

रूप क्रमांक २  
(देखिये नियम ७)

मध्यप्रदेश शासन



## समिति का पंजीयन प्रमाणपत्र

क्रमांक 13697...

यह प्रमाणित किया जाता है कि THE CALCUTTA ORTHODOX  
DIOCESAN COUNCIL  
समिति जो S.t. Thomas Ashram, तहसील Durg,  
Kailash Nagan Bhilai, जिला Durg में स्थित है, मध्यप्रदेश  
सोसाइटी रजिस्ट्रीकरण अधिनियम, १९७३ (सन् १९७३ का क्रमांक ४४)  
के अधीन 10-5-84 को पंजीयित की गई है।

दिनांक दस माह मई सन् १९८४

शुल्क 40/- दिनांक 31/12/18  
द्वारा प्रस्तुत किया गया पंजीयन क्र. 3697  
दिनांक 16/05/84 द्वारा पंजीयन संस्था की  
सूचक दस्तावेज को प्रमाणित प्रति है।  
जारी करने का दिनांक 14/02/19

प्रमाणित प्रतिलिपि

(युवा प्रचार श्रीवास्तव)

समितियों के रजिस्ट्रार

(डी.एल. धुर्वे)

समितियों के सहायक रजिस्ट्रार

दुर्ग संभाग, दुर्ग, छत्तीसगढ़

Fr. Jacob Thomas





छत्तीसगढ़ CHHATTISGARH

07AA 263005



The Calcutta Orthodox Diocesan Council पं क्र -  
13697 दिनांक 10/05/84 को पंजीयन अग्राहक पत्र की प्रति हेतु उपरोक्त

  
(डी. एल. दुर्व)

समितियों के सहायक रजिस्ट्रार  
दुर्ग संजयपुर, दुर्ग, छत्तीसगढ़

  
Fr. Jacob Thomas  
Secretary  
Calcutta Diocese, Bhilai(C.G.)



- 1

**MEMORANDUM OF ASSOCIATION  
OF  
THE CALCUTTA ORTHODOX DIOCESAN COUNCIL**

**1. NAME OF THE COUNCIL**

The name of the council shall be "THE CALCUTTA ORTHODOX DIOCESAN COUNCIL" or shortly known as "ORTHODOX COUNCIL".

**2. REGISTERED OFFICE**

The registered office of the Council shall be at the St. Thomas Ashram, Kallash Nagar, Bhilai, C.G.


**3. OBJECTS OF THE COUNCIL**


The objects for which the council is established are: -

- a) To carry out in the Diocesan of Calcutta and the North religious, social, philanthropic, charitable and other activities of the Malankara Orthodox Syrian Church under the Catholicos of the East, His Holiness Moran Mar Baselios Marthoma Paulose II and his successors in office.
- b) To provide and /or administer, churches, chapels, schools, institutes, academics, libraries, reading guilds, conference centers, hospitals, dispensaries, agricultural and /or industrial settlements or association, hostels, guest houses, monasteries, convents, retreat homes, missions, orphanages, founding homes or nurseries or other religious, social, educational, philanthropic and charitable institutions in the Diocese of Calcutta and the North of the said Church;
- c) To establish, promote, manage or assist in establishing, promoting and managing, and to subscribe to or to become members of, any other association whose objects are similar to, or in past similar to, the objects of the Council, or the establishment and promotion of which may be beneficial to the Council;
- d) To administer or manage local or parochial funds of churches or parishes, directly or otherwise, and to administer, manage or control religious institutions and establishment;
- e) To carry on the business of printers, book-binders and publishers, and also to print and publish any newspapers, periodicals, books or leaflets that the Council may think desirable for the promotion of its objects;
- f) In pursuance of the above objects, the council shall have the powers: -
- (i) To take over assets and liabilities of existing institutions;

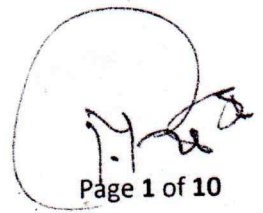
20/7/17  
प्रस्तुत करने का दिनांक  
Kallash Nagar, 13697  
बंजीवन क्र. 10/5/1981  
दिनांक.....  
बसाइन स्वीकृति दिनांक 22/7/17  
बसाइन रजि



  
Principal  
ST. GREGORIOS SCHOOL  
Green Park, Joka  
Kolkata-700 104

  
Fr. Jacob Thomas  
Secretary  
Calcutta Diocese, Bhilai(C.G.)



  
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(ii) To acquire, own, establish, manage and administer churches, chapels, hospitals, dispensaries, schools and other allied institutions for the promotion of the objects of the Council;

(iii) To acquire by purchase, lease, grant, gift, legacy, bequest, exchange or otherwise, and to hold and use any lands, buildings, easements, rights for property, movable or immovable, which may be requisite for the purpose of, or conveniently used in connection with, any objects of the council, and to alienate by way of sale, mortgage, lease, exchange gift or demise, to rent out, or otherwise dispose of all or any of the properties of the Council or any portion thereof unless otherwise specified in a particular case by terms of will, legacy, bequest, grant, gift etc. under which such property has been received;

(iv) To erect, expand and alter any churches, chapels, schools, hospitals, houses, staff quarters for employees of the Council, hostels, guest houses or any type of buildings or works, or to construct, demolish or reconstruct the same or any portion or portions thereof; which is necessary or convenient for the purpose of the Council;

(v) To take or receive any gift whether money or property, moveable or immovable or immovable or any bequest or foundation, whether subject to any special trust or not, for any allied objects of the Council, and to accept the office of and to act as trustees, managers and administrators, whether solely or jointly with other or others for or in respect of any gift or any other property, whether vested in the Council or otherwise, and whether vested in the Council or otherwise, and whether subject to any trust, and notwithstanding that the carrying out of such trust, management, administration would involve the exercise by the Council of powers not specifically mentioned in these presents;

(vi) To maintain, deal with and manage all the said movable and immovable properties of the Council;

(vii) To acquire, take over, hold, apply and dispose of securities of the Government of India or any State or Local Government or public bodies, and stocks, shares and securities of any society or undertaking;

(viii) To receive collect and recover government grants or allowances in connection with any property held by the council, or otherwise deal with the same according to the interest thereof;

(ix) To borrow or raise and to give securities for money by the issue of or upon bonds, debentures, bills of exchange, promissory notes or other obligations or securities of the Council or by mortgage or charge upon all or any part of the movable and /or immovable properties of the Council;

Fr. Dionysius Joseph

Fr. Jacob Thomas

R. Rajkumar



- (x) To take such steps by personal appeals, public meetings or otherwise as from time to time be deemed expedient, for the purpose of procuring contributions to the funds of the Council, or of the funds in which the council is interests, in the shape of donations, annual subscriptions, or otherwise;
- (xi) To invest land or otherwise deal with the monies of the Council in such manner, as may from time to time be determined by the Council or its Executive Committee;
- (xii) To apply the monies and properties of the Council generally for the support and maintenance of priests and lay workers of the said Diocese, and for religious, charitable and educational purposes;
- (xiii) To subscribe to any local or other charitable or religious or educational institutions or societies, and to grant donations for any public purpose and to provide a superannuation fund for the bishops, priests, workers and servants of the Council, or otherwise assist members of the Church or others.
- (xiv) To manage, administer and carry on any concern of whatever nature, having objects similar or allied to any of the objects of the Council;
- (xv) To hire and employ priests, managers, secretaries, clerks, doctors, engineers, nurses, teachers, school masters, experts, advisers, servants and other categories of workers, and to pay salaries, wages, gratuities, pensions etc.;
- (xvi) To acquire, own, establish, manage and administer Educational, professional, Vocational etc. Schools/colleges primarily for the benefit of the members of the minority Christian community all over India in particular to the members of the Malankara Orthodox Syrian Church.

29/5/17  
दिनांक 13/6/17  
पत्रागम क्रमांक 1015/84  
दिनांक 22/7  
पत्रागम क्रमांक



4. **Patron:** - His Holiness Moran Mar Baselios Marthoma Paulose II Catholicos of the East or his successor in office, will be the patron of the Council ex-officio.
5. **Diocesan Metropolitan:** - Wherever in this Memorandum, the term "Diocesan Metropolitan", is used, it shall mean the duly appointed Metropolitan of the Diocese of Calcutta and the North, of the Malankara Orthodox Syrian Church of India under the Catholicos of the East, His Holiness Moran Mar Baselios Marthoma Paulose II, or his successor in office. The Diocesan Metropolitan shall be President of the Council ex-officio.
6. **RULES AND REGULATIONS OF THE COUNCIL:** - A copy of the Rules and Regulations of the Council is filled with this Memorandum of Association.
7. **Management:** - The names addresses occupations and designations of the present members of the Council to whom the management of the affairs of the

Principal  
GREGORIOS SCHOOL  
Green Park, Joka  
Kolkata-700 104

Fr. Dionysius Joseph  
Fr. Jacob Thomas  
Secretary  
Calcutta Diocese, Bhalai(C.G.)

R. Rajan

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Diocese are entrusted as required under section 44 Sub-Section (3) of the Societies Registration Act of M.P. 1973 are as follows:

S.No.	Name	Address	Designation
01.	His Grace Stephanose Mar Theodosius	Bishop House St. Thomas Ashram Post Box - 24, Bhilai (M.P)	President
02.	Rev.Fr. Abraham Ipe	-do-	Secretary
03.	Rev. Fr. M. Varghese	-do-	Member
04.	Rev. Fr. O. Thomas	-do-	-do-
05.	Mr. K. V. Varghese	Qr. No. E-24, MPEB Colony Rampur, Jabalpur.	-do-
06.	Mr. C. A. Joy	Qr.No.18-A/11-B, Hospital Sector, Dalli Rajhara P.O, Dist.Durg (M.P)	-do-
07.	Mr. P.V.Mathew	Qr.No.491/N/3 A Sector, Govindpura, Bhopal (M.P)	-do-
08.	Mr. P.C.Abraham	W.C.L, P.O, Dhanpuri Dist. Shahdol (M.P)	-do-

20/7/17  
प्रस्तुत करने का दिनांक 13/6/17  
पंजीयन क्रमांक 10/5/84  
दिनांक 10/5/84  
प्रमाण स्वोक्ति दिनांक 22/7/17  
QD  
बहाक रजिस्ट्रार

We, the members of the Council, whose names and addresses are subscribed below are desirous of forming an Association/Council in pursuance of the above said Memorandum of Association/ Council and have signed the Memorandum in the presence of the witnesses as shown below:

Sl.No.	Name and addresses of subscribers	Signature	Witness	Signature
01.	His Grace Stephanose Mar Theodosius	sd/-	Mr. K.J.Varghese	sd/-
02.	Rev.Fr. Abraham Ipe	sd/-	Mr. T.C.John	sd/-
03.	Rev. Fr. M. Varghese	sd/-	Mr. M.Abraham	sd/-
04.	Rev. Fr. O. Thomas	sd/-	Mr. V.Varghese	sd/-
05.	Mr. K. V. Varghese	sd/-	Mr. A.Varghese	sd/-
06.	Mr. C. A. Joy	sd/-	Mr. K.I.Thomas	sd/-
07.	Mr. P.V.Mathew	sd/-	Mr. Daniel T	sd/-
08.	Mr. P.C.Abraham	sd/-	Mr. Iype Vengal	sd/-

Mar Dionysius Joseph  
13/6/17

शुल्क 400... चलान क. 17... दिनांक. 31/12/16  
द्वारा प्रस्तुत किया गया है। यह पंजीयन क. 13/6/17  
दिनांक. 10/05/84... द्वारा पंजीकृत संस्था की  
मूल दस्तावेज की प्रमाणित प्रति है।  
जारी करने का दिनांक. 13/12/19

Fr. Jacob Thomas  
Secretary  
Calcutta Diocese, Bhilai (C.O.)

प्रमाणित प्रतिलिपि  
12/19  
Principal



**RULES AND REGULATIONS**  
**OF**  
**THE CALCUTTA ORTHODOX DIOCESAN COUNCIL**

1. The Council is established for the purpose expressed in the Memorandum of Association.
2. **Membership:** - Any person having the requisites to become a member of a Parish in the Malankara Orthodox Syrian Church under the Catholicos of the East, His Holiness Moran Mar Baselios Marthoma Paulose II, or his successors in office, in accordance with the Constitution of the said Church, shall be eligible for election to the membership of the Calcutta Orthodox Diocesan Council, here-in-after referred to as the Council.
3. Without derogating from the generally of Rule 2 above, the Council shall consist of the following members:
  - (a) The Metropolitan of the Diocesan of Calcutta of the Malankara Orthodox Syrian Church under the Catholicos of the East, Moran Mar Baselios Marthoma Paulose II, or his successors in office, duly appointed as such Metropolitan on behalf of the Holy Episcopal Synod, by the said Catholicos or his successor in office shall be the Ex-office President of the Council.
  - (b) The Secretary of the Diocesan Assembly elected according to the Constitution of the Church shall be the ex-officio Secretary of the Council.
  - (c) Not less than two priests and four laymen elected by the Diocesan Assembly according to the Constitution of the Malankara Orthodox Syrian Church shall be members of the Council.
  - (d) Not more than five members may co-opted to the Council. Two of these may be nominated by the Diocesan Metropolitan and there by the Council.
4. The term office of the Secretary and the Members shall be five years, provided however any person leaving the Diocesan by transfer of residence or by ceasing to be a member in a parish of the Diocesan shall ipso facts cease to be member of the Council.
5. In case of vacancy occurring before the expiry of the term, the remaining members shall have the right to fill such vacancy by co-opting a suitable substitute, except in the case of members nominated by the diocesan Metropolitan in which case the substitute will be nominated by the Metropolitan.

2017/17  
बस्तुत करने का दिनांक  
वर्जियन क्रमांक 1369  
दिनांक 10/5/87  
बलाहन स्वोक्रुति दिनांक 22/7  
महायक री



Mar Dionysius Joseph  
1. 2017/17

Fr. Jacob Thomas  
Secretary  
Calcutta Diocese, Bhilai (C.G.)

R. Raju Kuri

Principal  
ST. GREGORIOS SCHOOL  
Green Park, Joka  
Kolkata-700 104

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6. The term of office of the elected members shall be for a period of 5 years or until such time as their successors are elected in accordance with the rules and regulations of the council.
7. **Registration:** The council is registered under the Societies Registration Act of M.P. 1973, and for the purpose of Registration, is declared to consist of an unlimited number.
8. **Power of the Council:** The Council shall have the right to exercise all the powers expressed in the Memorandum of Association.
9. **Council Meeting:** The Diocesan Council shall meet at least twice in a year, one of which shall be the Annual Meeting.
10. The Diocesan Metropolitan shall convene the Council and shall preside over the meeting.
11. The President and 3 members shall constitute a quorum.
12. Unless otherwise provided, every question submitted to the Council shall be decided by a majority of those present and voting. Every Member shall have a single vote at all meetings, but the President shall have an additional, casting vote.
13. Notice of Council meetings shall be given to members at least seven days before the meeting. However, in circumstances where the President may seem fit to call an emergency meeting, it may be held at shorter notice.
14. Decisions involving expenditure of Diocesan only exceeding Rs. 500/- not already included in the budget shall require the approval of the Diocesan Council.
15. A declaration by the President, that a resolution has been carried or lost, as determined by the vote and an entry to that effect in the Minutes Book of the Council shall be conclusive evidence of the fact.
16. A resolution circulated to members of the council shall be considered to have passed if a majority of the Members of the Council give their assent to the same. A resolution thus passed by circulation shall have to same effect as one passed at a Meeting of the Council duly held and constituted.

मन्तव्य करने का दिनांक 20/11/17  
 दिनांक 13/07/17  
 दिनांक 10/15/84  
 मन्तव्य करने का दिनांक 22/7/17  
 मदीयक रजिस्ट्रार



Fr. Dionysius Joseph  
 Principal

Fr. Jacob Thomas  
 Secretary  
 Calcutta Diocese, Bhilai (C.G.)

R. Rajkumar



17. Proceedings of the Council shall be fully recorded in the Minutes Book kept for the purpose, and Minutes of all Meetings shall be circulated to members within three weeks.

18. **Executive Committee:** The Council shall, as soon as possible after the annual Meeting, appoint an Executive Committee. The following persons shall constitute the Executive Committee:

(a) The Metropolitan of the Diocesan of Calcutta of the Malankara Orthodox Syrian Church, duly appointed, as provided under Rule 3(a) shall be the Chairman of the Executive Committee;

(b) Two members elected by the Diocesan Council from among its members.

19. Persons who are or would become members of the Executive Committee by virtue of Rule 19(a) and (b) above, shall automatically cease to be members of the Executive Committee on relinquishing their office or representative capacity and shall be replaced by those who succeed them in their respective office. Members appointed under Rule 19(c) shall cease to be members of the Executive Committee on their ceasing to be members of the Diocesan Council.

20. The Executive Committee shall meet as necessary, at such time and place, as the metropolitan may decide. Three members present shall constitute a quorum.

21. All Rules governing the proceedings of the Council meetings, with necessary changes, shall apply to the meetings of the executive Committee.

22. **Power and Duties of the Executive Committee:** The Power and duties of the Executive Council shall be :-

- (a) To deal with all matters relating to the administration and acts of routine nature, and also to make recommendations to the Council or the President on all matters considered desirable;
- (b) To carry out any task and assume responsibilities specially assigned to it by the Council or the Diocesan Assembly from time to time;
- (c) To hold all properties, movable and immovable, vested in the Council, as Trustees and to use such properties in accordance with the directions and for the benefit of the Council;
- (d) To examine and make recommendations on Budget, monthly Cash Account, Balance Sheet, Bye-laws, Negotiable Instruments and Documents, and on any other matter that may be referred to it by the Council or the President;

*Fr. Dionysius Joseph*  
Principal

*Fr. Jacob Thomas*  
Secretary  
Calcutta Diocese, Bhillai (C.G.)

*A. Rajkumar*

*[Signature]*

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नगाखन स्वोक्तु दिनांक  
होदायक राजस्वदा





- (e) To appoint certain categories of staff and workers, as authorized by the Council from time to time, and to promote, suspend or remove them from service;
- (f) Subject to approval of the Council, to fill from among the members of Council, any Vacancy that may occur during the term of the Executive Committee;
- (g) To make decision or action on any urgent matter, not specifically provide in the clauses above; however, such decisions and actions shall be reported to the Council at its next meeting for ratification.

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- 23. **Duties of the Secretary:** The Secretary shall manage the day to day affairs of the Council and the Executive Committee, and under the directive of the President
- 24. He shall act for and represent the Council in all transactions relating to the funds and properties of the Council before all courts public bodies and authorities or other and in all proceedings by or against the Council, For the purpose of section of Societies Registration Act of M.P. 1973, the person in whose name the Council may sue or be sued shall be the Secretary of the council.



- 25. The Secretary shall incur expenditure out of the funds of the Council only as provide in the Budget prepared by the Council. Any additional expenditure shall be incurred only with the approval of the Council. In the event of any urgency, the Secretary may, under the orders of the Metropolitan, spend an amount not exceeding Rs. 500/-. Any such expenditure incurred without the authority of the Council shall be reported to the Council at its next meeting.

- 26. The Secretary shall maintain proper accounts of all receipts and disbursements. Books of account shall be kept at the office of the council or at such place or places in charge of such person or persons as the Council may from time to time direct. The Books shall be open to inspection of the members of the Council subject to any reasonable restrictions as to the time and manner of inspecting the same that may be imposed by the council. For every financial year commencing on 1<sup>st</sup> April and ending on 31<sup>st</sup> march, he shall prepare a statement of income and expenditure, and also a Balance Sheet showing the assets and liabilities of the Council, which shall be laid before the annual General meeting of the Council along with the report of the Auditors. A copy of the balance Sheet including every document annexed or attached thereto which is to be laid before the annual meeting of the Council shall be sent to all members entitled to receive notice of General meetings not less than fourteen days before the day of the General meeting. The Statement of accounts and Balance Sheets thereafter be presented to the Diocesan assembly.

Fr. Dionysius Joseph

Fr. Jacob Thomas

Secretary  
 Calcutta Diocese, Bishop's Office

R. Rajin Kereet

M. S.



27. **Bank Accounts:** Accounts of the Council shall be kept in Scheduled Banks. Cheques shall be draw signed and endorsed by any two of the following persons.

1. Metropolitan
2. Secretary
3. One person duly authorized by the Council from time to time.

28. **Auditors:** Duly qualified auditors shall be appointed by the Council every year before the Annual meeting. The auditors shall as soon as possible after the close of the financial year of the Council, audit the accounts of the Council and submit their report.

29. **Authentication of documents:** All contracts and assurances, creation of charges or obligations on the Council, or acquisition, alienation or transfer of Immovable property of, or vested in, the Council shall be done in accordance with the decisions of the Council by a resolution, and all documents creating such charges or obligations or relating to acquisition, alienation or transfer of immovable properties of the Council shall be executed jointly by the President and the Secretary. All such documents shall bear the common seal of the Council, which will be in the custody of the Secretary.



30. **Disciplinary Action:** Any member of the Executive Committee or the Council shall be liable to be expelled from the Executive Committee and /or the Council on being declared insolvent, or for misconduct involving moral turpitude, or for having engaged in any activities detrimental to the interests of the Council or when excommunicated from the Church, However, before any such disciplinary action is taken against any members, the Council shall give such member reasonable opportunity of being heard in the matter.

31. **Appeal:** Appeal may be made to the Malankara Metropolitan against the decision of the Diocesan Council or the Diocesan Metropolitan and he shall bring such appeal before the Episcopal Synod for decision as per rules of the Malankara orthodox Syrian Church Constitution.

32. **Application of Income:** All income shall be utilized exclusively for the attainment of the objects of the Council.

33. **Power to make Bye-laws:** The Council shall have powers to frame, add to or alter Bye-laws in a manner not inconsistent with the Rules and Regulations of the Council and subject to ratification by the Diocesan Metropolitan.

Fr. Dionysius Joseph

Fr. Jacob Thomas

Fr. Vincent

Handwritten initials

Fr. Jacob Thomas  
Secretary

Calcutta Diocese, Bhilai (C.G.)



34. **Alteration to Rules & Regulations:** These Rules and Regulations may be altered, added to or rescinded by a vote of a majority of the members present at a meeting of the Council, provided that two weeks' notice is given regarding the proposed amendment. The alterations will come into effect only on approval by the Diocesan Metropolitan.
35. **Dissolution/Disposal of Assets:** the Council may be dissolved by the vote of three fifths of its members present at the meeting specially convened for the purpose, or when the Diocesan of Calcutta ceases to exist as such.
36. If, upon the dissolution of the Council, there shall remain, after satisfying all its legal liabilities, any property whatsoever, the same shall not be paid to or distributed among members of the Council or any of them, but shall be given or transferred to the said Catholicos of the East or to his Successors in office, to be used by other bodies under him, to continue the objects and purposes of the Council.
37. All the provisions of the Societies Registration Act of M.P. 1973 shall also apply to the Council, in the matter of dissolution and disposal of assets.
38. **Operation of Rules & Bye-laws:** All provisions of the Societies Registration Act of M.P. 1973 will also apply to the Council.
39. A list of members of the Council to whom the management of the affairs of the Council are vested shall be filed with the Registrar of Societies every year.

Certified to be a correct copy of the Rules and Regulations of the Calcutta Orthodox Diocesan Council.

Name	Designation	Signature
01. His Grace Stephanose Mar Theodosius	President	
02. Rev.Fr. Abraham Ipe	Secretary	sd/-
03. Rev. Fr. M. Varghese	Member	sd/-
04. Rev. Fr. O. Thomas	-do-	sd/-
05. Mr. K. V. Varghese	-do-	sd/-
06. Mr. C. A. Joy	-do-	sd/-
07. Mr. P.V.Mathew	-do-	sd/-
08. Mr. P.C.Abraham	-do-	sd/-

20/7/17  
 प्रस्तुत करने का दिनांक  
 पंजीयन क्रमांक 13697  
 दिनांक 10.5.84  
 22/7/17  
 पञ्चम स्वीकृत दिनांक  
 पञ्चम रजिस्ट्रार

शुल्क... धराने के...  
 द्वारा प्रस्तुत किया गया है। यह पंजीयन क्र. 13697  
 दिनांक 10.5.84 द्वारा पंजीकृत संस्था की  
 द्वारा प्रस्तुत की प्रमाणित प्रति है।  
 जारी करने का दिनांक 12/2/19

Fr. Jacob Thomas  
 Secretary  
 Calcutta Diocese, Bihlai(C.G.)

प्रमाणित प्रतिलिपि  
 (सी. ए. डी.)  
 समितियों के सहायक चीफ़ क्लर्क  
 दुर्ग सेंट्रल, दुर्ग, कलकत्ता-700 104

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 Principal  
 ST. GREGORIOS SCHO  
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 Kolkata-700 104