

No.5/8/2013-Welfare
Government of India
Department of Personnel, P.G. & Pensions
(Department of Personnel & Training)

Lok Nayak Bhawan, Khan Market,
New Delhi, dated 3rd June, 2014

Subject : Model Constitution framed by Department of Personnel and Training for Residents Welfare Associations' functioning in Delhi and outside Delhi - Amendment thereto.

Sir,

I am directed to refer to the Compendium of Welfare Programmes/Instructions of facilities (as on 1.6.2001) containing Model Constitution in respect of Residents Welfare Associations' recognised by the Government of India, Department of Personnel and Training and to say that Clause II and III under Rules and Regulations of Resident Welfare Association contained in Annexure X of the Compendium be substituted by the following :

II MEMBERSHIP

(a) There shall be two types of members:

(1) REGULAR

All Central Government Employees and employees of Lok Sabha, Rajya Sabha, Supreme Court, High Court, UPSC, Statutory and Autonomous bodies, Delhi Administration shall qualify for 'Regular' membership of an association in receipt of grant-in-aid from Department of Personnel and Training subject to fulfilment of conditions as laid down in para (b) to (h) as below :

(2) ASSOCIATE

Employees of the following offices shall, however, be eligible for enrolment as 'Associate' member only:-

- (i) Members of the Armed Forces and other Armed Forces of the Union.
- (ii) Retired Government Servants.

(b) There should be a drive to maximise membership. For this purpose, as many persons, who fulfil the eligibility conditions for membership are to be so enrolled on the payment of the fee prescribed by the General Body of the Association. No person, who is eligible to become a member and who is willing to pay the prescribed fee, shall be denied membership.

(c) The following 'Regular' members will be eligible to seek office in the Managing/Executive Committee:

- (i) Who are allottees of Government quarters in the area and are residing there;
- (ii) Who are residing in the colony on sharing basis after obtaining official approval;
- (iii) Husband/Wife, sons and daughters of a Government servant who are also Govt. Employees and residing in the same flats, provided no other member from the same house is/are contesting office in the Managing/Executive Committee;

(d) Associate member as mentioned in 2(i) to (ii) above who are allottees and residing in the area or are residing on sharing 'basis' after obtaining approval shall not be eligible to seek office in the Managing Executive Committee, though they shall have the right to vote in elections.

(e) Member desirous of contesting election would be required to obtain an undertaking from the concerned Head of Department that in the event of any misappropriation of funds etc., disciplinary action against the office bearers from the aforesaid offices would be proceeded in accordance with the provisions of the Conduct Rules of the relevant Secretariats/Organisations.

(f) Member desirous of contesting election would be required to obtain certificate from their respective office that the service conditions applicable to them allow them to hold elective office in RWA.

(g) While enrolling as member or renewing membership, the Association has to satisfy itself that the individual who is being enrolled falls in any of the categories mentioned above. The sample of this is at **Annexure - A**.

(h) In case, any Government employee, eligible to become a member of the Association of the area where he resides, faces any difficulty in becoming the member of the Association, he/she can submit an application **direct** to the Area Welfare Officer for necessary action who will settle the matter, if necessary, in consultation with the Chief Welfare Officer, Department of Personnel & Training.

Notes :(i) Employees of organisation whose service conditions do not allow to hold elective office in RWA will however have the right to vote in the election;

(ii) Membership shall not be open to the employees of the private shops/companies.

The other contents of Model Constitution remain unaltered.



(Pratima Tyagi)

Director(Canteens)

Tele: 24624722

Copy to :

1. All Ministries/Depts. of the Government of India. (Director/Deputy Secretaries Incharge, Administrative Division/Wing, as per standard list).
2. President's Secretariat, Rashtrapati Bhawan, New Delhi.
3. Vice-President's Secretariat, Maulana Azad Road, New Delhi.
4. Cabinet Secretariat, New Delhi.
5. Rajya Sabha Secretariat.
6. Lok Sabha Secretariat.
7. Deputy Secretary(Admn.),DOPT, North Block, New Delhi.
8. Comptroller & Auditor General of India, New Delhi.
9. Director of Audit, Central Revenue, New Delhi.
10. Controller General of Accounts, Ministry of Finance, New Delhi.
11. Supreme Court of India, Tilak Marg, New Delhi.
12. High Court of Delhi.
13. Union Public Service Commission Dholpur House New Delhi.
14. Controller General of Defence Accounts, R.K. Puram, West Block, New Delhi.
15. CAO's Office, Ministry of Defence, DHQ, PO, New Delhi - 110011.
16. Administrator, all Union Territories as per standard list.
17. Tech. Dir. (NIC), Room No. 381, Lok Nayak Bhawan, New Delhi.
18. Section Officer(Welfare) with 30 spare copies.

Copy also to:-

1. PS to Joint Secretary (AT&A), DOP&T, North Block, New Delhi.
2. PS to Director(Admin.), DOP&T, North Block, New Delhi.

CERTIFICATE

I, Shri/Smt/Kum..... wish to become a member/renew membership or associate membership of and undertake to pay the prescribed fee by paying Rs. as the membership fee, I certify that I am the allottee and resident of Qr.No /I am officially sharing accommodation in Qr.No. with Shri/Smt. who has been allotted the quarter.

Particulars furnished are correct/
Incorrect and may/may not be admitted
As regular/associate member.

Signature of the applicant
Date
Name
Designation &
Official Address
With Telephone No.

Signature of the Secretary

Date and Seal.