



THE BHARAT SCOUTS AND GUIDES

भारत स्काउट्स एवं गाइड्स

National Headquarters राष्ट्रीय मुख्यालय

Society Registration No : S462 of 1950-1951

President

Dr. Anil Kumar Jain, M.P. (Bharat Scouts)

डॉ. अनिल कुमार जैन, सांसद (भारत स्काउट्स)

Chief National Commissioner :

Dr. K. K. Khandelwal, IAS (Retd.)

डॉ. के.के. खण्डेलवाल, सा.प्र.स. (र.प्र.)

Ref. No. B.S.G./N.H.Q./ D - 5-19/204/2021-22

Date: 13-04-2021

To

Smt. Nasreen Khan

Administrator and

State Secretary

J & K Bharat Scouts and Guides

State Headquarters

Near General Post Office

Apsara Road, Gandhi Nagar

Jammu

SUB:- Submission of amended Bye-Laws of Jammu & Kashmir Bharat Scouts and Guides.reg.

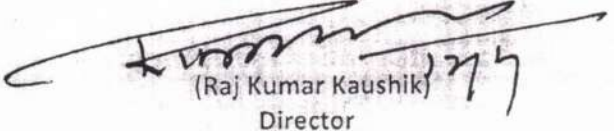
REF:- SHQ letter no. BS&G/ SHQ/J/2344-46, dated 15/03/2021.

Madam,

Please find enclosed herewith the State Bye-Laws of Jammu & Kashmir Bharat Scouts and Guides Association duly approved by the Competent Authority, for your kind perusal.

Thanking you,

Yours Sincerely,

  
(Raj Kumar Kaushik)  
Director

Encl:- As above.

Copy submitted to the Hon'ble Chief National Commissioner of the Bharat Scouts and Guides for his kind information.

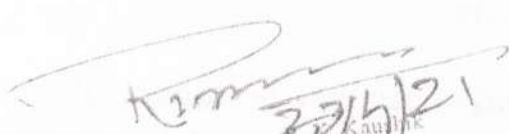
- C. c. to:-
1. Administrative Officer, BS&G, NHQ.
  2. Assistant Director, BS&G, Northern Region.
  3. AS-1, BS&G, NHQ.

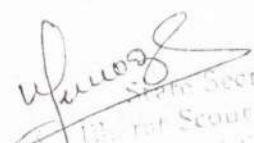
DIR/ADO/AS-1/12 Apr. 2021.

## THE BHARAT SCOUTS AND GUIDES, U.T. JAMMU & KASHMIR STATE ASSOCIATION BYE-LAWS

1. **Name:** The name of the State Association shall be called 'The Bharat Scouts and Guides Jammu & Kashmir State Association.
2. **Short Title:** This Bye-Laws shall be called "The Bharat Scouts and Guides Jammu & Kashmir State Association Bye-Laws".
3. **Commencement:** These Bye - Laws shall come into force on the date of approval by the Chief National Commissioner of the Bharat Scouts and Guides, National Headquarters, New Delhi.
4. **Definition :**
  - (4.1) 'Association' means the Bharat Scouts and Guides Jammu & Kashmir State Association;
  - (4.2) 'Memorandum of Association' means the Memorandum of the Bharat Scouts and Guides;
  - (4.3) 'Rules' means the Rules of the Bharat Scouts and Guides;
  - (4.4) Words and expressions used in these Bye-Laws shall, unless otherwise provided in the Bye-Laws, have the same meaning assigned to them in the Memorandum of Association and the Rules.
5. **REGISTERED OFFICES:** The Registered offices of Jammu and Kashmir Bharat Scouts and Guides shall be situated at two places as elucidated below:-
  - 5.1. At Jammu, The State Bharat Scouts and Guides Headquarters, Shall be in Gandhi Nagar, Near General Post Office, Gandhi Nagar, Jammu – 180004.
  - 5.2. At Srinagar, The State Bharat Scouts and Guides Headquarters, shall be at "Scouts Hut" Youth Hostel Premises, Wazir Bagh, Srinagar (Kashmir – 190001) or at such other places or places as may be decided from time to time by the State Council.
6. **MEMBERSHIP: -**

The Membership of the Association in the Local/District Association is open to citizens of India; who subscribe to the Fundamentals, which includes Purpose, Principles, the Methods, the Promise and the Law. Provided, a citizen of any other nationality residing for the time being in India may be admitted as a member of the Local/District association with the approval of the State Chief Commissioner.

  
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 Director  
 THE BHARAT SCOUTS AND GUIDES  
 Lakshmi Mazumdar Bhawan,  
 16, M. G. Marg, I. P. Estate,  
 New Delhi-110002

  
 State Secretary  
 Bharat Scouts & Guides  
 J&K State  
 JAMMU & KASHMIR



Provided, further, that such person subscribes to the Scout or Guide Promise hereunder:

"On my honour I promise that I will do my best to do my duty to God\* and India to help other people and to obey the Scout/Guide Law"

Note: "The word "Dharma" may be substituted for the word 'God' if so desired.

6.1. The Membership of the State Association shall consist of :

- i. All the District or Divisional Associations of the Bharat Scouts and Guides.
- ii. Existing Life Members of the State Association
- iii. Chairperson of the Local Association affiliated directly with the State in case of no district association in the district
- iv. Group Leader of the group registered directly with the state association in case of no district/local association in the district.
- v. Life Members:

Life Members are those who are admitted as such by the State Executive Committee and who have paid Life Membership Fee as prescribed.

Note: From the date of approval of these new rules, no life member will be admitted.

6.2. Termination of Membership:

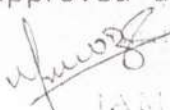
(i) If any member is found guilty of criminal offence, involving moral turpitude, his/her membership shall be terminated and any award/privilege shall be withdrawn.

(ii) If any member of any Unit/ Association/ District Council or State Council/ National Council while supporting any other Organization is found indulging in activities detrimental to the interests of the Movement or bring disrepute to the Organization by way of writings in publications/media or confirmed propaganda against the interests of the Movement/Organization shall be liable to be terminated from the organization provided, due enquiry takes place and due opportunity is given, to the persons(s) to be heard.

(iii) If any member of the Bharat Scouts and Guides is found to be a member of any Parallel organization working in the name of Scouting and Guiding or is found aiding and abetting the activities of such an organization, his/her membership of the Bharat Scouts and Guides will be terminated.

(iv) If the member or office bearer of any association or council violates any provision(s) of the Code of Conduct as approved and revised periodically by National Executive Committee.

  
THE BHARAT SCOUTS AND GUIDES  
Lakshmi Mazumdar Bhawan,  
At G. Marg, I. P. Estate,  
MUMBAI - 400 027

  
J. R. Singh  
JAN 10 1988

17. The State Training Commissioner of Guides;
18. All the District Chief Commissioners or Divisional Chief Commissioner,
19. All District Commissioners or Divisional Commissioners;
20. All the Assistant District Commissioners in charge of Local Association where there is no District Association;
21. All Leader Trainers of Scouts holding valid Honourable Charges;
22. All Leader Trainers of Guides holding valid Honourable Charges;
23. All the District Secretaries or Divisional Secretaries;
24. All the Jt. District Secretaries or Jt. Divisional Secretaries
25. All the Local Association Secretaries if there is no district association.
26. Two young leaders below the age of 29 years co-opted by the President from among the members of the State
27. Youth Committee on recommendation of State Chief Commissioner, one of whom shall be a woman.
28. Special Invitees: The State Chief Commissioner may invite special invitees in consultation with the President of the State Association.
29. One or more but not more than twenty members nominated by The President, BSG **from the** State Association on the recommendation of State Chief Commissioner in consultation with the State Executive Committee, at least ten of whom shall be women. The following members will be eligible for consideration as nominated member of State Council:
  1. Volunteer leaders having not less than twenty years of active association with organization;
  2. Silver Elephant Awardees residing in the State;
  3. Donor who has donated one lakh or more to the State Association in the last three financial years provided they subscribe to the Aims and Objectives of the Movement as well as Code of Conduct applicable to the members of the organization.
  4. Professionals having not less than ten years' experience in the field of Education, Administration, Literature, Finance, Law, Management, and Information Technology provided they subscribe to the Aims and Objectives of the Movement as well as Code of Conduct applicable to the members of the organization.
30. Assistant Director of the Region.

Note: Provided further, the National Office Bearers of the National Association residing in the state shall be invited as a Special Invitees in the State Council Meeting.

R. K. Kaul  
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 New Delhi-110002

State Secretary  
 Bharat Scouts & Guides  
 I & K State  
 TAMIL NADU



## 7. AFFILIATION OF J&K STATE ASSOCIATION:-

The Jammu & Kashmir State Bharat Scouts & Guides Association stands affiliated to the National Association i.e. with the Bharat Scouts and Guides, National Headquarters, 16 M.G Marg, I.P. Estate, New Delhi – 110002.

The State Association has been paying the prescribed Affiliation Fee and Annual Renewal Fee regularly.

## 8. Board of Patron:

There shall be a board of Patrons.

**8.1 Patron:** His/Her Excellency, The Lt. Governor of Jammu & Kashmir U.T shall be invited to be the **Chief** Patron of the State Association.

**8.2 Vice-Patron:** The Hon'ble Chief Minister of Jammu & Kashmir U.T. shall be invited to be the Vice-Patron of the State Association.

**8.3 The President of the State Association:** The Hon'ble Minister of Education or Hon'ble Minister of Youth Services and Sports, a grantee ministry may be invited to be President of the State Association. (Rule No. 64.2)

## 9. State Council:

### I. The State Council shall consist of:

1. The President,
2. One or more but not more than twelve Vice Presidents;
3. The State Chief Commissioner;
4. The Immediate Past State Chief Commissioner;
5. The State Commissioner of Cub, Scout and Rover;
6. The State Commissioner of Bulbul, Guide and Ranger;
7. The State Commissioner of Scouts (Adult Resources) and Guides (Adult Resources)
8. The State Commissioners (Headquarters) (not more than 8)
9. The State Treasurer;
10. The State Secretary;
11. The Joint State Secretary;
12. The Assistant State Commissioners of Scouts;
13. The Assistant State Commissioners of Guides;
14. The State Organizing Commissioner of Scouts;
15. The State Organizing Commissioner of Guides;
16. The State Training Commissioner of Scouts;

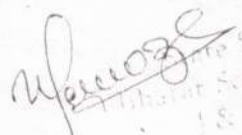
### 10. 1. Ordinary Meeting:

- (I) The State Council shall ordinarily meet once in every year but not later than 31<sup>st</sup> August in consultation with the President and with senior Vice President in the absence of the President. Provided, if for any valid reason it is not possible to hold the meeting within the aforesaid date, the matter shall be reported to the Chief National Commissioner along with the reasons for not holding the meeting within the stipulated time.
- (II) Notice of such meeting with time, date and place shall be sent to the members not less than 30 days before the date of the meeting and the agenda be sent to the members not less than 20 days before the date of the meeting by email or courier. Only during the Election year, 40 days or as per State Bye Laws. Notice shall be mandatory.  
Provide further, due to any emergency situation like Covid-19 pandemic, virtual meeting of the State Council can be organized with a 7 days' notice.
- (III) Notice of resolutions duly proposed and seconded and subjects for the consideration of the State Council shall reach the State Secretary not less than thirty days before the date of the meeting; such resolutions and subjects shall be communicated to the members of the State Council 10 days before the date of the meeting.
- (IV) Quorum for the meeting shall be one-tenth of the total number of members of the State Council or 20 members whichever is less.
- (V) All questions before the State Council shall be decided by a simple majority of votes. In the case of equal votes, the Chairman of the meeting shall have a casting vote in addition to his own vote.
- (VI) The president shall preside over the meeting of the State Council; in the absence of the President, one of the Vice-Presidents, senior by age, present shall preside, in the absence of the president and the Vice Presidents, one of the members elected by members present shall preside.

### 10.2. Business to be Transacted at the Ordinary Annual Meeting : At the Ordinary Annual Meeting following business shall be transacted :-

- (i) Confirmation of the minutes of the previous meeting.
- (ii) Business arising ;
- (iii) Consideration and adoption of the Annual Report ;
- (iv) Consideration and adoption of the Annual Audited Statement of accounts and Annual Balance Sheet ;
- (v) Consideration and approval of the Budget ;
- (vi) Consideration of the Resolution and subject of which the notice has been given ;

  
R. K. Koushik  
Director  
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State Secretary  
Bharat Scouts & Guides  
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- (vii) Consideration of such matters as have been tabled by the State Executive Committee and included in the agenda ;
- (viii) Consideration of matters not included in the Agenda but which are brought before the council with the permission of the President;
- (ix) Elections of office bearers, when due, and
- (x) Appointment of Auditors and fix their remuneration when due ;

### 10. 3. Adjourned Ordinary Annual Meeting:

If within half an hour after the time appointed for the meeting a quorum is not present, the meeting shall stand adjourned for one hour from the appointed time to be held at the same place and at such adjourned meeting, notwithstanding want of quorum, the members present may transact the business tabled for the meeting, but no other business.


### 10. 4. Special Meeting:

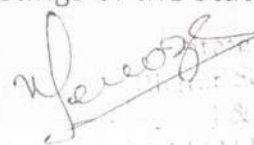
- (i) A Special meeting of the State may be convened either by the State Chief Commissioner or by the State Executive Committee in consultation with the President for transaction of specified business.
- (ii) A Special meeting of the State Council shall also be convened on receipt of a written requisition by at least one third of the members of the State Council for the transaction of the business specified in the requisition ;
- (iii) Notice of a special meeting shall be given not less than thirty days before the meeting with the date, time place and the agenda ; and
- (iv) The quorum for any special meeting shall be one fifth of the members or forty members of the State Council whichever is less and the provision of Rule 48(3) shall not apply to such meeting.

## 11. Nomination:

### 11.1. President:

- i. The Hon'ble Minister of Education or Hon'ble Minister of Youth Services and Sports who is a grantee to the State Association shall be invited to be President of the State Association for the duration of the State Council or for the existing term of the State Council as the case may be as per Rules of the Association.
- ii. The President shall hold office for 5 years or for the duration of the State Council, provided however, he/she shall continue to hold office until his/her successor is Nominated/Appointed.
- iii. The President shall preside over the meetings of the State Council.

  
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J. K. State  
Secretary  
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J & K State  
JAMMU & KASHMIR

- iv. In the event of a vacancy in the office of the President the Vice-President senior **by age** shall act as the President until a President is Nominated/Appointed for the **remainder of the term**.

#### 11.2. The Vice-Presidents:

- i. Commissioner/Secretary Education, Commissioner/Secretary Sports & Youth Services, Commissioner/Secretary Women and Child Welfare, Commissioner/Secretary Skill Development etc or person of repute may be invited to be the Vice-Presidents of the State Association by the President as may be decided by the State Council. The Vice-Presidents shall be invited by the President in consultation with the State Council not more than twelve out of whom six shall be women. Out of which six shall be senior most well wishers of the organisation who are member of the organisation.

#### 11.3. State Chief Commissioner:

- i. By virtue of office, the Director General of Youth Services and Sports, Govt. of U.T. of Jammu & Kashmir shall be invited by the State Council through its Secretary or President to be the State Chief Commissioner of the State Association for the duration of the State Council or for the existing term of the State Council as the case may be as per Rules of the Association.
- ii. The State Chief Commissioner shall hold office for a period of 5 years or for the duration of the State Council. Provided further he/she shall hold office until **his/her** successor is Nominated/Appointed.
- iii. He/she shall be the Chairman of the State Executive Committee and the Chief Executive of the State Association.
- iv. In the event of vacancy, in the office of State Chief Commissioner, the functions of the State Chief Commissioner may be performed by the State Commissioner, senior by age or if there is **only one** State Commissioner, **by the said State Commissioner**, or if there is **no State Commissioner**, by such person as may be appointed pro-term by the President of the State Association, until, a new State Chief Commissioner is nominated/appointed for the **remainder of the term**.
- v. He/she shall sanction expenditure in accordance with the Budget and in special cases even in excess for which revised sanctions shall be got ratified from the State Council at the next meeting.




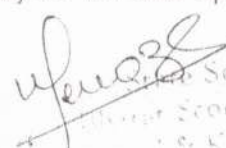
12. The State Commissioners: As per rule 68. Provided further, Director of Education, Director of Sports, Jt. Directors of Education and Sports and senior members of the organisation may be nominated as the State Commissioner.

13. The State Treasurer: As per BSG Rules No. 69.

14. The State Secretary, the Joint State Secretaries and the Assistant State Secretary :

- i. The Secretary and the Joint State Secretaries, Honorary or stipendiary, as the case may be, one of whom shall be a woman, shall be appointed by the State Chief Commissioner in consultation with the concerned State Commissioners and the State Executive Committee, and if stipendiary, in accordance with the Service Rules or the terms and conditions contained in the order of appointment, as the case may be. Provided, however, another Joint State Secretary may be appointed wherever and whenever necessary.
- ii. The Jt. State Secretary's office shall be at Jammu and also one Jt. State Secretary for Srinagar Office.
- iii. All secretaries shall undergo the Secretaries course within a year after appointment.
- iv. The State Secretary and the Joint State Secretary shall be the Secretary and the Joint Secretary of the State Council and State Executive Committee.
- v. The State Secretary, if he is a man, shall be the Secretary of the Scout Sub-Committee and the Joint State Secretary, if she is a woman, shall be the Secretary of the Guide Sub-Committee and vice versa, as the case may be, and they shall be responsible for all the work connected with their respective wings.
- vi. The State Secretary and the Joint State secretary if honorary, shall not be appointed for more than five years at a time co-terminus with the term of the State Council. Provided, however, that the Honorary State Secretary and the Hon. Joint State Secretary will continue till successor is appointed.
- vii. The State Secretary shall be responsible for the due and efficient administration of the State Association and coordinate and help the State Chief Commissioner in achieving the National and State Targets.
- viii. The State Secretary shall appoint salaried members of the staff in accordance with the Service Rules or the terms and conditions contained in the order of appointment, as the case may be and subject to the approval of the State Chief Commissioner.

  
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Director  
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State Secretary  
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- ix. The State Secretary shall be in charge of the day to day administration and shall be responsible for the Secretarial work of the State Association.
- x. The Secretary shall keep and maintain registers, books, papers and records of the State Association.
- xi. The State Secretary shall prepare the annual report and annual census.
- xii. The State Secretary and the Joint State Secretary shall be in-charge of the correspondences and the communications of the State Association in respect of their respective wings and such other duties as may be assigned by the State Chief Commissioner.
- xiii. The State Secretary and in his absence, Joint State Secretary shall prepare the agenda of the meetings of the State Council the State Executive Committee and other committees and shall issue the notice of the meeting of the State Council and the State Chief Commissioner as the case may be. In the event of the vacancy of the State Secretary the State Chief Commissioner shall ask the Joint State Secretary to act as the State Secretary until the appropriate action is taken to appoint the State Secretary for the remainder term as per Rule .....
- xiv. The State Secretary may aid and advise the administration and connected matters.
- xv. The State Secretary shall be the Editor and Publisher of the Official Organ and other Journals and pamphlets of the State Association, unless otherwise provided.
- xvi. The Joint State Secretary shall help and assist the State Secretary in all his work and in particular be responsible for the work in respect of the wing to which he or she belongs.

#### 15. Meeting of the State Executive Committee :

As per the Rule No. 82 of the Rules Book of Bharat Scouts and Guides.

#### 16. Financial obligations:

- 16.1. All the grants-in-aid received from the Govt. shall be utilized reasonably. The fund should also be earmarked towards common youth programmes and adult training programmes for both the divisions.
- 16.2. In regards to the employees, decision shall be taken from time to time by the State Executive Committee based on the Recruitment and Staff Service conduct Rules of the State Association.

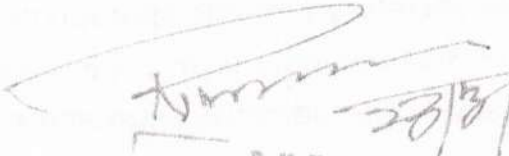
#### 17. The State Executive Committee: As per rule No. 78


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Secretary  
Bharat Scouts & Guides  
16, M. G. Marg,  
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18. In case of any dispute, the NHQ Rules and Bye Laws will be referred and even though if any dispute, the decision of the Chief National Commissioner will be final.
19. These Bye Laws are duly recommended and approved at the meeting of the Adhoc Committee in its meeting held on 03<sup>rd</sup> January, 2021 held at the conference Hall of the State Headquarters of Bharat Scouts and Guides, Gandhi Nagar Jammu.
20. These Bye Laws shall be effective from the date of approval of the Chief National Commissioner.

  
28/3/21  
R. K. Kaushik  
Director  
THE BHARAT SCOUTS AND GUIDES  
Lakshmi Nagar  
16, M. G. Road  
New Delhi

  
STATE SECRETARY/  
ADMINISTRATOR  
OFFICIAL SEAL  
State Secretary  
Bharat Scouts & Guides  
J & K State  
JAMMUTAW

  
Dr. K. K. Khundolwal  
Chief National Commissioner