

RULES AND REGULATIONS OF
THE MIZORAM CHILD PROTECTION SOCIETY

1. **Short Title and date of commencement** : These Rules may be called ‘The Mizoram State Child Protection society.
2. **Date of commencement** : It shall come into force in the entire State of Mizoram with immediate effect.
3. **Registered Office:** Registered Office of the Society shall be located at Aizawl, Mizoram and its official address shall be ‘Directorate of Social Welfare Department, Chaltlang, Aizawl, Mizoram, 796012’ until and unless separate office is established for the purpose thereafter.
4. **Area of operation of the Society** : It shall be extended to the whole State of Mizoram.
5. **Office Working hours:** As per State Government Standing order
6. **Definitions:** In these rules, unless the context otherwise requires :
 - 6.1 Governing body means “the Governing body of the Mizoram State Child Protection Society”
 - 6.2 The State Government means “the State Government of Mizoram”
 - 6.3 The Central Government means “the Government of India, Ministry of Women Child Development”
 - 6.4 Chief Executive Officer means “the Secretary to the State Government of Mizoram, Social Welfare Department/Women and Child Development”
 - 6.5 The President means “the President of the Governing Body”
 - 6.6 The Chairman means “the Chairman of the Executive Committee”
 - 6.7 The year means “the financial year of the State Government of Mizoram”
 - 6.8 The Society means “the Mizoram State Child Protection Society”
 - 6.9 Member means the “the member of the Mizoram Child Protection Society”
 - 6.10 All words and expressions used but not defined in these Rules, but defined in the manual on implementation of Integrated Child Protection Scheme will have the same meanings respectively assigned to them.
7. **Aims and Objectives:**

7:1 Broad Objectives:

- (i) Creating a safety net for children in need of care and protection, children in conflict with law, and children in contact with law.
- (ii) improved access to and quality of child protection services
- (iii) raised public awareness about the reality of child's rights, situation and protection in the country,
- (iv) clearly articulated responsibilities and enforced and accountability for child protection
- (v) established, supplementing and strengthening functioning structures at all government levels for delivery of statutory and support services to children in difficult circumstances
- (vi) introduced and operational evidence based monitoring and evaluation
- (vii) Carry out the provisions under the Juvenile Justice (care and Protection of children) Act 2000, its Amendment Act 2006
- (viii) Undertaking research, advocacy and spreading about child related issues
- (ix) networking amongst the allied systems to ensure proper treatment of children, care and rehabilitation
- (x) initiating any other need based specialized innovative services including child guidance and counseling especially to combat drug abuse, HIV/AIDS and sexual abuse.

7.2 Specific Objectives :

To institutionalize essential services and strengthen structures :

- (i) Establish and strengthen a continuum of services for emergency outreach, institutional care, family and community based care, counseling and support services;
- (ii) Put in place and strengthen necessary structures and mechanisms for effective implementation of the scheme at the national, regional, state and district levels;
- (iii) Define and set standards of all services including operational manuals for the functioning of statutory bodies.

7.3 To enhance capacities at all levels :

- (i) Build capacities of all functionaries including, administrators and service providers, at all levels working under the Integrated Child Protection Scheme
- (ii) Sensitize and train members of allied systems including, local bodies, police, judiciary and other concerned departments of State Governments to undertake responsibilities under the Integrated Child Protection Scheme

7.4 To create database and knowledge base for child protection services:

- (i) Create mechanisms for a child protection data management system including MIS and child tracking system in the country for effective implementation and monitoring of child protection services;
- (ii) Undertake research and documentation.

7.5 To strengthen child protection at family and community level:

- (i) Build capacities of families and community to strengthen care, protection and response to children;
- (ii) Create and promote preventive measures to protect children from situations of vulnerability, risk and abuse.

7.6 To ensure appropriate inter-sectoral response at all levels :

Coordinate and network with all allied systems i.e. Government departments and Non- Government agencies providing services for children for effective implementation of the scheme.

7.7 To raise public awareness :

- (i) Educate public on child rights and protection;
- (ii) Raise public awareness at all levels on situation and vulnerabilities of children and families
- (iii) Inform the public on available child protection services, schemes and structures at all levels.

8. Guiding Principles:

8.1. Child protection, a primary responsibility of family, supported by community, government and civil society: It is important that respective roles are articulated clearly and understood by all parties in the effort to protect children. Government, both Central and State, has an obligation to ensure a range and a continuum of services at all levels.

8.2 Loving and caring family, the best place for the child: Children are best cared for in their own families and have a right to family care and parenting by both parents.

- 8.3 **Privacy and Confidentiality:** Children's right to privacy and confidentiality should be protected through all the stages of service delivery.
- 8.4 **Non-stigmatization and non-discrimination :** Each child irrespective of circumstances, as well as socio-economic, cultural, religious and ethnic background should be treated equally and in a dignified manner.
- 8.5 **Prevention and reduction of vulnerabilities, central to child protection outcomes:** A major thrust of the Integrated Child Protection Scheme will be to strengthen the family capabilities to care for and protect the child.
- 7.6 **Institutionalization of children, the last resort :** There is a need to shift the focus of interventions from an over reliance on institutionalization of children and move towards more family and community-based alternatives for care. Institutionalization should be used as a measure of last resort after all other options have been explored.
- 8.7 **Child centered planning and implementation:** Planning and implementation of child protection policies and service delivery should be child centered at all levels, so as to ensure that the best interest of the child is protected.
- 8.8 **Technical excellence, code of conduct :** Services for children at all levels and by all providers should be provided by skilled and professional staff, including a cadre of social workers, psychologists, care givers, members of statutory bodies and lawyers, adhering to an ethical and professional code of conduct.
- 8.9 **Flexible programming, responding to local individualized needs:** Customized service delivery approach is required to respond to local needs.
- 8.10 **Good governance, accountability and responsibility:** An efficient and effective child protection system requires transparent management and decision making, accountable and responsible individuals and institutions, performance reports at all service levels and all service providers made public, including for children themselves, through child-friendly reports.

9. **Governing Body:**

The members of the Governing Body of the society shall be those mentioned in clause 6 of the Memorandum of Association. They shall hold office until a new Governing body is appointed according to these rules.

10. **Membership:**

10.1 **Affiliated members :** The Mizoram District Child Protection societies will be affiliated members of the Mizoram State Child Protection Society.

10.2 **Nominated members:** from NGO working in the field of child welfare not more than three members and at least one should be a woman.

10.2 **Ex-Officio members:** Chief Secretary to the Government of Mizoram, Director, Child Protection, Member of Executive Committees/Members of State Child Protection Committee, Chairman of each District Child Protection Society.

11. Authorities of the Society:

The authorities of the society shall be:

11:1 The Governing body

11:2 The Executive Committee

11:3 Such other authorities as may be constituted by the Governing body

12. Admission fee and subscription fee:

The Governing body shall have the power to prescribe admission fee and subscription fee for affiliated members and individual members if it thinks fit.

13. Termination or cessation of Membership :

13:1 The Governing Body of the society shall have the powers to expel/terminate a member or/and members, from the membership of the Society, on the following grounds:

(i) On death,

(ii) On written resignation,

(iii) If found to be involved in any anti-social activities,

(iv) If adjudged by any court of law to be a criminal offender

(v) If found guilty by means of anti propaganda of the Aims and objects of the society

(vi) If disregards Rules & Regulations or disobey the decisions of the Governing Body. The decision of the Governing Body, shall be communicated to the member concerned.

13:2 When a person becomes a member of the Governing body by reason of the office or appointment he holds his membership from the Governing Body shall cease when he ceases to hold that office of appointment.

13:3 The tenure of the non-official members shall be for two years from the date of their appointment to the Governing Body. Such members may be eligible for re-nomination for the next two consecutive term.

13:4 Resignation of the membership of the Governing body shall not take effect until it has been accepted on behalf of the Governing Body by the President of the Society.

14. The strength of the Governing Body including Office Bearer shall not be less than 10 and not more than 15

14:1 **Composition of the Governing Body :**

The Composition of the Governing Body shall be as under :

| | | | |
|-------|---------------------|---|-------------|
| (i) | President | - | One |
| (ii) | Vice President | - | One |
| (iii) | Secretary | - | One |
| (iv) | Asst. Secretary | - | One |
| (v) | Treasurer | - | One |
| (vi) | Financial Secretary | - | One |
| (vii) | Other Members | - | from 4 to 8 |

- 14:2 The meeting of the Governing body shall be held at least twice a year and at such time and place as the President decide.

15. **Power of the Governing Body:**

- 15.1 The Governing Body will have authority to exercise and perform all the powers, acts and deeds of the Society consistent with the aims and objectives of the Society.
- 15.2 The Governing body will have the power to constitute State Child Protection Committee, Project Sanctioning Committee, State Selection Committee for the purpose of recruitment of the technical and support staff of the Mizoram State Child Protection Committee(MSCPC) and Mizoram State Adoption Resource Agency(MSARA), and to make other rules, regulations and committees for conduct of the affairs of the Society as required from time to time and to amend vary or rescind them from time to time in consultation with the State Govt.
- 15.3 The Governing body will have full powers to make by-laws, rules and regulations as they think essential for the regulations of the Society with reference to the keeping of accounts, preparation and sanction of budget, entering into contracts, control and investment of funds of the society and the sale or alteration of such investment and any to the purpose that may be necessary not inconsistent with the objectives of the society
- 15.4 The Governing body may accept the management and administration of any endowment or trust fund or any subscription or donation provided that it is not inconsistent with or in conflict with the aims and objectives of the Society.
- 15.5 The Governing body shall have full powers to create and enter into contract with all the employees of the Society provided such contractual appointments are based on the terms and conditions of services laid down in the implementation manual of the Integrated Child Protection Scheme developed by the Ministry of Women Child Development

- 15.6 The Governing body will have power to enter into all such negotiations and contracts(national or bilateral) and rescind and vary all such contracts and execute and do all such acts and deeds as it may consider expedient in relation to matters pertaining to the growth and development of the society as it considers fit
- 15.7 The Governing body will have the power to purchase, hire, take on lease, exchange or otherwise acquire properties, movable or immovable and to construct, alter and maintain any buildings as may be necessary for carrying out the objects of the Integrated Child Protection Scheme.
- 15.8 The Governing body shall have full power to institute, conduct, defend, compound, compromise or abandon any legal proceedings by or against the Society or otherwise relating to the affairs of the Society.
- 15.9 The Governing body, by resolution may, delegate its powers to the Executive Committee and member secretary of the Executive Committee for the conduct of business as the Governing body may deem fit.
- 15.10 The Governing Body may, by resolution, appoint standing committees/ad-hoc committees for carrying out its objectives
- 15.11 To consider the annual report prepared by the Executive Committee.

16. Function of the Governing Body of the Society:

- 16.1 Suggest plan of action for the proper implementation of the Integrated Child Protection Scheme in the State in consistent with rules and regulations and also in propriety with instructions, and guidelines of the Central and State Government issued from time to time.
- 16.2 To approve District plans/State plans.
- 16.3 To monitor and evaluate performance of the various implementing units at all levels.
- 16.4 To ensure Fund flows and to mobilize financial resources.
- 16.5 To ensure the establishment and constitution of District Child Protection Society, Block and village level child protection committees in consistent with the Government of India norms and guidelines.

17. Proceedings of the Governing Body :

- 17.1 The President Shall preside over all the meeting of the Governing Body
- 17.2 The meetings of the Governing Body shall be held twice in a year and at such time and place as the President shall decide.
- 17.3 At the annual meeting of the Governing Body the following business shall be brought forward and disposed of;

- (i) Review the implementation of the Integrated Child Protection Scheme.
 - (ii) Income & expenditure account and the balance sheet for the past year.
 - (iii) Annual Report of the Society
 - (iv) Budget for the next year
 - (v) Proposals for inquiries and research work for the next year.
 - (vi) Other business brought forward with the assent of the President.
- 17.4 Every notice calling a meeting of the Governing Body shall state the date time and place at which such meeting will be held and shall be issued under the signature of the Member Secretary. In such meeting minimum 10 days notice shall be given to the members before the date of the Governing Body meeting enclosing agenda, specifying date, time, place.
- 17.5 All disputed matters at the meeting of the Governing Body shall be determined by votes, and in case of equality of votes, the President or any person chairing the meeting at such meeting shall have a casting vote.
- 17.6 Any member desirous of moving any resolution at a meeting of the governing body shall give notice thereof in writing to the Member Secretary of not less than ten clear days before the days of such meetings.
- 17.7 The quorum of Governing Body meeting shall be 1/3 (one third) of the total strength of the Governing Body of the Society.

17 Powers and duties of Governing Body:

- 17:1 ***The President:*** Shall preside over all the meeting of the Governing Body
- 17:2 The President, may allow inclusion of any subject/matter in agenda for the discussion in the course of the proceeding which are not specified in the proposed agenda.
- 17:3 The President shall have the right to adjourn meeting from time to time.
- 17:4 Should any official member unable to attend such meeting of the Governing Body for any reason whatsoever, the President of the society shall be at liberty to nominate a substitute to take his place at the meeting of the Governing Body for the meeting only
- 17.5 **The Vice- President:** of the society shall enjoy all the powers of the President in his/her absence..
- 17:6 **The Secretary:** be an ex-officio member of all committees appointed by the Governing Body.

- 17:7 He/She shall exercise financial and administrative powers as may be delegated to him/her by the Governing Body.
- 17:8 He/She will prepare the membership register as well as the proceeding register to record the minutes of the proceedings of the Governing Body meeting and have them duly signed by the members who attend the meeting.
- 17:9 **Assistant Secretary** : The Asst. Secretary shall enjoy all the powers and duties of the Secretary in his/her absence.

18. The Executive Committee:

The affairs of the Society shall be administered, subject to rules and regulation which shall consist of the following:

- 18.1 (i) **Chairman** - Secretary to the Government of Mizoram, Social Welfare Department/ Women and Child Development
- (ii) **Vice Chairman** - Joint Secretary to the Government of Mizoram, Social Welfare Department/ Women and Child Development
- 18.2 **Member Secretary** – Director, Child Protection
- 18.3 **Ex-officio Members:**
- (i) Planning Department
 - (ii) Finance Department
 - (iii) School Education Department
 - (iv) Higher and Technical Education Department
 - (v) Law and Judicial Department
 - (vi) Health and Family Welfare Department
 - (vii) Home Department
 - (viii) Labour and Employment Department
 - (ix) SCERT
 - (x) Voluntary organizations and members of Civil Society
- 18.4 Two Representatives of NGO working in the field of Child Welfare at least one to be a woman
- 18.5 **Tenure**: by designation for Government Servants and two years for nominated members.

19. Proceedings of the Executive Committee :

- 19.1 Meetings of the Executive Committee shall be held as often as necessary but not less than once in a quarter.

- 19.2 The minutes of the executive meeting will be placed before the Governing Body at its next meeting.
- 19.3 The Chairman may convene meetings of the Executive Committee by giving clear seven days' notice in writing along with agenda specifying the business to be transacted along with the date and time and venue of the meeting.
- 19.4 The various Committees constituted by the Governing Body shall submit their report to the Executive Committee who shall be empowered to take decisions on their recommendations
- 19.5 All meetings of the Executive Committee shall be called by the notice under the signature of the Member Secretary.
- 19.6 Meetings of the Executive Committee shall be presided over by the Chairman, and in his absence, by the Vice Chairman.
- 19.7 One third of the members of the Executive Committee present shall form the quorum at every meeting..
- 19.8 All disputed questions at meetings of the Executive Committee shall be determined by vote and in case of equality of votes, the person chairing the meeting shall have a casting vote.

20. Powers and Functions of the Executive Committee :

- 20.1 Subject to general control and direction of the Governing body, the Executive Committee shall be responsible for the management and administration of the affairs of the Society in accordance with the rules and regulations made their under for the furtherance of the objects and shall exercise all powers of the Governing Body, except which may be specifically modified to be exercised by the Executive Committee.
- 20.2 Will have power to enter into agreement with other public or private organizations or individuals for furtherance of its objectives
- 20:3 The Executive Committee will control the management of fund of the society.
- 20.4 The Executive Committee will be responsible to carry out the policies and, aims and objectives of the Society in accordance with as set out in the Memorandum of Association and such directives as the State Government/Central Government may issue to the Society.
- 20.5 Will have the power to sanction expenditure up to the amount of Rs.20 lakhs for a single work at a time or number of works at the same time for carrying out the objectives of the Society in accordance with the budget estimates approved by the Governing Body of the Society.
- 20.6 It will have the power to create such posts in consistent with manual and guidelines on the Integrated Child Protection Scheme, appoint and recruit staff

except that for which prior approval of the State Government shall be required.

- 20.7 The Executive Committee may delegate such powers as it considers fit to the Chairman, Vice Chairman, Member Secretary of the Executive Committee. State Director of Child Protection, or any of its member/or to a committee such administrative, financial and other powers it considers necessary and impose such duties as it deems proper and may also prescribe limitations within which the powers and duties shall be exercised or discharged.
- 20.8 The Executive Committee may secure and accept endowments, grants-in-aid, donations or gift to the Society on mutually agreed terms and conditions, provided that such activities will be in consistent with the Rules of the society or with the Guiding principles of the Integrated Child Protection Scheme programme .
- 20.9 The Executive Committee will have the power to undertake or give contract for constructions of buildings required for use of the implementation of Integrated Child Protection Scheme, hire, take on lease, exchange or otherwise acquire properties moveable or immovable and to construct, alter and maintain any buildings, purchase stores as may be necessary and services required for the discharge of the functions of the Society, provided that such activities shall be in consistent with the prevailing State Govt. rules and standing orders.
- 20.10 The Executive Committee will have the power to draw up individual terms of reference (TOR) for each post of the Integrated Child Protection Scheme in consistent with the Government of India guidelines on Integrated Child Protection Scheme pertaining to qualifications, selection procedures, discipline and control rules.
- 20.11 The Executive Committee will have the power and responsibilities to formulate Plan and Budget, purchase procedures, delegation of financial powers, investment of funds, maintenance of accounts and audit, TA & DA rules and such other matter as may be necessary for carrying out the objects and proper administration of the affairs of the Society not inconsistent with the guideline/manual on the Integrated Child Protection Scheme and State Govt. norms.
- 20.12 The Executive Committee will have the power to make Rules and Regulations for the establishment of District Child Protection Societies, Block Level Child Protection Committees, Village Level Child Protection Committees and other such committees as it may consider necessary for the proper implementation of the Integrated Child Protection Scheme programme in the state.
- 20.13 It will have authority to exercise and perform all the powers, acts and deeds of the Society consistent with the aims and objective of the Society.

- 20.14 The Executive Committee will have the power to constitute State Child Protection Committee, Project Sanctioning Committee and, State Selection Committee for the purpose of recruitment of the technical and support staff of the Mizoram State Child Protection Committee(MSCPC) and Mizoram State Adoption Resource Agency(MSARA), and to make other rules, regulations and committees for conduct of the affairs of the Society as required from time to time and to amend vary or rescind them from time to time in consultation with the State Govt.
- 20.15 The Executive Committee will have full powers to make by-laws, rules and regulations as they think essential for the regulations of the Society with reference to the keeping of accounts, preparation and sanction of budget, entering into contracts, control and investment of funds of the society and the sale or alteration of such investment and any other purpose that may be necessary not inconsistent with the objectives of the society
- 20.16 The Executive Committee may accept the management and administration of any endowment or trust fund or any subscription or donation provided that it is not inconsistent with or in conflict with the aims and objectives of the Society.
- 20.17 The Executive Committee shall have full powers to create posts under the society and enter into contract with such employees of the Society provided such contractual appointments are based on the terms and conditions of services laid down in the implementation manual of the Integrated Child Protection Scheme developed by the Ministry of Women Child Development
- 20.18 The Executive Committee will have power to enter into all such negotiations and contracts(national or bilateral) and rescind and vary all such contracts and execute and do all such acts and deeds as it may consider expedient in relation to matters pertaining to the growth and development of the society as it think fit
- 20.19 The Executive Committee shall have full power to institute, conduct, defend, compound, compromise or abandon any legal proceedings by or against the Society or otherwise relating to the affairs of the Society.
- 20.20 The Executive Committee, by resolution may, delegate its powers to the member secretary for the conduct of business as the Governing Body/Executive Committee may deem fit.
- 20.21 The Executive Committee may, by resolution, appoint standing committees/ad-hoc committees for carrying out its objectives
- 20.21 Contribute to the effective implementation of child protection legislation, schemes and achievement of child protection goals laid in the National Plan of Action for Children 2005. In doing so, the State Child Protection Scheme will follow national and state priorities, rules and guidelines.

- 20.22 Implement, supervise and monitor of Integrated Child Protection Scheme and all other child protection schemes/programmes and agencies/institutions at all levels in the State.
- 20.23 Ensure effective implementation of the Juvenile Justice (Care and Protection of Children) Act 2000 and its Amendment Act, 2006.
- 20.24 Ensure effective implementation of other legislations and policies for child protection in the State.
- 20.25 Network and coordinate with all government departments to build inter-sectoral linkages on child protection issues.
- 20.26 Network and coordinate with voluntary and civil organizations working in the field of child rights and protection.
- 20.27 Carry out need-based research and documentation activities at state-level for assessing the number of children in difficult circumstances and creating State-specific database to monitor trends and patterns.
- 20.28 Training and capacity building of all personnel (Government and Non-Government) working under child protection system.
- 20.29 Will submit Quarterly Progress Report to the State Government/Ministry of Women and Child Development, Government of India on programme implementation and fund utilization.
- 20.30 Liaisoning with the Ministry of Women and Child Development, Government of India and State Child Protection Societies of other States/UTs.
- 20.31 Provide secretarial support to the State Child Protection Committees(SCPC)
- 20.32 Maintain a state level database of all children in institutional care and family based non-institutional care and update it on a quarterly basis.

21. Powers and Functions of Director, Child Protection:

Under the supervision of Governing Body/Executive Committees. The Director Child Protection shall assist the Chief Executive Officer of the Society and shall be responsible for the proper administration and financial management of the Society and implementation of its various activities in accordance with the direction and guidance of the Chief Executive Officer, in consistent with these rules and regulation.

- 21.1 For the effective discharge of his/her function he/she shall have power to constitute steering group with the approval of the Chief Executive Officer for each of the programme components and functional areas.
- 21.2 Prescribe the duties of officers and staff/employees of the Society and, shall exercise such supervision and execute control as may be necessary subject to the approval of Chief Executive Officer/Governing Body/Executive Committee and, inconsistent with these rules and regulations.

21.3 Discharge such other functions as may be assigned to him/her by the Chief Executive Officer/Governing Body/Executive Committee to achieve the objectives of the Integrated Child Protection Scheme.

22. District Child Protection Society :

22.1 District Child Protection Society shall be set up in every District and will be an affiliated member of Mizoram State Child Protection Society.

22.2 The District Child Protection Society will have well defined powers as prescribed in the manual of Integrated Child Protection Scheme and as delegated by the Governing Body and Executive Committee from time to time.

23. Block/ Village Level Child Protection Committee :

Shall be constituted as per the prescription of Governing Body and Executive Committee but not with inconsistency with the objects of the Integrated Child Protection Scheme.

24. Nodal Department:

The Nodal Department of the Integrated Child Protection Scheme will be Social Welfare Department/Women and Child Development, Government of Mizoram.

25. Employees of the Society:

25.1 All the personnel hired by the society on contractual basis will be employees of the Society and not the government. They shall be engaged based on the terms and conditions of services laid down in the implementation manual of the Integrated Child Protection Scheme developed by the Ministry of Women and Child Development.

25.2 The Staff of the Society however, shall be entitled to state infrastructure.

26. Restriction on holding office:

No person who is an undischarged insolvent or who has been convicted of any offence under the law shall be entitled to be a member of a Governing Body. Permission/sanction from the prescribed authority shall be obtained from the State Government for Government Servants.

27. Termination of member of Governing Body/Executive :

Any member of the Governing Body can be terminated from the Office on the same grounds as Rules no 13.

28. Filling up of casual vacancies:

Any casual vacancies among the different bodies of the society shall be filled by the resolution passed by such body where vacancies occurred. Such appointment(s) shall be subject to the approval of the Governing Body/Executive Body. The term of office

of a member nominated to fill such vacancy shall be the remainder of the terms of the member in whose place he/she is nominated..

29. Appeals:

All the appeals shall be preferred to the Governing Body of the Society and the decision of the Governing Body shall be final.

30. Sources of Income:

- a) Grants from Central Government (G.O.I)
- b) Grants from State Government.
- c) Donation and special contribution.

31. Property of Society:

All property belonging to the Society shall vest in the Governing Body of the Society but shall be referred to as the property of the Society. The Society shall maintain register for recording details of the properties.

32. Gift:

Any kind of gift received from any person for a specific purpose shall not be used for any other purpose without the consent of the donors or registrar Firms and Societies, provided such purpose is not in conflict with these rules and regulation.

33. Financial Year:

Financial Year of society shall start from 1st April to 31st March every year.

34. Audit:

The accounts of Society shall be audited by the qualified auditor, (Chartered Accountant or persons approved by the registrar Firms and Societies) every year or as per requirement of the funding Agency.

35. Management of Funds and Account:

The Bankers of the Society shall be any of the Nationalised Banks. All funds shall be paid in to the Society's account with the appointed Banks and shall be withdrawn by a cheque, bill, note or other negotiable instruments sign by two(2) Officers/members of the society authorized by the Governing Body/Executive Committee. Further Bank Account shall be opened only after clearance from the Chief Executive Committee of the Society.

36. Submission of Annual Report>Returns:

Once in every year a list of the Governing Body/Executive Committee of the current year, annual activities report certified by Chairman and Secretary and auditor's report and balance sheet for the previous year duly audited and sign by qualified auditors

shall be filled in the office of the Registrar Firms and Societies, Mizoram Aizawl as it is required under Section 18 of the Mizoram Societies Registration Act, 2005.

37. Dissolution:

If the Society needs to be dissolved, it shall be dissolved as per provision laid down under Section 25 & 28 of the Mizoram Society Registration Act, 2005

38. Legal Proceedings:

Society may sue and/or be sued in the name of the Chairman, the Secretary or any Office Bearer authorized by the Governing Body in his behalf.

39. Amendment:

Any Amendment in memorandum and Rules and Regulation as will be carried out in accordance with Section 9 of the Mizoram Societies Registration Act, 2005.

40. Application of the Act:

All the provisions under all the Section of the Mizoram Societies Registration Act, 2005 shall be applicable to this Society.

41. For all Matters relating to the Integrated Child Protection Scheme, manual/guidelines of Integrated Child Protection Scheme/orders/instructions issued by the Central Government, Rules and Regulations framed by the State Government from time to time shall apply.

President

Vice President

Secretar

ABBREVIATIONS

| | | |
|---------------|---|--|
| UNCRC | - | United Nation Convention of the Rights of the Child |
| GOI | - | Government of India |
| WCD | - | Ministry of Women and Child Development |
| CARA | - | Central Adoption Resource Agency |
| NIPCCD | - | National Institute for Public Corporation and Child Development |
| GOM | - | Government of Mizoram |
| ICPS | - | Integrated Child Protection Scheme |
| MSCPS | - | Mizoram State Child Protection Society |
| SCPC | - | State Child Protection Committee |
| DCPS | - | District Child Protection Society |
| DCPC | - | District Child Protection Committee |
| BLCPC | - | Block Level Child Protection Committee |
| VLCPC | - | Village Level Child Protection Committee |
| PSC | - | Project Sanctioning Committee |
| SSC | - | State Selection Committee |
| MSARA | - | Mizoram State Adoption Resource Agency |
| SAA | - | Special Adoption Agency |
| ACA | - | Adoption Co-ordinating Agency |
| CIF | - | Childline Indian Foundation |
| JJAct | - | Juvenile Justice (Care and Protection of Children) Act, 2000 and its Amendment Act, 2006 |
| CWC | - | Child Welfare Committee |
| JJB | - | Juvenile Justice Board |
| TOR | - | Terms of Reference |