

## RULES AND BY-LAW OF THE CLUB "CANMASS"



1. The Name of the Club is "CANMASS"
2. The registered office for correspondence of the Club shall be  
At:-JC/39, Madhuban,  
Po: - Paradip Port,  
Dist: - Jagatsinghpur.  
Orissa- 754142.

3. Territory:-

The club shall work in Orissa within the territory of Jagatsinghpur district.

4. Establishment:-

The club was established on the day of 1<sup>st</sup> January' :000.

5. Executive Body:-

a) Formation & Other General Procedure

- i) The members elected or selected by the general body will be called as the Executive Body. The Executive Body shall consist of not less than seven and not more than eleven members.
- ii) The superintendence, Control and discretion of the affairs of the club its income and property (both movable & immovable) shall be entrusted to the Executive Body.
- iii) The term of the Executive Body shall be for three years. Any member whose term expires shall be eligible for re-election.
- iv) The structure of the Executive Body shall have a President, Vice-President, Secretary, Asst. Secretary, Treasurer, Convener & five Executive Members. However the Executive Body empower to assign any specific work or function, among any of the members by giving him/her appropriate designation and allowances if necessary.
- v) The members of the Executive Body shall unanimously elect a President, a Vice-President, a Secretary and an Asst. Secretary amongst themselves and in case unanimity is not possible then selection will be done by majority of votes. The period of the president shall be in the accordance with terms of his membership or three years, which ever is less. If the president devotes his full time to work for the club, he will be entitled to draw an appropriate honorarium or allowance as sanctioned by the Executive Body.

Manoj Kumar Pradhan  
President  
CANMASS

Shriman N. Mishra  
Secretary  
CANMASS

vi) The Secretary/Asst. Secretary shall be completely an honorary worker. No amount of salary or allowance shall be sanctioned in his/her favour. However if he/she is a full time worker, he shall be entitled to draw an appropriate amount or salary or allowance as decided by the Executive Body.

b) **Meeting:-**

The Executive Body shall ordinarily meet once in every three months provided that the president may where he thinks or a written request of not less than three members of the Executive Body may call for a special meeting.

c) **Notice:-**

The notice of the meetings shall be served at least seven days ahead but in special circumstances the Secretary with the consent of the President shall have power to call the meeting by giving three days notice.

d) **Duties of the Executive Body :-**

**President**

The President shall preside over Executive Body and General Body meeting. In his/her absence the Vice-president shall preside and in absence of the both any members or nominated by the General Body, shall preside.

**Vice President**

The Vice-President shall carry out all the duties and function in absence of the President.

**Secretary**

The Secretary will be full responsible to the Executive Body for proper discharge and execution of its order and resolution. He/she will record the proceeding of the meetings by exercising the supervision over all the affairs of the society. He/she will attend the official correspondence and will be the custodian of the records. He/she will co-ordinate the activities of the society including the income and expenditures and appraises the position to the Executive Body. He/She will update the cash book daily and also the receipts granted by the treasurer towards collection.

Pradhan  
Manoj Kumar  
President  
CANMA S  
Somen N. Mishra  
Secretary  
CANMASS

### **Asst-Secretary**

In absence of the Secretary, The Assistant Secretary will attend the normal works so assigned. Besides this, he/she will assist the Secretary but he/she will not act independently without direction and guidance of the Secretary.

### **Treasurer**

He/She will be responsible for collection of funds as fixed by the General Body. The collection amount will be deposited in society account within 24 hours and the same account will be reflected in the Cash Book and the same should get signed from the Secretary at the closing of the day.

### **Convener**

He/She will be responsible for Co-ordination among members at the time of General Body as well as Executive Body meeting. He/She will serve the notice of the meeting.

e) **Expenditure Limit**

The president and Secretary shall have power to sanction a sum of Rs.500/- and above that, they should take the approval from the Executive Body in next meeting.

6. **General Body: -**

a) **Formation: -**

The General Body will consist of not less than eleven members.

b) **Meeting:-**

The general body will meet at least once in a year but in special case it may be called whenever necessary with the permission of the president.

c) **Notice: -**

A fortnight's notice will be essential for general body meeting. Under emergent circumstances the Secretary with the approval of the president may call the general body meeting in a week's advance notice.

d) **Quorum: -**

One-third of the total membership will be the quorum of the General Body meeting. In case adjournment of the meeting, there will be no quorum.

Mandj Kumar Pradhan  
President  
CANMASS

Suman N Mishra  
Secretary  
CANMASS

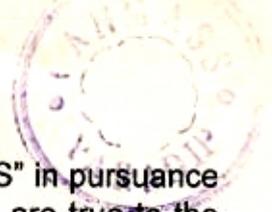
## MEMORANDUM OF ASSOCIATION OF THE CLUB "CANMASS"



1. The Name of the Club is "CANMASS"
2. The registered office for correspondence of the Club shall be  
At: JC/39, Madhuban,  
P.O:/ Paradip Port,  
Dist:- Jagatsinghpur.  
Orissa-754142
3. The club shall work in Orissa within the territory Jagatsinghpur district.
4. Objectives of the Club shall be as enumerated as below:-
  - a. To promote cultural, Literary, Fine arts, scientific activities & social welfare.
  - b. To organize different sports & health base programme for people of different walks of life.
  - c. To Promote new technology like Computer, Information Technology etc. for the common people.
  - d. To keep Co-operation & unity among the youth mass of the locality to promote communal, social harmony and brotherhood.
  - e. To take up programme for ensuring protection of environment and also for regeneration of natural resources.
  - f. To initiate programme against social evils, superstitions etc.
  - g. To promote awareness for AIDS & other hazardous diseases.
  - h. To accelerate programme against child labour & social slavery.
  - i. To initiate programme on Consumer Protection Act & its legal implementation.
  - j. To extend relief & rescue works at the time of natural calamities & disaster.
  - k. To take up programme in which science and technology may have major role in improving life, working condition and opportunities for gainful employment of youth.
  - l. To take up enforcement of prohibition and initiate people's movement against smoking, alcoholism and drug abuse.
  - m. To take-up all formal non-formal educational programme as per directive contained in the national policy of education 1986.
  - n. To promote adult education programme among the General Public for eradication of illiteracy.

Mansij Kumar Pradhan  
President  
CANMASS

Sriman A. Mishra,  
Secretary  
CANMASS



5) We the under-signed are desirous of forming the club named "CANMASS" in pursuance of the memorandum of Association and we believe that the facts stated above are true to the best of our knowledge & belief.

Sl.	Name & Father's Name	Age	Address	Designation	Occupation	Signature
1	Manoj Kumar Pradhan, S/O- Laxmidhar Pradhan	31	JC/39, Madhuban, Paradip Port	President	Service	Manoj Kumar Pradhan
2	Nihar Ranjan Bhoi, S/O Lokanath Bhoi.	30	JC/38, Madhuban, Paradip Port	Vice-President	Service	Nihar Ranjan Bhoi
3	Sriman N. Mishra, S/O- Basanta Kumar Mishra	29	IR/66, Nuabazar, Paradip Port	Secretary	Service	Sriman N. Mishra
4	Jitendra Kumar Dutta, S/O- Nilamani Dutta	29	MC/175, Madhuban, Paradip Port	Asst. Secretary	Service	Jitendra Kumar Dutta
5	Braja Bihari Mishra, S/O- Dolagovinda Mishra	30	MB/119, Madhuban, Paradip Port	Treasurer	Service	Braja Bihari Mishra
6	Rakesh Mohapatra, S/O- Prakash Mohapatra.	28	JC/94, Madhuban, Paradip Port	Convener	Service	Rakesh Mohapatra
7	Satya Narayan Routray, S/O N.N. Rout	30	MC/114, Madhuban, Paradip Port	Exec. Member	Service	Satya Narayan Routray
8	Pradipta Kumar Sahu, S/O- P.C. Sahu	30	JC/59, Madhuban, Paradip Port	Exec. Member	Service	Pradipta Kumar Sahu
9	Bipra Ch. Mirdha, S/O- Late. P. Mirdha	29	M-II/52, Madhuban, Paradip Port.	Exec. Member	Service	Bipra Ch Mirdha
10	Rohit Kumar Biswal, S/O- G.C. Biswal	31	M-II/23, Madhuban, Paradip Port.	Exec. Member	Service	Rohit Biswal
11	Sisira Kumar Pradhan S/O- Mr.Purna ch.Pradhan,	30	NA-164, Nuabazar, Paradip Port	Exec. Member	Service	Sisira K. Pradhan
12	Arun Kumar Rath S/O- Late Banamali Rath	29	C/o- First Flight Courier, Madhuban, Paradip	Member	Service	Arun Kumar Rath
13	Ajit Kumar, S/O- Prassana Behera	30	NA-260, Nuabazar, Paradip Port	Member	Service	Ajit Kumar
14	Jyoti Ranjan Samantaray S/O- Mr.P.K.Samantaraya.	29	JC/97, Madhuban, Paradip Port	Member	Social Service	Jyoti R. Samantaray
15	Susanta Kumar Mohapatra, S/O- Mr. Braja Mohapatra.	30	MB/25, Madhuban, Paradip Port	Member	Business	Susant K. Mohapatra
16	Dr. Subhakanta Das S/O- Mr.Sashi Bhusan Das	31	Madhuban, Paradip Port	Member	Service	Dr. Subhakanta Das
17	Ashis Kumar Mohanty S/O- Late. P. Mohanty	30	MC/144, Madhuban, Paradip Port	Member	Service	Ashis Kumar Mohanty
18	Lilipta Beera, S/O- Mr. Lal Mohan Behera	31	M-II/137, Madhuban, Paradip Port	Member	Service	Lilipta Beera
19	Amrit Kumar Parida, S/O- Ganesh Ch. Parida	30	NA-199, Nuabazar, Paradip	Member	Service	Amrit Kumar Parida
20	Santosh Kumar Samal, S/O- Mr. B. Samal	35	MA-369, Madhuban, Paradip Port	Member	Service	Santosh K. Samal
21	Debashish Sahoo S/O- Mr.G.S. Sahoo.	31	M-II/145, Nuabazar, Paradip Port	Member	Service	Debashish Sahoo
22	Ambica Panda, S/O- Mr. R.N. Panda	32	MC/144 Madhuban, Paradip Port	Member	Business	Ambica Panda
23	Promod Kumar Dash, S/O Mr. C.Das	26	MB/179 Madhuban, Paradip Port	Member	Service	Promod K. Dash
24	Mr. Satyajit Mohapatra S/O, M. Banik	30	NO/44, Paradip	Member	Service	Satyajit Mohapatra

Manoj Kumar Pradhan  
President

Sriman N. Mishra  
Secretary

CANMASS



WITNESS (Two Persons other than the members of the club) :-

Name	Address	Signature with date
1) MAHESWAR NAIK AE(MECH), P.P.T	Gr No-JC-19, Madhuban Paradeep Port- 754142	Maheswar Nair Dt 11.3.04.
2) DR. RANJITA PATNAIK PAED(SPD) PPT. HOSP	GD-6, MADHUBAN PARADIP	<i>[Signature]</i> 11/3/04

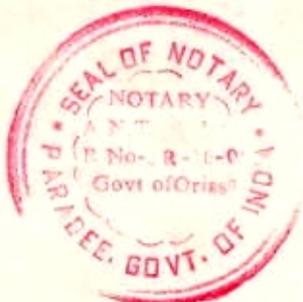
Certified that this is the true and correct copy of the memorandum of association of the club "CANMASS"

Mandj Kumar Pradhan  
**PRESIDENT**  
CANMASS

Simen N. Mishra.  
**SECRETARY**  
CANMASS

Dr. Raja Bihari Mishra  
**TREASURER**

Signature of the attesting officer with seal.



*[Handwritten signature in red ink]*

*[Handwritten signature in red ink]*  
**A. N. Elipathi**  
NOTARY, Paradeep

Mandj Kumar Pradhan  
President  
CANMASS

Simen N. Mishra.  
Secretary  
CANMASS