

24/c



5.5 Quorum :

The quorum for the executive committee meeting shall be 1/3rd (one third) of the eligible Members. If, however, the meeting cannot be held for want of Quorum, then the President of the Executive Committee can adjourn the Meeting for a further time after giving a gap of one hour, for which no written notice is required;

5.5.1 If even in the adjourned meeting the quorum is not full, then the President can conduct the meeting in consultation with other members of the Executive Committee and all decisions taken in such meeting shall be final and binding on other members. However, such decisions have to be communicated to all the members, in writing, within a period of 15 (fifteen) days to other members of EC;

5.6 Notice for calling Executive Committee meeting :

For calling the Executive Committee meeting at least 7 (seven) days written Notice shall be given by the Secretary. However, emergency meeting of the Executive committee can be called by giving 3 (three) days notice depending upon the situation;

5.7 Agenda :

The notice calling the executive committee meeting shall contain the date, time, venue, agenda etc. of the meeting and shall be sent in writing;

5.8 Periodicity of EC Meeting :

There shall be at least four (4) executive committee meetings in a financial year, where the minutes of the previous meeting shall also be presented, read and passed;

5.9 Filling up of vacancy in the Executive Committee :

5.9.1 If any vacancy falls in the Executive Committee within a period of three months of its installation, i.e. within three (3) months of the Annual General Body meeting such vacancy can be filled in by the Executive Committee in consultation with the President. However, not more than three (3) members shall be incorporated in such a manner;

5.9.2 If more than four (3) vacancies fall in the Executive Committee within three months of its installation, then a Special General Body meeting shall be called by the Secretary for filling in such vacancies;

5.10 Official Designation of the President :

For all official purposes and records including legal, banking, financial, and governmental, the President shall be the Officiating Chief Executive Officer who can be either designated as President or Chief Executive Officer, which expression shall have the same meaning and powers as that of the President of the Board/Executive Committee/General Body and others not explicitly written in the Memorandum and the Rules and Regulations of HRF.

Photo Copy Available
Office of the Registrar
D.C. Building, 11, Road,
Sector 14, Connaught Place

President	Dr.P.C.Achankunju,	Secretary	KN Jai Raj	Treasurer	Dr.Joy Markose,
	Dr.Shahul Hamied,				Thankachan Prakash Varghese
Other Members	Sreedharan Nair,		P.U.Paulson,		Prince John,
	A.A.Joseph,		S B V N Sathesh K		Dhanajay Kumar,

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