

12  
ALL INDIA

c/34  
**THE ASSOCIATION OF PHILADELPHIA CHURCHES IN INDIA**


**I NAME OF THE SOCIETY**

This Society shall be known as The Association of Philadelphia Churches in India, hereinafter called "The Philadelphia Church"

**II REGISTERED OFFICE**

- (a) The registered office of the society shall be situated at:  
523, Block-C, Sector 19, Rohini  
Delhi - 110 085, India
- (b) The Society may, if the circumstances so warrant, shift its office to any other place in the State of Delhi.
- (c) The area of operation of the society shall be all over India

**III THE AIMS / OBJECTS OF THE SOCIETY**

- 1 The Objects of the Society for which it is established are to do acts and things calculated to facilitate the charitable, social, cultural, educational and religious services of the society including the management, supervision and administration of its affairs, and in particular:
- (a) To teach the Gospel (Good News) of Jesus Christ and the message of the Holy Bible by means of radio broadcasts, literature distribution, Bible correspondence courses, Bible classes and other educational media.
- (b) To promote and to hold Bible meetings, seminars, crusades and conferences to give information relating to the Bible and Christian faith.
- (c) To establish and maintain churches and assemblies in order that Christians may have the opportunity to meet together for the worship of God, and that they may be instructed in the truths of the Bible.
- (d) To maintain, administer or establish institutions for the purpose of disseminating Bible knowledge and building up Christians in their faith.
- (e) To solemnize marriages according to the rules, rites, ceremonies and customs of the Church by its ordained minister under the Episcopal authority as per the Indian Christian Marriage Act XV of 1872.
- (f) To conduct baptism, burial and dedication service through its ordained ministers for the people attached or willing to be attached to the Church.
- (g) To provide and promote research work for the Church and her ministries
- (h) To print and publish literature for the overall ministry of the Church
- (i) To establish and maintain contact with other institutions within and outside of India, having objects similar to those of the society.
- 2 Without prejudice to the generality of what has been stated in clause 1, above, for the attainment of its objects the society inter alia may:
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- (a) Accept donations in cash or in kind, in the form of both movable and immovable property on such terms and conditions as the board of Directors of the society shall think fit, provided such conditions are not inconsistent with the objects of the society and the law of the land.
- (b) Purchase, hire or take on lease any movable or immovable property and to act as trustees for all or any of the objects of the society on such terms and conditions as the board of directors of the society shall decide.
- (c) Sell, exchange, surrender, give up, mortgage, charge, pledge demise or dispose of all or any part of the property, movable or immovable belonging to the society for the time being and to use the proceeds for any objects of the society.
- (d) Grant leases for such periods and for such terms and conditions as the board of directors of the society shall deem fit and to accept or surrender any lease.
- (e) Open and operate bank accounts, as the board of directors of the society shall determine from time to time.
- (f) Appoint from time to time managers or others on such conditions and with such powers as the members of the society shall think fit to hold on trusteeship the assets of the society and to carryout the objects of the society and other specific tasks assigned.
- (g) Appoint from time to time pastor/s, evangelist/s and other workers throughout India for taking care of the spiritual and physical well being of the body of believers, which is the church, and to carry out the objects of the society and other specific tasks assigned to them by the board.
- (h) To do generally all such lawful acts and things as are incidental or conducive to attainment of the above objects.

#### IV INCOME


1. The income and property of the society wheresoever derived shall be applied solely for the promotion of its objects as set forth in this memorandum.
2. No portion of the income or property aforesaid shall be paid or transferred directly or indirectly by way of dividends, bonus or otherwise by way of profit, to persons who, at anytime, are or have been members of the society or to any one or more of them or to any persons claiming through anyone or more of them.
3. No remuneration or other benefit in money or money's worth shall be given by the society to any of its members whether officers or workers of the society or not, except salaries and other admissible perks to the employees and payment of out-of-pocket expenses incurred in connection with the work of the society, or reasonable and proper rent on premises let to the society.

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Section 19 of S.R. Act 1860

24.5.72  
 Registrar of Societies

..... रजिस्ट्रार  
 अस्तित्व के अधीन संख्या पं  
 अधिनियम १८६० के अन्तर्गत पं  
 किया गया

24.5.72  
 सचिव रजिस्ट्रार  
 दिल्ली



**ALL INDIA ASSOCIATION OF  
RULES AND REGULATIONS OF THE PHILADELPHIA CHURCH IN INDIA**

**1.0 NAME**

All India

The name of the society shall be "The Association of Philadelphia Churches in India" (hereinafter referred to as "The Philadelphia Church")

**2.0 REGISTERED OFFICE**

2.1 The registered office of the Society shall remain in the State of Delhi. At present it is at the following address:

523, Block-C, Sector 19  
Rohini, Delhi - 110085

2.2 The Society may, if the circumstances so warrant shift its office to any other place in the state of Delhi.

2.3 The area of operation of the society shall be all over India

**3.0 MEMBERSHIP**

**3.1 FOUNDING MEMBERS:**

The subscribers to the Memorandum of Association shall on registration of the Society under the Societies Registration Act, 1860, be enrolled in the Register of Members as the founder members of the Society.

**3.2 MEMBERSHIP AND ADMISSION:**

3.2.1. (a). The subscribers of the memorandum of association of the society shall be deemed to have agreed to become members of the society, and on its registration shall be entered as members in the register of members of the society.

(b). Any other person who agrees in writing to become a member of the society and whose name is entered as a member in the register, shall be a member of the society.

3.2.2 Every founder member of the society, and every other member who may hereafter be willing and shall be admitted or re-admitted by the members of the society shall signify in writing:

(a) That he/she assents to the **STATEMENT OF FAITH** and **THE COVENANT OF MEMBERSHIP** of The Philadelphia Church.

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- (b) That he/she assents to the memorandum of association and rules and regulations of the society.
- (c) That he/she will conform to and be bound in all respects thereby.
- (d) That he/she authorizes the society to enter his/her name in the register of members of the society.

3.3 A member of the society shall hold membership until he dies or tenders his/her registration to the society in writing or fails to attend 3 consecutive annual general meetings of the society without reasonable cause or without obtaining leave of absence from the society or ceases to hold the Statement of Faith and Covenant of Membership and practices of the society or is absent from their respective pastoral region for a continuous period of more than 18 months or its deemed by two thirds of the other members of the society to conduct himself/herself in a manner unbecoming a member of the society or opposes or hinders the objects of the society.

3.3 The Board of Directors shall carry out a periodic view of the membership roll. It shall be the sole authority to delete the names of the members from the membership roll according to the Rule 3(1) but after having given notification to the concerned member to the effect.

3.5 Any person, who under Rules 3 (1) & 3 (2) cease to be a member of the society shall be eligible for re-admission as a member at the discretion of the board members of the society subject to his/her being otherwise eligible under rules in force at the time of such re-admission.

#### ANNUAL GENERAL MEETING

- (4) A general meeting of the members of the society shall be held each year to transact the following business:
- (a) To adopt the report of the secretary of the society on the affairs of the society.
  - (b) To adopt the audited statement of accounts and balance sheet of the society.
  - (c) To elect the board of directors, and the office bearers of the society.
  - (d) To appoint a Chartered Accountant to audit the accounts for the ensuing year.
5. The Board of Directors of the society shall determine from year to year, the date, time and place of the annual general meeting of the society.
6. All general meetings other than annual general meetings shall be called extraordinary general meetings.

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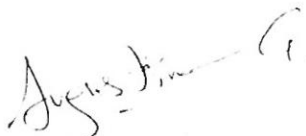
7. Any business normally transacted at an extraordinary general meeting may be transacted by circulation to members through the post, but wherever the affairs of the society so demand, or wherever such a meeting is requisitioned by not less than one-third of the members of the society, the secretary of the society shall call an extraordinary general meeting.

#### PROCEDURE AT GENERAL MEETING

8. A general meeting of the society may be called after giving not less than ten days notice in writing to all members of the society, or after a lesser period of notice, provided three-fourths of the members of the society shall agree.
9. Every notice of a general meeting of the society shall specify the place and the day and hour of the meeting and shall contain a statement of the business to be transacted thereat.
10. The notice of meeting shall be sent to the members at their registered address, and proof of posting of letter shall be sufficient. The accidental omission to give notice to, or the non-receipt of notice by any member or other person to whom it should be given, shall not invalidate the proceedings of the meeting.
11. (1) No business shall transacted at any general meeting unless a quorum of members is present at the time when the meeting proceeds to business.  
(2) Until otherwise determined by the members of the society in a general meeting, five members present in person shall be quorum.
12. (1) If within half an hour from the time appointed for holding the meeting a quorum is not present, the meeting, if called on the requisition of members, shall be dissolved.  
(2) In any other case, the meeting shall stand adjourned to the next day at the same time and place.  
(3) If at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting the members present shall be quorum.
13. Every member of the society shall have one vote, and such vote shall be given in person and not by proxy or attorney.
14. The secretary shall cause minutes of all proceedings of every general meeting to be kept by making within thirty days of the conclusion of every meeting entries thereof in a book kept for the purpose with its pages consecutively numbered.

#### BUSINESS TRANSACTED AT THE GENERAL MEETING

15. (1) The business to be transacted at an annual general meeting shall be as follows:  
(a) Reading of the notice convening the meeting.



- (b) Confirmation of the minutes of the previous annual general meeting and of the extraordinary general meetings held after that annual general meeting.
  - (c) Consideration of the report of the board of directors.
  - (d) Adoption of the statement of Income and expenditure and the balance sheet, for the last year ending on the 31<sup>st</sup> March or such other date as may be determined by the board of directors.
  - (e) Election of the Chairman, Vice-Chairman, a Secretary, a Treasurer and the other members of the board of directors and appointment of the Auditor.
  - (f) Any business or resolution proposed by the board of directors.
  - (g) Any other business of which notice may have been given by the board.
- (2) The business to be transacted at an extraordinary general meeting shall be that for which the meeting was convened.
  - (3) The Chairman shall preside at all General meetings and, failing him, the Vice-Chairman shall preside. In the absence of the Chairman and the Vice-chairman, the members present shall elect one of their members to be Chairman of the meeting.
  - (4) A general meeting may with the consent of the majority of the members present and voting, be adjourned to another time and place and only business left unfinished shall be transacted at an adjourned meeting.
  - (5) In the case of an equality of votes at any general meeting, the Chairman of the meeting shall have a second or casting vote.
  - (6) The Chairman of the meeting shall be the sole and absolute judge of the validity of a vote cast at any general meeting.

### BOARD OF DIRECTORS

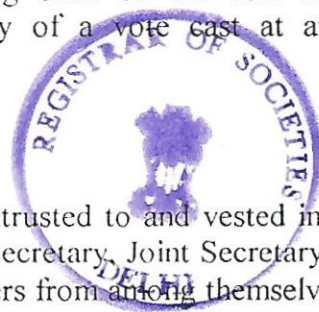
16. The management of the affairs of the society shall be entrusted to and vested in a board of directors comprising a Chairman, Vice-Chairman, a Secretary, Joint Secretary a Treasurer and ~~four~~ other Directors to be elected by the members from among themselves at each annual general meeting. They shall hold office for one year or until their successors are elected at the next annual general meeting. The number of directors may be increased or reduced by the society by an ordinary resolution in general meeting, but shall not exceed 12 at any time.

17. The board of directors shall have the power to exercise all or any of the powers

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of the society except those as are required by the Act of Registration or by these presents to be exercised by the society in a general meeting. Without prejudice to the generality of the powers conferred by these presents, the board of directors shall have the following powers to wit:

- (1) To make, alter or revoke rules for its own government and the management of the affairs of the society and its department provided that such rules are not inconsistent with the provision of the Registration Act.
- (2) To administer all properties movable or immovable belonging to the society, and to sale, mortgage, lease, exchange, or otherwise dispose of or deal with any property belonging the society, subject to such direction as may be given from time to time by the society in general meeting on that behalf.
- (3) To administer the funds of the society and to authorize the members for the promotion of the objects and any matters connected therewith.
- (4) To fill any vacancies occurring in the board from amongst the members of the society.
- (5) To receive and accept bequests, donations and grants of any property to the society.
- (6) To enter into contracts on behalf of the society and secure fulfillment of such contracts.
- (7) To determine the persons by whom cheques, receipts, contracts, endorsements and other documents may be signed on behalf of the society.

#### PROCEEDING OF BOARD OF DIRECTORS

- 18 The Board of directors shall meet at least twice a year and shall maintain the records of its proceedings which would be open to inspection by the inspecting authority.
- 19 The Board of directors shall be entitled to adjourn and otherwise regulate its meetings and proceedings as it think fit.
20. The Chairman or the Secretary shall, whenever deemed fit and proper and upon requisition made and signed in writing by at least five members of the board of directors, convene a special meeting of the board of directors.
21. The society shall ordinarily circulate among the members a notice of such meetings of the board of directors at least ten days before the date appointed for such meeting. The Chairman may direct in case of emergency a special meeting to be called by a shorter notice.
- ✓ 22. The quorum at every meeting of the board of directors shall consist of five members present.
23. Questions arising at a meeting of the board of directors shall be decided by a majority of votes, and, in case of an equality of votes, the Chairman shall have a second or casting vote.

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24. No action or proceeding of the board of directors shall be invalid or called in question merely by reasons of the existence of any vacancy.
25. The Chairman and in his absence the Vice-Chairman shall preside over the meetings of the board of directors.
26. No member of the board of directors, shall be entitled to any fee or remuneration for his services of the position as a director, but nothing herein shall preclude the reimbursement of the expense incurred by a member of the board of directors in and about the management of the affairs of the society or her/his involvement as stated in clause 4(6).
27. The society may by ordinary resolution remove any member of the board and appoint another in his place provided such appointee is qualified to be a member of board.
28. The board of directors may entrust to and confer upon, any member or members of the board appointed to hold an office, any of the powers exercisable by the board of directors, upon such terms and conditions and for such period as they may think fit, and either collaterally with or to the exclusion of their own powers and may from time to time resolve withdraw, alter or vary all or any of such powers.
29. Any casual vacancy occurring in the board may be filled by the board of directors by a person qualified to be appointed in the office so falling vacant. The person so appointed by the board of directors will hold office only till the next annual general meeting when a regular incumbent would be elected.

### 30. **OFFICERS IN THE SOCIETY AND THEIR DUTIES :**

1. **Chairman** : The society shall elect one of its members to be the Chairman of the society for one year at a time in its annual general meeting.
2. **Vice Chairman** : The society shall elect one of its members to be Vice Chairman of the society for one year at a time in its annual meetings
3. **Secretary** : The society shall elect one of its members to be the Secretary of the society for one year at a time in its annual general meeting.
4. **Joint Secretary** : The society shall elect one of its members to be the joint secretary of the society for one year at a time in its annual general meeting.
5. **Treasurer** : The society shall elect one of its members to be Treasurer of the society for one year at a time in its annual general meeting.

### 31. **DUTIES OF THE OFFICERS OF THE SOCIETY :**

1. **Chairman** : He/she shall chair the meetings of the society where he/she shall personally be present
2. **Vice Chairman** : He/she shall chair the meetings of the society when the Chairman is not present



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3. **Secretary :** In addition to duties that may be entrusted to him by the society or the Chairman from time to time, the Secretary of the society shall
- Maintain the membership roll of the society
  - Keep minutes of the proceedings of meetings of the society and of its committees
  - Have custody and care of all documents and records of the society
  - File all returns, documents and information to be filled with the Registrar of Societies, the Income tax authorities and the Ministry of Home affairs and other government departments, as would be applicable and duly and punctually comply with all the requirements of the requirements of various acts and any other applicable statutory enactments or rules for the time being in force.
  - Conduct correspondence for and on behalf of the society
4. **Joint Secretary :** The joint secretary shall carry all the duties of a secretary. He will assist him/her in all his/her duties and will discharge all such functions in his/her absence.
5. **Treasurer :** The treasurer of the society shall
- Keep or cause to be kept all books of accounts of the society
  - File financial returns or statements as may be required from time to time
  - Arrange for the audit of the accounts of the society
  - Receive for and on behalf of the society all monies and properties and give receipts thereof
  - Do all and any other duties that may be entrusted to him by the society from time to time.

#### PROPERTY OF THE SOCIETY

32. No property of the society shall be disposed of except on the resolution of a general meeting of the society, or a resolution of the members of the society passed in circulation.

#### ACCOUNTS

33. The society shall cause to be kept at a place determined from time to time by the members of the society proper books of accounts with respect to:
- All sums of money received and expended by the society and the matter in respect of which receipt and expenditure take place.
  - All sales and purchases and goods by the society.
  - The assets and liabilities of the society.
34. The books of accounts and other books and papers of the society shall be open to inspection by any member of the society during business hours.
35. A qualified auditor shall be selected at the Annual General Meeting and he shall audit the accounts of the society for the ensuing year.

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36. Every auditor of the society shall have right of access of the books of accounts and vouchers of the society and shall be entitled to require from the society such information and explanations as the auditor may think necessary for the performance of the duties as auditor.

### AUTHENTICATION OF DOCUMENTS

37. Any document or proceeding requiring authentication by the society may be signed by the secretary, the joint secretary, the treasurer and/or any other member of the board of directors so authorized by the board.
38. All documents relating to the properties of the societies shall be executed by the officers of the society for and on behalf of the society.

### NOTICES

39. Any notices sent through the post or courier or email shall be deemed to have been served at the time when the letter containing the same is put into the post office/courier/email and in proving such service it is sufficient to prove that the letter containing the notice was served to the concerned person.

### BANK ACCOUNTS

40. The bank accounts of the society will be opened only with recognized national and international banks and will be operated jointly in such manner and by such persons as the board of directors of the society may determine from time to time.

### LITIGATION

41. The society shall sue and be sued in the name of its Secretary, Joint secretary and the Treasurer.

### INDEMNITY

42. Every member and officer of the society shall be indemnified out of the funds of the society against all losses and expenses incurred through his own neglect, willful act, or default, and such one shall be answerable only for his own acts, neglects or defaults and not for those of any other person.

### ANNUAL LIST OF MEMBERS

43. On or before March 31<sup>st</sup> each year, a list of members, addresses and occupations of the members of the board of directors entrusted with the management of the affairs of the society shall be filled with the Register of societies.

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*Agastya*

*Singh*



## AMENDMENTS AND AMALGAMATION

### 43. AMENDMENTS

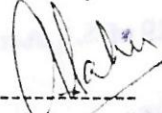
1. No alteration of the rules and regulations of the society shall be made except by a resolution of the members of society passed at a general meeting called for the purpose, by not less than three fourths of the members present voting in favour of such resolution.
2. In case it is deemed expedient to alter, extend or abridge the purpose for which the society is established or to amalgamate wholly or partially with any other society or change any other clause of the memorandum, the same shall be done in accordance with the procedure laid down in section 12 of the Societies Registration Act, XXI of 1860 (Punjab Amendments Act, 1957) as extended to the Union Territory of Delhi shall apply to the society.

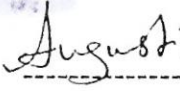
## DISSOLUTION

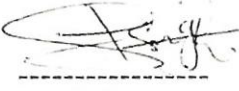
- 44 Upon dissolution of the society there shall remain after the satisfaction of its debts and liabilities any property whatsoever, the same shall not be paid to or distributed among the members of the society but shall be given to some other society of similar theological views and purposes, as the governing body shall decide or in default thereof, that of a competent court.

### 45 Essential Certificate:

Certified that this is the correct copy of the Rules and Regulations of the Society:

  
Chairman

  
Secretary

  
Treasurer







भारतीय रजिस्ट्रार समिति  
 रजिस्ट्रेशन नं० 41928  
 हाकुमोल्लेखन नं०  
 दिनांक



Notified U/S 19 of S.R. Act 1864

21.5.02  
 Registrar of Societies

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 हस्ताक्षर के अधीन संस्था  
 अधीनस्थान १८६० के अन्तर्गत  
 किया गया

समिति रजिस्ट्रार  
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