

MEMORANDUM OF ASSOCIATION

AND

RULES AND REGULATIONS

NATURAL RESOURCE MANAGEMENT TRAINING

&

DEVELOPMENT SOCIETY

(NRMTDS)

HIMACHAL PRADESH

ARANAYA BHAWAN, TALLAND SHIMLA -171001.

[Registration No. 406/2006 dated 4.5.2006. under provisions of the Societies
Registration Act, XXI of 1860 & HP Amendment Act 1973.]

FIRST MEETING OF GOVERNING COUNCIL OF NATURAL RESOURCE MANAGEMENT
TRAINING AND DEVELOPMENT SOCIETY (NRMTDS)

ARANAYA BHAWAN TALLAND SHIMLA 171001 (HP)

To be held under the chairmanship of Sh. Ashok Thakur IAS Financial Commissioner-cum-Principal Secretary (Forest) to the GoHP on _____day_____ month_____ Year at _____AM/PM.

AGENDA ITEMS FOR DISCUSSIONS

Sr. No.	Items
1.	Formation of Association of "NRMTDS".
2.	To finalise and adopt the memorandum of Association and Rules and regulations of NRMTDS.
3.	To authorise the member secretary, Conservator of Forests (Projects) to get the society registered under Indian Societies Registration act, (XXI) 1860.
4.	To authorize member secretary NRMTDS to open and operate the Bank account in Nationalised Bank.
5.	Any other item with the permission of the Chair.

DOCUMENT No. I

MEMORANDUM OF ASSOCIATION FOR 'NRMTDS' HIMACHAL PRADESH

1. Name of the Society: Name of the Society will be “**Natural Resource Management Training & Development Society**” herein after called the **NRMTDS**.
2. Location of the office: The registered office of NRMTDS shall be in the Arnaya Bhavan, Talland Shimla -171001. HP.
3. Aims and Objectives: The society shall be an autonomous body with the primary objective to organize capacity building trainings, study courses, exposure visits, conferences, workshops, seminars and lectures and all level trainings/activities of line departments over and above the mandate of Forest Training Centres/School at Sunder Nagar, Chail and Kuther and to assist and organize research programmes in ‘Natural Resource Management’.
And in furtherance of the above objectives undertake all activities.
- (a) To develop and update/curricula for all such trainings.
 - (b) To collaborate with international; national, local level institutions having similar objectives.
 - (c) To function as a advisory body to the Govt. of H.P./ H.P. Forest department in policy formation and implementation to develop teaching learning materials and to work as a facilitator in promoting various policies and programmes.
 - (d) To conduct workshops, conferences, seminars, studies on various topical issues and problems in natural resources management and all level trainings/ activities of the line departments.
 - (e) To strengthen information technology (IT) and data base management in natural resource management.

- (f) To render professional assistance and advice on natural resource management issues as and when desired by Govt. / departments / organizations / institutions and communities.
- (g) To encourage exchange of information and net working with other institutions working on natural resource management.
- (h) To offer fellowship, scholarships, prizes and stipend in furtherance of the objectives of the society.
- (i) To accept grants of money, securities or property of any kind and undertake and accept the management of any endowment, trust, fund or donation not inconsistent with the objectives of the society, on such terms as may be prescribed by the society from time to time.
- (j) To impose and recover fees and charges for the services rendered.
- (k) To undertake 'Nature Conservation' awareness and sensitization' programme for various organizations, groups and Individuals, through specially designed set of inputs/activities.
- (l) To undertake monitoring evaluation studies in the related fields.
- (m) To create Reserve Fund or any other special Fund whether for depreciation, repair, improvement, extension or maintenance of any of the properties or rights of the society and / or for recouping wasting assets and for any other purpose for which the society deems it expedient or proper to create or maintain any such Fund or Funds.
- (n) To use / have control over assets created by the Govt. of Himachal Pradesh on such terms and conditions as may be decided from time to time by the Govt. of Himachal Pradesh.
- (o) To make rules and bye-laws for the conduct of all affairs of the society and add to, amend, vary or rescind them from time to time.
- (p) To manage the infrastructure developed by the society and/ or taken over by the society from other organizations under MoU, if any.
- (q) To set up branches of the society for the said purposes at such places as may be decided by the Governing Body of the society from time to time.
- (r) To engage persons for the purpose of the society.

- (s) To do all other lawful things as may be incidental or conducive to the attainment of the above objectives of the society.

4. Pursuant to the above objectives the NRMTDS may:

- i) Accept grants of money, securities or property of any kind and undertake and accept the management of any endowment, trust funds or donations not inconsistent with the objective of the NRMTDS, on such terms and conditions as may be fitted with the objects of the NRMTDS and be prescribed by the Govt. of India/HP from time to time.
- ii) Create or to fill up administrative, technical, Ministerial and other posts including daily paid of the NRMTDS and make appointments there to in accordance with the rules and regulations of NRMTDS provided that creation of and appointments to the post require the prior concurrence of Fin. Deptt. of HP Govt.
- iii) Have the full administrative and financial control on existing Forest Training Center Sundarnagar, District Mandi, HP, Forest Training School Chail, District Solan, HP and Forest Training Center Kuther, District Kangra, HP and further the executive council of NRMTDS would be empowered to scrutinize the posting of staff in NRMTDS.
- iv) All property movable or immovable of NRMTDS as well as Forest Training Center Sunder Nagar, Forest, Forest Training School Chail, and Forest Training Center Kuther shall be vest in Executive Council of NRMTDS.
- v) Establish a provident fund for the benefit of incremental staff or any other section of NRMTDS thereof.
- vi) Make rules and bye – laws for the conduct of affairs of NRNTDS and add to amend, vary or rescind them from time to time provided that pending formal adoption of separate service rules/ bye – laws etc. by NRMTDS, the service conditions of the officers and employees of the NRMTDS shall be regulated by the rules framed by HP Govt. from time to time.
- vii) Do all such lawful acts and things whether incidental to objectives in force or not as may be requisite in order to furtherance of the objectives of the NRMTDS for study and research for the management of Forestry extention.

- viii) Do all such other lawful acts and things either alone or in conjunction with other organization or persons of NRMTDS may consider necessary, incidental or conducive to the attainment of the above objectives.
- ix) May avail the services of consultants, experts or resource personal of repute by employing or offering contracts as per guide lines of funding agency.
- x) Studies, training and workshop programmes conducted by NRMTDS shall be open to the persons of sex and what ever race, religion, creed, caste or class.
- xi) Generate resource in order to bring financial sustainability through charging for selected services rendered to beneficiaries.
- xii) Income and property of NRMTDS howsoever derived shall be applied towards the promotion of the objects as set forth in this memorandum of association, subject nevertheless, in respective of expenditure of grants, made by the Govt. of India/GoHP to such direction as the Govt. of India/GoHP given from time to time. No portion of income and property of NRMTDS shall be paid or otherwise transferred directly or indirectly in way of dividend bonus, or otherwise howsoever, by way of profit to persons who at any time are or have been members of the NRMTDS or to any of them or to any person claiming through them or any of them provided that nothing herein shall prevent the payment in good faith or remuneration to persons in return for services rendered to the NRMTDS or for traveling allowances halting allowances, and other similar charges. Official members of Governing Council shall claim their TA and DA from their respective departments as admissible under the rules.
- xiii) Sell, lease, exchange and otherwise transfer of any portion and properties of society, as may be considered necessary by NRMTDS with prior approval of HP Govt. to the attainment of above objectives.
- xiv) If on winding up or dissolution of the NRMTDS, there shall remain after the satisfaction of its debts and liabilities any property whatsoever, the same shall not be paid to or distributed amongst the members of NRMTDS or any of them but shall be transferred back to the State department of Forest, Himachal Pradesh.

A copy of Rules and regulations of NRMTDS certified to be correct by four members is filed with the registrar of Societies, Shimla, Himachal Pradesh along with the Memorandum of association.

CERTIFICATES

1. Certified that the Association (NTMTDS) is formed with no profit motive and no commercial activity is involved in its working.

2. Certified that the office bearers are not paid from the funds of the association (The NRMTDS).

3. Certified that the association (The NRMTDS) would not engage in agitation activities to ventilate grievances.

1. _____

2. _____

3. _____

4. _____

DECLARATION

We the undersigned persons in the memorandum have formed in to an association and responsible to run the affairs of Association and desirous of getting the Society registered under "Society Registration Act (XXI of 1860)".

Sr. No.	Name of the Office Bearers	Age	Designation of their local standing in the Society	Occupation	Address	Signatures
1	SH. ASHOK THAKUR IAS		Chairman	Govt. Service	F.C.-cum-Secy. (Forest) to the GoHP. Shimla-2	
2	SH. R. A. SINGH IFS		Vice- Chairman	-do-	PCCF, HP.	
3	SH. A.K. GULATI IFS		Member	-do-	Addl. PCCF(HQ)	
4	SH. SHAM LAL IFS		Member	-do-	CCF (Project)	
5	SH. R.K. SOOD IFS		Member	-do-	PD HPFSRP	
6	SH. D.P. SINHA IFS		Member	-do-	CF Finance	
7	SH. CHANDRESH SHARMA IFS		Member Secretary	-do-	CF (Project)	

DEFINITIONS:

Unless specifically provided otherwise in the rules:

1. "The Society" means the **"NATURAL RESOUCE MANAGEMENT TRAINING AND DEVELOPMENT SOCIETY"[NRMTDS]** under the Indian Societies Registration Act XXI, 1860.
2. "The Governing Body" means the Governing Body of the Society.
3. "The Executive Committee" means the Executive Committee of the Society.
4. "The President" means the President of the Governing Body of the Society.
5. "Rules" mean any of the Rules and Regulations of Society including Bye Laws.
6. "The Member Secretary" means the C.F. (Projects), who will also be the Member Secretary of the Governing Body and Executive Committee.
7. "Government" means Government of Himachal Pradesh.
8. In writing includes printing, lithography and typewriting.
9. 'Year' means the period commencing from the 1st April and ending with the 31st March of the calendar year.
10. 'Month' means the month of the calendar month.
11. "D.F.O. "shall mean the In-charge officer of the Forest training Center Sundarnagar, Divisional Forest Officer Forest Training School Chail and Divisional Forest Officer/ In-charge Forest training Center Kuther.
12. Members of registration of the society the number of members is declared to be seven, but the society may at any time increase the number.

13. There shall be following classes of members:

- Official members - Shall include the officers of the State of H.P. or Govt. of India.

- Non official members – Shall be from amongst representatives of NGO's Local Institutions (Panchayats, other educational & research institutes).

ELIGIBILITY

14. No individual shall be eligible for admission as non-official member of the society, if:

1. He/she has applied for bankruptcy or
2. He/she has been declared as an insolvent or
3. He/she has been sentenced for any offence involving dishonesty or moral turpitude within 5 years preceding the date of his application for admission as a member.

DOCUMENT No. II

RULES AND REGULATIONS FOR NRMTDS HIMACHAL PRADESH

- 1. Name of the Society:** “Natural Resource Management, Training and Development Society” (NRMTDS). An Organization of Department of Forest, GoHP.
- 2. Location of office:** Arnaya Bhavan Talland Shimla-1, District Shimla, Himachal Pradesh.
- 3. Membership and composition of Governing Council:** This Society NRMTDS will consist of the following - members, namely:-

S. N.	Designation	Address
1.	Chairman	Financial Commissioner-cum-Secretary (Forest) to the Government of Himachal Pradesh.
2.	Vice chairman	Principal Chief Conservator of Forests, Himachal Pradesh, Shimla-1.
3.	Member	Additional Principal Chief Conservator of Forest Head Quarter, Shimla-1
4.	Member	Executive Director Himachal Pradesh State Forest Corporation Ltd. Shimla-9.
5.	Member	Chief Conservator of Forest (Projects), Shimla-1.
6.	Member	Project Director Himachal Pradesh Forest Sector Reforms Project Shimla-1.

7.	Member	Director Himalayan Forest Research Institute, Panthaghati, Shimla-9.
8.	Member Secretary	Conservator of Forest (Project), Shimla-1.
9.	Member	Director Rural Development HP.
10.	Member	Joint Secretary/ Additional Secretary (Finance), Govt. of Himachal Pradesh Shimla-2.
11.	Member	Non official nominee (to be nominated by the Chair Man).
12.	Member	Non official nominee (to be nominated by the Chair Man).

4. ROLL OF MEMBERS OF GOVERNING COUNCIL:

The NRMTDS shall keep a roll of members giving their occupation and address and every member shall sign the same, if a member of the NRMTDS changes his address, he shall notify his new address to the Member Secretary, NRMTDS who shall there upon cause his new address to enter in the roll of the members shall be deemed to be his address.

5. TERM OF OFFICE:

Where a person becomes a member of the NRMTDS by reasons of office, or appointment he holds, his membership of the NRMTDS, shall terminate when he ceases to hold that office of appointment.

6. CATEGORY OF MEMBERS:

The society (The NRMTDS) shall consist of Ex Officio Members.

7. ADMISSION FEE AND THE ANNUAL SUBSCRIPTION OR MONTHLY SUBSCRIPTION:

There shall be no admission fee, or annual subscription or monthly subscription.

8. THE GOVERNING COUNCIL:

(A) COMPOSITION AND MEETINGS:

- i. There shall be a Governing Council of the NRMTDS and it shall be composed of all the members of the NRMTDS.
- ii. The annual Governing meeting if the Governing Council shall be held once in a year.
- iii. The Governing Council shall meet at least twice every year.
- iv. For the purpose of last sub – rule, each year shall be deemed to commence on the first day of April and terminate on the thirty first day of March of the following calendar year.
- v. Every notice calling a meeting of the General council shall state the date, time and place at which such meeting will be held and shall be served upon every member of the Governing Council not less than twenty one clear days before the day appointed for the meeting.
- vi. The accidental omission to give notice to or the non receipt of notice by any member or other person, to whom it should be given, shall not invalidate the proceedings at the meeting.
- vii. The Chairman may convene a special meeting of the Governing Council when ever he thinks fit , and shall do so on the written requisition of not less than one third of the members of the NRMTDS. For such a special meeting every member shall be given not less than seven clear days notice.
- viii. In the absence of Chair Man the Vice Chairman Shall preside.
- ix. 60% of the members of Governing Council shall form a quorum. No quorum shall be required for an adjournment meeting, which may be held at the appointment place not less than two hours after the appointed time without further notice.
- x. All disputed questions at the meeting of the Governing Council shall be determined by vote as decided by Chairman.
- xi. Each member of NRMTDS shall have one vote.

- xii. In case of an equality of votes the person presiding over the meeting shall have right to cast vote.
- xiii. The Chairman may invite any person other than a member to attend a meeting of the Governing Council. Such invitee shall not, however, be entitled to vote at the meeting.
- xiv. The Governing Council shall function notwithstanding any vacancy therein and notwithstanding any defect in the appointment, nomination of any member and no Act or proceedings of the Governing Council shall be invalidated or nullified merely by reason only of the existence of any vacancy therein or any defect in the appointment, nomination.
- xv. Where for any reasons it is possible for the Governing Council to meet, any business which may be necessary for the Governing Council to perform, may be carried out, by taking the approval of the Chairman after due recommendations, by the Executive Council, provided that the ex-post -facto approval of the Governing Council shall be obtained at its next meeting.

(B) FUNCTIONS AND POWERS OF THE GOVERNING COUNCIL:

The Governing Council shall have the following powers and functions namely to:

- i) To carry out the objectives of the society as set forth in the Memorandum of Association of the Society.
- ii) To manage the affairs and funds of the Society and exercise all powers of the society in accordance with rules of the society.
- iii) To approve the annual profit and loss account and audited balance-sheet of the society.
- iv) To look for other avenues to raise funds for the society and to accept grants or financial aid from the Government and donations from other public bodies, corporations, companies or persons, national or international, for the purposes of the society on such conditions as may be agreed to.
- v) For long term development of the society, and furtherance of its objectives, the society may create new assets over which it will have full control so long the society is in position. In the event of dissolution of the society the assets so created by the society will become the property of the Government. The society shall use the existing assets in any manner but these will continue to belong to the Government.

- vi) To borrow or raise funds that may be required by the society on such terms and conditions as may be deemed advisable.
- vii) To prescribe rates/fees for the services provided.
- viii) To approve the work program and list of activities submitted by the Executive Committee of the society and periodically monitor the same.
- ix) To acquire for the society any assets, moveable or immovable, on such terms and conditions, as it deems fit, including by way of purchase or entering into agreements (MoUs) for this purpose. President of the Governing Body shall be authorized signatory for his purpose. **The purchases and other expenditure should be according to norm laid down by Govt. in respect of State Govt. offices.**
- x) To enter into and secure the fulfillment of any contracts/ engagements on behalf of the society and to institute/defend/compound or abandon any legal proceedings by or against the society and to refer any matters, claims or demands to arbitration and observe and perform the Awards.
- xi) To set up, constitute and organize local branches of the society in such a manner and on such terms as may be considered necessary in the interest of the society.
- xii) To engage such persons as may be necessary to carry out the objectives of the society and to pay them such remuneration as may be considered expedient **but Society should not make regular appointment.**
- xiii) To approve annual budget as presented to it by the Executive Committee.
- xiv) Add to, amend, vary or rescind any of these rules for the furtherance of objectives of society.
- xv) Frame Bye-laws consistent with these Rules and the Memorandum of Association, for the management, administration and regulation of the business of the society for the furtherance of its objects;
- xvi) Fix 'usage charges' for the assets of FTC Sunder Nagar, FTS Chail and FTS Kuther.

The Governing Council may by resolution delegate to its Chairman, to any standing committee, or to the Member Secretary of NRMTDS or to any other officer of the NRMTDS, such of its powers for the conduct of business as it may deem fit subject, if deemed necessary to the condition that the action taken by its own Chairman, the standing committee or the Member Secretary (CF Projects), NRMTDS, or other officer

under the powers so delegated to him shall be subject to confirmation at the next meeting of the Governing Council.

The Governing Council shall constitute an Executive Committee and delegate to it such powers and functions, as it considers fit.

All business discussed or decided at a meeting of the Governing Council shall be recorded in a proceeding book, which shall be signed by the Chairman of the meeting.

9 THE EXECUTIVE COUNCIL:

(A) COMPOSITION AND MEETING

The Executive Council of NRMTDS shall comprise of following after nomination by the Governing Council.

1.	CF (Project)	Chairman
2.	DFO FTC Sundarnagar	Member Secretary
3.	D.F.O. FTS Chail	Member
4.	DFO Publicity.	Member
5.	ACF (Project)	Member
6.	In charge FTC Kuther	Member
7.	ACF FTS Sundarnagar	Member
8.	ACF FTS Chail	Member
9.	Representative of Secy. Finance GoHP	Member

- I. Provided that the members of the Executive Council specified in sub clause shall be nominate by the Governing Council.
- II. If any member of the Executive Council ceases to be a member of NRMTDS, he or she shall automatically cease to be the member of the Executive Council.
- III. The Executive Council shall function not withstanding any vacancy therein and not withstanding any defect in the appointment, nomination of any member and no act or proceedings of the Executive Council shall be invalidated or nullified merely by reasons only of the existence of any vacancy therein or of any defect in the appointment, nomination of any member.
- IV. Every meeting of the Executive Committee shall be presided over by its Chairman and in his absence by the senior most member of the Executive Committee.
- V. Three members of the Executive Committee present in person shall constitute quorum. No quorum shall be required for an adjourned meeting.

- VI. For every meeting of the Executive Committee not less than seven clear days' notice shall be given to each member, provided that the Chairman in special circumstances (To be recorded) may call a meeting at a shorter notice.
- VII. The Chairman of the Executive Committee, including the presiding officer, shall have one vote and in case there shall be an equality of votes on any question to be decided by the Executive Committee, its Chairman or in his absence the person presiding over the meeting shall, in addition, have a casting vote.
- VIII. The Chairman of the Executive Committee may invite any person(s), other than a member to attend a meeting of the Executive Committee. Such invitee shall not, however, be entitled to vote at the meeting.
- IX. Any business which, may be necessary for the Executive Committee to perform, may be carried out by circulation of papers among all its members and any resolution so circulated and approved by a majority of the members signing shall be as effective and binding as if the resolution has been passed at meeting of the Executive Committee, provided that at least three members have recorded their views on the resolution.

(B) FUNCTIONS AND POWERS OF THE EXECUTIVE COUNCIL

The Executive Committee shall be responsible for:

- i) Management and administration of the affairs of the Society in accordance with the Rules and Bye-laws made there under for the furtherance of its objectives and shall have all powers, administrative and financial, which may be necessary or expedient for the purpose.
- ii) The Executive Committee may further delegate its powers to the Chairman, Member Secretary or any of its members and /or to a Committee/ Group or any other officer of the Society such administrative and financial powers and impose such duties as it deems proper and also duties that are to be exercised or discharged.
- iii) Prepare and execute detailed plans and programmes for the furtherance of objects of the Society.
- iv) Receive, have custody of, and deal with the funds and moneys of the Society. Execute contracts, collaboration agreement, agreements containing arbitration clauses, indemnity bonds, deeds in respect of or connected with sale/lease/License, mortgage, hypothecation or other or other deeds of a legal character of whatever description, Power of Attorney, enforce any legal rights and incur Legal expenses. Provided that these powers are exercised for and on behalf of the Society.

- v) Sue, defend all legal proceedings on behalf of the Society.
 - vi) To prepare the annual budget estimates of the Society and to submit the same before the Governing Body for approval.
 - vii) To lay down terms and conditions governing scholarships, fellowships, deputations, grants-in-aids, research schemes and projects.
 - viii) To decide on the terms & conditions for hiring the services of Professionals/ Govt. Servants/ NGO etc.
 - ix) Implement decisions taken by the Governing Body.
 - xi) Preparing proposals for activities to be taken up by the society and submit the same to the Governing Body for approval.
 - xii) Efficient utilization of funds put at its disposal by the Governing Body.
 - xiii) Developing publicity and education material.
 - xiv) Maintenance of the assets, both moveable and immovable, of the society.
 - xv) Identification of facilities/ services to be provided by the society.
 - xvi) Maintenance of records related to the assets of the society and preparation of monthly cash accounts, periodical reports for the Governing Body, annual balance sheet etc.
- 10.** The Executive Committee shall meet as and when it is necessary.
- 11.** It shall keep record of all such meetings in the prescribed format and send minutes of these meetings to the Governing Body.

12. FINANCE COMMITTEE

The Finance Committee shall consist of following:

- | | |
|--|--------------|
| 1. Pr. Chief Conservator of Forest, H.P. | Chairman |
| 2. Chief Conservator of Forest (Project) | Member |
| 3. Conservator of Forests (Project) | Member Secy. |
| 4. Representative of Secy. Finance GoHP | Member |

13. FUNCTIONS OF FINANCE COMMITTEE

The Finance Committee Shall have:

- (i) Full powers to accord financial sanction for the purchase of various inputs, goods, equipments, services etc. required for execution of “ Natural Resource Management Training & Development Society. “
- (ii) Full powers for financial and administrative sanctions for roads, buildings and all other works of Natural Resource Management Training & Development Society. “
- (iii) Full powers to accord financial and administrative sanctions for all other expenditure required for implementing the various developmental plans of “Natural Resource Management Training & Development Society. “
- (iv) Full powers to examine Annual Budget and other financial reports of the Society before they are considered by Executive Committee and approved by Governing Body.

The Finance Committee may delegate its financial powers or part thereof to the President, Member Secretary or any of its members and /or to a committee /group or any other officer of the Society, as it deems fit.

14 FINANCIAL REGULATIONS

1. Powers of Member Secretary:

The C.F. (Projects) cum Member Secretary of the Society shall be the Principal Executive Officer of the Society/Project and shall be responsible for proper administration of the affairs and funds of the Society and efficient implementation of various activities of Natural Resource Management Training & Development Society “in a mission mode under the directions and guidance of the President of the Executive Committee”. The C.F. (Project) cum member secretary shall exercise all the technical, administrative, financial and disciplinary authority

powers exercised by the Head of the Departments of departments like Forest, Agriculture, Horticulture Departments and any other Departments from whom officers and staff on deputation may come in future if it may happen for the furtherance of Society Objectives. He/She shall also continue to perform the duties and exercise the powers as may be or may have been assigned to him/her by the HP Government/Executive Committee/Financial Committee.

For the effective discharge of his/her functions he/she shall have powers to:

- a) Prescribe the duties of the officers and staff of the Society.
 - b) Exercise such supervision and disciplinary control as may be necessary.
 - c) Coordinate and exercise general supervision over the activities of the Schools and centers under the Society.
 - d) Conduct meetings of the Society and its committees and keep a record of proceedings of these meetings in accordance with these rules.
 - e) Exercise financial, technical and administrative powers of heads of line departments.
 - f) Discharge such other functions as may be or already have been assigned to him by the H.P. government /Executive Committee /Finance Committee/Governing body in furtherance of the objectives of the Society.
2. Powers of DFO's holding Forestry Training Centre/School:

DFO's holding Forestry Training Centre /School shall be responsible for implementation of the various works and running the institutions effectively.

DFO's shall exercise financial, administrative and technical powers of heads of all departments. They shall also continue to perform the duties and use powers as may be or may have been assigned to them by the HP Government/Executive Committee/Finance Committee.

15 FUNDS OF THE SOCIETY

1. The funds of the Society shall consist of the following;
 - a) Budgetary support from the government of Himachal Pradesh
 - b) Grants made by the Central Government or the State Governments/Other society/Institutions.
 - c) Donations and contributions from other sources.

- d) Fees and charges imposed by the Society for services rendered by it'
 - e) Income from investments.

 - f) Income from interest.

 - g) Income and Receipts from other sources.

 - h) Loans from financial institutions.

 - i) Project based funding from national/ international donor agencies.
2. The bankers of the Society shall be any of the scheduled bank/banks as may be fixed by the Executive Committee.

 3. Create a Reserve Fund for the development of society

 4. The funds of the Society shall be operated by such officer as may be duly empowered in this behalf by the Executive Committee.

 5. The society shall maintain proper accounts and other relevant records and papers and prepare an annual statement of accounts in such form as may be prescribed by authority competent to do so under the Co-operative Societies Act. **The accounts of the society shall be audited annually by Local Audit Department and any expenditure incurred in connection with the audit of accounts of the Society shall be payable by the society.**

 6. The accounting system of the HP Forest Department will be followed in the Society.

16. EXISTING PERSONNEL:

The sanctioned strength and existing strength of Forest Training Center Sunder Nagar, Forest Training School Chail and Forest Training Center Kuther is at **Annexure –I** . On creation of the Society, the existing staff of the FTC and FTS shall however, continue to draw their pay, allowance and other benefits from the departmental budget provided to training School and shall continue to perform their normal functions of imparting regular training to Forest Department (FD) staff. In addition these personnel will also provide their services to the conduct of the activities of the Society augmented by staff on contract.

17. ASSETS:

The store and stock as the audited account of the FTC Sunder Nagar, FTS Chail & FTC Kuther will be handed over to the society. In addition the usage of existing building and land shall be vested with the society. These assets shall continue to be the property of the State Government and the Society shall be allowed use and access to these assets. In case of dissolution of Society, all its assets and liabilities will be transferred back to the Govt.

18 POWERS OF THE GOVERNMENT

- 1 In the discharge of its functions the **Governing Council** shall be guided by such directions on questions of policy as may be given to it by the Government of H.P. The Decision of the Government of H.P. as to whether a question is or is not a matter of policy shall be final. Such directions shall be in writing.
2. The Government will have the right to appoint/ change the key personnel.
3. The Government will not bear the financial burden of any new staff appointed by the Society over and above the existing sectioned staff.

19. ACCOUNTS AND AUDIT

1. The society shall maintain proper accounts and other relevant records connected with accounts in such form or manner as may be directed by the authority competent to do so under the Co-operative Societies Act.
2. The society shall prepare and submit returns and statements as the Registrar may from time to time specify.
3. The accounts of the Society shall be audited annually by Local Audit Department and any expenditure incurred in connection with such audit shall be payable by the Society to the party concerned.

20. ANNUAL REPORT

The Annual Report of the proceedings of the Society including all works undertaken and various achievements made, during the year, together with the Audited Annual Accounts (viz. Receipts and Payments Accounts, Income and expenditure Accounts and Balance Sheet) for the year, the Audit Certificate, the

Audit Report and replies of the Society to the observations contained in the Audit Report shall be placed before the **Governing Body** by the Executive Committee.

21. OFFICE OF THE SOCIETY

The office of the Society shall be located at Arnaya Bhavan Talland Shimla District Shimla, Himachal Pradesh.

22. SERVICE OF NOTICE

1. A notice may be served upon any member of the Society either personally or by post at the address mentioned in the roll of members.
2. Any notice so served by post shall be deemed to have been served on the day following that on which it is posted.

23. ALTERATION OR EXTENSION OF THE PURPOSE OF THE SOCIETY

Subject to the provision of the Registration of Societies Act 1860; the Governing Body may alter, extend or abridge any purpose or purposes for which the Society is established.

24. AMENDMENT OF THE RULES

1. The Governing Council shall be competent to amend, repeal, rescind any of the provisions of Memorandum of Association, and Rules of the Society.
2. The Executive Committee shall be competent to carryout amendments in the Service Bye-laws as it may think fit from time to time.

25. REPEAL AND SAVINGS

1. With the coming into force the new regulations; the service conditions of all serving employees of the society would be governed in accordance with the Rules and Bye-Laws.
2. If the society needs to be dissolved, it will be dissolved as per provisions laid down under relevant sections of the Society Act, 1860.

26. MISCELLANEOUS

1. Once in every year, a list of members of the Governing Body shall be filed with the Registrar of Societies as required under the Societies Registration Act, 1860.
2. If any change occurs in the composition of the Governing Council or in the holder of the office of the Chairman or the CF (Projects)-cum-member secretary at any time for any reason, intimation of such change shall within 30 days be submitted to the Registrar of the Societies.
3. All properties belonging to the Society shall be deemed to be vested in the Governing Council in this behalf.

27. WINDING UP

1. In case the Society NRMTDS has to be wind up, the property and funds of the NRMTDS shall be transferred or paid to the Forest Department, Himachal Pradesh.
2. As and when there is any change in the nomenclature of the Department (s), Institution (s) and Designation (s) mentioned in these rules, such change (s) should automatically stand incorporated in the concerned rules.

Annexure-I**EXISTING STAFF STRENGTH IN TRAINING SCHOOLS/ CENTER**

<u>S.No.</u>	<u>Designation</u>	<u>Sundarnagar</u>	<u>Chail</u>	<u>Kuther</u>
1.	DFO	1	1	-
2.	ACF	2	2	1
3.	F.R.	1	2	-
4.	Deputy Ranger	1	1	-
5.	Fgd.	-	2	1
6.	Supdt.Gr.II	1	-	-
7.	Sr. Asstt.	1	1	1
8.	Jr. Asstt. /Clerk	2	2	1
9.	Peon	1	3	-
10.	Chowkidar	1	3	-
11.	Sweeper	-	-	-
12.	Driver	-	1	-
13.	Forest Worker	3	-	-
14.	Cleaner	1	-	-
15.	Conductor	-	1	-
16.	PTI	-	1	-
17.	Mali	-	1	-
18.	Temp. D/Wagers	-	-	8
