

**RIVERSIDE SPORTS & RECREATION CLUB (REGD.)
CLUB AVENUE, MAYUR VIHAR PHASE-1 EXTENSION
DELHI-110091**

RULES & REGULATIONS

(Incorporating amendments made on 06.11.2005 Amended 16.11.2014 and 12.01.2020)

1. NAME OF THE SOCIETY

The name of the society shall be “Riverside Sports & Recreation Club” (hereinafter called the club).

2. MEMBERSHIP

The Club shall have the following categories of members:-

(a) Promotee Members (b) Promotee Life Member (c) Life Member (d) Ordinary Member (e) Associate Member (f) Corporate Member (g) Donor Member (h) Temporary Member (i) Add- On Member.

3. ADMISSION & QUALIFICATION FOR MEMBERSHIP

(a) Promotee, Promotee Life, Life and Ordinary Membership will be open to bonafide members and residents of the Cooperative Group Housing Societies located in Mayur Vihar Phase-1 Extension, Delhi-110091, based on certificate issued by the President/Secretary of the concerned Cooperative Group Housing Society or any other satisfactory proof of membership/residentship.

(b) Associate membership will be open to any person whom the Managing Committee approves for enrolment as Associate Member. Subsequent to such enrolment if any Associate Member acquires ownership of a flat in any of the 22 Cooperative Group Housing Societies located in Mayur Vihar Phase-1 Extension, Delhi-110091 and resides therein as owner, his/her category of Membership may be changed into Ordinary Membership provided he/she/ has been residing therein continuously for a period of not less than six months on the date of application for change of category and procedure satisfactory proof thereof.

(c) Donor membership will be open to individuals, institutions and Corporate bodies who make a donation of a minimum of Rs. 1,50,000/- or any increased amount as may be prescribed by the Managing Committee from time to time.

(d) Corporate membership will be open to institutions and corporate bodies on payment of Admission Fee at the rate prescribed by the Managing Committee from time to time.

(e) Temporary membership will be open to senior citizen (60 years & above) and employees of private and public sector organization who are on transferable jobs or who are Self employed or Freelancers, on their producing satisfactory proof thereof. Temporary membership will be granted initially for one year, renewable at the end of

one year for maximum two extensions of one year each on terms and conditions prescribed by the Managing Committee from time to time. The fee for such Temporary Membership shall be Rs.12, 000/- plus applicable taxes for one year. The Managing Committee may decide to review and revise upward, the Temporary Membership fee from time to time.

Only Persons aged 21 and above, mentally sound and not convicted for any offence shall be eligible for any of the categories of membership except Add-On Membership, listed above.

(f) Add-On Membership will be open to any TWO children above the age of 21 years, of the Promotee, Promotee Life, Life, Ordinary & Associated Member, who is mentally sound and not convicted for any offence and whom the Managing Committee approves for enrollment as an Add-On Member.

4 (I) ADDMISSION FEES, SUBSCRIPTION & OTHER CHARGES

(a) A Promotee Member shall pay an Admission Fee of Rs. 2,500/- and Subscription (monthly, yearly or for life) at the rate prescribed by the Managing Committee from time to time. Promotee membership will be open to those eligible applicants who remit the admission fee of Rs. 2500/- before November 30, 1995.

(b) A Promotee Member can become Promotee Life Member on payment of Life Subscription at the rate of Rs.5000/- on or before March 31, 1996 or thereafter Rs.10, 000/- which may be revised by the Managing Committee from time to time.

(c) A Life Member shall pay an Admission Fee of Rs. 5000/- and Life Subscription at the rate of Rs. 10,000/- which may be revised by the Managing Committee from time to time with prospective effect.

(d) Ordinary, Associates and Corporate members shall pay Admission Fee and Subscription (monthly, yearly or for life) at the rate prescribed by the Managing Committee from time to time.

(d-1) Add-On Member shall pay an admission fee of Rs. 15,000/- plus taxes and to be revised in future by the Managing Committee from time to time. No Subscription (monthly or yearly) shall be payable by such category of Membership.

(e) Donor Members need not pay any Admission Fee or Subscription.

(f) Temporary members shall pay in advance Admission Fee and Yearly Subscription at the rate fixed from time to time by the Managing Committee.

(g) Besides Admission Fee and Subscription, special charges may be levied by the Managing Committee for certain amenities/facilities and/or special occasions which shall be paid by all those availing of them.

(h) The Admission Fee, Donation, Subscription and special charges, once remitted, are not refundable.

4 (II) PROCEDURES FOR ADMISSION

(a) Application for membership shall be made in the prescribed form, which may be priced, along with the remittance of the prescribed Admission Fee for the category of Membership applied for and other prescribed documents.

(b) The application shall be considered and decided by the Managing Committee within three months from the date of its receipt. The decision of the Managing Committee shall be communicated to the applicant within 15 days from the date on which the decision is taken. The decision of the Managing Committee shall be final and not open to challenge in any manner whatsoever as the right of admission is reserved in the Managing Committee.

4 (III) PROCEDURES FOR DISCIPLINARY ACTION

The Managing Committee is empowered to take disciplinary action, including expulsion, against any member for violation of the Rules & Regulations of the Club and/or any misconduct. In all such cases, a Sub-Committee will be set up by the Managing Committee to inquire into the alleged violation of Rules & Regulations of the Club and/or any misconduct and on the basis of the Report of the Sub Committee decision will be taken by the Managing Committee. The decision of the Managing Committee will be final. The reason for decision taken shall be communicated to the member concerned.

5 (I) CESSATION OF MEMBERSHIP

Membership of the Club shall cease if the member

- (a) resigns voluntarily
- (b) is convicted by a court of law of any offence, which in the opinion of the Managing Committee, involves moral turpitude,
- (c) is declared of unsound mind by a medical board,
- (d) Is adjudged insolvent by a court of law.
- (e) Indulges in any activated prejudicial to the interests and aims/objectives of the Club:
- (f) defaults in payment of Subscription for a period of three months:
- (g) Dies, However in the event of death of a member in Categories other than Corporate, Temporary, Donor, Add-On and Transferee Membership, the membership will pass on, after the due approval by the Managing Committee, along with life subscription paid if any, to any one person nominated by the member, from his/her Family Members as defined in Clause 5(2) of the Rules, or in the absence of such nomination to anyone of his/her Legal Heir, as per the Law, provided the legal heir otherwise satisfied the eligibility conditions prescribed in these Rules. The nominated legal heirs must avail of the transfer of membership facility within a period of seven (7) years, failing which, the membership shall cease to exist and no transfer shall be permitted.
- (h) Is expelled by the Managing Committee in the course of taking disciplinary action as provide under Clause 4(iii) of the Rules & Regulations.

(i) In case of Add- On Member- also if the Primary Member is expelled or ceased to be Member.

5 (II) TRANSFER OF MEMBERSHIP

Any member in categories other than Corporate, Donor, Add-On and Temporary may, once during his/her tenure as member, transfer his/her membership, along with Life Subscription, if any, to any one of his/her family members after getting approval from the Managing Committee on Payment of a Transfer Fee of Rs.6, 000/- Such transferee member is not entitled to transfer the membership again to anyone. The term “family members” would cover parents, spouses, sons and daughters only.

(6) APPEAL AND READMISSION OF MEMBERS

In the case of cessation of membership on account of default in payment of dues to the Club, the Managing Committee may restore the membership on the member clearing the dues with late fee and paying a Restoration fee at the rate prescribed by the Managing Committee from time to time.

7 RIGHTS & PRIVILEGES OF MEMBERS

(a) The Members belonging to all categories other than Institutional Donor and Corporate are entitled to participate in the various activities and programs along with their dependents that would include parents, spouse and sons/daughter aged below 25. In the case of members in Institutional Donor and Corporate categories, any two representatives may avail of the facilities at any given time but not their dependents. All Members may bring with them guests on payment of the prescribed guests charges.

(b) Only. Promotee, Promotee Life, Ordinary and Life Members are entitled to take part and Vote, and that too in person and not in proxy, at the General Body meeting and contest for elective posts. However, the members belonging to the above categories, who are not residing in the 22 Group Housing Societies of Mayur Vihar Phase-1 Extn., Delhi – 110091 and/or due to his/her job/work assignment or otherwise, which require him/her to remain mostly away from Delhi at least for a period of six (6) months will not be eligible to contest for the post of the Office Bearer as well as member of the Managing Committee. Associate, Corporate, Donor and Temporary Member will not have any voting right. Add- On Member will not have any right to take part and vote in the General Body Meeting of the Club.

8 GENERAL BODY

(i) All members enrolled in the Membership Register shall form the General Body of the Club. However, only those enrolled in the category of Promotee, Promotee Life, Life and Ordinary member shall have the right to vote at General Body meetings and contest for elective posts.

(ii) The powers and duties of the General Body, which is the supreme body, include election of the managing committee, including office bearers, to manage the affairs of

the club, review of the functioning of the club as and when it feels necessary: approval of the auditors for audit of the accounts of the Club.

(iii) The General Body shall meet as often as necessary but at least once a year to discuss and approve the audited statement of accounts and the audit report for the previous year and appoint auditors for the current year. This will be called the Annual General Body meeting. Once in two years the Annual General Body meeting shall elect the Managing Committee, including office bearers, of the Club. The Annual General Body meeting shall be convened within six months from the close of the previous financial year.

(iv) Meetings of General Body, other than the Annual General Body Meeting, shall be called Special General Body Meetings and transact only the business for which they are convened.

(v) A clear 21 days notice shall be given for all the General Body Meeting except the meeting to consider dissolution of the Club for which a clear 30 days notice shall be given.

(vi) The quorum for the General Body meetings shall be one-third of the voting members. If quorum is not there within fifteen (15) minutes of the scheduled time the meeting shall stand adjourned and meet after thirty (30) minutes, on the same date and the same venue. No quorum shall be required for such adjourned meeting and decisions taken therein shall be legal.

However, if voting for electing the Managing Committee also has to take place during the General Body Meeting, then at least two (2) hours must be reserved for the deliberation on other agenda items.

(vi) (a) The decisions taken at the General Body Meeting shall become effective after the Draft of minutes of the General Body meeting are confirmed by the Managing Committee in its meeting (for which emergent Managing Committee can be called) to be held within fifteen (15) days of the said General Body Meeting. Thereafter, the Minutes under the signatures of the President and Secretary General shall be sent to the members within fifteen (15) days. In case written observation is received from any member in respect of the minutes within fifteen (15) days thereof, the same shall be placed before the Managing Committee and shall also be placed before the next General Body Meeting.

(vii) A General Body meeting can be requisitioned by not less than 125 voting members jointly signing the requisition and specifying the subject matter for consideration, including instances of grave irregularities, misconduct and willful failure in adherence to the statutory compliances etc., due to which the club has been put to financial loss and/or the stability of the club is undermined. Within 30 days of receipt of such requisition the Hony. Secretary General shall place it before the Managing Committee which will fix the date for the requisitioned meeting of the General Body and give 21 clear days notice to all members. No matter other than the one for which the meeting

has been requisitioned shall be considered in that meeting. The quorum for the Special General Body meeting shall be not be less than one fourth ($\frac{1}{4}$) of the voting Members. If quorum is not there within 30 minutes of the scheduled time the meeting shall stand cancelled.

9. MANAGING COMMITTEE/POWERS & FUNCTIONS

(i) The Managing Committee is the executive body of the Club, elected by the General Body and shall manage the day to day affairs of the Club through the Office Bearers.

(ii) The meeting of the Office Bearers shall be held, as often as necessary, but at least once in fifteen (15) days. The minutes of the Office Bearers meeting (O.B. meeting) must be recorded in a separate register and also be signed in the end, on the same day, by the members present in the meeting. The decision of the O.B. meeting must be conveyed to the other members of the Managing Committee at least two (2) days before the M.C. meeting is held. No major administrative or financial decision or finalization of tender/ contract be taken in the O.B. meeting.

(iii) The Managing Committee shall have a minimum of 12 and maximum of 15 members, who will be elected by the General Body. Such elected members of the Managing Committee will include 6 office-bearers, namely one Hony. President, one Hony. Senior Vice President, one Hony. Vice President, one Hony. Secretary General, One Hony. Secretary and one Hony. Treasurer. In addition, the Managing Committee may co-opt up to five members from the 22 Group Housing Societies of Mayur Vihar Phase-1 Ext., Delhi-91. These FIVE Co-opted members must be from the 22 Group Housing Societies which are not represented in the Managing Committee. However these co-opted members shall not have voting rights.

(iii) The Managing Committee, including office bearers, shall be elected at the Annual General Body meeting once in two years by Promotee, Promotee, Life and Ordinary members. The election shall be by secret ballot to be supervised by a Returning Officer appointment by the Managing Committee, who will announce the schedule of elections, ensure smooth conduct of elections and announce the results. Members seeking to contest for any elective post shall pay a security deposit of Rs.2000/- for each post contested. The security deposit shall be forfeited if the member concerned fails to get at least one-sixth of the votes polled.

(iii) (a) A member shall not be eligible to contest for any post of the Office Bearer, if he/she has been an Office Bearer of the Managing Committee consecutively for TWO terms including candidates elected through By-elections. But he/she can contest for the post of Member of the Managing Committee.

However, after a cooling period of two (2) years, i.e. one term, he/she will be eligible to contest for the post of Office Bearer.

(iii) (b) A member shall not be eligible to contest for the post of Member of the Managing Committee, if he/she has held such post consecutively for two terms. But he /she can contest for the post of an Office Bearer of the Managing Committee.

(iv) The term of office of the Managing Committee, including office-bearers, shall be two years. However, any office-bearer or Member of the Managing Committee shall cease to hold that elective post on his/her changing residence and moving out of the 22 Group Housing Societies of Mayur Vihar Phase-1 Ext., Delhi. And/or due to his/her job/work assignment or otherwise, which requires him/her to remain mostly away from Delhi at least for a period continuously for six (6) months. The Managing Committee shall make temporary arrangement to carry on the functions of those, who have thus ceased to be office-bearer(s) and conduct bye-elections within three months thereof to fill the vacancy (ies) in the posts of office- bearer(s) of Managing Committee provided the remaining term of such office bearer(s) of Managing Committee exceeds six months.

(v) The Managing Committee shall meet as often as necessary but at least once in a month. Minutes of the Managing Committee meeting must be circulated to the MC members within five (5) days of the meeting.

(vi) (a) The President shall, when present, preside over all the meetings of the Managing Committee and the General Body. He will have general powers of supervision.

(b) When the Hony. President is not present at any meeting of the Managing Committee or the General Body, Hony. Senior Vice President shall chair the meeting. In the absence of the Hony. President and Hony. Senior Vice President, the Hony. Vice President shall chair the meeting. In the absence of the above three, the Members of the Managing Committee present or members of the General Body present, as the case may be, shall select one amongst themselves, through majority of vote, to preside over that particular meeting.

(c) The Hony. Secretary General shall carry out the functions and duties entrusted to him/her by the Managing Committee from time to time and will act according to the Rules and Regulations of the Club. He/she shall, in particular, be responsible for carrying out correspondence on behalf of the Club: maintenance of records issue of notices of meetings: preparation of the Minutes of the Managing Committee and General Body and Preparation of annual reports.

(d) The Hony. Secretary shall assist the Hony. Secretary General and act for him/her in his/her absence.

(e) The Hony. Treasurer shall be responsible for collection of funds, issue of receipts, making authorized payments, keeping of the books of account, arranging for annual audit of accounts, maintaining financial control and attend to such other functions and duties as allotted to him by the Managing Committee and act in accordance with the Rules and Regulations of the Club.

(vii) The quorum for Managing Committee meeting shall be minimum EIGHT (8) of the elected members of the Committee including office-bearers. If there is no quorum within 30minutes of the scheduled time the meeting shall be adjourned for 30 minutes. The adjourned meeting shall be held after 30 minutes. No quorum shall be required for such adjourned meeting and all decisions taken therein shall be lawful.

(viii) Seven days clear notice shall be given for meetings of the managing committee. However, in case of any emergency an urgent meeting can be called at shorter notice.

(ix) A meeting of the Managing Committee can be requisitioned by a minimum of four members the committee excluding office bearers, jointly signing the requisition and mentioning the purpose. The Hony. Secretary General shall call the meeting of the Managing Committee within 15 days of receipt of the requisition by giving seven days clear notice. At the requisitioned meeting no matter other than the one for which it is requisitioned shall be considered. If the quorum is not there within 30 minutes of the scheduled time, the meeting shall stand cancelled.

(x) Decisions by the Managing Committee shall be taken as far as possible by consensus. If consensus is not possible decisions shall be taken through vote by show of hands. In case of tie, the President shall cast his vote.

(xi) Vacancies arising in any of the elective posts in the Managing Committee shall be filled through bye-election to be held within three months from the date of vacancies if the remaining term of such membership exceeds six months.

(xi) (a) If any member of the existing Managing Committee wishes to contest for any post becoming vacant due to the reasons mentioned in clause 5(i), 9(iv) and 9(xii) of the Rules and Regulations, then he/she must first resign from his/her existing post in the Managing Committee before the MC meeting is held to decide the appointment of the Returning Officer for conducting such election.

(xii) Any Managing Committee Member not attending three consecutive meetings of the Managing Committee without valid reasons and without getting leave of absence granted by the Managing Committee in respect thereof shall lose his membership of the Managing Committee and the vacancy caused shall be filled through bye-election to be held within three months from the date of vacancy if the remaining term of such membership exceeds six months.

10. SOURCES OF INCOME AND UTILISATION OF FUNDS

The sources of income for the Club shall be Admission Fee, Donation, Subscription, charges levied for services and amenities provided on special occasions, guest charges, grants from well-wisher, advertisements in souvenirs brought out on various occasions, sale of application forms and funds raised through any other lawful means as may be decided by the Managing Committee from time to time.

The Managing Committee is empowered to borrow or get overdraft facilities from the bankers of the Club and authorize the President/Secretary General/Treasurer to repay from the accruals and earnings of the Club any loan and interest thereon availed of from the lending bank for construction of the Club complex or any other purpose in accordance with the Rules and Regulations of the Club.

The Admission Fees and Donations shall be utilized for capital expenditure and creation of assets. Life Subscription proceeds shall ordinarily be put in term deposit and interest derived therefrom shall be utilized for day-to-day running of the Club. However, in case of

necessity, the Managing Committee may authorize the use of Life Subscription proceeds for assets creation and replenish the Life Subscription as and when the funds position permit.

All Surplus and investible funds shall be deposited in a scheduled commercial bank or R.B.I. approved financial institutions and Mutual Funds.

11. AUDIT OF ACCOUNTS

The accounts of the Club shall be audited by a registered and practicing Chartered Accountant appointed by the General Body at its annual meeting. For this purpose, the Managing Committee shall prepare a panel of auditors, which may be reviewed from time to time, from which one of the names shall be forwarded to the General Body. The term of the External Auditor shall be a maximum of three (3) consecutive years. The Financial Year of the Club shall be from April 1 of the calendar year up to March 31 of the following year.

12. OPERATION OF BANK ACCOUNT

Account in the name of the Club, either saving or Current, shall be opened in a scheduled commercial bank and shall be operated by the President and Treasurer jointly with any one of the other four office bearers. In the case of absence of either President or Treasurer of both the station the Account will be operated jointly by those authorized by a resolution of the Managing Committee, duly conveyed to the Bank.

13. ANNUAL LIST OF MANAGING COMMITTEE

Once in every year a list of the office bearers and members of the Managing Committee of the Club shall be filed with the Registrar of Societies, Delhi as required under section 4 of the Societies Registration Act of 1860.

14. LEGAL PROCEEDINGS.

The Club may sue or be sued in the name of Hony. President, Hony. Secretary General as per provision laid down under Section 6 of the Societies Registration Act 1860. No suit against the Club shall lie in any court outside the National Capital Territory of Delhi.