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Society for IT Initiative Fund for e-Governance

Introduction

"Society for IT Initiative Fund for e-Governance" was incorporated under the Societies Registration Act, 1860 which was got registered with the Registrar of Firms and Societies, Haryana vide Registration No. 1434/ 2000 dated 31.08.2000 for adoption and promotion of Information Technology in the State. Now, with the enforcement of new Act namely, the Haryana Registration and Regulation of Societies Act, 2012, the existing Memorandum of Association of the Said Society needs to be amended in accordance with the provisions of the 2012 Act. Hence, the Society has resolved to amend its existing Memorandum of Association as follows:-

Memorandum of Association

1. Name:

The name of the Society shall be "Society for Information Technology Initiative fund for e-Governance" (herein after referred to as the Society).

2. Registered Office:

(i)	Registered Office of Society	HARTRON Bhawan, Bays No. 73-76, Sector 2, Panchkula.
(ii)	Correspondence/Society Postal Address	Society for Information Technology Initiative Fund for e-Governance, Secretariat for Information Technology, 9 th Floor, Haryana Civil Secretariat, Chandigarh.


3. Jurisdiction:

The Society shall have its jurisdiction throughout the State of Haryana.

4. Aims and Objects of the Society:

The aims and objects of the Society primarily relate to the administration of Information Technology Fund for e-Governance, established for achievement and furtherance of the following objectives:

- (i) To arrange, create and support management of the ICT infrastructure and e-Service Delivery mechanisms in the State;
- (ii) To create and manage common IT infrastructure assets and Information assets of the State and creation of capacity for the same;
- (iii) To support implementation of the NeGP; various Mission Mode Projects as envisaged under the NeGP from time to time;

Attested:

Administrative Officer,
Department of Electronics,
& Information Technology,
Haryana Civil Secretariat, Chandigarh

Secretariat for Information Technology, 9th Floor, Haryana Civil Secretariat, Chandigarh

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- (iv) To support planning, facilitate implementation and monitoring of various e-Governance Projects in the state;
- (v) To assist in creation of IT and e-Governance related capacity across the state government line departments and organisations;
- (vi) To work for up-gradation of standards and quality of administration with adoption and use of Information Technology in Haryana and promote use of ICT for improved efficiencies and transparency in governance;
- (vii) To plan, establish, implement and manage the operations of Common Service Centres for delivery of citizen services in electronic mode, and to coordinate with the citizen service delivery outlets throughout the state;
- (viii) To plan, establish, operate and manage a State Resident Database, its integration with various e-Governance projects and implement the OneState concept for efficient and integrated e-Governance Platform in the state;
- (ix) To assist in the process of modernization and rationalization of the administrative set-up through re-engineering of processes, formulation of policies and Government Orders, development and dissemination of various standards in furtherance of the process of e-Governance in the state;
- (x) To assist in development, prescription and observance of minimum standards for Information and Cyber Security related issues;
- (xi) To work for extensive percolation of IT literacy, education, and creation of IT related skill-sets in the State in order to bridge the digital divide and enhancing the employability of state youth;
- (xii) To work for promotion of investment in IT industry, increasing the share of IT/IES Sector in the State Gross Domestic Product, and generation of IT related employment opportunities;
- (xiii) To raise or acquire funds, and/or property from the Central Government, State Government, State PSUs, Non-government Agencies, charitable trusts by way of budgetary devolutions, grants, donations, or loans from public and private financial institutions. The funds, properties, assets and all other resources, present and future, of the Society shall be utilised for any or all the purposes or objects of the Society as stated above; and
- (xiv) To engage/ hire IT professionals/ resources and other staff on regular/ part-time basis/ consulting contracts for execution/ implementation and sustenance of the projects envisaged/ conceptualised for achievement of the above stated objectives.

Attested

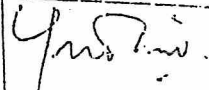
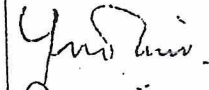
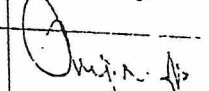

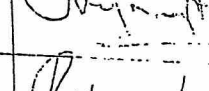
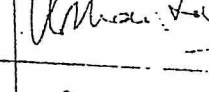
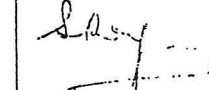

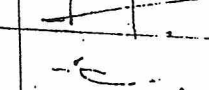

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5. Association of Members:

The following persons, in their ex-officio capacity, are desirous of formation and registration of the Society aforesaid, with the aims and objects stated herein above. The said persons have affixed their signatures below against their names in token of their consent to form and register the Society aforesaid, along with the stated aims and objects, and have consented to act in accordance with the Byelaws of the aforesaid Society:

Sr. No.	Name Sh. / Smt.	Designation	Address	Signature
1.	Y. S. Malik, IAS	Administrative Secretary, Electronics & Information Technology Department	# 3 Sector 7, Chandigarh	
2.	Y. S. Malik, IAS	Administrative Secretary to the Government of Haryana, Industries & Commerce Department	# 3 Sector 7, Chandigarh	
3.	Rajan Gupta, IAS	Administrative Secretary to the Government of Haryana, Finance Department	# 505 Sector 16, Chndigarh	
4.	Rajan Gupta, IAS	Administrative Secretary to the Government of Haryana, Planning Department	# 505 Sector 16, Chndigarh	
5.	Roshan Lal, IAS	Administrative Secretary to the Government of Haryana, Agriculture Department	# 1020 Sector 24, Chandigarh	
6.	Surina Fajari, IAS	Administrative Secretary to the Government of Haryana, Secondary Education Department	# 55 Sector 7, Chndigarh.	
7.	Alok Nigam, IAS	Administrative Secretary to the Government of Haryana, Cooperation Department		
8.	T. C. Gupta, IAS	Administrative Secretary to the Government of Haryana, Town & Country Planning Department	# 513 Sector 16, Chandigarh	
	Pradeep Kasni, IAS	Secretary/ Special Secretary to the Government of Haryana, Administrative Reforms Department	# 2525 Sector 27, Chandigarh	
10.	Ashok Sangwan, IAS	Special Secretary to Government of Haryana, Electronics & Information Technology Department	# 1405 Sector 19, Chandigarh	

Attested

 Administrative Officer,
 Department of Electronics
 & Information Technology,
 Haryana Civil Secretariat, Chandigarh

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Byelaws of the Society for Information Technology Initiative Fund for e-Governance

Introduction:

Society/ for IT Initiative Fund for e-Governance was incorporated under the Societies Registration Act, 1860 which was got registered with the Registrar of Firms and Societies, Haryana vide Registration No. 1434/ 2000 dated 31.08.2000 for promotion of use of Information & Communication Technology in the State. Now, with the enforcement of new Act namely, the Haryana Registration and Regulation of Societies Act, 2012, the existing Rules & Regulations/ Bye-Laws of the Said Society have been amended to bring the same in conformity with the provisions of the New Act. The Governing Body of the Society has resolved to approve these byelaws in its meeting held on 09.05.2014 as follows:

1. Name of the Society:

The name of the Society shall be "Society for Information Technology Initiative Fund for e-Governance" (herein after referred to as the Society).

2. Registered Office:

(i)	Registered Office of the Society	HARTRON Bhawan, Bay Nos. 73-76, Sector 2, Panchkula.
(ii)	Correspondence/ Postal Address	Society for Information Technology Initiative Fund for e-Governance, Secretariat for Information Technology, 9 th Floor, Haryana Civil Secretariat, Chandigarh.

3. Jurisdiction:

The Society shall have its jurisdiction throughout the State of Haryana.

4. Definitions:

Unless the context otherwise requires; the words and expressions used in these byelaws shall have the meaning as ascribed to them hereunder:

- (i) "Act" means the Haryana Registration and Regulation of Societies Act, 2012.

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- (ii) "Bye-Laws" means the Bye-Laws of the Society.
- (iii) "District Registrar" means an officer appointed under section 3 of the Act;
- (iv) "Fund" means and refers to the Information Technology Initiative Fund for e-Governance;
- (v) "General Body" means the body of all the members of the Society;
- (vi) "Governing Body" means the Governing Body of the Society constituted in accordance with Clause 15 of the Byelaws;
- (vii) "Government" means the government of the State of Haryana (in Electronics & Information Technology Department);
- (viii) "Member" means a person who has been admitted as a member of the society in accordance with these bye-laws.
- (ix) "Memorandum" means the Memorandum of Association of the Society as originally framed and as amended from time to time in accordance with the provisions of the Act.
- (x) "Office Bearer" means and includes the President, Vice President, Secretary, Joint Secretary, Treasurer, Manager or any other member of the Governing Body.

5. Membership:

Subject to a maximum of 21, the Society shall admit and appoint persons as members in their (a) ex-officio capacity, and (b) non-officials, as under:

- (i) Founder members, i.e. subscribers to the Memorandum of Association of the Society in their ex-officio capacity;
- (ii) Officers of the Government admitted by the Governing Body as members in their ex-officio capacity from time to time;
- (iii) Non-official persons, not exceeding three at any time, may be admitted and appointed as Tenure/ Honorary members from amongst persons having expertise and made contribution in the field of Information & Communication Technology from time to time.

Notes:

- (a) When a person is nominated as member of the Society in his ex-officio capacity, his/her membership shall terminate as soon as he /she ceases to hold that office and the vacancy so caused shall be automatically filled-up by his/her successor to that office.
- (b) The tenure of a non-official member under para (iii) above shall be decided by the Governing Body. Such person may be re-nominated as a tenure member on expiry of his/ her original term.

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6. Eligibility:

- (i) In order to be eligible for appointment and continuation as a member in the ex-officio category, such person must be in the employment of the Government;
- (ii) In order to be eligible for appointment of a non-official as a tenure/ honorary members, such person may be an individual of accomplished talent and merit with contribution to the promotion of use of Information & Communication Technology, from whose knowledge and association the Society may benefit in achievements of its stated objectives.

7. Membership fee and Annual subscriptions:

No membership fee or annual subscription shall be payable by any member of the Society/ keeping in view the nature of membership and the fact that it is a Government promoted society.

8. Admission Procedure: (In case of non-official members).

- (i) The Secretary may propose the admission/nomination of a person as a Honorary/ Tenure member of the Society after obtaining his/ her consent to be so nominated as a member;
- (ii) The proposal shall contain a brief bio-data of the person, his acceptance to be nominated as a member of the Society, the proposed tenure and any other terms and conditions;
- (iii) The admission of a person as a non-official member of the Society shall be decided by the Governing Body from time to time in accordance with the eligibility criteria mentioned in clause 6(ii) of these byelaws;
- (iv) The decision of the Governing Body shall be intimated to the person concerned, his name shall be entered in the register of members, to be maintained in such manner & form as prescribed under the Haryana Societies Registration and Regulation Rules, 2012 and he/ she will be issued an identity Card of the Society.

9. Identity Card for non-official members:

The Society shall issue the Identity Cards for the non-official members. However, no separate Identity Cards would be issued in respect of members holding their membership in ex-officio capacity as they would have their Identity Cards issued by the Government.

10. Rights & Obligations of members:

- (i) Every member of the Society shall have the right to inspect the books of

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accounts and all records containing the minutes and proceedings of the Governing Body and the General Body of the Society;

- (ii) Every member of the Society shall be bound by the rules and regulations of the Society as contained in its bye-laws, as amended from time to time;
- (iii) Persons holding membership in their ex-officio capacity would meet their expenses in connection with the TA/DA etc. from their respective departments. Subject to approval from the General Body, the Governing Body may determine the scale and entitlement of TA/DA/Honorarium/Sitting Fees etc. for the non-official members.

11. Cessation/ Termination of Membership

- (i) A person holding the membership in his ex-officio capacity, shall cease to be a member of the Society upon his/ her transfer from such posts;
- (ii) A non-official member shall cease to be a member of the Society (i) upon completion of his tenure, unless the same is further renewed, (ii) upon such member being found guilty of any financial or moral or intellectual impropriety in respect of the affairs of the Society, and (iii) upon his resignation from the membership of the Society;

Note: Whenever a member desires to resign from the membership of the Society, he shall address his/her resignation to the President of the Governing Body of the Society and submit the same to him/her. His resignation shall, however, take effect only upon its acceptance by President of the Governing body.

- (iii) Notwithstanding any contained in sub-clauses (i) and (ii) above, a person shall cease to be a member of the Society in any of the following events:
 - (a) Upon death of the member;
 - (b) Upon acceptance of the resignation from membership,
 - (c) Becomes of unsound mind, or
 - (d) Becomes insolvent, or
 - (e) Is convicted of a criminal offence involving moral turpitude, or
 - (f) Upon his/her acting contrary to the aims and objectives of the society, or
 - (g) Is removed/ replaced by the Governing Body of the Society with the approval of the Government

12. General Body:

Every person admitted as a member of the Society shall be a member of General Body of the Society. With the exception of non-official members, the General Body shall have the following office-bearers and members in their ex-officio capacity:

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Sr. No.	Name Sh. / Smt.	Designation	Position
1.	Y. S. Malik	Administrative Secretary, Electronics & IT Department	President
2.	Dhanpat Singh	Administrative Secretary to the Government of Haryana, Technical Education Department	Vice-President
3.	Y. S. Malik	Administrative Secretary to the Government of Haryana, Industries & Commerce Department	Member
4.	Rajan Gupta	Administrative Secretary to the Government of Haryana, Finance Department	Member
5.	Roshan Lal	Administrative Secretary to the Government of Haryana, Agriculture Department	Member
6.	Surina Rajan	Administrative Secretary to the Government of Haryana, Secondary Education Department	Member
7.	Alok Nigam	Administrative Secretary to the Government of Haryana, Cooperation Department	Member
8.	T. C. Gupta	Administrative Secretary to the Government of Haryana, Town & Country Planning Department	Member
9.	Pradeep Kasni	Secretary/ Special Secretary, Administrative Reforms Department	Member
10.	Kusum Bansal	Special Secretary, Finance Department	Member
11.	Ashok Sangwan	Special Secretary/ Additional Secretary/ Joint Secretary, Electronics & IT Department	Member-Secretary
12.	Ashok Sangwan	Managing Director, HARTRON	Member
13.	Tarun Bajaj	Managing Director, HSIIDC	Member
14.	A.K. Singh	Chief Administrator, HUDA	Member
15.	Ashok Kumar Yadav	Managing Director, HAFED	Member
16.	Anand Mohan Sharan	Chief Administrator, HSAMB	Member
17.	C. R. Rana	Registrar, Cooperative Societies	Member
18.	Vijayendra Kumar	Director General, Technical Education Department	Member
19.	-	Non-official	Member
20.	-	Non-official	Member
21.	-	Non-official	Member

13. Meetings of the General Body:

- (i) A meeting of the General Body of the Society may be held as and when required. However, at least one meeting of the General Body of the Society, called as the Annual General Meeting (AGM) will be held in a year,

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within six months of the close of the financial year for consideration, approval and adoption of the annual accounts of the Society duly audited in addition to transaction of any other business of the Society as may be required.

- (ii) 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 of such meeting;
- (iii) Every meeting of the General Body shall be presided over by the President of the Society, and in his absence, the Vice-President of the Society. In case of non-availability of the President or the Vice-President of the Society, the house may elect any of the members to act as the Chairman of the meeting;
- (iv) For any meeting of the General Body, a clear notice of at least 14 days along with a copy of the agenda of the business to be transacted, date, time & venue of the meeting will be given to the members of the General Body. A copy of such notice will also be endorsed to the District Registrar;
- (v) The Proceedings of all meetings of the General Body will be recorded in the minutes-book (bound or in loose leaves) maintained separately for the purpose by the Secretary and such minutes will be signed by the Chairman of the meeting and the Secretary of the Society.
- (vi) The quorum for an Extra-ordinary meeting of the General Body or adjourned meetings shall be in accordance with the provisions of Act.

14. Powers, Functions & Duties of the General Body:

- (i) Provide overall guidance/ policies to the Society in determination and fulfilment of its aims and objects;
- (ii) Amendment to the MoA and the Byelaws of the Society;
- (iii) Approval of Annual Accounts and the Annual Report of the Society;
- (iv) Approval of the TA/DA/Honorarium/ Sitting Fees for the non-official members of the Society;
- (v) All such other duties as may be enjoined upon it under the Haryana

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Registration and Regulation of Societies Act, 2012 and the rules framed there under;

15. **Governing Body of the Society:**

The Governing body of the Society would comprise of the following in their ex-officio capacity:

Sr. No.	Particulars & Designation of the Member	Designation
(i)	Administrative Secretary, Electronics & IT	President
(ii)	Administrative Secretary, Technical Education Department	Vice-President
(iii)	Secretary/ Special Secretary/ Additional Secretary/ Joint Secretary, Electronics & IT Department	Secretary
(iv)	Managing Director, HARTRON	Treasurer
(v)	Secretary/ Special Secretary, Finance	Member
(vi)	Managing Director, HSIIDC	Member
(vii)	Chief Administrator, HUDA	Member
(viii)	Managing Director, Haryana Sahitya Akademi	Member
(ix)	Chief Administrator, HSAMB	Member
(x)	Registrar, Cooperative Societies	Member
(xi)	One Non-Official Member	Member

16. **Meetings of the Governing Body:**

The Governing Body may hold its meetings as & when required subject to the condition that it shall meet at least once in a quarter every year. The quorum for the meeting of the Governing Body shall be four.

17. **Powers, Functions and duties of the Governing Body:**

The Governing Body of the Society:

- (i) will be responsible for the day-to-day working for achievement of 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 & assets of the Society for the stated objectives;
- (ii) will be competent to approve the annual budget of the Society and take its periodic review;
- (iii) will be competent to raise funds and purchase property, movable and immovable, on free-hold or lease basis in its name, as decided from time to time.

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to time;

- (iv) shall have complete charge of the custody, use and management of all immovable and moveable assets belonging to or vested in the Society;
- (v) shall be competent to invest the funds of the society in the 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;
- (vi) may constitute various Committees/ sub-committees for looking after such functions as may be assigned from time to time;
- (vii) shall be competent to make provision for appointment/ engagement of regular or part-time or contractual employees of the society to look after the secretarial, accounting and other functions in a seamless manner.
- (viii) shall be competent to outsource certain house-keeping functions e.g. cleaning, security and similar other maintenance activities of the premises of the society

18. Powers and Functions of the Office-bearers of the Society:

(A) President:

- (i) To preside over all the meetings of the General Body and the Governing Body and regulate the proceedings of such meetings;
- (ii) To do all such acts, deeds and things as may be authorized by the Governing Body from time to time;
- (iii) To allow or disallow discussion on any matter which is not included in the agenda;
- (iv) To ensure proper & transparent functioning of the Society/ Governing Body;
- (v) To ensure strict compliance of the provisions of the Haryana Registration and Regulation of Societies Act, 2012 and the rules made there under;
- (vi) To supervise and guide the overall activities/ achievement of aims & objectives of the Society.

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(B) Vice - president :

- (i) To assist the President in carrying out his duties;
- (ii) In absence of the President, to act on his behalf and perform all duties and exercise all the powers of the President;
- (iii) To do all such acts, deeds and things, as may be authorized by the Governing Body.

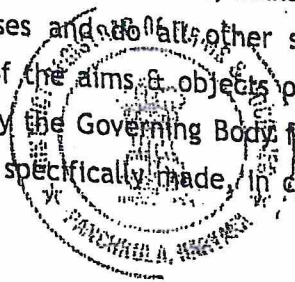
(C) Secretary:

- (i) To conduct, 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;
- (ii) To convene meetings of the General Body/ Governing Body with the consent of the President and issue proper notices as prescribed under these byelaws;
- (iii) To attend all the meetings of the General Body/Governing Body and assist the President in conducting the meetings and record proceedings of all the meetings;
- (iv) To prepare annual report of the Society and place it before the Governing Body/ General Body along with audited annual accounts of the Society, for approval;
- (v) To keep, maintain and preserve the records of the Society/Governing Body;
- (vi) To assist the President in looking after the affairs of the society for achieving the aims & objects of the Society;
- (vii) To ensure timely filling of all statutory returns/ documents in the office of the District Registrar and such other authorities as may be prescribed under the Haryana Registration and Regulation of Societies Act, 2012 and the rules made there under;

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- (viii) To act as the custodian for safe custody of common seal of the Society and affix the same, wherever required, as per the authorisation of the Governing Body;
- (ix) To undertake correspondence on behalf of the Society/ Governing Body and to sign letters and papers on its behalf and to ensure that all statutory registers and records are properly kept and maintained;
- (x) To act as the overall in-charge of the administration and execution of all the programmes of the society/ including financial affairs on behalf of the Governing Body including creation of posts, fixation of salaries/ remuneration/ allowances etc., make appointments/ engagement of staff, make purchases and do all other such things as may be necessary in furtherance of the aims & objects of the Society in accordance with the delegations by the Governing Body from time to time and where no such delegation is specifically made, in consultation with the President of the society.



(D) Treasurer:

- (i) To keep accounts of all financial transactions of the Society and of all the sums of money received and spent by the Society and maintain records of receipts and expenditure relating to such matters, and of assets, credits and liabilities;
- (ii) To get the annual accounts of the Society audited by the Chartered Accountants appointed by the Governing Body at the close of the Financial year;
- (iii) To place the audited annual accounts of the Society before the Governing Body along with the comments of the auditors;
- (iv) To act as the overall custodian of all books of accounts of the society, financial statements, receipt books, expenditure vouchers, bank pass books & cheque books, cash etc.
- (v) To keep an inventory of the properties/ assets or the monies of the Society and to manage the accounts and execute all contracts on behalf of the Governing Body;
- (vi) To prepare the annual budget of the budget and place the same before the

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Governing Body for its approval;

- (vii) To exercise all other powers and execute such functions as may be assigned to him by the Governing Body.

19. Sources of the Fund/ Income of the Society:

The Society shall raise its resources and earn income through any or all of the following:

- (i) Periodic grants-in-aid from the Central/ State Government, state PSUs and other entities towards the Corpus/ Fund of the Society;
- (ii) Budgetary devolutions and fund flows from various sources including ACAs from the Central Government;
- (iii) Income/ returns from investment of the Corpus Fund of the Society and other deposits;
- (iv) Income from Service/ consultancy charges/fees for implementation of various e-Governance Projects;
- (v) Income from services provided for any e-Governance initiatives supported by the Society;
- (vi) Income from levy of user charges from the Government Departments/ Organisations for use of common IT infrastructure assets;
- (vii) Any other sources of income as approved by the Governing Body from time to time.

20. Investment of the Funds of the Society:

- (i) The Governing body shall decide on the overall policy of investment of the funds of the Society keeping in view the security and optimal returns on such investments. It shall invest the assets of the fund in any one or more of the mode of investments for the time being authorized by law for the investment of the trust money as the Governing Body may think proper and appropriate.
- (ii) The Governing Body may invest moneys of the Fund not required immediately on short-term basis in fixed deposits/ Certificates or such other schemes as may be decided by the Governing body.

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21. Expenditure from out of the Corpus/ Income of the Society:

- (i) The Society shall incur expenditure out of its Fund/ Corpus and other income for various purposes for achievements of the aims and objects of the Society, as spelt out in the Memorandum of Association, with the approval of the Governing Body of the Society. It shall include, but not limited to, the expenditure incurred on procurement of services, hardware, software, staff salaries, contract remunerations, pay-outs to outsourced service providers, and other assets & consumables;
- (ii) Save the petty expenses up to a limit of Rs. 5,000/- (which may be revised by the Governing Body from time to time), all other transactions of expenditure by or on behalf of the Society shall be undertaken through recognised mode of bank instruments or net-banking or RTGS.

22. Appointment of IT Professionals/ Consulting Resources and other Staff of the Society:

- (i) Subject to approval from the Governing Body and availability of budget, the Society may employ/ engage IT Professionals on regular/ part-time basis/ consulting contracts for execution/ implementation/ operations of various IT related projects as per requirement from time to time;
- (ii) In addition to the above mentioned professional resources, the Society may also employ staff on regular/ part-time/ contract basis for carrying out its Secretarial, Accounting, and House-keeping functions as per requirement from time to time;
- (iii) That Service rules/ regulations in respect of the staff in employment of the Society, in whatever form, (e.g. Nature & Designation of posts, Qualifications, mode of Recruitment, pay scales/ remuneration levels, promotions, and other service conditions etc.) shall be framed to regulate the conditions of service of such employees.

23. Honorarium for certain category of staff and other purposes:

- (i) The Society may draw support from the staff of the Secretariat for Information Technology from their existing strength and assign additional duties for the administrative work of the Society for which the Governing

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Body may determine the amount of Honorarium to such staff for additional work from time to time. However, no such Honorarium shall be paid to the members of the staff in the whole-time/ part-time/ contract employment of the Society.

- (ii) The Governing Body may also determine and allow payment of the Honorarium/ Out of Pocket expenses for the members of any adhoc/ sub committee, wherever constituted, keeping in view the nature of responsibilities, the size of operations and deliverables, and the time and effort required to complete the assigned tasks.

24. Vesting of the assets of the Society:

- (i) The fund and the assets, tangible or intangible, created by the Society in any form shall vest in the Society;
- (ii) The Society shall create, operate and manage the Common IT Infrastructure and Information assets (e.g. the State Resident Database, the Information Security assets, and other IT infrastructure assets) created for on behalf of the state Government and act as a custodian thereof during its subsistence and hand the same over to the state as & when called upon to do so in the manner prescribed;
- (iii) The Society shall function under the Administrative control of the Electronics and Information Technology Department, Haryana, Secretariat for Information Technology, 9th Floor, Haryana Civil Secretariat, Chandigarh. As such, all assets and liabilities in the ownership or custody of the Society shall devolve upon the State in the event of the dissolution of the Society.

25. Administration of the Society:

Subject to any general or special directions given by the Haryana Government, or as decided by the General Body of the Society, the management and administration of the Society shall vest in the Governing Body headed by the President of the Governing Body.

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26. Delegation of Powers:

The Governing Body may delegate any of its administrative and or financial powers, excluding the powers to decide policy matters and the power to frame byelaws, to the office-bearers of the Society for carrying out the day-to-day functions of the Society. However, a formal order of delegation of administrative and financial powers shall be issued after approval of the same by the Governing Body of the Society. The Governing Body shall be competent to revise or modify such Delegation Order from time to time.

27. Contracts or Legal undertakings:

All contracts and legal undertakings shall be executed in the name of the Society and signed by the Secretary or any officer duly authorised by the Governing Body for the purpose.

28. Seal of the Society

The Society shall have its Seal with its logo inscribed therein, as approved by the Governing Body. The seal shall remain in the safe custody of the Secretary of the Society and shall be affixed on all such documents/ instruments as may be decided by the Governing Body of the Society.

29. Amendment in the MOA and Byelaws of the Society:

Any amendment in the Memorandum of Association or the Byelaws of the Society shall be approved by the General Body of the Society as a Special Resolution in accordance with the stipulations in the Act and the rules framed there under.

30. Audit of Accounts:

- (i) The Governing Body of the Society shall cause the accounts of all moneys and properties and of income and expenditure maintained in a proper manner, which shall be got audited annually from a duly appointed firm of Chartered Accountants. The CA would certify that the accounts have been maintained following the good industry practices and that all expenditure has been incurred in accordance with the rules and regulations/ delegations and in furtherance of the aims and objectives of the Society.

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- (ii) A statement of the annual accounts of the fund shall be first approved by the Governing Body and after it has been audited and certified by the Chartered Accountants and approved/ adopted by the General Body, the same shall be submitted by the Secretary to the Government of Haryana every year.

31. Annual Report:

The Secretary of the Society shall cause a report on the working of the Society prepared for every year by the end of the month of June of the following year and after approval of the Governing Body the same shall be presented to the Government of Haryana.

32. Dissolution of the Society:

The Governing Body of the Society may recommend dissolution of the Society for reasons to be recorded in writing. Any such proposal shall be placed before the General Body of the Society. The resolution of the General Body shall be placed for approval of the Government and upon approval thereof, the Governing Body of the Society shall apply for dissolution thereof to the District Registrar. In the event of dissolution of the Society, the assets and liabilities of the Society, if any, shall vest in the Government in the Electronics & Information Technology Department.

33. Exemption:

Keeping in view that the Society comprises of its members and office-bearers in their ex-officio capacity, it is exempted from the provisions of Section 33 and 39 in terms of orders bearing No. 08/05/2014-4IB1 dated 26.02.2014 issued by the Governor of Haryana in exercise of powers vested in him under Section 85 of the Act.

34. Compliance with the provisions of the Act and the rules framed there under:

The Society shall at all times ensure compliance of the provisions of the Act and the rules framed there under to the extent the same are applicable to the Society and file all returns/ accounts/ documents as required from time to time.

Society for IT Initiative Fund for e-Governance

Signatories to the Byelaws of the Society:

Sr. No.	Name Sh. / Smt.	Designation	Position	Signatures
1.	Y. S. Malik	Administrative Secretary, Electronics & IT Department	President	
2.	Dhanpat Singh	Administrative Secretary to the Government of Haryana, Technical Education Department	Vice-President	
3.	Y. S. Malik	Administrative Secretary to the Government of Haryana, Industries & Commerce Department	Member	
4.	Rajan Gupta	Administrative Secretary to the Government of Haryana, Finance Department	Member	
5.	Roshan Lal	Administrative Secretary to the Government of Haryana, Agriculture Department	Member	
6.	Surina Rajan	Administrative Secretary to the Government of Haryana, Secondary Education Department	Member	
7.	Alok Nigam	Administrative Secretary to the Government of Haryana, Cooperation Department	Member	
8.	T. C. Gupta	Administrative Secretary to the Government of Haryana, Town & Country Planning Department	Member	
9.	Pradeep Kasni	Secretary/ Special Secretary, Administrative Reforms Department	Member	
10.	Kusum Bansal	Special Secretary, Finance Department	Member	
11.	Ashok Sangwan	Special Secretary/ Additional Secretary/ Joint Secretary, Electronics & IT Department	Member - Secretary	
12.	Ashok Sangwan	Managing Director, HARTRON	Member	
13.	Tarun Bajaj	Managing Director, HSIIDC	Member	
14.	A.K. Singh	Chief Administrator, HUDA	Member	
15.	A.K. Yadav	Managing Director, HAFED	Member	
16.	Anand Mohan Sharan	Chief Administrator, HSAMB	Member	
17.	C.R. Rana	Registrar, Cooperative Societies	Member	
18.	Vijayendra Kumar	Director General, Technical Education Department	Member	
19.		Non-official	Member	
20.		Non-official	Member	
21.		Non-official	Member	

District Registrar of Firms & Societies
Panchkula, Haryana

Attested
Administrator Officer,
Department of Electronics
Information Technology,
Haryana Civil Secretariat, Chandigarh

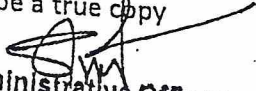
Secretariat for Information Technology, 9th floor, Haryana Civil Secretariat, Chandigarh

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List o of members of the Governing Body.

Sr. No.	Particulars & Designation of the Member	Designation
(i)	Administrative Secretary, Electronics & IT	President
(ii)	Administrative Secretary, Technical Education Department	Vice-President
(iii)	Secretary/ Special Secretary/ Additional Secretary/ Joint Secretary, Electronics & IT Department	Secretary & Treasurer
(iv)	Managing Director, HARTRON	Member
(v)	Secretary/ Special Secretary, Finance	Member
(vi)	Managing Director, HSIIDC	Member
(vii)	Chief Administrator, HUDA	Member
(viii)	Managing Director, HAFED	Member
(ix)	Chief Administrator, HSAMB	Member
(x)	Registrar, Cooperative Societies	Member
(xi)	One Non-Official Member	Member

Attested to be a true copy


 Administrative Officer
 for Society for IT Initi. and
 for E-Governance

