

**AGENDA FOR 8<sup>TH</sup> AGM OF VSF ON 25 SEP 16 AT KOCHI**

<b>Item No</b>	<b>Agenda points</b>	<b>Forwarded / Presented by</b>
Item I.	<b><u>Opening Remarks by President, VSF Delhi</u></b>	President VSF
Item II.	<b><u>To Approve and Confirm the minutes of 7<sup>th</sup> AGM held on 30 Aug 15.</u></b> Minutes of the AGM held on 30 Sep 15 was circulated with the Regional / Associate charters. This was also published on DESA blog and VSF website.	Secretary VSF
Item III.	<b><u>To Receive the Report of Secretary for the Period 30 Aug 15 to 25 Sep 16.</u></b> Secretary VSF will present his report for the period of 31 Aug 15 to 25 Sep 16.	Secretary VSF
Item IV.	<b><u>To Receive and Approve Treasurer's Report.</u></b> The Treasurer will present the Balance Sheet of VSF Fund for the financial year 2015-16.	Treasurer VSF
Item V.	<b><u>Presentations by Various Agencies.</u></b> Representatives of ECHS, Dte of Pay and Allowances, and INBA will give presentations on various issues of relevance for the benefit of the members.	PD ECHS(N) PDPA Secy INBA
Item VI.	<b><u>To Confirm Amendments to Rules of VSF Approved by 7<sup>th</sup> AGM.</u></b> Ten (10) amendments approved by the 7 <sup>th</sup> AGM will be presented to the 8 <sup>th</sup> AGM for confirmation. The approved amendments are placed at Appendix A for reference.	Secretary VSF
Item VII.	<b><u>Increase in Grant from KSB for Daughter's Marriage.</u></b> As per existing provision at ZSB, grant for daughters' marriage is Rs. 5000/- only. The amount may be reviewed and increased after taking inflation into consideration.	Sh. Vijay Sahane, ex-POR(TEL), no. 113558-N from VSF Mumbai Charter
Item VIII.	<b><u>Pension for Sailors Retired with 10 Years of Service.</u></b> It is understood that ex-servicemen from Air Force with 10 years of service have been granted pension. Case may be taken up for award/grant of pension to retired veteran sailors of Navy also who have retired after 10 years of service.	VSF Goa Charter
Item IX.	<b><u>Writing of Full Names in the Service and Pension/ Discharge Documents.</u></b> Present practice of writing of sailors' name in short create confusion / cause difficulty. Following may be considered:- (a) Endorsing sailors' name in full at the time of joining/retirement. (b) Continued intra-Navy usage of names in short for intra-naval use	VSF Goa Charter
Item X.	<b><u>INBA Welfare Scheme for Non-Pensioners.</u></b> Welfare scheme from INBA may also be extended for those non pensioner ex-servicemen who contributed towards INBA. It is understood that such welfare scheme is being extended to non-pensioners in Army/Air Force. INBA receives donations from corporates/ companies for retired naval personnel and families which is not particularly for pensioners only	VSF Goa

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Item XI.	<b><u>Organising a Job Fair in Goa.</u></b> Job fair may be organised at Goa on yearly/ half yearly basis to provide an opportunity for second career for ex-servicemen settled at Goa.	VSF Goa Charter
Item XII.	<b><u>Quota for Ex-Servicemen in Professional Courses.</u></b> There are very few seats reserved for wards of ex-servicemen for B.Tech, MBBS, etc., in good professional college/institutions under State Govts. Children of very few veterans able to use reservations in State educational institutes due non availability of domicile certificate	CRSO(WNC)
Item XIII.	<b><u>Special Dispensation for Veterans for Pension and ECHS.</u></b> Special dispensation should be given to veterans who have served less than 15 years but were in service during the war to avail pension or at least should be enrolled as ECHS members	VSF Karwar
Item XIV.	<b><u>Quick Service in Disbursal of Pension to PBORs not Available Through DPDOS.</u></b> Pension work pertaining to sailor pensioners may also be entrusted to banks at par with existing arrangements of pension payment to retired officers	Trasem Singh Soch, ex-SCPO
Item XV.	<b><u>Recommencing of Maritime/Coastal Security Seminar.</u></b> Recommence the conduct of Maritime/ Coastal Security Seminars, either at the University of Calicut or at Cochin university of Science and Technology	Pariyarath Ramkumar, ex-CPO
Item XVI.	<b><u>Facility for Debit / Credit Cards in Canteen Outlets.</u></b> Debit/Credit card payment facilities to be made available in Defence canteens	Pradeep Kumar, Ex-POME, 107931-Z
Item XVII.	<b><u>Canteen Facilities for Widows of Sailors.</u></b> Widow of expired Naval Officer is given right to purchase motor car from canteen, whereas widow of the expired sailor is denied this facility. All benefits available to a sailor should be extended <i>mutatis mutandis</i> to his wife after his death	Indra K Nair, W/o Late P Kuttappan Nair, MCPO WTR I Hon SLt
Item XVIII.	<b><u>Removal of Restriction on Purchase Car by JCO/ORs from Canteen.</u></b> JCO/ORs be allowed to purchase car from Canteen at shorter intervals	Loshy MA, Ex-MCEAP II, 197512-T  NC Raj, Ex-POWTR, 179275-W
Item XIX.	<b><u>Drawing of Canteen Facility by NoK of Disabled / Aged Veterans.</u></b> Very old aged/ unable to walk ex-servicemen may be given special ID card or some arrangement by ZSWO/ Canteen officer for his next of kin to avail canteen facility including liquor quota till the ex-servicemen is alive	T Selvaraj, Ex-POME, 68452
Item XX.	<b><u>Priority for Veterans and Dependents in INCS Jobs.</u></b> Ex-service personnel and their wife/ children be given first priority for civilian job in INCS. Civilians be considered for civilian job in INCS in the absence of ex-service personnel and their family members	NC Raj, Ex-POWTR, 179275-W
Item XXI.	<b><u>Minimum Pensionable Service for Pre-1976 Sailors.</u></b> Authority for minimum pensionable service for sailors who retired before and after 1976 may be indicated.	Wilson Williams, Ex-L/TEL, 45861

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Item XXII.	<b><u>Pension Disbursal Monitoring System.</u></b> Implement an effective system to monitor timely pension disbursal by banks and to take defaulting banks to task	Tomy Micheal, Ex-MCERA II, 49796
Item XXIII.	<b><u>Semi-Private Ward and Single Rooms In ECHS Empanelled Hospitals.</u></b> Many ECHS empanelled hospitals do not have semi-private wards. Semi-private wards also being reduced by hospitals. When personnel are accommodated in single rooms, empanelled hospitals charge extra fees for accommodation, lab tests, and other service. JCOs and families be provided with private ward	Thomas Philip, Ex- MSCPO II, 1402531
Item XXIV.	<b><u>Common Referrals to ECHS Empanelled Hospitals.</u></b> All ECHS officer-in-charges may be directed to always issue referral to empanelled hospitals with notation 'ADMISSION-IF REQUIRED' and not 'ADMISSION-NIL'	Thomas Philip, Ex- MSCPO II, 1402531
Item XXV.	<b><u>Duration of Referral-Based Admission.</u></b> At present the ECHS referral marked with admission is valid for 10 days. New referral required for extending admission, causing difficulty to aged patients. Initial admission duration be increased to 20 days.	Thomas Philip, Ex- MSCPO II, 1402531
Item XXVI.	<b><u>Inclusion of Ayurveda and Homeopathy Treatment Through ECHS.</u></b> Ayurveda/ homeopathy treatment etc through empanelled hospital / centres be included in ECHS. Facilities provided by CGHS in this regard be considered	KS Nair, HON SLT, 083015-Y
Item XXVII.	<b><u>Status of Report by Raksha Mantri's Committee of Experts.</u></b> Action taken by MoD on the recommendations of the Rakhsa Mantri's Expert Committee be intimated.	T Selvaraj, Ex-POME, 68452 Ashok Kumar, Ex-CHE(SE), 168036-A
Item XXVIII.	<b><u>Issue of Naval ESM I-Card to Retired Sailors.</u></b> Ex-sailors be issued with a veteran's I-Card by the Navy in similar to the Retired Officer' I-Card issued by INS Kunjali.	NC Raj, Ex-POWTR, 179275-W
Item XXIX.	<b><u>Entrepreneurship Training For Retiring Sailors.</u></b> Training to start entrepreneurial ventures be provided to retiring sailors in addition to other courses.	RV Nair, Ex-POWTR, 058176W
Item XXX.	<b><u>Revision of Naval Trade Certificate.</u></b> Trade Certificate issued by Navy is not recognised by govt employment agencies. Technical experience of sailors not reflected in Trade Certificate. Trade Certificate issued to sailors who retired before 2012 need relook	VSF Ezhimala Charter NC Raj, Ex-POWTR, 179275-W K M Jayachandran, Ex-CHME, 109855-Y
Item XXXI.	<b><u>ESM Status For Job Recruitment.</u></b> Govt employment agencies do not accept ESM status for life. After taking up a small job, an ESM can not take up any higher job. Age relaxation is also admissible only once in life	NC Raj, Ex-POWTR, 179275-W
Item XXXII.	<b><u>Any other business with the permission of the Chair.</u></b>	
Item XXXIII.	<b><u>Vote of Thanks.</u></b>	

**AMENDMENTS TO RULES OF VETERAN SAILORS' FORUM**

**ALL AMENDMENTS ARE APPROVED BY 7<sup>TH</sup> AGM HELD ON 30 SEP 15 AT VISHAKHAPATNAM VIDE ITEM VI OF AGENDA**

<b><u>Amdt No</u></b>	<b><u>Article No</u></b>	<b><u>Existing</u></b>	<b><u>Proposed</u></b>	<b><u>Point Raised by</u></b>																																																								
1.	New Article	Nil	<p>Insert the following new article:-</p> <p>“Website of the Forum. The forum shall maintain a webpage to enhance visibility and to enable quick dissemination of information. The webpage will host various welfare, organisational, and administrative information of relevance to the members and general public. Suitable provision should also be made in the webpage for various charters to upload and display information relevant to them through VSF/DESA. Suitable measures to connect to websites of other organisations/ agencies operating in the field of ESM affairs shall also be provided in the webpage.”</p>	Secretary VSF																																																								
2.	Article 11	The Chief of Naval Staff will be the Patron-in-Chief of the Veteran Sailors' Forum. The Controller of Personnel Services shall be the Patron of the Forum.	<p>Insert the following amendment:-</p> <p>“The Chief of Naval Staff will be the Patron-in-Chief of the Veteran Sailors' Forum. The Chief of Personnel shall be the Patron of the Forum.”</p>	Secy VSF																																																								
3.	Article 14	<p>The Governing Council shall comprise of following:-</p> <table border="1"> <tr> <td>(a)</td> <td>President</td> <td>-</td> <td>Principal Director, Directorate of Ex-servicemen Affairs / IHQ MOD(N)</td> </tr> <tr> <td>(b)</td> <td>Vice President</td> <td>-</td> <td>Director, Directorate of Administration/IHQ MOD(N)</td> </tr> <tr> <td>(c)</td> <td>NHQ Members</td> <td>-</td> <td>Joint Director (Canteen and Welfare), Directorate of Personnel Services/IHQ MOD(N) Secretary, Naval Wives Welfare Association OIC Veteran Sailors' Forum  Joint Director Directorate of Pay and Allowances (Pay and Pensions)/IHQ MOD(N)  Secretary, Indian Naval Benevolent Association</td> </tr> <tr> <td>(d)</td> <td>Secretary</td> <td>-</td> <td>Joint Director (Veteran Sailors' Forum), Directorate of Ex-Servicemen Affairs/IHQ MOD(N)</td> </tr> <tr> <td>(e)</td> <td>Treasurer</td> <td>-</td> <td>Joint Director (NF), Directorate of Ex-servicemen Affairs/IHQ MOD(N)</td> </tr> <tr> <td>(f)</td> <td>Co-opted Member</td> <td>-</td> <td>Judge Advocate (Navy)</td> </tr> <tr> <td>(g)</td> <td>Forum Reps</td> <td>-</td> <td>Three Life Time Members</td> </tr> </table>	(a)	President	-	Principal Director, Directorate of Ex-servicemen Affairs / IHQ MOD(N)	(b)	Vice President	-	Director, Directorate of Administration/IHQ MOD(N)	(c)	NHQ Members	-	Joint Director (Canteen and Welfare), Directorate of Personnel Services/IHQ MOD(N) Secretary, Naval Wives Welfare Association OIC Veteran Sailors' Forum  Joint Director Directorate of Pay and Allowances (Pay and Pensions)/IHQ MOD(N)  Secretary, Indian Naval Benevolent Association	(d)	Secretary	-	Joint Director (Veteran Sailors' Forum), Directorate of Ex-Servicemen Affairs/IHQ MOD(N)	(e)	Treasurer	-	Joint Director (NF), Directorate of Ex-servicemen Affairs/IHQ MOD(N)	(f)	Co-opted Member	-	Judge Advocate (Navy)	(g)	Forum Reps	-	Three Life Time Members	<p>Insert the following amendment:-</p> <p>“The Governing Council shall comprise of the following:-</p> <table border="1"> <tr> <td>(a)</td> <td>President</td> <td>-</td> <td>Controller Personnel Services, IHQ MOD(N)</td> </tr> <tr> <td>(b)</td> <td>Vice President</td> <td>-</td> <td>Principal Director, Directorate of Ex-servicemen Affairs / IHQ MOD(N)</td> </tr> <tr> <td>(c)</td> <td>NHQ Members</td> <td>-</td> <td>Joint Director (Canteen), Directorate of Personnel Services/IHQ MOD(N)  Joint Director Directorate of Pay and Allowances (Pensions)/IHQ MOD(N)  Secretary, Indian Naval Benevolent Association</td> </tr> <tr> <td>(d)</td> <td>Secretary</td> <td>-</td> <td>Joint Director (Veteran Sailors' Forum), Directorate of Ex-servicemen Affairs/IHQ MOD(N)</td> </tr> <tr> <td>(e)</td> <td>Treasurer</td> <td>-</td> <td>Joint Director (Veteran Sailors' Forum), Directorate of Ex-servicemen Affairs/IHQ MOD(N)</td> </tr> <tr> <td>(f)</td> <td>Co-opted Member</td> <td>-</td> <td>Judge Advocate (Navy)  Director ECHS  Secretary, Naval Wives Welfare Association</td> </tr> <tr> <td>(g)</td> <td>Forum Reps</td> <td>-</td> <td>One retired sailor will be nominated from each of the four Command Charters to Governing Council.</td> </tr> </table>	(a)	President	-	Controller Personnel Services, IHQ MOD(N)	(b)	Vice President	-	Principal Director, Directorate of Ex-servicemen Affairs / IHQ MOD(N)	(c)	NHQ Members	-	Joint Director (Canteen), Directorate of Personnel Services/IHQ MOD(N)  Joint Director Directorate of Pay and Allowances (Pensions)/IHQ MOD(N)  Secretary, Indian Naval Benevolent Association	(d)	Secretary	-	Joint Director (Veteran Sailors' Forum), Directorate of Ex-servicemen Affairs/IHQ MOD(N)	(e)	Treasurer	-	Joint Director (Veteran Sailors' Forum), Directorate of Ex-servicemen Affairs/IHQ MOD(N)	(f)	Co-opted Member	-	Judge Advocate (Navy)  Director ECHS  Secretary, Naval Wives Welfare Association	(g)	Forum Reps	-	One retired sailor will be nominated from each of the four Command Charters to Governing Council.	<p>KR Babu, ex-PO</p> <p>Secretary VSF</p>
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4.	Article 23	When a person becomes a member of the General Council by the reason of the office or appointment he holds, his membership shall terminate when he ceases to hold that office or appointment	Amend the article as follows:-  “When a person becomes a member of the Governing Council by the reason of the office or appointment he holds, his membership shall terminate when he ceases to hold that office or appointment.”	Secretary VSF																																								
5.	Article 25	The Executive Council shall comprise of following:- <table border="1" data-bbox="489 464 1427 995"> <tr> <td>(a)</td> <td>President</td> <td>-</td> <td>Joint Director (Veteran Sailors' Forum), Directorate of Ex-servicemen Affairs/IHQ MOD(N)</td> </tr> <tr> <td>(b)</td> <td>Secretary</td> <td>-</td> <td>Joint Director (Welfare), Directorate of Ex-servicemen Affairs/IHQ MOD(N)</td> </tr> <tr> <td>(c)</td> <td>Treasurer</td> <td>-</td> <td>Joint Director (NF), Directorate of Ex-servicemen Affairs/IHQ MOD(N)</td> </tr> <tr> <td>(d)</td> <td>NHQ Members</td> <td>-</td> <td>Joint Director Directorate of Pay and Allowances (Pay and Pensions)/IHQ MOD(N) Secretary, Indian Naval Benevolent Association</td> </tr> <tr> <td>(e)</td> <td>VSF Delhi Charter</td> <td>-</td> <td>Three Life Time Members</td> </tr> </table>	(a)	President	-	Joint Director (Veteran Sailors' Forum), Directorate of Ex-servicemen Affairs/IHQ MOD(N)	(b)	Secretary	-	Joint Director (Welfare), Directorate of Ex-servicemen Affairs/IHQ MOD(N)	(c)	Treasurer	-	Joint Director (NF), Directorate of Ex-servicemen Affairs/IHQ MOD(N)	(d)	NHQ Members	-	Joint Director Directorate of Pay and Allowances (Pay and Pensions)/IHQ MOD(N) Secretary, Indian Naval Benevolent Association	(e)	VSF Delhi Charter	-	Three Life Time Members	Amend the article as follows:-  The Executive Council shall comprise of the following:- <table border="1" data-bbox="1463 533 2522 1003"> <tr> <td>(a)</td> <td>President</td> <td>-</td> <td>Principal Director, Directorate of Ex-servicemen Affairs / IHQ MOD(N)</td> </tr> <tr> <td>(b)</td> <td>Secretary</td> <td>-</td> <td>Joint Director (VSF), Directorate of Ex-servicemen Affairs/IHQ MOD(N)</td> </tr> <tr> <td>(c)</td> <td>Treasurer</td> <td>-</td> <td>Joint Director (VSF), Directorate of Ex-servicemen Affairs/IHQ MOD(N)</td> </tr> <tr> <td>(d)</td> <td>NHQ Members</td> <td>-</td> <td>Joint Director Directorate of Pay and Allowances (Pensions)/IHQ MOD(N) Secretary, Indian Naval Benevolent Association</td> </tr> <tr> <td>(e)</td> <td>Charter Members</td> <td>-</td> <td>One Retired Sailor from each Command Charter</td> </tr> </table>	(a)	President	-	Principal Director, Directorate of Ex-servicemen Affairs / IHQ MOD(N)	(b)	Secretary	-	Joint Director (VSF), Directorate of Ex-servicemen Affairs/IHQ MOD(N)	(c)	Treasurer	-	Joint Director (VSF), Directorate of Ex-servicemen Affairs/IHQ MOD(N)	(d)	NHQ Members	-	Joint Director Directorate of Pay and Allowances (Pensions)/IHQ MOD(N) Secretary, Indian Naval Benevolent Association	(e)	Charter Members	-	One Retired Sailor from each Command Charter	KR Babu, ex-PO  Secretary VSF
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6.	New Article	Nil	Insert the following new articles:-  “ <b>Command Charters.</b> The Veteran Sailors' Forum shall organisationally comprise four Command Charters namely, Delhi Command Charter, Vizag Command Charter, Mumbai Command Charter and Kochi Command Charter, working under VSF Governing Council.  <b>Regional Charters.</b> The Command Charters could establish various Regional Charters at places as proposed by the respective Command Charter Management Committee and approved by Governing Council. Such Regional Charters would operate under the respective Command Charter within their area of jurisdiction and the list of Regional Charters established till to date are as follows:- <b>North Zone.</b> Dehradun and Jabalpur. <b>East Zone.</b> Kolkata, Chilka and Chennai. <b>West Zone.</b> Goa, Karwar and Porbandar. <b>South Zone.</b> Ezhimala.  Details of charters established from time-to-time would be disseminated suitably.”	Secy VSF																																								
7.	New Article	Nil	Insert the following new article:-  “Associate Charters. Any individuals/ organisation of retired naval sailors throughout the country, who shall agree to adhere to the bye-laws of the Forum, would be authorised by Command Charters to open an Associate Charter. However, they should have a minimum of 50 members. Formation of multiple Associate Charters at the same place / location would not be permitted”	Secy VSF																																								

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8.	Article 34	<p>The Charters shall be governed by the constitution, but will have autonomy of local functioning. Each Charter shall consist of at least the following:-</p> <p>(a) President.</p> <p>(b) Secretary.</p> <p>(c) Treasurer.</p>	<p>Amend the article as follows:-</p> <p><b>Office Bearers of Charters.</b> The Charters shall be governed by the constitution of the Forum, but will have autonomy of local functioning. Each Charter shall have a Managing Committee comprising the following:-</p> <p>(a) Ex-officio members – President, Secretary and Treasurer.</p> <p>(b) In addition, two ESM members are to be nominated in the Managing Committee of Command and Regional Charters for their respective charters.</p> <p>(c) The ESM members of the Managing Committee of the Associate Charters will be elected by their members.</p> <p>(d) Details of office bearers to be forwarded for approval of Governing Council.</p>	Secy VSF
9.	New Article	Nil	<p>Insert the following new article:-</p> <p><b>Working Rules of Charters.</b> Each Command / Regional / Associate Charter shall frame its Working Rules as per format promulgated by the Forum. The personnel desirous of forming Associate Charter shall sign a copy of the Working Rules promulgated by the Forum as the evidence of their agreement to adhere to the bye-laws of the Forum. The sample Working Rule for the Charters is placed at Appendix C.</p>	Secy VSF
10.	New Article	Nil	<p>Insert the following new article:-</p> <p><b>Disaffiliation of Associate Charters.</b> If any Charter fails to adhere to the Rules and Regulations of the Forum or fails to produce the required documents within the time frame, as decided by the Governing Council from time to time, shall be treated as disaffiliated. The Forum may also then, assume direct control of the affairs or merge with the nearest Charter of its members till another Charter in the area/locality is constituted and recognised by the Governing Council.</p>	Secy VSF

## **WORKING RULES FOR ASSOCIATE CHARTERS OF VETERAN SAILORS' FORUM**

### **NAME OF ASSOCIATE CHARTER** \_\_\_\_\_

1. **Introduction.** The Veteran Sailors' Forum (VSF), hereinafter referred to as 'Forum', is an association of retired Naval sailors and their widows and is registered with the Registrar of Societies, New Delhi under Societies Registration Act 1860 as applicable to Union Territory of Delhi. VSF forms Associate Charters in places where there are no naval establishments, subject to eligibility criteria laid down at Para 39 to 43 of the bye-laws of VSF. The succeeding paragraphs lay down the broad Working Rules for the Associate Charter. The individual / organisation aspiring to form the Associate Charter is / are to complete and sign these Working Rules as evidence of their agreement to abide by the bye-laws of the Forum. Copy of the byelaws of the Forum is available online or can be obtained from VSF Secretariat, Room No 401, Chanakya Bhawan, Chanakyapuri, New Delhi – 110021.

2. **Declaration by Associate Charter.** \_\_\_\_\_  
(name of Associate Charter) declare the following in pursuance of its intention to form an Associate Charters:-

- (a) The individuals / member of such association are retired naval sailors.
- (b) There are \_\_\_\_ members in the organisation (there should be more than 50 members aspiring to form Associate Charter).
- (c) The individuals / organisation agree to adhere to the bye-laws of the Forum.
- (d) The individuals / organisation is apolitical and will remain to be so.
- (e) Another VSF Associate Charter does not exist in \_\_\_\_\_ (place / location).
- (f) A Command / Regional Charter of the Forum does not exist in \_\_\_\_\_ (place / location).

3. **Autonomy of Operations.** The Associate Charters agree to abide by the constitution of the Forum, but will maintain autonomy of local functioning.

4. **One Associate Charter in One Location.** The Associate Charter understand that formation of multiple Associate Charters at the same place / location shall not be permitted and will accept the decision of the VSF Governing Council to cancel

Associate Charter if another Associate Charter found to be existing at \_\_\_\_\_  
(location / place) before submission of this undertaking.

5. **Office Bearers of the Associate Charter.** This Associate Charter agree to operate under a Managing Committee comprising the following elected members:-

(a) President \_\_\_\_\_.

(b) Secretary \_\_\_\_\_.

(c) Treasurer \_\_\_\_\_.

(d) Other members \_\_\_\_\_.

6. Details of the new office bearers will be forwarded to VSF Governing Council soon after their assumption of the office.

7. **Affiliation of Associate Charter.** We understand that the affiliation of this Associate Charter would subject to its adherence to the conditions specified by the Forum from time to time and to the approval of the Governing Council of the Forum.

8. **Dis-Affiliation of Associate Charters.** We understand that if this Associate Charter fails to adhere to the Rules and Regulations of the Forum or fails to produce the required documents within the time frame, as decided by the Governing Council from time to time, shall be treated as disaffiliated. We accept that the Forum may also then, assume direct control of the affairs of this Associate Charter related to VSF activities in the particular location or merge VSF members with the nearest VSF Charter of its members till another Charter in the area/locality is constituted and recognised by the Governing Council.

9. **Financial Records.** We agree to forward a copy of the audited financial statement of the Associate Charter to the Secretary VSF by 30 Jun of each year.

10. **Membership Details.** We agree to forward the list of members as on 31 Dec every year to the Secretary VSF to meet the requirement of Societies Registration Act 1860 as applicable to Union Territory of Delhi.

11. **General Body Meetings.** We undertake to hold Annual General Body meetings once in twelve months, in accordance with the provision contained in the bye-laws of the Forum regarding conduct of General Body Meeting. The minutes of the general body meeting will be forwarded to the Governing Council.

12. **Managing Committee Meetings.** Meetings of the Managing Committee will be held at least once in six months.



13. **Bankers**. The details of the bankers of the Associate Charter will be intimated to the Governing Council.

14. **Adoption of Additional Provisions**. Any additional provisions adopted by the Managing Committee of this Associate Charter related to administration, operation, conduct, or financial operations to suite the local functioning, which are not in contravention to the byelaws of the Forum, will be intimated to the VSF Governing Council at the time of initial affiliation, or within two months on adoption of such provisions subsequent to affiliation.

15. Read and agreed with the provisions containing in this Working Rules and agree to abide by the byelaws of the Forum.

(                                    )                                    (                                    )                                    (                                    )  
President                                    Secretary                                    Treasurer

Date:

Date:

Date: