

Bangalore Apartments' Federation

BYE-LAWS



- 1 **Name Of The Federation** **Bangalore Apartments' Federation**
(hereinafter referred to as The Federation or BAF)
- 2 **Address Of The Federation** Sangeetha Apartments, 162/1, 5th Cross, Malleshwaram, Bangalore 560003
- 3 **Jurisdiction** ~~Karnataka State~~ **BANGALORE**
- 4 **Aims and Objects**
 1. To serve as a common platform for the apartment owners associations and residents welfare associations in Bangalore
 2. To address the common problems of the member associations in a consolidated manner
 3. To foster cultural and social exchange among residents of member associations
 4. To promote unity, co-operation and co-ordination to take decisions on common concerns, compliance, facilities and requirements from Government and other Organizations
 5. To protect the rights and interests of the member associations
 6. To collaborate with member associations, institutions on projects or initiatives promoting the common interests
- 5 **Income** The Income of the Federation by whatever means shall be utilized for the objects of the Federation and shall not be distributed among its members or anybody.
- 6 **Correspondence** The President of the Federation is authorized to correspond with the Registrar of Societies.

Signatures

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Bangalore Apartments' Federation

SANGEETHA APARTMENT 162/1 5th CROSS
MALLESHWARAM BANGALORE - 560003



BYE-LAWS of the BANGALORE APARTMENTS' FEDERATION

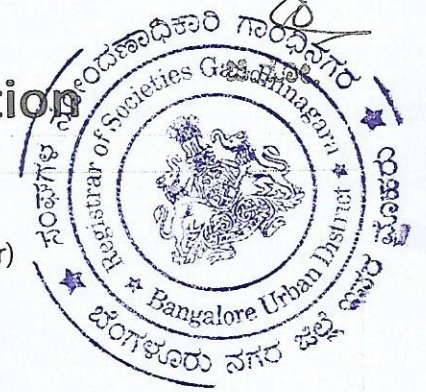
7 Membership

1. All apartment owners associations and residents welfare associations within Bangalore jurisdiction can become members of the Federation, by paying a registration fee. The initial registration fee is Rupees Five Hundred, and may be changed by the Governing Council from time to time.
2. Each such Association, which is a member of the Federation, will nominate a specific individual to represent the respective Association.
3. All members of the Federation are eligible to vote and to contest for the membership of the Governing Council in the General Body Meeting.
4. If the subscription of a member is in arrears for more than 3 (three) months without a satisfactory explanation to the General Secretary, such membership may be terminated. However, the Governing Council may consider such member's application for readmission.
5. Membership fee for Permanent and Annual Members shall be as decided by the Governing Council of the Federation.
6. Annual Members shall renew their membership by remitting the fee as applicable.
7. The Governing Council shall have the right to change the fee amounts, of various fees payable by members, from time to time.
8. The Governing Council may decide and charge any additional fees on members from time to time.
9. All members may take part in the proceedings of the General Body Meetings.

8 Constitution Of The Federation

1. The **General Body** shall consist of all the Members of the Federation. The General Body shall be empowered to elect or nominate members of Governing Council.
2. Voting shall be conducted by show of hands or Secret Ballot, if requested by any Member.
3. The **Governing Council** of the Federation shall consist of

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- a. **President** (one number)
 - b. **General Secretary** (one number)
 - c. **Treasurer** (one number)
 - d. **Vice President** (Four numbers)
 - e. **Joint Secretary** (Four numbers)
4. The Governing Council members will be the office-bearers of the Federation and meet **once every quarter** or at such intervals as decided by the General Secretary. The meetings can be held at the registered office or at a place chosen by the Governing Council
 5. The General Body meeting of the Federation shall be conducted once in a period of Twelve Months
 6. The Governing Council shall be elected once in Two years
 7. Once a Governing Council member is elected, that Governing Council member will continue in office for the full tenure irrespective of any organizational structure changes in such Governing Council Member's Apartment Owner Association/Residents Welfare Association. Member Associations cannot ask for replacement of a Governing Council Member. However, the Member may choose an alternate representative to represent it in the General Body.
 8. For the purpose of delivering notices, agenda, minutes of meetings and all similar and other communication, emails sent to the registered email ids of the Members shall be deemed to be official communication and valid.
 9. A copy of the decisions taken in a Governing Council Meeting, regarding policy decisions or constitution or Administrative matters shall be circulated to all the Members.
 10. The notice of the General Body meeting, containing the date, time, venue and the agenda shall be sent to all the Members **at least 21 days prior** to the meeting date.
 11. Posts of all the members of Governing Council shall be honorary. The term of office of all the members of the Governing Council shall be **two years** from the date of their election, or till their successors are elected, whichever is later

9 Notices & Communication

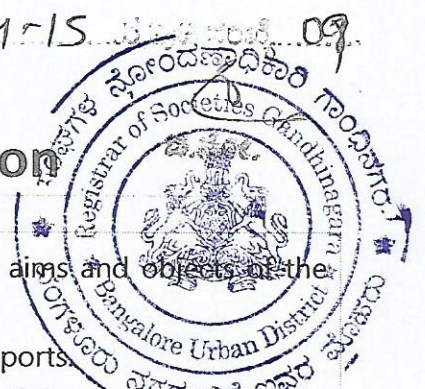
1. Notice of meetings and agenda will be sent by the General

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		<p>Secretary or Joint Secretaries using the email medium to the registered email ids of the Members.</p> <p>2. For the purpose of delivering notices, agenda, minutes of meetings and all similar and other communication, emails sent to the registered email ids of the Members shall be deemed to be official communication and valid.</p>
10	Quorum	<p>1. The presence in person of one-third (1/3rd) of the total strength of Members as on the date of notice for such a meeting shall constitute a Quorum for a General Body Meeting.</p> <p>2. If the quorum of one-third (1/3rd) of the total strength of Members is not achieved at the scheduled date and time of the meeting, then the Members who are present may adjourn the meeting by 30 minutes from the original time given in the notice, and in such adjourned meeting, the number of Members attending the meeting in person would constitute the quorum, provided however, the scope of the adjourned meeting will include only the published agenda items.</p>
11	Voting	<p>1. Each Member will have the right of one vote.</p> <p>2. Voting may be by show of hands or by a secret ballot, if requested by any Member.</p> <p>3. The voting will be done by the person nominated by the Member or someone specifically authorized by the Member in writing (either email or written), addressed to the General Secretary.</p>
12	Accounts	<p>1. The Official Year of the Federation shall be from 01 April to 31 March.</p> <p>2. The assets and liabilities in the balance sheet of the Federation shall be presented before the Annual General Body Meeting for confirmation.</p> <p>3. The Balance Sheet and the list of Governing Council Members shall be maintained in the Registered Office of the Federation.</p>

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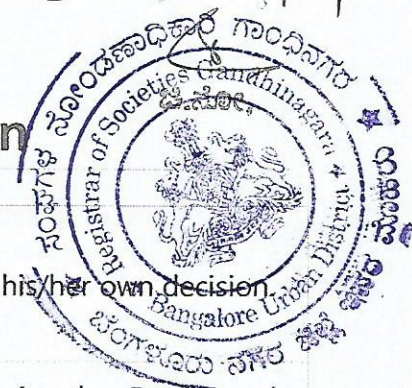
13 Powers And Functions of the Governing Council

1. To ensure and promote the primary aims and objects of the Federation.
2. To publish the Annual Accounts & Reports.
3. To manage funds and the property of the Federation and to present the Accounts at the Annual General Body Meeting.
4. Co-opt any Member considered suitable to the Governing Council, in the event of any vacant positions, or if any office bearer laying down office for whatever reasons, for the remaining period of the tenure or till the next elections are held.
5. To ensure utilization of income towards promoting the objects of the Federation.
6. To expel a member of the Governing Council or a Member of the Federation in case such Member is convicted of any criminal offence, or insanity proven or acting in contravention of the Bye-Laws.
7. To appeal and raise funds and fulfil formalities incumbent upon it.
8. To appoint a committee, sub-committee and grant them with such powers commensurate with the objectives.
9. To invite to its meetings specialists/experts who may be non-members of the Federation whose presence in the deliberations is considered useful.
10. To publish Federation journals/newsletters/documents it considers fit for the furtherance of its objects.
11. To make or amend the rules for the Federation
12. At any meeting of the Governing Council, each member of the Governing Council will have one vote. Voting may be by show of hands or by Secret Ballot, if requested by any Governing Council Member.

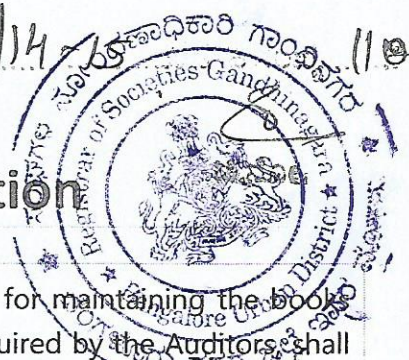
14 Powers And Functions of The President

1. The President shall preside over all Meetings of the Governing Council and the General Body. The President shall also discharge duties of an Administrative head.
2. The President shall execute all decisions taken by the Governing Council
3. The President of the Federation is authorized to correspond

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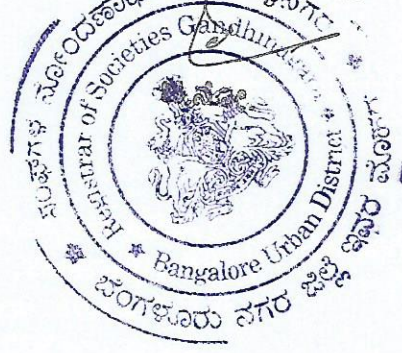
		with the Registrar of Societies.
		4. The President shall call for meetings on his/her own decision
15	Powers And Functions of Vice Presidents	<ol style="list-style-type: none"> 1. All the four Vice Presidents shall assist the President in execution of decisions taken by the Governing Council. 2. One of the four Vice Presidents (chosen by the Governing council) shall Preside over the meetings and discharge the duties and responsibilities of President, in the absence or non-availability of President.
16	Powers And Functions of The General Secretary	<ol style="list-style-type: none"> 1. The General Secretary shall assist the President in the Administrative duties of the Federation and shall call for meetings, on his/her own decision or on the request of at least 3 members of the Governing Council. 2. The General Secretary shall call for meetings upon request from Members constituting at least 15% of the total Member strength of the Federation. 3. The General Secretary shall maintain all Records of the Federation and shall submit Annual Report to the General Body. The General Secretary is also empowered to sign communications on behalf of the Federation, Cheque, receipts bills and any such necessary documents. 4. The General Secretary shall issue notices of all meetings, including the General Body meeting.
17	Powers And Functions of Joint Secretaries	<ol style="list-style-type: none"> 1. All the four Joint Secretaries shall carry out the duties entrusted by the General Secretary and Assist the General Secretary in all duties and functions of the Federation.
18	Powers And Functions of The Treasurer	<ol style="list-style-type: none"> 1. Treasurer shall be and act as the custodian of all financial matters of the Federation. 2. He/she shall be empowered to sign cheques jointly with President / General Secretary. The Treasurer shall be a compulsory Signatory to operate all Bank Accounts maintained by the Federation 3. The Treasurer shall have powers to check or supervise financial matters, regarding receipts, payments, income and expenses



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		<ol style="list-style-type: none"> The Treasurer shall be responsible for maintaining the books of Accounts and statements as required by the Auditors shall co-ordinate with Auditors for Annual Auditing of Accounts of the Federation The Treasurer shall be responsible for preparation and submission of Audited Statement of Accounts and such other Statements / explanations to the General Body and any Statutory Authorities
19	Bank Account of The Federation	<ol style="list-style-type: none"> The Federation shall open and operate a Bank Account with any of the Nationalized Banks in the city of Bangalore, in the name of "Bangalore Apartments' Federation". Bulk of the Federation's funds is to be placed in such Nationalized Banks. In addition, the Governing Council may decide to open additional Bank Accounts in any Private or Nationalized Bank for ease of Operations. The Bank Account shall be operated by Authorized members of the Governing Council, which include the President or General Secretary with Treasurer. The Governing Council shall authorize to place the funds of the Federation in Fixed deposits and manage the proceeds as decided by the Governing Council.
20	Amendments To These Bye Laws	<ol style="list-style-type: none"> Any section or part of these Bye laws may be amended by a Special General Body meeting convened for the purpose of amending the Bye Laws of the Federation.
21	General Matters	<ol style="list-style-type: none"> All communications sent through e mail to the address of the Federation or any other Member shall be deemed to have been communicated as on the date of dispatch of such electronic mail

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ಸಂಘದ ಹೆಸರು... Bangalore Apartment Federation
ದಾಖಲೆಗಳ ವಿವರ... E.C. 1/14
ಸ್ಥಾಪಿಸಿದ ದಿನಾಂಕ... 04/04/14
ನೋಂದಣಿ ಸಂಖ್ಯೆ... 02/14-15
ರಿಜಿಸ್ಟರಲ್ಲಿನ ಪ್ರತಿ ಸಂಖ್ಯೆ... 01
ವಿಲೇಯಾದ ಕಾರಣ... Registered
ದಿನಾಂಕ... 04/04/2014

ಸಂಘಗಳ ನೋಂದಣಾಧಿಕಾರಿಗಳು
ಗಾಂಧಿನಗರ,
ಬೆಂಗಳೂರು ನಗರ ಜಿಲ್ಲೆ.