



THOUGHTSHOP  
**FOUNDATION**

[thoughtshopfoundation.org](http://thoughtshopfoundation.org)

REGISTRATION DOCUMENTS : CSR  
2022





## Certificate of Registration of Societies

### WEST BENGAL ACT XXVI of 1961

No. SO074007 of 1993-1994

Legacy Registration No. : S/74007

I here by certify that Thoughtshop Foundation has this day been registered under the West Bengal Societies Registration Act, 1961.

Given under my hand at Kolkata this 21st day of July One Thousand Nine Hundred and Ninety Three.

Registrar of Firms,Societies &  
Non-Trading Corporations  
West Bengal

ACJP-A 1076-2003-04-1,10,000



## Certificate of Registration of Societies

WEST BENGAL ACT XXVI of 1961

No. 5/74007 of 1993-1994

I hereby certify that Thoughtshop Foundation

has this day been registered under the West Bengal Societies  
Registration Act, 1961.

Given under my hand at Calcutta

this Twenty first day of July

One thousand nine hundred and Ninety three



ACJP-A 30002-1984-85-30,000

Chiranjit Das  
Registrar of Firms, Societies &  
Non-Trading Corporations,  
West Bengal.



GOVERNMENT OF INDIA  
MINISTRY OF CORPORATE AFFAIRS  
OFFICE OF THE REGISTRAR OF COMPANIES

Dated : 27-04-2021

NOTE - THIS LETTER IS ONLY AN APPROVAL FOR REGISTRATION OF THE ENTITIES FOR UNDERTAKING CSR ACTIVITIES.

To,  
THOUGHTSHOP FOUNDATION , 60, Bankim Mukherjee Sarani, New  
Alipore, Kolkata, WB 10, WB, 700053

PAN : AAAAT3629F

**Subject:** In Reference to Registration of Entities for undertaking CSR activities

**Reference:** Your application dated 27-04-2021 (SRN-T16266041)

Sir/Madam,

With reference to the above, it is informed that the entity has been registered for undertaking CSR activities and the Registration number is CSR00003739. Please refer the registration number for any further communication.



Registrar of Companies

ROC-DELHI

**Note:** The corresponding form has been approved and this letter has been digitally signed through a system generated digital signature.



आयकर विभाग  
INCOME TAX DEPARTMENT



भारत सरकार  
GOVT. OF INDIA

THOUGHTSHOP FOUNDATION



21/07/1993

Permanent Account Number

AAAAT3629F

04122010

Know Your TAN

TAN Details	
TAN	CALT01833G
Category of Deductor	Company/Firms/AOP/BOI/AJP/AOP(Trust) and Branches
Name	THOUGHTSHOP FOUNDATION
Address	48 GARIAHAT ROAD WEST BENGAL KOLKATA 700019
PAN	
Status of TAN	Active
Email ID 1	
Email ID 2.	
TAN AO Code	
Area Code	WBG
AO Type	WT
Range Code	161
AO Number	6
AO Description	-
Building Name	-
Email Id	-

12 A (2027)

**FORM NO. 10AC**

(See rule 17A/11AA/2C)

Order for registration

1	PAN	AAAAT3629F
2	Name	THOUGHTSHOP FOUNDATION
2a	Address	
	Flat/Door/Building	23A/456
	Name of premises/Building/Village	DIAMOND HARBOUR ROAD, BLOCK-K
	Road/Street/Post Office	NEW ALIPORE
	Area/Locality	KOLKATA
	Town/City/District	
	State	West Bengal
	Country	INDIA
	Pin Code/Zip Code	700053
3	Document Identification Number	AAAAT3629FE2011901
4	Application Number	894576290251121
5	Unique Registration Number	AAAAT3629FE20119
6	Section/sub-section/clause/sub-clause/proviso in which registration is being granted	01-Sub clause (i) of clause (ac) of sub -section (1) of section 12A
7	Date of registration	31-12-2021
8	Assessment year or years for which the trust or institution is registered	From AY 2022-23 to AY 2026-2027
9	Order for registration:	
	a. After considering the application of the applicant and the material available on record, the applicant is hereby granted registration with effect from the assessment year mentioned at serial no 8 above subject to the conditions mentioned in row number 10.	
	b. The taxability, or otherwise, of the income of the applicant would be separately considered as per the provisions of the Income Tax Act, 1961.	
	c. This order is liable to be withdrawn by the prescribed authority if it is subsequently found that the activities of the applicant are not genuine or if they are not carried out in accordance with all or any of the conditions subject to which it is granted, if it is found that the applicant has obtained the registration by fraud or misrepresentation of facts or it is found that the assessee has violated any condition prescribed in the Income Tax Act, 1961.	
10	Conditions subject to which registration is being granted	
	The registration is granted subject to the following conditions:-	



a. As and when there is a move to amend or alter the objects/rules and regulations of the applicant, prior approval of the Commissioner of Income Tax shall be sought along with the draft of the amended deed and no such amendment shall be effected until and unless the approval is accorded.
b. In the event of dissolution, surplus and assets shall be given to an organization, which has similar objects and no part of the same will go directly or indirectly to anybody specified in section 13(3) of the Income Tax Act, 1961.
c. In case the trust/institution is converted into any form, merged into any other entity or dissolved in any previous year in terms of provisions of section 115TD, the applicant shall be liable to pay tax and interest in respect of accreted income within specified time as per provisions of section 115TD to 115TF of the Income Tax Act, 1961 unless the application for fresh registration under section 12AB for the said previous year is granted by the Commissioner.
d. The Trust/ Institution should quote the PAN in all its communications with the Department.
e. The registration u/s 12AB of the Income Tax Act, 1961 does not automatically confer any right on the donors to claim deduction u/s 80G.
f. Order u/s 12AB read with section 12A does not confer any right of exemption upon the applicant u/s 11 and 12 of Income Tax Act, 1961. Such exemption from taxation will be available only after the Assessing Officer is satisfied about the genuineness of the activities promised or claimed to be carried on in each Financial Year relevant to the Assessment Year and all the provisions of law acted upon. This will be further subject to provisions of section 2(15) of the Income Tax Act, 1961.
g. No change in terms of Trust Deed/ Memorandum of Association shall be effected without due procedure of law and its intimation shall be given immediately to Office of the Jurisdictional Commissioner of Income Tax. The registering authority reserves the right to consider whether any such alteration in objects would be consistent with the definition of "charitable purpose" under the Act and in conformity with the requirement of continuity of registration.
h. The Trust/ Society/ Non Profit Company shall maintain accounts regularly and shall get these accounts audited in accordance with the provisions of the section 12A(1)(b) of the Income Tax Act, 1961. Seperate accounts in respect of each activity as specified in Trust Deed/ Memorandum of Association shall be maintained. A copy of such account shall be submitted to the Assessing Officer. A public notice of the activities carried on/ to be carried on and the target group(s) (intended beneficiaries) shall be duly displayed at the Registered/ Designated Office of the Organisation.
i. The Trust/ Institution shall furnish a return of income every year within the time limit prescribed under the Income Tax Act, 1961.
j. Seperate accounts in respect of profits and gains of business incidental to attainment of objects shall be maintained in compliance to section 11(4A) of Income Tax Act, 1961.
k. The registered office or the principal place of activity of the applicant should not be transferred outside the jurisdiction of Jurisdictional Commissioner of Income Tax except with the prior approval.
l. No asset shall be transferred without the knowledge of Jurisdictional Commissioner of Income Tax to anyone, including to any Trust/ Society/ Non Profit Company etc.
m. The registration so granted is liable to be cancelled at any point of time if the registering authority is satisfied that activities of the Trust/ Institution/ Non Profit Company are not genuine or are not being carried out in accordance with the objects of the Trust/ Institution/ Non Profit Company.
n. If it is found later on that the registration has been obtained fraudulently by misrepresentation or suppression of any fact, the registration so granted is liable to be cancelled as per the provision u/s section 12AB(4) of the Act.

	<p>o. This certificate cannot be used as a basis for claiming non-deduction of tax at source in respect of investments etc. relating to the Trust/ Institution.</p> <p>p. All the Public Money so received including for Corpus or any contribution shall be routed through a Bank Account whose number shall be communicated to Office of the Jurisdictional Commissioner of Income Tax.</p> <p>q. The applicant shall comply with the provisions of the Income Tax Act, 1961 read with the Income Tax Rules, 1962.</p> <p>r. The registration and the Unique registration number has been instantly granted and if, at any point of time, it is noticed that form for registration has not been duly filled in by not providing, fully or partly, or by providing false or incorrect information or documents required to be provided under sub-rule (1) or (2) of rule 17A or by not complying with the requirements of sub- rule (3) or (4) of the said rule, the registration and Unique Registration Number (URN), shall be cancelled and the registration and URN shall be deemed to have never been granted or issued.</p>		
	<table border="1"> <tr> <td data-bbox="272 600 927 761">Name and Designation of the Registration Granting Authority</td><td data-bbox="927 600 1453 761">Principal Commissioner of Income Tax/ Commissioner of Income Tax  (Digitally signed)</td></tr> </table>	Name and Designation of the Registration Granting Authority	Principal Commissioner of Income Tax/ Commissioner of Income Tax  (Digitally signed)
Name and Designation of the Registration Granting Authority	Principal Commissioner of Income Tax/ Commissioner of Income Tax  (Digitally signed)		



To  
The Secretary,  
Thoughtshop Foundation,  
48- Gariahat Road, Maurya Centre,  
Calcutta-19.

Sir,

Sub: Registration I/S.12A of I.T.Act,1961.

Ref: Thoughtshop Foundation.

Please refer to your application on the above subject.

2. The above noted Trust/Institution has been registered this date u/s.12A of the I.T.Act, 1961 with effect from P.Y. 21-7-93 which was created under :-

(a) ~~Deed of Trust dated~~

(b) Memorandum of Association registered with the Registrar of Societies/~~Companies~~ on 21-7-93.

3. This certificate testifies to the fact of registration u/s.12A of I.T.Act, 1961 only. It does not confer any right or entitlement regarding operation of Sections 11, 12 & 13 or any other provisions of I.T.Act, 1961, which to be decided by the assessing Officer on merits.

4. Given under my hand at Calcutta this 18th day of June 1998.

Yours faithfully,  
sd/-

( T.K.CHATTERJEE )  
DIRECTOR OF INCOME TAX (EXEMPTIONS), CAL.

Memo No. DIT(E)/8E/ 34/98-99/1095-97 Dated: 18-6-98

Copy forwarded to :-

1. The applicant as above. In case original deed of trust has been filed the same may be collection in person or through a representative duly authorised.
2. A.D.I.T.(E)/T.T.O.(E) -I/II/III, Calcutta with copies of the account statement for the years ending. He is requested to please examine the accounts and send his report in the matter of granting exemption certificate u/s.11 and/or u/s.80G (year to be mentioned) in the same proforma approved for renewal through Addl. D.I.T.(E), Calcutta at an early date.
3. The Addl. Director of Income Tax (Exemptions), Calcutta for information and necessary action.

( DIPENDU ROY )  
INCOME TAX OFFICER (EXEMPTIONS), HQRS./O.S.D.,  
CALCUTTA.  
FOR DIRECTOR OF INCOME TAX (EXEMPTIONS): CALCUTTA.

1	PAN	AAAAT3629F
2	Name	THOUGHTSHOP FOUNDATION
2a	Address	
	Flat/Door/Building	23A/456
	Name of premises/Building/Village	DIAMOND HARBOUR ROAD, BLOCK-K
	Road/Street/Post Office	NEW ALIPORE
	Area/Locality	KOLKATA
	Town/City/District	
	State	West Bengal
	Country	INDIA
	Pin Code/Zip Code	700053
3	Document Identification Number	AAAAT3629FF2008301
4	Application Number	893892040251121
5	Unique Registration Number	AAAAT3629FF20083
6	Section/sub-section/clause/sub-clause/proviso in which approval is being granted	11-Clause (i) of first proviso to sub-section (5) of section 80G
7	Date of approval	31-12-2021
8	Assessment year or years for which the trust or institution is approved	From AY 2022-23 to AY 2026-2027
9	Order for approval:	
	a. After considering the application of the applicant and the material available on record, the applicant is hereby granted approval with effect from the assessment year mentioned at serial no 8 above subject to the conditions mentioned in row number 10 .	
	b. The taxability, or otherwise, of the income of the applicant would be separately considered as per the provisions of the Income Tax Act, 1961.	
	c. This order is liable to be withdrawn by the prescribed authority if it is subsequently found that the activities of the applicant are not genuine or if they are not carried out in accordance with all or any of the conditions subject to which it is granted, if it is found that the applicant has obtained the approval by fraud or misrepresentation of facts or it is found that the assessee has violated any condition prescribed in the Income Tax Act, 1961.	
10	Conditions subject to which approval is being granted	
	The approval is granted subject to the following conditions:-	



	<p>a. No change in the deed of the applicant trust/society/non profit company or any of its bye-laws shall be affected without the due procedure of law and the approval of the Competent Authority as per provisions of law and its intimation shall be given immediately to Office of the Jurisdictional Commissioner of Income Tax and to the Assessing Officer.</p> <p>b. Any change in the trustees or address of the applicant trust/society/non-profit company shall be intimated forthwith to Office of the Jurisdictional Commissioner of Income Tax and to the Assessing Officer.</p> <p>c. The applicant trust/society/non profit company shall maintain its accounts regularly and also get them audited as per the provisions of section 80G(5)(iv) read with section 12A(1)(b)/10(23C) of the Income Tax Act, 1961.</p> <p>d. Certificate of donation shall be issued to the donor in form no 10BE, as per the provisions of rule 18AB.</p> <p>e. No cess or fee or any other consideration shall be received in violation of section 2(15) of the Income Tax Act, 1961.</p> <p>f. The trust/society/non profit company shall file the return of income of its trust/society/non profit company as per the provisions of section 139(1)/(4A)/(4C) of the Income Tax Act, 1961.</p> <p>g. The approval granted through this order shall apply to the donations received only if the applicant trust/society/non profit company, established in India for charitable purpose, fulfills the conditions laid down in section 80G(5) of the Income Tax Act, 1961 and the religious expenditure does not exceed the limit specified in section 80G(5B) of the said Act.</p> <p>h. If the applicant trust/ society/ non-profit company derives any income, being profits and gains of business, it shall maintain separate books of account in respect of such business as provided in section 80G(5)(i) of the Income Tax Act, 1961. Further, any donation received by the applicant shall not be used, directly or indirectly, for the purposes of such business and a certificate shall be issued to every person making a donation to the effect that the applicant maintains separate books of account in respect of the business and the donation received by it will not be used, directly or indirectly, for the purpose of the business.</p> <p>i. The applicant shall comply with the provisions of the Income Tax Act, 1961 read with the Income Tax Rules, 1962.</p> <p>j. The approval and the Unique registration number has been instantly granted and if, at any point of time, it is noticed that form for approval has not been duly filled in by not providing, fully or partly, or by providing false or incorrect information or documents required to be provided under sub-rule (1) or (2) of rule 11AA or by not complying with the requirements of sub- rule (3) or (4) of the said rule, the approval and Unique Registration Number (URN), shall be cancelled and the approval and URN shall be deemed to have never been issued or granted.</p>	
	Name and Designation of the Approving Authority	Principal Commissioner of Income Tax/ Commissioner of Income Tax  (Digitally signed)



**OFFICE OF THE DIRECTOR OF INCOME TAX ( EXEMPTION )**  
**10B, Middleton Row, 6<sup>th</sup> floor, Kolkata - 700 071.**

**No. DIT(E)/1013**  
**8E/34/98-99**

**Date: 27.03.2009**

**Subject:-** Certificate for the exemption u/s 80G(5)(vi) of the  
I.T. Act, 1961 (Renewal)

Certified that donation made to **Thoughtshop Foundation, Flat-7, 56B, Block-D, New Alipur, Kolkata-700027** shall qualify for deduction u/s 80G(5)(vi) for the Income Tax Act, 1961 is subject to the limits prescribed therein.

2. This exemption is valid for **A.Yrs. 2009-10 to 2011-12** and subject to the following conditions:

- I. Receipt issued to the donors should bear the number and date of this order and should state the date up to which this Certificate is valid.
- II. The Income & Expenditure accounts and balance sheet should be submitted annually to the ADIT(E)/ITO(E) having jurisdiction over the case.
- III. The amendments, if any, made to the Trust deed or Memorandum of Association should be intimated to this office and the concerned ADIT(E)/ITO(E) immediately whenever made.
- IV. If any further renewal is required, the application should be made to the concerned DIT(E)/CIT in Form No. 10G ( See Rule 11AA) in triplicate together with relevant particulars/documents.



Sd/-

**(P. K. Vidyarthi )**

**Director of Income Tax (Exemption), Kolkata.**

**M.No. DIT(E)/8E/34/98-99/7163-65**

**Dated: 30.3.09**

1. The applicant as above.
2. ITO(E-II), Kolkata.
3. Addl. DIT (Exemption), Kolkata.

**(Subrata Guha )**

**DDIT(E-I), Hqrs. Kolkata.**

**For Director of Income Tax (Exemption), Kolkata.**



**CIRCULAR**  
**INCOME-TAX ACT**

***Section 10(23C)(iv ) of the Income-tax Act, 1961 - Exemptions - Charitable or religious trusts/institutions - Clarification regarding period of validity of approvals issued under section 10(23C)(iv ), (v), (vi) or (via) and section 80G(5) of the Income-tax Act***

CIRCULAR NO. 7/2010 [F. NO. 197/21/2010-ITA-I], DATED 27-10-2010

The Board has received various references from the field formations as well as members of public about the period of validity of approvals granted by the Chief Commissioners of Income-tax or Directors General of Income-tax under sub-clauses (iv), (v), (vi) and (via) of section 10(23C) and by the Commissioners of Income-tax or Directors of Income-tax under section 80G(5) of the Income-tax Act, 1961.

2. It has also been noticed by the Board that different field authorities are interpreting the provisions relating to the period of validity of the above approvals in a different manner. The following instructions are accordingly issued for the removal of doubts about the period of validity of various approvals referred to above.

3. Sub-clauses (iv) and (v) of section 10(23C) were amended by Taxation Laws (Amendment) Act, 2006 by insertion of the following proviso to that clause :—

**"Provided also** that any (notification issued by the Central Government under sub-clause (iv) or sub-clause (v), before the date on which the Taxation Laws (Amendment) Bill, 2006 receives the assent of the President, shall at any one time, have effect for such assessment year or years, not exceeding three assessment years) (including an assessment year or years commencing before the date on which such notification is issued) as may be specified in the notification."

The intention behind the insertion of the above proviso was laid out in the relevant portion of the explanatory notes to the Taxation Laws Amendment Act, 2006 which reads as under :

"A need has been felt to dispense with the requirement of periodic renewal of notifications. The requirement of periodic renewal of notifications has been resulting in delays in their renewal.

5.2 In order to overcome delays, the eighth proviso to section 10(23C) has been amended so as to provide that the above mentioned limit of effectivity for three assessment years shall be applicable in respect of notifications issued by the Central Government under sub-clause (iv) or sub-clause (v) before the date on which Taxation Laws (Amendment) Bill, 2006 receives the assent of the President.

5.3 The Taxation Laws (Amendment) Bill, 2006 received the assent of the President on 13-7-2006. Therefore, on account of the above amendment any notification issued by the Central Government under the said sub-clause (iv) or sub-clause (v), on or after 13-7-2006 will be valid until withdrawn and there will be no requirement on the part of the assessee to seek renewal of the same after three years."

The intention of legislature that the approvals under section 10(23C)(iv) and (v) after the cut off date mentioned above would be a one time approval which would be valid until withdrawn, is thus sufficiently clear.

4. Approvals under sub-clauses (vi) and (via) of section 10(23C) are governed by the procedure contained in rule 2CA. Rule 2CA was amended with effect from 1-12-2006, *inter alia* by substitution of the existing sub-rule 3 by a new provision which is reproduced below :—

"(3) The approval of the Central Board of Direct Taxes or Chief Commissioner or Director General, as the case may be, granted before the 1st day of December, 2006 shall at any one time have effect for a period not exceeding three assessment years."

Read in isolation, without any further guidance as was given by way of explanatory notes to Finance Act, 2006 in respect of amendment of sub-clauses (iv) and (v) of section 10(23C), the above amendment leaves some scope for doubt about the period of validity of the approval under

section 10(23C)( vi) and (via) on or after 1-12-2006. For the removal of doubts if any in this regard, it is clarified that as in the case of approvals under sub-clauses (iv) and (v) of section 10(23C), any approval issued on or after 1-12-2006 under sub-clause (vi) or (via ) of that sub-section would also be a one time approval which would be valid till it is withdrawn.

5. As regards approvals granted upto 1-10-2009 under section 80G by the Commissioners of Income-tax/Directors of Income-tax, proviso to section 80G(5)(vi) clarified that any approval shall have effect for such assessment year or years not exceeding five assessment years as may be specified in the approval. The above proviso was deleted by the Finance (No. 2) Act, 2009. The intent behind the deletion of above proviso as explained in the explanatory memorandum to Finance (No. 2) Bill, 2009 was as under :

"Further as per clause (vi) of sub-section (5) of section 80G of the Income-tax Act, 1961, the institutions or funds to which the donations are made have to be approved by the Commissioner of Income-tax in accordance with the rules prescribed in rule 11AA of the Income-tax Rules, 1962. The proviso to this clause provides that any approval granted under this clause shall have effect for such assessment year or years, not exceeding five assessment years, as may be specified in the approval.

Due to this limitation imposed on the validity of such approvals, the approved institutions or funds have to bear the hardship of getting their approvals renewed from time to time. This is unduly burdensome for the *bona fide* institutions or funds and also leads to wastage of time and resources of the tax administration in renewing such approvals in a routine manner.

Therefore, it is proposed to omit the proviso to clause (vi) of sub-section (5) of section 80G to provide that the approval once granted shall continue to be valid in perpetuity. Further, the Commissioner will also have the power of withdraw the approval if the Commissioner is satisfied that the activities of such institution or fund are not genuine or are not being carried out in accordance with the objects of the institution or fund. This amendment will take effect from 1st day of October, 2009. Accordingly, existing approvals expiring on or after 1st October, 2009 shall be deemed to have been extended in perpetuity unless specifically withdrawn."

It appears that some doubts still prevail about the period of validity of approval under section 80G subsequent to 1-10-2009, especially in view of the fact that no corresponding change has been made in Rule 11A(4). To remove any doubts in this regard, it is reiterated that any approval under section 80G(5) on or after 1-10-2009 would be a one-time approval which would be valid till it is withdrawn.



S/74007

Date: 15-9-94 10 Rs.



1  
S/74007

Thoughtshop Foundation.  
(Memorandum & Rules)

राजिद्रोभावर गर अति बलर हि  
मह (नगराद) रिटोव कया 1783  
बाहेवतः बाधातामक !

Recd. on. 21. 07. 93

Sd/- A. K. Kumbhar

Registrar of Firms, Societies &  
Non-Trading Corporations,  
West Bengal

Copy - applied on 15-9-94  
prepared on 29-11-94  
Delivered on 19-12-94





54316

Name: Thoughtshop Foundation  
Address: 48, Gariahat Rd, Calcutta-69

AYAKAR BHAWAN  
P-7, Chowringhee Square  
Calcutta-69

-7 SEP 1994

Librarian Stamp

✓



MEMORANDUM OF ASSOCIATION

রাজস্বস্বত্বের পর প্রতি বছর কি  
সহ (নগদ) রিটার্ন জমা দেওয়া  
আইন: বাধ্যতামূলক।

1. The name of the Society shall be THOUGHTSHOP FOUNDATION

2. The Registered Office of the Society shall be

48, Gariahat Road  
Calcutta - 700026

3. The objectives for which the Society is established are the upliftment of the quality of human life; the advancement of the educational, socio-cultural and economic standards prevalent amongst the weaker and handicapped sections of our society. The Society, through its members, shall act as a catalyst of social change for the betterment of human endeavour and in the progressive upliftment of human values, not involving the carrying out of any activity for profit, and, in this connection :

a) To contrive, constitute and co-ordinate a "SOCIAL COMMUNICATION CELL" which will concern itself with the Society's Public Health Campaigns which will include ANTI-DRUG ABUSE, HIV & AIDS AWARENESS, ENVIRONMENT AND HEALTH AWARENESS, <sup>WOMEN IN DEVELOPMENT ETC.</sup> ETC.. Campaigns therein producing, promoting and conducting awareness at various levels in the society to expose the harmful effects of certain habits and actions and the solutions and preventive measures to be taken by the public and industry.

This Cell will also co-operate and co-ordinate its activities and communication services with other like-minded agencies and social organizations in an effort to jointly fight the problems of health abuse.

b) To constitute a "RURAL DEVELOPMENT CELL" which shall channelise the Society's efforts at promoting and propagating self-help techniques and scientific values in a concerted effort towards the upliftment and advancement of the socio-economic standards of rural life. These efforts shall take





the shape of Community Welfare Centres, Adult/Child Literacy Programs, Health and Hygienic Camps, Socio-Technical Educational Camps and similar programs which will assist and inspire the rural people in their quest for a better quality of life.

- c) To set up a "CARE AND SHARE UNIT" which shall co-ordinate the Society's efforts towards a greater understanding of the problem and limitations of the less fortunate and handicapped sections of our society and to dedicate itself to help those in need of our understanding and sympathy as well as our promotional and communication skills.
- d) To constitute a "CREATIVE UNIT" which shall undertake to promote and produce ventures propagating socio-cultural themes in the form of drama, dance, ballet, mime, etc. through the communicative medium of stage, films, radio and television.
- e) To print, publish, purchase and distribute books, plays, bulletins, periodicals, brochures, posters, advertisements, questionnaires, bills etc.
- f) To collect, raise and receive sponsorships, subscriptions, donations and gifts in cash or in kind.
- g) To help contribute, promote, take over, and amalgamate wholly or in parts any other Society whether registered, incorporated or not having aims similar to those of the Society.
- h) To borrow or raise money or monies with or without security and on such terms as may be thought fit by the governing body.
- i) To invest the money of the Society in such manner as the Governing Body may think fit and proper and also as may be permitted under the law.





- j) To do all other acts, deeds, matters and things as are incidental or conducive to the attainments of the objects of the Society or any of them.
- k) To acquire, establish, start, aid, run, maintain or manage schools, college, libraries, hospitals for the benefit of the public.
- l) To arrange and organise lectures, debates, discussions, seminars and excursions for the diffusion of knowledge.
- m) To publish or cause to be publised useful literatures, papers, magazines, books, advertisements, etc.
- n) To study, cultivate and demonstrate the art of music and dancing.
- o) To promote and encourage advancement of literary, cultural, political, religious, scientific and technical education.
- p) To help the needy students of all communities, for the prosecution of studies.
- q) To collect and preserve manuscripts, painting sculptures, works of art, antiquities, natural history specimens, mechanical and scientific instruments and designs.
- r) To help the aged, sick, helpless and indigent persons.
- s) To alleviate the sufferings of animals.
- t) To engage and assist in such other philanthropic activities as may be deemed appropriate by the Governing Body of the Society.
- u) To collect donation and subscription for the purpose of the Society.
- v) To construct, maintain, improve, develop and alter any buildings, houses or other works necessary or convenient for the purpose of Society.





- w) To do all such things as may be deemed incidental or conducive to the attainment of the foregoing objects.
4. The income and the property of the Society shall be applied solely towards the promotion of the objectives of the Society set forth above and no portion thereof shall be paid or transferred directly or indirectly by way of profits or otherwise to any member or ex-member of the Society or any other person claiming through any of them provided that nothing herein contained shall prevent the payment in good faith of remuneration to any office, servant or employee of the Society or to any member of the Society including allowances, bonus and reimbursements of costs and travelling expenses, in relation to or in return for any services rendered.
5. The names, addresses and descriptions of the members of the Governing Body.

<u>Name &amp; Address</u>	<u>Description</u>
1. Mr Radha Prasad Gupta 22B, Mandiville Gardens Calcutta <del>700 019</del>	President
2. Ms Veena Lakhmalani 5, Shakespeare Sarani, Calcutta	Vice President
3. Mrs Mira Kakkar 1-D, VII, Aasha Apartments Deshpran Sashmal Road, Calcutta	Secretary
4. Mr Mrityunjoy Chatterjee 25/245, Golf Gardens Prince G.M. Shah Road, Calcutta	Treasurer
5. Dr Amitava Chatterjee Block 'O', Flat 2 Purbachal Housing <del>Complex</del> <i>estate</i> <del>Saltlake</del> Calcutta	Assistant Secretary
6. Dr. Siddhartha Chatterjee 3B, Little Russel Street, Calcutta	Member
7. Mr. Daleep Kakkar 17, C.R. Avenue, Calcutta	Member

...5





6. We, the several persons whose names, addresses and occupations are hereunto subscribed are desirous of being formed into an association in pursuance of this memorandum of association.

<u>Name &amp; Address</u>	<u>Occupation</u>	<u>Signature</u>
1. Mr Radha Prasad Gupta 22B, Mandiville Gardens Calcutta <del>700 019</del>	Historian	Sd/- Radha Prasad Gupta.
2. Ms Veena Lakhumalani 5, Shakespeare Sarani, Calcutta	Consultant Social Project	Sd/- Ms. Veena Lakhumalani
3. Mrs Mira Kakkar 1-D, VII, Aasha Apartments Deshpran Sashmal Road, Calcutta	Communication Specialist	Sd/- Mrs. Mira Kakkar
4. Mr Mrityunjoy Chatterjee 25/245, Golf Gardens Prince G.M. Shah Road, Calcutta	Communication Specialist	Sd/- Mrityunjoy Chatterjee
5. Dr Amitava Chatterjee Block 'O', Flat 2 Purbachal Housing Complex Saltlake, Calcutta	Head of the Dept of Biochemistry Nat. Cancer Res. Inst. Calcutta	Sd/- Dr. Amitava Chatterjee
6. Dr. Siddhartha Chatterjee 3B, Little Russel Street, Calcutta	Med. Practitioner Gynaecologist	Sd/- Dr. Siddhartha Chatterjee.
7. Mr. Daleep Kakkar 17, C.R. Avenue, Calcutta	Specialist in Computerised Audio- Visual Communications	Sd/ Daleep Kakkar

Witness to the above signatures,

Signature : Sd/- M.D. Mookerji  
Address : 4, Chandney Chowk Street,  
Calcutta-700072.  
Occupation : Advocate  
Calcutta High Court.

dated.. 17th day of March, 1993.





THE WEST BENGAL SOCIETIES REGISTRATION  
ACT 1961  
REGULATIONS OF ASSOCIATION  
OF

THOUGHTSHOP FOUNDATION

MEMBERSHIP : admission

1. a) The signatories to the Memorandum of Association, the office bearers of the Governing Body of the society shall be first members of the Society.

b) The Governing Body may admit to membership any person of any caste, creed or sex who has attained the age of eighteen years and agreed in writing to be bound by the Memorandum of Association and regulations of the Society and who in advancement of the objects of the Society.

Be it noted here that the power to admit members is the sole and absolute power of the Governing Body and the Governing Body may refuse to admit any person as a member without assigning any reason therefor.

2. There will be two types of members :

a) Honorary members : Any person, whose connection with the society is deemed to be useful, may with the consent of such person be elected as Honorary member of the society. Such members shall not however, be eligible to be member of the Governing Body nor shall be entitled to vote in any meeting.

b) Ordinary members : Any person, qualified to be a member and paying prescribed ordinary membership fee may be admitted as ordinary member of the society.

c) Cessation of the membership : Any member shall cease to be a member - (a) on the acceptance of his resignation from membership



4. Register of members : The society shall maintain a Register of members containing the names, addresses and their occupations, the date of admission and the date of cessation of membership. The Register will be kept open for inspection of the members of society on requisition. All entries required to be made therein shall be entered within a period of 15 days.

5. Rights of obligations of members : Any ordinary member of the society has the right (a) to elect and to be elected in any election of the society, (b) to submit suggestion for discussion to the Governing Body and sub-committees on any matter relating to society (c) to inspect the accounts and the proceedings of the meetings of the society on appointment with the secretary, (d) to pay his subscription within the prescribed time. Defaulting members shall not be allowed to take part or vote in a meeting. Members shall have one vote each.

6. Expulsion of members : Frequent action of any member if found by the Governing Body detrimental to the interest and is in violation of the rules and regulations of the Society, he may be after due enquiry, censured, suspended or expelled from the membership by the Governing Body. In that case the Governing Body shall first serve the member concerned with a show cause showing therein the charges framed and ask him to submit his statement of defence within a month. On receipt of the explanation the Governing Body shall have the power to take a suitable action against the delinquent member after allowing him to defend his case. If no reply to the show cause notice is received within a month, the Governing Body may take an ex-parte decision.

For any act of expulsion or termination no such member shall be entitled to prefer any claim for compensation or damage even if proved



## GOVERNING BODY

1. **Composition and election** : There shall be a Governing Body consisting of not less than 5 members and it will be composed of the elected members. Elected members shall be elected at the annual general meeting of the society. The office bearers of the Governing Body shall consist of President, Vice-President, Secretary, Assistant Secretary and Treasurer. The office bearers shall be elected by the Governing Body amongst themselves. The resignation and removal of the Governing Body members shall be dealt with as referred to as in the case of ordinary members.
2. **Meeting** : A meeting of Governing Body shall be held at least once in three months at such place and time as the President or the Secretary may determine. Any four members of the Governing Body may requisition the meeting and the Secretary shall summon the same within seven days and failing which the President or the requisitionists may do so provided no business other than specified in the notice shall be transacted at such meeting.
3. **Notice and quorum** : Seven-days' notice of the meeting specifying the place, time and the general nature of business to be transacted, shall be given to every member of the Governing Body. 'Emergency' meeting may be called on 24 hours, notice. Four members personally present shall constitute a quorum for the meeting and if a quorum is not present within 30 minutes of the time members present shall adjourn the meeting.
4. **Procedure of the meeting** : The President or in his absence the Vice-President shall preside over all meetings of the Governing Body and in their absence members present shall elect a Chairman of the



5. Power and duties of the Governing Body : The Governing Body shall have general power of supervision and conduct over all the affairs of the society and in particular shall discharge the following duties :

(i) To appoint sub-committee with such power and duties as may be considered necessary or expedient. (ii) To accept donation, gift, subscription, moveable or immovable property for the objects of the society, (iii) To sell, lease, mortgage or otherwise dispose of and deal with all or any part of the property of the society as deemed necessary or expedient for the purpose of the society, (iv) To keep proper accounts of the society and to open bank account in the name of the society in one or more bank, (v) To co-opt not more than two members to the Governing Body, (vi) To appoint a person or persons on payment to assist the Secy/Treasurer in the maintenance of account etc. (vii) To conduct any other business not specified herein for the attainment of the object of the society provided such business is not repugnant to such object.





1. The Governing Body or the trustee of the society if any, shall be responsible for the safe custody of the funds, properties and assets of the society.

2. The funds of the society shall be kept in some nationalised Bank and be invested in any securities specified under section 20 of the Indian Trust Act, 1882.

#### BOOKS OF ACCOUNT & INSPECTION

The books of account and other statutory books shall be kept at the registered office and shall be open to inspection of the members at such time and place as the Governing Body directs on a written request made by any member.

#### ACCOUNTING YEAR

The accounting year of the society shall be from 1st day of April of each year to 31st day of March of following year.

#### GENERAL MEETINGS

##### Annual General Meeting:

Notice : The Secretary shall annually call the Annual General Meeting within two months from the end of the last financial year giving at least 14 days' notice to all members. The notice shall contain the place, date, day and time of the meeting.

Agenda : The business to be transacted at the A.G.M. shall be :

(a) to confirm the minutes of the last A.G.M. and of special general meeting, if any, (b) to adopt with or without modification the report of the working of the Society for the previous year; (c) to pass audited accounts of the Society for the previous year ended; (d) to appoint qualified Auditor or Auditors; (e) to transact such other



**Quorum of the meeting :** One third members personally present at the commencement of the meeting shall constitute the quorum.

**Manner and Method of Voting :** The Chairman of the meeting shall decide the manner and method of voting at the outset of the meeting.

**Special General Meeting :**

A special General Meeting may be convened by the Governing Body at any time in view of urgency of the matter. At least 7 days notice shall be given to every member for special general meeting.

Members may request the Governing Body for special General meeting by placing a requisition signed by one third of total members. In that case the Governing Body shall convene a special general meeting within a month from the receipt of such notice. On default by the Governing Body, the requisitionists shall hold such meeting provided no business other than those specified in the notice shall be transacted.

**Extra-ordinary general meeting:**

The Governing Body may direct to convene an Extra ordinary general meeting for consideration of addition, alteration or amendment of the memorandum/regulations of the Society. 7 days notice along with the proposed draft of change shall be sent to members before the meeting. The resolution for change, amendment etc of the Memorandum and Regulations be carried out if accepted by the three fourths of the members present at the meeting.





#### DUTIES OF THE OFFICE BEARERS :

**President** : He shall - (a) preside over all meeting of the Society; (b) take all disciplinary actions such as removals, dismissal etc. in consultation with the Governing Body; (c) advise the Secretary in any matter requiring urgent attention; (d) call emergent meeting.

**Vice-President** : In the absence of the President, the Vice-President shall perform all the duties of the President.

**Secretary** : He shall - (a) convene all meetings of the Society; (b) maintain minute books of all meetings; (c) issue general circular and notices; (d) receive all applications for membership which shall be placed before the Govening Body; (e) sign on behalf of the Society all reciepts for all sums received as subscription etc.; (f) sign and give pay order on all bills for payments, (g) get the accounts of the Society audited by a Chartered Accountant; (h) ensure compliance with statutory requirements; (i) operate bank account jointly either with the President or the Treasurer; (j) transact all other business subject to the direction of the Governing Body.

**Treasurer** : He shall - (a) collect and receive all sorts of subscriptions, donations and deposit of money and grant receipts thereof; (b) maintain and keep cash book and such other accounts as are necessary (c) operate bank account jointly either with the Secretary or the President; (d) prepare the budget in consultation with the Secretary for consideration of the Governing Body.

**Audit of accounts** : The Society shall have its account audited once a year by a Chartered Accountant. Such Auditor shall be appointed in the Annual General Meeting and his remuneration shall also be fixed in that meeting. The report of the Auditor shall be filed with the

Registrar of Societies, West Bengal along with other returns as



## SUIT AND LEGAL PROCEEDINGS

All suits and legal proceedings by or against the society shall be in the name of the Secretary or such person as shall be appointed by the Committee.

## ALTERATION OF MEMORANDUM RULES AND REGULATIONS

The Memorandum, Rules and Regulations may be altered, modified, rescinded or added to by special resolutions passed by the members in a general meeting called for the purpose by three-fourths majority of the members.

The Governing Body shall have powers to make, alter modify or rescind such Bye-laws and rules as may be considered necessary in the interest of smooth functioning of the society.

## DISSOLUTION OF SOCIETY

Subject to the provisions of Sections 24 & 27 of the West Bengal Societies Registration Act, 1961 or any Statutory modifications thereof, the society may be dissolved by a resolution to that effect passed by three fourths of the members of the society. The said meeting shall also decide the manner of disbursement of the funds and assets of the Association, if any after dissolution.

We, the undersigned members of the Governing Body of the society, do hereby certify that the above is a true copy of the Rules and Regulations of society.

Signature of three members of the Governing Body.

Sd/-

1. Mira Kakkar - Sd/-

Sd/-

2. Mrityunjoy Chatterjee - Sd/-

Sd/-

3. Veena Lakhmalani - Sd/-

dated Seventeenth day of March

1993.

TRUE COPY



29/4/94  
Addl. Registrar of Firms, Societies  
& Non-Trading Corporations, West Bengal