INFORMATION IN RESPECT OF PROPERTY OWNERS OF THE UNAUTHORISED COLONY
(TO BE PROVIDED BY RESIDENT WELFARE ASSOCIATION)

NAME AND ADDRESS OF COLONY: **SHIV VIHAR (BURARI BAKTAWARPUR ROAD), GARHI KHUSRO, DELHI -110036**

NAME OF RESIDENT WELFARE ASSOCIATION: **SHIV VIHAR (BURARI BAKTAWARPUR ROAD) RESIDENTS & OWNERS WELFARE ASSOCIATION**

Name of Porperty Owner	Father's / Husband's Name	Plot No./ House No.	Whether Plot/ Flat	Telephone No. if any	Water (Yes/No.)	Electricity Connection (Yes/No.)	Whether member of RWA/ Society (Yes/No.)
Unknown		1 to 3					Yes
Sunil Gupta HUF	Late Sh. K.K. Agarwal	4					Yes
Unknown		5 to 17					Yes
B.K. Aggarwal HUF	Sh. G. C. Aggarwal	18					Yes
Gaurav Shinghal HUF	Sh. Shyamji Shinghal	19					Yes
Mohd Mousin	Mohd Habib	26					Yes
Unknown		27 to 35					Yes
Sunita Mehra	Satish Chander	36					Yes
Monika Mehra	Sunil Mehra	37					Yes
Brij Rani	Sewa Ram Mehra	38					Yes
Unknown		39					Yes

for Shiv Vihar (Burari Baktawarpur Road),
Residents & Owners Welfare Association.

(General Secretary/Authorised Signatory)

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Indemnity bond

We Shiv Vihar (Burari Baktawarpur Road), Residents & Owners Welfare Association, hereby indemnify the Local body / DDA in respect of all necessary measures for retrofitting against the seismic requirements & for structural stability of the building etc.

For Shiv Vihar (Burari Baktawarpur Road) Residents & Owners Welfare Association

(General Secretary)

NOTARY PUBLIC
S.S. SINGH
Shyam Sunder Singh
NOTARY PUBLIC
(Registration No.40/99)
DELHI
Appointed by
Central Govt.
INDIA

ATTESTED
S.S. SINGH
NOTARY PUBLIC
G-7A, VISHAL BHAWAN
95, NEHRU PLACE
NEW DELHI-110019

29 JAN 2008

दिल्ली DELHI

15AA 316109

Undertaking

We, Shiv Vihar (Burari Baktawarpur Road), Residents & Owners Welfare Association, hereby undertake as follows:

i) that we shall abide by the layout plans as may be approved with or without conditions,
ii) that we shall pay necessary development charges for provision of electricity, water, sewerage and drainage and any other charges as may be fixed by the DDA or the concerned local body,
iii) that they shall surrender the land required in favour of the DDA or the MCD/NDMC, free of cost, in order to provide for roads or other civic amenities or community facilities in conformity with the planning / development control norms.

For Shiv Vihar (Burari Baktawarpur Road) Residents & Owners Welfare Association

(General Secretary)

NOTARY PUBLIC
S.S. SINGH
Shyam Sunder Singh
NOTARY PUBLIC
(Registration No.463/95)
DELHI
Appointed by
Central Govt.
INDIA

ATTESTED

S.S. SINGH
NOTARY PUBLIC
3-7A, VISHAL BHAWAN
95, NEHRU PLACE
NEW DELHI-110019

29 JAN 2008

Copy of the resolution passed in the meeting of the Shiv Vihar (Burari Baktawarpur Road)Residents and Owners Welfare Association held at R-165, Greater Kailash –I, New Delhi on 24th January 2008

1. Resolved that Mr. Sunil Gupta, General Secretary of the Association be and is hereby authorized to implement /sign / execute all documents relating to the scheme of authorization of unauthorized colonies or any other matter connected with it. The authority includes appointment of Architects, Town Planners, Engineers or any other competent and authorized persons for the purpose.
2. Further Resolved that the Association submit an Undertaking, NOC and indemnity bond as required under the provisions to the competent authorities to enable regularization of the colony.
3. The Association agrees to ratify and hereby ratifies all acts of the above office bearers

Signatures of the Authorized Signatories:

(Sunil Gupta)
General Secretary

for Shiv Vihar (Burari Baktawarpur Road).
Residents & Owners Welfare Association.

(President/Authorised Signatory)

Copy of the resolution passed in the meeting of the Shiv Vihar (Burari Baktawarpur Road)Residents and Owners Welfare Association held at R-165, Greater Kailash –I, New Delhi on 24th January 2008

1. Resolved that Sh. Gaurav Shinghal, Treasurer of the Association be and is hereby authorized to implement /sign / execute all documents relating to the scheme of authorization of unauthorized colonies or any other matter connected with it. The authority includes appointment of Architects, Town Planners, Engineers or any other competent and authorized persons for the purpose.
2. Further Resolved that the Association submit an Undertaking, NOC and indemnity bond as required under the provisions to the competent authorities to enable regularization of the colony.
3. The Association agrees to ratify and hereby ratifies all acts of the above office bearers

Signatures of the Authorized Signatories:

(Gaurav Shinghal)
Treasurer

True Copy

for Shiv Vihar (Burari Baktawarpur Road),
Residents & Owners Welfare Association.

(General Secretary/Authorised Signatory)

23.0 Legal Proceedings

Any suit or other legal proceedings by or against the Association may be filled/ contested/ defended and conducted on its behalf either by the president or he Secretary or by any other person so authorized by the Managing Committee of the Association. Any pleadings or other documents in connection there with may be signed and verified by any of such persons on behalf of the Association. The power will also include the appointment of Advocate/s, Attorney/s for the purpose.

24.0 Dissolution and adjustment of affairs

If the Association need to be dissolved, it shall be dissolved as per the provisions laid down under Section 13 and 14 of the Societies Registration Act, 1860

25.0 Application of the Act

The provisions of the Societies Registration Act, 1860 as applicable to the NCT of Delhi shall apply to this Association.

26.0 Essential Certificate

Certified that is the true copy of Rules and Regulations of the Association.

16.6.0 Executive Members

They shall perform all the duties/ functions as may be assigned to them by the Managing Committee.

They shall be entitled to guide/ advise the office bearers of the Association.

17.0 Filling up of casual vacancy

Any vacancy occurring in the office of the President, Vice President, other office bearers and Executive Members during the interval between two Annual General Body Meetings shall be filled up by the Managing Committee in such manner as they may deem expedient from amongst the ordinary Members. The member so appointed shall hold office only for the remaining period of his office.

18.0 Source of income and utilization of funds

18.1 The funds of the Association shall generally be kept in Scheduled Banks.

18.2 Such part thereof as shall not be required for current expenses, may at the discretion of the Managing Committee be invested in any fixed deposits.

18.3 Such fixed deposits shall not be sold dealt with except with the permission of the Managing Committee.

19.0 Audit of Accounts

The Association shall maintain accounts. All accounts and account books shall be kept at registered office of the Association and shall not be removed there from. The Accounts shall be duly audited every year by the auditors appointed by the Association. Every year the accounts of the Association shall be examined and the correctness of the balance sheet ascertained by one or more auditors duly appointed by the General Body for the purpose and shall be placed before the General Body at least once in a year.

20.0 Annual list of Managing Committee

Once in every year, a list of the office bearers and members of the Managing Committee of the Association shall be filed with Registrar of the Societies, Delhi as required under Section 4 of the Societies Registration Act, 1860 as applicable to NCT of Delhi.

21.0 General Legal Compliance

The Association shall comply with the requisite legal formalities as required under the law.

22.0 Amendment to the Memorandum or the Rules & Regulations

Any amendments in the Memorandum of Association and Rules and Regulations of the Association shall be made as per the provisions laid down under Section 12 and 12A of the Societies Registration Act of 1860.

16.3.0 General Secretary

The General Secretary shall be deemed to be the Chief Executive Officer of The Association. He shall have the following Duties & Responsibilities.

16.3.1 He shall handle all correspondence and keep true and accurate minutes of all the meeting of the Association and all such Committees connected with the same.

16.3.2 He shall take action to implement the decisions of the managing Committee.

16.3.3 He shall look after the properties of the Association, supervise its income and expenditure and to induct and eject the tenants/ license etc. with prior approval of the Managing Committee and also to receive rent or licensee fees from them.

16.3.4 He is authorized to collect all fees, charges, donations or cash receipt in any form and to issue receipt thereof.

16.3.5 He shall sign all papers on behalf of the Association in its name.

16.3.6 He shall keep the Managing Committee and the General Body informed about the activities undertaken by the Association as when the meetings are held.

16.3.7 He shall convene and conduct all the meetings of the General Body and / or Managing Committee of the Association and will keep a true and faithful record of the deliberations held in those Meetings.

16.3.8 He shall look after, manage and control the affairs of the Associations under the guidance and supervision of the Managing Committee and shall generally take all the steps in that regard.

16.5.0 Treasurer

16.5.1 He shall keep or cause to be kept proper accounts of the Association.

16.5.2 He shall be responsible for the funds of the Association and shall pay all the bills etc., which are sanctioned for the payment by the Managing Committee of the Association.

16.5.3 He shall collect and receive all subscriptions and donations and issue receipt for the same.

16.5.4 He shall collect and receive all subscriptions and donations and issue receipt for the same.

16.5.5 He shall prepare or cause to be prepared final Accounts and the Balance Sheet annually, get it audited by the elected auditor, and get it approved from the managing committee/ general body of the Association.

15.1 To transact all business of the Association and to regulate the order, in which they shall be placed before the general meeting and generally to manage, superintend and control the affairs of the Association.

15.2 To appoint auditors, office secretary and such other staff members of Associations and to fix their salaries, allowances, gratuities and other Privileges within the sanctioned budget and to define their powers and Duties and to suspend and dismiss or dispense with their services at its Discretion in accordance with rules and regulations of the Associations.

15.3 To consider and approve the amendments to the Memorandum of Association / Rules and Regulations of the Association as when deemed Necessary and to forward the same to the General Body of Association.

15.4 To invest and deal with any funds of the Association not immediately required in such manner, as it deems fit.

15.5 To open and operate Bank Account in the names of the association.

15.6 To appoint signatories to the operation of Bank account(s) of the Association.

15.7 To do all such business which would aim at increasing the image and popularity of the Association and to further the cause of the Association keeping its aims and objects in view.

15.8 The Managing Committee shall take decision by majority of members present and voting. In case of equality of votes the president of meeting shall have a casting vote.

15.9 To appoint sub committees for the smooth running of the affairs of the Association.

16.0 The rights and duties of the office-bearers of the Association are being specified as follows:

16.1.0 President

16.1.1 The President shall be the Head of the Association.

16.1.2 He shall preside over all the meetings of the Association.

16.1.3 He shall take lead on all ceremonial occasions.

16.1.4 The president will act in accordance with members of the Managing Committee.

16.2.0 Vice-President

16.2.1 In the absence of the President, Vice-President shall have all his powers and shall perform all the duties of the President.

16.2.2 If the president is not available, Vice-President can be asked to preside over the meeting of the managing committee.

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shall be accompanied by a nominal nomination fee of Rs.100/- per post Per Person to be paid in cash at the time of filing of the nomination papers and any nomination paper without the nomination fee shall be rejected out rightly without any further information or intimation to the person contesting the election.

12.5 The election will be held by a secret ballot. A person is permitted to caste only one vote for each post. Proxy voting is not permitted.

12.6 The returning officer will not be eligible to contest election for any post in the association, consequent to his appointment as returning officer.

12.7 The counting of votes will be done under direct Supervision of the Returning Officer and in presence of at least two Independent observers.

12.8 The results of the election will be announced on the same day, in the presence of all the contesting parties by the returning officer.

13.0 Managing Committee Meeting

13.1 The Managing Committee shall meet at least once in two months.

13.2 The Notice for the meetings of the Managing Committee shall be issued by the General Secretary and/ or the president by giving seven days clear notice and also specifying agenda for the meeting therein.

13.3 An emergent meeting may however be convened at any time at short notice.

13.4 A requisitioned meeting of the managing committee can be called by giving a 7 clear days notice the Secretary by 1/3rd of the members of the managing committee stating the propose for which such meeting is to be convened.

13.5 The requisitioned meeting of the managing committee shall consider only such of the matters which are mentioned on the request given to the secretary duly signed by 1/3rd of the members of the managing committee as aforesaid.

14.0 Quorum

The Quorum of the managing committee meeting would be 2/3rd of its Members or 5 whichever is low. If the quorum is not complete within 30 Minutes of schedule time, the meeting shall automatically stand adjourned to the same date at the same place after 30minutes and the quorum shall be complete with the members present. If, however such a meeting was a requisitioned meeting, the same shall stand dissolved in case the quorum is not complete in first instance.

15.0 Powers, Duties and Functions of the Managing Committee

Subject to such general or specific directions as may be given by the General Body from time to time, powers, duties and functions of the Managing Committee shall be:

10.3 Patrons

The managing Committee by majority vote can appoint 2 senior citizens not below the age of 65 years, whom they think proper and can be useful for the Association as Patrons of the associations. Patrons will not have any voting rights.

11.0 Term of Managing Committee

The term of the Managing Committee shall be one year. However, the Managing Committee shall hold office till such time the new Managing Committee is elected and takes over the charge.

12.0 Election of the Managing Committee:

The election of all the members of the managing committee will be held during the date and time, to be notified to all members well in advance in the manner described herein after.

12.1 The managing Committee will appoint a Returning Officer for the conduct of free and fair election in accordance with the provisions of the constitution of the Association, under his supervision.

12.2 Consequent to his appointment, the returning officer will issue a notification for election of the association, one month prior to the date of the proposed election. It should be ensured that the elections are held on the notified date, on which day the Annual General Body Meeting should also be held. only those members are permitted to caste their votes, who have paid their annual membership at least one month before the date of election (or the General Body Meeting).

12.3 Thereafter, the Returning Officer will ask the Managing Committee office to give him the list of all members, eligible for voting, at least one month before the date of proposed election. On receipt of the list of all eligible members, the returning officer will circulate Nomination forms to all members of the association and set 7 days time for receipt of nomination papers by registered post/courier. The Returning officer will submit the list of valid nominations to the Managing Committee. The managing committee will circulate a copy of the valid nominations to all the members of the Association at least 7 Days prior to the date of election. Any valid member of the Association, who is not a defaulter of the association's financial dues is eligible to file his /her nomination for the election. A defaulter will not be eligible to contest the election of the Association.

12.4 Any eligible person intending to contest election for any post is required to submit his/her nomination on the nomination form duly proposed by valid member of the association and seconded by another valid member of the Association. No office bearer of the Managing Committee can contest election for the same office/post for two Consecutive terms. Every nomination paper

9.6 The President shall preside over all the General Body Meetings. In his absence, the Vice President shall preside.

9.7 In case the President or the Vice President are not present, the members shall elect a Chairman to conduct that particular meeting and transact the business as per the agenda of that meeting.

9.8.0 Requisitioned General Body Meeting

9.8.1 A meeting of the General Body can be requisitioned when 1/5th of the existing members of the Association, having voting rights, give a notice to the general secretary in writing specifying the agenda for the meeting.

9.8.2 Such a requisitioned meeting shall not consider any matters other than those mentioned in notice.

9.8.3 The Notice of the requisitioned meeting shall be submitted by the members to the General Secretary at least one month before the date of the proposed meeting.

9.9 Voting shall be by secret ballot.

10.0 Managing Committee

The General supervision, management and control of the Association shall be vested in the Managing Committee. The composition and the manner of Election/Appointment of the Managing Committee is described below:-

	Office Bearer	Nos.	Remarks
1.	President	1	To be elected
2.	Vice President	1	To be elected
3.	General Secretary	1	To be elected
4.	Treasurer	1	To be elected
5.	Executives members	5	To be elected

10.1. Ex-officio Members

The out going President, Vice President and General Secretary will be the ex-officio members of the managing committee with equal voting rights as the other members of the managing committee provided they do not hold any office in the Association.

10.2 Co-opted Members

The Managing Committee by majority vote can co-opt 3 members to the Managing Committee for the smooth running of the affairs of the association either from the members or from outside, having the equal voting right and shall be governed by the rules and regulations of the society in the same manner as the other members of the society.

9.0 General Body

9.1 General Body of Association shall consist of all the Members on the roll of the Association who are not disqualified by any prior resolution of the Managing Committee of the association and who are not in arrears at the time of the meeting of the General Body.

9.2.0 Powers, duties and functions of the General Body

The General Body shall be supreme policy making body of the Association and shall have the following amongst others powers, duties and functions to perform viz:

9.2.1 To receive and adopt the annual report and audited statement of accounts for the previous year;

9.2.2 To consider sanction (with or without modifications) the budget estimated for the ensuing year;

9.2.3 To elect the President, Vice President, General Secretary, Treasurer and five Executive Members for the Managing Committee of the association as specified hereinafter. Elections shall be held every year. That no office bearer can hold his office for two consecutive terms but he can contest for any other post.

In the event of any Executive Member/Office Bearer failing to attend three Consecutive meetings of the Managing Committee, such member/ office bearer may be asked to have vacate the office held by him/her.

9.2.4 To appoint Auditors and fix their remuneration;

9.2.5 To consider proposed amendments to the Memorandum of Association and rules and Regulations duly approved by the Managing Committee;

9.3 Notice of meeting and periodicity of meeting

The General Secretary of the Association shall give a clear one months notice for convening the General Body meeting of the Association. The notice shall contain the agenda for consideration. At least one General Body Meeting shall be held every year.

9.4 Quorum

Quorum for the General Body meeting shall be 2/3rd of the total strength of the members or 11 members whichever is less. In the event the quorum is not complete, the meeting shall stand adjourned for 30 minutes and reconvened on the same day. At such adjourned meeting, no quorum would be required. No separate notice of the adjourned meeting shall be required.

9.5 All the decisions shall be taken up a majority vote, Unless otherwise provided, in case of equality of votes the President of the meeting shall have a casting vote.

2.2 Honorary Members

The General Body of the Association on the recommendation of the managing committee may confer Honorary Membership on such residents/owners who in its opinion have made notable contribution for the welfare and protection of the Association. No fees shall be charged from such Members. Honorary Members shall have no voting right but they shall be eligible to receive and exchange information of mutual interest. Honorary member shall be nominated for a period of one year, subject however to removal/re-nomination. Honorary member shall not be a member of a managing committee.

3.0 Admission of Membership

Persons desiring to enroll themselves as members shall submit a written application, in the prescribed format, along with fees duly recommended by two members of the Association, to the general secretary. The General Secretary will place the applications so received before the Managing Committee for admission. The decision of the Managing Committee shall be final and binding in the matter of admission of a member. The decision of the Managing Committee shall be communicated to the Applicant. The admission fee shall be Rs. 5,000.00 per member.

4.0 Subscription Fee

4.1.0 Annual Subscription

4.1.1 Ordinary Members : Rs1,000/- per year

4.1.2 Honorary Members : Rs. Nil

The Managing Committee, from time to time, may revise the fee subscription as per the rules of the association and it.

5.0 Cessation of the Membership

A member shall have ceased to be a member of the Association in any of the following events:

5.1 If he breathes his last; or

5.2 If he resigns, by giving three months advance notice; or

5.3 If he is adjudicated insolvent or of unsound mind or is convicted of an offence, which, in the opinion of the Managing Committee of the Association, involves moral turpitude; or

5.4 If he fails to pay his subscription and/or any other sum due from him to the Association within a period of one month after written notice has been given to him by General Secretary in this regard in accordance with the directions of the Managing Committee to that effect; or

Sunita Mehra

5.5 If he has been working against the spirit of the objects, rules and regulations of the Association and a resolution to that effect has been passed in a meeting of the General Body.

6.0 **Appeal and re-admission of members**

6.1 A member, who ceases to be the member of the Association, (except otherwise removed by the General Body) may be eligible for re-admission to membership on a fresh application giving cogent reasons and payment of fees at the discretion of and subject to the approval of the managing committee.

6.2 Where, however, a person has been removed/dismissed by the General Body, such member can only be re-admitted to membership by the general body.

6.3 Spouse or son or daughter or other legal heir of a deceased member shall have the option to become the member of the Association. This membership shall however be subject to the eligibility rules of the association.

7.0 Membership Register

7.1.0 A Register of members containing the following information shall be maintained:

7.1.1 The names, addresses and other relevant particular of all the members of the Association shall be entered from the date on which such persons have been accepted as members.

7.1.2 All changes taking place in the membership from time to time.

7.1.3 Such other information as is relevant and for which decision is taken by the Managing Committee from time to time.

7.2.0 The membership register as aforesaid shall be open for inspection to the members of the Association during office hours at the office of the Association provided 2 days prior notice is given thereof.

8.0 Rights and privileges of the members

8.1 The members will have the right to give their considered views/opinions to the Managing Committee or in the General Body, which may help in furtherance to the objectives of the Associations and its smooth working.

8.2 The members will have the right to receive and exchange information of mutual interest.

8.3 The Members will be entitled to attend the General Body Meeting, provided there is no due outstanding against them.

8.4 Only Ordinary Members shall have the voting right at the General Body Meeting and authority to participate in the elections for the managing Committee of the Association.

RULES & REGULATIONS

OF

SHIV VIHAR (BURARI BAKTAWARPUR ROAD)

RESIDENTS AND OWNERS WELFARE ASSOCIATION

1.0 PREAMBLE:

These rules shall be called the Rules & Regulations of the "Shiv Vihar (Burari Baktawarpur Road) Residents and Owners Welfare Association".

In these rules, unless the context otherwise requires:

1.1 "Association" means Shiv Vihar (Burari Baktawarpur Road) Residents and Owners Welfare Association

1.2 "Rules" means rules provided herein or as may be altered, added, deleted, modified or amended, from time to time in the manner specified here in after.

1.3 "Office" means the Registered office of the Association.

1.4 "Managing Committee" means the committee to look after the overall administration and management of the affairs of the Association.

1.5 "General Body" means General Body of the members of the Association.

1.6 "Month" means English calendar month.

1.7 "President" means the Principal Officer/Head of the Association who shall be the president of the Association.

1.8 "General Secretary" means the General Secretary of the Association.

1.9 "Year" means a period of 12 months beginning from 1st April of a particular year and ending on 31st March of the succeeding year.

1.10 "Annual Subscription" means such contributions to the Association in the nature of one year subscription as determined by the managing committee to be payable by the member.

1.11 "Memorandum of Association" means the Memorandum of Association of Shiv Vihar (Burari Baktawarpur Road) Residents and Owners Welfare Association

2.0 Membership

There shall be following categories of members:

2.1 Ordinary Members

All residents / owners of Shiv Vihar (Burari Baktawarpur Road), Village Garhi, Khusro, Delhi-36, who agree to pay the prescribed membership fee and also to abode by the rules & regulations of the Association may be member of the Association. Each resident / owner shall be eligible for one membership.

5.0 Desirous persons :-

We, the undersigned are desirous of forming an association namely Shiv Vihar (Burari Baktawarpur Road) Residents & Owners Welfare Association under the Societies Registration Act, 1860 as applicable to National Capital Territory of the Delhi in pursuance of the Memorandum Of Association of the Society.

Sr.	Name	Father / Husband's Name	Age	Address	Occupation	Position	Signature
1	EHTISHAM	Mohd Hasib.	35	Shiv Vihar, Khasra No. 371, village Garhi Khusro, Delhi-110036	Business	President	
2	SUNITA MEHRA	Satish Chander	41	Shiv Vihar, Khasra No. 385 min, village Garhi Khusro, Delhi-110036.	Housewife	Vice President	Sunita Mehra
3	SUNIL GUPTA	K.K. Aggarwal	47	Shiv Vihar, Khasra No. 423, village Garhi Khusro, Delhi-110036	Business	General Secretary	
4	GAURAV SHINGHAL	Sh. Shyamji Shinghal	49	B 27 Kailash Colony, New Delhi 48	Consultant	Treasurer	
5	BALDEV K. AGGARWAL	Sh. G.C. AGGARWAL	57	W 104, Greater Kailash I, New Delhi	Business	Executive Member	
6	MONIKA MEHRA	Sunil Mehra	36	Shiv Vihar, Khasra No. 385 min, village Garhi Khusro, Delhi-110036	Housewife	Executive Member	
7	BRIJ RANI	Sewa Ram Mehra	66	Shiv Vihar, Khasra No. 385 min, village Garhi Khusro, Delhi-110036	Business	Executive Member	

manner whatsoever, to the present or past members of the Society or to any person claiming through any or most of the present or past members. No member of the Society shall have any personal claim on any movable or immovable properties of the Society or make any profits, whatsoever, by virtue of his membership.

4.0 Governing Body:-

The Name, Address, Occupation, Designation of the members of the first Governing Body to whom the management of the society is entrusted as required under section 2 of the Societies Registration Act, 1860 as applicable to the NCT of Delhi:

Sr.	Name	Address	Occupation	Position
1	EHTISHAM	Shiv Vihar, Khasra No. 371, village Garhi Khusro, Delhi-110036	Business	President
2	SUNITA MEHRA	Shiv Vihar, Khasra No. 385 min, village Garhi Khusro, Delhi-110036.	Housewife	Vice President
3	SUNIL GUPTA	Shiv Vihar, Khasra No. 423, village Garhi Khusro, Delhi-110036	Business	General Secretary
4	GAURAV SHINGHAL	B 27 Kailash Colony, New Delhi 48	Consultant	Treasurer
5	BALDEV K. AGGARWAL	W 104, Greater Kailash I, New Delhi	Business	Executive Member
6	MONIKA MEHRA	Shiv Vihar, Khasra No. 385 min, village Garhi Khusro, Delhi-110036	Housewife	Executive Member
7	BRIJ RANI	Shiv Vihar, Khasra No. 385 min, village Garhi Khusro, Delhi-110036	Business	Executive Member

3.10 To raise funds in furtherance of the said aims and objects. All payments will be received only against receipts;

3.11 To establish and maintain funds with the contribution of its members and others;

3.12 To take over or acquire by way of purchase or gift or take on lease or hire, any movable or immovable property including land etc. as may be necessary on convenient and keep it in a good state of repair for use by the residents and owners of the community and for charitable projects and for the furtherance of the other objects of the Association as may be approved by the Managing Committee of the Association from times to times and to pay all charges, rents etc. in respect of the same;

3.13 To sell, lease, mortgage, exchange, transfer or dispose of or otherwise deal with all or any part of the property (movable or immovable) of the Association in any way it may consider necessary for the furtherance of the aims and objects of the Association;

3.14 To institute awards, scholarships or prizes for outstanding contribution to the welfare of the Association in general and the residents and owners of the colony in particular;

3.15 To prepare print and distribute the directory of the members of the Association and to publish magazine;

3.16 To utilize a part or whole of the funds towards furtherance of the aims and objects of the Association. Such utilization will be done after approval of the managing Committee;

3.17 To invest any money of the Association which may not be immediately required or any of its objects in such manner as may from time to time be determined. Such investment will be done after approval of the Managing Committee.

However, in any case, no investments would be made in contravention to the provisions of any Law;

3.18 To receive grants from the Government, gifts, donations or subscriptions from organizations or authorities either from national or international organizations for furthering the cause of the association;

3.19 To appoint sub-committees for the purpose of smooth running of the Association. To assist the residents and owners in legal and civic matters;

3.20 To organize social functions, celebrate festivals, to organize Melas, fetes etc;

3.21 And generally to do all other lawful things as are incidental or conductive to the attainment of the above aims and objects;

3.22 All the incomes, earnings, movable or immovable, properties of the Society shall be solely utilized and applied towards the promotion of its aims and objects only as set-forth in the Memorandum of Association and no profit thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, profits or in any

Suvidha Mehra SM SG AR

MEMORANDUM OF ASSOCIATION

OF

SHIV VIHAR (BURARI BAKTAWARPUR ROAD)

RESIDENTS AND OWNERS WELFARE ASSOCIATION

1.0 Name

The name of the Association shall be "Shiv Vihar (Burari Baktawarpur Road) Residents and Owners Welfare Association".

2.0 Registered Office

The Registered Office of the Association shall remain in the National Capital Territory of the Delhi and at present it is at R-165, Greater Kailash, Part – 1, New Delhi-110048

2.1 Area of Operation: Shiv Vihar (Burari Baktawarpur Road), Village Garhi Khusro, Delhi-36

3.0 Aims and Objects

The aims and objects for which the Association is established are as follows:

3.1 To promote the welfare, security of the residents and owners, their families and their property.

3.2 To provide security booths at suitable places in the colony and maintain them. To man the gates, provide security at the gates;

3.3 To provide platform to its members to come forward, contribute and to render assistance to various social and health projects and programmes taken up by the Association from time to time;

3.4 To provide purposeful interaction, education mutual support and cohesive brotherhood amongst its members, still marinating a balance in the personal, family and social areas of their lives;

3.5 To work for betterment of the institution and to promote its objectives;

3.6 To contact and pursue the concerned authorities to provide all civic amenities to the members;

3.7 To promote local committees to maintain different parks, beautify them and also beautify the colony in general;

3.8 To look after drinking water supply, sewerage and storm water, drainage, roads and the back lanes and encourage residents and owners for rain water harvesting, Plantation, Herbal Plantation and other ameliorative projects;

3.9 To plan, promote and provide for any projects as may be approved by the Managing Committee from time to time;

RAVI NASA & ASSOCIATES
(CHARTERED ACCOUNTANTS)

Registrar of Society,
NCT of Delhi,
Udyog Sadan,
Patparganj Indl. Estate,
New Delhi

Subject: **Applicant for Registration of Society in the name of "Shiv Vihar (Burari Baktawarpur Road) Residents and Owners Welfare Association"**

Please find enclosed the following documents in respect of the above mentioned subject:

1. Two copies of Memorandum of Association duly signed by all the 7 desirous persons.
2. Two copies of Rules & Regulations duly signed by all the 7 desirous persons.
3. An affidavit on Rs 10/- Non judicial stamp paper from the General Secretary of the Society i.e. Mr. Sunil Gupta duly attested by Notary public.
4. An affidavit on Rs. 10/- Non judicial Stamp paper as no objection certificate from the owner of the premises, R-165, Greater Kailash-I, New Delhi-110048 (duly attested by Notary Public), shown as registered office of the Society along with attested copy of property tax receipt.
5. Copy of ownership documents (copy of Registered Sale Deeds in favor of subscribers) ~~along with affidavit on Rs. 10/- Non judicial Stamp paper from the owners/residents.~~
6. In case of Resident Subscribers copy of Residence proof (Gas Connection, Electricity Bill, Rent Receipt, Telephone Bill etc).
7. In case of owners, address proof in the form of Election Card duly attested by a Gazetted officer.

Hope you find all above documents in order.

Please register the society in the above name and issue the Registration Certificate as soon as possible.

Thanking You

Yours truly

For Ravi Nasa & Associates

C.A. Ravi Nasa
M. No. 508591 (Prop.)

Received
Office of the Registrar of Societies
Plot No. 419, Patparganj,
Industrial Area, Delhi-110092

B-1/104, Kirti Nagar Niwas Puri, New Delhi-110065
Tel.: 64583548 Mob.: 9911020304 E-mail : ravinasa@gmail.com

			opment
	-Raods -Water Supply -Hand pumps -Tube wells -Underground Water Tank -Street Light -ESS/Transformers/Generators -Drains -Sewerage/Sanitation -Fire fighting installations	KACHCHI NO NO NO NO NO NO NO NO NO	
31.	Status of Facilities	Nos./Area/ Width/Length	Stage of Devel-opment
	-Parks/Transport lots/Common -Open space -Schools -Community Hall -Common parking areas -Dispensary/Health Centre -Religious structures -Police Post/Fire Post	NO NO NO NO NO NO NO NO	

Enclosures:

a) Resolution of the Resident Society.
b) Registration Certificate of Society with authenticated List of members/owners/occupants.
c) Existing Survey (05 copies + CD)
d) Regularisation Plans/ 5 Lay out Plan (Service plan (05 copies+ CD).
e) Undertaking as mentioned.
f) Certificates/documents/NOCs as mentioned.

Signature of Authorised Signatory
Resident Society

for Shiv Vihar (Burari Baktawarpur Road),
Residents & Owners Welfare Association.

(President/Authorised Signatory)

19.	List of members with Plot/Property No.(to be attached)	LIST ATTACHED
20.	Percentage of Residents/house owners as members of the Resident Society	100 %

21. No. of Built-up Plots: (Min.35% of Gr.Floor permissible coverage)

(i) Upto 100 sq.mts. - .....AS PER LIST ATTACHED

(ii) Above 100 sq.mts. - .....

(iii) Above 250 sqm. - .....

22. No. of Vacant Plots:

(i) Upto 100 sq.mts. - AS PER LIST ATTACHED

(ii) Above 100 sq.mts. - .....

(iii) Above 250 sqm. - .....

23.	Land use: As per Master Plan As per Zonal Plan	R. ZONE	
24.	Whether falls in Reserved Forests or Regional Park		Yes/No
25.	Whether the Colony effects/falls over Master Plan Road alignment Railway Line Metro Corridor Water Supply/sewerage lines/Utilities Works	 NO NO NO NO NO	
26.	Any Monuments/Heritage Buildings in the Colony or in the vicinity?		
27.	Key Plan/Site Plan of unauthorised Colony and description of boundaries..... (Please attach scaled Key Plan/Plan of Colony superimposed on Zonal Plan/City Survey Map indicating North Point, surrounding features, adjacent roads, buildings, drains, electricity, lines etc.) CD	ATTACHED ATTACHED ATTACHED ATTACHED	
28.	NOC as mentioned at para IV (ii):(Please attach)	——	
29.	Undertaking/Indemnity Bond(Please attach)	ATTACHED	
30.	Status of Services	Nos./Area/ Width/Length	Stage of Devel-

for Shiv Vihar (Burari Bakhtawarpur Ltd).
Residents & Owners Welfare Association.

(President/Authorised Signatory)

Application & check list for Regularisation of Unauthorised Colony

(To be filled up by the Resident Society and to be countersigned by Architect-Town Planner & Service Engineer)

1.	Name and address of the Colony	SHIV VIHAR (BURARI BAKTAWARPUR ROAD) GARHI KHUSRO, DELHI – 110036
2.	Regn. No. in the GNCTD list	1429
3.	Name of Resident Society	SHIV VIHAR (BURARI BAKTAWARPUR ROAD) RESIDENTS AND OWNERS WELFARE ASSOCIA
4	Registration no. of the Resident Society (with Registrar of Societies)	RECIEPT ATTACHED
5.	Names of Physical Surveyor & Socio-economic Surveyor	MR. A.K. GUPTA
6.	Name of Services Engineer	—
7.	Name of Supervising Engineer	RAMESHWAR DAYAR
8.	Name of Authorised Signatories	GAURAV SHINGHAL
9.	Category of colony (as notified vide Public notice dated 14.10.2007)	'G'
10.	Revenue Village	GARHI KHUSRO
11.	Zone (As per Master Plan of Delhi)	CIVIL LINE
12.	Date from which unauthorised colony exists	1993
13.	Location/surroundings(Towards North,South,East & West)	AS PER PLAN
14.	Development Area No. MCD/NDMC/Cantt.Board Area? Whether falls in Notified Slum Area?	NO
15.	Total area of Unauthorised Colony	10 ACRES
16.	Land Status/Ownership	G.P.A./Sale Deed Holders
17.	Court Case, if any(Please attach details)	NO
18.	Land whether notified for acquisition	No

for Shiv Vihar (Burari Baktawarpur Road),
Residents & Owners Welfare Association.

(President/Authorised Signatory)

CERTIFICATE OF REGISTRATION

UNDER SOCIETIES REGISTRATION ACT OF XXI, 1860

Registration No. S/ 62976 **/2008**

I hereby certify that Shiv Vihar (Burari Baktawarpur Road) Residents and Owners Welfare Association

located at R-165, Greater Kailash, Part I, New Delhi- 110048

——— x ——— x ——— x ——— **has been registered*under SOCIETIES REGISTRATION ACT OF 1860.**

Given under my hand at Delhi on this 8th **day of** August **Two Thousand Eight.**

Fee of Rs. 50/- Paid

(M.P. SHARMA)
REGISTRAR OF SOCIETIES
GOVT. OF NCT OF DELHI
DELHI

Seal
Registrar of Societies
Delhi

** This document certifies registration under the Society Registration Act, 1860. However, any Govt. department or any other association/person may kindly make necessary verification (on their own) of the assets and liabilities of the society before entering into any contract/assignment with them.*

True copy
dated. 13/8/08

for SHIV VIHAR (BURARI BAKTAWAR PUR ROAD),
RESIDENTS & OWNERS WELFARE ASSOCIATION (Regd.)

(President / General Secretary / Treasurer)

CHECK LIST OF DOCUMENTS

Name of Colony:- Shiv Vihar, Burari Baktabarpur
Regn./Sl. No.:- ~~RD~~ 1429

- Registration Certificate of Resident Society – Not available. Rectify
- Existing Layout Plan of the colony on the scale of 1:1000, prepared by an Architect/Town Planner signed by President/Secretary of the Resident Society. – Yes.
- Complete list of members with details such as plot Nos. and area of the colony – Yes.
- Land status with Khasra No. accompanied by a site plan giving the physical description of the site – No. Rectify
- Undertakings: – Yes.
    i. That they shall abide by the layout plans as may be approved with or without conditions
    ii. That they shall transfer the land available, if any for social infrastructure in the name of the DDA or the MCD/NDMC, free of cost, in order to provide such social infrastructure

GOVERNMENT OF NCT OF DELHI
URBAN DEVELOPMENT DEPARTMENT
10TH LEVEL, DELHI SECRETARIAT,
I.P. ESTATE, NEW DELHI

F. No. 1-33/UC/UD/Policy/08/PF/ Dated:- 13 AUG 2008

To,

The President / Secretary, RWA

Ehtisham uddin

Shiv Vihar, Burari Baktabarpur Rd.

Ganhi Khusro, Delhi-36

Registration No. 1429

Sub: - **Eligibility slip for issuance of Provisional Regularization Certificate.**

Sir,

The documents submitted by you have been scrutinized and your unauthorized colony bearing Registration No. 1429 has been found eligible for issuance of Provisional Certificate of Regularization.

Received copy
13/8/08

d/c

Yours faithfully,

15/Sept 08

(Incharge)
Counter No. 05

MOST IMMEDIATE

GOVERNMENT OF NCT OF DELHI
URBAN DEVELOPMENT DEPARTMENT
10TH LEVEL, DELHI SECRETARIAT,
I.P.ESTATE NEW DELHI

F.No. 1479 Dated: 10/08/08

To

The President, RWA
Shiv Vihar, Burari
Bakhtawarpur Road Road.
Gadhi Khusro Delhi-36

Sub: Verification of documents of unauthorized colonies for the purpose of regularization.

Sir,

A preliminary scrutiny of the application submitted by the unauthorized colony and figuring at ~~serial~~ Regd. No. 1429 of the list of such unauthorized colony has been made. It has been noted that you have not submitted the following required documents, along with your application:-

As per check list enclosed.

You are therefore, requested to kindly get the registration of your resident society done immediately, if not already registered, with the Registrar of Societies GNCT of Delhi. A copy of the certificate along with other deficient documents as pointed out above may please be got ready as the government of NCT of Delhi proposes to hold a camp shortly for rectification of deficiencies in the application forms.

This is in pursuance of the decision to grant a provisional registration certificate. The date and time of the camp would be notified through public advertisement.

Yours faithfully,

(J.G. ARORA)
DY. SECRETARY (UC)

Encl: Check list.