- a) Invest and deal with funds and monies of the Centre.
 - b) Borrow and raise monies on mortgages, promissory notes or other securities funded or based upon all or any of the properties and assets of the Centre or without any securities.
 - c) Draw, accept, make endorse, discount and deposit promissory notes, bills of exchanges, cheques or other negotiable instruments.
 - d) Create reserve funds, sinking fund, insurance fund or any other special fund whether for depreciation, repairs, improvement, extension or maintenance of any of the properties or rights of the Centre and / or for recouping wasting assets and for any other purpose for which the Centre deems it expedient or proper to create or maintain any such fund or funds.
24. The Centre may purchase, hire, lease, exchange or otherwise acquire property movable or immovable tangible or intangible (including copyrights, patents and intellectual properties) and construct, alter and / or maintain such buildings and works as may be necessary for carrying out the objects of the Centre.
25. The Centre may sell, hire, lease, exchange or transfer property, movable or immovable of the Centre provided that for the transfer of immovable property approval in writing of the Government of Kerala is obtained.
26. The income and property of the Centre, however derived shall be applied towards the promotion of the objectives as set forth in Memorandum of Association. No portion of the income and property of the Centre shall be paid or transferred directly or indirectly by way of dividend, bonus profit or otherwise, to persons who at any time are or have been members of the Centre or to any of them, or to any person claiming through them provided that nothing herein shall prevent the payment of remuneration to any member or other person in return for service rendered to the Centre or for travelling allowance, halting allowance and other similar charges.
27. (a) All moneys received by the Centre shall be remitted to the personal deposit account of the Centre in the State Government treasury/ Scheduled bank or cooperative bank as may be decided by the

Executive Committee, to be operated by the Director and Treasurer jointly.

- (b) All funds paid into the centre's account shall be withdraw only by cheques jointly signed by the Director and the Treasurer.

Audit of Accounts

- 28. (a) The Centre shall cause regular accounts to be kept of its money and properties. The accounts shall be maintained in such forms as may be prescribed by the Registrar of Societies of the State Government in keeping with rules in force under the Travancore Cochin Literary, Scientific and Charitable Societies, Registration Act XII of 1955.
- (b) The accounts of the Centre shall be audited annually by Chartered Accountant and in accordance with the provision of the Travancore Cochin Literary, Scientific and Charitable Societies, Registration Act XII of 1955. The accounts of the Centre shall be open to audit by the Accountant General also.
- (c) The audited accounts shall be communicated to the General Council, who shall submit a copy of the audit report along with its observations to the State Government.

Annual Report

- 29. The Annual Report of the working of the Centre and all work undertaken during the year, together with the balance sheet and audited accounts, shall be prepared by the Executive Committee for information of the Government of Kerala and Members of the Centre. A draft of the Annual Report along with the audited accounts of the Centre and Auditors Report shall be placed before the General Council in its Annual General Meeting.

Amendments

- 30. With the approval of the Government of Kerala the Centre may alter, extend or abridge the purpose for which it is established, or to amalgamate the Centre either wholly or partly with any other institution in accordance with he provisions of the Travancore Cochin Literary, Scientific and Charitable Societies, Registration Act XII of 1955.

31. As and when there is any change in the nomenclature of Minister, Department, Institution and designations mentioned in the Rules such changes shall be automatically stand incorporated in these rules.
32. If the Centre needs to be dissolved, it shall be dissolved as per provision laid down under the Travancore Cochin Literary, Scientific and Charitable Societies, Registration Act XII of 1955.
33. If, on the winding up of or dissolution of the Centre, there shall remain after the satisfaction of all its debts and liabilities, any property whatsoever the same shall not be paid to, or distributed among the members of the Centre or any of them but shall accrue to the Government of Kerala by escheat.
34. Any of the rules, except regarding constitution of the Executive Council may be altered, amended revised or deleted at any time by resolution passed by not less than ~~2/3~~ ^{3/4} of the members present in any voting at an extraordinary general body meeting called for the purpose. Provided further that no amendment shall have the effect of changing the character of the society from a charitable one for confirming on the members the right to share in the income of the society or its assets outstanding on dissolution. Such amendments shall have effect only after the same is got approved by the Commissioner of Income Tax. All the above require Government sanction

Miscellaneous

35. Once in every year a list of members of the General Council shall be filed with Registrar of Societies as required under the Travancore Cochin Literary, Scientific and Charitable Societies, Registration Act XII of 1955.

Certified that this is a correct copy of the Rules and Regulations of the Sree Narayana International Study and Pilgrim Centre, Thiruvananthapuram.

- 1)
- 2)
- 3)

Tinku Biswal

TINKU BISWAL I.A.S.
DISTRICT COLLECTOR
THIRUVANANTHAPURAM

E. K. BHARAT BHISHAN
Principal Secretary to Government
Health and Family Welfare Department,
Thiruvananthapuram.
Phone: 2527550, 2313353

**Memorandum of Association of the
Sree Narayana International Study and Pilgrim Centre,
Chempazhanthy, Thiruvananthapuram.**

1. WHEREAS, upon decision regarding the necessity for forming a Society for the study and research of the life and teachings of Sree Narayana Guru;
2. AND WHEREAS, upon consideration of the steps to be taken for the propagation of the ideals propounded by the Guru;
3. AND WHEREAS upon consideration of the steps to be adopted for the creation of a caste less society in Kerala;
4. Now therefore, we, the undersigned officers of the Kerala Government and the Special Officer appointed vide GO (Rt) 121 / 04 / CAD dated 27th February 2004 do hereby constitute a Society called "the Sree Narayana International Study and Pilgrim Centre" under the provisions of the Travancore Cochin Literary, Scientific and Charitable Societies Registration Act, Act XII of 1955, upon the following Memorandum of Association;

1. The name of the Society shall be "Sree Narayana International Study and Pilgrim Centre".
2. The Registered office of the Society shall be at Chempazhanthy.
3. The Society shall be a non – profit sharing society.
4. The objectives of the society shall be the following: -
 - (a) To protect and preserve the birthplace, the small dwelling place and other items, so far preserved at Gurukulam, Chempazhanthy.
 - (b) To establish a museum on the life and contribution of Sree Narayana Guru through books, Journals, other audio – visual media, exhibits

and artifacts highlighting caste based socio cultural and economic inequalities and the tremendous and unbelievable changes and reforms heralded by the teachings and actions of Sree Narayana Guru and the evolution and growth of social life and institutions in Kerala during the twentieth century.

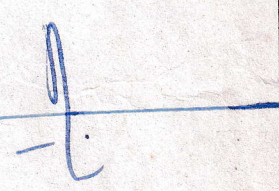
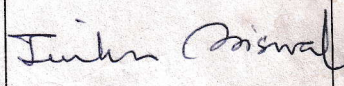
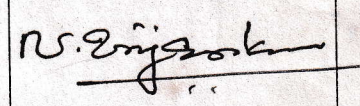
- (c) To establish an International Centre of Excellence on the contributions of Sree Narayana Guru to Philosophy and Culture with a view to provide forum for research.
- (d) To establish a library with all modern gadgets and infrastructure and to undertake research and comparative studies on Indian and foreign philosophical systems with special focus on the contributions of Sree Narayana Guru.
- (e) To establish a Convention Centre of international standard with all state of art facilities to hold meetings, seminars, workshops etc with provision for conducting permanent exhibition on the life, teachings and works of Sree Narayana Guru.
- (f) To conduct cultural exchange programmes at national and international levels.
- (g) To construct and maintain a Guest House for providing accommodation facilities for brief periods to students, pilgrims, research scholars, sanyasins, tourists and other distinguished visitors.
- (h) To establish a park for youth and children for imbibing the cultural, social, spiritual and moral values of India with special focus on the visions and missions of Guru and to provide facilities for their physical and moral development.
- (i) To establish an "Ashtanga Hridaya Peetam – Arogya Nikethan" for undertaking research on the ideals of Sree Narayana Guru on health care combining the available traditional health systems of India with special focus to popularize yoga, meditation, Ayurveda and other natural healing systems.
- (j) To establish an institution to take care of the total geriatric problems of the destitutes and poor.

- (k) To establish a "Snehabhavan" for environmental studies and to promote eco – friendly atmosphere with a view to recreate and rekindle the lost bond between man and nature.
- (l) To establish a Publication Division and Media Centre for publishing books and journals, results of research and translations from other languages on themes for which the centre is established.
- (m) To organize and aid elocution, quiz, essay competitions and similar other programmes among school and college students in the state.
- (n) To organise extension lectures by eminent scholars and men of letters on topics relating to the Centre.
- (o) To cooperate with educational and similar other institutions in any part of the country or world having objectives wholly or partly similar to those of the Centre in such manner as may be conducive to those objectives.
- (p) To organise conferences, debates, discussions, seminars, symposia, workshop and such other programmes in furtherance of the objectives of the Centre.
- (q) To co – operate or collaborate or associate with Universities, academic organizations and institutions of higher learning in such manner and for such purposes as the Centre may deem necessary for the propagation of the ideals of Sree Narayana Guru.
- (r) To conduct or assist activities in the field of social reforms, women empowerment, anti - child labour and environmental protection on eco – friendly terms.
- (s) To institute scholarships and educational grants to exceptional young talents living in penury.

5. Administration and management of the affairs of the Society shall vest in accordance with its rules and regulations in the General Council of which the members shall be:

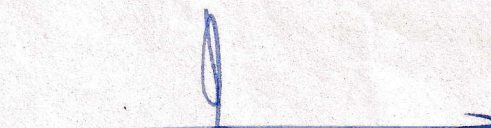
- (i) Sri. **A.P Anil kumar**, Minister for Cultural Affairs, Government of Kerala.
- (ii) **Secretary to Government**, Department of Cultural Affairs, Government of Kerala or his nominee.
- (iii) Sri. **Varkala Radha Krishnan**, Member of Parliament, Chirayinkeezhu Parliament Constituency.
- (iv) Sri. **M. A. Vaheed**, Member of Legislative Assembly, Kazhakootam Assembly Constituency.
- (v) Sri. **Abraham Master**, Member District Panchayat representing Chempazhanthy area.
- (vi) Sri. **K. S. Sheela**, President, Sreekaryam Grama Panchayat.
- (vii) Sri. **V. Gurudas**, Member, Sreekaryam Panchayat, Gurukulam Ward.
- (viii) **Secretary to Government**, Finance Department, Government of Kerala or his nominee.
- (ix) **District Collector**, Thiruvananthapuram.
- (x) **President**, Sree Narayana Dharma sangham Trust or his nominee.
- (xi) **Director**, Sree Narayana International Study and Pilgrim Centre.
- (xii) **Treasurer** (District Information Officer, Thiruvananthapuram) Sree Narayana International Study & Pilgrim Centre.
- (xiii) Six non – official members to be nominated by the Government of Kerala.

6. A copy of the rules and regulation of the Society, certified to be correct copy by three members of the General Council is filed with the District Registrar, Thiruvananthapuram along with the Memorandum of Association.
7. We, the several persons whose names and addresses are given below, having associated ourselves for the purpose described in this Memorandum of Association do hereby subscribe our names to this Memorandum of Association and set our several hands hereunder and form ourselves into a society under Act XII of 1955, this the 24th day of November 2004 at Thiruvananthapuram.

Sl.No.	Name and address	Signature
1.	Sri. E.K Bharatbushan , S/o. P. Kumharan Vaidyan Secretary to Government, Cultural Affairs Department, Government of Kerala.	
2.	Smt. ^{inika} Twinkle Biswal. , D/o. Adikanda Biswal , District Collector, Thiruvananthapuram.	
3.	Sri. N. Vijayakumaran, S/o. Nanoo O., Special Officer, Sree Narayana International Study and Pilgrim Centre, residing at 'Suvitha', TC 2/455(1), Ulloor, Medical College P.O., Thiruvananthapuram.	

Dated this, the Day of 2004

Witness of the above Signatories.


 E. K. BHARAT BHUSHAN
 Principal Secretary to Government
 Health & F. W., D. Dept.