

MEMORANDUM OF ASSOCIATION

- 1. The name of the society shall be SAKSHI.
- 2. The registered office of the society shall be situated in the union territory of Delhi at 665-666/2, GHITORNI VILLAGE, NEAR M.C.D. SCHOOL, GHITORNI, NEW DELHI- 110030; or at such other places as its managing committee may from time to time decide.
- 3. Area of operation: Pan-India
- 4. The aims and objects for which the society is established are as under.
 - To provide legal, medical, residential, psychological or any other help. Assistance or charitable support for women, adolescents, and marginalized groups in particular those who are victims of any kind of sexual abuse and/or harassment violence or any other kind of atrocity or violation.
 - II. To set up and maintain a resource center for women, adolescents and marginalized groups.
 - III. To promote and encourage the education, welfare empowerment and the upliftment of women, adolescents, and marginalized groups through all such activities and efforts to bring about awareness about gender and gender related issues with a focus on equality, to allay reduce resist attack/persecution oppression and discrimination.
 - IV. To educate society and others on various issues related to the basic democratic rights of women, youth, and marginalized groups that exist under the constitution of India or any other law.
 - V. To undertake and/or sponsor research and analysis projects related to gender and gender related issues with a focus on equality.
 - VI. To set up and administer a library and documentation center.
 - VII. In pursuance of its aims and objectives the society shall be at liberty to deal with any one or all of the following issues through projects or otherwise as determined by the managing committee, which issues are exemplary and not exhaustive:
 - 1. Gender-Based & Sexual Violence and Harassment
 - 2. Child Rights & Child Sexual Abuse
 - 3. Youth & Women Empowerment
 - 4. Reduced Inequalities
 - 5. LGBTQIA Rights
 - 6. Human Rights
 - 7. Sex & Sexuality Education
 - 8. Water, Sanitation & Hygiene
 - 9. Arts, Culture & Media
 - 10. Behaviour Change Communication
 - 11. Family Violence
 - 12. Education & Literacy
 - 13. Law & Advocacy
 - 14. Access to Justice

- 16. Workplace Diversity & Inclusion
- 17. Industry, Innovation & Infrastructure
- 18. Affordable & Clean Energy
- 19. Good Health & Well-being
- 20. Economic Empowerment
- 21. Negotiation & Conflict Resolution
- 22. Peace, Justice & Strong Institution
- 23. Transformational Leadership
- 24. Climate Change
- 25. Life on Land
- 26. Life Below Water
- 27. Sustainable Cities & Communities
- 28. Responsible Consumption & Production
- 29. Poverty & Hunger
- 30. Partnerships for the SDG
- 31. Good Governance

Human Trafficking green Gry



- 5. To provide training and experience for persons interested in and empanelled for promoting awareness about and for gender and gender related issues with a focus on equality.
- 6. Further, in pursuance of one or more of the aforesaid aims and objects, the society shall at the appropriate time undertake the activities and programmes set out hereunder.
 - Set up and maintain a panel of lawyers, health personnel, social workers, counsellors, police, journalists and others to act as resource persons to empower women, adolescents and marginalized groups.
 - II. Set up and run a documentation centre for all work done and to be carried out by the society, such documentation centre shall contain reference material, statistics, films, data, tapes and any other communication material relating to gender and gender related issues with a focus on equality.
 - III. Set up and run a counselling service for women, adolescents and marginalized groups.
 - IV. Organize workshops, forums, seminars and\or any other similar activities to facilitate discussion and awareness on and about gender and gender issues with a focus on equality.
 - V. To tap experts and/or consultants, resource persons etc. as are necessary for carrying out the activities of the society.
 - VI. Plan, undertake and\or sponsor social educational, and exhibition programs.
 - VII. Undertake and\or sponsor the production and\or exhibition of plays, films, slides, and any other audio-visual media for the purpose of social education about gender and gender issues with a focus on equality.
 - VIII. Establish a legal aid mobile cell to travel from state to state and counsel women and adolescents on legal problems. Such cells shall also collect information in local laws, discriminatory practices by local bodies, communities, alternatives etc.
 - IX. Set up or assist in setting up any schemes or projects which would encourage women's and adolescents' self-employment and\or self- sufficiency.
 - X. Work in cooperation with other national and international societies, institutions, organizations and other groups and individuals in pursuit of the aims and objects of the society.
 - XI. To write, publish and circulate a newsletter or any other publication relating to gender and gender issues with a focus on equality in different languages.
 - XII. To award fellowships to individuals doing exemplary work in promoting gender issues with a focus on equality
 - XIII. To engage and\or employ professionals and or such other persons as are required for specialized assistance, advice service etc. to attain the aims and objects of the society.
 - XIV. To raise funds from private or any other source in India and\or abroad subject to compliance with government regulations.
 - XV. To form a self-rotating fund from funds\monies raised through private sources to be utilized for funding various activities, administration as well as the working\functioning of the society.
 - XVI. To set up any trust or trusts to facilitate the aims, objects and\or administration of the society
 - XVII. To assist, establish, subsidize, promote, cooperate or federate with, affiliate or become affiliated to, act as trustees or agent for or manage land, money or any other assistance to any association, society or other body corporate or unincorporated established for charitable purposes only and for the purpose of promoting any of the objects of the society to cooperate



- with manufacturers, dealers or other traders and with the press or any other media or publicity source.
- XVIII. To borrow or raise money for the objects of the society on such terms (with any necessary constraints) and on such security as may be thought fit.
- XIX. To invest moneys of the society not immediately required for its purposes in or upon such investments, securities or property as may be thought fit subject to such conditions (if any) as may for the time being be imposed or required by law and subject also as hereinafter provided.
- XX. To take such lawful steps by personal and written appeals, public meetings or otherwise as may be permissible within the charitable purposes of the society and from time to time be deemed expedient for the purposes of the society.
- XXI. To employ and pay any person or persons to supervise, organize, act as resource people, advice or otherwise carry on the work of society.
- XXII. To engage in any other activity incidental to or ancillary to the fulfilment of one or more objects of the society.
- XXIII. Without prejudice to the generality of the above aims and objects, for the realization of such aims and objects, the society shall have the power to acquire, receive, hold and dispose of property of any kind including cash, donations, securities and negotiable instruments, to buy, sell, lease, construct and maintain any building(s), and to equip such building(s) suitably, to manage, transfer, mortgage, pledge or otherwise dispose of or deal with the property of the society in any manner whatsoever, to enter into contracts for or in connection with any of the aims or objects of the society to raise loans, monies and funds for and on behalf of the society and any other associated societies.
- XXIV. All the incomes, earning, moveable, immovable properties of the society shall be solely utilized and applied towards the promotion of its aims and objects only as set forth in the Memorandum of Association and no profit on thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, profit or in any manner whatsoever to the present or past members of the society or to any person claiming through anyone or more of the present or the past members. No member of the society shall have any personal claim on any moveable or immovable properties of the society or make any profits, whatsoever, by virtue of this membership.



GOVERNING BODY

The names and designation of the present members of the Governing body to whom the management of the society is entrusted as per the board resolutions and as acquired under section-2 of the societies registration act, 1860 are as follows:

NAME	DESIGNATION
SMITA BHARTI	PRESIDENT
NATASHJA RATHORE	SECRETARY
SANGEETA DAS	TREASURER
SANJIV SHARMA	CONVENER
SRIDHAR RAMASUBRAMANIAN	MEMBER
ABHAY SHASTRI	MEMBER
SUPRATIM SEN	MEMBER
KISHAN KHATRI	MEMBER
BIMLA DEOSKAR	MEMBER
SONIA MINOCHA	MEMBER
RANJANA KSHETRAPAL	MEMBER
JAYASHREE DUBEY	MEMBER
DEEPAK GUJRATI	MEMBER

Naghtatus os Sain Can.

Privla

J. Duby Leepat Gurat

Attestation

Dated this 28th day of March 2021

Sd/- 13 Attested

Sd/ - Advocate 134 Lawyer Chambers, Delhi High Court, New Delhi





The undersigned had formed a society namely 'SAKSHI' under the societies registration act. 1860 as applicable to the union territory of Delhi in pursuance of this Memorandum of association of the society.

NAME & ADDRESS	OCCUPATION	SIGNATURE
Ms. Jasjit Purewal B5\197, Safdarjung Enclave, New Delhi -29	Journalist	Sd/-
Ms. Naina Kapur 64, Friends Colony East New Delhi-110065	Advocate	Sd/-
Ms. Nivedita Menon B-104, Janakpuri New Delhi - 110058	Political Scientist	Sd/-
Ms. Shernaz Ithalia K-45, Connaught Place New Delhi-110001	Film Producer	Sd/-
Ms. Guljit Chaudhri A1\17, Safdarjung Enclave New Delhi- 110029	Marketing Consultant	Sd/-
Ms. Aarti Khosla S-158, Greater Kailash-2 New Delhi-110048	Business Owner	Sd/-
Ms. Malti Singh 101-A, Friends Colony East New Delhi - 110065	Social Worker	Sd/-

Dated this 30th day of July, 1992

Sd/- 7 attested

Sd/ - Advocate 134 Lawyer Chambers, Delhi High Court, New Delhi





RULES AND REGULATIONS OF THE SOCIETY

- 1. The name of the society is (TITLE): SAKSHI.
- 2. These rules and regulations shall be called the rules and regulations of SAKSHI.

STATUS OF THE SOCIETY

3. The society shall be a juristic person and shall have perpetual succession and can sue and also be sued, in its own name through the person appointed by its council for the purpose.

DEFINITIONS

- 4. In the interpretation of these rules and regulation unless there is something inconsistent with the subject or context, the following words shall have the meaning as herein given: -
 - I. The society shall mean 'SAKSHI'.
 - II. The act shall mean the societies registration act, 1860 or any statutory modification or reenactment thereof for the time being in force.
 - III. Council, shall mean and include all the members mentioned in clause 17 of rules and regulation, as also persons appointed hereafter, and acting for the society, including members co-opted for the time being to the council.
 - IV. Rules and regulation means and includes rules and regulations of the society from time to time in force.
 - V. Member of the council shall be deemed to include the president, the secretary, conveners, treasurer and council members of the society
 - VI. Member means a member of the association for the time being and subscribers to the memorandum of association.
 - VII. Office means the registered office for the time being of the association.
 - VIII. Words importing the feminine gender and singular number shall respectively include the masculine gender and plural number and vice-versa.
 - IX. Trust funds shall mean and include all investments, funds, properties moveable and immovable belonging to the society and vested in or held on by the council whether held on trusts, or any special trusts created by any donor or testator.
 - X. Person shall include a company, society or any other organization

MEMBERSHIP

- 5. There shall be the following classes of members of the society: -
 - I. Founder members
 - II. Ordinary members
 - III. Honorary members



ADMISSION AND QUALIFICATION FOR MEMBERSHIP

- 6. Founder members shall be the persons who are the signatories to the memorandum of association.
- 7. Ordinary members shall be any persons who have been admitted to membership by the council and have agreed to abide by these rules and regulations.
- 8. Eminent persons from the field of academics, education, law, communications, development and rural activism who are in agreement with the aims and objects of the society, and who are willing to act on an advisory board will be nominated by a majority of the ordinary members to be honorary members of the society.

SUBSCRIPTION

- 9. Every founder member shall at the time of incorporation of the society
 - I. Pay a fee of Rs. 100.
 - II. Every ordinary member shall pay a subscription fee of Rs. 10 per annum. All subscriptions shall be paid in advance. No person shall be counted as a member nor be entitled to vote whose subscription at the time is one month in arrears.
 - III. No subscription however will be charged from honorary members.

CESSATION OF MEMBERSHIP

- 10. Any member may be removed from the society:
 - I. By a resolution of the council passed by a majority of at least two-third of the members present and voting at a special meeting of the council of which not less than twenty- one day's previous notice shall have been given to all the members of the council and to the member whose removal is in question, thus giving her an opportunity to defend herself. Such notice shall include a copy of the proposed resolution for removal of the member and the reasons therefore.
 - II. Who fails to pay subscription up to three months from the due date.
- 11. The society shall function notwithstanding any vacancy in its council whether by virtue of non-appointment or otherwise.



GENERAL BODY

12. The founder members, ordinary members and honorary members shall constitute the general body of the society.

GENERAL MEETING

- 13. General meeting of the general body of the members of the society shall be held once in every year at such time and place as may be decided by the council.
- 14. The general meeting referred to in the preceding paragraph shall be called ordinary general body meeting. All other meetings of the society shall be called extraordinary general body meetings.
- 15. Notice of every meeting shall be given to every member by ordinary post or otherwise at least 21 days prior to the meeting. The notice shall state the agenda for the meeting.
- 16. The business of the ordinary general body meeting shall be: -
 - I. To adopt the annual report of the society.
 - II. To discuss and pass the audited statements of Income and Expenditure and Balance Sheet of the society.
 - III. To appoint the auditors for the current financial year.
 - IV. To elect members to the council.
 - V. To conduct such other business as may be prescribed in the notice convening the meeting on that behalf.
 - VI. To conduct any other matter with the permission of the chair.
 - VII. If any member has any proposal or any matter which she wishes to make or bring before the ordinary general body meeting, she shall give fourteen days written notice to the society.
 - VIII. At every such meeting the members present shall choose any member of the council or in their absence any member present at the meeting to preside as chairperson at the meeting.
 - IX. Any question submitted to a general body meeting shall be decided by majority of members present. Where the votes are equality divided, the chairperson of the meeting shall have a casting vote.
 - X. The quorum shall consist of 1\4 of the total membership of the society entitled tovote or five such members present whichever is less.
 - XI. In the event of there not being a quorum at the annual general meeting, the same shall be adjourned to a future date which is not less than one week and not more than two weeks from the date at which the annual general meeting was convened. At such an adjourned meeting no quorum shall be necessary. One week's clear notice of the meeting shall be circulated to those members not present.
- 17. An extraordinary general body meeting may be summoned by the council which shall be required to pass a resolution summoning an extraordinary general body meeting by a majority of 2\3 of the members present at a meeting of the council.
- 18. The members of the society entitled to vote may requisition an extraordinary general body meeting of the society by forwarding to the secretary of the council a memorandum requisitioning an extraordinary general body meeting signed by not less than 10 members entitled to vote or 1\4 of the



- total membership whichever is less. Upon receipt of such requisition duly signed by members, the council shall be obliged to convene an extraordinary general body meeting within thirty days.
- 19. The resolution passed at the meeting of the society shall be by a majority of the members present and voting.
- 20. Every ordinary member of the society shall be entitled to one vote. Honorary members shall be present in the general body meeting in their advisory capacity.

THE COUNCIL

- 21. The affairs of the society shall be managed by a council which shall consist of up to 15 members (president- one, convener- one, secretary- one, treasurer- one, members- eleven) comprising of
 - I. The founder members
 - II. Subject to the above
 - i. Such ordinary members of the society as are elected to serve on the council at the ordinary general body meeting of the society and
 - ii. Such a number of ordinary members as may from time to time be nominated by the council, to fill vacancies in the council, such members to serve until the next ordinary general body meeting of the society at which time they shall be eligible to stand for re-election.
 - III. Retiring members of the council may stand for re-election at the ordinary general body meeting of the society.

POWERS OF THE COUNCIL

- 22. Subject to the provisions of these rules and regulations, the council shall administer and manage all the affairs of the society.
- 23. The management and control of the property and affairs of the society shall vest in the council with full power and authority at this discretion at any time to reappoint or make provisions for the appointment of any persons (including all or any of its members) as a committee for the purposes of administration of the society in such manner and subject to such directions\conditions as the council may prescribe.
- 24. The council shall have control in regard to all matters relating to the management and organization of the society. In addition to the powers and authorities conferred by these rules and\or otherwise conferred upon it by law, the council may exercise all such powers and do all such acts and things as may be exercised or done by the
- 25. Without prejudice to general powers conferred by the preceding clause and the other powers conferred under these rules and regulations it is hereby expressly declared that the council shall have the powers.
 - I. To acquire, hold and dispose of property of any kind, including cash, donations, securities and negotiable instruments, to buy, sell, lease, construct and maintain buildings, to manage, transfer, mortgage, pledge dispose of or deal with the property, movable or immovable, of the society in any manner as it deems fit, to raise loans, monies, and funds for and on behalf of the society and any other associated societies, to open bank accounts of any description as it deems fit, to enter into contracts for and in connection with any of the purposes of the



- society, to apply for , receive, and utilize government and\or any other grants, funds or allowances from any other source, to employ administrative and other personnel and staff, generally to conduct such other business as may be deemed by the council to be incidental or conducive to the attainment of all or any of the objects of the society.
- II. To determine whether any money or property shall be considered as capital or income and whether out of income or capital any expenses, outgoing or losses shall or ought to be paid or borne and any and every such determination shall be binding and conclusive.
- III. To deposit any document held by it relating to any property with any bank or banker and to pay any sum payable in respect of such deposit.
- IV. To employ and pay any person, agent etc. (including any banks) to transact any business or to do any act whatsoever with respect to the objects of the society including the receipt of any payment of monies without being liable for loss and to allow or pay all charges and expenses incurred thereby. If any member of the council is a solicitor, advocate, chartered accountant, trainer, or is engaged in any other profession or business, she shall be entitled to charge and be paid all usual professional or other charges (in addition to the remuneration payable under these presents) for the works carried out by her or her business or firm in the ordinary course of her work or profession.
- V. From time to time to appoint on such terms with or without remuneration as the council may determine: a manager or managers, officers, caretakers for any immovable property and clerks as the purposes connected with these presents and may set apart rooms in the various building as quarters whether free or otherwise for such caretakers and clerks or officials.
- VI. The council may further fix up such remuneration or honorarium as it deems fit for any member who devotes substantial time for the work of the society.
- VII. To take over and acquire by purchase, gift or from government and other public bodies or private individuals willing to transfer the same, movable and immovable properties, endowments or other funds together with any attendant obligations and engagements.
- VIII. To borrow and raise loans for carrying out any activities hereby authorized and for such purpose to mortgage, pledge or create any other charge on the assets of the society.
- IX. To enter into agreements for cooperation and coordination with other societies founded for cognate objects.
- X. For and on behalf of the society to draw, accept, endorse, assign and\or negotiate all such cheques, bills of exchanges, promissory notes, handlest, drafts, insurance policies, governments and other instruments as shall be necessary in or for the carrying on the affairs of the society.
- XI. To negotiate with and secure from any bank or banks, cash credits, loans or overdrafts on pledge of fixed deposits, government or other securities.
- XII. To do all such things as may be necessary, incidental or conducive to the attainment of all or any of the objects of the society.
- XIII. To assert and set aside, if it considers necessary such amount as it may deem sufficient towards the formation of a sinking fund, substantial repair fund, ground rent fund and other necessary funds for the purpose of making provisions for future contingencies in connection with the aforesaid immovable properties.
- XIV. Subject to rule 17, to fill in any casual vacancies of the members of the council by co- opting any of the ordinary members.



- XV. To suspend or remove any member acting in any manner detrimental to the objects and aims of the society.
- XVI. To delegate all or any of the powers and authorities conferred by these rules or otherwise conferred upon the council by law.
- XVII. The convener and/or co-convener, if any, will be responsible for convening meetings and for overall coordination and administration of the programmes and activities of the society. The secretary shall assist in administration of the society and will further be responsible for all correspondence and general secretarial work and shall keep minutes of the meetings and shall act in consultation with either of the conveners. The treasurer shall be the custodian of all finances of the society. She shall receive all payments due or made to the society. And issue receipts therefore. She shall pay all bills approved or authorized for payments by the council and arrange to maintain up- to-date accounts of the society.
- XVIII. The council may from time to time create\appoint other officers to fulfil particular functions.
- XIX. A resolution passed at any meeting of the council shall be by a majority of the members present and voting.
- XX. Meetings of the council shall be held at such times and places as the conveners or secretary (in consultation with either of the conveners) may from time to time determine. A quorum for a meeting of the council shall be met with the presence of three council members.
- XXI. One weeks' notice of the council meeting may be intimated to members thereof in such manner as may be decided by the council from time to time.
- XXII. The funds of the society not required for immediate use and unless otherwise decided by the council shall be deposited with a bank in the name of the society and all cheques shall be drawn only by a member or members of the council. All cheques received by the society shall be similarly endorsed.
- XXIII. The council may establish a separate fund or funds for carrying out any one or more objects of the society.

ELECTION OF OFFICE BEARERS

- 26. Officers of the society shall normally be elected at the annual general meeting of the society by a simple majority of members present and the chairperson, for the time being having a casting vote
- 27. All officers of the society shall retire every five years at the end of the Governing Council Meeting that year.

RE-ELECTION OF OFFICE BEARERS

28. Subject to the other provisions of this rule, all office bearers shall be eligible to stand for re- election.

SOURCES AND INVESTMENT OF FUNDS

- 29. The society shall receive its funds from contributions and grants from institutions, the general public and other organizations, whether Indian or foreign, and subject to Indian laws and regulations.
- 30. The monies of the society may be invested in or upon any one or more of the securities or investments as may be approved for the time being under the provisions of the Indian income tax act, 1961 with



- power from time to time to very such investments and securities from one approved security to another as the council may in its absolute discretion think proper.
- 31. The council may (without being obliged to do so) at any time appoint or provide for the appointment of one or more-persons as separate or holding trustees (including a banking company or other corporation which is authorized by its memorandum and articles of association to act as such) to hold any land, funds, others properties, investment, and securities belonging to the society and subjects to such rules and regulations as the council may from time to time think fit. A holding trustee need not be a member of the council.

APPROPRIATION OF INCOME ACCOUNTS AND AUDIT

- 32. The income and property of the society, however derived, shall be applied solely for the promotion of its objects as put forth in the memorandum of association.
- 33. No portion of the income or property aforesaid shall be paid or transferred, directly or indirectly, by way of dividend, bonus or otherwise by way of profits, to persons, who at any time are or have been members of the society or to any one or more of them or to any persons claiming through any one or more of them
- 34. The financial year of the society shall be from the 1st April of the year to 31st March of the succeeding year.
- 35. The society shall maintain proper accounts and other relevant records and prepare an annual statement of accounts. The accounts of the society shall be audited annually by Chartered Accountants and any expenditure incurred in connection with the audit of accounts of the society shall be payable by the society.

OPERATION OF BANK ACCOUNTS

- 36. The council may authorize the opening, maintenance, operation and closing of any banking accounts of the society to be operated by at least one or more of the following: -
 - I. President
 - II. Secretary
 - III. Treasurer
 - IV. Convener
 - V. And such other person(s) as the council may by resolution authorize from time to time

INDEMNITY

37. The members of the council, auditors, secretary, other officers of the society and any holding trustee for the time being acting in relation to any of the affairs of the society and their heirs, executors and administrators respectively shall be indemnified out of the assets of the society from and against all suits, proceedings, costs, charge, losses, damages and expenses which they or any of them may incur or sustain by reason of any act done or remitted to be done in or about the execution of their duty in their respective office or trusts, except such (if any) as they shall incur or sustain by or through their own wilful neglect or default respectively. No such officer or trustee shall be answerable for the acts, receipts, neglects or defaults of any other officer or trustee, or for the solvency or honesty of any bankers or others persons with whom any moneys or effects belonging to the society may be lodged or deposited for safe custody, or for any insufficiency or deficiency of any security upon which any monies



- of the society shall be invested or for any other loss or damage due to any such cause the execution of their office of trust unless the same shall happen through the wilful neglect as default of such officer or trustee.
- 38. Once in every year, on or before the fourteenth day succeeding the day on which the annual general meeting of the society is held, a list of the office bearers and members of the society and council with full name, address and occupation as required under section 4 of the societies registration act, 1860 shall be filed.

LEGAL PROCEEDINGS

- 39. The society may be sued in the name of its secretary as per provision laid down under section 6 of the Societies Registration Act, 1860 as applicable to the union territory of Delhi.
- 40. Any amendment\alteration, extension or abridgment of the purposes, aims and objects or change of name of the society shall be made as provided in section 12 and 12A of the Societies Registration Act, 1860 as applicable to the union territory of Delhi.

DISSOLUTION AND ADJUSTMENT OF AFFAIRS

41. If the society needs to be dissolved it shall be dissolved as per provisions laid down in sections 13 and 14 of the Societies Registration Act, 1860 as applicable to the union territory of Delhi.

APPLICATION OF THE ACT

- 42. All the provisions under all sections of the Societies Registration Act, 1860 as applicable to the union territory of Delhi shall apply to the society.
- 43. We hereby certify that the above is a correct copy of the rules and regulations of the society.

44. The current governing council by resolution verified at New Delhi on the 28th day of March 2021

(PRESIDENT)

Smite Sheet

(SECRETARY)

(TREASURER)