

**CONSTITUTION OF KERALA PRAVASI ASSOCIATION
AS ON 20 FEBRUARY 2021**

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ARTICLE I: NAME OF THE PARTY

The name of the Party shall be “Kerala Pravasi Association” (hereinafter referred to as “Party”).

ARTICLE II: OBJECTIVES OF THE PARTY

- a. The Party resolves to secure for all the citizens:
Justice, social economic and political – for everyone including the last person
Liberty of thought, expression, belief, faith and worship
Equality of status and of opportunity in all spheres of life, for individuals and communities
And to promote among them all
Fraternity assuring the dignity of the individual and the Unity and Integrity of the Nation.
- b. Kerala Pravasi Association shall bear true faith and allegiance to the Constitution of India as by law established, and to the principles of socialism, secularism and democracy, and would uphold the sovereignty, unity and integrity of India.
- c. The Party envisions a Sovereign, Socialist, Secular, Democratic Republic India, free of corruption
- d. The Party shall work for the welfare and betterment of the Indian Public in general and the Pravasi Indian Community, in particular, to ensure their holistic growth, irrespective of their religion, race, caste, sex, descent, residence, place of birth or any of them.
- e. The Party shall make all efforts to empower every Indian Citizen in general and the Pravasi Indian Community, in particular, to play an inclusive role in the advancement of the nation, and to make the Pravasi Community take an active part of the Indian democratic set up.
- f. The Party shall strive to alleviate the problems faced by Indian citizens, across the globe, and shall endeavor to curb all forms of human rights violation.
- g. The Party shall uphold the fundamental rights, of all Indian citizens, guaranteed by the Constitution of India including the right to freedom of speech and expression, right against exploitation, right to travel abroad and right to meaningful, complete and dignified life.

- h. The Party shall strive to establish an egalitarian society, which provides equal status and ample opportunities for development of all Indian citizens.
- i. The Party shall strive to promote transparency, fairness and accountability in public affairs.
- j. The Party shall strive to promote international peace and security by maintaining friendly relations with all nations; foster respect for international law and treaties.
- k. The Party shall endeavor to promote harmony and spirit of common brotherhood amongst all Indian citizens, spread across the globe, transcending religious, linguistic and regional or sectional diversities.
- l. The Party shall strive to uphold and promote the rich and composite culture and heritage of India.
- m. The Party shall work towards building a wealthy and successful nation by bringing together the Indian Diaspora to play an effective role in forging an association of various nations with the intention of establishing a new world order.
- n. The Party shall strive to generate public opinion, with the active involvement of its members, on matters concerning the lives of Indian citizens and the Pravasi Community, in particular. The Party shall also actively engage itself in launching political campaigns aimed at advancement of the nation and solving difficulties faced by its citizens.
- o. The Party shall strive to ensure that the Government welfare schemes reach the poor and needy and play a significant role in assisting the citizens by being a median between them and the Government.
- p. The Party shall contest elections conducted by election commission within five years of its registration and shall strive to contest regularly thereafter.

ARTICLE III: MEMBERSHIP OF THE PARTY

A. Eligibility for Membership

Any Indian Citizen, who is of 18 (eighteen) years of age or above, who accepts/subscribes to the Constitution of the party shall be eligible to become an ordinary member of the party, provided that such a citizen:

- (i) shall not be a member of any other political Party registered with the Election Commission of India;
- (ii) shall submit a declaration to abide by the decisions of the Party;
- (iii) shall be disqualified to be a member of the Party, if the said person has been convicted of an offence and sentenced to imprisonment for not less than two years, for a period of five years from the date of such conviction and shall continue to be disqualified for a further period of six years since his release; or
- (iv) is not of unsound mind and stands so declared by a competent court.

B. Categories of Membership

There shall be two categories of members:

- (i) **Ordinary Member:** Every person who becomes the member of the Party as per the procedure prescribed shall be an ordinary member. An ordinary member shall not have any voting right.
- (ii) **Active Member:** A person who has been an ordinary member for at least six months and who has followed the Code of Conduct for members and has actively participated in various programs of the Party shall be eligible for Active Membership of the Party. An Active Member shall have the right to vote.

C. Membership Process

- (i) **General**
 - a. A Person desirous of being a member shall submit the application form and declaration along with payment of the membership fee as prescribed from time to time, either through the website, Mobile App or through a physical form.
 - b. The above application will be considered by the concerned Panchayath or Municipality or Corporation Committee, whereupon it shall make its recommendation to the District Executive Committee
 - c. The District Executive Committee shall take the final decision on each application in its meeting held after the receipt of the application
 - d. The National Council, the State Executive Committee and the District Executive Committee shall have the power to directly admit new members.

- e. If a District Executive Committee or State Executive Committee decides to grant membership of the Party to a person who was a leader in another registered political party in the last ten years or is still a leader, such decision shall become operational only after approval by the National Council. However, upon such approval, he shall resign from the other political party and comply with other conditions to be eligible to be a member. A leader here would mean either a District, State or National Level office bearer of another Party or someone who has contested Panchayath, Block Panchayath or Corporation or Municipality or Parliamentary or Assembly elections on the symbol of another Party.
- f. A person can become a member of the Party either at his or her place of residence or where he or she carries on his or her business but at one time he or she shall not be a member at more than one place.
- g. The Party may lay down further conditions of eligibility, subject to the Constitution.
- h. The Party shall device such mechanisms as may be expedient for inducting of new members into the Party and the same shall strictly be followed.
- i. The Party shall issue membership cards (physical or digital cards) to the members and only an Active Member who is a card holder will be eligible to vote in the internal affairs of the Party.
- j. A person is eligible to become a member only in one party unit.
- k. All those who have become members of the Party, are bound by the decisions of the National Council.
- l. A register (either electronic or manual) containing the full name, father's name, address, age, profession and date of membership of each member shall be maintained at the Headquarters, in the manner as may be prescribed from time to time by the Regulations.
- m. The name of a member shall be struck off the register of members on account of death, resignation, non-renewal of membership, expulsion/removal by the Party or when he joins another political party.

ii. Membership Process for Ordinary Members

- a. A person shall become an Ordinary Member of the Party on submitting the prescribed application and declaration along with the annual subscription fee either through the website or in person. The Application will have to be duly verified and approved by the Party.
- b. The annual subscription fee for the Ordinary membership shall be prescribed from time to time. The initial annual membership fee of INR 60/- or such other amount as may be prescribed by the Party from time to time, should be remitted along with the application for membership. Renewal of membership shall be deemed to have been completed upon deposit of subscription fee.
- c. An Ordinary Member shall pay contribution as prescribed from time to time in addition to Membership fees
- d. An Ordinary Member has no right to elect office bearers or to be elected as office bearers, or to vote on any motions or resolution.

iii) Membership process for Active Members

To become an Active member of the party:-

- a. A person who has been an ordinary member of the Party for a period of six (6) months and fulfil the following norms and conditions, shall be eligible to apply for Active membership.
 - 1) Attendance in at-least 50% of the Party meetings held during the previous six (6) months;
 - 2) Completion of the basic Party education course;
 - 3) Satisfactory participation in Party activities as per the guidelines prescribed from time to time
- b. The annual subscription fee for the Active membership shall be INR 600/- . The annual membership fee of INR 600/- or such other amount as may be prescribed by the Party from time to time, should be remitted along with the application for membership. Renewal of membership shall be deemed to have been completed upon deposit of subscription fee.

- c. A person seeking Active membership of the Party shall apply to his respective (where he permanently resides or residing for a period of not less than 3 years) Ward or Primary Committee or Panchayath or Municipality or Corporation in the prescribed form. The Ward or Primary Committee or Panchayath or Municipality or Corporation Committee will forward the same, with its recommendation to the immediate higher committee. The District Executive Committee will forward the same to the State Executive Committee or National Executive Committee.
- d. All applications for Active membership shall be processed as expeditiously as possible and preferably within a period of 14 days.
- e. National Council or the State Executive Committee shall take the final decision on each application and approve application of the active members in its meeting held after the receipt of the application.
- f. Only an Active Member shall be considered for inclusions in Party Executive committees at different levels and also for leadership or eligible to contest elections for any Committees or become member of any Committee above the level of the Panchayath or Municipality or Corporation Committee. For an Active Member to contest in any Party Committees or Office bearer positions or to contest in any elections prior approval of the National Council of the Party is required.
- g. No Active Member will be prevented from contesting party elections on charges of disciplinary action against him after the announcement of election schedule by the National Council.
- h. The list of Active Members shall be frozen one month before the call for application of candidates for any Party election. Pending applications, if any, for Active Membership may be decided before freezing the list.
- i. The National Council shall have the power to directly admit new members or confer the status of an Active Member on any person.
- j. If any Active Member changes his place of residence, he/she should get his address changed by giving intimation in writing to the concerned units.

- k. All the hundred members, who have given their Affidavits at the time of registration of the Party shall automatically be an Active Member of the Party for life.

D. Term of Membership

The term of membership shall be 5 years. A member has to get his membership renewed after every 5 years. For the purpose of this clause a year shall be the period commencing from the 01st of April of a calendar year or the date of enrolment of a member upto 31st of March of the succeeding year. However, initial term of Active Membership of all those persons, who became Active Members from the date of the formation of the Party shall be upto 31st March 2026.

E. Cessation of Membership

A person shall cease to be a member of the Part in the event of:

- 1) Death;
- 2) Resignation;
- 3) Expulsion/Removal; or
- 4) Non Renewal of Membership
- 5) If he/she joins any other political party
- 6) On being convicted by a court of law for a crime involving moral turpitude

E. Suspension from Membership

The State Executive Committee or the National Council may suspend an Active Member from the membership of the Party pending disciplinary proceedings.

ARTICLE IV: ORGANIZATIONAL STRUCTURE

A. Organs of the Party

The organizational structure of the party shall consist of the following organs at different levels.

1. Ward Level/Primary Level
 - a. Ward Executive Committee
2. Panchayath or Municipality or Corporation Level
 - a. Panchayath Executive Committee
3. District Level

- a. District Executive Committee
- 4. State Committee
 - a. State Executive Committee
- 5. National Level
 - a. National Council
 - b. National Secretariat

B. Constitution, Powers and Functions of the Organs.

1. Ward Level

The Primary Level will be constituted at ward level in a Panchayat or Municipality or Corporation and shall comprise of both ordinary and active members. Each college or equivalent Higher Education Institution shall comprise of all the ordinary and Active members of that unit. A Ward Committee shall:

- a. not be formed unless there are at least 10 active members in that unit and/or 50 Ordinary Members and
- b. as far as possible, correspond to a polling booth or polling station of the concerned area, in the general elections.
- c. The Ward Executive Committee is constituted by a minimum 7 and not more than 14 members elected by the Active members from the Ward. The Ward Committee should elect a President, Secretary and a Treasurer.

1.1) Powers and functions of the Ward Committee

The ward committee shall be the basic unit of all the ordinary and active members of that unit it shall: -

- a. Do activities and functions assigned by the Panchayath or Municipality or Corporation Executive Committee or District Executive Committee or State Executive Committee or National Council from time to time;
- b. appoint by consensus, from amongst themselves, a President and a Secretary and a Treasurer. If no consensus is reached, the President, Secretary and Treasurer shall be elected by voting (show of hands), conducted in the presence of two representatives of the Panchayath or Municipality or Corporation Executive Committee;

- c. The President and Secretary shall make themselves regularly available to perform such duties as may be assigned to them by Panchayath or Municipality or Corporation Executive Committee and/or District Executive Committee of the Party;
- d. Deliberate on all issues concerning the Party at Ward Committee level including electoral participations, struggles, generate public opinions and submit suggestions to the Panchayath or Municipality or Corporation Executive Committee;
- e. Do all activities which further the objects of the Party in its Ward, subject to the concurrence of the Panchayath or Municipality or Corporation Executive Committee and the District Executive Committee;
- f. Recommend application for Active Members to Panchayath or Municipality or Corporation Executive Committee;
- g. Maintain and keep accounts of Panchayath or Municipality or Corporation Level Finances;
- h. Recall the President and Secretary or reconstitute committees constituted under it; and
- i. Constitute sub-committees, if necessary, to undertake specific tasks assigned to it by the Party.

2. Panchayath or Municipality or Corporation Level

The Panchayath or Municipality or Corporation Committee will be constituted at Panchayath or Municipality or Corporation level and shall correspond, as far as possible, to the administrative Panchayath or Municipality or Corporation of a District.

- a. A Panchayath or Municipality or Corporation Executive Committee shall consist of all Presidents and Secretaries of the Ward Committees of the corresponding Panchayath or Municipality or Corporation.
- b. The Panchayath or Municipality or Corporation Executive Committees are constituted by a minimum 7 Executives.

2.1) Powers and functions of the Panchayath or Municipal or Corporation Executive Committees

- a. Deliberate and decide on any issues or action program to further the objects of the party including electoral participation and reforms, opinion making and/or other steps towards development of the concerned Panchayath or Municipality or Corporation;
- b. Organize and co-ordinate all activities at the Panchayath or Municipality or Corporation level, which further the objects of the Party, subject to the concurrence of the District Committee;
- c. The members of the Panchayath or Municipality or Corporation Executive Committees shall elect from amongst themselves or from amongst Active Members in that Panchayath or Municipality or Corporation by consensus a President, Secretary and Treasurer. If no consensus is reached, the President, Secretary and Treasurer shall be elected by voting (show of hands), conducted in the presence of two representatives of the District Executive Committee;
- d. Organize and coordinate the activities at the Panchayath or Municipality or Corporation Level and shall raise public issues affecting more than one Ward in that Panchayath or Municipality or Corporation
- e. Exercise such powers and discharge such other functions as may be assigned to it by the Party;
- f. Constitute sub-committees, if necessary, to undertake specific tasks and duties assigned to it by the Party;
- g. Recall the office bearers appointed to the Panchayath or Municipality or Corporation Executive Committee and/or reconstitute the committees appointed under it; and
- h. Consider applications submitted to be Active members and submit recommendations to the higher committee.
- i. Maintain and keep accounts of Panchayath or Municipality or Corporation Level Finances.

3. District Level

The District Committee will be constituted at the District level and shall correspond, as far as possible, to the District of a State.

- a. Each District Committee shall comprise of the Presidents and Secretaries of all Panchayaths and Municipalities and Corporation Executive Committees of the corresponding District. One third members of each District Committees shall be nominated by the State Executive Committee

3.1) Powers and functions of District Executive Committee

- a. The members of the District Executive Committees shall elect from amongst themselves or from amongst Active Members in that District by consensus a President, Secretary and Treasurer. If no consensus is reached, the President, Secretary and Treasurer shall be elected by voting;
- b. The above elections shall be conducted by a Returning Officer appointed by the State Executive Committee, in a democratic manner as may be prescribed by the State Executive Committee, from time to time.
- c. Elect two representatives to the State Committee;
- d. Deliberate and decide on any issue or action program to further the objects of the party and make recommendations, in this regard to the District Executive Committee; and
- e. Recall any or all District Executive Committee members elected by the District Committee.
- f. The District Executive Committee shall comprise of minimum 7 and not more than 72 members;
- g. If any office bearer of the Panchayath or Municipality or Corporation Committee is elected as the District Executive Committee Office bearer position, he shall resign as the officer bearer of the Panchayath or Municipality or Corporation Committee.
- h. All the District Executive Committee members shall make themselves available for the Party work on a regular basis.
- i. The District Executive Committee shall:

- a. Supervise and control the activities of the Party functionaries in that District;
- b. Form sub-committees for the purpose of undertaking specific tasks or for performing such other duties as may be assigned by the Party, from time to time;
- c. Recommend applications for Active Membership;
- d. Monitor and supervise the activities of party functionaries in the district;
- e. Undertake all such activities, as are needed, to meet the objects of the party in the district;
- f. Maintain and keep accounts of District Level Finances;
- g. Undertake activities related to public issues affecting the concerned District;
- h. Form District Level Committees for settling internal disputes, grievances and disciplinary actions within the District;
- i. Perform such tasks as assigned to it from time to time by the State Committee or National Council

4. State Level

A State Committee shall be constituted for each State and shall, as far as possible correspond to the territorial boundary of that State.

A State Committee shall comprise of minimum 15 members including the Presidents, Secretaries of all Districts or two representatives (each) elected by the District Committees of that State. One third members of each State Committees shall be nominated by the National Council

Additionally, the State Committee may co-opt:

- a. Fifteen Eminent persons from the general public to aid, advice and be a part of the Committee;
- b. A maximum of two persons from a community or group, in the event the Committee is of the opinion that such community/ group is not adequately represented in the Committee;

- c. women members, as may be necessary, in the event Committee feels that there is inadequate representation of women in the Committee.

4.1) Powers and functions of State Executive Committee

The members of the State Executive Committees shall elect from amongst themselves by consensus a State Chairman, President, Secretary, Joint Secretary and Treasurer. If no consensus is reached, the State Chairman President, Secretary, Joint Secretary and Treasurer shall be elected by voting;

- b. The above elections shall be conducted by a Returning Officer appointed by the National Council, in a democratic manner as may be prescribed by the National Council, from time to time.
- c. As an exception for Kerala State, the State Committee constitutes the National Council Chairman, National Council President, National Council General Secretary and National Council Treasurer and only will have Joint Secretary and Treasurer
- d. Elect two representatives to the National Council;
- e. Deliberate and decide on any issue or action program to further the objects of the party
- f. Recall any or all State Executive Committee members.
- g. If any office bearer of the District Committee is elected as the State Executive Committee Office bearer position, he or she shall resign as the officer bearer of the District Committee.
- h. All the State Executive Committee members shall make themselves available for the Party work on a regular basis.
- i. Monitor and supervise the activities of Party at all levels in the State;
- j. Undertake all such activities, as are needed, in the State, to meet the objects of the Party;
- k. Have the power to recommend amendments to the Constitution to the National Council;

- l. Meet atleast five times a year; if demanded by two third members, it shall be convened within 15 days of such notice.
- m. Deliberate and recommend to the National Council the policies of the Party, for the concerned State, in line with the Constitution and implement the same upon approval from the National Council;
- m. Maintain and keep accounts of Finances of the Party in the State;
- n. Undertake activities related to public issues affecting the Party;
- o. Form State Level Committees for settling internal disputes, grievances, disciplinary actions and appeals from orders passed at the District level;
- p. Reconstitute any sub-committee formed by the State Executive;
- q. If necessary, recommend the recall of any member of the State Executive Committee.
- r. Any activities which concern the nation as a whole and those that relate to matters outside the State shall be undertaken by the State Executive Committee only with the prior approval of the National Council.
- s. Nominate District Committee members provided the nominated persons are not more than one third of the total members of each District Committees

5. National Level

a. National Council

National Council shall be the highest policy-making body of the Party. It shall organize and coordinate the activities of the Party at the National Level. All those who come together to form the party and are present in the first meeting of the Party, shall form the first National Council of the Party. They shall be deemed to be Active Members of the Party.

1. The National Council will comprise of the Presidents and Secretaries from all the State Committees. It may also co-opt upto a maximum of 50 members amongst the following;
 - i. Experts from such fields as the National Council deems fit
 - ii. Eminent people from the Country

- iii. Members from disadvantaged social groups, such as SC, ST, BackWard classes and Minorities if there is inadequate representation of such groups
- iv. If the co-opted members are not already Active Members of the Party, they shall be deemed to be Active Members of the Party as soon as they are co-opted and shall have all the rights as those of other members of the National Council. All co-opted Members must meet the qualification requirements laid down for Party Members.

a.1) Powers and functions of National Council

1. The National Council is constituted by minimum of 30 National Executives. The members of the National Council shall elect from amongst themselves by consensus a National Council Chairman, National Council President, National Council General Secretary, and National Council Treasurer.
2. If any office bearer of the State Executive Committee is elected as the National Council Office bearer position, he or she shall resign as the officer bearer of the State Executive Committee.
3. The National Council have the authority to exercise all such powers conferred upon any organ/committee/authorities in the absence of existence of such organ/committee/authorities
4. The National Council have the power to suspend/dissolve any organ/committee/team or to remove any office bearer/member of any organ/team/committee
5. The National Council have the power to authorize any organ/committee/team to select and lay down procedure for selection of candidates for elections to Panchayath, Municipal, Corporation, State Assemblies or Parliament
6. The National Council have to authorize the candidates for any office bearer position or elections

7. Have all the residual powers not specifically assigned to any other body/organ/committee/authority in this constitution. In case of any emergency the said power may be exercised subject to the ratification by the National Council in its next meeting
8. The National Council shall:
 - a. Discuss and decide on the policy of the Party
 - b. Supervise and control the activities of all the functionaries of the Party;
 - c. Form such sub-committees, as may be necessary, for the purpose of undertaking specific tasks or for performing such other duties as may be necessary to achieve the objects of the Party;
 - d. Monitor and supervise the activities of Party at National Level;
 - e. Undertake all such activities, as are needed, in the Country, to meet the objects of the Party;
 - f. Amend the Party constitution and formulate the Party Programme;
 - g. Meet at least four times a year and if demanded by two third members, it shall be convened within a month of such a notice.
 - h. Deliberate and decide upon the policies of the Party, for the whole country, in line with the Constitution;
 - i. Maintain and keep accounts of Finances of the Party;
 - j. Undertake activities related to public issues affecting the Party;
 - k. Form National Level Committees for settling internal disputes, grievances, disciplinary actions and appeals from orders passed at the State level;
 - l. Reconstitute any sub-committee formed by the National Council;
 - m. If necessary, recommend the recall of any member of the National Council;
 - n. Issue guidelines and frame Rules and Regulations for the smooth functioning of the Party, in line with the Constitution.

- o. Form as many teams as are required to carry out the objectives of the Party
- p. Approve the formation of the Party's National Secretariat
- q. Nominate State Committee members provided the nominated persons are not more than one third of the total members of each State Committee
- r. The National Council Chairman is the highest office-bearer of the Party who have the power to veto any decision of the State Executive Committees or National Council.

b. National Secretariat

The National Secretariat is constituted by minimum 15 and not more than 91 members including National Council Chairman, National Council President, National Council General Secretary and National Council Treasurer in charge of the Party Head Quarters Administration, to be elected by the National Council from among its members. In addition, the National Council may nominate members to the National Secretariat, from among the National Council, provided the total number of nominated members does not exceed 1/3 of existing elected members. The National Secretariat has to meet at least once in two months.

b.1) Powers and functions of National Secretariat

Following shall be the functions of the National Secretariat

- 1. Supervise Party Administration
- 2. Supervise Party Funds and Accounts
- 3. Formulate Party election policy
- 4. Formulate Party programmes, identification of issues and respond
- 5. Supervise Party functions in states
- 6. Formulate and supervise National Level sub Committees for the smooth functioning of the Party

ARTICLE V: OFFICE-BEARERS OF THE PARTY

A. The following shall be the Office Bearers of the Party at various Levels;

1. Ward Level/Primary Level
 - Ward President
 - Ward Secretary
 - Ward Treasurer
2. Panchayath or Municipality or Corporation Level
 - Panchayath or Municipality or Corporation President
 - Panchayath or Municipality or Corporation Secretary
 - Panchayath or Municipality or Corporation Treasurer
3. District Level
 - District President
 - District Secretary
 - District Treasurer
4. State Committee
 - State Chairman
 - State President
 - State Secretary
 - State Joint Secretary
 - State Treasurer
5. National Level
 - National Council Chairman
 - National Council President
 - National Council General Secretary
 - National Council Treasurer

B. Powers and functions of the office bearers;

a. President

1. The President at all Levels in the structural hierarchy shall supervise the activities of the Party at these Levels
2. Responsible for the growth and development of the Party under his jurisdiction
3. Preside over the sittings of the concerned Committee.

4. Nominate /co-opt members to his Committee/Executive/Council, if any, as per the Constitution.
5. Allocate the work and duties among the office-bearers and members of his Committee/Executive/Council.
6. Exercise any power of his Committee/Executive/Council, in an emergency, provided that any such action will have to be approved in its subsequent meeting.
7. Take part in talks with other Parties and to nominate representatives from the Party for the work.
8. Decide the date of the Committee/Executive/Council meeting and to convene the meeting as per rules of the Party Constitution.
9. Appoint Presidents for the various Committees/Executive/Council of the Party and to co-ordinate their functioning.
10. Arrange for conduct of workers Study Camps and Conferences as organized by the Committee/Executive/Council.
11. Guide the Committee/Executive/Council in implementing programs for furthering the organizational and constructive activities and programs of the Party.
12. Act and take appropriate action based on the recommendation of the Disciplinary Action Committee or such other Committee constituted by the Party.

b. Secretary

1. The Secretary at all Levels in the structural hierarchy shall be responsible for the day to day affairs at the concerned level
2. For maintaining records and keeping minutes of the meetings at the concerned level
3. Responsible for the growth and development of the Party under his jurisdiction
4. Carry out all such work as given to him/her by the Party from time to time

c. Joint Secretary

1. The Joint Secretary shall assist the Secretary and/or the General Secretary
2. The Joint Secretary shall carry out all functions as directed by the General Secretary
3. In case absence of the General Secretary or Secretary from the routine functions, the General Secretary or Secretary can appoint a Joint Secretary in-charge.

d. General Secretary

1. The General Secretary shall look after the general administration of the Party under the Supervision of the National Council Chairman
2. Convene meetings issue circulars and agendas as well as to organize the meetings.
3. Maintain the minutes of the meeting and to circulate it among members.
4. Organize programs, meetings, conferences, agitations and to look after publicity.
5. Execute the decisions of the Chairman and the Committee or Executive or Council
6. Appoint external Legal and Audit Companies or Representatives

e. Treasurer

1. The Treasurer at all levels in the structural hierarchy shall manage the income, expenditure and accounting of the Party under the supervision of the General Secretary or the Secretary, in case there is no provision for General Secretary
2. Follow all guidelines and instructions issued from time to time with respect to the maintenance of accounts etc.
3. National Council Treasurer shall ensure that the accounts of the Party are properly maintained and are audited by an Auditor show is on the panel of CAG.
4. Ensure that all statutory compliances regarding accounts and Party funds are duly made

f. Chairman

- 1) Supervise the activities of the Party

- 2) Responsible for the smooth running, growth and development of the Party
- 3) Ensure strict discipline is implemented and all policies are to the benefit of the Party Members in particular
- 4) Create Organs and Structures for the Party to ensure smooth running of the office.
- 5) Appoint Returning Officers for Elections

C. Term of Office;

1. The term of each Organ, Committee and all Office bearers and members thereof shall ordinarily be five years. Periodic elections within five years shall be conducted to select new Organ, Committee and Office bearers.

D. Periodical Elections of Office bearers;

1. The Party shall hold election to all posts of office bearers and organs periodically and the same shall be held within five years.
2. One third of the posts of office bearers in each organ shall be nominated by the higher committee upon approval from the National Council. One third of the posts of office bearers of the National Council shall be nominated by the previous National Council.
3. The National Council shall appoint Returning Officer(s) for conducting the internal elections of the Party, till the State Committee Level, if any when necessary.
4. Election disputes during election up till the State Committee Level, would be decided by an Election Dispute Committee (comprising of three persons), set up by the National Executive Committee before each election. Such disputes must be submitted to the said Committee within three days of the dispute and the Committee will endeavor to dispose the same within seven days. An Appeal shall lie to an Election Disputes Appellate Committee, comprising of five members of the National Executive Committee.
5. Elections at the National Council level shall be conducted by returning Officer (s) appointed by the National Council Chairman. An Election Dispute Committee (National), comprising of three members of the National Council, shall be set up

by the National Council to deal with the election disputes, before each election. An Appeal from any order passed by the Election Dispute Committee shall lie to an Election Disputes Appellate Committee (National) set up by the National Council, comprising of five members of the National Council.

E. Resignation from the Party;

1. Resignation of an Ordinary Member who is not an Office Bearer has to be submitted to the President at the Ward or Panchayath or Corporation or Municipality and final decision has to be taken by the President of District Committee;
2. Resignation of an Active who is not an Office Bearer has to be submitted to the President at the Ward or Panchayath or Corporation or Municipality or District or State and final decision has to be taken by the National Council;
3. If the Member is an office bearer or member of a Committee above the level of Ward and below the level of District, the resignation has to be submitted to the President of the respective committee and the matter has to be finally decided by the President of District Committee;
4. If the Member is an office bearer of District Committee or any committee above District Committee, the resignation has to be decided by the State Committee or the National Council. In essential cases, President of the respective committee may accept the resignation and get the decision ratified in the next meeting of the State Committee or the National Council.
5. The deciding authority shall consider the circumstance of the resignation and try to avoid the resignation
6. In the case, if the resignation submitted by a Member is on political grounds the authority shall refuse to accept the resignation and shall dismiss him/her from the Party.
7. In the case where a Member who intends to resign from the Party is liable to be charged with serious violation of party discipline which may call for his/her dismissal, the resignation may be given effect to as dismissal from the Party.

ARTICLE VI: CODE OF CONDUCT, RULES OF DISPUTE RESOLUTION & DISCIPLINE

A. Code of Conduct

1. Every member of the Party shall abide by the following Code of Conduct
 - i. A member shall not engage himself in any immoral or illegal activity or such activity as would damage the party and/or tarnish the image of the Party and/or such conduct as would bring disrepute to it.
 - ii. A member shall not undertake any activity, which is in violation of or is contrary to the objectives of the Party as set out in this Constitution or is contrary to the official policy of the Party
 - iii. A member shall not violate any Rule made by the Party or disobey any direction given by it.
 - iv. Members including Office bearers and elected representatives shall be free to express their own opinion, agreements and disagreements on Party policies and views, agreements and disagreements on any topic, within the Party organs, forums or committees only. Mere expression of difference of opinion, within the Party organs, forums or committees will not be considered as violation of Code of Conduct unless it violates the objectives of the Party.
2. Without prejudice to the generality of the above, an office bearer must also;
 - i. Make an annual declaration of his/her income and assets and that of his dependents honestly and correctly to the party at the end of every year.
 - ii. Not involve himself/herself in any corrupt practices
 - iii. Not part of any organization which spreads disharmony on basis of religion or caste
 - iv. Not indulge in drug addiction or drunken behaviour

B. Dispute Resolution and Discipline

Complaints in respect of alleged violation of Article VI-A and any other matter including internal disputes, grievances etc. shall be dealt with by the Disciplinary Action Committee and/or Dispute Resolution Committees to be constituted by the National Council at the National and State Level and by the State Committee at the District, Panchayath,

Municipality, Corporation, Ward Level as per regulations framed by the National Council.

1. A Disciplinary Action Committee and/or Dispute Resolution Committee consisting of not more than three Active Members will be constituted by the State Executive Committee to deal with and/or resolve internal disputes, grievances etc., within the Ward, Panchayath, Municipal, Corporation or District Committee within the State.
2. A Disciplinary Action Committee and/or Dispute Resolution Committee consisting of not more than five Office bearers from the National Council will be constituted by the National Council to deal with and/or resolve internal disputes, grievances etc., within any State Committee
3. This Committees shall frame its own procedures, for dispute resolution and/or disciplinary actions following the principles of natural justice and *Audi Alteram Partem*.
4. It shall be within the powers of the Disciplinary Action Committee and/or Dispute Resolution Committee to recommend such punishments, which would include warning, suspension, dismissal or revocation of membership. In the event, the dispute so raised is found to be frivolous or concocted, it shall be within the powers of the Dispute Resolution Committee to impose appropriate costs on the complainant, to be paid to the Party Fund.
5. On receipt of a complaint for breach of discipline, the National Council Chairman for any National Council matters or the State Chairman for matters related to State,, if he so desires may suspend an individual or the Committee itself followed by a show cause notice within a week of a said order. The National Council Chairman or State Chairman shall forward the complaint along with the reply to the show cause notice, if any, within seven days of its receipt to the Disciplinary Action Committee.
6. Disciplinary Action Committee and/or Dispute Resolution Committee will submit its report to the National Council Chairman / State Chairman, as expeditiously as possible and preferably within fourteen days. The National

Council Chairman / State Chairman shall take action on the recommendation of the Committee within a week.

7. If the final order is not passed by the above Committee, even after the prescribed time, the case will be referred to the National Council or State Executive Committee to take appropriate action including but not limited in re-constituting the said Committee. Thereafter, National Council Chairman / State Chairman will communicate the action taken to the concerned person or unit within a month.
8. Any Committee or member aggrieved by the disciplinary action recommended by the Disciplinary Action Committee and/or Dispute Resolution Committee may prefer an Appeal before the National Council or State Executive Committee within 15 days of receipt of the same. The National Council or State Executive Committee shall, upon receipt of such an Appeal, constitute a Committee consisting of such number of members as the National Council or State Committee may decide along with an independent person within the Party to adjudicate the Appeal.
9. Any member contesting election against the official candidate of the Party will be expelled forthwith from the Party by the National Council.
10. Appeal - There shall be right of appeal to the next higher level in all disciplinary actions

C. Penalties

Disciplinary action may result in penalties ranging from warning, suspension or expulsion from the Party. No disciplinary action shall be taken against a member without giving an opportunity to that member to explain and answer the charges against him/her.

In case of disciplinary action is proposed against a member of State Executive or National Council member the penalty will be imposed only after approval by the National Council Chairman.

**ARTICLE VII: RULES FOR CONDUCT OF BUSINESS, DECISION MAKING
PROCESS, NOTICE AND QUORUM**

A. Meetings

1. The respective Presidents shall chair meetings at Ward, Panchayath, Municipality, Corporation and District Level and the Chairman shall chair meetings for State and National Level the . In the event the President or Chairman is not being available the concerned body may elect a person to chair the particular meeting.
2. National Council should meet atleast four times in an year. State Committee should meet atleast five times in an year. National Secretariat should meet atleast once in two months. District, Panchayath, Municipality, Corporation and Ward committees should meet atleast once in two months.
3. If required, a meeting of a Organ/Council/Committee/Executive may be requested by 1/3rd of the members of the concerned Organ/Council/Committee/Executive.
4. Members may attend meetings of any organ or committee or body either via online medium (video conferencing) or in person or a mix of both
5. Invitations for Meetings can be either send by email, postcard or any other electronic media
6. Emergency or Extraordinary meetings can be called by Secretary, Joint Secretary or General Secretary of the concerned organ/body.

B. Quorum

1. Quorums for all meetings shall be one-third of the strength of the concerned Organ/Committee/Council/Executive. If the Quorum is not complete at the appointed time, those assembled will wait for a maximum period of 30 minutes. If the required Quorum is still not available, the meeting shall be adjourned. A new meeting will then be convened and there shall ne no need of a quorum for a meeting that was adjourned due to want of quorum.
2. There will be no requirement for a Quorum in case of Emergency or Extraordinary meetings. However resolutions passed in such meetings shall be required to be ratified in the next ordinary meeting of the concerned body.

C. Notice

1. The notice period for ordinary meetings of various committees shall be as under:
Ward Committee 2 Days

Panchayath/Municipality/Corporation Committee	3 Days
District Committee	6 Days
State Committee	7 Days
National Council	07 Days
National Secretariat	07 Days

2. Emergency or extra ordinary meeting may be convened by the concerned Secretaries by giving shorter notice period, as may be expedient.
3. All decisions should be taken with the consensus of all concerned at the respective levels and in democratic manner.

D. Decision Making

All decisions at all levels in any meeting shall be taken by consensus, failing which by a majority vote. However, approval of 2/3rd of members present will be required for a resolution for amendment of Party Constitution and/or decision to merge, split or dissolve.

E. Minutes

Secretaries, at all levels, shall maintain minutes of all the meetings and other relevant records. The minutes may be maintained in electronic format.

ARTICLE VIII: PARTY FUNDS AND ACCOUNTS

A. Party Funds

1. The Party shall collect membership fee, subscription fee and voluntary donations from Ordinary Members, Active Members and General Public as may be necessary.
2. Only such persons, as are authorized by the respective organ shall receive the funds and he/shall be accountable for the same.
3. Receipts books for the purpose of acknowledging donations will be printed by the National Council only. Each receipt will be duly numbered and issued in books containing receipts as prescribed from time to time.
4. The manner in which fund can be collected and deposited will be prescribed by the National Council from time to time.

B. Bank Accounts

1. The Party shall open such number of bank accounts and at such places as considered necessary.
2. There shall be two authorized signatories for each bank account namely National Council Treasurer and National Council Chairman and/or National Council General Secretary and/or National Council President or State Treasurer and one executive authorized by the National Council or State Committee.
3. All receipts shall be deposited in the bank accounts of the Party and all expenses shall be routed through such bank accounts.
4. Notwithstanding the above, in the event of special accounts being open for any parliamentary/assembly constituency or any other elections, there shall be three authorized signatories for operating such accounts who shall be nominated by the National Council or State Executive Committee.

C. Incomes of the Party shall include:

- i. Grants from government/foundations/donor agencies on the basis of duly approved grant letters, specifying the timeframe/guidelines for grant accrual;
- ii. Donations (including through electoral bonds);
- iii. Fee and Subscription from Members;
- iv. Sale of Publications, if any;
- v. Rental Income from properties;
- vi. Interest and dividend from investments; and
- vii. Collection from sale of coupons.

D. Utilization of Funds

- i. The funds received by the Party shall be utilized for meeting the political objectives of the Party
- ii. The funds shall be utilized by the concerned Executive. The National Council may frame regulations governing the utilization of the funds.

E. Audit

1. The Party shall submit its annual financial statement audited by a Chartered accountant, who is in the panel of the CAG, to the ECI within due date as specified in the Representation of People Act.

2. Accounting period means the period of 12 months commencing on the 1st day of April every year. The Party shall close its books and draw up the accounts as of 31st day of March for the first year of operation.
3. Annual accounts of each Committee will be audited by a person appointed by a resolution of the concerned Committee and approved annually. The Balance Sheet, Income and Expenditure Account (prepared under accrual basis of accounting) and a Cash Flow Statement shall form part of the Financial Statements of the Party forming part of the Annual Accounts.
4. The accounts of the party shall be maintained on an accrual system of accounting. Revenues and costs are accrued, that is, recognised as they are earned or incurred (and not as money is received or paid) and recorded in the financial statements of the periods to which they relate.

ARTICLE IX: PARTY CONSTITUTION'S AMENDMENT PROCEDURE

- A. This Constitution, barring Article II-b thereof, can be amended by the National Council provided that the amendment has the approval of 2/3rd of its members present and voting after due notice to all the members. For this purpose a meeting of the National Council shall be convened within 30 days of a resolution for amendment.
- B. The National Council shall have the power to alter and amend this Constitution. The amendment so made by the National Council with the approval of the National Council Chairman shall become operative immediately. However, the power of amendment cannot be exercised in a manner so as to bring the amended Constitution in conflict with the statutory provisions or guidelines issued by the Election Commission of India.

ARTICLE X: MERGER, SPLIT AND DISSOLUTION

- A. Decisions regarding the dissolution of the Party or the merger of the Party with another Party or split of the Party have to be taken in the National Council meeting convened specifically for the purpose. The National Council shall consult such important steps with all levels inside the Party.

- B. A resolution in respect of the merger or split or dissolution to be effective shall require the approval of atleast two third majority of the members present and voting in the concerned meeting.

ARTICLE XI: INTERPRETATION OF THE CONSTITUTION

- A. The National Council alone shall have the power and authority to interpret this Constitution and the regulations framed there under. The decisions of the National Council in respect of above shall be final and binding.

ARTICLE XII: MANDATORY PROVISION UNDER SUB-SECTION (5) OF SECTION 29A OF THE REPRESENTATION OF PEOPLE ACT, 1951

- A. The Party shall bear true faith and allegiance to the Constitution of India as by law established, and to the principles of socialism, secularism and democracy, and would uphold the sovereignty, unity and integrity of India.

ARTICLE XIII: MISCELLANEOUS PROVISIONS

1. The party will not in any manner promote or instigate or participate in violence in any form.
2. The party shall contest an election conducted by election commission within five years of its registration.
3. Any member who does not attend three successive meetings of any Organ/Committee/Executive/Council without sufficient cause or reason, shall cease to be a member of the Organ/Committee /Executive/Council and a resolution to that effect shall be passed by the concerned Organ/Committee/Executive/Council.
4. The National Council shall frame regulations for filling the vacancies caused by resignation, expulsion or death of a member an Executive Committee/Council
5. The National Council shall lay down norms and special arrangements to be put in place for merger of organizations or parties within the Party

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