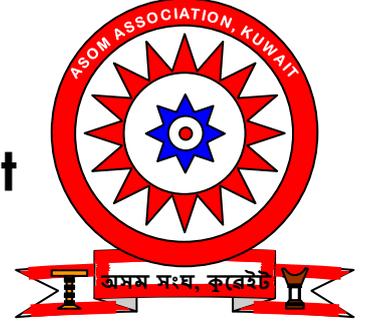




Asom Association, Kuwait অসম সংঘ, কুৱেইট

(Registered with the Embassy of India, Kuwait)
Registration No.: INDEMB / KWT / ASSN / 172



Constitution সংবিধান

Version 1.2
Amended September '12



Asom Association, Kuwait

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CONSTITUTION

1. NAME

The name of this Society shall be ASOM ASSOCIATION, KUWAIT.

2. OBJECTIVES OF THE SOCIETY

The objectives of the Society shall be to promote social, cultural, educational and sporting activities among the members of the Society.

3. MEMBERSHIP

MEMBERSHIP will be available to Assamese or other linguistic people hailing from Asom (or has stayed in Asom for at least two (2) years) (in case of family members, at least one spouse shall be an Assamese who are resident in Kuwait and not less than 18 years of age. Membership can be on family or single category; for family members voting and all other rights shall be available to both spouses.

4. APPLICATION FOR MEMBERSHIP

Application for membership shall be made to the Executive Committee using the formal application form. Membership will be granted upon approval of the application by the Executive Committee.

5. EXECUTIVE COMMITTEE

5.1 The Management of the Society shall be vested in an Executive Committee which shall comprise President, Vice President, General Secretary, Joint Secretary and at least five other Committee members to a maximum of seven. Out of all the Executive Committee members, at least one shall be a lady member.

5.2 All Executive Committee members shall be members of the Society.



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6 TERM OF OFFICE

- 6.1. The Executive Committee members shall hold office for a period of one year from the date of handing over of the charges by the previous Executive Committee following the Annual General Body Meeting
- 6.2. The outgoing members of the Executive Committee are eligible for re-election.
- 6.3. No member can hold the same position / post of the Executive Committee for more than two consecutive years.

7. NOMINATIONS

- 7.1 Nominations for the election to the Executive Committee shall be in writing duly signed by a proposer and a seconder (both of whom shall be members of the Society), and counter-signed by the nominee.
- 7.2 Nominations shall be delivered to the General Secretary in writing preferably 7 days before the notified date of the Annual General Body Meeting. In case no nomination is received as stated above, nominations can be accepted at the Annual General Body Meeting.

8. ELECTION OF THE EXECUTIVE COMMITTEE

All Executive Committee members shall be elected by the members of the Society. Only members are entitled to vote and speak at the General Body Meetings. Proxy voting shall be permitted. Authorization for proxies must be presented to the Executive Committee in writing prior to the start of the meeting, and must be recorded in minutes. Voting shall be by secret ballot.

9. EXECUTIVE COMMITTEE MEETINGS

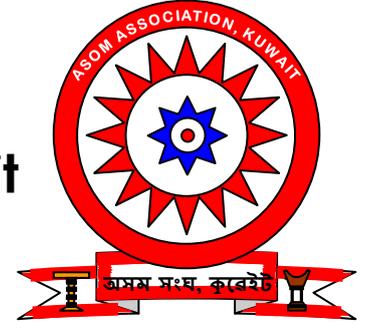
- 9.1 The quorum for Executive Committee Meetings shall be seven Executive Committee members. The quorum must contain any two of the following Executive Committee members:
President, Vice-President, General Secretary & Joint Secretary.
- 9.2 Any member of the Executive Committee who is absent from three successive meetings without good and sufficient cause shall be replaced by another member co-opted by the Executive Committee. Such co-option shall be ratified in a General Body Meeting.
- 9.3 In the event of tie in a voting, the President, or during his absence, the Vice-President shall have the right to cast a vote.



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10. POWERS OF THE EXECUTIVE COMMITTEE

The Executive Committee shall meet as the business of the Society demands and have the power to conduct the affairs of the Society. The decisions taken by the Executive Committee regarding management of the Society including organizing all cultural programs shall be final.

11. SUB-COMMITTEES

The Executive Committee shall have the power to appoint sub-committees from amongst the Executive Committee members or from the members of the Society, for any purpose that may be deemed necessary. Sub-committees shall be bound by directives of the Executive Committee.

12. RECORDS OF THE SOCIETY

- 12.1 Minutes of the proceedings of all General Body and Executive Committee meetings shall be recorded by the General Secretary or the Joint Secretary
- 12.2 The minutes of a General Body meeting shall be adopted in the next General Body meeting.
- 12.3 A general report of the Society shall be submitted to the General Body meeting.

13. GENERAL BODY MEETING

13.1 *Annual General Body Meeting*

- 13.1.1 The Annual General Body Meeting of the Society shall be held before the expiry of the term and by not later than 15th June of the following year.
The business of the Annual General Body Meeting shall comprise:

- 13.1.1.1 presentation of reports on activities for the year.
- 13.1.1.2 election of Executive Committee for the ensuing year;
- 13.1.1.3 consideration of the proposals duly made to amend the constitution; and
- 13.1.1.4 Any other business raised during the meeting.

13.2 *Ordinary General Body Meeting*



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13.2.1. There shall be at least one Ordinary General Body Meeting in a year

13.2.2. The business of an Ordinary General Body Meeting shall comprise:

13.2.2.1. Presentation of reports for the year; and

13.2.2.2. Any other business raised during the meeting.

13.3 Extra Ordinary General Body Meeting

13.3.1. The Executive Committee may at their discretion, call an Extra Ordinary General Body Meeting of the Society at any time.

13.3.2. Upon a written request of not less than 30% of members to call such a meeting, the Executive Committee shall call an Extra Ordinary General Body Meeting within fourteen (14) days of such request. Such requests must also state full particulars as to the purpose for the Extra Ordinary General Body meeting and the meeting shall be confined to that purpose only for which it has been convened.

13.4 Quorum

The quorum for the General Body meeting shall be 25% of the members present at the time in Kuwait. For Extra-ordinary General Body Meeting, a quorum of 40% will be required.

13.5 Chairman

President of the Society shall be the Chairman of all General Body Meetings. In the event of President's absence, the Vice-President will act as Chairman.

14 NOTICE OF MEETINGS

14.1 The General Secretary, in consultation with the President, shall give notices of meetings to the members of the society on behalf of the Executive Committee as follows:

14.1.1. Not less than fourteen (14) days' notice for Annual General Body Meeting and Ordinary General Body Meetings; and

14.1.2. Not less than seven (7) days for an Extra Ordinary General Body Meeting.

14.2 The Executive Committee shall notify members through telephones or electronic mail (e-mail).



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15 ALTERATION OF CONSTITUTION

- 15.1 Alteration of constitution shall be made only at the Annual General Body Meeting or at an Extra-Ordinary General Body Meeting called for this purpose.
- 15.2 Any such proposal for alteration shall be duly proposed by at least 15% of Members to the General Secretary and at least twenty-one (21) days before the date of the meeting at which it is to be considered.
- 15.3 Such alteration will only be allowed provided that at least 60% of the members of the Society are present or represented by proxy according to Paragraph 8 and shall be accepted when passed by a simple majority of those members present.

16 RESIGNATION OF MEMBERSHIP

Members wishing to resign shall notify the President or the General Secretary in writing.

17 RE-INSTATEMENT OR RE-ADMISSION TO MEMBERSHIP

Any person who has ceased to be a member of the Society may be readmitted or reinstated to membership of the Society, provided conditions of Paragraphs 3 & 4 are fulfilled.

18 PARTICIPATION OF OTHER NATIONALS

Participation of other national/communities, besides members in cultural program arranged by the Society shall be considered on individual basis by Executive Committee, whose decision in this regard will be final.

19 INTERPRETATION

In the event of any dispute arising in any General Body Meeting as to the meaning of any of these Rules or any by-laws, the Chairman of the Meeting shall decide on the meaning and his decision shall be final for that Meeting.

Kuwait.

March 2009

Amended February 2011 (Version 1.1)

Amended September 2012 (Version 1.2)