

JAN SURAAJ OVERSEAS

(Registered under Canada Not-for-Profit Corporation Act)

Draft Constitution and Bylaws

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Constitution and Bylaws of Jan Suraaj Overseas (JSO)

1. ARTICLE -I: Name and Application

Name of the organization shall be "Jan Suraaj Overseas" (hereinafter referred to as JSO) and shall, with the assent of the Indian Jan Suraaj Party (hereinafter referred to as JSP), be the single recognized global entity outside India to represent:

- Persons of origin from Bihar State in India living outside India
- Friends and Supporters of Bihar's development residing outside India
- All matters of concern to JSO

2. ARTICLE-II: Principal Office

The principal office of JSO shall be established in the Province of Ontario in Canada.

3. ARTICLE-III: Definitions

"Bylaws" means Bylaws approved by the General Body of JSO pursuant to the provisions of the Constitution.

"Constitution" means the constitution of Jan Suraaj overseas as amended from time to time.

"Member" and "membership" means a member of the JSO, unless the context otherwise requires.

"Global Council" means the governing body for global organization provided in article 11.1

"Regional Council" means the governing body for the regions provided for in article 11.2

"National Council" means the governing body for the branches provided in article 11.3

"Chapter Council" means the governing body for the chapters provided for in article 11.4.

"President" means the Chief Executive Officer who is responsible to oversee the effective operations of the Global Council.

4. ARTICLE IV: Mission and objectives

The Jan Suraaj Overseas (JSO) shall operate in alignment with the objectives outlined in its Certificate of Incorporation. As an umbrella organization, JSO will serve as a platform for individuals of origin from Bihar and friends and supporters of Bihar, residing outside India. JSO will strive to:

- a) Unite and mobilize the Bihari diaspora worldwide,
- b) Promote initiatives, research, and innovations in the areas of social welfare, economic development, education, and human rights,
- c) Facilitate cultural exchange and collaborations,
- d) Advocate for the socio-economic development of Bihar while adhering to Canadian Non-Profit laws

JSO will not engage in any political campaign activities related to Canadian political environment and will operate strictly as a Not-for-Profit organization under Canada Not for Profit Corporation Act.

5. ARTICLE-V: Non-Profit and Charity Purposes

Canada Income Tax Act Section 149 (1)

The goals and purposes of JSO shall be:

- a) To support charitable and not for profit activities such as , cultural, civic, educational, health, poverty alleviation. social, and scientific initiatives that align with the provisions of Section 149 (1) of the Canadian income Tax Act. This includes distributing funds to organizations that qualify as tax-exempt under Section 149(1).
- b) To promote peace, harmony, goodwill, justice, and fundamental human rights among people of diverse backgrounds and ethnicities—locally, nationally, and globally—ensuring an environment free from discrimination based on race, color, gender, marital status, sexual orientation, age, creed, religion, language, caste, ancestry, national origin, or any physical, sensory, or mental disability.
- c) To operate as a non-profit organization primarily serving the Bihari diaspora overseas, advocating for human rights, justice, education, and humanitarian causes while maintaining a secular and inclusive approach. The organization may create forums and events to address pressing global issues such as environmental sustainability, education, poverty, and public health. It may also raise and distribute funds for charitable purposes aligned with the objectives of JSO and as outlined in its Certificate of Incorporation.
- d) To conduct research and studies in key developmental areas, including science, technology, and public governance, aimed at fostering comprehensive progress in the State of Bihar, India.
- e) To provide recommendations to policy makers for review, consideration, and potential implementation.
- f) To facilitate meaningful discussions and initiatives that strengthen ties among the Bihari diaspora, enhance socio-economic development, and foster collaboration with overseas communities, promoting mutual respect and cooperation.
- g) To ensure that all activities are carried out solely for the benefit of the organization's mission, with any surplus funds reinvested to further its objectives rather than for individual gain.

6. ARTICLE VI: Acronyms and certain terms used in this document

	Acronym/Terms	Expanded form/meaning
1	JSO	Jan Suraaj Overseas
2	GC	Global Council
3	RC	Regional Council
4	NC	National Council
5	CC	Chapter Council
6	Regions	A Group of countries
7	Branch	Represents a Country
8	Chapters	Represent one or more geographical areas within a Country

7. ARTICLE VII: Organizational Units

In order to manage its activities in different parts of the world, JSO will have a four-tiered organizational set up in the form of its Principal Office in Canada, its affiliated Regions, Branches and Chapters spread in various countries where persons of Bihar origin and friends of Bihar reside.

- a) The Global organization with its principal Office in the Province of Ontario in Canada
- b) The Regions-JSO shall have its regional offices to coordinate and manage its activities in various countries located in a particular Region. JSO will set up the following seven regional offices:
 - North America- will consist of all North American countries and territories
 - South America-will consist of all south American countries
 - Europe- will consist of all European countries and territories
 - Africa-will consist of all African countries and territories
 - Asia-will consist of all Asian countries and territories other than India and countries listed in Middle East Region
 - Middle East-will consist of Iraq, Iran, Saudi Arabia, Kuwait, Oman, Bahrain, Lebanon, Yemen, Syria, Jordan, Qatar, and UAE
 - Oceania-will consist of countries and territories located in Oceania region including
 - Australia, New Zealand, Fiji and other countries and territories in this region
- c) The Branches-JSO shall establish its branches one in each country (other than India) where persons of Bihar and friends of Bihar origin reside. These branches will be incorporated and registered as per the laws of the respective countries.

Naming convention of the Branches: -Jan Suraaj overseas -XX where XX represents the two-digit ISO standard country code. Example-Jan Suraaj overseas -US, Jan Suraaj overseas-UK, Jan Suraaj overseas -SG.

However, if needed, an individual country may name its branch differently with the approval of the JSO Global Council.

Similarly, byelaws, rules and regulations, financial policies including banking operations shall comply with the local laws of the respective branches and chapters.

d) The Chapters-JSO may set up multiple Chapters under the Branches (country) depending on the concentration and density of the population of persons with origin from Bihar or friends of Bihar reside in a particular geography within a country.

Additions or deletions of any of the above organizational unit(s) will be made by a majority vote of JSO Global Council and shall not be deemed, nor require, an amendment of these constitution and/or bylaws.

The JSO's Global Council may change the location of its principal office from one location to another in accordance with the Bylaws herein and the applicable laws of Canada.

8. ARTICLE VIII: Dispute Resolution

This Agreement shall be governed by the laws of the Province of Ontario in Canada and any dispute shall be decided and have jurisdiction in the Province of Ontario.

All members, officers, staff or any party associated with JSO agree to resolve any or all disputes with JSO, including with its branches, regions, chapters and committees or other such set ups or its officers, members or associates, by binding mediation or arbitration processes. For this purpose, each party shall appoint one mediator/arbitrator on his own cost

9. ARTICLE IX: Amendments

Amendments to this Constitution will require two thirds of the voting members.

Proposed amendments must be circulated at least six weeks in advance.

10.ARTICLE X: Membership

Membership fee -CAD 25.00

The membership fee will be waived for the members joining JSO until December, 2025.

Qualifications to become JSO Member:

- Any Person of a minimum age of 18 years who is of Bihar origin or friends and supporters
 of Bihar, residing outside India and shares the values, purpose and ideals of Jan Suraaj
 Overseas
- Has not been convicted under any criminal and felonry laws of any country and or has been pardoned for such convictions
- Submits membership application in the prescribed form and makes the required declaration therein.

All membership applications will be subject to approval by the Global Council on the recommendations by the Secretary (Membership and Outreach).

By becoming a JSO member, such a person will automatically become a member of the respective JSO's Branch and Chapter where he resides. Each member will have one voting right to vote in the general body meetings at global, branch and chapter level.

Membership Revocation:

Any member violating JSO's code of conduct may be removed by the GC based on the recommendation of the Disciplinary Committee. Such removal action will automatically remove such members from the respective region, branch and the chapter.

An appeal process will be in place for the removed member.

11.ARTICLE X1: Governance Structure

JSO's governance structure will consist of:

- At Global level-By a Global Council (GC)
- At Regional level-By a Regional Council (RC)
- At country level-By a National Council (NC) for each country where JSO branch is set up

At Chapter level-By a Chapter Council (CC) within a country where such Chapters are set up

11.1. Global Council (GC)

The GC shall be the supreme authority and policy making body of JSO. GC shall establish the terms, conditions and responsibilities of Regions, Branches, Chapters, Committers, and also of its members, officers and staff. It shall supervise and provide directions on all the activities, administration and management of JSO, in accordance with its constitution, articles of incorporation and the bylaws.

The GC shall have final authority in the management of the affairs and finances of JSO except as otherwise provided in the bylaws herein and shall have general custody and control of all the property, assets and liabilities of JSO.

The members of the GC will be elected by the general body members in its first meeting and thereafter at the annual general meeting in which $1/3^{rd}$ of the GC members will retire by rotation but will be eligible for re-election subject to restriction of a maximum of two terms for the same position. Any exception to this rule shall need $2/3^{rd}$ affirmative voting of the general body members.

Vacancies:

Vacancies on the GC or Executive Committee will be filled in as per the procedure described in the bylaws 14.11.

11.1.1. Composition of Global Council

The following shall constitute members of the Global Council of JSO:

- a) President
- b) Vice President
- c) General Secretary
- d) Joint Secretary
- e) Treasurer
- f) Vice President-North America Region
- g) Vice President-South America Region
- h) Vice President-Europe Region
- i) Vice President Middle East Region
- j) Vice President -Africa Region
- k) Vice President -Asia-other than India)
- I) Vice President-Oceania Region
- m) Secretary (Public Relations, Media & Press)
- n) Secretary (Membership and outreach)
- o) Secretary (Legal matters, election and nomination)
- p) Secretary (Fund Raising)
- q) Secretary (Communications-Website, social media)
- r) Secretary (IT) and Chief Technology Officer
- s) Secretary (Liaison with local officials and other stakeholders)
- t) Secretary (Events Management and Social Organization)
- u) Secretary (Research, Innovations and Projects)
- v) Chair of the each Standing and Ad-hoc Committees—Non-voting
- w) Advisors—Non-voting

Each member of the GC shall serve the Council for a term of three (3) years and shall be eligible to serve in the same capacity for another one term of three (3) years in the same position. Any exception to this rule can be made by the General Body by 2/3 votes. In addition, GC may appoint Advisors from different fields of expertise. These advisors shall not have voting rights.

GC members will be elected by the JSO's general body members as per the election procedures described in ARTICLE-15.10

The GC may assign and/ or reassign responsibilities of its members and officials and modalities and make revisions, as necessary.

The GC shall meet at least once a month or as often as deemed necessary by the Council.

The GC shall liaise, as appropriate, with the JSP through the official in charge of the Overseas JSO Department of JSP.

The Global Council shall establish the following Standing Committees:

- a) Executive Committee-President of the GC will chair this committee.
- b) Finance Committee-Treasurer will chair this committee.
- c) Governance Committee-Secretary (Legal matters) will chair this committee.
- d) Disciplinary Committee -General Secretary will chair this committee.
- e) Communication and coordination committee -President will chair this committee.
- f) Election and Nomination Committee-Secretary Election and Nomination will chair this committee.

The Executive Committee will consist of President, Vice-President, General Secretary, Joint Secretary and Treasurer. This Committee will deal with day-to-day activities of JSO and report to the Global Council on a monthly basis with relevant reports including financial statements.

The members of other standing committees will be nominated by the respective chairs with the approval of the GC. Such committee members must be from the JSO memberships.

11.1.2. Establishment of Ad-hoc Committees

The Global Council may from time to time, also establish Ad-hoc Committees as deemed appropriate to facilitate the conduct and interest of its business and establish rules and regulations for such Committees in respect of their composition, management, supervision and representation and the conduct of business in conformity with the goals and purposes of JSO. Each Committee shall be required to abide and function under the constitution and the bylaws and rules of JSO.

Each Ad-hoc Committee Chair shall be appointed by the Global Council who will serve as a non-voting member of the Global Council. The members of these committees will be selected by the Chairperson and approved by the Council.

The GC may, as an exception, permit a GC member to assume more than one role on a case-by-case basis if it is deemed to be in the interest of JSO. However, he may only cast one vote on any issue under discussion.

11.1.3. Officers of JSO

For day-to-day operations including operations of bank accounts of JSO the following will be the designated officers of JSO:

- President
- Vice President
- General Secretary
- Jt. Secretary
- Treasurer

11.1.4. Qualifications:

Each GC member shall be at least 18 years of age and agrees to abide by and uphold the aims and purposes contained in the bylaws and goals of JSO and the laws of Canada.

11.1.5. Voting Right

Each member of the Global Council except the Chairs of the Ad-hoc Committees will have one voting right to vote on the matters dealt with in the GC meetings.

11.1.6. Administrative powers of Global Council

- Appoint, remove, employ and discharge, and, except as otherwise provided in the Bylaws herein, prescribe the duties and fix the compensation, if any, of all officers, agents and employees of JSO.
- b) Supervise all agents and employees of JSO to ensure that their respective duties are performed properly.
- c) Develop policies, processes and guidelines for proper and efficient administration of JSO activities.
- d) Can delegate authority including financial matters to the other GC members as needed, from time to time.
- e) Acquiring properties
- f) Borrowing funds from financial institutions and/or private entities, individuals with the prior approval of the general body

11.1.7. Compensation

No Global Council Member shall receive any compensation for his services, except that each Global Council member shall be entitled to receive from JSO reimbursement of expenses incurred by the member in the furtherance of JSO's business in accordance with JSO rules. Nothing contained in this section shall be construed to prevent any Global Council member from serving JSO in any other capacity and receiving compensation for that service. The salaried individuals of JSO-GC shall not be eligible to vote on their own compensation and the compensation decisions shall be made by the unrelated members of the Global Council

11.1.8. Meetings

a) All meetings of GC, standing and ad-hoc committees shall be held at the principal office of JSO or at such other place or remote using online meeting tools as may be designated by the President from time to time. All matters that require voting will be decided by a simple majority vote of the members present who have voting rights. In case of a tie the President's will cast his casting vote.

- b) Global Council will meet at least once a month. In this meeting GC will review and approve the progress reports of the executive, standing and ad-hoc committees including JSO financial statements.
- C) Any member of GC or the Committees who is absent from three (3) consecutive meetings without valid reasons or having been excused (such as for illness or a death in the family), would normally be so notified. Notices shall be sent to the absentee after being absent from 3 consecutive meetings and if the next two meetings are missed again after the giving of the notice, he may be removed from his position in the Council or the Committee after completing due process.
- d) The General Body Meeting of the JSO members will be held once a year within six months of the expiry of the financial year. The Financial Year of JSO will be from Jan 1 to 31st of each calendar year.
- e) Extraordinary General Body Meeting.

Extraordinary General Body Meeting may be requested by the President or by one-third (1/3⁻⁻) of the General Body members in writing providing the reasons for holding such a meeting. Notices of such meetings shall be duly sent to the membership at large and such a meeting must be convened within 21 days of such request.

f) Special Meetings of the Global Council

Special meetings of the Global Council may be called by the President. Such meeting may also be requisitioned by at least $1/3^{rd}$ of voting members of GC. Such requisition meetings shall, whenever possible, be held in Canada or outside Canada as the GC may determine or by electronic method within 21 days of such a request.

11.2. Regional Council (RC)

Each of the seven Regional Councils will consist of the following members:

- a) President
- b) Vice President
- c) General Secretary
- d) Treasurer
- e) Secretary (Branch Coordination)

The Presidents will represent the respective Regions on the Global Council

RC members will be elected by the JSO general body members residing in the countries of the respective regions as per the election procedures described in ARTICLE 15.10. Tenure of RC members will be for three years. Such members can hold the office by election for a maximum of two terms.

RC can appoint ad-hoc committees as needed.

11.3. National Councils (NC)

Each NC will consist of the following members:

- a) President
- b) Vice President

- c) General Secretary
- d) Treasurer
- e) Secretary (Public Relations Media & Press)
- f) Secretary (Membership and outreach)
- g) Secretary (Legal matters, election and nomination)
- h) Secretary (Chapter Committee Coordination)
- i) Secretary (Communications-Website, social media)
- j) Secretary (Liaison with Local elected officials and other stakeholders)
- k) Secretary (Events Management)
- 1) Chair of the each Standing and Ad-hoc Committees—nonvoting members

With the approval of the Global Council the number of NC members can be more or less or flexible in terms of roles/titles depending upon the size of membership in a particular country. However, the total number of NC members will always be an odd number.

NC members will be elected by the JSO's general body members residing in the country of the respective branches (Country) as per the election procedures described in the ARTICLE-15.10. The tenure of NC members will be for three years. Such members can hold the office by election for a maximum of two terms in the same position.

11.3.1. Standing committees of NC

- a) Executive committee-will consist of President, General Secretary, Vice President, and the Treasurer. This committee will handle the day-to-day activities and report to the NC on a monthly basis. The members of this committee will also be the designated officers of the Branch.
- b) Finance Committee-Treasurer of NC will chair this committee.
- c) Governance Committee
- d) Communication and coordination committee for coordination with chapters and regions NC can also appoint ad-hoc committees, as needed, from time to time

11.4. Chapter Council (CC)

Each Chapter within a Branch (country) will be governed by a Chapter Council that will consist of the following CC members:

- a) President
- b) Secretary
- c) Vice President
- d) Member (Public Relations Media & Press)
- e) Member (Membership and outreach)
- f) Member (Coordination with branch and NC)
- g) Member (Event Management)

With the approval of the respective National Council the number of CC members can be more or less flexible in terms of roles/titles depending upon the size of membership in a particular Chapter. However, the total number of CC will always be an odd number.

CC members will be elected by the JSO general body members residing in the geographical area of the respective chapters under a particular branch(country) as per election procedures described in the ARTICLE-15.10. The tenure of CC members will be for three years. Such members can hold the office by election for a maximum of two terms in the same position.

CC can also appoint ad-hoc committees as needed, from time to time.

12. ARTICLE-XII: Canadian Income tax exemption and compliance provisions

12.1. Limitations on Activities

No substantial part of the activities of JSO, shall be for propaganda, or otherwise attempt to influence any Canadian law and/or legislation, and JSO, shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on or behalf of, or in opposition to, any candidate for public office in Canada. Notwithstanding any other provisions of the Bylaws herein, JSO shall not carry out any activities not permitted by law.

- a) JSO shall by its Global Council seeks to be exempt from Canadian Income Tax Act under section 149(1).
- b) JSO shall by its Global Council, when it becomes a registered Charity, will provide receipts for donations or contributions received to which taxes are deductible.

12.2. Prohibition against Private Inurement.

No part of the net earnings of the Global Council shall inure to the benefit of, or be distributable to, its members, Officers or other private persons, except that JSO GC, shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes of JSO

12.3. Distribution of Assets

Upon the dissolution of JSO, its assets remaining after payment, or provision for payment, of all debts and liabilities of JSO, shall be distributed to one or more tax exempt organizations within the meaning of Section 149(1) of the Canadian Income Tax Act or shall be distributed to the federal government, or to a state or local government, for a public purpose. Such a distribution shall be made in accordance with all applicable provisions of the laws of Canada.

12.4. Private Foundation Requirements and Restrictions

In any taxable year in which JSO becomes a private foundation as described in the Income Tax Act, JSO:

- a) Shall distribute its income for said period at such time and manner as not to subject to tax.
- b) Shall not engage in any act of self-dealing as defined in Section 149.1(1) of the Income Tax Act.
- c) Shall not retain any excess business holdings as defined in Section 149.1(1) of the Income Tax Act.
- d) Shall not make any investments in such manner as to subject JSO, to tax and shall not make taxable expenditure.

13.ARTICLE XIII: Conflict of Interest Policy and Compensation Approval Policies

13.1. Purpose of Conflict-of-Interest Policy

The purpose of this conflict-of-interest policy is to protect the tax-exempt JSO's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of a JSO's GC member or any other member, officer or staff of JSO, or any "disqualified person" as this policy is

intended to supplement but not replace any applicable provincial and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

13.2. Interested Person

Any officer, staff or member of a committee with the JSO's delegated powers, or any other person who is a "disqualified person" as defined in the relevant provisions of Canadian income tax laws and regulations thereof, who has a direct or indirect financial interest, as defined below, is an interested person.

13.3. Financial Interest

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- has an ownership or investment interest in any entity with which JSO, has a transaction or arrangement,
- has a compensation arrangement with JSO, or with any entity or individual with which JSO, has a transaction or arrangement, or
- has a potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which JSO is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. A person who has a financial interest may have a conflict of interest only if the Global Council or committee decides that a conflict of interest exists.

13.4. Conflict of Interest avoidance procedures

13.4.1. Duty to disclose

About any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the Directors and members of committees with governing Global Council delegated powers considering the proposed transaction or arrangement.

13.4.2. Determining Whether a Conflict of Interest Exists

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he shall leave the Global Council or any other committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining Global Council or committee members shall decide if a conflict of interest exists.

13.4.3. Procedures for Addressing the Conflict of Interest

An interested person may make a presentation at the Global Council or committee meeting, but after the presentation, he shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.

The Global Council or committee may, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.

After exercising due diligence, the Global Council or committee shall determine whether JSO can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.

If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the Global Council or committee shall determine by a majority vote of the disinterested members whether the transaction or arrangement is in JSO,'s best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination, it shall make its decision as to whether to enter into the transaction or arrangement.

13.4.4. Violations of the Conflicts of Interest Policy

If the Global Council or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

If, after hearing the member's response and after making further investigation as warranted by the circumstances, the Global Council or committee determines whether the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

13.4.5. Records of the Global Council and Committee Proceedings

The minutes of meetings of the Global Council and all committees with Global Council delegated powers shall contain:

The names of the persons who disclosed or otherwise were found to have a financial interest about an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the Global Council's or committee's decision as to whether a conflict of interest in fact existed.

The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken about the proceedings.

13.4.6. Compensation Approval Policies

A voting member of the Global Council who receives compensation, directly or indirectly, from JSO, for services is precluded from voting on matters pertaining to that member's compensation.

A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from JSO, for services shall be precluded from voting on matters pertaining to that member's compensation.

No voting member of the Global Council or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from JSO, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

When approving compensation for JSO members, Officers and employees, contractors, and any other compensation contract or arrangement, in addition to complying with the conflict of interest requirements and policies contained in the preceding and following sections of this article as well as the preceding paragraphs of this section of this article, the Global Council or a duly constituted compensation committee of the Global Council shall also comply with the following additional requirements and procedures:

(a) The terms of compensation shall be approved by the Global Council or compensation committee prior to the award of the contract.

- (b) All members of the Global Council or compensation committee who approve compensation arrangements must not have a conflict of interest with respect to the compensation arrangement:
 - Is not the person who is the subject of compensation arrangement, or a family member of such person.
 - Is it not in an employment relationship subject to the direction or control of the person who is the subject of compensation arrangement.
 - Does not receive compensation or other payments subject to approval by the person who is the subject of compensation arrangement.
 - Has no material financial interest affected by the compensation arrangement; and
 - Does not approve a transaction providing economic benefits to the person who is the subject of the compensation arrangement, who in turn has approved or will approve a transaction providing benefits to the Global Council or committee member.
- (c) The Global Council or a compensation committee shall obtain and rely upon appropriate data as to comparability prior to approving the terms of compensation. Appropriate data may include the following:
 - Compensation paid by similarly situated organizations, both taxable and tax-exempt, for functionally comparable positions. "Similarly situated" organizations are those of a comparable size and purpose and with similar resources.
 - The availability of similar services in the geographic area of this organization
 - Current compensation surveys compiled by independent firms.
 - Actual written offers from similar institutions competing for the services of the person who is the subject of compensation arrangement.
- (d) The terms of compensation and the basis for approving them shall be recorded in written minutes of the meeting of the Global Council or compensation committee that approved the compensation. Such documentation shall include:
 - the terms of the compensation arrangement and the date it was approved.
 - the names of the members of the Global Council or compensation committee who were present during debate on the transaction, those who voted on it, and the votes cast by each Global Council or committee member.
 - the comparability data obtained and relied upon and how the data was obtained.
 - If the Global Council or compensation committee determines that reasonable compensation for a specific position in this organization or for providing services under any other compensation arrangement with this organization is higher or lower than the range of comparability data obtained, the Global Council or committee shall record in the minutes of the meeting the basis for its determination.
 - If the Global Council or committee adjusts comparability data due to geographic area or other specific conditions, these adjustments and the reasons for them shall be recorded in the minutes of the Global Council or committee meeting.
 - Any actions taken with respect to determining if a Global Council or committee member had a
 conflict of interest with respect to the compensation arrangement, and if so, actions taken to
 make sure the member with the conflict of interest did not affect or participate in the approval of
 the transaction (for example, a notation in the records that after a finding of conflict of interest
 by a member, the member with the conflict of interest was asked to, and did, leave the meeting

- prior to a discussion of the compensation arrangement and a taking of the votes to approve the arrangement).
- The minutes of Global Council or committee meetings at which compensation arrangements are approved must be prepared before the later date of the next Global Council or committee meeting or 60 days after the final actions of the Global Council or committee are taken with respect to the approval of the compensation arrangements. The minutes must be reviewed and approved by the Global Council and committee as reasonable, accurate, and complete within a reasonable period thereafter, normally prior to or at the next Global Council or committee meeting following last action on the arrangement by the Global Council or committee.

13.4.7. Annual Statements

Each GC member, Officer, member of other committees and staff of the Global Council delegated powers shall annually sign a statement which affirms such person:

- has received a copy of the conflicts of interest policy,
- has read and understands the policy,
- has agreed to comply with the policy, and
- understands JSO, is charitable entity and to maintain its tax exemption status it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

13.4.8. Periodic Reviews

To ensure that JSO operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's-length bargaining.
- Whether partnerships, joint ventures, and arrangements with management organizations conform to JSO, 's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes, and do not result in inurement, impermissible private benefit, or in an excess benefit transaction.

13.4.9. Use of Outside Experts

When conducting the periodic reviews, JSO, may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the Global Council of its responsibility for ensuring periodic reviews are conducted.

14. ARTICLE XIV: Data Privacy and Protection Compliance

JSO is committed to safeguarding the privacy and security of personal data in accordance with applicable Canadian federal and provincial laws, including but not limited to PIPEDA Act and the General Data Protection Regulation (GDPR) where applicable. The organization shall implement appropriate technical and organizational measures to protect sensitive information from unauthorized access, disclosure, alteration, or destruction. Personal data collected from members, donors, volunteers, and stakeholders shall be used solely for legitimate organizational purposes and shall not be shared with third parties without explicit consent, except as required by law. JSO will establish clear data retention policies, ensure transparency in data processing, and provide individuals with the right to access, correct,

or delete their personal information in compliance with relevant privacy regulations.

15. ARITICLE XV: Bylaws of Jan Suraaj Overseas

The Bylaws listed hereunder shall primarily apply to JSO and also to the JSO-Regions, Branches and Chapters to the extent they are relevant and applicable to them until the time Branches do not become legal entity in the respective country as per local laws and have their own constitution, article of incorporation and bylaws. However, all branches and chapters will function under the overall control and command of JSO.

15.1. Interpretation

These Bylaws shall be interpreted in accordance with the following, unless the context otherwise specifies or requires:

words importing the singular number include the plural and vice versa; words importing the masculine gender include the feminine and vice versa; and words importing person include individuals, corporations, partnership, trusts and unincorporated organizations.

The headings used in this Bylaws are inserted for reference purposes only and are not to be considered or taken into account in construing the terms or provisions thereof or to be deemed in any way to clarify, modify or explain the effect of any such terms or provisions.

Any references herein to any law, bylaw, rule, regulation, order or act of any relevant government, governmental body or other regulatory body shall be construed as a reference thereto as amended or re-enacted from time to time or as a reference to any successor thereto.

15.2. Severability and Precedence

The invalidity or unenforceability of any provision of this By-law shall not affect the validity or enforceability of the remaining provisions of this By-law. If any of the provisions contained in the Bylaws are inconsistent with those contained in the Articles or the Act, the provisions contained in the Constitution or Articles of Incorporation shall prevail.

15.3. Seal

The seal of the Corporation, if any, shall be in the form determined by the GC.

15.4. Execution of Contracts

Deeds, transfers, assignments, contracts, obligations and other instruments in writing requiring execution on behalf of JSO may be signed by any two of its Officers. In addition, the GC may from time to time direct the manner in which and the person by whom a document or type of document shall be executed. Any person authorized to sign any document may affix the corporate seal, if any, to the document. Any designated Officer may certify a copy of any instrument, resolution, bylaws or other document of the JSO to be a true copy thereof.

15.5. Notice of Meetings

The procedure to be followed is as below unless the Articles of Incorporation, the Global Council, the Bylaws herein or the federal and Provincial laws require otherwise.

a) Annual General Meeting or Extra Ordinary General Body Meeting or special members' meeting – Notice shall be sent by regular post, by e-mail, or by facsimile machine at least three weeks in advance and not more than 30 days before the scheduled date of such meeting. Annual General Meeting must be held not later than fifteen months after holding the preceding annual general meeting and no later than six months after the end of the JSO's preceding fiscal year.

At the annual general body meeting the following business will be considered:

- Minutes of the meeting of last annual general meeting
- Report by the President on behalf of the Global Council
- Presentation of audited Financial Statements
- Appointment of Auditor
- Presentation of Election and Nomination Committee
- Election of GC members and standing committees
- Any other business, as required
- b) Meetings of the Global Council/Regional Council/National Council/Chapter Council_—At least a seven-day notice shall be sent by regular post, by e-mail, or by facsimile machine. In the case of facsimile notification, the Global Council member contacted shall acknowledge personal receipt of the notice by a return message or telephone call within twenty- four hours of the first facsimile transmission.

Waiver of Notice - Whenever any notice of a meeting is required to be given to any GB/GC/RC/NC/CC Members, a waiver of notice by majority votes shall be adopted by the members present, whether before or before start of the meeting which will be considered as giving of such due notice.

15.6. Quorum and Chair of Meetings

For GC/RC/NC/CC meetings-a quorum of 50% +1, of the voting members (physically or electronically)

For General Body meeting/Extra ordinary/Special meetings of the members-50% plus one of voting members (physically or electronically)

For Committee meetings-a quorum of 50%+1 of total number of committee members (physically or electronically)

Chair of the Meeting

The Chairs of these meetings shall not conduct any business at any meeting at which the required quorum is not present. The only motion, which the Chair shall entertain, is a motion to adjourn. A quorum, once established, will not be considered as broken by any member leaving in the middle of a meeting.

If a meeting was adjourned without a quorum, two weeks' notice should be given for a second meeting that would waive the quorum restriction to make decisions other than election or removal of members of the general body, GC/NC/CC or the committees.

15.7. **Majority Action**

Every act or decision taken by a simple majority vote of the Members present at a duly held meeting at which a quorum is present shall be the valid act, unless the Articles of Incorporation, or the Bylaws herein or the applicable laws of Canada require otherwise. However, simple majority rule shall not apply in those instances where a two third majority is required in the bylaws herein, in accordance

with the JSO rules, or the applicable laws of Canada. In case of an equality of votes, the chair of the meeting, in addition to an original vote, shall have a second or casting vote.

15.8. Resolution in Lieu of Meeting

15.9. Conduct of Meetings

All meetings of the GC and the members' meetings shall be chaired by the President or by the Vice President in the absence of President. In the event that both are absent, the members who are present and entitled to vote shall choose a voting Member to chair the meeting.

The General Secretary shall act as the Secretary of all meetings of the GC, provided that, in his absence, or the absence of the designated appointee, the presiding officer shall appoint another person to act as the Secretary of the Meeting. Procedures for the conduct of meetings may be amended or revised from time to time by a resolution by the GC. In the event of any conflict of procedures in the conduct of all meetings, the parliamentary procedural rules established in Robert's Rules of Order shall always prevail. The General Secretary shall be responsible for the recording of the minutes and circulation thereof.

15.10. Proxy voting

Proxy voting is not permitted in any meetings of JSO.

15.11. Nomination and Election of GC Members

Subject to this section and all other provisions in these bylaws, nominations for election of GC Members at the annual general meeting or at any Special Meeting held for the purpose of electing GC members, may be made only in accordance with the following process:

Candidates for GC shall be the slate of candidates that will be proposed by the Election and Nominating Committee. This Committee shall request written applications for vacant positions on the GC at least forty (40) business days in advance of the annual general meeting or such special meeting held for the purpose of electing the vacant positions. Such applications must be submitted at least ten (10) business days in advance of the annual general meeting or such a special meeting held for the purpose of electing GC members accompanied by a written declaration signed by the applicant that he or she (i) meets the qualifications to be a GC member and (ii) will serve in accordance with the constitution and bylaws if elected.

This Committee shall, throughout the year, identify, including through consultation with the executive committee and external advisors, potential candidates for GC positions, and determine the willingness of such candidates to serve.

This Committee shall strive to ensure that the membership of the GC reflects the depth, breadth and diversity of the communities served. The membership of the GC shall reflect a wider range of interests, skills, experience and particularly those most required, as determined by the GC from time to time.

Where the number of candidates nominated is equal to the number of GC positions to be filled, the slate will be determined by acclamation.

Where the number of candidates nominated is greater than the number of positions to be filled, the election shall be by secret ballot/voting. In the event of a tied vote, a second ballot shall be taken for the position. If the result is still a tie, a tie-breaking vote will be cast by the Chair of the Annual General Body or special meeting.

Voting Process:

- Voting for the election can be online or in person or a combination of both. Members will be offered both options.
- All voting will be secret.
- Online voting will be arranged using a secured voting software
- Candidates will be elected based on the maximum votes secured.
- Any election related disputes will be lodged with the Election and Nomination Committee whose decision will be final and binding on the parties concerned.

15.12. Vacancies

Vacancies on the Global Council shall exist:

- On the death, resignation, termed-out
- Whenever the number of authorized GC in the bylaws is properly increased
- When an existing GC member is removed under the provisions of these bylaws

Any GC Member may resign effective upon giving written notice to the President unless the notice specifies a later time for the effectiveness of such resignation. No GC member may resign if JSO would then be left without a duly constituted member in charge of its affairs.

The GC can appoint by a majority vote any eligible JSO member as a replacement for the period up to the next annual general meeting wherein such vacant position will be up for election for the remaining period of such vacancy.

The aforesaid rules shall also apply to the Regional/National and Chapter Councils unless the constitution and/or bylaws of the particular branch (country) otherwise provides.

15.13. Removal of a GC member

The GC, based on the recommendation of its Disciplinary Committee may pass a resolution, recommending the removal of any GC member as a consequence of circumstances that the GC shall from time to time prescribe in its Policy Manual.

This rule will also apply to Regional/National and Chapter Councils also unless the constitution and/or bylaws of the particular branch (country) otherwise provides.

15.14. Non-liability of GC Members and officers

The Officers and the GC members shall not be personally liable for the official acts and omissions or the debts, liabilities or other obligations of JSO that resulted into a third-party claim against JSO.JSO will buy appropriate insurance covering such liabilities.

15.15. Duties of the President

The President of the JSO, shall be the President of the Global Council and shall be the Chief Executive officer, representative and chief spokesperson of JSO. He shall supervise and be responsible for the implementation of the business of JSO, and of all the orders and resolutions of the Global Council. He shall also observe and cause to be observed, all laws, instructions, bylaws and procedures and he shall perform all duties incidental to his office and such other duties as may be required by law, by the Articles of Incorporation, the Global Council or by the Bylaws herein. The President should also act as

a liaison with all the Regions and Branches of JSO. The President will also be the Chair of the Executive Committee

The President shall preside over the meetings of the Global Council, the Annual General Meeting or any Extraordinary General Meeting and the Special Meetings. The President shall guide and be the principal officer of JSO and shall give necessary directions and advise to JSO.

15.16. Duties of the Vice President

The Vice President shall have the custody of the seal of JSO and shall affix and attest the same to documents when duly authorized by the Global Council. He shall also give and serve all notices on behalf of the Global Council and shall perform all the duties incidental to the office such as servicing of all meetings of Global Council (notices, agendas, attendance, taking down and distribution of approved minutes, maintenance of records etc.). He shall work closely with the General Secretary and the President. This position will perform President's duties in his absence.

In addition to the duties and responsibilities assigned by the GC from time to time the Vice President shall also perform functions of the Sr. Vice President in his absence

15.17. Duties of the General Secretary

The General Secretary shall coordinate the functionalities of the various officers and undertake strategic planning initiatives of JSO, He shall advice and collaborate with the President, the Vice Presidents and other Council members. He shall liaise with JSO organizations in other countries and represent JSO, at meetings and events as advised by the President. He shall develop policy responses to key issues in consultation with the GC. He shall prepare position papers and recommendations on major issues to assist the GC for decision making. He will also handle the following specific activities with the help of JSO Team:

- Certify and keep at the principal office, the original of the approved Bylaws herein, or a copy thereof and all amendments or revisions properly approved of the Bylaws herein on a current basis
- Take down minutes and keep the approved record of the minutes of all the meetings of the Global Council with details of whether Annual, Extra Ordinary General Meeting, special or Global Council meetings, with information as to how called, how notice thereof was given, the names of those present or represented and other details of the proceedings.
- Be a custodian of all the records and of the seal of JSO, and affix the seal, as authorized by law
 or the provisions of the Bylaws herein, to duly executed documents of JSO, as authorized by
 the Global Council.
- Exhibit, with the approval of the Global Council, at all reasonable times, to any Global Council
 Member, or to his or her agent or attorney on request thereof, the Bylaws and the minutes
 of the proceedings of the Global Council with the approval of the Global Council.
- Perform all duties incidental to the office of the General Secretary such as managing human resources and such other duties as may be required by law, by the Articles of Incorporation, the Global Council or by the Bylaws herein or which may be assigned to him from time to time by the President and the Global Council.

15.18. Duties of Joint Secretary

The joint Secretary will assist and work in tandem with the General secretary in addition to the duties and responsibilities assigned by the GC from time to time. The Joint Secretary will also perform functions of the General Secretary in his absence.

15.19. Duties of the Treasurer

The Treasurer of JSO, shall:

- have a charge and be responsible for the custody of all funds and securities of JSO, and shall promptly deposit all such funds in the name of or remitted to JSO, in such banks, trust companies or other depositories as shall be approved by GC,
- receive and promptly give receipt for monies due and payable to JSO,
- disburse, or cause to be disbursed, the funds of JSO, as may be directed by the Global Council, taking proper vouchers for the transactions.
- keep and maintain adequate and correct accounts of JSO's properties and business transactions, including accounts of assets, liabilities, receipts, disbursements, gains, and losses.
- exhibit at all reasonable times the books of account of any or all his or her transactions as
 Treasurer and financial records to any Global Council Member or Executive Council member
 of JSO, in accordance with the established rules of the Global Council.
- Prepare, or cause to be prepared, and certify, or cause to be certified, the financial statements to be included in any required reports.
- Under penalty of removal, he shall, at the direction of the Global Council, deliver all monies, books, and papers in his possession to his successor in office or to the President.
- At the end of each calendar year, he shall have an audit of the accounts of JSO, done
 by the designated external Auditor and Reviewed by the Finance Committee and shall
 present such audit in writing at the annual meeting of the members, at which time he
 shall also present an annual report setting forth in full the financial condition of JSO.
 A copy of the financial statement must be provided by the Treasurer at every GC
 meeting for its approval.
- Perform all duties incident to the office of the Treasurer and such other duties as may be required by law, (e.g., filing of taxes), by the Articles of Incorporation, the Global Council or by the Bylaws herein or which may be assigned to him from time to time by the Global Council.
- Treasurer will also be the Chair of the Finance Committee

15.20. Duties of the Regional Vice-Presidents

The responsibilities of each of the Regional Vice Presidents shall be to coordinate and supervise all the activities of the respective region (group of branches meaning countries) that are assigned under his jurisdiction. He shall collaborate with each of the branch's Presidents and offer advice, & assistance and will also ensure that all information, reports and dues and actions called for from such regions are complied with and submitted on time to the Global Council.

15.21. Duties of the Secretary (Public Relations, Media & Press)

The Secretary (Public Relations, Media & Press) of JSO, shall promptly prepare and issue press releases after all major events, meetings or happenings and be responsible for contacting the media and the

government officials as required by the Global Council to deal with matters of concern to the Global Council and its members. He shall keep himself current with the issues at hand and collaborate with the President on a regular basis.

15.22. Duties of the Secretary (Membership, Outreach)

He shall organize active membership campaigns and maintain proper membership registers and financial records on an on-going basis. He should ensure that all pertinent data is maintained on the intranet system broken down in a way that certifications will be possible when it comes to determining the eligibility of each member for voting

15.23. Duties of the Secretary (Legal matters, election and nomination)

The Secretary (Legal matters, election and nomination) will handle and guide GC on all legal matters regarding running its operations and assist in due compliance with all legal internal and external requirements applicable to JSO. In addition, he will plan, execute and supervise all matters related to election of members of GC, NCs and CCs. He will also be the Chair of the Governance Committee.

15.24. Duties of the Secretary (Fund Raising)

The Secretary (Fund Rasing) shall be responsible for planning, executing, monitoring and supervising JSO's fund raising campaigns and all matters related to it.

15.25. Secretary (Communications)

The Secretary (Communications) will plan, implement and supervise

- Production and distribution of newsletters and other communication documents about JSO's activities and projects
- Development and maintenance of websites, social media content development and its deployment, monitor, update and all related activities

15.26. Secretary (IT) and Chief Technology Officer

The Secretary (IT) and Chief Technology Officer will:

- Develop and execute a long-term technology strategy aligned with the JSO objectives.
- Advise JSO leadership on emerging technologies and digital opportunities.
- Identify cost-effective and scalable tech solutions to support JSO's program delivery.
- Procure and manage IT infrastructure.
- Ensure data privacy and compliance with relevant laws (e.g., PIPEDA GDPR, HIPAA, etc.).
- Ensure data collection, storage, and analysis systems are robust and accessible.
- Implement and ensure required functioning of cybersecurity and risk management tools

15.27. Secretary (Liaison with local officials and other stakeholders)

The Secretary (Liaison with local officials and other stakeholders) will

- Serve as the primary point of contact between Jan Suraaj Overseas and local government officials, administrative bodies, and community leaders.
- Build and maintain strong, collaborative relationships with key stakeholders in Bihar and relevant diaspora communities.
- Represent the organization in official communications and events involving local authorities, NGOs, media, and academic institutions.

- Facilitate smooth communication and coordination between field operations in Bihar and strategic guidance from the overseas team.
- Monitor policy changes and local developments relevant to the organization's mission areas (education, health, environment, etc.) and brief leadership accordingly.
- Assist in obtaining necessary permissions, letters of support, and endorsements for programs and events from local administrations.
- Promote the organization's values and priorities during public and private stakeholder engagements.
- Coordinate visits by overseas members to project sites and arrange official meetings with local stakeholders.
- Help identify opportunities for collaboration or joint initiatives with local institutions or government programs.
- Maintain an up-to-date directory of key contacts and relationships with public sector and community representatives.

15.28. Duties of the Secretary (Events Management and Social Organizations)

The Secretary (Events Management and Social Organizations) will:

- Plan, organize and manage events such as community gatherings, awareness campaigns, webinars, cultural programs, and volunteer mobilization drives and manage all logistic aspects.
- Engage and collaborate with social organizations
- Support Volunteer Engagement and Coordination
- Promote Participation and Outreach

15.29. Secretary (Research, Innovations and Projects)

The Secretary (Research, Innovations and Projects) will:

- Plan and facilitate and support research on key focus areas such as education, public health, agriculture, governance etc.
- Liaise with academic institutions, think tanks, and independent researchers to gather insights and data for evidence-based action.
- Identify innovative ideas, technologies, or grassroots solutions that align with JSO mission.
- Assist in designing and coordinating pilot programs or scalable interventions in collaboration with local partners.
- Organize knowledge-sharing sessions, workshops, or webinars to disseminate findings from research and project learnings
- Assist in writing research proposals, innovation funding applications, and project concept notes.
- Ensure that documentation reflects clear goals, metrics, and alignment with donor or partner expectations.

15.30. The Disciplinary Committee

GC will develop and formulate disciplinary procedures against any member of the GC, NC, CC, officer, staff or general body member as may be deemed appropriate. Any aggrieved party may appeal the

decision of the Disciplinary Committee to the Global Council in accordance with the established rules. The determination of the Global Council shall be final. A member of GC, RC, CC and general body may have his membership terminated for cause by a two-third majority vote of GC based on the recommendation of the Disciplinary Committee.

All rights of a member in JSO shall cease on termination of membership as herein provided.

15.31. Prohibition against Private Inurement

No part of the net earnings of Global Council shall inure to the benefit of, or be distributable to, its members, Directors, Officers or other private persons, except that JSO, shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes of JSO.

15.32. Distribution of Assets

Upon the dissolution of JSO, its assets remaining after payment, or provision for payment, of all debts and liabilities of JSO, shall be distributed to one or more tax exempt organizations as prescribed in Income Tax Act or shall be distributed to the federal government, or to a state or local government, for a public purpose. Such a distribution shall be made in accordance with all applicable provisions of the laws of the Canadian laws.

15.33. Private Foundation Requirements and Restrictions

In any taxable year in which that JSO becomes a private foundation as prescribed in Canadian Income Tax Act

- Shall distribute its income for said period at such time and manner as not to subject to tax.
- Shall not retain any excess business holdings as defined in Canadian Income Tax Act
- Shall not make any investments in such manner as subjecting JSO to tax.
- Shall not make any taxable expenditure without prior approval of GC.

15.34. Amendment of Bylaws

Except as may otherwise be specified under provisions of law, the Bylaws herein or the Articles of Incorporation or any of them, may be altered, amended or repealed and new Bylaws adopted by resolution approved by the Global Council by a two-thirds majority of votes. Notice by one hundred duly paid members shall trigger an action for amendment. However, the proposed amendment shall be sent to all members 6 weeks before the annual general body meeting of the JSO.

15.35. Construction and Terms

- If there is a conflict between the provisions of the Bylaws herein and the Articles of Incorporation the provisions of the Articles of Incorporation shall govern.
- If any of the provisions or provisions of the Bylaws herein be held unenforceable or invalid for any reason, the remaining provisions and portions of the Bylaws herein shall be unaffected by such holding.
- All references in the Bylaws herein or to the Articles of Incorporation of the JSO, shall be to the
 Articles of Incorporation of JSO, or any other founding document filed with an office of the
 Canadian Government and used to establish the legal existence of JSO,
- All references in the Bylaws herein to a section or section of the Canadian Income Tax Act shall be to such sections of the Income Tax Act 1985 as amended from time to time, or to corresponding provisions of any future income tax provisions.

This Constitution and Bylaws of Jan Suraaj Overseas were adapted onat
President
Jan Suraaj Overseas
Date
Drafted and finalized by the Constitution Committee Ramesh Gupta- Chair Shailesh Singh Madhukar Singh Gautam Dutt Santosh Dr. Nilofer Husain Anuj Sinha Ranjeet Mishra Rakesh Mishra

• Any reference to male gender in the constitution and bylaws shall apply to a female gender also

in all those cases where a female person is incumbent and referenced to.