

ANNEXURE-2

Byelaws for a Society (Multi-purpose)
Without a Collegiums

Name of the Society: **Slam Jagarti Samiti.**

1. The Registered Office of the Society shall be at (complete postal address):
2. Village – Patikara, Post – Narnaul, Tehsil – Narnaul , District – Mahendragarh – 123001.

The Society shall carry out its Major activities in the **Mahendergarh** District with in the territory of the state of **Haryana**.

1. Membership:

1) The Society shall have a maximum of 250members including the founder member/
Original subscribers.

2) **Eligibility:** In order to be admitted as a member of the society, a person:

- Must be 21 years of age on the date of admission;
- Should subscribe to the aims and objects of the society;
- Must have deposited the admission fee and annual subscription fee and must not be in arrears of payments of such fee as on the date annual general meeting for continuing as a member;
- Must not be in insolvent and unsound mind; and
- Must not have been convicted of an offence involving moral turpitude involving imprisonment of one year or more.

• Kinds/Types/ Categories of member: The Society shall consist of four different

• Categories of members as under;

• Founder Member-A member who as been admitted as a founder member at the time of registration of the society and has paid the requisite membership fee to the society. The number of founder member of shall not exceed **Nil**. The founder members shall also be deemed to have become life members of the society and shall have the privilege of-being member of the collegiums without election, in case of the total number of the society exceed 300.

• Life Member-A person may be admitted as a life member of on payment of the prescribed fees and such person shall continue to be the member of the society for his life. The total number of life members shall continue to be the member of society for his life. The total number of members shall not exceed **Nil**.

• Ordinary Member-The Society shall have the total of 07 ordinary members who shall continue to enjoy their membership only so long as they are not in arrears of payment of their annual subscription fee. An ordinary member may be admitted as a tenure member, unless it is renewed by Government body for another tenure.



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- Honorary Member-The Governing body may admit individuals of distinguished talent and merit or whose association is deemed to be society beneficial to the society or who has rendered services of outstanding merit to the society or who is a distinguished citizen of India or any other country as honorary member of the society, after obtaining consent of the individual without payment of any membership or subscription fees. The number of such honorary members shall not exceed Nil. The honorary member shall be entitled to attend the meeting and contribute to the deliberations but shall no right to vote.

4 Membership fee & Annual Subscription:

- The rates for membership of the Society and the annual subscription be as under:

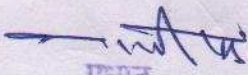
As may be decided by the society in the Byelaws:			
Sr. No.	Types of Member	Admission Fee	Annual Subscription
1	Founder Member	Rs 21000/-	
2	Life Member	Rs 11000/-	
3	Ordinary Member	Rs 1100/-	Rs 500/-
4	Honorary Member	Nil	

- The payment of annual subscription of a member shall become due as on the 1st of April of every year, which may be paid latest by the 30th of June of such year. The membership of a defaulting member shall be deemed to be under suspension after the due date (30th June) and such member shall not be entitled to cast his vote during the election of the Society held after 1st July of the said year.

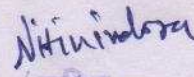
The suspension of membership on account of default in payment of the annual subscription may be revoked after he has cleared the default with along with 18% interest of the amount payable. However, he shall not be eligible to cast his vote in any election held during the remainder of the financial year.

2. Admission Procedure (for members other than the subscribers):

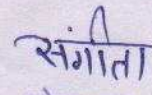
- The admission of a person as a member of the society shall be decided by its Government body from time to time;
- An individual willing to be a member of the society has to submit as application in prescribed form, and along with supporting documents to the secretary duly filled in and signed and recommended by a regular member of the society.
- The secretary shall examine the application and place the same before the Governing Body for a decision.
- The Governing Body may accept or reject the application and the decision of the Governing Body in this regard shall be final. It shall not be bound to assign any reason for its decision.


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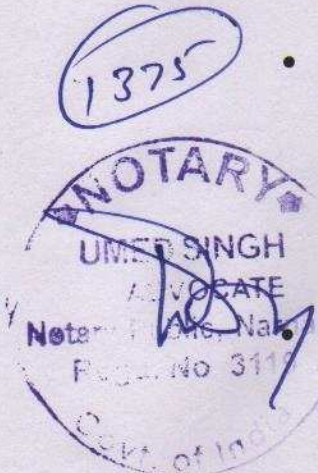
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- The approval of the Governing shall intimated to the member, his name shall be entered in the register of members, to be maintained in such manner & from as prescribed under the Haryana society Registration and Regulation Rules,2012 and he/she will be issued an identity Card of the society.
- Identity card for every number: Every person admitted as member will be issued as identity card containing his/her photograph, brief particulars and membership category, duly signed by the individual member and the General Secretary of the society.
- **Right & Obligations of MEMBERS:**
- All the members of the Society shall be bound by the rules and regulations of the Society as contained in its byelaws and amended from time to time;
- Every member, except an Honorary member, shall have a right to cast his vote at the election of the Society provided such as member is not a defaulter in payment of any dues of the Governing and the annual subscription for the period of three months beyond the due date;
- Every member of the Society shall have the right to inspect the books of account, books containing the minutes of proceeding of the General meeting, Meeting of the Governing Body and register of the members of the society on any working day by giving a notice of seven days;
- Every member shall inform the Society about any change in the address, which shall be duly recorded in the register of the Society and upon the Society, shall issue a fresh Identity Card to such member.

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Cessation of Membership: Any person admitted as a member shall cease to be a Member of the Society in the following events:

• Attracts the provisions contained in section 22 of the Act;

• Upon his/her acting contrary to the aims and objectives of the Society;

• Upon such member being found guilty of a financial misappropriation of the funds of the society;

• Upon indictment and direction for removal by the district Registrar/ registrar/ Registrar General of Societies;

• An Honorary member shall cease to be a member of the Society, if the Governing Body, decides so by passing a resolution in this behalf.

• **General Body:**

- Every person admitted as a member shall be a member of the General Body of the Society and shall be entitled to cast his vote for the election of the Governing body of the society unless he is in arrears of payments of any dues of the society, including the annual subscription.
- Every Member shall cast his vote in person and no proxy voting shall be allowed.

• **Meeting of the General Body:**

- A meeting of the General Body of the society will be held as and when required. However, at least one meeting of the General Body of the Society, called as the

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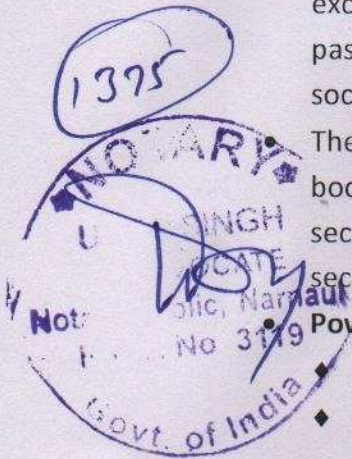
annual General meeting) AGM) will be held in a year, within in six months of the close of the financial year for consideration and adoption of the dully audited annual accounts of the society in addition to transaction of any other business of the society as may be required.

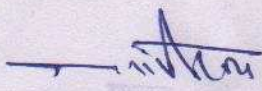
- The Governing Body of the society may convene an extra-ordinary meeting of the General Body of the Society at any time after giving due notice as prescribed hereunder, either of its own or within 45 days of receipts of a written requisition along with reason for convening such meeting, from at least 1/10th of the members of the General Body.
- For and meeting of the General Body, a clear notice of at list 14 days along with a copy of the agenda of the business to be transected date & time venue of the meeting will be giving to the members of the General Body. A copy of such notice will also be endorsed to the District Registrar.
- A meeting of the General Body may also be convened at a shorter notice, if agreed to, by A majority (at least above 50% of the total members) of the members of the General body.
- Quorum for the meeting of the General body will be 40% of the total members entitled To vote and present in person, subjects a minimum of four member. In case of a meeting Adjourned for want of quorum, the quorum for the adjourned meeting shall not be less than 10% of the total members, subjects to a minimum 0 there. The General Body shall be competent to transact all business in such adjourned meeting except the consideration of any special Resolution. Any special Resolution can be passed in such adjourned meeting only if at least 25% of the total members of the society are present.

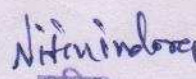
The proceeding of all meeting of the General Body will be recorded in the minutes-book(bound or in loose leaves) maintained separated for the purpose by the secretary and such minutes will be signed by the Chairmen of the meeting and the secretary of the soc

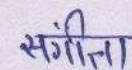
Power, Functions & Duties of the General Body-

- ◆ To guide the society in determining and fulfilling its aims and objects.
- ◆ To decide policy matters such as change of name of the society, amendment in the Memorandum of Association and the byelaws of the society, approval of annual accounts of the society, approval for disposal of immoveable assets of the society etc. and all such other acts as may be required under the Haryana Registration and Regulation of Society Acts & Rules, 2012
- ◆ To elect the members of the Governing Body and according approval to the continuation of a person appointed as a member of the Governing Body against a casual vacancy.

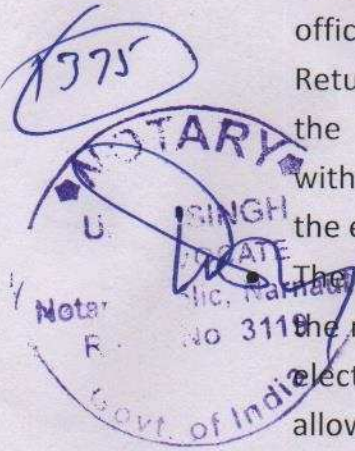


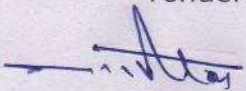

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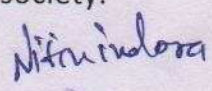

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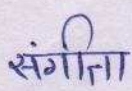

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- **Governing Body:**
- Composition: The Governing Body of the society shall consist of a total of 7 to 11 office-bearers and Members as under:
 - ◆ President
 - ◆ Vice-President
 - ◆ Secretary
 - ◆ Treasurer
 - ◆ Three Executive Member, including co-option of any Honorary Member by the Governing Body.
- **Election of the Governing Body:**
 - ◆ The term of the Governing Body shall be three years from the date of approval of its election by the District Registrar;
 - ◆ The Governing body will declare the schedule of Election and appoint the returning officer for conduct of the election and also notify/display a list of members of the General Meeting for the election. The Governing Body shall also send notice for holding elections of the Governing Body to all the members, conveying the date, time & the manner. The information w.r.t holding of election for the Governing Body shall also be sent to District Registrar to appoint an observer, if he so desires.
 - Any objection qua the list of members of the society entitled to vote shall be decided by the Returning Officer in consultation with the office-bearers of the society. However, the decision of the returning officer shall be final in the event of any difference of opinion. The Returning officer shall, thereafter, invite nomination to be filled with in the period prescribed in the schedule of election, scrutiny and withdrawal of nomination, if any, for election of the office-bearers and the executive members of the Governing Body.
 - The Returning officer will display a list of the contesting members on the notice board of the society. The returning officers will conduct the election on the notified date. The members eligible for vote will be allowed to cast their vote in person, and wherever disputed, on production of the identity card issued by the society.
 - After closing hours on the date of the poll, the returning officer will declare the result and constitute the Governing Body of the society. A list of the elected office-bearers and the executive members of the Governing Body of the society, duly signed by The Returning officer, will be filled with District Registrar within 30 days, who shall accord his approval of the same upon his satisfaction.
 - The office-bearers of the Society shall not be any remuneration for rendering services to the society.




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- **Filling of any casual vacancy on the Governing Body-**

Any vacancy arising on account of resignation or death of any members of the Governing Body or for any other reason, may be filled up by the Governing Body, if required, from amongst the members of the general body on adhoc bases till the holding of next annual General meeting of the society. Such adhoc member of the Governing Body on the date of the next annual General meeting, if his appointment is not approved in the annual General meeting by a majority vote for the balance term of the Governing Body.

- **Meeting of the Governing Body-**

- ◆ The Meeting of the Governing Body will be held as and when required. However, the Governing Body shall meet at least once in every quarter and there will be minimum four meeting of the Governing Body in a financial year.

- ◆ A clear notice of three days of every such meeting will be giving by the Secretary of the Governing Body to the office bears and members before the date appointed for the meeting. However, the Governing Body may meet at shorter notice, wherever so required, with the consent of at least fifty percent of its member.

- ◆ The quorum of the meeting of the Governing Body shall be at least 40% of the total member of the Governing body, subjects to a minimum of five members. In case quorum is not present, the meeting shall be adjourned to another date for which a proper notice shall be issued. The members present in the adjourned meeting, subject

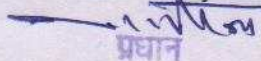
to a minimum of three members, shall from the quorum for the adjourned meeting.

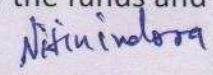
- ◆ The proceeding of every meeting of the Governing Body will be recorded in the proceeded book separately maintained for this purpose. Such minutes shall be signed by the chairmen of the meeting and the secretary of the society. In case the chairmen of the Secretary are not available to sign the minutes, these will be signed by any two members present in the meeting as may be authorized by the Governing Body.

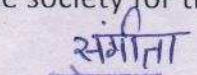
- ◆ The minutes of the every meeting of the Governing Body will be placed for confirmation in the succeeding meeting of the Governing Body.

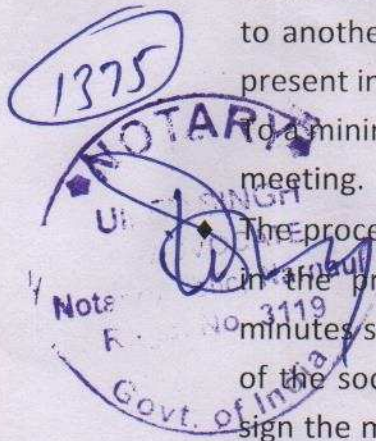
- **Power's Functions & Duties of the Governing Body-**

- ◆ The Governing body will be responsible for achieving the aims & objectives of the society and shall work in the best interest of the society, for which it shall be empowered to deploy the funds and assets of the society for the stated objectives;


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- ◆ The Governing Body will be competent to raise funds and purchase property movable and immovable, on-free hold or lease bases in its name, as decided by it.
- ◆ The Governing Body shall have full charge of all immovable properties and movable assets belongs to or vested in the society and these will be managed in such a manner as it considers appropriate subjects to the overall control and direction of the general body.
- ◆ The Governing Body shall be competent to invest the funds in manner it considers appropriate in the best interests of the society and it shall be competent to borrow or mortgage or hypothecate the properties on behalf of the society in the manner decided.
- ◆ To constitute various standing or adhoc Committees for looking after such function as may be assigned from time to time.
- ◆ To create provision for engagement of regular or part-time employees of the society to look after the secretarial accounting and other function in a seamless manner.
- ◆ To outsource certain functions e.g. cleaning, security and similar other maintenance activities of the society.

• **Powers, Functions & Duties of individual members of Governing Body-**

1. President:

- ◆ To preside over all the meeting of General Body and of the Governing Body and regular the proceeding of such meeting.
- ◆ To do all such acts, deeds and things as may be authorized by the General Body/or the Governing Body from time to time.
- ◆ To allow or disallow discussion on any matter which is not included in the agenda.

To ensure proper & transparent functions of the Society/ Governing Body.

To ensure strict compliance of the provision of the Haryana Registration and regulation of the society act,2012 and the rules made there under.

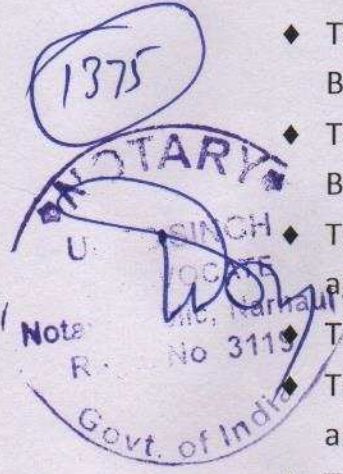
- ◆ To supervise and guide the overall activities/ achievement of aims & objectives of the Society.

2. Vice-president:

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

3. General Secretary/secretary:

- ◆ To conducts, organize, supervise and manage all the affairs of the Society and do all such acts and perform all such duties for the working of the society as may be assigned by the President/Governing Body;



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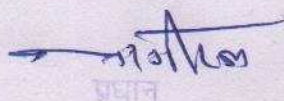
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- ◆ To receive. Scrutinize and place application for membership of the society before the Governing Body and to enter the name of the member, it approved, in the register of the member under his initial and to intimate the member about the same and issued identity card to the member so admitted.
- ◆ To convene meeting of the General Body/Governing Body with the consent of the President and serve proper notices as prescribed under these byelaws.
- ◆ To attend all meeting of the General body and the Governing Body and assist the President in conducting the meeting and record proceeding of all the meeting.
- ◆ To keep and preserve the record of the society/Governing Body.
- ◆ To help and assist the President in looking after the complete affair of the Society and in attaining aims & objects of the society.
- ◆ To be the custodian for safe custody of common seal of the society and affix the same, wherever required, as per the authorization of the Governing Body.
- ◆ To conduct correspondence on behalf on the Society/ Governing Body and to sign letters and papers on its behalf and to ensure that all statutory registered and record are properly kept and maintained.
- ◆ To prepare before announcing of the date of election and the annual General Meeting, the list of all the members eligible to vote, duly updated and to placed it before the Governing Body.

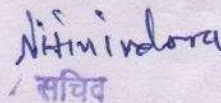
Act as the overall in-charge of the administration and execution of all the programmers of the Society/including financial affairs on behalf of the Governing Body including creation of posts, fixation of salaries / remuneration/ allowances etc., make appointments/ engagements of staff, make purchases and do all other such things as may be necessary in the furtherance of the aims & objects of the society in accordance with the delegation by the Governing Body from time to time and where no such delegation is specifically made, in consultation with the President of the Society.

4. Joint Secretary

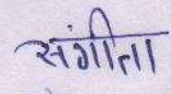
- ◆ To assist the General Secretary/Secretary of the society in carrying out his function and duties.
- ◆ To discharge the functions and duties of the General Secretary/Secretary of the society in his absence to the extent authorized by Governing Body.
- ◆ To look after such function and duties and exercise such powers As may be assigned and delegated by the Governing Body of the Society from time to time.


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STATE
C. Mahantpur
No 311
Govt. of India

5. Treasurer:

- ◆ To keep accounts of all financial transaction of the society and of all the sums of money received and spent by the society and maintain records of receipts and expenses relating to such matters, and of assets, credits and liabilities.
- To get the accounts of the society audited by the chartered accountant appointed by the Governing Body at the close of the financial year, every year.
- To submit to the Governing Body through General Secretary/Secretary, the audited annual accounts of the society, at least one month prior the date of the annual meeting.
- To act as the overall custodian of all the books of accounts of the society, financial statement, receipt books, expense vouchers, bank pass & Cheque books, cash etc.

● **Cessation of member of the Governing Body-** An office-bears/ executive Member of the Governing Body shall cease to be an office-bearer of executive member:

- Upon submission & acceptance of his resignation;
- If he cease to be member in accordance with sub-clause (8) of clause 4
- of these Byelaws; If he his removed by a resolution passed in the Meeting of the General body. Exclusions from the Employment of a Society.

○ No member of the society shall be in full-time employment to the society.

○ Every office-bearer and member of the Governing Body shall make a declaration in case any

○ Person in the employment of the society is close relative.

○ Amendments in the memorandum of association, byelaws, name of the society, etc. Any amendment in the memorandum of association and byelaws, or change of name, amalgamation or division of the society will be done only with the approval of the General body by way of a special resolution.

● **Management of Assets and Funds of the Society:**

- The source of the income of the society will include receipts on a accounts of membership fee, annual subscription, rent from property/ assets, interest, consultation fees, donation, gifts, grants, etc. The society can also raise funds through interest-free short term loan from its members or from schedule bank on interest.
- The Governing Body will prepare and approve an annual budget of the society on the basis of its estimated income and the capital & revenue expenditure during the first quarter of the financial year and shall also place of the copy there of before the General Body in its Annual General Meeting for information.

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lic. No. 3174
No. 1
Pvt. of India
प्रधान
स्लम जाग्रती समिति, पटीकरा
नारनील, जिला महेन्द्रगढ़

Nitinindora
सचिव
स्लम जाग्रती समिति, पटीकरा
नारनील, जिला महेन्द्रगढ़
संगीता
कोषाध्यक्ष
स्लम जाग्रती समिति, पटीकरा
नारनील, जिला महेन्द्रगढ़

- The bank accounts of the society will be jointly operated by such members/ office bears as may be decided by the General body from time to time.
- All assets and funds will belongs to the society shall be made through bank instruments (i.e. DD/pay order/ cheques/ bank transfer/ RTGS) Including all receipts towards the Membership fees and fees and the annual subscriptions from the members. However The Governing Body may determine the limits of financial transaction which may Be conducted in s= cash in certain other cases.

Accounts of the Society:

- The Treasurer of the society will be responsible for keeping and maintaining proper books of accounts i.e. cash book, ledger, etc. as required under the income tax laws and / or any other authority including the institute of chartered accountants of India.
- The books of accounts of the society shall be open to inspection during the business hours by the registrar General, Registrar, District Registrar or any officer authorized by them and by any member of the society.
- The annual accounts of the society will be signed by any two authorized office bearers of the society.
- The Governing Body will appoint a chartered accounted, who shall not be a member of the Governing body or family members of the Governing Body, for auditing the accounts and filling of the income tax return of the society for each financial year, at such remuneration as may be determined by the Governing Body.

12. Common Seal:-

The society will have a common seal which shall be kept in safe custody of the General Secretary/ Secretary and shall be affixed wherever it is required in accordance with the Authorization by the Governing Body.

13. Amalgamation of the Society:-

The Society may amalgamate itself with any other Society established with the identical Aims and objects or allow any other society to amalgamate with itself by a special Resolution passed in this behalf in accordance with the provision contained in Section 51Of the Act and rule 25 made there under.

14. Dissolution of the Society:-

1. The Society may be resolve to dissolve itself in accordance with the provision contained In the Act and rule there under in case it become difficult to carry on with the operations of the Society, or it becomes insolvent or for any other pressing and unavoidable reasons:
2. In the event of dissolution of the Society, no assets of the Society shall devolve on or Distributed amongst the members of the Society.
3. Its assets and properties shall be first used to liquidate any liabilities and the left-over Properties/ assets, if any, shall be considered for transfer to any other Society established

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नारनील, जिला महेन्द्रगढ

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नारनील, जिला महेन्द्रगढ

with identical aims and objects or to the District Collector for use thereof in the General Public interest.

We, the several persons whose names & addresses are subscribed hereunder, certify the above to be the true copy of the Bye-laws of the society.

Sr. No	Name	Father's/ Husband's name	Address	Occupation	Designation	Signature
1	Bhagirath	Sh. Mohan Lal	Village – Patikara, Post – Narnaul, Tehsil – Narnaul, District – Mahendergarh, Haryana - 123001	Business	President	मनीष
2	Sharda Devi	Sh. Mohinder singh	Village – Gehli, Post – Hamidpur, Tehsil – Narnaul, District – Mahendergarh, Haryana - 123001	House wife	Vice - President	शारदा देवी
3	Nitin Indora	Sh. Satyveer Singh Indora	T.V Tower Road, Mohalla Gandhi Colony Narnaul, District – Mahendergarh, Haryana - 123001	Govt. Employee	Secretary	Nitin indora
4	Sangita	Sh. Vikash	Village – Patikara, Post – Narnaul, Tehsil – Narnaul, District – Mahendergarh, Haryana - 123001	House Wife	Treasurer	संगीता
5	Rajeshwari Indora	Sh. Satyveer Singh Indora	Village – Balaha Kalan, Post – Krishan Nagar, Tehsil – Narnaul, District – Mahendergarh, Haryana - 123001	House Wife	Member	राजेश्वरी इंदौरा
6	Deepak Kumar	Sh. Mohan Lal	Village – Patikara, Post – Narnaul, Tehsil – Narnaul, District – Mahendergarh, Haryana - 123001	Self Employee	Member	Deepak NUMAR
7	Nayin Kumar	Sh. Sube Singh	Village – Patikara, Post – Narnaul, Tehsil – Narnaul, District – Mahendergarh, Haryana - 123001	Self Employee	Member	Nayin Kumar

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 ADVOCATE
 Notary Public, Narnaul
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प्रधान
 स्लम जाग्रती समिति, पटीकरा
 नारनौल, जिला महेन्द्रगढ़

Nitin Indora
 सचिव
 स्लम जाग्रती समिति, पटीकरा
 नारनौल, जिला महेन्द्रगढ़

संगीता
 कोषाध्यक्ष
 स्लम जाग्रती समिति, पटीकरा
 नारनौल, जिला महेन्द्रगढ़

Notary Public, Narnaul

6-7-17

**List of Governing Body:- Slam Jagarti Samiti, Village – Patikara Post - Naranul Tehsil –
Narnaul Distt. – Mahendergarh - 123001**

Sr. No	Name	Father's/ Husband's name	Address	Occupation	Designation	Signature
1	Bhagirath	Sh. Mohan Lal	Village – Patikara, Post – Narnaul, Tehsil – Narnaul, District – Mahendergarh, Haryana - 123001	Business	President	
2	Sharda Devi	Sh. Mohinder singh	Village – Gehli, Post – Hamidpur, Tehsil – Narnaul, District – Mahendergarh, Haryana - 123001	House wife	Vice - President	
3	Nitin Indora	Sh. Satyveer Singh Indora	T.V Tower Road, Mohalla Gandhi Colony Narnaul, District – Mahendergarh, Haryana - 123001	Govt. Employee	Secretary	
4	Sangita	Sh. Vikash	Village – Patikara, Post – Narnaul, Tehsil – Narnaul, District – Mahendergarh, Haryana - 123001	House Wife	Treasurer	
5	Rajeshwari Indora	Sh. Satyveer Singh Indora	Village – Balaha Kalan, Post – Krishan Nagar, Tehsil – Narnaul, District – Mahendergarh, Haryana - 123001	House Wife	Member	
6	Deepak Kumar	Sh. Mohan Lal	Village – Patikara, Post – Narnaul, Tehsil – Narnaul, District – Mahendergarh, Haryana - 123001	Self Employee	Member	
7	Navin Kumar	Sh. Sube Singh	Village – Patikara, Post – Narnaul, Tehsil – Narnaul, District – Mahendergarh, Haryana - 123001	Self Employee	Member	

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स्लम जाग्रती समिति, पटीकरा
नारनौल, जिला महेंद्रगढ़

सचिव
स्लम जाग्रती समिति, पटीकरा
नारनौल, जिला महेंद्रगढ़

कोषाध्यक्ष
स्लम जाग्रती समिति, पटीकरा
नारनौल, जिला महेंद्रगढ़

Attested

Notary Public, Narnaul
8-7-17