FORM XVI

Application for amendment in the By – laws of the Society under section 26(3) of the Haryana Registration and Regulation of Societies Act, 2012

(See Sub-rule (1) of the rule 17)

From:

Nirvana Country

To

The District Registrar of Societies.
Gurgaon
Date:

Subject: Application for amendment in the By-laws of the society under section 26(1) of the Haryana Registration and Regulation of societies act, 2012.

Sir,

I Pravindra Singh S/O Late Iqbal Singh Office – bearer of Nirvana Country , duly authorized by the Governing Body vide its resolution of Minutes of the meeting dated 24 Oct, 2014 nereby file the application for amendment in the by-laws of the society under section 26(1) of the Haryana Registration and Regulation of Societies Act, 2012as per details given below:

Particulars of the Society		
1.	Name of the Society	Nirvana Country
2.	Registered Office Address	NRWA office, Opp Nirvana Courtyard, Nirvana Community Ground, Nirvana Country, sector- 50, South City-II, Gurgaon -122018
3.	Registration Number	HR018/2013/00926
4.	Date of Registration	12 Sept, 2013
5.	Date of Meeting of the Governing Body	24 Oct, 2014
6.	Date of Meeting of General Body / Collegium	26 Oct, 2014
7.	Reason in brief for change in Memorandum a) By the Society of its Own	To confirm to HRRS Act, 2012

<table>
<tr><td></td><td>b) By the order of Registrar
(Give Reasons to (a) and (b) above as applicable</td><td></td></tr>
<tr><td>8.</td><td>Particulars of changes proposed (Give details of the clauses deleted, replaced and added. Attach an extra sheet if required.)</td><td>
<table>
<tr><td>S.No</td><td>Clauses deleted</td><td>Clauses amended</td><td>Clauses added</td></tr>
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To confirm to HRRS Act, 2012
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2. I enclose here with the following documents namely:-

(i) Attested copy of Certificate of Registration;
(ii) Copies of resolutions passed by the governing Body;
(iii) Copies of special resolutions passed by the general Body;
(iv) Attested copies of By-laws before proposed amendment;
(v) Attested copies of By-laws after proposed amendment;
(vi) Treasury Challan / Voucher bearing No. _____ dated _____ Drawn on _____ For an amount of Rs. _____ Towards the requisite fee.

3. It is certified that the proposed amendment in By-laws of the Society, as being presented before you, is conforming to the provisions of the Haryana Registration and regulation of Societies Act, 2012

4. Accordingly, it is requested that the amendment in the By-laws of the society as requested for may be taken on record and the necessary Certificate may be issued.

(Signature of the applicant)

Pravindra Singh

Date: 10 Nov 2014

Place: GURGAON

FORM XVI

Application for amendment in the Memorandum of the Society under section 26(3) of the Haryana Registration and Regulation of Societies Act, 2012

(See Sub-rule (1) of the rule 17)

From:

Nirvana Country

To
The District Registrar of Societies.
Gurgaon
Date:

Subject: Application for amendment in the memorandum of the society under section 26(1) of the Haryana Registration and Regulation of societies act, 2012.

Sir,

I Pravindra Singh S/O Late Iqbal Singh Office – bearer of Nirvana Country , duly authorized by the Governing Body vide its resolution of Minutes of the meeting dated 24 Oct, 2014 nereby file the application for amendment in the memorandum of the society under section 26(1) of the Haryana Registration and Regulation of Societies Act, 2012as per details given below:

Particulars of the Society		
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2.	Registered Office Address	NRWA office, Opp Nirvana Courtyard, Nirvana Community Ground, Nirvana Country, sector- 50, South City-II, Gurgaon -122018
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(ii) Copies of resolutions passed by the governing Body;
(iii) Copies of special resolutions passed by the general Body;
(iv) Attested copies of memorandum before proposed amendment;
(v) Attested copies of memorandum after proposed amendment;
(vi) Treasury Challan / Voucher bearing No. _____ dated _____ Drawn on _____ For an amount of Rs. _____ Towards the requisite fee.

3. It is certified that the proposed amendment in memorandum of the Society, as being presented before you, is conforming to the provisions of the Haryana Registration and regulation of Societies Act, 2012

4. Accordingly, it is requested that the amendment in the memorandum of the society as requested for may be taken on record and the necessary Certificate may be issued.

(Signature of the applicant)

Pravindra Singh

Date: 10 NOV 2014
Place: GURGAON

BYE-LAWS

OF

NIRVANA RESIDENTS' WELFARE ASSOCIATION ("NRWA")

NIRVANA COUNTRY, SOUTH CITY II, PHASE II, SECTOR-50 GURGAON - 122018, HARYANA

ASSOCIATION PRESENTLY REGISTERED AS "NIRVANA RESIDENTS WELFARE ASSOCIATION (NRWA)" UNDER THE ACT vide Registration No. HR/018/2013/00926

NIRVANA RESIDENTS WELFARE ASSOCIATION * Gurgaon

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NIRVANA RESIDENTS WELFARE ASSOCIATION Gurgaon

1	**Name of the Association**	**NIRVANA RESIDENTS' WELFARE ASSOCIATION (NRWA)**
2	**Registered Office Address**	N.R.W.A. OFFICE, NIRVANA COMMUNITY CENTRE, GROUND, OPP. NIRVANA COURTYARD, NIRVANA COUNTRY, SOUTH CITY II, PHASE II, SECTOR-50, GURGAON-122018
3	**Jurisdiction**	Defined geographical area of plotted development in respect of the residential colony in South City II, Phase II, generally referred to as "Nirvana Country" (as approved & illustrated vide Drg. No. DTCP - 2059 dated 30.3.2010 - drawing attached), comprising Blocks J, K, L, R, S, and T, which are popularly known as Aspen Green, Birch Court, Cedar Crest, Deerwood Chase, Espace, and including certain Built Up floors (presently comprising of Nos. 152 – 164 in Cedar Crest and Nos. 163 – 175 in Espace), and including all plots, residences, houses, villas, other buildings, public areas, parks, roads, utility services, club, community center, religious areas, and all other movable and immovable assets therein (hereinafter called "**Nirvana Country**"). The NRWA shall have the right to include within its jurisdiction any other area and/or asset that may, in future, come to form part of Nirvana Country as geographically delineated.

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4	**Definitions/Rules of Interpretation**	In these Bye-Laws, unless the context otherwise implies, words and phrases shall have the meaning as defined below. Other capitalized terms defined elsewhere in the Bye-Laws shall have the meanings ascribed therein. All terms not defined in the Bye-Laws shall have the meaning ascribed to them under the Act and the Memorandum of the Association. References to statutory provisions shall be construed as references to the statutory provisions as respectively amended, superseded or re-enacted or as their application is modified by any other provisions from time to time. The terms "include" and "including" shall mean, "include without limitation". The headings, sub-headings, titles, sub-titles to clauses, sub-clauses and paragraphs are for information only, shall not form part of the operative provisions of these Bye-Laws, and shall be ignored in construing the same. All references to clauses, sub-clauses and paragraphs are to the clauses, sub-clauses and paragraphs of these Bye-Laws. The singular includes the plural and vice versa. The words importing a gender include every gender, and references to any person(s).
	Act	The Haryana Registration & Regulation of Societies Act, 2012, as amended.
	Block Committee	Has the meaning given to it in Paragraph 17
	Blocks	Has the meaning given to it in Paragraph 12(ii).
	Cedar Crest Floors	Has the meaning given to it in Paragraph 12(ii).

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Collegium	A body elected by eligible members of the Residents' Body (in accordance with these Bye-Laws) and the Act.
Collegium AGM	Has the meaning given to it in Paragraph 15(i)(b).
Collegium GBM	A general meeting of the members of the Collegium.
Electoral College	Has the meaning given to it in Paragraph 12(iii).
Espace Floors Executive Committee	Has the meaning given to it in Paragraph 12(ii).
	The governing body elected by the Collegium in accordance with these Bye-Laws and in compliance with the Societies Act for managing the day to day affairs of the Association.
Member	Has the meaning given to it in Paragraph 6(c).
Memorandum	Memorandum of Association of the NRWA.
Nirvana Country	Has the meaning given to it in Paragraph 3.
NRWA	Nirvana Residents' Welfare Association.
Office Bearers	Has the meaning given to it in Paragraph 18.
Permanent Member	Has the meaning given to it in Paragraph 6(c).
Premises	Has the meaning given to it in Paragraph 6(c).
Public Areas	Any/all area(s) in Nirvana Country generally meant for use by all residents (being areas other than those meant to be used for residential purposes), such as, (1) roads, paths, pedestrian walkways, (2) gardens/ parks, green belts and trees & bushes therein, (3) communication/cable/OFC trenches, street lights, electric distribution panels, electrical transformers, DG sets and their area, (4) gas pipeline & STPs (as & when laid), (5) gates, border fencing/boundary wall, and (6) empty plots other than those registered with owners.
Registered Owner	Has the meaning given to it in Paragraph 6(c).
Returning Officer	Has the meaning given to it in Paragraph 13(i).

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	Rules	The Haryana Registration and Regulation of Societies Rules 2012
	Special Resolution	A resolution passed in a Collegium GBM in which at least forty per cent of the members entitled to vote are present and the resolution is approved by three-fifth of the members so present and voting
	Temporary Member	Has the meaning given to it in Paragraph 6(c).
5	**Aims and Objectives of the Association**	The aims and objectives of the Association shall be as stated in the Memorandum.
6	**Membership**	
A	**Size of Association**	The Association shall have a maximum of 1,500 (one thousand five hundred) Members, including the founder members/original subscribers to the Memorandum, or such number as may be approved by the Collegium in a Collegium GBM.
B	**Eligibility**	In order to be admitted as a "Member" of the Association, a person: I. must be 21 years of age on the date of admission; II. should subscribe, without any reservation whatsoever, to the aims and objectives of the Association; III. must have deposited the admission fee and annual subscription fee; IV. must not be insolvent or of unsound mind; V. must not have been convicted of an offence involving moral turpitude involving imprisonment of one year or more; VI. must hold a title / conveyance deed for a Premises within Nirvana Country, duly recorded in the office of the Sub Registrar; and VII. if a tenant, must be signatory to a valid lease/rent agreement with the owner of

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		the Premises, duly countersigned by NRWA, mandating adherence to the Memorandum of Association and the Bye-Laws.
C	**Kinds/ Types / Categories of Members** The Association shall have two categories of members ("**Member**") as under:	
	Permanent Member	Any person who is a registered owner of any premises – whether a residential unit (villa/floor/house), or any other building, or any plot of land - in Nirvana Country ("**Premises**") ("**Registered Owner**") will be classified as a "**Permanent Member**". If a Premises has only one registered owner, such owner, and if a Premises has more than one registered owner, then any one of such owners, in either case as named in the title/conveyance deed, shall be entitled to become a Permanent Member.
	Temporary Members	Any person who is in lawful possession of any Premises as a tenant, through a valid lease/rent agreement with the owner of the Premises, which agreement is countersigned by NRWA (prior to occupation), and is residing therein, will be eligible to become a "**Temporary Member**". Such members will not have any voting rights.
D	**General Membership Guidelines**	
(i)	**Terms of admission of Permanent Members**	Every registered owner may become a Permanent Member of the NRWA by subscribing to its Memorandum and Bye-Laws, provided that s/he meets the eligibility criteria. In the event any Premises has more than one registered owner or is under joint ownership, then the First owner shall transfer such rights to any of the joint owners. For the avoidance of doubt, there will be only one Permanent Member in respect of one Premise.

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(ii)	**Temporary Membership**	A Temporary Member will be entitled to attend and speak at any open house meeting of the Members of the RWA, but will not be entitled to vote or to seek membership of the Collegium, and/or the Executive Committee. A Temporary Member will have the aforesaid right to attend any open house meeting of the Members of the RWA only if s/he has paid to the NRWA all dues in respect of the concerned Premises at the relevant time. Temporary Members will be entitled to avail all facilities otherwise provided to Permanent Members, subject to their fulfilling their obligations towards the Association, which shall be a mandatory clause in any lease/rent agreement under which a Temporary Member acquires tenancy rights.
(iii)	**Registered Owners of Multiple Premises**	If any person is the registered owner of more than one Premises, s/he shall be obligated to become a Permanent Member in respect of each such Premise; and, accordingly, will have to pay membership fee and maintenance charges in respect of each such Premises. Such person however shall have a single vote irrespective of the number of Premises s/he owns.
(iv)	**Membership of Premises Owned by Non-natural Persons**	A Partnership firm whether Registered or not or a body corporate of whatever description, shall not be eligible to be a member of the Society; provided that there shall not be any bar for the partner as defined in section 4 of the Indian Partnership Act 1932 (Central Act 9 of 1932) or a member or shareholder of a Body Corporate to become a member in his Individual Capacity.
(v)	**Transfer & Transmission**	In the event ownership of any Premises is transferred, in whatsoever manner, including by way of any will, gift, registered sale, or natural inheritance, the new registered owner shall, upon the payment of NRWAs applicable membership fee, automatically become a Permanent Member in place of the former owner.

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		In the event the registered ownership of a Premises transfers on account of natural inheritance, and the legal heir is a minor, his/her legal guardian shall, until the time the legal heir attains the age of 21 years, be entitled to become a Permanent Member, with the approval of the Executive Committee, which approval shall not be unreasonably withheld. Upon attaining the age of 21 years, such person shall automatically become a Permanent Member in place of the legal guardian. Any transferee/new owner shall automatically be deemed to have inherited/accepted all assets, liabilities, obligations and acceptance of the Memorandum and the Bye-Laws of the Association.

E **Membership Fees & Annual Subscription**

(i) Each Member shall be obliged to pay Admission Fee and an Annual Subscription Fee as under:

Type of Member	Admission Fee	Annual Subscription Fee
Permanent	Rs. 500/-, or as decided by the Collegium from time to time	As decided by the Collegium from time to time. Her/his membership will only be valid only until the period for which s/he has paid all dues on account of Annual Subscription/Maintenance charges.
Temporary	Rs. 500/-, or as decided by the Collegium from time to time.	NA. However, her/his membership will only be valid if the owner of the Premises has paid all dues on account of Annual Subscription/Maintenance charges.

(ii) The payment of Annual Subscription Fee shall become due as on the 1st of April of every year, which may be paid latest by the 30th of June of such year. Penalties, as defined from time to time, shall apply in the event of default of payment.

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7	**Admission Procedure for Permanent & Temporary Members**
(i)	The procedure for admission to membership of the Association shall be decided by the Executive Committee from time to time and shall at all times conform to and be in compliance with the procedures laid down under the Act.
(ii)	A person eligible to be a Member (whether Permanent or Temporary) shall submit an application in the form prescribed under the Act and the Rules, along with supporting documents to the Secretary duly filled in and signed.
(iii)	The Secretary shall examine the application and place the same before the Executive Committee for a decision.
(iv)	The Executive Committee shall not ordinarily reject the application of any person if s/he fulfills all eligibility criteria and if his/her application otherwise is in order. In the event the Executive Committee rejects any application it shall give reasons for the same.
(v)	Approval of the Executive Committee shall be intimated to the Member. The name of every person admitted to Permanent membership of the Association shall be entered in the "Register of Members", to be maintained in such manner and form as prescribed under the Act and the Rules. Names of Temporary Members shall be maintained separately in the Identity Card Register.
8	**Identity Card For Every Member**
	Every Member (whether Permanent or Temporary) will be issued an identity card containing his/her photograph, brief particulars and membership category, duly signed by the Member and countersigned by the Secretary of the Association. All identity cards issued to Temporary Members shall be valid for period of the lease under which they occupy the concerned Premises. In the event a Temporary Member vacates the Premises before the expiry of the term of the lease, the identity card issued to him/her shall be returned to the NRWA office, and deemed to expire with immediate effect. In the event a Permanent Member ceases to be a member for any reason whatsoever, he shall forthwith surrender his/her identity card to the Association.
9	**Rights and Obligations of Members**
(i)	Every Member (Permanent or Temporary) shall abide by the Memorandum and Bye-Laws of the Association, and all rules and regulations made thereunder, and as may from time to time be in force, and in compliance with the Act.
(ii)	Every Permanent Member shall inform the Association about any change in his/her

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	address, which shall be duly recorded in the "Register of Members" of the Association, and upon which the Association shall issue a fresh identity card to such Member.
10	**Suspension/Cessation of Membership**
	Suspension of Membership
(i)	A Member (whether Permanent or Temporary) who has not paid the Annual Subscription Fee on or before 30th June of a calendar year, or such date as is decided and approved by the Collegium, shall automatically be deemed to have been suspended from the membership of the Association. Such suspension will result in the concurrent cessation of all services and facilities.
(ii)	Suspension of the membership of a Member may be revoked if s/he pays the outstanding Annual Subscription Fee along with interest of 18% p.a. calculated with monthly rests. However, even in such event, such Member shall not have any voting rights for the remainder of the financial year.
(iii)	A Permanent Member, for so long as his/her membership is suspended, shall not have the right to vote at any meeting of the Executive Committee, Collegium, his electoral college, or the Members. A Temporary Member who is suspended shall cease to enjoy any of the facilities, services or benefits entitled to other members.
	Cessation of Membership
	A Member (Permanent/Temporary) shall cease to be a member of the Association in the following events:
(i)	If the events/conditions stated in Section 22 of the Act become applicable to him/her
(ii)	Upon his/her acting contrary to the aims and objectives of the Association
(iii)	Upon him/her being found guilty of misappropriation of the funds of the Association
(iv)	If directed to be removed from membership by the District Registrar/Registrar/ Registrar General of Societies
(v)	Death of the Member
(vi)	On his/her ceasing to be a Registered Owner of any Premises (in which case, s/he shall cease to be a Permanent Member, but still can be Temporary Member, if he/she satisfies the conditions for such membership)
11.	**Expulsion from Membership**

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In the event it comes to the knowledge of the Executive Committee that any resident/owner has violated the Code of Conduct, it shall set up a special committee to investigate such violation. If the committee comes to the view that such violation indeed has taken place, the Executive Committee may deny any and all facilities/services available to the residents/owners either permanently or temporarily, and may permanently expel such resident/owner from membership of the Association. However, in each case, due process of a show cause notice and an opportunity to explain shall be provided to the concerned resident/owner, and the Executive Committee shall have regard to the nature and persistence of the violation. Any such decision of the Executive Committee shall be taken by a vote of at least three-fourths of such of its members who are present and voting.

12. Collegium of the Association	
(i)	The Association shall have a Collegium of a maximum of 123 members (which can be increased up to 150 by the year 2030).
(ii)	The Collegium will be elected by the Electoral Colleges comprising of Members from the residential blocks of Nirvana Country ("**Blocks**"), namely: (1) Aspen Green; (2) Birch Court; (3) Cedar Crest (which would include plots in Cedar Crest, the built up floors in Cedar Crest ("**Cedar Crest Floors**"), and plot nos. 116-167 in Deerwood Chase); (4) Deerwood Chase (which would include all plots in Deerwood Chase but excluding plot nos. 116 – 167); and (5) Espace (which would include the plots in Espace and built up floors No. 163 to 175 in Espace ("**Espace Floors**").
	<u>Definition/jurisdiction of an "Electoral College"</u>
(iii)	An "**Electoral College**" is defined as a continuous group of approximately 10 units (villas/houses/plots/ floors). As there are currently 1227 units planned in Nirvana Country (which may expand to a maximum of 1500 units by 2030), there shall be 123 electoral colleges. Eligible voting members from each "Electoral College" shall elect one member to the Collegium. This representation of 1 (one) Collegium member per approximately 10 units shall be applied whether the Premises comprising such college are occupied/vacant/unconstructed. The Rules and Regulations of the HRRS Act 2012, will be complied in Letter and Spirit in formation of the Collegium.

(iv)	If there are not enough houses to form the required number in a particular Electoral College, such college will be merged with the previous college provided the number is less than half (5 or less) and if the number is more than 5, it could form an Electoral College even if it does not meet the total number required to form the electoral college.
(v)	In the event no Member is willing to stand for election to the Collegium from a particular Electoral College, then any eligible Member resident in the Block of which the Electoral College forms part of will be entitled to stand for election from that Electoral College, and in the election of such Member all eligible Members of that Block will be entitled to vote. For the avoidance of doubt, this procedure will apply to any election to the Collegium from an Electoral College, including in respect of elections necessitated by any casual vacancy or removal of a Collegium member.
(vi)	Based on the number of units in the various blocks and the constitution of the Electoral Colleges as above, the number of Collegium members elected from each Block shall be as follows:

"Block"	Maximum number of Members in the Unit of each Block Collegium
Aspen Green (145 units)	15
Birch Court (154 units)	16
Cedar Crest (251 units)	25
Deerwood Chase (281 units)	28
ESpace including floors (394 units)	39 Total 123 Collegium members

(vii)	Each Electoral College shall elect members to the Collegium as stipulated above.
(viii)	The demarcation of Electoral Colleges on the basis of which the first Collegium of the NRWA has been elected is given at **Annexure -I**.
(ix)	Eligible voting Members of each Electoral College will be notified at the time of announcement of each election to the Collegium.
(x)	Each Collegium shall have a term of two (2) years from the date of its constitution.
13. Procedure for Election of the Collegium	
(i)	Not later than 2 months prior to the expiry of the term of a Collegium, the Executive Committee will declare the schedule of elections to the Collegium and shall appoint a returning officer ("Returning Officer") to conduct the election. The Executive Committee will also notify the details of Members/Premises constituting each Electoral College entitled to vote, and will give notice of the elections to each such Member. The Executive Committee shall also inform the District Registrar regarding holding of such elections, so that the Registrar may, if he so desires, appoint any observer to such election.

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(ii)	The Returning Officer in consultation with the Executive Committee shall decide any objection qua the list of Members entitled to vote. However, decision of the Returning Officer shall be final in the event of any difference of opinion. The Returning Officer shall thereafter invite nominations to be filed within the period prescribed in the schedule of elections, scrutiny and withdrawal of nominations, if any, for the election.
(iii)	The Returning Officer will display a list of the contesting Members on the notice board of the Association. S/he will, thereafter, conduct the election on the notified date. Only the Members eligible to vote will be allowed to cast their vote in person, upon submission of ID proof and verification with the Register of Members, prior to entry into the meeting room / voting location. No proxy voting will be allowed.
(iv)	After closing hours on the date of the poll, the Returning Officer will declare the result and constitute the Collegium of the Association. A list of the elected members of each Collegium, duly signed by the Returning Officer, will be filed with District Registrar within 15 days of conclusion of elections. List of elected members will be displayed on Association's notice board in the NRWA office.
14. Filling of Casual Vacancy	
In the event any vacancy is caused in the Collegium due to the resignation of any member, or for any other reason, the Executive Committee may at any time, but not later than 120 days of the arising of such vacancy, fill such casual vacancy by conducting a vote of the concerned electoral college from which the resigning member was elected.	
15. Notice, Quorum and Meetings of Collegium	

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(i) The Executive Committee may convene a Collegium GBM as and when it deems it necessary, provided that:

(a) the Executive Committee must convene a Collegium GBM within 45 days of receipt of a written requisition from at least 1/10th of all the members of the Collegium specifying the reasons for calling such meeting; and

(b) one meeting being the annual general meeting of the Collegium ("**Collegium AGM**") shall be held every year, but within six months of the close of each financial year, so as to review annual performance, and at which the following business will be transacted:

(I) presentation and adoption of the annual accounts of the Association;

(II) appointment of the auditors of the Association and fixing of their remuneration, provided that no auditor is retained for more than three years in succession; and

(III) approval of capital expenses above the limits specified under the Bye-Laws.

(ii) **Notice for Meetings of Collegium**

For any meeting of the Collegium, a clear notice of at least 14 days along with a copy of agenda of the business to be transacted, date, time and venue of the meeting will be given to all members of the Collegium. A copy of such notice will also be forwarded to the District Registrar and will be displayed on the notice board of the Association office.

However, a meeting of the Collegium can be called at a short notice of 3 days:

(a) to deal with a situation where a majority of the Executive Committee members resign;

(b) to deal with a situation where more than 10 members of the Collegium resign; and

(c) if instructed by the Registrar or any office acting under his authority

The notice of any meeting of the Collegium sent by flyer, or by electronic mail to the registered email ID of the members shall be an accepted mode of service of such notice.

A Collegium GBM may also be convened at a shorter notice if agreed to by a majority of the members of the Collegium.

NIRVANA RESIDENTS WELFARE ASSOCIATION * Gurgaon * NOIDA

(iii) **Quorum for Collegium Meetings**

Quorum for meeting of the Collegium will be 40% of the total members of the Collegium entitled to vote. If required quorum is not present within forty-five minutes from the time appointed for start of the Collegium meeting, the meeting shall stand adjourned to a date, time and place after a minimum 48 hours. A proper notice of such an adjourned meeting shall be issued to all concerned, including the District Registrar. At such adjourned meeting, the quorum shall not be less than 25% of the members entitled to vote being present in person. If the meeting is required to be adjourned for a second time for want of quorum, the quorum for such adjourned meeting shall be 15% of the members entitled to vote being present in person.

Collegium members shall be competent to transact all business in such adjourned meeting except the consideration of any Special Resolution, if at least 40% of the total members of the Collegium entitled to vote are not present at such adjourned meeting.

Unless prior intimation of leave of absence is made to the President, any Collegium member failing to attend three consecutive meetings in succession shall automatically stand disqualified and shall be removed from the Collegium. The Executive Committee shall, within 120 days of such removal, hold a fresh election for the concerned Electoral College to elect a new member.

(iv) The proceedings of each meeting of the Collegium convened by the Executive Committee will be recorded in the minutes book (bound in numbered leaves) maintained separately for the purpose by the Secretary of the Association, and such minutes will be signed by the President and the Secretary. The approval of such minutes must be taken up as the first agenda item in the subsequent meeting of the Collegium. The approved minutes must be placed on the notice board of NRWA within 5 days and also circulated to all Collegium members.

16. Powers, Functions and Duties of the Collegium

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The Collegium will have the following powers, functions and duties:

i. To elect the Executive Committee of the Association.

ii. To coordinate activities of the Electoral Colleges with the members of the Executive Committee.

iii. To grant written approval to the Executive Committee to incur expenses for the Community so concerned, as per limits specified under these Bye-Laws.

iv. To approve any capital expenditure for the Blocks, requiring its approval in terms of these Bye-Laws.

v. To approve purchase or sale of any immovable property of the Association requiring its approval in terms of these Bye-Laws.

vi. Such other powers, duties and functions as are stated elsewhere in the Memorandum, these Bye-Laws, and the Act.

Every member of the Collegium, who is not in arrears of any dues to the Association, shall have the right to inspect the books of accounts, books containing the minutes of proceeding of the Collegium GBMs or the Executive Committee meetings, and the "Register of Members", on any working day by giving a notice of seven days.

17. Block Committees

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Each Block shall have a committee comprising of the Collegium members from that Block ("**Block Committee**").

The Block Committee shall deal with such issues as are specific to the Block.

Each Block Committee will select a convener and a co-convenor for managing the agenda and objectives as defined for the committee.

The Block Committees shall have the following functions and powers:

- To take specific security measures so as to supplement the security set up common to all Blocks in Nirvana Country provided the same is not in conflict with the common system in place.

- To take specific development programs for their respective Blocks

- To organize and hold Block-level cultural and social functions.

A Block Committee may also undertake such other activities as may be deemed necessary by it for the welfare of its Block.

Each Block Committee shall ensure that all its activities are in conformity with the aims and objectives of the Association and are not inconsistent or in conflict with any activity being undertaken by the Executive Committee on a pan-Nirvana Country basis.

Each Block Committee will prepare a budget and plan for development of the Block, and shall have the power to spend its funds as may be approved by the Block Committee, subject to overall limits defined in these Bye Laws.

In case of insufficiency of funds, a Block Committee may, collect additional subscriptions from owners of the Premises in the concerned Block.

In the event a Block Committee is so authorized, the Executive Committee shall authorize the opening of a special escrow account for the said Block for such specific project, and all collections from the Members of that Block shall be deposited in this account, and the same shall only be utilized for the designated project.

Any utilization of funds from such account for a designated project shall be done by the Block Committee in its discretion.

The Block Committees shall be responsible for proper utilization of such funds, and shall submit an account statement to the NRWA at the end of each financial year. The annual statement shall

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have to be duly approved by the Block Committee at a meeting duly convened for the purpose.

These account statements shall be consolidated in the annual accounts of the Association.

18. Executive Committee

There shall be an Executive Committee of the Association.

The term of each Executive Committee shall be two (2) years from the date of its constitution.

The Executive Committee shall comprise of 16 members, including the following five office bearers ("**Office Bearers**"): President, Vice President, Secretary, Joint Secretary, and Treasurer. The Executive Committee members shall elect these five Office Bearers through secret ballot / by consensus.

The Office Bearers shall not be entitled to any remuneration for rendering services to the Association.

Executive Committee shall be so constituted as to have the following representation of various Blocks comprising Nirvana Country:

Block	Executive Committee Representation
Aspen Green	2
Birch Court	2
Cedar Crest	3
Deerwood Chase	4
ESpace	5

19. Election of the Executive Committee and the Office Bearers

(i) The members of the Executive Committee shall be elected through a secret ballot by the Collegium members at a Collegium General Body Meeting.

(ii) Not later than 7 (seven) days after the declaration of the results of the general elections to a Collegium, the Executive Committee shall declare the schedule of elections and appoint a Returning Officer for conduct of elections to the succeeding Executive Committee, and will also notify the details of the Collegium members entitled to vote, at least 15 days prior to holding the election.

(iii) The Executive Committee will give notice of the elections to each such Collegium member.

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(iv)	The Returning Officer in consultation with the Executive Committee shall decide any objection qua the list of Collegium members entitled to vote. However, decision of the Returning Officer shall be final in the event of any difference of opinion. The Returning Officer shall thereafter invite nominations to be filed within the period prescribed in the schedule of elections, scrutiny and withdrawal of nominations, if any, for the election.
(v)	The Returning Officer will display a list of the contesting Collegium members on the notice board of the Association. He will, thereafter, conduct the election on the notified date. Only the Collegium members eligible to vote will be allowed to cast their vote in person, upon submission of ID proof and verification with the Register of Members. No proxy voting will be allowed.
(vi)	After closing hours on the date of the poll, the Returning Officer will declare the result and constitute the Executive Committee of the Association. A list of the elected members of the Executive Committee will be filed with District Registrar within 15 days of conclusion of elections. List of elected members will be displayed on Association's notice board.
(vii)	Not later than 7 (seven) days of its constitution, the Executive Committee will meet and shall elect the Officer Bearers from amongst its members.
(viii)	Any casual vacancy in the Executive Committee arising on account of resignation or death of any member or for any other reason, may, if required, be filled up on an ad-hoc basis by the Executive Committee on the recommendation of the Collegium. Such ad-hoc member of the Executive Committee shall cease to be a member of the Executive Committee on the date of the next Collegium General Body Meeting.
20. Meetings of the Executive Committee	
(i)	At least one meeting of the Executive Committee will be held in every calendar month.
(ii)	A clear written notice of three days of every such meeting will be given by the Secretary of the Executive Committee to all members before the date appointed for the meeting. However, the Executive Committee may meet at shorter notice, whenever so required, with the express written consent of at least 50% of its members.
(iii)	The quorum for a meeting of the Executive Committee shall be seven members being present. In the event quorum is not present at the commencement of any meeting, the meeting shall be adjourned to a date and time after a minimum of 48 hours, and at such adjourned meeting the quorum shall be the presence in person of at least five members.

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(iv)	The proceeding of every meeting of the Executive Committee will be recorded in the minutes book (serially numbered pages) separately maintained for this purpose, and shall be signed by all attendees. Minutes of every meeting shall be required to be approved in the immediately succeeding meeting of the Executive Committee as the first agenda item. The minutes of every meeting shall be circulated to all the members (including those who did not attend the meeting) of the Executive Committee within 7 days of the holding of the concerned meeting.
21. Powers, Functions and Duties of the Executive Committee	

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i. The Executive Committee shall be responsible for furthering the aims and objectives of the Association, and shall work in the best interest of the Members towards realizing such aims and objectives.

ii. The Executive Committee shall be responsible for preparing an annual action plan and budget, which shall be submitted for approval by the Collegium. The first annual budget shall be prepared and submitted within 90 days of formation of the first Executive Committee and shall cover the remainder of the financial year.

iii. The Executive Committee shall be the sole custodian of all the shared assets of the Association.

iv. The Executive Committee shall manage all assets of the Association in such manner as it considers appropriate subject to the overall control and directions of the Collegium.

v. The Executive Committee will have the power to establish a "Special Purpose Fund" out of the subscriptions obtained from owners or from other sources if so authorized by a resolution of the Collegium.

vi. The Executive Committee may incur expenses from the "Special Purpose Fund" for any purpose as is deemed necessary and within the limits specified under these Bye-Laws or by the concerned resolution of the Collegium.

vii. The Executive Committee is empowered to exercise control over the use of Public Areas, including the right to make policies for their use. The Executive Committee may incur such revenue expenses for general maintenance of the Public Areas, and in the manner it considers appropriate, within the limits specified under these Bye-Laws or specific resolution of the Collegium.

viii. The Executive Committee shall invest surplus funds of the Association for such period and in such manner as is in compliance with applicable law and in conformance with these Bye-Laws.

ix. The Executive Committee shall have the power to oversee and supervise the provision of all civic services in Nirvana Country.

x. The Executive Committee may, if so authorized in a Collegium GBM by a Special Resolution to that effect, take over all or part of any service being provided by Unitech or by any third party at any relevant time. The notice calling for such meeting to discuss

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the issue shall contain material terms of the proposal, comparative analysis, commercial terms, tenure, and liability of service providers. The Executive Committee may make suitable arrangements for providing such services on its own or may engage suitable third party for the same, and collect the charges in the form of maintenance charges in proportion to the saleable area (as mentioned in the Buyer's Agreement plus addition if any).

xi. In respect of such services, which presently are not provided by Unitech, the Executive Committee may, if deemed necessary with the approval of the Collegium, provide such services on its own or through any third party and recover the costs in the form of maintenance charges from residents. Such charges will be recovered in proportion to the saleable area, as mentioned in the Buyer's Agreement plus additions if any.

xii. The Executive Committee will maintain a proper office with adequate staff, ensure efficient record keeping and accounting. The Executive Committee may remove/retain regular or part-time personnel to look after the secretarial, accounting and other functions of the Association, on the basis of their performance.

xiii. In furtherance of its powers and obligations under sub-paragraphs x, xi, and xii above, the Executive Committee may employ, on contract basis, such personnel as may be necessary.

xiv. The Executive Committee may, with the approval of the Collegium, establish any provident fund and/or gratuity fund for the benefit of the full time employees of the Association, as required under, and in accordance with, applicable law.

xv. The Executive Committees may make and implement policies for the collection of Annual/Monthly subscriptions and other dues from Members.

xvi. The Executive Committee shall do periodic inspection and examination of the records and accounts kept by or under the supervision of the Secretary and/ or the Treasurer so as to ensure that these are maintained in the manner as prescribed under the Act and the Rules.

xvii. The Executive Committee may arrange meetings and get-togethers for the Members/ residents/owners as it deems fit.

xviii. The Executive Committee may constitute various standing or ad-hoc committees for examining feasibility of any project/initiative, or looking after such specific functions as

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may be assigned from time to time.

xix. The Executive Committee is empowered to enforce these Bye-Laws, especially, the Code of Conduct for the Residents/ Owners listed in paragraph 28.

xx. The Executive Committee may frame such policies, guidelines, rules and regulations, for residents/owners as it may consider advisable for the furtherance of the aims and objectives of the Association.

xxi. The Executive Committee shall have all such other powers and shall perform all such other functions as may be delegated to it, from time to time, by the Members or by the Collegium.

22. Powers, Functions and Duties of the Office Bearers

(i) **President**

- To preside over all the meetings of the Collegium and the Executive Committee, and to regulate the proceeding of such meetings. To ensure that proper record is maintained of all such meetings.

- To do all such acts, deeds and things as may be authorized by the Collegium or the Executive Committee from time to time.

- To ensure proper and transparent functioning of the Association and the Executive Committee.

- To supervise and guide the overall activities/ achievement of aims and objectives of the Association.

- The President shall have all the general powers and duties which are usually vested in the chief executive of an organization, provided the same are not inconsistent with the provisions of the Act, the Rules or these Bye-Laws.

- The President will have the casting vote in case of a tie on any matter at a meeting of the Executive Committee.

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Ashim Agarwal

(ii) **Vice President**

- To assist the President in carrying out his duties.
- In absence of the President, to act on his behalf and perform all duties and exercise all the powers of the President.
- To do all such acts, deeds and things, as may be authorized by the Executive Committee.

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(iii) **Secretary**

- To conduct, organize, supervise and manage the affairs of the Association, and do all such acts and perform all such duties for the working of the Association as may be assigned by the President and/or the Executive Committee;

- To receive, scrutinize and place applications for membership of the Association before the Executive Committee, and to enter the name of the Members, if approved, in the register of Members under his initials, and to intimate the Members about the same, and issue identity cards to the Members so admitted.

- To issue notices for the meetings of the Collegium and Executive Committee. To record the proceeding of all meetings and maintain various registers as are required to be maintained in this behalf, and to ensure complete compliance with all provisions of the Act, the Rules and the Bye-Laws.

- To convene, with the consent of the President, meetings of the Collegium, and Executive Committee, and to serve proper notices as prescribed under the Act, the Rules and these Bye-Laws.

- To attend meetings of the Collegium and the Executive Committee, and assist the President in conducting the meetings and to ensure proper records of the proceedings of meetings are maintained.

- To prepare the annual report of the Association and place it before the Executive Committee along with audited annual accounts of the Association, for approval to place the same in the Collegium AGM.

- To ensure compliance with all the provisions of the Act and the Rules. To ensure all prescribed documents / records are maintained and kept updated at all times.

- To keep and preserve the records, in whatever media – paper and electronic, of the Association, the Collegium, and the Executive Committee.

- To help and assist the President in looking after the affairs of the Association and in attaining aims and objectives of the Association.

- To ensure timely filing of all statutory returns and document in the office of the District Registrar and such other authorities as may be prescribed under the Act and the Rules.

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- To be the custodian of common seals of the Association, and to affix the same, wherever required, as per the authorization of the Executive Committee.

- To conduct correspondence on behalf of the Association and the Executive Committee, and to sign letters and documents on its behalf, and to ensure that all statutory registers and records are properly kept and maintained.

  To act as the overall in-charge for the administration and execution of all the programs of the Association on behalf of the Executive Committee, including creation of posts, fixation of salaries, remuneration and allowances, appointment and engagement of staff, making purchases and doing all other such things as may be necessary in the furtherance of the aims and objectives of the Association in accordance with the delegation by the Executive Committee from time to time.

(iv) **Joint Secretary:**

- To assist the Secretary in carrying out his functions and duties.

- To discharge the functions and duties of the Secretary in his absence to the extent authorized by the Executive Committee.

- To look after such functions and duties and exercise such power as may be assigned and delegated by the Executive Committee from time to time.

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(v) **Treasurer:**

- To keep accounts of all financial transactions of the Association, including all sums of money received and spent, and maintain records of receipts and expenses relating to such matters, and of assets, credits and liabilities.

- To get the accounts of the Association audited by the chartered accountant appointed by the Executive Committee at the close of every financial year.

- To submit to the Executive Committee through the Secretary, the audited annual accounts of the Association at least one month prior to the date of the Collegium AGM.

- To prepare and submit to the Executive Committee through the Secretary the annual budget of the Association at least one month prior to the date of the Collegium AGM.

- To act as the overall custodian of all cash and the books of accounts of the Association, financial statements, receipt books, expenses vouchers, bank pass books and cheque books.

- To ensure that all expenses authorized by any Office Bearer are obtained on file and does not exceed permitted limits. To ensure that all payments above Rs 20,000 are made by cheque only and under a dual signature system.

- To invest any surplus funds in compliance with applicable law and these Bye-Laws.

23. Cessation of Membership of the Executive Committee

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Any member of the Executive Committee shall cease to be its member:

a) upon submission and acceptance of her/his resignation;

b) if her/his Membership is suspended, or if s/he ceases to be a Member in accordance with Clause 10 of these Bye-Laws;

c) if s/he is removed by a resolution passed in a Collegium GBM.

In the event any member of the Executive Committee conducts himself/herself in a manner unbecoming of such member, then all other members of the Executive Committee may, acting unanimously, shall have the right to suspend such member until such member is removed by the Collegium in terms of paragraph (c) above or his suspension is revoked by the other members of the Executive Committee acting unanimously.

24. Right to Recall any member of the Executive Committee including Office Bearers

The Collegium shall have the right to recall the entire Executive Committee, or any member thereof at any time during its/their tenure, under the following circumstances:

(i) By a resolution of at least three-fourth the Collegium members present and voting at a meeting with a quorum of at least 40%, expressing dis-trust in the Executive Committee or any member on account of non-performance, indifference, incompetence, moral turpitude, financial misdemeanor, or failure to ensure security of assets of the Association.

(ii) Such resolution shall be communicated by the conveners of the Collegium GBM meeting to the Registrar (in case of removal of entire Executive Committee) and to the Executive Committee (in case of removal of any specific Office Bearer) for appropriate action.

The Executive Committee, in deference to such decision of the Collegium, shall remove such member from the Executive Committee. If the member is an Office Bearer, the Executive Committee shall immediately appoint another person from amongst its members as a replacement. The Executive Committee will issue notice for election to replace the members to removed and shall fill the vacancy within 60 days of the removal. Executive Committee shall appoint a Returning Officer to conduct elections as per process and shall also inform the Registrar of the reasons for fresh elections.

Any Office Bearer can also be removed by the Executive Committee by a resolution of at least three-fourth the Executive Committee members present and voting at a meeting of the Executive Committee.

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25. Exclusion from the Employment of an Association

- No Member shall be in full-time or part-time employment of the Association;

- No dependent, family member or relative of any Member shall be engaged as a permanent/temporary/casual employee of the Association

- Every member of the Executive Committee shall make a written declaration stating no person in the employment of the Association is his dependent, family member or close relative.

- A member shall not participate in any decision of the Executive Committee with respect to any arrangement or contract proposed to be entered into, between the Association and any company or firm controlled by such member or any of his relatives or in which he is a director or partner, or if he has any interest whatsoever. Executive Committee members will avoid any conflict of interest, particularly in award of contracts, or financial matters.

In the event any member violates any of the provisions of this paragraph 25, s/he may be removed forthwith from the Executive Committee, without the need for any prior approval by the Collegium, but with the subsequent ratification by the Collegium.

26. Management of Assets and Funds of the Association

The sources of income of the Association will include receipts on account of membership fee, annual/monthly maintenance charges / subscription to the Special Purpose Fund, rent from property/ assets, and rent rebate from any contractors, interest on deposits, consultation fees, donations, gifts, grants, stall rentals etc.

In the event of paucity of funds, the Association can also raise funds through interest-free short term loans from its members or from scheduled banks on interest after due approval by the Collegium. Loans from scheduled banks on interest will be taken only for purchase of capital assets and not for meeting any recurring revenue expenditure under any circumstances.

All expenses including the routine expenses must have prior approval by the Executive Committee.

(i) The Executive Committee will prepare and submit for approval, during the first quarter of each calendar year, an annual budget of the Association for the next financial year on the basis of its estimated income and expenditure. The Executive Committee shall also place a copy thereof before the Collegium in its AGM for approval.

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(ii)	The bank accounts of the Association will be jointly operated by the Treasurer and the Secretary, and in the absence of any of them, by any other Office Bearer, such that at all times every cheque is signed by at least two Office Bearers.
(iii)	All assets will belong to the Association and vest in the Association. A proper "Inventory of Permanent Assets" will be maintained, showing date of purchase, cost and person responsible for its safe custody.
(iv)	(a.) All receipts and payments of the Association shall be made through bank instruments (e.g. DD/ Pay Order/ Cheques/ Bank Transfers/ RTGS) including all receipts towards the membership fees and the subscriptions from the Members. The Treasurer will however be entitled to hold a cash imprest of up to a maximum of Rs. 25,000 at any given time to account for any special payments. (b.) All receipts and payments of the Association must be entered daily/on occurrence and signed by the accountant and reviewed by the Office Bearers on monthly basis.
(v)	An Executive Committee shall not, after the date of expiry of its term of office, make or authorize any withdrawal from the accounts of the Association, nor shall it make any investments, unless the same has been authorized by the Collegium.
(vi)	The Executive Committee shall maintain a register in respect of every Member in electronic or physical form containing particulars of the amount due from the Member (in respect of subscription fees, maintenance charges, utility bills, user charges, or any other demand), payments made, and balances towards or against the Member and/or the Association, as the case may be. Copies of the accounts so maintained shall be made available to the concerned Members on demand. The Executive Committee shall be entitled to publish list of defaulters of annual subscription/maintenance and other charges prominently on the Association's website, if any, and also on the Association's notice board after the end of every quarter and financial year or before, as deemed fit.

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(vii) **Expenses and Financial Powers**

The Executive Committee shall be the sole custodian of all the income and assets of the Association that shall be applied solely towards promotion of the aims and objectives of the Association as set forth in the Memorandum of Association and in compliance with applicable law.

The Executive Committee shall collect annual/monthly subscriptions to meet the regular expenses of the Association. The Executive Committee shall also collect contributions towards a "Special Purpose Fund" to meet future capital expenses.

The Executive Committee shall allocate the subscription amounts collected from Members in respect of the financial year 2014-15 and thereafter as under:

- 60% of the subscription amount from the Members of a particular Block shall be allocated to that Block for its particular needs as may be decided by the concerned Block. All funds so allocated to a Block in a given year shall, if it is not unutilized in that year, be accumulated and carried forward. The foregoing shall be subject to the power of the Executive Committee to draw from the Block Committee funds for pan-Nirvana Country projects as stated below.

- The Block Committees shall incur any capital expenditure in excess of Rs. 2,50,000/- only after its approval by a vote of at least 75% of the Block Committee present and voting in a general meeting of that Block Committee.

- 40% of subscription amount shall be allocated as the funds of the Association. The Executive Committee will manage these funds and apportion the Special Purpose Fund accordingly.

- The Executive Committee will be governed by the following guidelines in utilizing such funds:

    - Operating Expenses: All salaries and fixed revenue expenses shall be incurred on actuals as approved by the Executive Committee on an annual basis.

    - Other Expenses: The Executive Committee may incur expenditure on other items, including, revenue and capital expenditures, of up to Rs. 5,00,000/- for any single head of expense in a calendar quarter.

The Executive Committee may, for the implementation of any project that is proposed to benefit or utilized by the residents/owners of Nirvana Country as a whole, withdraw from the

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funds allocated to the Block Committees any sums out of the total funds allocated to the Block Units. Such withdrawals shall be on a proportionate basis from the funds allocated to each Block and subject to approval by the Collegium.

(viii) **Special Corpus**

The Executive Committee shall ensure that all subscriptions collected for all periods until 31 March 31, 2014, even if the same is collected after that date, will be allocated to the Special Corpus. The Executive Committee is empowered to, and will, invest the same in risk free instruments, in accordance with applicable law and these Bye-Laws. This corpus can only be used for special projects as approved by the Collegium.

(ix) **Special provision for Cedar Crest**

The Executive Committee shall ensure that until March 31, 2015 the Block Committee of Cedar Crest shall have a provision to draw from the Special Purpose Fund a sum of up to Rs. 5,00,000/- for the development of Cedar Crest, provided however the residents of the Block match all amounts so withdrawn.

(x) **No Distribution of Profits**

No profit of the Association shall be distributed or transferred directly or indirectly, by way of dividends, bonus, profits, or in any manner whatsoever, to any third party.

27. Accounts of the Association

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(i)	The Treasurer will be responsible for keeping and maintaining proper books of accounts i.e. cash book, ledger etc. as required under the Income Tax laws or under any other applicable law at the registered office with respect to all sums of money received and expended by the Association, and with respect to the assets and liabilities of the Association.
(ii)	These accounts will be reviewed by the Executive Committee in their meetings every month.
(iii)	The books of accounts of the Association shall be open to inspection during the business hours by the Registrar General, Registrar, District Registrar or any officer authorized by them.
(iv)	President, Secretary and Treasurer will sign the annual accounts of the Association.
(v)	The Executive Committee will appoint a chartered accountant, who shall not be a member of the Executive Committee or a relative of any member of the Executive Committee, for auditing the accounts and filing of income tax returns of the Association for each financial year, and at such remuneration as may be determined by the Executive Committee, subject to approval by the Collegium GBM. Any Chartered Accountant/Audit firm shall not be engaged for more than three years in succession.

28. Code of Conduct for Residents/Owners	
(i)	It shall be the responsibility of every resident/owner to ensure that: (a) his/her Premises is not used for any unlawful, illegal, immoral or anti-national activity; and (b) any rules/guidelines/policies enacted from time to time, for the good of the Association are complied with.
(ii)	No resident/owner shall post any advertisement or posters of any kind in or on the Public Areas except as authorized by the Association.
(iii)	Consumption of alcohol or any intoxicants by the residents, their guests, and domestic staff in the Public Areas is strictly prohibited.

(iv) Residents shall:

- ensure that any sound caused in or emanating from in their Premises from any sources, including by use of musical instruments, radios, television, amplifiers, and any other devices, is contained within their Premises such that other residents are not disturbed;
- ensure that their domestic animals, if any, are kept and handled in strict compliance with safety and sanitation norms and all applicable laws;
- ensure that pets do not enter any parks;
- not, and shall ensure that none of their guests or dependants, cause damage to plants in the Public Areas, including, by playing ball games or otherwise;
- not wash their automobiles on the roads;
- not dispose of or leave any waste at any place other than the areas and installations earmarked for such purpose;
- not lay or install, or cause to be laid or installed any wiring for electrical or telephone installation,. television antennae, machines or air conditioning units, etc. on the exterior or their Premises such that these protrude onto the Public Areas;
- exercise civility in their interactions with other residents, including while communicating through emails.

(v) **Vehicle Entry/Exit; Parking**

The Executive Committee is empowered to formulate and implement policies for controlling traffic and parking within Nirvana Country, including by way of designating speed limits, rules for parking, and imposition of fines.

Every resident shall park or cause to be parked his vehicles within the assigned parking slots specifically allotted to his Premises.

In the event the number of vehicles owned by any resident is more than the parking slots available at his Premises, he shall park such vehicles in accordance with the traffic/parking policy issued by the Executive Committee.

Only vehicles with valid parking stickers issued by the Association shall be allowed regular overnight parking inside the residential part of Nirvana Country.

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(vi) **Domestic Staff**

Residents shall get their domestic staff, such as, servants, drivers, cleaners, cooks ("**Domestic Staff**") registered with the local police and shall submit a copy of the registration document to the NRWA office. This function shall be undertaken in collaboration by the NRWA office. Entry to the Nirvana Country may be denied to Domestic Staff not so verified.

Each Resident shall provide to the NRWA office the names and other particulars of his/her Domestic Staff. The office shall issue identity cards that must be carried by the Domestic Staff while in the residential part of Nirvana Country. On termination of the employment of any member of their Domestic Staff, the resident shall forthwith inform the NRWA office and shall return the identity card.

The residents shall ensure that their Domestic Staff do not make use of any Public Area for their recreation, and do not assemble in a manner that causes nuisance to the residents.

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(vii) **Construction/Renovation of Premises**

No resident/owner shall carry, or allow to be carried, at his Premises any construction, renovation, or other building activity in any manner that would disturb the general peace and quiet, and in particular, cause disturbance to the residents in proximity to the Premises.

No such work may be carried out in Nirvana Country before 8 am and after 7 pm on any day, and on Sundays or any other specific times announced by NRWA. No work involving pounding, hammering, any loud noise, cutting of stones, grinding etc. may be carried at any times on a Saturday, Sunday or public holiday.

Residents/owners will submit to the NRWA a copy of DTPs/STPs sanctioned plan and must get a no-objection certificate from the NRWA prior to commencing any renovation, construction or building at their Premises.

All construction sites must be covered from all sides using tin sheets or appropriate material to protect neighbors from hazardous materials, dusts, spillover of construction materials and infringement on their privacy. All Construction material may be so stored, as not to occupy or obstruct any part of the Public Areas.

All construction waste must be collected in an eco-friendly manner and suitably disposed. No construction waste shall be allowed to remain exposed to neighbours and other residents for longer than 3 days.

Any owner desirous of carrying out any structural modification to his Premises will provide in advance sanctioned plans approved by concerned authority. Such sanctioned plans will be deposited with the Association which, after inspecting their validity, and effect on neighboring buildings, or ambience of Nirvana, may or may not allow the said construction/alteration.

In addition to the foregoing, the Executive Committee is entitled to lay down guidelines, policies, rules and regulations, for construction, renovation or building in Nirvana Country so that such activities do not result in any disturbance to residents. Such policies may provide for the payment of deposits prior to undertaking construction work, which can be forfeited on violation of any extant policy/guideline relating to such work.

In the event of a violation of the above provisions, the Executive Committee may terminate the services/facilities e.g. power back up connection, and may withdraw passes to the workers undertaking such tasks.

(viii) **Potable Water Utilization Policy**

Residents/owners are specifically prohibited from using potable water from Nirvana's resources for any construction work. The Association has the right to disconnect such water pipelines, stop the construction, and levy appropriate fines.

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No resident/owner shall wash his automobiles with piped water.

In addition to the foregoing, the Executive Committee is empowered to formulate a "Water Utilisation Policy".

NIRVANA RESIDENTS WELFARE ASSOCIATION * Gurgaon

(ix) **Policy on Letting Out of Premises**

Every owner of Premises shall, before letting out his/her Premises, ensure the following:

(i) a proper verification of the prospective the tenant;

(ii) a declaration from the prospective tenant that he would abide by these Bye-Laws, and the various policies/guidelines issued hereunder;

(iii) a declaration from the prospective tenant that he would not put the Premises to commercial use; and

(iv) that the lease agreement contains specific clauses regarding the aforesaid obligations of the tenant to abide by timely payment of Association dues, vacation of Premises on date/time as per agreement with owner.

Every owner of a Premises in Nirvana Country must, before handing over the possession of his Premises to a tenant, provide all details of the tenant to the Association that may reasonably be asked of by the Association.

A tenant will have to take written permission of the Secretary prior to vacating the Premises and leaving Nirvana. The Secretary shall grant permission only once all dues, if any, to the Association have been cleared.

(x) **Commercial Activity**

No owner/resident shall use, or permit the use of, its Premises for any commercial/quasi commercial activity, including, guest house/hotel/motel, medical/dental clinic, law office, advertisement office, taxi/car rental agency, yoga classes, music or dance classes, or any such activity which involves entry of outsiders on a regular basis for professional/commercial purposes, or any other activity declared as commercial by the Executive Committee.

(xi) **Payment of Dues**

Every Member shall ensure that all of his dues, including, the membership fees and the subscription charges, are duly paid on time.

Vendors' Staff

Any employee of a vendor who has access to the residential part of Nirvana Country, especially the security guards deployed in Nirvana, shall also require prior police verification.

NIRVANA RESIDENTS WELFARE ASSOCIATION * Gurgaon

29. Amendments in the Memorandum of Association, Bye-Laws

Any amendment to the Memorandum of Association or these Bye-Laws, any change of name of the Association and/or any amalgamation or division of the Association, will be done only under provisions of the Act and the Rules.

The intimation of any such amendment or change, along with attested copy of the requisite documents, shall be filed in the office the District Registrar by the Secretary within such time as may be prescribed under the Act.

30. Common Seal

The Association will have a common seal which shall be kept in safe custody of the Secretary, and shall be affixed wherever it is required in accordance with the authorization of the Executive Committee.

31. Amalgamation of Association

The Association may amalgamate itself with any other association established with identical aims and objectives, or allow any other association to amalgamate with itself in either case by following the procedure provided in Section 51 of the Act in a Collegium GBM.

32. Dissolution of the Association

(i) The Association may resolve, in a Collegium GBM, to dissolve itself in accordance with the provisions contained in the Act and the Rules in case it becomes difficult to carry on with the operations of the Association, or it becomes insolvent, or for any other pressing and unavoidable reasons.

(ii) In the event of dissolution of the Association, no assets of the Association shall devolve on or distributed amongst the Members.

(iii) In the event of the dissolution of the Association, its assets and properties shall first be used to liquidate all liabilities, and then the remaining, if any, shall be considered for transfer to any other Association established with identical aims and objectives or to the District Collector for use thereof in the general public interest.

In witness whereof, we, the several persons, whose names and addresses are subscribed hereunder, have signed these Bye-Laws and certify the above to be the true copy of the Bye-Laws of the Nirvana Residents' Welfare Association (NRWA).

Sr. No	Name	Father's / Husband's Name	Address	Occupation	Signature
i)	Mr. Sanu Kapila	Mr.Raj Kumar Kapila	ES149	Business	

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ii)	Deepak khanna	Yatish Narain Khanna	DW256	Bussiness	
iii)	Pravindra Singh Kohli	Late Iqbal Singh	BC134	Retired	
iv)	Ashok Bhaskar	Abhimanyu Bhaskar	ES164 2nd floor	Bussiness	
v)	D S Kataria	Kartar Singh Kataria	CC150	Retired	
vi)	Ranjit Malik	Ashok Singh Malik	AG084	Business	
vii)	Vikram Vohra	Late Madan Mohan Vohra	AG110	Business	
viii)	Anil Saxena	Late Kamal Kishor Bisarya	BC104	Business	
ix)	Navin chopra	Baldev Raj Chopra	CC078	Business	
x)	Ashish Agarwal	Amrit Kumar Garg	CC132	Business	
xi)	Rekha Virk	Ram Chander Sharma	DW007	Business	
xii)	Ashu Jhingan	Kranti Kumar Jhingan	DW052	Business	
xiii)	S.Varadarajan	P R Srinivasan	DW073	Pvt Job	
xiv)	Poornima Savargaonkar	S.R Kagwate	ES042	Retired	
xv)	Neeraj Jain	Rajender Jain	ES179	Pvt Job	
xvi	Rohitashwa Prasad	Roy Sudhir Prasad	ES321	Practicing lawyer	

It is certified that all the provisions Rules & regulations of Haryana Registrar and Regulation of Societies Act No 1 of 2012) if not mentioned herein will be duly complied by Niwana Residents Welfare Association in letter & spirit

WITNESS :

1.

2. ES238

GURGAON

11 NOV 2014

Certified to be True Copy
21/12/14
District Registrar of Firms & Societies
Gurgaon, Haryana