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## MEMORANDUM OF ASSOCIATION



# DCDP

**DISTRICT COMMUNITY DEVELOPMENT PROGRAMME  
(DCDP)**

Bheluadanga, P.O. Karibil Bongali,  
District: Sonitpur, Assam: Pin : 784 170  
Contact No: +919859345739(P),  
+913715-284598 (O)

Email: [dcdp53@gmail.com](mailto:dcdp53@gmail.com) , [kretofil@gmail.com](mailto:kretofil@gmail.com)

**Registered under Societies Registration Act XXI of 1860**  
**VIDE Regd. No SPR/242/A145 OF 1997-98**

### MEMORANDUM OF THE ASSOCIATION

1. The Name of Society : DISTRICT COMMUNITY DEVELOPMENT PROGRAMME (DCDP)

2. The Office of the Society is Situated at/in the Province/State : Vill: Bheludanga, P.O. Karibil Bongali Dist. Sonitpur, Assam. (India) Pin: 784 170

*Certified to be true copy*  
*Registrar of Firms and Societies, Assam*  
*Housford Complex, Guwahati*  
*10/2/12*

Date of Establishment : 11<sup>th</sup> April, 1992

3. (a) The overall objective of the Organization : STRENGTHEN AND UPLIFTMENT THE SOCIO ECONOMIC AND CULTURAL LIFE THE POOR PEOPLE.

(b) SPECIFIC OBJECTIVES

1. Formation of Area Development & Development Committee & Strengthening the Capacity of the area Development Committee Village Development Committee and also MAHILA Sangha and other grass root level organization on the process of development through Right Based Approach.
2. Promoting Community health/economic empowerment activities and sustainable agriculture.
3. Promoting self reliance and sustainability among the poor.
4. Enhancing the capacity of the grass root leaders to analyze critical issues like Environment and Ecological imbalance, Food Insecurity, Drugs /AIDS, Disaster and Plan appropriate steps to solve them.
5. Enhance the capacity of the poor household to promote agriculture and animal husbandry
6. Encouraging people to organize themselves into co-operatives and to facilitate the marketing of local products.
7. Enhancing people's capacity on resource mobilization.
8. To promote gender sensitization among the people, ADC(Area Development Committee), VDC(Village Development Committee) Mahila Samiti, Youth Sangha and other like minded organization.
9. To promote and Strengthen the Capacity of CBOs towards advocacy and lobbying on prevailing issues through networking in collaboration with like minded organization for their rights.
10. To respond human suffering and distresses caused man made or natural calamities integrate emergency relief and rehabilitation and promote people's capacity for disaster mitigation.

*[Signature]*  
 Secretary  
 District Community Development Programme, Sonitpur

*[Signature]*  
 Chairman  
 District Community Development Programme  
 Bheludanga, Sonitpur Assam

(3)

4. THE NAME, ADDRESS & DESIGNATION OF THE PRESENT MEMBER OF THE EXECUTIVE COMMITTEE are....



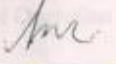

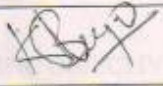
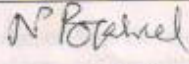
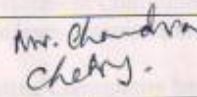
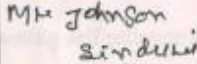
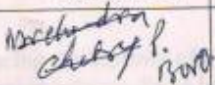
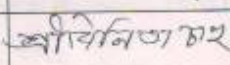
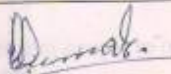
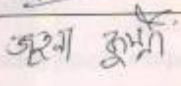
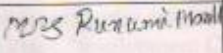
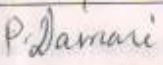
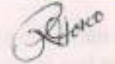

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Minister of Pwms and Sh...  
10/12/11


Sl No	Name	Address	Occupation	Designation
1	Mr. Indra Chetry	Karibil Nepali Road Kawripothar Sonitpur Assam	Service	President
2	Mrs. Kalpana Mahalia	Vill:- Tarajuli, Madhupur P.O. Balichang, Sonitpur Assam	Service	Vice President
3	Mr. Kumud Bhagwati	Vill:- Karigaraj P.O. Tetunbari Sonitpur Assam	Service	Vice President
4	Mr. Kretofil Bhengra	Bheluadanga P.O. Karibil Bongali Sonitpur Assam	Service	Secretary
5	Mr. Nim Prashad Pokhrel	Bheluadanga P.O. Karibil Bongali Sonitpur Assam	Farmer	Member
6	Mrs. Chandra Chetry	Vill:- Balichang P.O. Balichang Sonitpur Assam	Service	Member
7	Mr. Johson Sinduri	Bheluadanga P.O. Karibil Bongali Sonitpur Assam	Service	Member
8	Mrs. Puneswori Boro	Karibil Kochari P.O. Karibil Bongali Sonitpur Assam	Housewife	Member
9	Mrs. Binita Sahu	1 No Dilichang P.O. Balichang, Sonitpur Assam	Housewife	Member
10	Mr. Upen Kumar	SBCA, Shakomato PO. Biswanath Chariali Sonitpur Assam	Service	Member
11	Mrs. Johna Kurmi	Kekurijan, P.O. Dufflaghour, Sonitpur Assam	Housewife	Member
12	Mrs. Romoni Mandal	Chandamari, Bongali, PO Kawripothar Sonitpur Assam	Housewife	Member
13	Rev. Puhor Daimari	NBBCA, Shakomato PO. Biswanath Chariali Sonitpur Assam	Service	Adviser
14	Mr. Rosevelt Horo	Nagabil, P.O. Karibil Bongali Sonitpur Assam	Service	Advisor
15	Mr. Toroni Kt. Mandal	Chandamari, Bongali, PO Kawripothar Sonitpur Assam	Service	Advisor

  
Secretary  
District Community Development  
Programme, Sonitpur

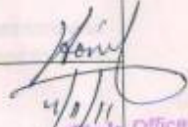
  
Chairman  
District Community Development Programme  
Bheluadanga, Sonitpur Assam

5. We the undersigned are desirous of forming a District Community Development Programme  
 In pursuance of this memorandum of the association *Continued to be true copy*

Sl.No.	Signature	Address	Designation	Signature, Add Occupation Designation of witness
1		Karibil Nepali P.O. Kawripothar Sonitpur Assam	President	
2		Vill:- Tarajuli, Madhupur P.O. Balichang, Sonitpur Assam	Vice President	
3		Vill:- Karigaraj P.O. Tetunbari Sonitpur Assam	Vice President Member	
4		Bheludanga P.O. Karibil Bongali Sonitpur Assam	Secretary	
5		Bheludanga P.O. Karibil Bongali Sonitpur Assam	Member	
6		Vill:- Balichang P.O. Balichang Sonitpur Assam	Member	
7		Bheludanga P.O. Karibil Bongali Sonitpur Assam	Member	
8		Karibil Kochan P.O. Karibil Bongali Sonitpur Assam	Member	
9		1 No Dilichang P.O. Balichang, Sonitpur Assam	Member	
10		SBCA, Shakomato PO. Biswanath Chariali Sonitpur Assam	Member	
11		Kekurijan, P.O. Dufflaghour, Sonitpur Assam	Member	
12		Chandamari, Bongali, PO Kawripothar Sonitpur Assam	Member	
13		NBBCA, Shakomato PO. Biswanath Chariali Sonitpur Assam	Adviser	
14		Nagabil, P.O. Karibil Bongali Sonitpur Assam	Advisor	
15		Chandamari, Bongali, PO Kawripothar Sonitpur Assam	Advisor	

  
 Secretary  
 District Community Development  
 Program  
 Sonitpur

  
 Chairman  
 District Community Development Program  
 Bheludanga, Sonitpur Assam

  
 Circle Officer  
 Haimov. Circle  
 Haimov

Registrar of Firms and Societies  
 Housed Complex, Dispur  
 Sonitpur

# RULES AND REGULATION OF THE ASSOCIATION / SOCIETY

*Certified to be true copy*

*Registrar of Firms and Societies  
Housatelli Complex, Guwahati  
10/11/12*

- 1. The Name of Society : DISTRICT COMMUNITY DEVELOPMENT PROGRAMME (DCDP)
- 2. Address of the Head Office : Vill: Bheludanga, P.O. Karibil Bongali Dist. Sonitpur, Assam. (India) Pin: 784 170
- Date of Establishment : 11<sup>th</sup> April, 1992
- 3. Area of Operation : Revenue Jurisdiction of Sonitpur District (Coverage 88 villages of Gohpur & Biswanath Sub-Division)
- 4. (a) The overall objective of the Organization : STRENGTHEN AND UPLIFTMENT THE SOCIO ECONOMIC AND CULTURAL LIFE THE POOR PEOPLE.

### (b) SPECIFIC OBJECTIVES

- 1. Formation of Area Development & Development Committee & Strengthening the Capacity of the area Development Committee Village Development Committee and also MAHILA Sangha and other grass root level organization on the process of development through Right Based Approach.
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*[Signature]*  
Secretary  
District Community Development  
Program  
Sonitpur

*[Signature]*  
Chairman  
District Community Development Program  
Bheludanga, Sonitpur Assam

5. MEMBERSHIP:

(6)

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Register of Firms and Societies, Assam  
Accepted Certified, Guwahati-8  
10/2/12

(A) Any person who is the citizen of India and has been residing within the area of operation and who has attained the age of 18 years onwards will be a member of the society.

(B) Any person willing to be a member of the society shall dedicate and contribute Rs. 50/- (Rupees Fifty only) annually as membership fee will be a member of the society.

(C) The member of the Executive Committee shall derive its fund from the public donation, subscription and other Government / NGOs grants.

6. PROCEDURE OF THE GENERAL MEETING:

a) There shall be a general body as follows

- i) 16 members from the Area Development Committee
- ii) 14 members from Executive body (District Level)
- iii) 3 members from other like minded organization.

b) The General Body consisting of above members of the society which shall convene its meeting once in a year.

7. QURAM OF THE GENERAL MEETING:

One third of the total member of the General Body shall constitute the quorum of the General Meeting.

  
Secretary  
District Community Development  
Programme, Sonitpur

  
Chairman  
District Community Development Program  
Bheluadanga, Sonitpur Assam

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Household Complex, Gwalior-471001  
Date: 10/12/12

8. ELECTION PROCEDURE OF THE EXECUTIVE COMMITTEE:

The Election procedure of the committee will be elected from the General Body Meeting or the Executive Committee may take recommendation at General Meeting in an open meeting.

9. SHORT DESCRIPTION OF THE EXECUTIVE COMMITTEE:

There shall be 14 members including one president, one Vice president, one Secretary, one Treasurer and 10 members.

10. TERMS OF EXECUTIVE COMMITTEE:

Terms of the Executive Committee will be 3 years.

11. PROCEDURE OF THE RE-ELECTION OF THE MEMBER OF EXECUTIVE COMMITTEE

General Meeting will elect or select the Executive Body from one of the members considered fit ex-members can be elected once again, provided the General Meeting considered its necessary.

12. PROCEDURE OF THE EXECUTIVE COMMITTEE MEETING

The Executive Committee of society shall be held four times in a year.

13. QUARAM OF THE MEETING OF THE EXECUTIVE COMMITTEE

One third of the total members of Executive Committee will form a quorum of the Executive Committee Meeting.

  
Secretary

District Community Development  
Programme, Sonitpur

  
Chairman

District Community Development Program  
Bheludanga, Sonitpur

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Registrar of Firms and Societies  
Houshold Complex, Gurgaon  
10/12/12

14. EXPULSION OF THE UNDER  
DESIRABLE MEMBER

Any member who goes against the rules and regulation of the society & who remains absent consecutively 3 Meetings and joint in any Political Party will be expelled from the society automatically.

15. BANK ACCOUNT & AUDIT

There will be a bank account in the name of the society. It will be operated by the joint signature of the President & Secretary of the society.

16. AUDIT

A qualified auditor shall be appointed by the Executive Committee for 3 years to audit the accounts of the society every financial year.

17. LEGAL PROCEDURE

According to the provision laid down in Section 6 of the society R/A of 1860 the society may be used in the name of the President or the Secretary of the society.

18. DISSOLUTION

If necessary, the society may be dissolved & the properties remain after dissolution may be handed over according to the provision laid down under Sec-13 & 15 of the S/R Act of 1860.

  
Secretary  
District Community Development  
Programme, Sonitpur

  
Chairman  
District Community Development Program  
Bhetuadanga, Sonitpur



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Registrar of Firms and Societies  
Household Complex, Guwahati

19. POWER OF THE OFFICE BEARER

a) PRESIDENT:

1. The president presides over the Meeting of the society.
2. He will operate the Bank Account of the society With Secretary jointly.
3. He will fully co-operate the strength and standard of the society.
4. He will look after the security of staff punctuality, staff responsibility and decorum maintain time to time
5. The president will have right to check all the records, documents and financial sectors for better performance of the organization.

b) SECRETARY:

1. The Secretary is the Chief Functionary of the society
2. He/She is the administrative authorized person
3. He/She will take care of all properties, records & document of the organization/society.
4. He/She will call all the meetings consulting with the president.
5. He/She operates the Bank Account of the society with President jointly.
6. He/She is the approval authority of the financial section as per the decision of the Executive Body.

c) VICE PRESIDENT:

1. He will preside over the Meeting in the absence of the president of the society
2. He will do all such work which are vested upon him.

d) TREASURER:

1. He/She will maintain all records regarding cash and payments of the society in co-operation with Accountant.

Secretary  
District Community Development  
Programme, Sonitpur

Chairman  
District Community Development Program  
Bheluaranga, Sonitpur Assam

Certified (to be true copy)

Certified to the true copy of the Rules and Regulation of District Community Development Programme.

Registrar of Firms and Societies, Assam  
Housing Complex, Guwahati-6

18/12/12

Signature of three Executive Members:

1. Kumud Bhagawati
2. Nim Porehmal
3. Johnson Sindemi

Secretary  
District Community Development  
Programme, Sonitpur

Chairman  
District Community Development Program  
Bheludanga, Sonitpur, Assam

DISTRICT COMMUNITY DEVELOPMENT PROGRAMME  
(DCDP)  
Bheludanga, D. Karibil Bongni  
District Sonitpur, Assam, Pin - 786130  
Contact: 9830348100/91  
9830348101  
Email: dcdp@sonitpur.gov.in, dcdp@nic.gov.in  
Registered under Societies Registration Act, 1860  
VPO Road, BHELUDANGA, Dist. SONITPUR