

THE GOVERNMENT

OF

BIHAR RAJYA VISHVA VIDYALAYA KARMACHARI MAHASANGH

(Established in the year 1982)

1. Name :-

The name of the Mahasangh shall be "Bihar Rajya Vishva-Vidyalaya Karmachari Mahasangh" hereinafter called in these rules as "Mahasangh".

2. Head Office:-

The headquarter of the Mahasangh shall be at Patna University, Patna.

3. Aims and Objects:-

The aims and objects of the Mahasangh shall be:-

- (a) To secure effective organisation of all members of the Mahasangh (all class III & IV employees of the Universities of Bihar State) and to foster a spirit of unity, co-operation and brotherhood among them; and to develop understanding of the advantages and facilities of organised life;
- (b) To secure improvement and amelioration of the service conditions of its members; and safeguard and promote their interest by all legitimate, peaceful and democratic means as the Mahasangh may decide from time to time ;
- (c) To promote the sense of discipline, responsibility and dutifulness among the members of the Mahasangh and to try to develop their efficiency and suitability;
- (d) To make proper representation to the authorities and officers of the State Government, Inter University Board, Patna and to the University authorities and Central Governments, in matters, affecting or relating to the interest of the members of the Mahasangh;
- (e) To render legal assistance to members in matters arising out of or incidental to their employment, or

P.T.O.

service conditions and to undertake legal proceedings on behalf of the Mahasangh or its members for the purpose of securing and protecting any legitimate right of the Mahasangh or its members;

- (f) To prepare the members to play their legitimate role in the national, social and cultural life;
- (g) To provide assistance to members in distress, if the funds of the Mahasangh permit;
- (h) To conduct trade disputes on behalf of the members;
- (i) To develop a healthy relationship between the employees and the employers in their respective Universities;
- (j) To publish journals, magazines, pamphlets etc.
- (k) To arrange occasional meetings, seminars etc.
- (l) To do all such other things, as may be considered necessary, incidental or conducive to the attainment of the above objects.

#### 4. Registration:-

The Mahasangh shall be registered under Society Act.

#### 5. Membership:-

- (a) Any University Non-Teaching Employees Association at the level of the University can be affiliated with the Mahasangh on payment of requisite fees and acceptance of its constitution;
- (b) All members of the Mahasangh shall enjoy all the rights and privileges as provided for under the constitution and the by-laws; and shall be entitled to the benefits offered by the Mahasangh subject to the provisions of by-laws, if any, framed therefore if necessary;
- (c) Every member of the non-teaching employees' Association at the University level shall have the right to get himself elected to any position in Mahasangh provided that the patron of the Mahasangh may be elected either from amongst the members of the Mahasangh or from the members of the Bihar Legislative Assembly or Legislature Council or any eminent person from outside;

- (a) Every member of the Association at the level of the University and office bearers of the Association and any member holding a substantive post in the Universities of Bihar shall have the right to get himself elected to any position in the Mahasangh.
- (c) Every unit of the Mahasangh at the University level shall pay annual subscription @ rupees one per member which may be revised from time to time if necessary to the Mahasangh.

6. Office Bearers:-

The following shall be the office-bearers of the Mahasangh:-

- (i) Patron ... one
- (ii) President ... one
- (iii) Vice-President --- Four
- (iv) General Secretary ... one
- (v) Joint Secretary ... one
- (vi) Secretary ... seven
- (vii) Treasurer ... one
- (viii) Executive members ... four from each University

The accounts of the Mahasangh shall be audited by the auditor/auditors to be appointed by the Executive Committee.

7. Constitutional structure:-

The constitutional structure of the Mahasangh shall be as under:-

- (i) General Council, and (ii) Executive Committee.

8. Maintenance of the Register and Inspection:-

- (a) The books and registers and other relevant papers etc. of the Mahasangh shall be kept under the custody of the General Secretary of the Mahasangh at its head office;
- (b) The books (including the account books) and the registers of the Mahasangh shall be open to inspection by any member of the Mahasangh on receipt of fifteen days notice in writing by the General Secretary of the Mahasangh.

9. Financial year:-

The financial year of the Mahasangh shall begin with the 1st day of May every year & end on the 30th day of April every succeeding year.

- (i) The Mahasangh shall have a general fund which shall include all incomes derived from subscription, contribution from members, donations and levies and other miscellaneous sources;
- (ii) The funds of the Mahasangh shall be deposited in a scheduled Bank or Banks or shall be invested in some approved securities or shall be partly deposited or partly invested as may be decided by the Executive Committee of the Mahasangh from time to time.
- (iii) The funds of the Mahasangh shall be operated jointly by the General Secretary & the Treasurer of the Mahasangh.

11. Application of Funds:-

The funds of the Mahasangh shall be applicable for the purposes of:-

- (a) Payments of allowance and/or expenses on the office bearers or employees of the Mahasangh, if any.
- (b) Payment of expenses for the administration of the Mahasangh including audit of the accounts of funds of the Mahasangh.
- (c) Payment for making provisions for the furtherance of the aims and objects of the Mahasangh.
- (d) Payment for prosecution of defence of any legal proceedings to which the Mahasangh or any one by virtue of being a member.... thereof is a party, when such prosecution or defence is undertaken.
- (e) Payments for the purpose of securing or protecting any rights of the Mahasangh or any right arising out of the membership thereof.

12. Audit:-

- (i) The accounts of the Mahasangh shall be audited by the Auditor or Auditors duly elected by the Mahasangh.
- (ii) In case of any dispute the accounts of the Mahasangh shall be got audited by an Auditor/Accountant of a reputed firm.

3. General Council:-

Its powers, duties and membership:-

(a) The General Council of the Mahasangh shall be the supreme governing and legislative body of the Mahasangh and shall have absolute control over the affairs and properties of the Mahasangh. In particular and without prejudice to the generality of the foregoing general powers, it shall have the following specific powers:-

(b) Every Executive body of the unit at the University level shall nominate delegate/delegates (at the rate of one delegate on the strength of 50 members) subject to a minimum of 5 delegates from each University.

(c) The office-bearers and members of the Executive Committee of the Mahasangh shall be elected by the delegates.

(d) To consider the Annual Report and to adopt the audited accounts of the Mahasangh.

(e) To pass the Budget estimates of the Mahasangh.

(f) To effect or ratify changes in the constitution of the Mahasangh, if necessary.

(g) To act as a final court of appeal against the suspension or expulsion of any member from the Mahasangh or non-admission of any new member to the Mahasangh.

(h) To consider the proposals, if any, sent forth by the member of the Mahasangh at least 7 days before the meeting of the General Council of the Mahasangh.

(i) To transact any other business that may be brought before the General Council.

14. The General Council:-

(i) The General Council shall consist of all the ordinary members of each University unit.

(ii) The General Council of the Mahasangh shall meet once in a year.

(iii) On matters of importance an extra-ordinary meeting of the General Council can be convened.

(14) Date, time and venue of the meeting of the General Council shall be decided by the Executive Committee and the General Secretary of the Mahasangh shall serve the notice thereof to the Secretary of each unit at University level 15 days before the date fixed.

15. Executive Committee:- Its composition, powers and functions:-

(i) The Executive Committee shall consist of four members from each unit including the office-bearers of the Mahasangh.

(ii) Subject to overall control of the General Council, the Executive Committee shall be responsible collectively to the General Council and shall carry on all affairs of administration and shall have power to:-

(a) Adopt, resolution, frame rules and by-laws, form committee or Committees, appoint employee or employees on salary or honorary basis.

(b) Take decisions on any issue affecting or relating to the interests of the members, devise ways and means for implementation of the decisions taken by the General Council and as far as practicable take active and necessary steps for the betterment of the Mahasangh.

(c) Appeal for funds, donations or contributions or raise funds for the Mahasangh in the manner deemed fit;

(d) Shall have the power to remove, expell or suspend any of its members, including members of the Executive Committee or take any other disciplinary steps against any member provided such member is found guilty of theft, corrupt practices or of violating the rules of the Mahasangh in a way prejudicial to the interest of the members in general or indulging in gross acts of indiscipline calculated to lower the prestige of the Mahasangh or jeopardising the existance of the Mahasangh or hampering its progress or found guilty of having allegiance to any Trade Union organisation not approved by this Mahasangh.

Such decision of the Executive Committee shall be ratified at the next meeting of General Council. But in all such cases the member concerned shall have the right to appeal first to the Executive Committee for reconsideration & thereafter to the General Council and no appeal shall lie against the decision of the General Council.

... by co-opting from amongst the members of the General Council.  
(f) Shall have power to call in case of any vacancy.  
(g) Shall prepare agenda for the meetings of the General Council.

2. (h) Shall after consideration of the Annual Report prepared by the General Secretary submit it to the General Council with the Annual Accounts and the Auditors' report.

(i) Shall prepare the budget estimates of the Mahasangh for every financial year and submit them every year to the General Council, at its annual meeting, for sanction.

16. Meeting of the Executive Committee.

(i) The Executive Committee shall meet at least four times in a year and at such other time as it may be necessary.

(ii) 15 members present at a meeting shall form the quorum for the meeting of the Executive Committee.

17. Casual Vacancy in the Executive Committee.

Any member of office bearer of the Executive Committee who falls to attend four consecutive meetings of the Executive Committee without giving prior notice to the General Secretary in writing shall be deemed to have vacated his seat in the Executive Committee and all such vacancies shall be immediately filled in the manner prescribed.

18. Duties of office bearers.

(a) Patron:- The Patron shall be the Chief of the Mahasangh.

(b) President:- The President shall preside over the meetings of the General Council and the Executive Committee and shall exercise general supervision over the work of the Mahasangh. He shall have the right of casting vote in case of equality of votes but shall not cast vote in the first round. In case he does not wish to exercise his casting vote, then the matter shall be decided by a lot in the manner determined by the Patron.

(c) Vice-President:- The Vice-President will perform such duties and responsibilities as may be assigned to them by the President from time to time.

(d) General Secretary:- (i) The General Secretary shall be the agent and the Executive Officer of the Mahasangh and shall administer the affairs of the Mahasangh under the directions of the Executive Committee and the General Council.

(ii) He shall carry on all correspondences, convene meetings of the Executive Committee and General Council.

(iii) He shall implement the resolutions adopted in the meeting of the Executive Committee and/or the General Council.

(iv) He shall be the custodian of the proceedings, minutes books, registers and such other papers records of the Mahasangh which may be entrusted to him by the Executive Committee.

(v) He shall along with the Treasurer sign all bills for payment and shall be responsible to the Executive Committee for the accounts.

of Mahasangh. He shall get the accounts and expenditure passed and approved by the Executive Committee.

(vi) He shall prepare the Annual report and submit it to the Executive Committee with the audited accounts and auditor's report.

(e) Joint Secretary:- (i) He shall work under the direct control of the Executive Committee and shall perform such duties as may be assigned to him by the Executive Committee from time to time.

(ii) In the absence of General Secretary he will discharge the duties of the General Secretary.

(f) Treasurer:-

The Treasurer shall exercise a general control over the funds and accounts of the Mahasangh. His specific duties shall be as under:-

(i) He shall be personally responsible for the funds of the Mahasangh and records pertaining thereto.

(ii) He shall receive subscriptions, contributions, donations, levies etc. from the members and others and shall grant receipts in the printed forms for all amounts received by him.

(iii) He shall retain in hand only the amount necessary for current expenditure and deposit and invest the surplus amount in the name of the Mahasangh.

(iv) He shall make payments after getting the vouchers attested or countersigned by the General Secretary and maintain vouchers for all payments.

(v) He shall maintain all account books of the Mahasangh and shall along with the General Secretary, place accounts before the Executive Committee for scrutiny and approval.

(g) The Secretaries:- The secretaries shall function under the direct supervision and control of the Executive Committee and shall render all assistance to the General Secretary of the Mahasangh. They will represent their respective University in the Executive Committee.

19. Duration of office of office-bearers and the members of the Executive Committee:-

All office-bearers and the members of the Executive Committee shall hold office for a period of two years with effect from the date of their election by the General Council and shall continue to hold office for any further period which may elapse between the expiration of the said period of two years and the next meeting of the General Council.



20. Changes in the constitution of the Mahasangh:-

No amendment to the constitution shall be carried except by 51% majority of the voting strength of the General Council and by the three-fourths majority of the members present.

21. Dissolution:-

The Mahasangh shall not be dissolved except by the decision of the majority of the 75% members present in the meeting of the General Council specially called for the purpose with a clear notice of 30 days. The quorum for such meeting of the General Council of the Mahasangh shall be three-fourth of the total strength of the General Council. This meeting shall also decide in what manner the funds and the properties of the Mahasangh after dissolution, if any, shall be disposed of after meetings - the liabilities. After the resolution dissolving the Mahasangh is passed by the General Council in the manner aforesaid, the Competent authorities shall be informed of such decision in the form prescribed under Societies Act, and the dissolution shall not have effect until the same has been registered and a certificate is granted by the Registrar for such dissolution.

.....