

Established 1968
**CONSTITUTION OF ZESHTA DEVI
PRABANDHAK COMMITTEE.**
Zeethyar near Raj Bhawan Srinagar

ARTICLE 1:- TITLE:-

The Committee managing the affairs of Zeashta Devi Mandir shall be called Zeshta Devi Prabandak Committee.

ARTICLE 2:- AIMS AND OBJECTIVES:-

The following shall be the aims and objectives of the Prabandak Committee:-

1. To preserve, protect, secure the property of Zeashta Devi Mandir.
2. To attend to the development of Shrine premises for enhancing the beauty and grandeur of the Shrine.
3. To construct any building, structure or alter or renovate any structure for the betterment of Shrine.
4. To raise and generate funds and its utilization for the development and beautification of Shrine.
5. To accept donations, subsidies, grants and any financial help from central or State Govt. Without any pre-conditions.
6. To acquire any property by way of purchase or gift for betterment of Shrine.


**ZESHTA DEVI PRABANDAK
COMMITTEE (Regd.)
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7. To generate spiritual awakening by conducting:-
 - (a) Annual Yagya (Hawan) on the auspicious birthday of Mata Zeashta on Zeshta Krishan Paksh Panchami
 - (b) Religious discourses / Pravachans
 - (c) Satsangs and Jagrans
 - (d) Pujas.
8. To remain abreast to the social and Community needs of Hindu Community.
9. To develop a proper liaison with similar sister/religious and social organizations devoted to the community causes.
10. To undertake and conduct philanthropic activities such as:-
 - (a) Helping destitute widows
 - (b) Orphans
 - (c) Needy and deserving
 - (d) Scholarships to the deserving.
11. To make efforts to create a fund for establishment of professional colleges having a status of a minority institute to attend to requirement of future generation of the Hindu Community.

To celebrate all Hindu festivals such as:-

 - (a) Shivratri.
 - (b) Janam Ashtami
 - (c) Raksha Bandan
 - (d) Diwali / Dushera Etc.


ZESHTA DEVI PARVANDAK
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ARTICLE 3:- GENERAL BODY

There shall be a General Body of Zeashta Devi Prabandhak Committee. Any Hindu Devotee paying Rs. 10000/-** shall become permanent member of General Body.

ARTICLE: 4:- FUNCTIONS OF GENERAL BODY:-

1. The General Body shall meet at least twice a year.
2. The meetings of General Body shall be fixed by the Executive Committee.
3. Invitations for such meetings shall be issued by the President/General Secretary of the Prabandhak Committee.
4. Any member who fails to pay his annual renewal charges of Rs. 50/- for consecutive three years and does not attend three consecutive meetings shall cease to be a member of the General Body except unforeseen circumstances.

The General Body shall deliberate on the development of the Shrine and shall advice the Executive Committee on conduct of its activities.

***Amount enhanced from Rs. 2000/- to Rs. 10000/- as per the amendment proposed and accepted by the General Body in its General Body Meeting held on 18th of May, 2014*


**ZEASHTA DEVI PRABANDHAK
 COMMITTEE (REGD.)
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6. They shall elect the Executive Body which is also called the Prabandhak Committee as per the tenure.

**ARTICLE 5:-EXECUTIVECOMMITTEE/ PRABANDAK
COMMITTEE:-**

The Executive Committee shall comprise of:-

1. PRESIDENT
2. VICE PRESIDENT
3. GENERAL SECRETARY
4. SECRETARY
5. ORGANISING CUM PUBLICITY
SECRETARY
6. TREASURER
7. STORE KEEPER CUM ACCOUNTANT
8. ELEVEN ELECTED MEMBERS
9. TWO MEMBERS TO BE NOMINATED BY
THE PRESIDENT.


**ZEATHA DEMANDANDAK
COMMITTEE (Regd.)
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ARTICLE 6:- ELECTION OF EXECUTIVE
COMMITTEE:-

1. The office bearers and members shall be elected by General Body.
2. The General Body prior to election shall nominate a panel of three Election Officers to be headed by one of them as Chief Election Authority.
3. The decision of the Election panel shall be taken by Majority.
4. The Election panel shall operate from Shrine premises during the conduct of Elections.
5. Elections shall be conducted within Shrine Premises only.
6. Election Panel may decide on Postal ballots but postal nomination papers for election shall not be allowed.
7. Details of postal ballots issued and received on the dates specified by election panel shall be notified on the dates specified.
8. The postal ballots should be sent and received by Chief Election Authority by Indian Postal Services only.


ZESITA DEV PANDAK
COMMITTEE (REGD)
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9. Counting of votes- Declaration of Result shall take place on the same day.
10. Election panel shall observe all the formalities for fair and transparent elections.

ARTICLE: 7 :- ELEGIBILITY AND TENURE:-

The Executive Committee shall have a tenure of three years unless the Committee

1.
 - a) Either resigns earlier to conduct fresh elections or
 - b) Extends its term for one year at a time due to unforeseen circumstances to be brought to the notice of all General Body Members subsequently.
2. Any member of General Body shall be eligible to contest an Election to the Executive Committee *except for the post of President for which only such member(s) who has served as one of the Executive Member of the Prabandhak Committee for one full term, provided:-

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**ZEATHYAR PRABANDHAK
 COMMITTEE (Regd.)
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- i) He does not participate in political activities or is not a member of any organisation with political overtones.
- ii) He has acquired the membership of the Sanastha one year before the elections.
- iii) He does not hold an office of profit/interest in the Sanastha.
- iv) He is original resident of J&K State.
- v) He is not an office bearer of any other organisation.
- vi) He is stationed in Jammu and Kashmir.

ARTICLE: 8 :-POWERS/ FUNCTIONS OF EXECUTIVE

COMMITTEE:-

1. Executive Committee shall meet at least twice a month.
2. Executive Committee will take the decision by majority vote.
3. In case of a tie President shall exercise a casting vote.
4. Executive Committee shall nominate/constitute sub-committees to look after different activities such as
 - a) purchase committee b) construction committee c) Puja Samgri committee
 and such other committees as required from time to time.


**ZENITH EDU. AND DAQ
 COMMITTEE (REGD.)
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5. Executive Committee shall take necessary action for employment of the required staff for running the day to day affairs of the shrine.
6. Executive Committee shall also devise the mechanism for usage of shops to be allotted for providing facilities to yatries.

ARTICLE: 9:- POWERS AND FUNCTIONS OF OFFICE BEARERS:-

PRESIDENT:-

1. He shall be the Chief of the Executive Committee.
2. He shall chair and preside over the meetings of the Executive Committee and General Body.
3. He shall conduct the business of meetings.
4. He shall decide the agenda of the Executive and General Body meetings in consultation with General Secretary.
5. He shall correspond and liaison with other sister organisations.
6. He shall nominate two members to the Executive Committee in consultation with Executive Committee.

**BEHARU PARBANDAK
COMMITTEE (Regd.)
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7. President, in consultation with executive committee shall fill the vacancies in the Executive Committee (from among the Permanent members) caused by:-
- a) Resignation
 - b) Expiry of Basic membership.

VICE PRESIDENT:-

He shall discharge any or all the functions of President in his absence.

GENERAL SECRETARY:-

1. He shall keep minutes of meetings of Executive Committee and General Body.
2. He shall fix the agenda of the meetings in consultation with the President.
3. He shall read and confirm the minutes of previous meetings.
4. He shall correspond and liaison with other sister organisations.
5. He shall convene the Executive and General Body meetings.
6. He or the President shall be the other signatory to operate the Bank Accounts.


ZEATHYAR PARRANDAK
COMMITTEE (Regd)
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SECRETARY:-

He shall discharge / perform any or all functions of General Secretary in his absence.

ORGANISING / PUBLICITY**SECRETARY:-**

1. He shall be responsible for maintaining a register of General Body members.
2. He shall watch the receipt of their annual renewal fees.
3. Treasurer shall intimate him about the receipt of renewal fees.
4. He shall organize such functions as per the decisions of the Executive Committee.
5. He shall liaison with the press and issue press statements on behalf of the Prabandhak Committee.
6. He shall correspond and liaison with other sister / religious organisations.


DEV PRABANDHAK
COMMITTEE (Regd.)
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TREASURER:-

1. He shall be responsible to maintain the accounts of the Prabandhak Committee.

2. Prepare Annual Accounts and present it before the Prabandhak Committee for approval before publication.
3. He along with President or General Secretary shall be signatory to operate the bank accounts.
4. The cash of the Prabandhak Committee shall be deposited in the Bank.
5. He shall keep such a reasonable amount as imprest to meet day to day expenditure.
6. The accounts so prepared shall be got audited by a panel proposed by Executive Committee and approved by General Body.

STORE KEEPER / ACCOUNTANT:-

1. He shall be responsible in maintaining the stock register of the Prabandhak Committee.
2. He shall be the custodian of the keys of the Store Room.
3. Should maintain Stock Issue Register.
4. Should watch the return of all the items of stock.


SECRETARY (Prabandhak
Committee) (In-charge)
ZEATHYAR
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5. He will assist treasurer in maintaining the Cash Book.
6. Treasurer and Accountant will distribute the responsibility for proper maintenance of the accounts.
7. Physical verification of Store / Stock shall be conducted each year.

ARTICLE: 10 :- CODE OF CONDUCT:-

1. The Shrine is open to all castes of people for meditation purposes.
2. No toxic drinks whether hot or cold, drugs can be used within the shrine premises.
3. Shrine premises shall be open to all the Devotees for the following activities / functions.
 - a) Hawan
 - b) Kirtan and Jagran
 - c) Mundan
 - d) Yagneopavit Etc.
4. Yatri Accommodation can be allotted on advance booking basis and when there is no booking the principle of first cum first serve basis. The President / General Secretary shall be empowered to allot the accommodation.


 ZESHA DEW PARESHAK
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5. It can be allotted for seven days in the first instance and extended by three days if available.
6. The maintenance charges for one room shall be Rs. 600/- per day and for shared accommodation shall be Rs. 50/-per day per head.
7. The Prabandhak Committee shall be competent to increase or decrease the maintenance charges as and when required.
8. Maintenance charges shall have to be deposited in advance either at the time of booking or at the time of occupation.
9. The occupant shall be responsible for any loss or damage to the shrine property during his stay.
10. Every allottee shall take over and hand over the charge of the accommodation properly. Trespassers are liable to be prosecuted.
11. The Executive Committee shall by majority be competent to take any disciplinary action against any member which may include Suspension and expulsion for *going to Court / other


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outside agencies/Government agency or indulging in any Anti Sanastha Activities.

12. The Executive Committee shall be empowered to remove any office bearer by two-third majority for non performance.

13. To protect the interest of Sanastha and Shrine, Prabandhak Committee shall take any action as required and also defend the interest of Shrine in Court of Law whenever required.

ARTICLE: 11 AMENDMENTS:-

No amendments to the constitution shall be made unless it is proposed in the meeting of the Executive Committee and passed by at least two-third majority present.


**ZEASHTA DEVI PRABANDHAK
 COMMITTEE (REGD.)
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**[The amendments to the Constitution as approved and proposed by the Executive Committee of Zeashta Devi Prabandhak Committee has been hereby approved and ratified by the General Body in its meeting held on 26th of May, 2016]*