

Government of Tripura  
Directorate of Social Welfare & Social Education  
Ujan Abhoynagar, Agartala  
Pin - 799005

Phone No.0381- 2326033

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E-mail: dswe\_agt@yahoo.com.

No.F.87(2-28)-DSWE/WW/2015-2073 (13)

Dated, Agartala, the 27/01/2016

**NOTIFICATION**

The Governor is pleased to hereby convey approval to the proposal to constitute a Society under Societies Registration Act, 1860 for the Operation & Management of the Pensioners' Aawaas 'Ashray' at Kunjaban, Agartala with the following Members :-

Sl. No.	Name/Designation	Address	Occupation	Status in the Society
1.	Principal Secretary/ Secretary, SW&SE-	Civil Secretariat ,Capital Complex,Agartala.	Govt. Service	<b>Chairperson</b>
2.	Director, SW&SE	SW & SE Directorate, Abhoynagar, Agartala.	Govt. Service	<b>Member Secretary</b>
3.	One Representative from Finance Department, Govt. of Tripura	Civil Secretariat ,Capital Complex,Agartala.	Govt. Service	<b>Member</b>
4.	Director of Health Services , Govt. of Tripura	Directorate of Health Services,P.N. Complex, Agartala	Govt. Service	<b>Member</b>
5.	DM & Collector, West Tripura	O/O DM & Collector, West Tripura	Govt. Service	<b>Member</b>
6.	Municipal Commissioner, Agartala Municipal Council	AMC Office,Agartala	Govt. Service	<b>Member</b>
7.	Superintending Engineer, PWD,West Tripura	West Tripura ,Agartala	Govt. Service	<b>Member</b>
8.	Superintending Engineer, DWS ,West Tripura	West Tripura, Agartala	Govt. Service	<b>Member</b>
9.	Jt. Director, SW&SE	SW & SE Directorate, Abhoynagar, Agartala	Govt. Service	<b>Member</b>
10.	Officer - in Charge,'Ashray'	'Ashray',Kunjaban, Agartala	Govt. Service	
11.	Sri Sunil Chowdhury, Retd.Accounts Officer,Fishery Deptt.,President,GPAT	Dasamighat Road , Agartala	Pensioner	<b>Member</b>

12.	Sri Subodh Deb Roy, Retd. Office Supdt., Education Deptt., Vice-President, GPAT	Krishnanagar, Agartala	Pensioner	<b>Member</b>
13.	Sri Dilip Ranjan Dam, Retd. Accounts Officer, District Judges' Court, General Secretary, GPAT	Jogendranagar, Agartala	Pensioner	<b>Member</b>
14.	Sri Brajahari Debnath, Rtd. Teacher, Govt. Music College	Radhanagar, Agartala	Pensioner	<b>Member</b>
15.	Sri Bhaskar Debbarma, Rtd. Accounts Officer, Cooperative Deptt.	G.B.Road, Dhaleswar, Agartala	Pensioner	<b>Member</b>
16.	Smt. Minati Majumder, Rtd. Teacher	Aralia, Agartala	Pensioner	<b>Member</b>
17.	Sri Judhithir Das Rtd. PWD Field staff	Jagaharimura, Agartala	Pensioner	<b>Member</b>

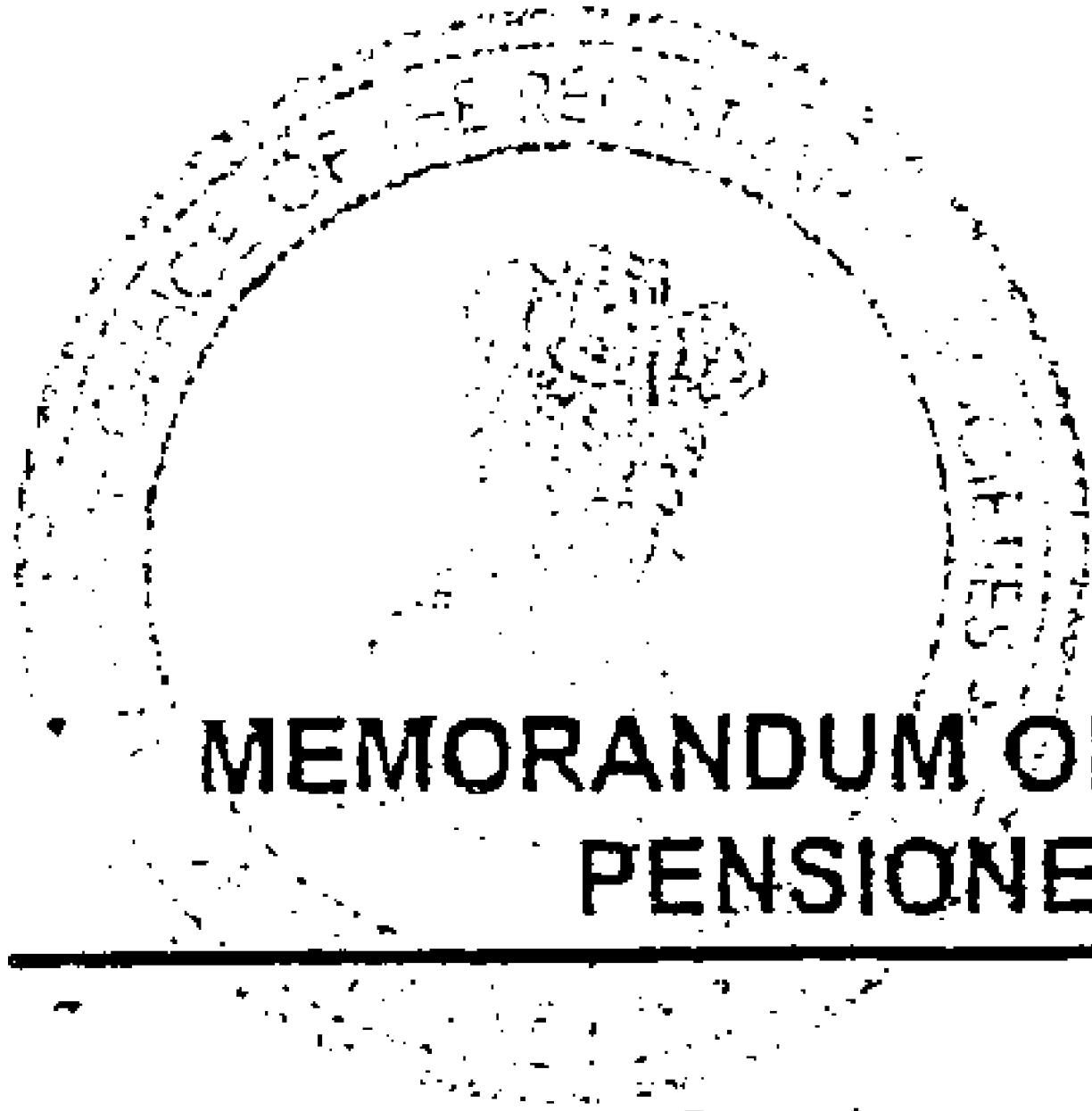
To  
All concerned for favour of kind information and guidance.

*h. k. long*  
29.1.2016  
Additional Secretary to the  
Government of Tripura  
Social Welfare & Social Education  
Tripura.

Copy to :-

1. The Principal Secretary to the Hon'ble Chief Minister, Govt. of Tripura for kind information of the Hon'ble Chief Minister.
2. P.S. to the Hon'ble Minister, SW & SE Department, Govt. of Tripura for kind information of the Hon'ble Minister.
3. P.S. to the Chief Secretary, Govt. of Tripura for kind information of the Chief Secretary.
4. The PA to the Special Secretary, SW & SE Department, Govt. of Tripura for kind information of the Special Secretary.
5. DISE/PO/Addl. P.O, TTAADC, West/Sepahijala/Khowai/Gomati/South/Dhalai/Unakoti/North.
6. The Manager, Govt. Press, Govt. of Tripura, Badharghat, Agartala, West Tripura for information with a request to publish the notification in the next issue of Tripura Gazette.

*h. k. long*  
29.1.2016  
Additional Secretary to the  
Government of Tripura  
Social Welfare & Social Education  
Tripura.



(Promoda Debbarna)  
Registrar of Societies  
Agartala

**MEMORANDUM OF ASSOCIATION FOR SOCIETY FOR MANAGEMENT OF THE  
PENSIONERS' AWAAS "ASHRAY" AT KUNJABAN, AGARTALA**

Name of the Society : Society for Management of the Pensioners  
Awaas "Ashray"

Address of the : Pensioners' Awaas – "Ashray" P.O. Kunjaban,  
Registered office of the Agartala, West Tripura  
Society

**1. BACKGROUND**

The Government of Tripura after considering all issues related to operation and management of the Pensioners' Awaas – "Ashray" has decided to constitute a Society for the purpose for the Pensioners" Awaas – "Ashray".

**2. AIMS AND OBJECTS**

Pensioners" Awaas – "Ashray" shall be managed and maintained in all respects by a registered Society.

The objects and purposes for which the Society is established are:

- (i) To operate and manage the Pensioners" Awaas – "Ashray" a home for the retired Employees & Teachers of Govt. of Tripura (Pensioners'/ Family Pensioners') including Pensioners' / Family Pensioners' of TTAADC, Agartala Municipal Corporation, Municipal Councils, Nagar Panchayats, Govt. aided Schools of Tripura.
- (ii) To manage the Pensioners' Awaas – "Ashray" effectively/efficiently.
- (iii) The establishment shall provide boarding, lodging and other services to the occupants on payment basis as per rates as may be notified from time to time.
- (iv) The Society shall operate and manage 'Ashray' wholly out of the fees, charges and other moneys received from the pensioners or any interest accrued thereon, in the most efficient manner.
- (v) To work as social and non-profit earning organization.
- (vi) the objects noted above are illustrative and not exhaustive.

**3. GOVERNING BODY OF THE SOCIETY (Members)**

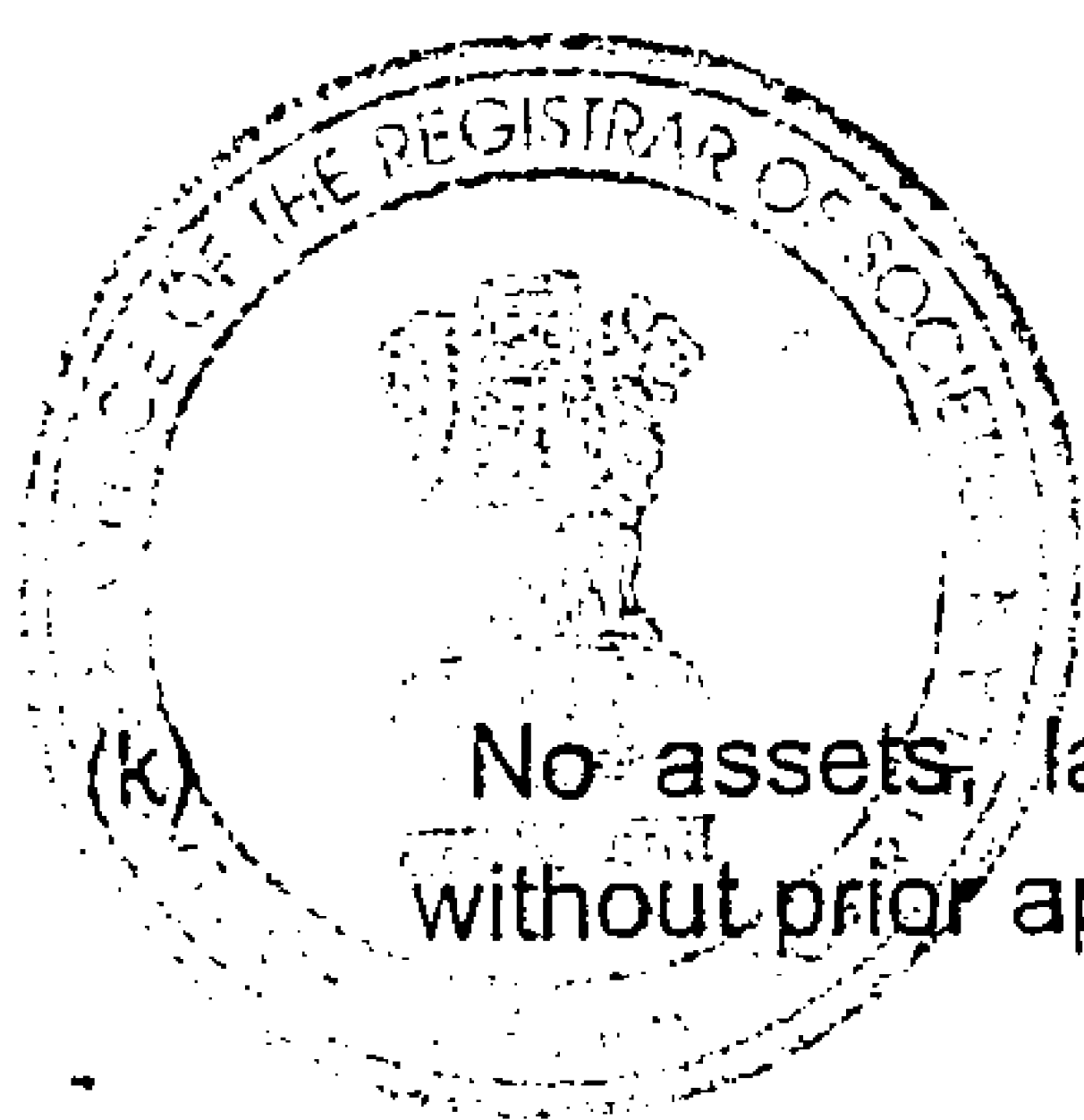
The list of members of the Governing Body for Society for Management of the Pensioners' Awaas, 'Ashray' at Kunjaban, Agartala.

Sl. No.	Name & Portfolio	Address	Full Signature
1.	Principal Secretary/ Secretary, SW&SE- <b>Chairperson</b>	Civil Secretariat, Capital Complex, Agartala	<i>Chandray Mukherjee</i>
2.	Director, SW&SE <b>Member Secretary</b>	SW&SE Directorate, Abhoynagar	<i>Imbaboy Sujit Kumar Barua</i>
3.	One Representative from Finance Department- <b>Member</b>	Civil Secretariat, Capital Complex, Agartala	<i>Dilip Kumar Modak</i>
4.	Director of Health Services - <b>Member</b>	Directorate of Health Service, P.N. Complex, Agartala.	<i>Dr. S. S. Dasgupta</i>
5.	DM & Collector, West Tripura- <b>Member</b>	O/O DM & Collector, West Tripura	<i>Milind Kumar</i>
6.	Municipal Commissioner, Agartala Municipal Council - <b>Member</b>	AMC office, Agartala	<i>Milind Kumar</i>
7.	Superintending Engineer concerned, PWD, West Tripura - <b>Member</b>	West Tripura, Agartala	<i>Kamal Saha</i>
8.	Superintending Engineer concerned, DWS, West Tripura- <b>Member</b>	West Tripura, Agartala	<i>Pranab Ray</i>
9.	Jt. Director, SW&SE <b>Member</b>	SW&SE Directorate, Abhoynagar	<i>Sanjay Das</i>
10.	Officer in - Charge, 'Ashray'	Ashray, Kunjaban, Agartala	<i>Purnima B</i>

Sl. No.	Name & Portfolio	Address	Full Signature
11.	Shri Sunil Choudhury (80) Retd. Accounts Officer, Fishery Deptt., President, GPAT	Dasamighat Road, Agartala	<i>Sunil Choudhury</i>
12.	Shri Dilip Ranjan Dam (79) Retd. Accounts Officer, District Judges' Court, General Secretary, GPAT	Vidyasagar Chowmuhani, PO-Jogendranagar, Agartala	<i>Dilip Ranjan Dam</i>
13.	Shri Subodh Deb Roy (76) Retd. Office Supdt., Education Deptt., Vice President, GPAT	Near Meherkalibari, Krishnanagar, Agartala	<i>Subodh Deb Roy</i>
14.	Shri Brajahari Debnath, Retd. Teacher, Agartala Govt. Music College (Pensioner)	Radhanagar, Agartala	<i>LT1 of Sri Brajahari D/ Nath</i>
15.	Shri- Bhaskar Debbarma (64) Retd. Accounts officer Cooperative Deptt.(Pen)	G.B. Road, Dhaleswar, Agartala	<i>Bhaskar Deb Barma</i>
16.	Smt. Minati Majumder, Retired Teacher	W/O Lt. Nitai Majumder, Aralia, Agartala	<i>Minati Majumder</i>
17.	Shri Jyudhisthir Das, Retired PWD Field staff	College Tilla, Jagaharimura, Agartala	<i>Jyudhisthir Kumar Das</i>

#### 4. MANAGEMENT

- (a) The Pensioners' Awaas – "Ashray" shall be operated, managed and maintained in all respects by the Governing Body. However, it may form sub-committee(s), from amongst its official members or their representatives and non-official members, for the day to day management, control, supervision and works of 'Ashray'.
- (b) Immediately after formation/registration of the Society, operation and management of the Pensioners' Awaas – "Ashray" shall be taken over by the Society, along with all the properties/ assets thereof, from the Department of Social Welfare & Social Education, Government of Tripura.
- (c) No assets, land or building(s) of the Pensioners' Awaas – "Ashray" shall be used for any other purpose than as envisaged in the Memorandum of Association and Rules of the Society.
- (d) The society shall maintain all relevant documents, files, registers, including details of boarders, minutes record register etc., as may be needed for the purposes of operation and maintenance of "Ashray".
- (e) There shall be a Bank Account, preferably in Nationalized Bank, in the name of Society, to be operated jointly by any two of the following Member Secretary of the Governing Body, Joint Director, SW&SE(member of the Governing Body), and Officer in -charge of 'Ashray'. All receipts in the name of Pensioners' Aawaas shall be deposited into that Account. Monthly report on physical and financial status of the management of the Pensioners' Awaas – "Ashray" shall be sent to the Social Welfare & Social Education Department by the Joint Director, SW&SE.
- (f) The Society may engage outside agencies for up-keeping, sweeping, house-keeping and other services in the Pensioners' Awaas – "Ashray" after observing all codal formalities. The Society shall provide services to the occupants – boarders on payment of charges, as per rates, as may be notified from time to time.
- (g) For proper management and smooth functioning of the Pensioners' Awaas – "Ashray", the Society may engage persons through outsourcing or on contract basis, with the approval of the Governing Body.
- (h) The Society may establish a Recreation Club from amongst the boarders.
- (i) The Governing Body may form Sub-Committee/ Sub-Committees from amongst the pensioners. Govt. officials and persons possessing expertise, ability and experience for other activities – e.g. Health Care/recreation/Library etc.
- (j) The Governing Body may make provision of a room for First Aid as well as health check up of the boarders of the Awaas. It shall take necessary steps for procuring ambulance, medicines etc. for the Awaas.

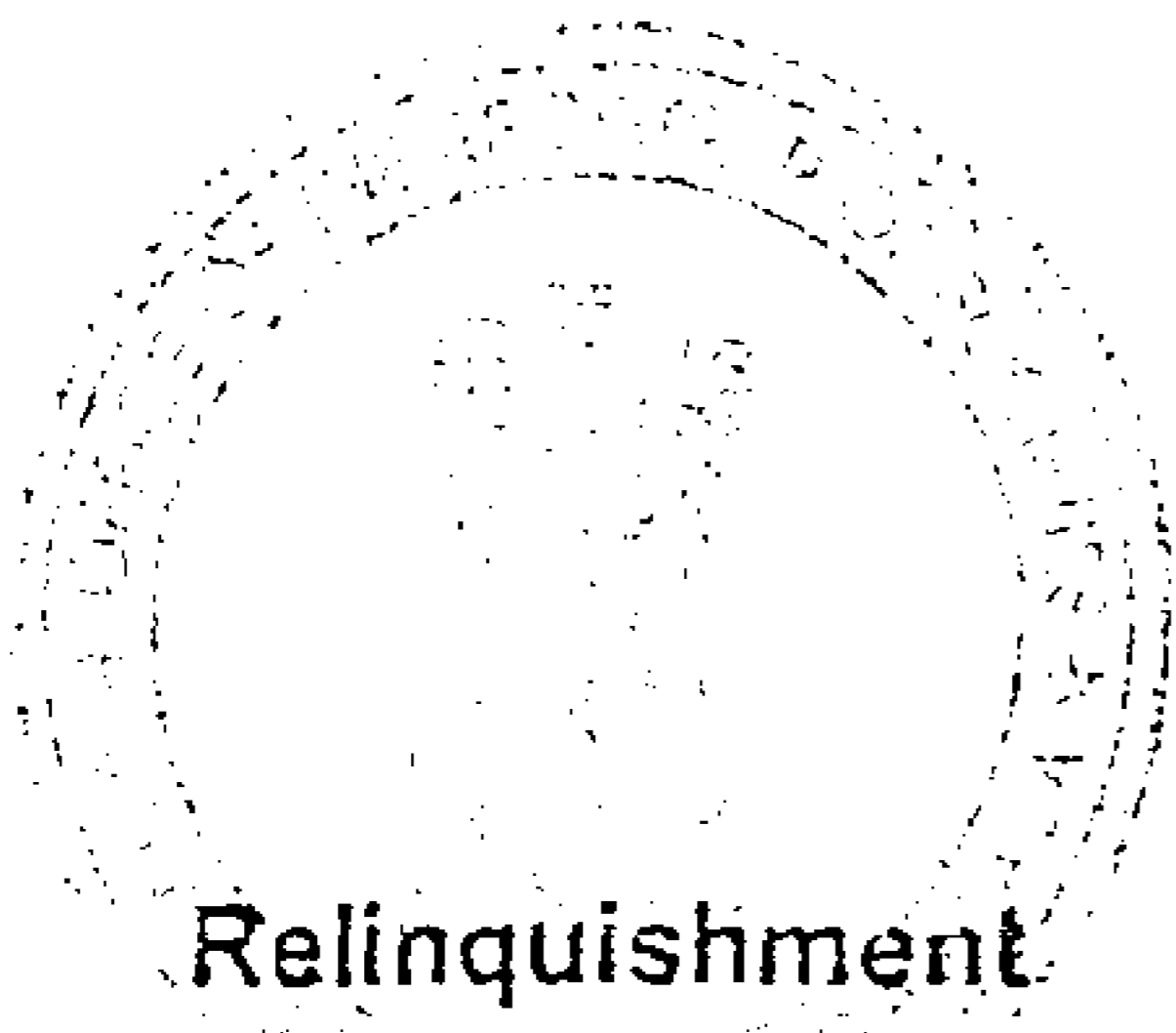


(k) No assets, land or building (s) of "Ashray" shall be sold/mortgaged /rented out without prior approval of the Government.

5. In pursuance of the aforesaid objectives, the Society for Management of Pensioners' Awaas – "Ashray" shall be a compact and multi- disciplinary Professional Body and the personnel may be made available on deputation or outsourced or on contract basis. There shall be no permanent appointments to the Society for Management of the Pensioners' Awaas – "Ashray".

#### **6. ELIGIBILITY TO BECOME A BOARDER OF PENSIONERS' AWAAS "ASHRAY"**

- 6.1 Boarders will be taken in by the Pensioners' Awaas – "Ashray" on the basis of the guidelines as may be determined & framed by the Society.
- 6.2 (a) Ordinarily, Tripura Government Pensioners'/Family Pensioners' as well as Pensioners'/Family Pensioners' of TTAADC, Agartala Municipal Corporation including different Municipal Councils / Nagar Panchayats of Tripura and Pensioners'/Family Pensioners' of Govt. aided Schools of Tripura, who may have none to look after them and who may have no provisions for own boarding and lodging facility will get preference for selection as boarders of the Pensioners' Awaas – "Ashray".
- 6.2 (b) Subject to availability of accommodation for the eligible and willing Pensioners'/Family Pensioners' enumerated in Para 6.2(a) above, Central Government Pensioners'/Family Pensioners' and the Pensioners'/Family Pensioners' of various Semi-Government Organizations who fulfil eligibility criteria , may also be taken in as boarders of the Pensioners' Awaas – "Ashray" , on production of documentary evidence as Pensioner.
- 6.2 (c) Any pensioner / family pensioner shall be allowed to stay in "Ashray" with his/her spouse if he/she fulfils the guidelines of the society on payment of full charges as mentioned in Rule 9(1),9(2), 9(3) & 9(4).
- 6.3 The applicants willing to become boarders of the Pensioners' Awaas – "Ashray" shall possess sound physical and mental health.
- 6.4 Every applicant willing to become a boarder of the Pensioners' Awaas – "Ashray" shall mention in his/her application the names of two relatives/responsible persons as well as the name of a local guardian with his/her address and phone/contact numbers.
- 6.5 Applicants for being considered to be taken in as boarders of the Pensioners' Awaas – "Ashray" shall submit application as per the application form as may be prescribed by the Governing Body.
- 6.6 The decision of the Governing Body in the matter of admission to the Pensioners' Awaas – "Ashray" as boarders will be final.



6.7 **Relinquishment**

If any boarder desires to relinquish the Pensioners' Awaas 'Ashray' and submits an application giving reasons for relinquishment, he or she may be allowed to relinquish 'Ashray' subject to the approval of the Governing Body. In that case 20% of the security money deposited by the boarder will be deducted for renovation of the room for new allotment.

7. **MATTERS THAT THE BOARDERS OF THE PENSIONERS' AWAAS "ASHRAY" MUST NECESSARILY ABIDE BY**

7.1 The boarders shall maintain mutual friendship, amity and cooperation amongst themselves.

7.2 The boarders of the Awaas shall fully cooperate with the management of "Ashray" and they will abide by all rules / arrangements that the Society of "Ashray" may introduce to ensure collective ease and comfort of the boarders as also to manage the affairs of the Awaas "Ashray" in an excellent manner.

7.3 The boarders shall be responsible for the safety and security of their own belongings, in the Awaas "Ashray".

7.4 No boarder shall be permitted to smoke or use/consume intoxicating drinks, drugs or tobacco products within the premises of the Awaas. Each applicant, at the time of making an application for admission to "Ashray" would have to submit a signed undertaking to that effect.

7.5 **Expulsion of Boarders:** No boarder shall be expelled from the Pensioners' Awaas "Ashray" for violation of society rules without being given a reasonable opportunity of being heard. The decision of the Governing Body regarding expulsion of a boarder shall be final.

3. **FACILITIES FOR THE BOARDERS IN THE PENSIONERS' AWAAS "ASHRAY"**

3.1 The Society may make available the following facilities/ arrangements for boarders of the Awaas subject to availability of funds:-

a) For regular check-up of general health of the boarders with the help of the Health Directorate. The boarders shall have to bear on their own all expenses of their medical treatment.

b) A Library, subject to observance of rules and regulations that may be introduced for the purpose:

c) or physical exercise and cultural activities suitable for senior citizens.

3.2 Arrangements will be made for Tea, Break-fast and Food for the boarders on payment of charges as may be fixed for the purpose by the Society. No cooking shall be allowed inside the room.





(Promoted Dabbarma)  
Registrar of Societies  
Govt. of Tripura.

- 8.3 In case of necessity, the boarders can temporarily go outside the Awaas with prior intimation to the Officer In – Charge subject to the condition that they will, for the sake of their own interest, have to return to the Awaas "Ashray" before the expiry of the time limit for which they are allowed to go outside.
- 8.4 The relative of the boarders can stay at the Awaas for a temporary period under unavoidable circumstances, subject to availability of accommodation. The temporary period will be limited to 7(seven) days at the most. The boarders will, however, have to bear the expenditures as may be fixed by the Governing Body for the temporary board & lodge of their relative in the Awaas "Ashray".
- 8.5 Visitors can meet the boarders of the Awaas "Ashray" during the time that may be fixed for the purpose.

## 9. MONEY PAYABLE BY THE BOARDERS

### 9.1 Deposit of advance

In the event of an application made by a Pensioner/ Family Pensioner for admission to the Pensioners' Awaas "Ashray" being accepted, the applicant selected for being taken in as a boarder shall have to deposit an advance of **Rs.30,000.00 (Rupees Thirty thousand)** only, for the time being. The amount so deposited shall be refunded to the boarders as and when they leave the Awaas subject to adjustment of their dues, if any, and maintenance charges (20%).

- 9.2 In the event of death of a boarder while residing in the Awaas "Ashray", if any dues is outstanding, payable to the Awaas, the dues will be adjusted against the deposited advance of **Rs.30,000.00 (Rupees Thirty thousand)** only made by him / her to the Society and the balance will be refunded to the nominee of the boarder. Unclaimed fund shall remain with "Ashray".

### 9.3 Service Charges

Every boarder shall have to pay an amount of **Rs.2,000.00 (Rupees two thousand)** only per month, for the time being, as service charges.

### 9.4 Charges for food

Every boarder shall have to pay a sum of **Rs.5,000.00 (Rupees five thousand)** only per month, for the time being, as charges for food, as estimated at the present rate.

- 9.5 The service and the charges for food referred to in Para 9.3 & 9.4 will have to be paid by the Boarder to the society, as may be prescribed, by the 7<sup>th</sup> day of every month.

### 9.6 Donations

Society may accept voluntary donation from any organization or individual(s) including any boarder, for the welfare of society.



9.7 The rates of advance deposit, service and charges for food will be reviewed from time to time, as and when the need so arises, and may be revised subject to approval of the Governing Body of the Society.

10. **SPECIAL ARRANGEMENT FOR PROVIDING MEDICAL TREATMENT TO THE MEMBERS OF PENSIONERS COMING FROM OUTSIDE AGARTALA.**

10.1 Family member along with Pensioner/Family Pensioner coming from outside Agartala and other outlying Sub-Divisions of Tripura for medical treatment who seek accommodation in "Ashray" for a temporary period, may be provided temporary accommodation in "Ashray" subject to the availability, and on payment of such charges as may be notified. The temporary accommodation period would be limited to a maximum of 7(seven) days.

10.2 Seven rooms (twin bedded) may be kept reserved for allotment to persons mentioned in para 10.1 above coming for temporary medical treatment.

10.3 The Governing Body of Ashray may fix and, thereafter, revise rates of seat rent & meal charges for family members along with pensioners' / family pensioners' coming from outside Agartala and other outlying Sub-Divisions of Tripura.

11. The Governing Body of the Pensioners' Awaas – "Ashray" may, if necessary, change the rules regarding operation and management of "Ashray", subject to approval of the same in the Annual General Meeting & as per the Societies Registration Act, 1860 and rules made thereunder.

12. The Society may sue or be sued in its name and may be represented by the Member Secretary of the Society to all intents and purposes.

**RULES & REGULATIONS OF THE SOCIETY FOR MANAGEMENT OF PENSIONERS' AWAAS "ASHRAY" AT KUNJABAN, AGARTALA, WEST TRIPURA**

1. Short title & Commencement

- (a) The rules and regulations shall be called the Rules of Society for Management of Pensioners' Awaas "Ashray".
- (b) These rules shall come into force from the date on which the Society, namely Society for Management of Pensioners' Awaas "Ashray" is registered.

2. Definition

- (i) Pensioners' Awaas "Ashraya" means a home for retired Employees & Teachers of Govt. of Tripura (Pensioners/ Family Pensioners) including Pensioners/ Family Pensioners of TTAADC, Agartala Municipal Corporation, Municipal Councils, Nagar Panchayats, Govt. aided Schools of Tripura, located at Kunjaban, Agartala, West Tripura. Pin – 799006.



Pranab Chakrabarti  
Registrar of Societies  
Govt. of Tripura.

- (ii) 'Act' means Societies Registration Act, 1860.
- (iii) 'Government' means the Government of Tripura.
- (iv) 'Society' means the Society for operation and management of Pensioners' Awaas "Ashray".
- (v) 'Boarder' means the Govt. Pensioner and/ or Family Pensioner selected by the the Society to stay in the Pensioners' Awaas "Ashray".
- (vi) 'Governing Body' means the Governing Body of the Society for Management of Pensioners' Awaas "Ashray".
- (vii) 'Chairman' means the Chairman of the Society for Management of the Pensioners' Awaas "Ashray".
- (viii) 'Year' means the financial year ending on 31<sup>st</sup> March each year.

### 3. Headquarter of the Society :

The registered office of the Society for Management of Pensioners' Awaas "Ashray" shall be at Kunjaban, PO- Kunjaban, Agartala, West Tripura, Pin-799006.

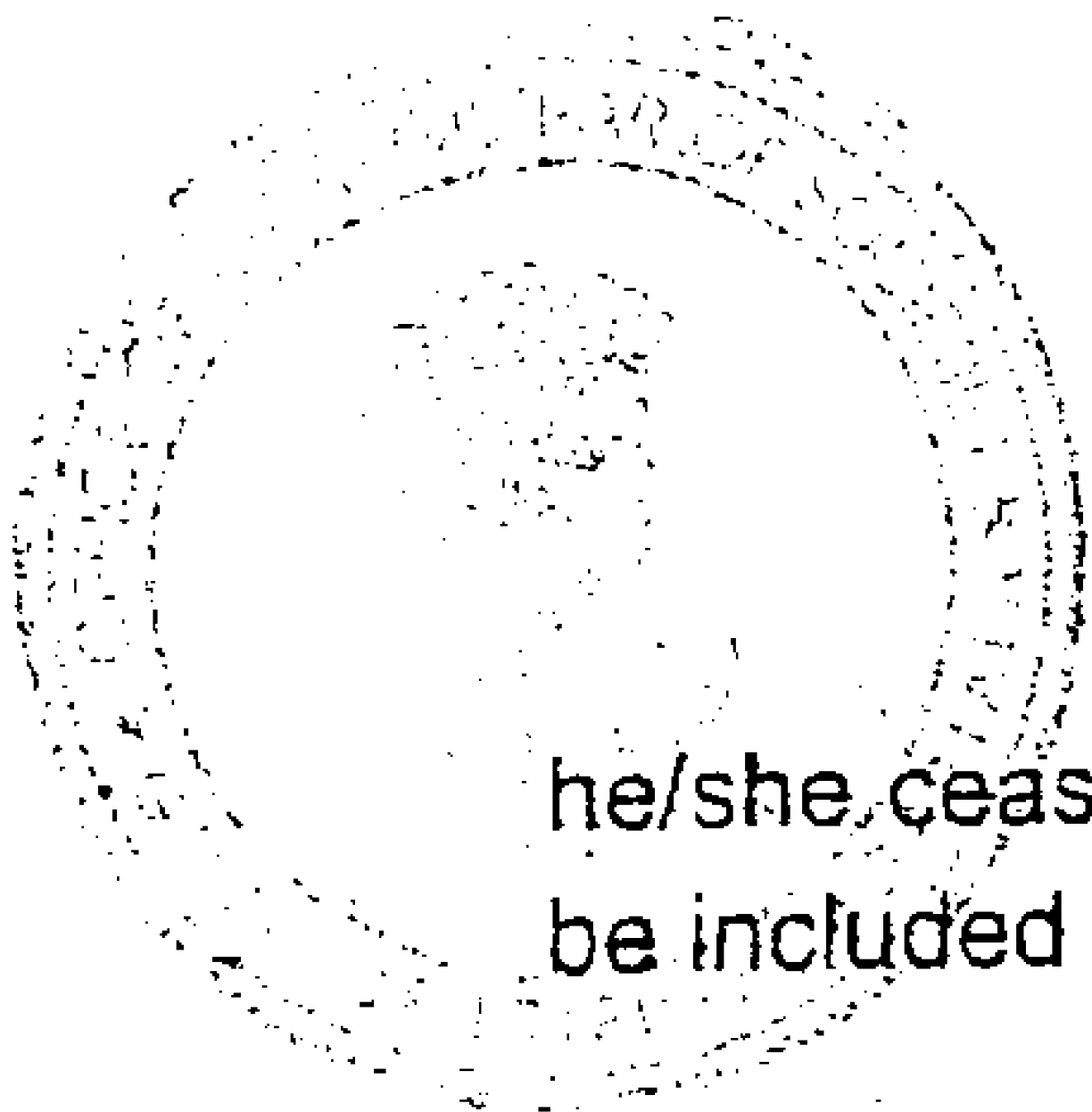
### 4. Members of the Society

The number of members of the Society would be as per Societies Registration Act, 1860 & Rules. The members of the Society shall be assented by Government of Tripura. The membership of the Society will be from the following:

- (i) Representatives of the State Government or any other Government authority as Ex-officio members.
- (ii) Representatives of Government Pensioners of Tripura, which includes persons from the following categories- Scheduled Castes, Scheduled Tribes, Physically challenged and at least one women member.
- (iii) Persons possessing special expertise, ability or experience relevant to the furtherance of the objective of the Society. Representation may be by name and designation, as may be deemed appropriate.

### 5. Termination of Ex-officio membership

Where a person becomes a member of the Society by virtue of office or appointment which he/she holds, his/her membership of the Society shall stand terminated when.



he/she ceases to hold that office or appointment and his/her successor in office shall be included as member of the Society.

**6. Termination of membership of others**

Membership of members other than Ex-officio members shall stand terminated on the happening any of the following events:

- (i) Expiry of the tenure of the membership for which nominated.
- (ii) Insolvency, lunacy or conviction for a criminal offence involving moral turpitude.
- (iii) When a member does not attend four consecutive meetings of General Body without information or without leave of absence.

**7. Terms of Membership**

- (a) Subject to the above provisions, a Member of the Society other than Ex-officio Members, shall hold office for a period of 2(two) years from the date of his/her nomination and shall be eligible for re-nomination by the Chairman.
- (b) If a casual vacancy exist during this 2(two) year period, such vacancy shall be filled in alike manner as the original vacancy and the admitted member shall hold office for the unexpired portion of the term.
- (c) Any vacancy may be filled up by Governing Body by co-option.

**8. Resignation.**

When a member desires to resign his/her Membership of the Society, he/she shall forward his/her letter of resignation to the Chairman.

**9. Validation of Acts**

The Society shall function notwithstanding vacancy any of its bodies and no act, direction of proceedings of the Society shall be invalid merely by reason of such vacancy or any defects in the appointment of any of its members.

**AUTHORITIES OF THE SOCIETY**

**10. Authority of the Society**

The Governing Body shall be the authority of the Society.

**11. Governing Body**

There shall be a Governing Body of the Society with following members:

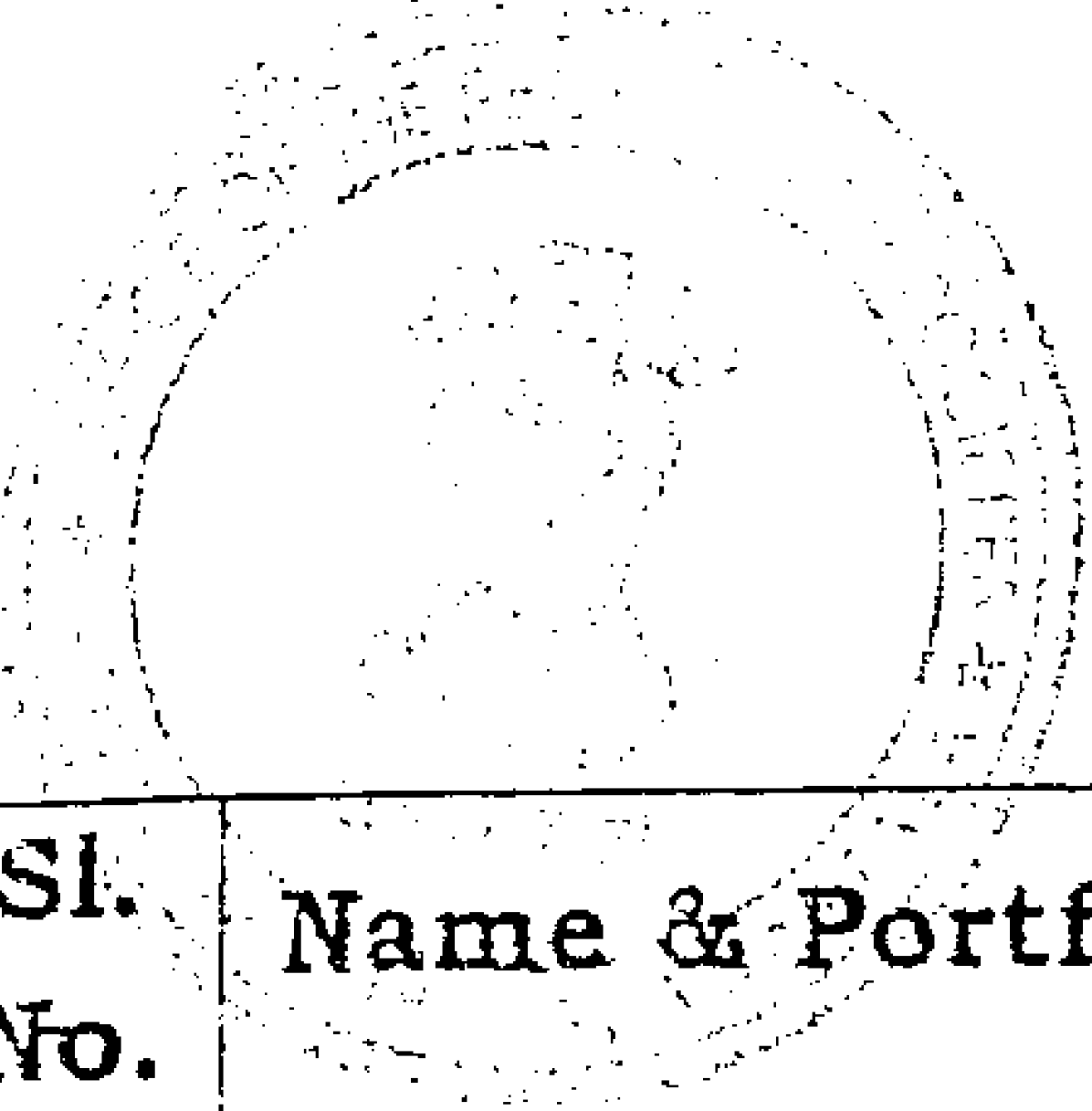
Sl. No.	Name & Portfolio	Address	Occupation	Full signature
1.	Principal Secretary/ Secretary, SW&SE- Chairperson	Civil Secretariat, Capital Complex, Agartala	Govt. service	



(Promode Debbarma)  
Registrar of Societies  
Government of Tripura

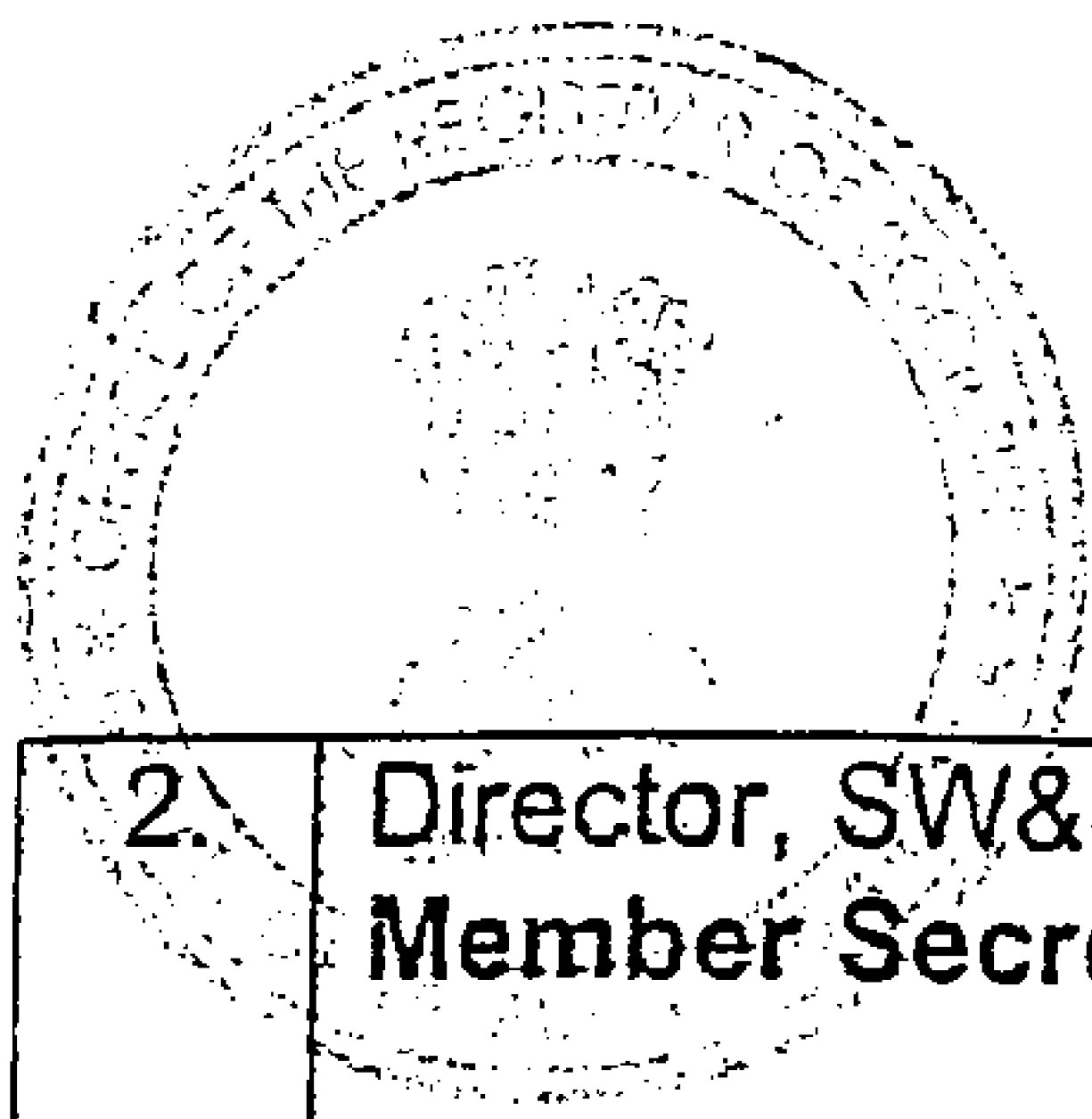
The list of members of the Governing Body for Society for Management of the Pensioners' Awaas, 'Ashray' at Kunjaban, Agartala.

Sl. No.	Name & Portfolio	Address	Full Signature
1.	Principal Secretary/ Secretary, SW&SE- Chairperson	Civil Secretariat, Capital Complex, Agartala	Charanje Maiti
2.	Director, SW&SE Member Secretary	SW&SE Directorate, Abhoynagar	Singhania Saha
3.	One Representative from Finance Department- Member	Civil Secretariat, Capital Complex, Agartala	Debashis Modak
4.	Director of Health Services - Member	Directorate of Health Service, P.N. Complex, Agartala.	Dr. S. K. Dasgupta
5.	DM & Collector, West Tripura- Member	O/O DM & Collector, West Tripura	Milind Khatke
6.	Municipal Commissioner, Agartala Municipal Council - Member	AMC office, Agartala	Milind Khatke
7.	Superintending Engineer concerned. PWD. West Tripura - Member	West Tripura, Agartala	Komal Barua
8.	Superintending Engineer concerned. DWS. West Tripura- Member	West Tripura, Agartala	
9.	Jt. Director, SW&SE Member	SW&SE Directorate, Abhoynagar	Arumita Datta
10.	Officer in - Charge, 'Ashray'	Ashray, Kunjaban, Agartala	P. K. Bhattacharya



Director of Social Welfare  
Government of Assam  
Disability Welfare  
Smt. of Thana.

Sl. No.	Name & Portfolio	Address	Full Signature
11.	Shri Sunil Choudhury (80) Retd. Accounts Officer, Fishery Deptt., President, GPAT	Dasamighat Road, Agartala	<i>Sunil Choudhury</i>
12.	Shri Dilip Ranjan Dam (79) Retd. Accounts Officer, District Judges' Court, General Secretary, GPAT	Vidyasagar Chowmuhani, PO- Jogendranagar, Agartala	<i>Dilip Ranjan Dam</i>
13.	Shri Subodh Deb Roy (76) Retd. Office Supdt., Education Deptt., Vice President, GPAT	Near Meherkalibari, Krishnanagar, Agartala	<i>Subodh Deb Roy</i>
14.	Shri Brajahari Debnath, Retd. Teacher, Agartala Govt. Music College (Pensioner)	Radhanagar, Agartala	LTI of Sri Brajahari D/Naik
15.	Shri Bhaskar Debbarma (64) Retd. Accounts officer Cooperative Deptt.(Pen)	G.B. Road, Dhaleswar, Agartala	<i>Bhaskar Debbarma</i>
16.	Smt. Minati Majumder, Retired Teacher	W/O Lt. Nitai Majumder, Aralia, Agartala	<i>Minati Majumder</i>
17.	Shri Jyudhisthir Das. Retired PWD Field staff	College Tilla, Jagaharimura, Agartala	<i>Jyudhisthir Kumar Das</i>

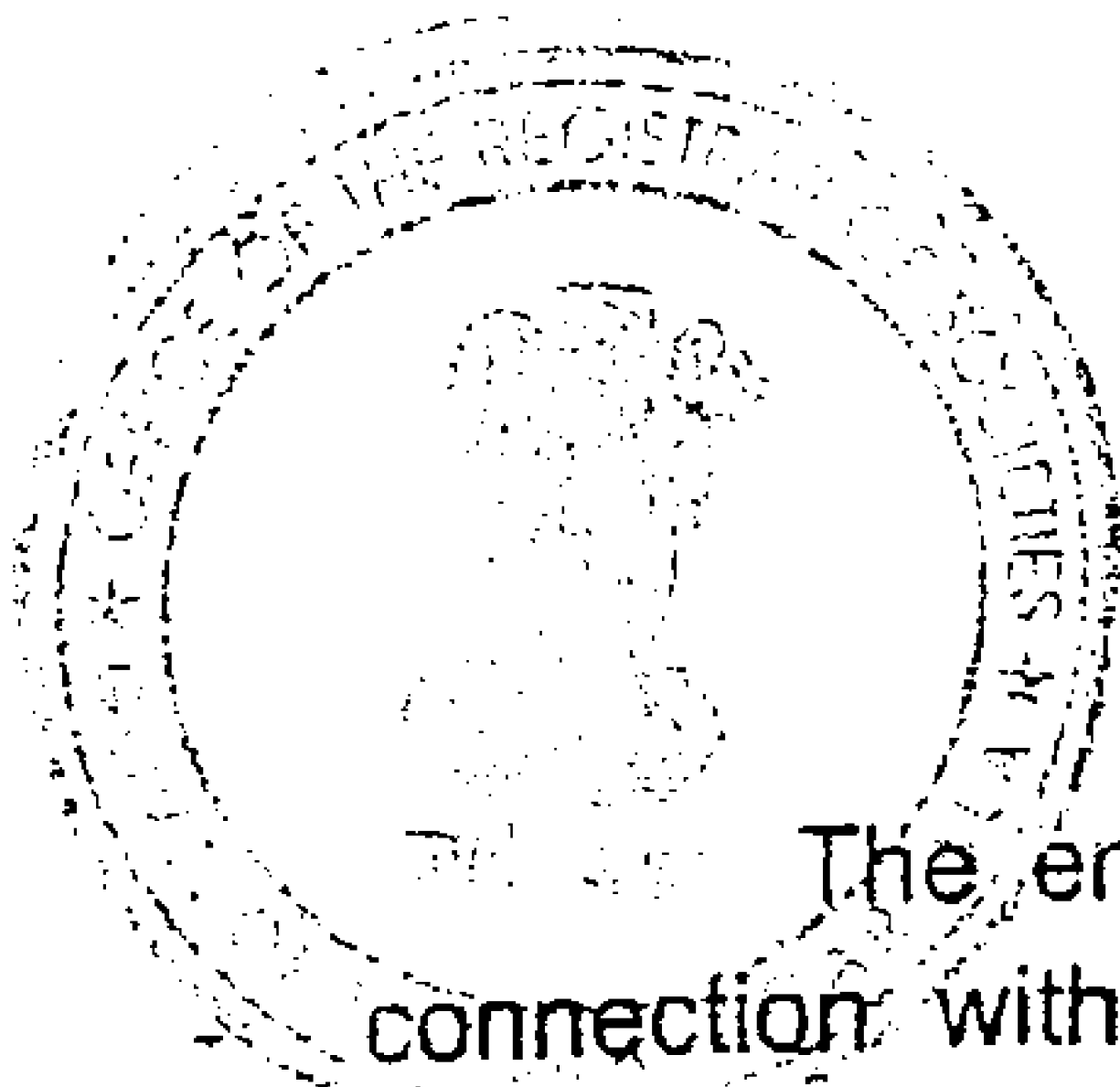


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2.	Director, SW&SE Member Secretary	SW&SE Directorate, Abhoynagar	-Do-	
3.	One Representative from Finance Department- Member	Civil Secretariat, Capital Complex, Agartala	-Do-	
4.	Director of Health Services – Member	Directorate of Health Service, P.N. Complex, Agartala.	-Do-	
5.	DM & Collector, West Tripura- Member	O/O DM & Collector, West Tripura		
6.	Municipal Commissioner, Agartala Municipal Council – Member	AMC office, Agartala		
7.	Superintending Engineer concerned, PWD, West Tripura – Member	West Tripura, Agartala	-Do-	
8.	Superintending Engineer concerned, DWS, West Tripura– Member	West Tripura, Agartala	-Do-	
9.	Jt. Director, SW&SE Member	SW&SE Directorate, Abhoynagar	-Do-	
10.- 16.	Seven Representatives from government pensioners of Tripura including 1 person from each of the following categories-Scheduled Castes, Scheduled Tribes, Physically challenged and at least one woman member to be nominated by the Government of Tripura- Members		Pensioner	
17.	Officer in – Charge, 'Ashray'	Ashray, Kunjaban, Agt.	Govt. Service	

## 12. Powers and Functions of the Governing Body

- (a) The Governing Body shall be the authority to take all measures necessary for attainment of the objects specified in the Memorandum of Association in general.



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The entire management and day to day functions including expenditure in connection with maintenance of building, maintenance and replacement of assets including electronic gadgets, furniture, utensils and crockery etc. shall have to be maintained by the Society for Management of Pensioners' Awaas "Ashray".

Fuel, electricity, water charges will be borne by the society.

- (b) In particular, the Governing Body shall carry out and exercise the following functions and powers:
- (i) To take decision in any matter related to the Society for Management of Pensioners' Awaas "Ashray".
  - (ii) To undertake any other activities those are consistent with the aims and objectives of the Society.
  - (iii) To make, alter and revise the Rules and Regulations of the Society consistent with the provisions of the Societies Registration Act, 1860.
- (c) All properties of the Society shall vest in the Governing Body.
- (d) The Governing Body shall have power to frame the necessary bye laws provided that they are not repugnant to the aims and objectives of the Society & not inconsistent with the provisions of the Societies Registration Act, 1860 and rules made thereunder.

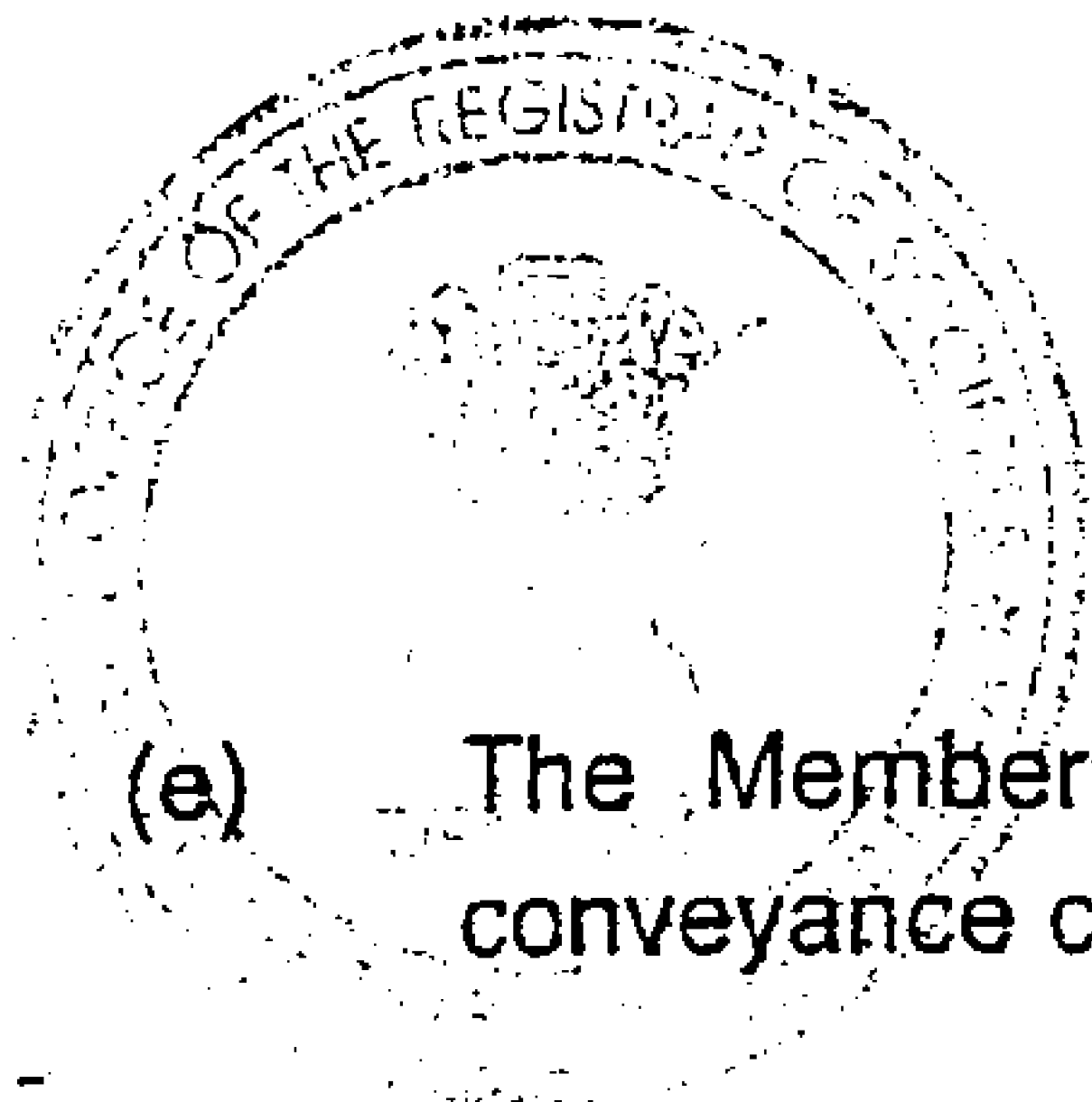
### **13. Powers of the Chairman of the Governing Body**

- (a) The Chairman shall preside over all meetings of the Governing Body.
- (b) She/he, if necessary, shall direct any other member to conduct proceedings of any meeting of the Governing Body, in her/his absence.

### **14. Meeting of the Governing Body**

- (a) The Governing Body shall meet as and when considered necessary for the transaction of business of the Society provided that the interval between two meetings generally shall not exceed three months.
- (b) The Member-Secretary of the Governing Body, in consultation with the Chairman, shall fix the date, time and place of holding the meeting of the Governing Body. She/he shall also prepare the Agenda Notes of the meeting and draft minutes of the meeting.
- (c) A book of proceedings of the Governing Body shall be maintained and all business of the body shall as far as possible be recorded in the said book.
- (d) Minutes of each meeting will be circulated to all members of the Society preferably within seven days of holding the meeting.





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- (e) The Members of the Governing Body except government official may be paid conveyance charge @ Rs.150/- (Rupees One hundred fifty) only for each sitting.

**15. Sub-Committee(s) of the Governing Body**

The Governing Body may constitute a sub-committee(s) from amongst its official members or their representative and non-official members to whom the management, control, supervision and day to day work of the Society for Management of Pensioners' Awaas "Ashray" and its affairs maybe entrusted.

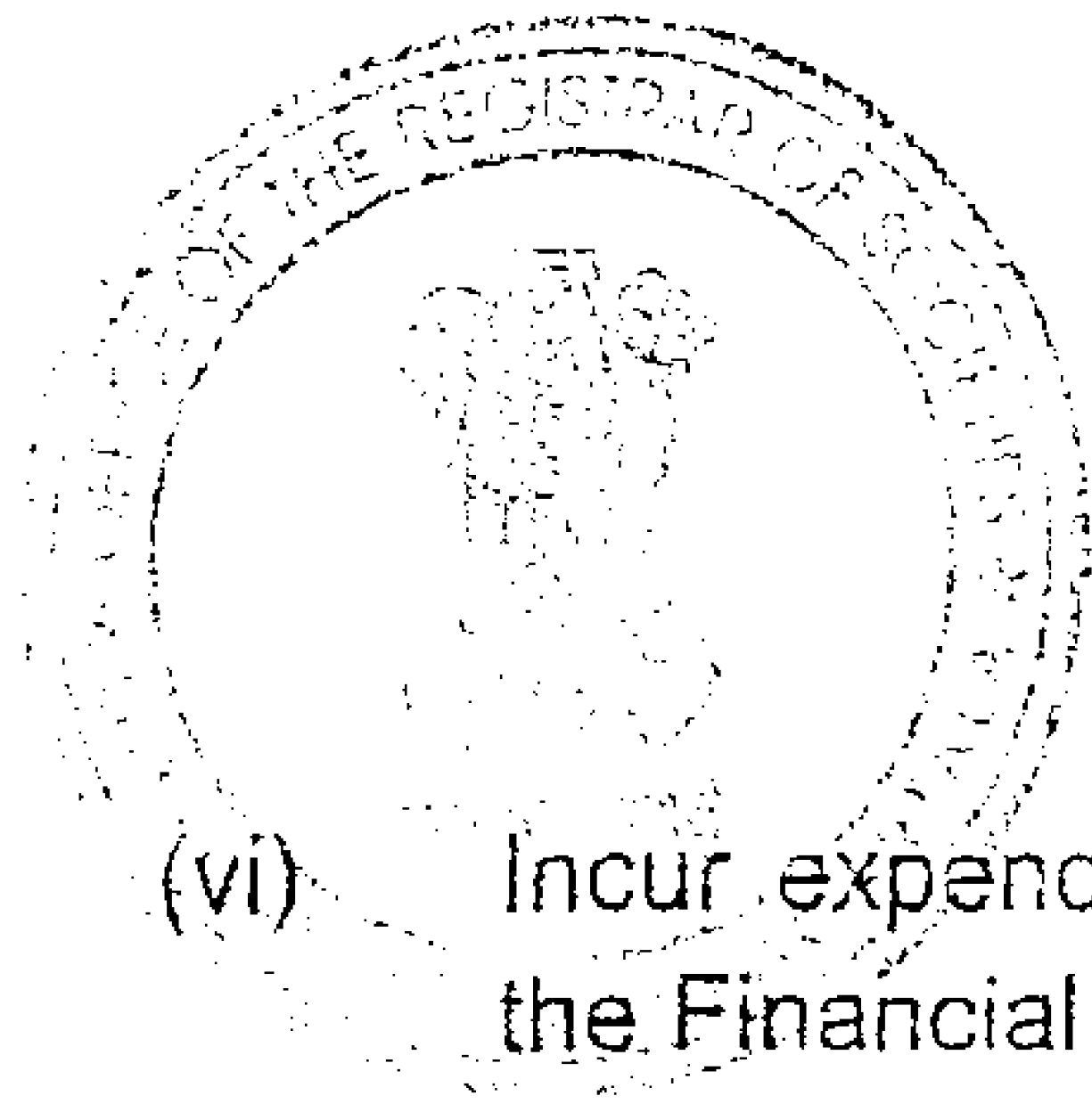
**16. Powers of the Sub-Committee(s)**

The Sub-Committee (s) may exercise powers and execute functions, for the purpose of management of affairs of the pensioners Awaas, as may be entrusted to it by the Governing Body, including to run the day to day affairs of the Society and activity incidental or ancillary there to and to execute the decisions which may be taken by the Governing Body for the affairs of the Society.

**17. The Functions of the Sub-Committee (s)**

The Sub-Committee(s) may, if entrusted by the Governing Body, have the following functions:-

- (a) Budgeting, Planning, Programming, implementation, supervision and monitoring of the activities of the Society.
- (b) Exercise all executive and financial powers of the Society, subject to such directions, as may be issued by the Government of Tripura and Governing Body from time to time.
- (c) In particular and without prejudice to the generality of the foregoing provisions, the Sub-Committee(s) may:
  - (i) Consider annual and supplementary budget placed before it and recommend with such modification as may be deemed necessary, for submission to the Governing Body;
  - (ii) Maintain all records and accounts of the Society;
  - (iii) Engage staff as per strength sanctioned by the Governing Body, observing codal formalities.
  - (iv) Engage the services of technical experts for maintenance of the Pensioners' Awaas "Ashray" as and when necessary;
  - (v) Receive & have custody of the funds of the Society and manage the property of the Society; and



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- (vi) Incur expenditure, subject to the provisions of the approved budget, as per the Financial Rules of the State Government.

**18. Meeting of the Sub-Committee(s)**

- (a) The Sub-Committee (s) shall hold meeting as often as may be considered necessary for the transaction of the business of the Society..
- (b) The members of the Sub- Committee(s), except govt. officials, may be paid conveyance charge @ Rs.150/- (Rupees One hundred fifty) only for each sitting.

**19. Proceedings of the meeting**

- (a) A book of proceedings of the Sub-committee shall be maintained and all business of the Sub-committee shall as far as possible be recorded in the said book.
- (b) All disputed questions regarding the business of the Society shall be referred to the Governing Body for settlement.
- (c) Minutes of each meeting will be circulated to all members of the Society preferably within seven days of holding the meeting.

**20. Secretary**

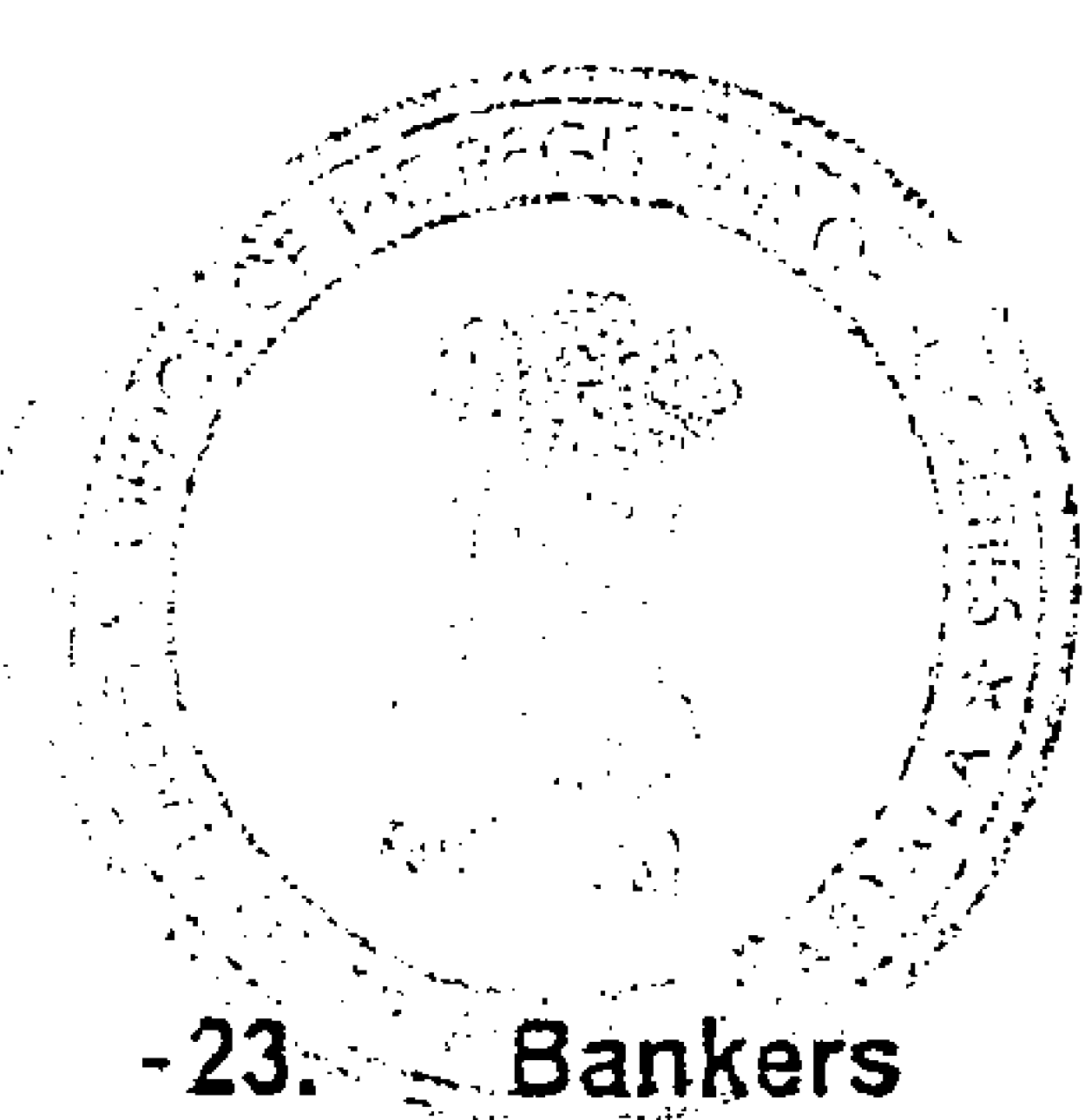
- (a) The Director of the Nodal Department shall be the Member Secretary of the Society for management of Pensioners' Awaas "Ashray".
- (b) The Member Secretary shall see that affairs of the Society are run efficiently and in accordance with the provisions of the Memorandum of Association, Rules and Regulations and bye laws of the Society. To run efficiently the Pensioners' Awaas "Ashray", the Member Secretary may delegate his/her power if any, to the subordinate officer not below the rank of Joint Director subject to approval of the Governing Body of the Society.

21. The Society may sue or be sued in its name and may be represented by the Member-Secretary of the Governing Body to all intents and purposes.

**22. Funds of the Society**

The funds of the Society shall consist of the following:

- (a) Revenue generated from Pensioners' Awaas "Ashray".
- (b) Grants received from the Government of Tripura.
- (c) All funds received by way of grants, gifts, donations and in any other manner from any source / Boarders.
- (d) Loan from financial institutions / banks for the purpose of achieving the objectives of the Society.



**-23. Bankers**

The Bank of the Society shall be any scheduled nationalized bank or Tripura State Co-operative Bank/Tripura Gramin Bank.

**24. Budget**

The annual budget showing the estimated receipt and expenditure shall be approved by the Governing Body.

**25. Maintenance of funds**

- (a) All money credited to the fund of the Society shall be deposited in an account of the bank operated at Agartala (preferably nearby to the society) as approved by the Governing Body.
- (b) Funds will be drawn from the account of the Society only through cheques.
- (c) Accounts of the Society will be operated jointly by any two of the following, Member-Secretary of the Governing Body, Joint Director, SW&SE, who is a member of the Governing Body, and Officer –in – Charge of 'Ashray'.

**26. Audit of accounts**

- (a) The Society shall cause regular accounts to be kept of its moneys. The accounts shall be maintained in such form as may be applicable, as per instructions of the Accountant General.
- (b) The accounts of the Society shall be audited annually by a Chartered Accountants firm appointed by the Governing Body and from the office of the Accountant General, Tripura/ Director of Audit, Government of Tripura.
- (c) At the close of each quarter a consolidated account showing the total receipts and payments during the quarter under detailed head of accounts should be prepared and submitted to the Governing Body.
- (d) Immediately after audit and preferably within April, the Society shall hold its Annual General Meeting with agenda point etc. for arranging budget, passing of accounts, approval of new plan, amendments etc.

**27. Annual Report.**

The Annual Report of the working of the Society and all work undertaken during the year, together with balance sheet and audited accounts shall be prepared for

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information of the Governing Body and the Social Welfare & Social Education Department. A draft of the Annual Report along with the audited accounts of the Society and the Auditor's Report thereon, shall be placed before the Governing Body in its Annual Meeting. One set of Annual Report shall be submitted to the office of the Registrar of Societies, Govt. of Tripura along with other required documents.

**28. Authentication**

All orders and decisions of the Society shall be authenticated and conveyed under the signature of the Member-Secretary or any other member of the Governing Body, as authorized by the Governing Body.

**29. Amendments**

The Rules & Regulations of the Society may be amended by the Governing Body as per provisions of the Societies Registration Act, 1860.

**30. Suit / Proceeding by or against the Society**

- (a) The Society may sue or be sued in the name of the Society in a court of competent jurisdiction at Agartala.
- (b) Every decree or order against the Society in any suit /proceeding shall be executable only against the property of the Society.

**31. Dissolution**

If the members, not less than 3/5<sup>th</sup> members of the Governing Body, determine that the Society shall be dissolved, it shall then have to be dissolved with the approval of the State Government. Upon dissolution and satisfactory discharge of liabilities, if there remains any residual property of the Society, it will be disposed off suitably with the approval of the State Government.

**32. Miscellaneous**

Every member of the Society shall be bound to abide by the rules and decisions of the Governing Body. Any act considered being detrimental to the Society will lead to cancellation of his/her membership of the Society as may be decided by the Governing Body.

**33. Certificate**

Certify that this is the correct copy of the Rules and Regulations of the Society for Pensioners' Awaas "Ashray", Kunjaban, P.O. Kunjaban, Agartala, West Tripura, Pin-799006.

Witness:

*[Handwritten signature]*

*JH Dn, SWSE*

Signature of the Chairman

(CHAITANYA MURTI)  
Special Secretary,  
Education (SW&SE) Department.

2. 1.2.16 (SAR... ROY)  
3. Directorate of Social Welfare  
& Social Education,  
Agartala, Tripura (W).



(Promoda Debbarma)  
Societies

*Handwritten signature*  
1.2.16

10. DARLONG, IAS)  
Director,  
SWASE, Tripura.

*Handwritten signature*  
1.2.16  
(SMT. ADITI MAJUMDER)  
ICS, Gr.-1,  
JOINT DIRECTOR,  
D/o. of SWASE,  
Agartala.