

Manual-3

AUTHORITIES OF THE SOCIETY: The Authorities of the Society shall consist of the following:

- a. The Board of Governors
- b. The Chairman of the Board of Governor
- c. The Member Secretary of the Society
- d. Chief Executive Officer of the Society
- e. Apart from the Member Secretary, the officers as may be appointed from time to time shall be officers of the Society.

The Board of Governors:

- a. The Society shall have its Board of Governors as the Supreme Authority and source of all powers, functions and activities.
- b. The general superintendence, direction and control of the affairs of the Society and of its income and property shall be vested in the Board of Governors of the Society hereinafter referred to as "The Board" or "The Board of Governors".

Constitution of the Board of Governors:

(For Sukhmani Society for Citizen Services, Fatehgarh Sahib)

Sr. No.	Name & Designation	Remarks
1	Collector/DM/Dy./Commissioner, Fatehgarh Sahib	Chairman/ CEO
2	Director Cum Secretary to Government of Punjab, Department of Information Technology or his representative	Member
3	Assistant Commissioner (G), Fatehgarh Sahib	Member
4	Assistant Commissioner (Gr), Fatehgarh Sahib	Member Secretary
5	Sub Divisional Magistrate, Fatehgarh Sahib	Member
6	Sub Divisional Magistrate, Bassi Pathana	Member
7	District Revenue Officer, Fatehgarh Sahib	Member

8	Executive Officer, Municipal Committee, Sirhind	Member
9	General Manager (BSNL), Sirhind	Member
10	Lead Bank Officer, Sirhind	Member
11	District Town Planner, Fatehgarh Sahib	Member
12	Chief Medical Officer, Fatehgarh Sahib	Member
13	Dy, ESA , Fatehgarh Sahib	Member
14	ADC(Development), Fatehgarh Sahib	Member
15	District Education Officer (Sec.), Fatehgarh Sahib	Member
16	DIO,NIC, Fatehgarh Sahib	Member
17	XEN, PSEB, Sirhind	Member
18	Distt. Nazar, Fatehgarh Sahib	Treasure
19	Head of Deptt. (HOD) Deptt. of Inf. Tech. ITI, Bassi Pathana	Member
20	Head of Deptt. (HOD) Deptt. of Inf. Tech. BBSB Engg. College, FGS, Fatehgarh Sahib	Member
21	Head of Deptt. (HOD) Deptt. of Inf. Tech. Mata Gujri College, Fatehgarh Sahib	Member
Eminent Person		
22	Seth Khaniaya Lal, Mandi Gobindgarh	Member
23	Rtn. Bhupinder Singh Jaggi, Jaggi Motors, GT Road, Sirhind,	Member
24	Any other member which the Governing Body decide to co-opt.	Co-Opted

MEMBERS OF THE SOCIETY:

- a. The Society shall consist of the following:
 - i. All the ex-officio members as per the provision at Sr. no. 1 to 9 of para 5 in the constitution of the Board of Governors.

- ii. The members nominated by the Government as per the provision at Sr. no. 10 to 11 of para 5 in the constitution of the Board of Governors.
 - iii. Other individuals, institutions, organisations and corporate bodies to be accepted in future as Co-opted Members as per terms and conditions of eligibility as may be laid down and approved by the Board of Governors from time to time as per the provision at Sr. no. 12 of para 5 in the constitution of the Board of Governors.
- b. The Society shall keep a Roll of nominated and co-opted Members and every such member of the Society shall sign the roll and state therein his name, occupation and address.
- c. If a nominated and co-opted member of the Society changes his address, he shall inform his new address to the Member Secretary who shall thereupon enter his new address in the Roll of such Members. But if he fails to inform his new address, the address in the Roll of Members shall be deemed to be his address.
- d. **Termination of Membership:**
- i. Where a person becomes a member of the Society by reason of the office or appointment he holds, his membership of the Society shall terminate when he ceases to hold that office or appointment.
 - ii. Whenever a member other than the ex-officio member, desires to resign from the membership of the Society, he shall address his resignation to the Member Secretary of the Society and submit the same to him. The membership of such person shall stand terminated from the date of his resignation.
 - iii. A member of the Society shall cease to be a member, if Board of Governors so desire.