

MULTIPLE DISTRICT 322 CONSTITUTION

(As amended at 2008 Convention)



MD 322

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ARTICLE 1

Name, Slogan and Motto

- 1.1 This organization shall be known as Multiple District 322 of the International Association of Lions Clubs.
- 1.2 Its slogan shall be: Liberty, Intelligence, Our Nation's Safety.
- 1.3 Its motto shall be "WE SERVE"

ARTICLE 2

Purpose and Object

The purpose and object of Organization is to provide an administrative structure, with which to advance the purposes and objects of the International Association of Lions Clubs (hereinafter referred to as "the Association") in the Multiple District.

ARTICLE 3

Membership

The members of this Organisation shall be all the Lions Clubs in good standing in the Multiple District (hereinafter referred to as "the Association") chartered by the Association.

ARTICLE 4

Area of the Districts

Multiple District 322 shall comprise of the following District (hereinafter referred to as" the Member District" or "Districts").

- 322 A** Revenue Districts of Bokaro, Chatra, Deoghar, Dhanbad, Dumka, Garhwa, Giridih, Gumla, Hazaribagh, Jamtara, Kodarma, Latehar, Lohardaga, Palamu, Ranchi, Seraikela, Kharsawan, Simdega, Singhbhand in India and the Revenue Districts of Jharkhand in India and the Revenue Districts of Aurangabad, Bhabhua, Gaya, Jahanabad, Nawadah & Rohtas in the State of Bihar in India and further bifurcation in the above revenue District/Area here after.
- 322 B1** Part of Metropolitan City of Calutta butted & bounded in the North by AJC Bose Road, Circus Avenue, New Park Street & Park Circus connector merging with EM Bypass, in the South by South 24 Parganas, in the East by North 24 Parganas District of Howeah lying South of Howrah Station, and Revenue District of Nadia in the State of West Bengal in India and futher bifurcation in the above revenue Districts/Area here after.

- 322 B2** Part of Metropolitan City of Calcutta butted & bounded in the North by North 24 Parganas, in the South by AJC Bose Road, Circus Avenue, New Park Street & Park Circus connector merging with EM Byapass, in the East by North 24 Parganas and in the West by River Hooghly, Part of Revenue Districts of Howrah lying north of Howrah Station, and Revenue Districts of North 24 Parganas & Murshidabad in the State of West Bengal in India and further bifurcation in the above revenue Districts/Area here after.
- 322 C1** The Revenue Districts of East Midnapore, West Midnapore, Hooghly and South 24 Parganas in the State of West Bengal in India and further bifurcation in the above revenue Districts/Area here after.
- 322 C2** The State of Orissa in India and bifurcation in the above revenue Districts/Area here after.
- 322 C3** The Revenue Districts of Burdwan, Bankura, Birbhum & Purullia in the State of West Bengal in India and further bifurcation in the above revenue Districts/Area here after.
- 322 D** State of Mizoram, Tripura, Assam, Nagaland, Arunachal Pradesh, Meghalaya & Manipur in India and further bifurcation in the above revenue Districts/Area here after.
- 322 E** The Revenue Districts of Araria, Banka Begusarai, Bhagapur, Bhojpur, Buxar, East Champaran, West Champaran, Darbhanga, Gopalganj, Jamui, Katihar, Khangaria, Kishanganj, Lakhisarai, Madhepura, Madhubani, Munger, Muzaffarpur, Nalanda, Patna, Purnea, Saharsa, Samastipur, Saran, Sheikpur, Shivhar, Sitamarhi, Siwan, Supaul and Vaishali in the State of Bihar and Revenue Districts of Godda, Pakur and Sahibganj in the State of Jharkhand in India and further bifurcation in the above revenue Districts/Area here after.
- 322 F** States of Sikkim, Revenue Districts of Cooch-Bihar, Darjeeling, Jalpaiguri, Malda, North Dinajpur, South Dinajpur in the state of west Bengal in India and the Country of Bhutan and further bifurcation in the above revenue Districts/Area here after.

ARTICLE 5

Council Organisation

- 5.1 There shall be a District Council of this Multiple District (here in after referred to as "the Council) comprised of the following as its member.

5.1.1 All District Governors of the Member Districts.

5.1.2 Immediate Past District Governors of the Member Districts as may be nominated by the District Governors for the concerned year in the Preliminary Meeting (referred to in Article 5.8 hereinafter) as its first agenda provided that the number of such nominated Immediate Past District Governors should not be more than three.

However, as approved by 2008 Multiple Convention this article will stand amended as under in respect of nominations for Lionistic year 2010-11 onwards :-

Immediate Past District Governors of the Member Districts as may be nominated by the District Governors for the concerned year in the Preliminary Meeting (referred to in Article 5.8 hereinafter) as

its first agenda provided that the number of such nominated Immediate Past District Governors should not be more than four.

5.1.3 The Immediate past District Governors other than those nominated under Article 5.1.2 hereinbefore.

5.1.4 Past and Present Presidents, Vice Presidents and Directors of the Association provided they/he belong/belongs to any Lions Club Comprised in the areas mentioned in Article 4 hereinbefore.

5.1.5 Immediate Past Council Chairperson and Immediate Past Council Secretary and the International Director Endorsee of the Multiple.

5.1.6 Such Past District Governors of the Member Districts as may be nominated as non-voting members by the District Governors Elect for the concerned year in the Preliminary Meeting (referred to in Article 5.8 hereinafter) provided that the number of such past District Governors shall not exceed two from each Member District including nominate by the council on any specific Committee/Committees on long term basis as per International guidelines or otherwise.

5.1.7 Such other Past District Governors of the Member Districts who are/have been nominated by the council on any specific Committee/Committees on long term basis including nominations as per International Directions/Guidelines provided that such nominations shall not exceed the number of Member Districts in the Multiple at any time.

5.1.8 All Vice District Governors of the Member Districts.

5.1.9 Such Past District Governors who are/ have been nominated/co-opted by Lions Co-ordination Committee of India.

5.2 The members of the council mentioned in Article 5.1.1 and 5.1.2 only shall be voting members, each having one vote on each issue requiring motion of the council. The members mentioned in Articles 5.1.3 to 5.1.9 shall have no such voting right.

5.3 In the event of death or resignation of a member of the Council mentioned in article 5.1.1 of his ceasing to be a member for any other reason, the District Governor succeeding him as a District Governor of the concerned District during the same fiscal year shall become a member of the council as a voting member of the Council as under Article 5.1.1 for the unexpired term.

5.4 In the event of death or resignation of a member of the Council mentioned in Article 5.1.2 or his ceasing to be a member for any other reason, the District Governors shall in his place and stead nominate one of the members mentioned in Article 5.1.3 as a voting member for the unexpired term.

5.5 The council shall have the following Office Bearers:

5.5.1 Council Chairperson

5.5.2 Vice Council Chairperson

5.5.3 Council Secretary

5.5.4 Council Treasurer

5.6 The Council Chairperson, the Vice Council Chairperson and Council Secretary shall be elected out of such Immediate Past District Governors as mentioned in Article 5.1.2. Council Treasurer shall be elected out of

District Governors. All the Office Bearers of the Council shall be elected by the District Governors Elect at the Preliminary Meeting referred to in Article 5.8 hereinafter as its second agenda. The Council may from time to time devise and shall follow a system of election of all or any Council Office Bearers by rotation amongst the Member Districts.

However, as approved by 2008 Multiple Convention this article will stand amended as under in respect of offices for Lionistic year 2010-11 onwards :-

The Council Chairperson, the Vice Council Chairperson, Council Secretary and Council Treasurer shall be elected out of such Immediate Past District Governors as mentioned in Article 5.1.2. The intending candidates must file their nominations with the Council Chairperson, duly proposed and seconded by District Governors Elect, for such offices 7 days before the 4th Council Meeting and the Council shall arrange for their presentations as a specific agenda in the 4th Council Meeting and each candidate would be allowed 5 minutes time to make the presentation. No District Governor Elect can propose or second more than one person for the same post and no candidate can file for more than one office. All the Office Bearers of the Council shall be elected by the District Governors Elect at the Preliminary Meeting referred to in Article 5.8 hereinafter as its second agenda.

- 5.7 Any vacancy arising in any of the aforesaid offices due to death or resignation of any Office Bearer or otherwise shall be filled up for the unexpired term by the Council at its next duly convened Meeting subject to the Provisions of Article 5.3, 5.4 and 5.6 hereinbefore.
- 5.8 A Preliminary Meeting of all the Governors Elect of Member Districts shall be convened by the ruling Chairperson on the day and the venue of the multiple District convention at a time to be determined by him. At this meeting, nomination of Voting Members out of Immediate past District Governors, election of Officer Bearers and nomination of PDGs shall be discussed and vote upon by the District Governors Elect only. Thereafter a meeting of all the members of the incoming Council shall be held for appointment of all committee chairperson.

5.8.1 A Preparatory Meeting of all incoming Council Members shall be held within 30 days of the close of multiple Convention in which Programmes and plans for the ensuing year will be deliberated. The notice conveying the Meeting shall be issued by the Incoming council Chairperson at least 14(Fourteen) days prior to the date fixed for such a meeting.

- 5.9 The Council shall hold its Regular Meeting during the fiscal year in different Districts preferably by rotation. The first such meeting shall be held within 60 days from the date on which the District Governors officially take office. The date time and venue of the Council Meeting shall be determined preferably at the end of the preceding Meeting. The quorum for the meeting shall be 1/3 Council Members out of which at least 6 shall be Voting Members.
- 5.10 *In respect of each Council Meeting a notice convening the meeting with the Agenda shall be sent to each Council Member through email as also by a hard copy through normal post at least 14 (fourteen) days prior to the date fixed for the meeting by the Council Chairperson or at his instructions by the Council Secretary.*
- 5.11 A special meeting of the Council shall be held at such time and place as may be fixed by the Chairperson upon written requisition of 50 (fifty) percent of the Voting Members (Subject to minimum two members) to the

Council Chairperson. Such a Special Meeting shall be called by notice to be issued with 10 (ten) days and shall be held within 20(twenty) days, both periods being counted from the date of receipt of such requisition.

ARTICLE 6

Powers of the Council

6.1 Subject to the provisions of the Constitution and Byelaws of the Association and the powers therein granted to, and the policies of the International Board of Directors of the association (hereinafter referred to as "the international Board of directors") the Council shall have, inter alia, the following powers:

6.1.1 The Council shall supervise the administration of all affairs of the Multiple District.

6.1.2 All the assets, properties and funds of the Multiple District shall be held, managed, controlled and administered by the Council. No expenditure shall be incurred without the authority of the Council.

6.1.3 All Officer, Committees appointed by the Council and all Agents and Representatives of the Multiple District shall act under the control and supervision of the Council.

6.1.4 The Council shall have jurisdiction, control and supervision over all phases of the Annual Convention as well as all other Meetings of the Multiple District.

6.1.5 The Council shall have jurisdiction, control and supervision over all phases of its programmes, functions or projects initiated by it in advancement of the objects of the Multiple District.

6.1.6 All disputes and complaints relating to the interpretation of its Constitution shall be decided by the Council after hearing the parties in dispute. While deciding such questions or complaints, the Council shall be entitled to consult or co-opt any legal expert of its choice. The Council shall communicate its decision to the parties to the dispute in the form of a Resolution.

ARTICLE 7

Multiple District convention

7.1 An Annual Multiple District Convention of the Multiple District (hereinafter referred to as "the Annual Convention) shall be held at least 15 days prior to the convening date of International Convention, at a place selected by the previous Annual Convention on a date and at a time fixed by the Council.

7.2 The Member District or districts desiring to host the Annual Convention shall send an invitation in writing to the Council Chairperson, in duplicate, on or before December 31 next proceeding. All such invitations shall clearly set forth full information as to-

(a) facilities for accommodation with details of hotel rooms or private house and approximate charges.

(b) facilities for Convention Hall, giving number of seats and hire charges, and

(c) approximate hospitality fee chargeable to each delegate, covering food, entertainment and transportation, if provided.

7.3 Immediately on receipt of such invitation, the Council Secretary shall investigate from all points of view the advisability of holding the Annual Convention at a place within the jurisdiction of the inviting District and/ or

Districts, and shall submit his report of the investigation along with the particulars given by the proposed host(s) to the Council on or before the fourth Council Meeting.

7.4 The Council shall certify to the Annual Convention the Multiple District or Districts which it considers is/are competent to host the next succeeding Annual Convention as per the Council's requirements.

7.5 In the event of no invitation from a member District desiring to host the Annual Convention being received by the Council Chairperson within the Prescribed time limit or the Council not approving the proposal or proposals of the inviting District and / of Districts, then the Council Secretary shall submit his own suggestions, with necessary data, for the consideration of the Annual Convention.

7.6 The site of the next Annual Convention will be fixed by the Annual Convention in session only from amongst the invitations of District or Districts certified by the Council as competent to host the Annual Convention or on the report of the Council Secretary as in Article 7.5. Provided, however, that the site shall rotate, as far as practicable, in turn, from year to year, amongst the various Districts of the Multiple District.

However, as approved by 2008 Multiple Convention this article will stand amended as under in respect of Conventions to be held in Lionistic year 2010-11 onwards

The site of the next Annual Convention will be fixed by the Annual Convention in session only from amongst the invitations of District or Districts certified by the Council as competent to host the Annual Convention or on the report of the Council Secretary as in Article 7.5.

7.7 If any District fails to provide the site in the year on its turn or the Council does not accept the invitation from a District and /or Districts for want of proper facilities the Council may invite from the floor proposals for the site and may determine the site or leave the decision to the succeeding Council.

7.8 The Council may for very special and compelling circumstances recorded in writing change the site and date of the Annual Convention.

7.9 The members of the Council shall be Officers of the Annual Convention.

7.10 The Council shall appoint Sergeant-at Arms and such Assistant Sergeant-at Arms as deemed necessary for the Annual Convention.

7.11 Each chartered club in good standing in (a) the Association (b) Multiple District 322 and (c) the Multiple Districts shall be represented by one or more Delegates at the Annual Convention and shall be entitled in such Convention to one Voting Delegate and one Alternate Delegate for each number of ten members of the Club (fraction being one-half or above to be rounded off to next higher number) as shown by the records of office of the said Association on the first day of the month last preceding the month during which the Annual Convention is being held. The selection of each such Delegate and Alternate Delegate shall be made by the Board of Directors of the Club, notwithstanding any provision to the contrary in the Constitution of the concerned Club and shall be evidence by a certificate signed by both its President and Secretary or any two other Officers specifically so authorized by the Board of Directors of the Club also certifying that they are members in good standing. Each certified Delegate, or in his absence, the Alternate Delegate present in person is entitled to cast one vote on each issue to be voted upon by the Delegates to the said Annual Convention. Unless otherwise specified herein, the affirmative vote of a majority of the Delegates voting on any question shall be the act of the Annual Convention.

- 7.12 Delegates or Alternate Delegates of Member Clubs, which are in good standing only, will be permitted to participate in the deliberations of the Annual Convention. All other members (not being such Delegates or Alternates) of Member Clubs shall be entitled to attend (but without voting and/or other specific rights) the Annual Convention upon payment of fees and charges fixed for such Annual Convention.
- 7.13 Such fees, as the Council may set, shall be collected, under procedure set by the Council, from each Delegate, Alternate, other Lion Members and Guests attending the Annual Convention to defray the expenses of food, entertainment and transportation and other incidental charges, if any.
- 7.14 Number of 50 (fifty) Voting Delegates in attendance at the Annual Convention Session shall constitute a quorum.
- 7.15 An official report of the Annual Convention shall be prepared and mailed by the Council Secretary to the Association and to all the Clubs from the date of close of the Annual Convention.
- 7.16 All Present and past District Governors of the Member Districts shall be entitled to cast one vote on each issue to be voted upon at Annual Convention. No such Past and Present District Governors shall be included in the Delegate quota of his Club for such Annual Convention.
- 7.17 The Annual Convention may take appropriate actions on all matters in conformity with the Constitution and Bye-laws of the Association and may adopt Resolutions recommending suitable actions by Association.

ARTICLE 8

Multiple District Funds

- 8.1 The Council shall levy per capital dues of Rs. 37.00 (Rupees Thirty Seven) on each member of each Club in the Multiple District and shall through the Districts Collect the same in advance from Clubs except status quo clubs in two equal semi-annual instalments, i.e., by September 30 of each year covering semi-annual period from July to December and by February 28/29 of each year covering the semi-annual period from January to June. That this levy includes Rs. 12.00 (Rupees Twelve) as MDCCI dues as and when the MDCCI dues after, it may be increased or decreased by the Council upon a resolution being duly passed in Annual Convention from time to time.
- 8.2 Each Multiple District shall be responsible for billing and collecting the aforesaid levy for and on behalf of the Council and shall remit the collections to the Secretary/ Treasurer of the Council within the time stipulated in Article 8.1.
- 8.3 Such billing shall be based on the membership of each Lions Club as per records of the Association as on 31st August and 1st January respectively.
- 8.4 The Council shall remit the MDCCI dues, as collected vide Articles 8.1 from the Sub-Districts.
- 8.5 All disbursements out of Multiple District funds shall be made only on authorization of the Council and shall be made only under authorization signed by the Council Treasurer and countersigned by the Council Chairperson or any other Council Member authorized by the Council.
- 8.6 No salary shall be paid to any Office-Bearer of the Council.

- 8.7 The Council shall not incur any obligation, which would or is likely to result in an unbalanced budget or a deficit in the relevant fiscal year.

ARTICLE 9

Multiple District's Accounts and Audit

- 9.1 The Council shall maintain the accounts of the Multiple District on mercantile system and the Annual Final Statements of Accounts shall comprise of the Balance Sheet and the Income and Expenditure Account incorporating therein also the corresponding figures of the previous year.
- 9.2 The accounts of the Multiple District shall be audited annually, or, if found necessary, at more frequent intervals, by a Chartered Accountant or a firm of Chartered Accountants to be appointed at the First Council Meeting. The audit of accounts shall be completed within four months of the close of the fiscal year and the Auditor's Report and the audited Annual Final Statements of Accounts together with the Financial Report of the Council shall be circulated to all the Clubs in the Multiple District not later than 6 (six) months from the close of the fiscal year.
- 9.3 The Audited Final Statements of Accounts together with the Auditor's Report shall be placed at relevant Business Session of the Annual Convention next following for consideration and adoption and copies thereof shall be made available to Delegates/Alternates attending the Annual Convention before starting discussion thereon.
- 9.4 It shall be the responsibility of the Council Officers of the fiscal year to which the Accounts relate, to answer questions and /or give explanations relating, interalia, to matters arising from or out of discussions on Accounts during the relevant Session of the Annual Convention.
- 9.5 The Council shall submit at Annual Convention each year a Statement of Receipts and payments of current fiscal year prepared upto 90(ninety) days prior to the Annual Convention duly certified by the Auditor.
- 9.6 The fiscal year shall be July 1 through June 30.

ARTICLE 10

Seminar for Presidents, Secretaries and Treasurers-Elects

- 10.1 There shall be Seminar for Presidents, Secretaries and Treasurers Elects conducted by the Council at the Annual Convention or within 24 hours prior thereto.
- 10.2 Every President, Secretary and Treasure Elect of the Clubs of the Member Districts shall be entitled to attend the aforesaid Seminar.
- 10.3 The Presidents, Secretaries and Treasurers Elects of every Member Club in good standing who attend the Seminar shall be awarded such incentives and/or mementos as deemed fit and as may be decided by the Council from time to time.
- 10.4 A levy of Rs. 300/- (Rupees Three Hundred) shall be charged to each Member Club by the Multiple District for enabling it to hold Presidents, Secretaries and Treasurers Elects Seminar and the resulting funds shall be used only for meeting the expenses mentioned in Article 10.3 and other expenses incurred for organizing the

said Seminar, Training Programmes and Leadership Programmes and other such connected Programmes and for no other purposes.

ARTICLE 11

Re-organisation of Districts

- 11.1 If any Member District or Districts decides or decide to secede from existing Multiple District and form a separate Multiple District, they can do so in accordance with the provisions with the Association's Constitution & Bye Laws.
- 11.2 If any member District desires to regroup clubs in its area and re-divide in the interest of administrative convenience, it shall adopt a Resolution with 2/3rd affirmative votes at its Annual District Conference for such regrouping/re-division.
- The Resolution duly adopted shall be forwarded to the Council for adoption at the Multiple Convention and thereafter forwarding the same to the International Board of Directors for approval.
- 11.3 The registration of Multiple District under any law for the time being in force relating to registration shall not affect in any way the regrouping or re-division of any Member District or Districts or their re-distribution of formation of a new Multiple District.
- 11.4 Such re-grouping or re-division upon being approved by the International Board of Directors shall become effective only at the next Annual Convention/Conference.

ARTICLE 12

Multiple District Newsletter

- 12.1 The Multiple District may publish a Multiple District Newsletter, which will be the official publication of the Multiple District.
- 12.2 The Multiple District may publish in the course of the fiscal year, not more than twelve issues of the said Newsletter.
- 12.3 A separate account will be maintained for the income and expenditure relating to the publication of the aforesaid Newsletter.
- 12.4 A copy of each issue of the published Newsletter shall be mailed by the Council Secretary or under his instructions directly to each President and Secretary of the Clubs in the Multiple District.
- 12.5 The Newsletter shall be controlled, managed and published by the Committee Chairperson-Public Relation, in constitution with the Executive Officers of the Council.

ARTICLE 13

District Organisation

13.1 *District Governor* : each member District shall be headed by a *District Governor* who shall be elected at the Annual District Conference or appointed by International Association of Lions Club in the cases of a provisional District, in accordance with the provisions of the Constitution of the Association.

13.1.1 Each Member District shall elected a *District Governor* and a *Vice District Governor* in its Annual District Conference in accordance with the provisions of the Constitution. Each *District Governor* and *Vice District Governor* shall serve for a term of one (1) year which term shall commence with the close of the International Convention held in the year of his/her election, if so held, but if not, then on July next following his/her election and shall terminated with the close of the International Convention held in the calendar year next following the calendar year of his/her election.

13.1.2 If the *District Governor-Elect* of any District shall die or is unable or refuse to take such office prior to the day his term would otherwise begin, or if a vacancy occurs as a result of *District Governor* election protest or legal action, then in any such event such District may have a *District Governor* appointed by the International Board of Directors in the time and manner and for the term set forth in the relevant provisions in the Constitution and Bye-Laws of the International Association of Lions Clubs.

13.1.3 In the event of a vacancy in the office of *District Governor* arising by death, resignation, disability rendering the *Governor* unable to perform the duties of the office or by any other reason whatsoever, the *Vice District Governor* shall act as *District Governor* and shall perform the duties and have the same authorities as the *District Governor* until such time as such vacancy is filled by the International Board of Directors.

13.1.4 In the event of a vacancy occurs in the office of the *Vice District Governor* for any reason as stated above the said vacancy shall be filled in by the District Cabinet and the person so fills the post shall remain in the said post for the unexpired period of the term of the *Vice District Governor*.

13.2 **District Cabinet:** Each Member District shall have a *District Cabinet* composed of the *District Governor*, *Vice District Governor*, the Immediate past *District Governor*, the Immediate past *District Governor*, A *Secretary*, a *Treasurer*, *Region Chairpersons* (optional at the *District Governor's* discretion) *Zone Chairpersons*, recognized *Committee Chairpersons*, and other *District Chairpersons*, *Advisors* as its members. However the number of other *District Chairpersons* and *Advisors* shall not exceed the number of *Clubs* in the District as on the date of the last held Annual Conference of the said District.

13.2.1 The members of the *District Cabinet* shall be the *Officers* of the District. Each such *Officer* shall be a member in good standing of a *Lions Club* in good standing in the District. The specific responsibilities of the *District Officers* shall be as stated in the Constitution of Association.

13.2.2 Upon assuming office the *District Governor* shall appoint one *Region Chairperson* for each *Region* and one *Zone Chairperson* for each *Zone* in his District, a *District Cabinet Secretary*, a *District Cabinet Treasurer* and *District Committee Chairperson* as members of the *District Cabinet*.

13.2.3 A member of a *Club* may hold the office of a *Region Chairperson* only if he has held the *Office* of *Zone Chairperson* or *Cabinet Secretary* or *Cabinet Treasurer* for a year or major portion thereof as also the office of *President* of *Member Club* for a full year or major portion thereof and a *Member* of *Board* of

Directors of a member Club for no less than 2 (two) additional Years. A member of a Club in his Zone may hold the Office of Zone Chairperson only after having completed a year or major portion thereof as a President of Member Club and a member of a Lions Club Board of Director for no less than 2 (two) additional years. No Region Chairperson or Zone Chairperson shall hold the same office for the second consecutive term.

13.2.4 In the event of any Region Chairperson or Zone Chairperson during the term of his office transferring his membership from the Lions Club whereof he was a member at the time of his such appointment to any other Lions Club of Zone or Region the term of the Office of such Region Chairperson or Zone Chairperson shall stand terminated from the date of such transfer of membership and the District Governor shall appoint another member to the concerned office for the unexpired term.

13.2.5 Any vacancy in District Office except that of the District Governor shall be filled in by the District Governor for the unexpired term thereof. The vacancy of the Vice Governor will be filled by the District Cabinet.

13.2.6 No salary shall be paid to any Officer of the District.

13.3 District Cabinet Meetings : The Governor of the District shall be the Chairperson of the Cabinet and shall preside over the Cabinet Meetings. In the absence of the District Governor, the Vice District Governor and in the absence of both of them any member of the Cabinet so authorized by the District Governor shall preside over a Cabinet so authorized by the District Governor shall preside over a Cabinet Meeting and in the absence of such authorization the Cabinet may by Resolution appoint any one amongst them as Chairperson to preside over the particular Cabinet Meeting.

13.3.1 **Regular Meetings :** A Regular Meeting of the Cabinet shall be held in each quarter of the fiscal year. The First Regular Meeting shall be held within 60 (sixty) days after the adjournment of the preceding International Convention. 14 (fourteen) days' prior written notice of such meeting, setting forth the Agenda, date, time and place determined by the District Governor, shall be given to each member of the Cabinet by the Cabinet Secretary.

13.3.2 **Special Meetings :** Special Meetings of the Cabinet may be called by the District Governor at his discretion and shall be convened upon written request made to the Cabinet Secretary by the majority of the members of the District Cabinet. Not less than 5 (five) and not more than 10 (ten) days' written or telegraphic notice for Special Meetings setting forth the purpose thereof and the date, time and place determined by the District Governor, shall be given to each Cabinet Member by the Cabinet Secretary.

13.3.3 The District Governor, Vice District Governor, Immediate past District Governor, Region Chairpersons, Zone Chairpersons, Cabinet Secretary and Cabinet Treasurer only are the Voting Members each having one vote on any issue in the Cabinet Meeting required to be voted upon.

13.3.4 The attendance of at least five Voting Members of the Cabinet shall constitute quorum in any Cabinet Meeting.

13.4 Regions and Zones : The District Governor shall divide his District into Regions of not more than 16 (sixteen) and not less than 10 (ten) Lions Clubs and each such Region into Zones of not more than 8 (eight) and not less than 4 (four) Lions Clubs. The provision in this regard can be relaxed having regard to the Geographical

location of the Clubs. All such Regions and zones shall be subject to change by fed vision by the District Governor. Each Region shall be in charge of Region Chairperson and each Zone shall be in charge of a Zone Chairperson.

13.4.1 **Regional Meetings** : Meetings of the representative of all the Clubs in a Region shall be held during the fiscal year at the times and places as fixed by the Region Chairperson, all such Regional Meetings shall be held under the Chairmanship and supervision of the Region Chairperson.

13.4.2 **Zone Meetings** : A Meeting of representatives of all the Clubs in a Zone shall be held at least once in a fiscal year as may be fixed by Advisory Committee of the respective Zone. Such a Meeting shall be presided over by the Zone Chairperson of the concerned Zone.

13.5 **Governor's Advisory Committee** : In each Zone, the Zone Chairperson, Presidents, 1st Vice Presidents and Secretaries and Treasurers of all the Clubs in Zone, shall comprise the District Governor's Advisory Committee concerning the said Zone with the Zone Chairperson as the Chairperson thereof. At a time, Place and on the date to be fixed by the Zone Chairperson. This Committee shall hold its first Meeting within 90 (ninety) days after the adjournment of the preceding International Convention, the second Meeting in the month of November/December and the third Meeting in the month of February/March.

13.5.1 **District Governor's Honorary Committee** : The District Governor shall appoint a District Governor's Honorary Committee composed of Past International Officers, Past International Directors and past district Governors who are members in good standing of Clubs in good standing within the District.

13.5.2 **Other Committees** : The District Governor shall appoint other such Committees and in such manner as may be required and/or suggested by the Association from time to time.

ARTICLE 14

District Conference

14.1 **Annual Conference** : An Annual District Conference of each member District(hereinafter referred to as "the Annual Conference) in the Multiple District shall be held at least 30 (thirty) days prior to the convening date of the International Convention and at least 7 (seven) days prior to the convening date of the Multiple Convention at a place selected by the previous Annual Conference of the District on a date and at the time fixed by the Cabinet. in case the place in not decided at the preceding Annual Conference or due to unavoidable circumstances it is not possible to hold the Annual Conference at the place decided, the District Governor shall select a place.

14.2 Each Chartered Lions Club in the district, who has paid its International, Multiple District and District dues and being in good standing shall be represented by one or more Delegates and one Alternate Delegate for each number of 10 (ten) members of the Club (fraction being one half or above to be rounded of to the next higher number) as shown by the records of the Office of the Association on the first day of the month last preceding the month during which the Annual Conference is being held. The Selection of each such Delegate and Alternate Delegate shall be made by the Board of Directions of the Club and shall be evidenced by a Certificate signed by both its President and Secretary or any two other Officers specifically so authorised by the Board of Directors of the Club also certifying that they are members in good standing. Each certified Delegate present in person may cast one vote only on each issue to be voted on by the Delegates to the said

Annual Conference. Unless otherwise specified herein, voting on any Resolution shall be the act of the Annual Conference.

- 14.3 Delegates or Alternate Delegates only of Clubs which are in good standing will be permitted to participate in deliberations of the Annual Conference. All other members (not being such Delegates or Alternates) of the Clubs shall be entitled to attend (but without voting and/or to the specific rights) the Annual Conference upon payment of fees and charges fixed for such Annual Conference.
- 14.4 Such fees as the Cabinet may set shall be collected, under procedure set by the Cabinet, from each delegate, Alternate, other Lion Members and Guests attending the Annual Conference to defray the expenses of food , entertainment and transportation and other incidental charges, if any.
- 14.5 A number of 50 (fifty) Voting Delegates in attendance at the Annual Conference Session shall constitute a quorum.
- 14.6 An official report of the Annual Conference shall be prepared and mailed by the Cabinet Secretary to the Association and to all the Clubs in the District within 60 (sixty) days from the date of the close of the Annual Conference.
- 14.7 All Present and past District Governor shall be entitled to cast one vote on each issue to be voted upon at the Annual Conference. No such past and Present District Governors shall be included in the Delegate quota of his Club for any such Annual Conference.
- 14.8 The Annual Conference may take appropriate actions on all matters in conformity with the Constitution and Bye-Laws of the Association and may adopt Resolutions recommending suitable actions by the Multiple District and/ or the Association.
- 14.9 The District Governor shall appoint Sergeant-at-Arms and such Assistant Sergeant-at-Arms, as deemed necessary for the Annual Conference.
- 14.10 Special Conference : The District Governor, if he thinks it necessary, may convene a Special Conference of the district at a place and time to be determined by him provided that written notice of such Conference shall be issued to all Clubs in the District at least 3 weeks prior to the date of holding the Conference. All rules governing the Annual Conference shall mutatis mutandis apply to such a Special Conference.

ARTICLE 15

District Funds

- 15.1 To provide revenue to defray the administrative expenses of such District per capita dues per fiscal year as may be decided by the respective district in its District Conference, shall be collected by the District Cabinet in advance in two equal semi-annual instalments by 10th September of each year to cover the semi-annual period from July 1 through December 31 and by 10th February of each year to cover the semi-annual period from January 1 through June 30. Until revised, the existing dues will remain operative provided however that no District shall allow per capita dues and levy per fiscal year to exceed Rs. 500/- in total combined with the provisions made in Article 15.3 hereinafter mentioned.
- 15.2 Each District shall levy an entrance fee of Rs. 25/- (Rupees twenty five) plus the cost of prescribed Membership fee on enrolment of each new member in the Clubs of the District and the same shall be collected

form Clubs to enable the district to make the kits available to the club free of cost. This levy shall not be collected from Charter Members of newly organised Clubs.

- 15.3 Each member District may, from time to time, levy per capita a further sum per fiscal year per member in each Club, for defraying the expenses of bringing out District News-Letter/ Bulletin and/ or any specific projects provided that such levy is approved by the Annual Conference of the District Concerned. Until revised, the existing shall remain operative.
- 15.4 The billings shall be based upon the Monthly Membership Reports of each Club, as of the first days of July and January respectively.
- 15.5 Newly chartered and re-organised Clubs shall pay per capita District dues on a Public Relations Officer-rata basis from the first day of the month next following the day of their organisation or re-organisation, as the case may be.
- 15.6 The District Dues collected in each District shall become and remain a Fund of the said District and shall be disbursed only for such administrative expenses of the District as are approved by the District Cabinet. Payment out of this Fund shall be made on authorisations signed by the Cabinet Secretary/Cabinet Treasurer and countersigned by the District Governor.
- 15.7 The District Governor and/or his Cabinet shall not incur any obligation in any fiscal year which would or is likely to result in an unbalanced budget or a deficit in a relevant fiscal year and the value of the merchandise to be left behind shall not exceed Rs. 10,000/-(Rupees ten thousand only).
- 15.8 Funds, donations and contributions received or collected by the District Governor other than those provided in Articles 15.1, 15.2 and 15.3 herein before during the period of his office shall be for and on account of the District he represents and he shall be at liberty to disburse the same in such manner as he thinks fit for the purpose and objects of the Association and he shall be accountable to the District Cabinet for the same.
- 15.9 At the end of the fiscal year all District funds remaining surplus after payment of all bills due and providing for outstanding, if any, shall be made over and transferred by the outgoing District Cabinet to the succeeding District Cabinet latest by August 31 next.

ARTICLE 16

District Accounts and Audit

- 16.1 District Cabinet shall maintain the accounts of the District on mercantile system and the Annual Final Statement of Accounts shall comprise of the Balance Sheet and Income and Expenditure Account, incorporating therein also the corresponding figures of the previous year.
- 16.2 All expenditure shall be duly authorised by the District Governor except specified otherwise, and under no circumstances shall exceed the budget.
- 16.3 The accounts of the District shall be audited annually or if found necessary, at more frequent intervals by a Chartered Accountant or a firm of Chartered Accountants appointed at the First Cabinet Meeting. The audit of accounts shall be completed within 4 (four) months of the close of the fiscal year, and the Auditor's Report and the Annual Final Statements of Accounts shall be circulated to all the Clubs in the District not later than

6 (six) months from the close of the fiscal year. The audited Final Accounts and the Financial Report of the Cabinet shall be placed before the Session of the Annual Conference of the District next following and shall be available to the Delegates or Alternates attending the Annual Conference.

16.4 It shall be the responsibility of the Cabinet Officers of the fiscal year to which the Accounts relate, to answer questions and/or give explanations relating, inter alia, to matters arising from or out of discussions on accounts during the relevant Session of the Annual Conference.

16.5 The District Cabinet shall submit at Annual District Conference each year a Statement of Receipts and payments of the current fiscal year prepared upto 60 (sixty) days prior to the Annual Conference duly certified by Auditor.

16.6 The fiscal year shall be July 1 through June 30.

ARTICLE 17

General Provisions

17.1 Notwithstanding anything contrary contained herein, the Rules, Regulations and Bye-Laws framed and/ or enacted by the International Association or Lions Clubs from time to time and as made binding on this Multiple District shall apply to this Multiple District and to the extent the Provisions contained herein shall stand amended.

17.2 The words "International" of "Lions Clubs International" or "The Association" wherever occurring herein shall mean and refer to the International Association of Lions Clubs, Oak Brook, USA.

17.3 The words "The International Board of Directors" wherever occurring herein shall mean and refer to the Board of Directors of the International Association of Lions Clubs.

17.4 The words 'the Council' wherever occurring herein shall mean and refer to the District Council of this Multiple District.

17.5 The words "The Annual Convention" wherever occurring herein shall mean and refer to the Annual Multiple District Convention of this Multiple District.

17.6 The words "the Member Districts" or "Districts" wherever occurring herein shall mean and refer to the Districts comprised in this Multiple District.

17.7 The words "the Annual Conference" wherever occurring herein shall mean and refer to the respective annual District Conference of each Member District.

17.8 The words "Member Clubs" wherever occurring herein shall mean and refer to all the Lions Clubs in good standing under the Member Districts comprised in this Multiple District.

17.9 Club or Clubs in Multiple District or its Member Districts who have failed to pay any indebtedness due to the Association, Multiple District or its District shall forfeit its/their good standing status and shall remain so till all its/their indebtedness including arrears, if any, are paid in full to the International, Multiple district and/or the District as the case may be. Delegates representing such Clubs which have forfeited good standing status shall have no vote in any Session of any Convention or Conference.

- 17.10 A Member of a club shall be in good standing if he has paid all his dues to the Club. Only the members in good standing may hold any Office of participate in any deliberations or exercise the voting privilege or any other privilege under this Constitution as a member or as a Delegate or as an Alternate Delegate.
- 17.11 No member of a Club in any District of this Multiple District, who is dropped from his club for gross misconduct, shall be taken as a member in any other club for a period of 5 years and in case of member dropped for non-payment of dues till such time he has cleared his dues.
- 17.12 All disputes arising between any member or members or a former member or members and the club or an officer on the Board of the club related to membership or the interpretation, breach of application of the Club's Constitution and Bye Laws or the expulsion of any member from the Club or any other matter whatsoever which can not be satisfactorily resolved through the District Governor in accordance with the procedure set out by the Lions International from time to time.
- 17.13 In case of dispute relating to the election of a District Governor and/or Vice district Governor, the aggrieved parties shall lodge his protest in accordance with the procedure of the International Board of Directors as set ou in the Board policy Manual.

ARTICLE 18

Amendments

- 18.1 Except as mentioned in Articles 17.1 hereinbefore appearing, the Constitution and Bye-Laws may be amended only at a Annual Multiple Convention by a Resolution reported by the Annual Convention Committee on Constitution and Bye-Laws and adopted by the affirmative vote of 2/3rd (two-thirds) of the votes cast in a session where at least 150 (One hundred fifty) Delegates/Alternates eligible to vote are present.
- 18.2 An amendment to the Constitution Bye-Laws may be moved by a Club which shall be in the form of a Resolution duly adopted by its Board of Directors and a prior notice thereof shall have given to the Council Secretary at least 45 (forty five) days prior to the date of commencement on next Annual Convention.
- 18.3 If Member District decides at its Annual Conference that any provision in the constitution be amended, a copy of the Resolution adopted in this behalf by the Annual Conference shall be forwarded by the Presiding Officer to the Council Chairperson or Council Secretary at least 30 (thirty) days prior to the date of Annual Convention for consideration at the annual Convention.
- 18.4 No amendments shall be reported or voted upon at the Annual Convention unless the same shall have been circulated in writing by the Council to each Club not less than 21 (twenty one) days prior to the date of commencement of the Annual Convention together with a notice in writing that the same will be voted upon at the Annual Convention.
- 18.5 All Constitutional changes made at any Multiple District Convention shall be published by the Council Secretary and circulated to all the Member clubs in all Member District within 60 days from the date on which the amendments become effective.
- 18.6 All Amendments shall come into effect from 1 Street July next following or from any other date specifically decided by Annual Convention at which the same is adopted.

- 18.7 The Council Secretary shall keep available with him copies of the Constitution and Bye-Laws as amended from time to time and furnish the same to the Member Districts, Member Clubs and their members at request but upon payment of charges to be decided by the Council.

ARTICLE -A

Functions of Council Officers

- A.1 Multiple District Council : It shall-

A.1.1 Make all contracts and approve all bills relating to Annual Convention Administrative Expenses.

A.1.2 Designate a depository/depositories for Multiple District funds.

A.1.3 Receive financial report, semi-annually or more frequently from the Council Secretary and/or Treasurer, if necessary, and provided for audit of its books of accounts at the end of the fiscal year.

- A.2 The Council Chairperson : Under the general supervision of the International Board of Directors he/she shall be the administrative officer of the Multiple District. His/her specific responsibilities shall be to :

- a) Further the purpose and objects of this Association.
- b) Provide leadership, direction and initiative for International and Multiple District programmes, goals and long range planning.
- c) Create and foster harmony and unity among Sub Districts, and assist District Governors to solve issues.
- d) Preside over the Multiple District Convention and all Council Meetings.
- e) Submit reports and perform such duties as may be required by the Multiple District constitution and Bye-Laws.
- f) Perform such other administrative duties as may be assigned by the multiple District Council of Governors.
- g) Facilitate, at the close of his/her term of office, the timely presentation of all Multiple district accounts, funds and records to his/her successor in office.
- h) Issue an Official Call in writing of the annual Multiple District Convention at least 60 days prior to the date fixed for holding the same stating the place, date and hour thereof and shall also communicate to all Clubs in the Member District various Committees appointed by him together with the names of their respective Chairpersons.

- A.3 The Vice Council Chairperson: Under the supervision and direction of the Council, the Vice Council Chairperson shall:

A.3.1 The Council Chairperson in performing his duties.

A.3.2 Over the Multiple District Convention and Council Meeting in the absence of the Council Chairperson.

A.3.3 Perform such administrative duties as may be assigned to him by the Councillor the Council Chairperson.

A.4 Council Secretary: Under the supervision and direction of the Council the Council Secretary shall

A.4.1 An accurate record of the proceedings of all meetings of the Council and within 45 (forty five) days after each meeting, forward copies thereof to all members of the Council and the Office of the Association.

A.4.2 Assist the Council in conducting the business of the Multiple district and perform such other duties as are specified or implied in this connection and/or Bye-Laws or as may be assigned to him from time to time by the Council.

A.5 Council Treasurer : Under the supervision and direction of the Council the council Treasurer shall

A.5.1 Receive and give proper receipts for all per capita dues required to be paid over to him by the Clubs and deposit the same in Banks designated by the Council and disburse the same under the supervision and control of the council by cheques drawn against the said deposit signed by himself and countersigned by the Council Chairperson or by Council Member duly authorised by the Council in this behalf.

A.5.2 Books of accounts and records and upon direction of the Council Chairperson furnish such books and records as requested to the Auditor appointed by the Multiple by the Multiple District.

A.6 Sergeant-at-Arms : The Sergeant-at-Arms shall maintain order and decorum at the Annual Convention and perform such other duties as are incidental to his office.

ARTICLE B

Functions of District Officers

B.1 **District Governor** : The District Governor shall act under the general supervision of the international Board of Directors as the representative of the Association in his District and shall have general supervision of all Lions Clubs there under. In addition, in his District, he shall

B.1.1 Further the purpose and the objects of the Association.

B.1.2 Supervise organisation of new Lions Clubs.

B.1.3 Promote cordial relations among the Chartered Lions Clubs.

B.1.4 Preside over all meetings of the Cabinet : Conference and other District Meetings.

B.1.5 Endeavour to visit each Club in his District at least once during his term of office.

B.1.6 Exercise such supervision and authority over Cabinet officers and District Committees appointed by him as is provided for the Multiple District Constitution.

B.1.7 a current itemised Statement of total District Receipts and Expenditures at the Annual Conference of this District or at the Annual Meetings of his District.

B.1.8 Submit such other reports and perform such other duties as may be required by the International Board of Directors.

B.1.9 forthwith, at the termination of his term of office, all District Accounts, funds and records to his successor in Office.

B.1.10 Issue an Official call in writing for holding the Annual Conference at least 60 (sixty) days prior to the date fixed for holding the same stating the place, date and hour thereof and shall also communicate to all Clubs in the District the various Committees appointed by him, together with the names of their respective Chairpersons.

B.1.11 Have authority to remove Region Chairperson, Zone Chairperson and/ or Committee Chairperson appointed by him together with names of their respective Chairpersons.

B.2 Vice District Governor : The Vice Governor, subject to the supervision and direction of the District Governor, shall be the Chief Administrative Assistant to the District Governor. His specific responsibilities shall be to :

B.2.1 Further the purposes and objects of the Association.

B.2.2 Familiarise himself with the duties of the District Governor so in the event of a vacancy in the office of the District Governor will be better prepared to assume the duties and the responsibilities of the said office.

B.2.3 Perform such administrative duties as may be assigned to him by the District Governor.

B.2.4 Perform such other concerns and acts as may be required of him by the International Board of Directors through the Vice District Governor's manual and other directives.

B.2.5 Actively participate in all Cabinet and Council Meetings and conduct all Meetings in the absence of the District Governor.

B.2.6 Participate in the preparation of the District Budget.

B.2.7 Be actively engaged in all matters to be continued during the next year.

B.2.8 Participate in the review of the strengths and weaknesses of the Clubs of the District.

B.2.9 At the request of the District Governor supervises appropriate District Committees.

B.3 Cabinet Secretary : Under the supervision and direction of the District Governor the Cabinet Secretary shall-

B.3.1 Keep an accurate record of the proceedings of all Meetings of the Cabinet and within 21 (twenty-one) days after each such Meeting forward copies of Minutes of such proceedings to all members of the Cabinet and the office of the Association.

B.3.2 Take and keep Minutes of the proceedings of District Conference and furnish copies of the same to the Association, the District Governor and the Secretary of each Club in the District.

B.3.3 Assist the District Governor and the Cabinet in conducting the Business of the District and perform such of his duties as are specified or implied in this Constitution and Bye-Laws or as may be assigned to him from time to time by the District Governor.

B.3.4 Sign all notices and documents issued by the District.

B.3.5 Make an Annual report to the Cabinet at its Meeting immediately preceding the Annual Conference and such other items as the District Governor or the Cabinet may require.

B.4 Cabinet Treasurer : Under supervision; and direction of District Governor the Cabinet Treasurer shall

B.4.1 Collect and issue receipts for all per capita dues levied on Clubs in the District, deposit the same in such Bank or Banks as the Cabinet shall determine and disburse the same by order of the District Governor and/or the Cabinet.

B.4.2 Keep books of account and records and upon direction of the District Governor or the Cabinet furnish such books and record as may be required, to the Auditors of the District.

B.5 Region Chairperson : He shall B.5.1 Attend the Regular and Special Meetings of the Cabinet.

B.5.2 Assist the District Governor in promoting Lionism in his Region by performing such duties as may be delegated to him from time to time by the District Governor and/or the Cabinet.

B.5.3 Endeavour to have every Club in his Region operating under the duly adopted Club Constitution and Bye-Laws.

B.5.4 Promote representation at Annual District Conference and Multiple District and International Conventions by at least full quota of delegates to which the Clubs in his Region are entitled.

B.5.5 Supervise and assist the Zone Chairpersons of his Region in the performance of their duties and co-operate with them in arranging and holding Zone meetings and District Governor's Advisory Committee Meetings.

B.5.6 Attend Regular, Board Meeting of each Club in his Region at least once.

B.6 In the event the Region chairperson for any reason cannot or does not in the judgment of the District Governor, or in the event his offices for any reason vacated, the District Governor shall appoint a successor to serve for the unexpired term.

B.7 Zone Chairperson : Under the control and supervision of the District Governor and the Region Chairperson of the concerned Region, a Zone Chairperson shall

B.7.1 Make a report of each District Governor's Advisory Committee Meeting and send copies thereof within 5 (five) days thereafter to the Association, his District Governor and Region Chairperson.

B.7.2 Endeavour to have every Club within his Zone operating under the duly adopted Club Constitution and Bye-Laws.

B.7.3 Arrange, with co-operation of his Region Chairperson, regularly scheduled Zone Meetings.

B.7.4 Encourage Inter-Club Meetings and Social activities.

B.7.5 Promote attendance at Charter Anniversary of newly organised Clubs in his Zone.

B.7.6 Promote representation at International & Multiple District Convention and Annual District Conference by at least the full quota of Delegates to which the Clubs in his zone are entitled.

B.7.7 Attend Regular, Board meeting of each Club in his Zone at least once.

B.8 If Zone Chairperson for any reason cannot or does no in the judgment of the District Governor, perform the duties of his Office, or in the event his office is for any reason vacated. The District Governor shall appoint a successor to serve for the unexpired term.

B.9 Deputy Cabinet Secretary : The District Governor may at his discretion appoint a member of any Club in his District to act as Deputy Cabinet Secretary to aid and assist the Cabinet Secretary in discharge of his

duties and function provided however he shall not be entitled to exercise any power or authority vested in the Cabinet Secretary.

B.10 Deputy Cabinet Treasurer : The District Governor may at his discretion appoint a member of any Club in his District to act as Deputy cabinet Treasurer to aid and assist the Cabinet Treasurer in Discharge of his duties and functions provided however he shall not be entitled to exercise any power or authority vested in the Cabinet Treasurer.

B.11 District Governor's Cabinet : The District Governor's Cabinet shall

B.11.1 Assist the District Governor in the performance of his duties and in the formulating of administrative plans and policies affected the welfare of Lionism within the District.

B.11.2 Serve in an Advisory and Administrative capacity only.

B.11.3 Receive from the Region Chairperson Reports and recommendations which concern the Clubs and Zones.

B.11.4 Supervise collection of all per capital dues by the cabinet treasurer, designate a depository/ depositories for the said funds and authorize payment there form of all legitimate expenses pertaining to the administration of the affairs of the District.

B.11.5 Provide for an audit of the books of account and with the District governor approval, setup definite schedule of dates, times and places of Cabinet meetings to be held during the fiscal year.

B.11.6 Receive from Cabinet Secretary/ Treasurer such other reports semi-annually and if considered necessary, more frequently.

B.12 District Governor's Advisory Committee : It shall assist the Zone Chairperson in an advisory capacity, procure recommendations affecting the welfare of Lionism and Clubs in the Zone and relay the same through the Zone Chairperson to the District Governor and his Cabinet. It shall hold at least 3 (three) Meetings during the fiscal year.

B.13 District Governor's Honorary Committee : It shall act under the Direction of the District Governor in the promotion of harmony through out the District.

ARTILCE C

Committees for Annual Multiple District Convention

C.1 Credential Committee : It shall be composed of the current District Governors and two other members nominated by the Council Chairperson out of past District Governor. The Chairperson of this Committee shall be the Council chairperson who may also appoint a Co-Chairperson to assist him. It shall be the duty of this Committee to certify the validity of credentials, to compile credential statistics and report the same to the Annual Convention when called for.

C.2 Other Committees : The Multiple District Council shall appoint before the Annual Convention the following Annual Convention Committees ; (a) Resolution, (b) Nomination, (c) Election, (d) Constitution and Bye-Laws, (e) Rules of procedure, and (f) International Convention. The number of members in each such Committee shall not exceed 6 and each district in the Multiple should be represented in at least 3 Committees. These

Committees shall perform such duties, as the Council shall delegate. The Council shall appoint a Chairperson on each Committee and shall have power to fill vacancy in such Committee appointed by it.

ARTICLE D

Committees for Annual District Conference

- D.1 **Credential Committee** : It shall be composed of the District Governor, his Cabinet Secretary, Cabinet Treasurer and two other members appointed by him. The Chairperson of this Committee shall be the district Governor, who may appoint a Co-Chairperson. It shall be the duty of this Committee to certify the validity of the credentials, to complete credential statistics and report the same to the Annual Conference when called for.
- D.2 **Election Committee** : The District Governor of each District shall appoint before the Annual Conference of his district a Chairperson and other members of the Election Committee. One member nominated by each candidate for election to the office of the District Governor, Vice District Governor shall be co-opted. In case any candidate withdraws, his nominee will automatically cease to be a member of this Committee.
- D.3 **Other Committees** : The district Governor of each District shall appoint before the Annual Conference of his District the following Annual Conference Committees :(a) Resolutions Committee, (b) Constitution & Bye-Laws Committee, (c) Nomination Committee and (d) Rules of procedure Committee, besides appointing Master of ceremonies, Conference pianist or song Leaders, if required. Each of the above Committees shall consist of not more than 5 (five) members who shall each be a good standing member of a different regularly chartered Lions Club in good standing within the District. The District Governor shall have the power to fill any vacancy in the Committees appointed by him.

ARTICLE E

Rules of Procedure

- E.1 For the Multiple District Convention the Council and for the District conference the District Governor shall arrange the Order of Business for the Multiple District Convention/ District Conference as the case may be and the same shall be the order of the day for all sessions concerned.
- E.2 Except as otherwise specially provided in this Constitution and Bye-Laws or in the Rules of Procedure adopted for a Meeting, all questions of order and procedure in any Convention of the Multiple District, Conference of a District, a Meeting of the Council, a District Cabinet, Region Zone or a member Club or any Group or Committee of any Group or Committee of any one of them shall be determined by Roberts Rules of Order as may be revised and/or amended or adopted from time to time.

ARTICLE F

Endorsement of Nominees to International Board of Directors/2nd Vice President

F.1 Subject to the provisions of International Constitution and Bye-Laws, any member of Lions Club in the Multiple district, seeking endorsements of conference of his District Convention of the Multiple district as a candidate for the office of the International Director or International 2nd Vice President shall

F.1.1 Delivery (by mail or in person) written notice of his intention to seek such endorsement to the District Governor of his District and the Council Secretary, not less than 30 (thirty) days prior to the convening date of the annual Conference and/or Annual Convention, at which the question of endorsement is to be voted upon.

F.1.2 Deliver with the said notice of intention evidence of fulfilment of the qualifications for such Office set forth in the International Constitution and Bye-Laws.

F.2 Each notice of intention as delivered shall be transmitted forthwith by the District Governor or the Council Secretary, as the case may be, to be the Nomination Committees of the respective Convention/Conference, which shall review and perfect the same by obtaining from each respective candidate any additional evidence of such intention and qualification as may be necessary under the international Constitution and Bye-Laws and shall place at the respective Convention/Conference the name of each such prospective candidate, who has fulfilled said procedural and constitutional requirements.

F.3 Each such nominee endorsement shall be entitled to address the gathering of the Delegates (before the ballot take place) for five minutes and likewise one Member nominated by each such nominee (candidate) shall be entitled to speak about such candidate before the gathering of the Delegates for five minutes.

F.4 The vote on the question of endorsement shall be by secret ballot, unless there shall be only one nominee seeking the same, in which event a voice vote may be taken. The nominee receiving the largest number of the votes cast shall be declared endorsed (elected) as a candidate of the respective District or Multiple District. In the event of two nominees obtaining same largest number of votes, balloting shall continue for the said two nominees only, until one of them receives the largest number of votes cast in such ballots.

F.5 Certificates of Endorsement by the respective District Conference and Multiple District Convention shall be made, in writing, to the International Office by the District and Multiple District Official designated, and in accordance with the requirements thereof set forth in the International Constitution and Bye-Laws.

F.6 No endorsement of any candidacy of any Member of a Lions Club in the Multiple District shall be valid unless and until the provisions of the Article F.10 have been met.

F.7 Any member seeking election for any Office of the Second Vice President of Lions Clubs International shall be eligible provided he shall

F.7.1 Be an active member in good standing of a Lions Club in good standing.

F.7.2 Has completed or be completing his term by election or appointment of International Director.

F.7.3 Secure endorsement of a Conference or Convention of his District and Multiple District.

F.7.4 Secure certification of endorsement of candidacy by his District and the Multiple District Council as provided in the International Constitution.

F.8 The Certificate mentioned in Article F.7.4 shall be addressed to the International Office and mailed so as to reach there not less than 90 (ninety) days prior to the date fixed for International Convention, at which the endorsed candidate may be voted upon. Certification may be made by a telegram or cable, provided the

same is confirmed by a letter mailed within three days form the date of dispatch of the telegram or the cable. Such endorsed certificate i valid only for the succeeding International Convention»

F.9 The Second Vice President elected at the International Convention shall hold Office for a term of one year and shall be eligible to succeed himself.

F.10 A candidate for the Office of International Director shall

F.10.1 Be an active member in good standing of a Lions Club in good standing.

F.10.2 Has completed or be completing a full term as District or provisional District Governor of a Provisional District, which has reached 20 (twenty) Clubs in good standing during the said term or has completed a full term as Provisional District Governor or District Governor of a District of a Multiple District, which reached 30 (thirty) clubs in good standing during the said term.

F.10.3 Secure the endorsement of a Conference/ Convention of his District and Multiple District.

F.10.4 Secure the certification of endorsement by his District in accordance with the provisions of the International Constitution.

F.11 The certificate mentioned in Article F.104 shall be addressed to International Office and mailed so as to reach there not less than 30 (thirty) days prior to the date fixed for the International Convention, at which the endorsed candidate may be voted upon.

F.12 Any elected Director having served as a Director for a full two years term shall be ineligible to succeeded himself. In the event of a vacancy occurring, the same shall be filled in accordance with the provisions of the constitution of the Association.

ARTICLE 6

District Nominations and Elections

G.1 Each District Governor shall appoint, by notification issued at least 60 (sixty) days prior to the Annual Conference, a Nomination Committee of not more than 5 (five) members, each of whom shall be a member in good standing of different Lions Clubs in good standing in the District and shall not at the time of their appointment hold any District at least 30 (thirty) days prior to the first day of Annual conference.

G.2 Any member of a club, who fulfils the qualification as laid down by the constitution of the Association may be elected at the Annual Conference as a District Governor or Vice District Governor provided his name is either proposed through a Resolution adopted by the Board of Directors of his Home Club duly ratified by the members of the said Club, failing that he is proposed by the majority of the Clubs in the District. If the Home Club proposes a candidate no other club shall sponsor such person as a candidate.

The proposal shall be sent so as to reach the Chairperson of the Nomination Committee at least 7 (Seven) days before the date of the District Conference. The nomination so received shall be scrutinized by the Nomination Committee appointed by the District Governor and then the same shall be submitted to the District Governor, In the event of no valid proposal being received by the Nomination Committee, Proposal for nomination shall be invited from the floor of the District Conference and any certified Delegate and in absence of the Delegate, his Alternate Delegate can propose the name of a member in good standing of a Lions Club in good standing and who is qualified under Article G.3 A as applicable herein contained and such

proposal shall be seconded by any other certified Delegate and in absence of the Delegate by his Alternate Delegate.

G.2.1 The District Governor election shall be conducted by a secret written Ballot, with the District governor candidate required to secure a simple majority of the affirmative voted cast by the Delegates present and voting in order to be declared elected.

G.2.2 The Vice District Governor election shall be conducted in accordance with the provisions of the Association's Constitution & Bye-Laws by secret ballot if there is more than one valid proposal received. If only one valid proposal is received then the District Governor in that event shall after taking a voice vote declare the Lions so nominated as duly elected to the office of the Vice District Governor of the District in the Annual Conference.

G.2.3 A candidate for the office of district Governor shall :

G.3.1 Be an Active member in good standing of a Chartered Lions Club in good standing in his/her single or Sub-District.

G.3.2 Secure the endorsement of his/her Club or a majority of the Clubs in his/her Single or Sub-District.

G.3.3 Currently be serving as the Vice District Governor within the District from which he/she is to be elected.

G.3.4 Only in the event the current Vice District Governor dose not stand for election as District Governor exists at the time of the District conference, any Club Member who fulfils the qualifications for the office of Vice District Governor as set forth in Article G.4 of this Article G and who is currently serving or who is currently serving or who is currently serving or who has served 1 (one) additional year as a member of the District Cabinet, shall fulfil the requirements of Article G.3.3 of this Article.

G.4 Any member of a Club shall be qualified and eligible for the office of Vice District Governor if.

G.4.1 He is an active member in good standing of a chartered Lions Club in good standing in his District.

G.4.2 He is either proposed by the Board of Directors of his Home Club or failing that he is proposed by a majority of the Clubs in his District.

G.4.3 He has served or will have saved at the time he take office as Vice District Governor (a) as President of a Lions Club for a full term or major portion thereof and as a member of Board of Directors of a Lions Club for not less than 2 (two) additional years and (b) as Zone Chairperson of Region Chairperson or Cabinet Secretary and/or Treasurer for a full term or major portion thereof and (c) with none of the above being accomplished concurrently.

G.5 No member Club shall nominate candidates simultaneously for the offices of the district Governor and Vice District Governor in the same Election year.

G.6 Sponsoring of a candidate for the office of District Governor or Vice District Governor and any election campaign for the said candidate shall not be permitted earlier than the call of the District Governor for the Annual Conference or 60 days before the date of the Annual Conference whichever is longer. Any Member Club or Lion Member contravening this will be debarred from taking part in the voting and any candidate contravening will be disqualified from contesting the election of from being elected.

- G.7 At the District Conference each of the duly nominated candidates for the office of the District Governor and Vice District Governor shall be entitled to address the gathering of the Delegates (before the ballot takes place) for 5 minutes and likewise one nominee of each of the duly nominated candidate shall be entitled to speak about his candidate before the gathering of the Delegates for 5 minutes.
- G.8 In case of a tie of any ballot, balloting shall continue on the tie candidates until one is elected.

ARTICLE H

General Provisions

- H.1 The words frequently used in these Bye-laws shall refer to and have the same meaning as assigned to the same words under Article 17 of the Constitution.

ARTICLE I

Amendments

- I.1 These Bye-Laws may be amended only at the Annual Convention in accordance with the provisions of Article 18 of the Constitution of this Multiple District.

ARTICLE J

Effect

- J.1 Notwithstanding any provisions contained herein above in case of the same being found inconsistent with any provision contained in the Constitution and Bye-Laws of the International Association of Lions Clubs, the latter shall be overriding and prevail over the former.

ARTICLE K

Effective Date

- K.1 The Constitution and Bye-Laws shall become effective immediately upon the adjournment of the Multiple District Convention, at which the same is adopted.

AGREEMENT OF MULTIPLE DISTRICT COORDINATION COMMITTEE OF INDIA

1. This Committee shall be called Multiple District Coordination Committee of India.
2. The Committee shall come into operation immediately upon the conclusion of the meeting of the erstwhile Lions Coordination Committee to ensure coordination for various matters stated in Clause 6.
3. This Committee shall be comprised of representative from each Multiple District of India as follows.
 - a) All members of the Executive Committee of the Multiple District Coordination Committee of India who shall be as follows :

- i) Chairperson of the Committee, who shall be a senior International Director from any of the Multiple Districts of India :
- ii) Vice Chairperson of the Committee, who shall be a first year director then any endorsee for office on the International Board of directions from any of the Multiple Directors of India, may be nominated as the Vice Chairperson by the Chairperson of the Committee.
- iii) The Secretary and treasurer of the Committee nominated by the Chairperson of the Committee shall be Endorsees for the office of International Directors from their respective Multiple Districts of India, and if in India, then any past district Governor(s) from the said Multiple District(s) may be so nominated by the Chairperson of the Committee. Provide, however, that all Multiple District of India shall have one representative occupying any of the four offices as stated above the Chairperson, Vice Chairperson, Secretary or Treasurer.

- b) International Executive Officers form any of the Multiple Districts of India.
- c) Past International Directors form all Multiple Districts of India.
- d) Multiple council Chairperson of all Multiple Districts of India.
- e) One representative from each sub-district of every Multiple District in India nominated for one fiscal year, who may be either the district Governor in office, or any Past district governor from the respective sub-district; the nomination for each sub-district id to be notified before the Commencement of the fiscal year to the Chairperson of the Committee through Multiple District Council.

4. The voting members of the Committee would be as follows.

- a) All Members of the Executive Body, as spelt out in clause 3(a) above.
- b) One representative from each sub-District of all Multiple of the country, as nominated in terms of clause 3(e) above; and
- c) Multiple Council Chairperson of all Multiple Districts of India as mentioned in 3(d) above.

5. The Committee shall meet as follows:

- i) a) In the months of September or October each year in one of the Multiple Districts(at any place convenient for travel by rail/air).
- b) Meeting of the Committee would be held at the venue of the International Convention. At the meeting of the Committee held at the venue of the International Convention, the district governors (Elect) from all sub-districts of India shall chosen by the Chairperson.
- ii) The Executive committee would meet at least thrice a year or more often as may be required at the venue to be chosen by the Chairperson.

6. The purpose for which this committee shall exit are as follows:

- a) To further the purpose and objectives of Lions Clubs International;
- b) To determine issue regarding rotation of the seat of the International Directors;

- c) To plan and coordinate the parade, reception and other arrangements at the international Conventions;
- d) To propagate and promote attendance at Area-Forums
- e) To organize the District governors (Elect) and Vice District Governors (Elect) Schooling.
- f) To encourage discipline in the Leadership and to promote harmony amongst the Lioness and between the various Multiple districts of India;
- g) To promote the image of the Association.

7. Each sub-district of the Multiple Districts of India shall be responsible to pay contribution to the committee determined @ Rs. 12/- per member as per the International record of membership as at 1st September of the fiscal year concerned. This contribution would be utilized for fulfilling the objectives of the committee as spelt out in Clause 6 above. The said contribution would be required to be paid latest by 31st December each fiscal year to entitle its representatives to attend all programmes and functions organized by this committee even during the balance fiscal year remaining.

8. Each year the term of the Committee shall commence automatically upon conclusion of the international Convention and shall continue till the conclusion of the next International convention, save and except the first year of this committee where the term shall commence upon this Agreement being accepted at the meeting of the erstwhile Lions coordination Committee of India.

9. The Chairperson shall be the Presiding Officer at all meetings of the Committee and in his absence the Vice Chairperson shall preside. In the absence of both, the House shall elect a chairperson for a particular meeting from amongst its members.

10. The majority members of the Committee (and the Executive Body, in case of the Executive Body meeting) present in person shall constitute the quorum.

11. Matters relating to rotation of seats for International Directors as spelt out and decided by all district of the constitutional Area in the Area Forum Agreement shall be honoured by this Committee.

12. Decision of the committee would require the consent of a majority of the members present. However, for making any amendments of this agreement, consent of 2/3rds of the members present shall be required and further that due notice would be required to be sent by any Multiple District through its nominee members, or recommended by this Committee or Executive Body (such that at least 30 days and available for circulation of the suggested amendments before the meeting of the Committee) to the Chairperson at least 45 days before the meeting of the Committee. The Chairperson shall then circulate it to all members of the Committee for Discussion at least 30 days before the meeting of the Committee.

13. i) All assets and liabilities of the erstwhile Lions Coordination Committee of India would continue as the assets and liabilities of this Committee.

ii) Only such District who has contributed their share upto the previous fiscal year shall be entitled to nominate members to this Committee in terms of clause 3 above.

In case any sub-district of a particular Multiple District has not paid its contribution for any particular fiscal year, then the said sub-district shall not be entitled to have its representation in

terms of Clause 3 (e) above as a member of the Committee for the following fiscal year till all past dues are cleared.

iii) The Treasurer shall maintain accounts on mercantile basis and each fiscal year's audited accounts shall be required to be submitted at the meeting of the Committee in September/ October In the following fiscal year and to approved therein.

iv) The Period from 1st July of a particular calendar year to 30th June of the next calendar year shall be the fiscal year.

v) All expenses relating to meetings and other administrative expenses may be defrayed out of the funds of the committee. However, no travelling boarding and loading expenses in respect of any member of the Committee shall be paid from the funds of the Committee.

vi) the officers of the Committee for the year to which the accounts pertain shall be responsible to ensure that the audited accounts are sent to 'the secretary of the Committee at least 21 days before the meeting who shall circulate them forthwith. The officers of the Committee for any year to which the accounts pertain shall be responsible for answering any queries arising out of the accounts out of the accounts presented at the meeting of the Committee.

14. Notice of the meeting would be required to be sent at least 30 days before the meeting of the Committee and together with a complete agenda for the same. In the matter of presentation of Accounts, if the Secretary of the Committee would not have received the accounts of the previous fiscal year till the date of dispatched later upon receipt of the same, keeping in mind the provision regarding the number of days as per Clause 14 above. However, the first meeting of the Committee may convened immediately upon the conclusion of the meeting of the erstwhile Lions coordination Committee of India at which this Agreement is approved, and the agenda for the said meeting may be adopted therein at the request of the Chairperson.

15. All Proceedings of the Committee shall be in English only.