

FORMAT MEMORANDUM OF ASSOCIATION

1. Pawl Hming : _____

2. Registered Office : _____

3. Aims & Objectives :

a)

b)

c)

d)

e)

He pawlin sum leh pai a lakluh emaw office bungrua emaw, pawl thil reng rengte chu Memorandum of Association-a tarlan ang hian pawl thil tum tihpuitlin na atana hman tur a ni a, Pawl thil reng reng hi mimalin emaw a huhovin emaw member-te hian member an nih yang ngawtin emaw pawl member hlui an nih avangin emaw an mahni mimal puala neiin a hiawkna an tel thei lo ang.

4. Name(s) of Governing Body:

A hnuai hming tarlan te hi Mizoram Societies Registration Act, 2005 hnuai section 5 in a phut angin Pawl inkaihhraina vawngtu, Governing Body te an ni:-

Sl. No.	Hming	Address	Occupation	Designation
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				

5. Desirous Persons:

A hnuai a hming ziate hian Mizoram Societies Registration Act, 2005 hnuaih _____ kan din e.

Sl. No.	Hming	Address	Occupation	Signature
1				
2				
3				
4				
5				
6				
7				

()
President/Chairman

()
General Secretary

DAN BU (CONSTITUTION)

1. PAWL HMING : _____

2. Member nih theih dan :

Mi-tupawh kum 18 (sawmpariat) chin, pawl inkaihhruaina zawm thei, Executive Committee-in member nih dilna a pawmsakte chu member an ni thei ang a. Sawrkar hnathawkte chuan member an nih duh chuan a chung a thuneitu phalna a la hmasa tur a ni . Member nih dilna pawm sak lohte chu achhan nen hriattir leh tur a ni. He pawla tel duh chu Zoram khua leh tui dik tak a ni tur a ni.

3. Member fee leh Subscription:

(a) Member fee chu mi pakhat tan Rs. _____ zel a ni ang a. Membership fee pe lote chu member ni zawm duh lo a ngaih an ni ang.

(b) Member-te chuan kum tinin subscription fee Rs. _____ pek tur a ni.

4. Member nihna atanga chawltir/bantir theih dan :

Executive Committee-in a tul anga memberte thunun leh ban theihna a nei ang. A hnuaia chhan hrang hrangte avang hian member an nihna hlih sak theih a ni ang.:-

- (a) Vanduaina avanga mi a boralin.
- (b) Ziaka banna a thehluhin
- (c) Khawtlang leh Sorkar do zawnga hma a lakin.
- (d) Thil dik lo ti Court-a thubuai a neihin.
- (e) Pawl hmalakna leh hmasawna tithuanawp zawnga hma a lakin.
- (f) Subscription fee a zawna vawi 3 (thum) a pek lohin.
- (g) Pawl thiltihnaah a zawna vawi 3 (thum) a kai lohin.
- (h) Pawl Dan leh Dun a pawisak lohin leh Executive committee thuchhuak a zawm lohin.

5. **Re-admission** :

Section 4(b), (e), (f), (g) leh (h) avanga member ban tawhten member nihna an rawn dil leh chuan an mahni zir chiangin executive committee in a pawm chuan lakluh leh theih a ni ang.

g) **Member Register** :

Memberte hming, Veng/khua, member an nih tan ni leh thla leh an chawh/ban ni leh thla leh Pawl bungrua leh thil neih zawng zawng ziak lutin Secretary-in register a vawng thlap ang.

7. **General Body** :

He pawla member zawng zawngte chu General Body tih a ni.

8. **General Body Meeting** :

(a) **Notice** : General Body Meeting neih hma ni ----- tal la awmah meeting neih hun leh a hmun tur te, thurel turte chu memberte hnenah hriattir tur a ni.

(b) **Meeting** : General Body Meeting hi kum tinin a tlem berah vaw khat tal neih thin a ni ang.

(c) **Quorum**: Member zawng zawnga _____ kal khawm chu rorel thei (quorum) a ni ang.

9. **Memberte dikna leh chanvo:**

Society member zawng zawngte chu:

(a) **Meetings**, cultural, educational functions leh society in thil tihkhawmna a neih apiangah tel phal a ni ang.

(b) **Society-in** a tuk fee (pawisa) chawiin ID Card an siam thei ang.

10. Member-te mawhphurhna :

Society member zawng zawngte chu:

- (a) Pawl hruaitu thlannaah an tel ang.
- (b) Meeting leh Pawl thil tihna hrang hrangah a kim thei ang berin tel an tum ang.
- (c) Pawl hmasawwna tur leh hmalakna awm thei chite leh pawl tana thu tangkai tur an hriat chuan Pawl an hriih thin ang.
- (d) Pawlin Dan Leh Hrai a zamte a kim thei ang berin an zawm ang.

11. GOVERNING BODY:

- (a) Strength : Governing Body member chu mi ---- aia tlem lo mi ----- aia tam lo an ni tura ni.
- (b) Term : Governing Body term khat chu kum ----- a ni ang.
- (c) Notice : Governing Body Meeting neih a nih dawnin a hma ni ----- la awmah hriatina memberte pek thin tur a ni a, meeting kohnaah hian thureitur Agenda tarlan tur a ni.
- (d) Quorum: Executive-ah rorel thei chin chu ----- an ni ang.
- (e) Governing Body Meeting thla thum danah vawikhat tal neih tum a ni ang a, a theih loh chuan kum khat-ah vawi khat tal neih ngei tur a ni.
- (f) Emergency meeting darkar 24 chhung hun pea neih tur a nihin rorel thei chin member _____ ah tling ngei tur a ni bawk.

12. Governing Body siam dan:

- (a) President/Chairman -
- (b) Vice President/Chairman -
- (c) General Secretary -
- (d) Assistant Secretary -
- (e) Treasurer -
- (f) Financial Secretary -
- (i) Executive member - ----- aia tlem lo ----
aia tam lo

13. **Governing Body Member :**
nihna atanga bantir
theih dan

governing body

~~Executive~~ Member tupawh thunun/ban ngai an awm chuan Article
4 in a sawi angin an chungchang ngaihtuah tur a ni ang.

14. **Governing Body**
thunehna :

(a) Pawl inkaihruaina ~~Pawl tan a tul reng reng~~ ngaihtuah tu
a ni a. Tul an tih anga chanvo hrang hrang pawh ruat theitu an ni.

(b) Thuthlukna reng reng a tam zawk duh dan anga siam
thin tur a ni.

(c) Governing Body hian Pawl chungchangah thunehna
vawrtawp an nei anga, Pawl hnathawh dan tur rel feltu leh
inthlan pawh a hun leh ni thlenga ruat theitu a ni ang.

(d) Governing Body hian hengahte hian thunehna a nei
baw ang:-

(1) Pawl hmalakna tur ruahmanna kawngah.

(2) Election Officer leh a thunehna ruat kawngah.

(3) Senior Adviser pawh a ruat thei ang.

15. **Pawl hruaitu nihna/ :**
chanvo chelh turte
khuahkhirhna

Tupawh an chungchang ngaihtuah mek leh Sorkar leh khawtlang
thila hming chhiatna leh thubuai neite chuan pawl hruaitu nihna an
chelh thei lovang. Sorkar hnathawk, Pawla hruaitu ni tur chuan an
hotute phalna an la hmasa tur a ni.

16. Office Bearers-te thuneihna
leh mawhphurhna :

(a) **PRESIDENT/CHAIRMAN:-**

(1) Pawlin function/programme a neihna reng rengah Chairman niin kawng engkimah a sulsutu a ni ang.

(2) Inthlanna - ah vote hmuh dan inang/inzat an awm chuan thu tawp siam turin President/Chairman hian vote khat dang a neih belh thei ang.

(3) Meeting-in thu tawp siam thei lova an thu a buaiin a duh chuan meeting titawpin meeting hun dang a ruat thei ang. Pawl hmasawanna turin kawng engkimah ruahmanna a siam thin ang.

(4) Pawl lehkha pekchhuah tur reng rengah a hming a ziak (sign) vek ang.

(b) **VICE – PRESIDENT/VICE CHAIRMAN:-**

Pawl hmalakna leh pawl hmasawanna ruahmanna kawng engkimah President tawiaawmin a pui thin ang a, President/Chairman a awm lohin Pawl thil tihna - ah a ai a awh ang.

(c) **GENERAL SECRETARY:-**

(1) Executive Committee a thulh a rem lo vang.

(2) Membership fee register bute, Committee minute bute, leh pawl hmalaknate register-ah a record in a vawng fel thlap ang a, en theih maiin a register bu Committee-naah a keng ziah tur a ni.

(d) **ASSISTANT SECRETARY:-**

General Secretary a awm loh chuan Secretary mawhphurhna a la ang.

(e) **TREASURER:-**

(1) Society a sum lut reng reng Treasurer in fel takin a enkawl tur a ni.

(2) Pawl sum lut leh hmanchhuah zawng zawng Account-ah fel takin a chhinchhiah thin tur a ni.

(3) Member ten lungrual taka an remtihpui a nih chauhvin pawl tan pawl sum a hmanng thei ang.

(f) **FINANCIAL SECRETARY:-**

(1) Pawl sum lut leh chhuak reng reng Account Register-ah a record fel thlap.ang.

(2) Pawl sum lut leh chhuak chungchang reng reng amah kal tlanga tih vek tur a ni.

(3) Society sum vawn fel chungchangah Treasurer nen mawh an phur ang.

17. **Inthlan kara Post ruak hnawkhah dan :**

Engemaw vanga hun laklawhah pawla nihna bansan an awm a nih chuan a aiawh tur a tul angin Governing Body in a ruat thei ang a, General Body meeting neih leh hmasak berah pawmpui tur a ni.

18. **Appeal:**

Thu rel fel loh emaw thil lo tih tawh siam that leh chungchangah emaw thu thlen leh a nih chuan Committee-in a tul angin a ngaihtuah ang a, Governing Body thutlukna hi thu tawp a ni ang.

19. **Inthlan dan:**

Office Bearers leh Executive Committee member thlan hi kum _____ danah neih thin a ni ang a, Election Officer kaihhruaina hnuaiah Secret ballot paper emaw ban pharin emaw thlan thin a ni ang. Inthlanna hmuna kal loté chuan vote an nei thei lo vang. Tling turin simple majority vote hmuh a ngai.

20. **Sum hnar:**

Society thil tum a lo hlawhtlin theihna tur atana sum luh theih dan turte chu hetiang hi a ni.

(a) Membership fee leh subscription fee atangin.

(b) Thilthlawnpok leh thawhkhawm atangin.

21. **Society bungrua:**

Pawl bungrua enkawl turin Committee-in Property in-charge a ruat ang a, bungraw neihte register-ah fel taka ziahluh vek a ni ang.

22. **Thilthlawnppek (Gift) :**
Thilthlawnppek reng reng a petu emaw Registrar, Firms & Societies hriatpuina lo chuan tihral leh thil dangah hman theih a ni lovang.
23. **Financial Year :**
Kumtinin 1st April atanga 31st March chhung hi pawl Financial Year hman a ni ang.
24. **Audit :**
Society sum chu kumtin Chartered Accountant emaw Registrar, Firms & Societies pawmpui ngei endik (audit) tir thin a ni ang.
25. **Society Sum vawn leh enkawl dan :**
Society sum te chu Bank Account-ah dahin _____ leh _____-in Joint Signature hmangin an enkawl ang. Sum hmuh leh hmanralna te, fel takin Account Bu -ah ziaklutin vawn thlap tur a ni.
26. **Inspection of Accounts & Proceeding of the meetings :**
Member ten accounts bu leh minute bu te a tul a nih chuan eng hunah pawh an en thei ang.
27. **Annual Reports>Returns :**
Kumtinin kum kal meka pawl hruaitute (Governing Body) list te, pawl hmalakna report (Annual Report) President leh Secretary sign hnan leh Auditor's Report leh Balance sheet Qualified Auditor audit leh sign hnan ngei Registrar, Firms & Societies ah Mizoram Societies Registration Act, 2005 section 18-in a phut angin thehluh thin a ni ang.
28. **Dissolution :**
He Pawl hi thiah a lo tul a nih chuan Mizoram Societies Registration Act, 2005 hnuaia section 25 & 28 in a sawi angin hmalak tur a ni.

29. Legal Proceedings:

Engemaw vangin Pawlin thubuai a lo nei a nih chuan President emaw, Secretary emaw, Governing Body-in pawl aiawh tura a ruatten pawl ai an aw h thin ang.

30. Amendment :

Memorandum of Association leh Pawl Dan leh Hrai-te siam that a tul chuan Mizoram Societies Registration Act, 2005 section No. 9 in a phut angin hma lak a ni ang.

31. Application of the Act :

He Society Dan Bu (Constitution) hi Mizoram Societies Registration Act, 2005 thuneihna hnuai a awm tura siam ani.

A chung a ziah tak Dan leh Hraite hi he Pawl kaihruai nana hman turin kan pawm thlap a ni tih kan nemnghet e.

(
President
)

(
General Secretary
)

(
Vice President
)