



The International Association of Lions Clubs

District 3233 G-2

District Constitution and By - Laws



MJF Lion Ar Balbir Singh Sahni

Centennial District Governor



## District 323 G-2



**MJFLion Ar. Balbir Sahni**

District Governor



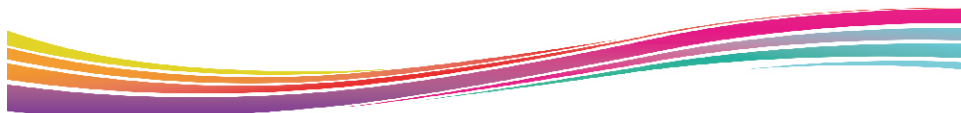
**Lion Kamal Bhandari**

1st Vice District Governor



**Lion Anil Jha**

2nd Vice District Governor



**MJF Lion M. K. Jain**

Chairperson

DG 2003-04



**Lion Madan Maheshwari**

Co-chairperson

DG 2001-02



**Lion B. C. Jain**

Co-chairperson

DG 2000-01



**Lion Mukesh Mathur**

Co-chairperson

DG 2011-12

**The International Association of Lions Clubs**

**District - 3233 G-2**

**Proposed**

## **District Constitution & By - Laws**



Proposed District Constitution and By - Laws adopted  
at 13th District convention held on  
26 March 2017, Ujjain

Includes amendments passed at the International convention

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Published by

**MJF Lion Ar. Balbir Singh Sahni**

Centinnial district Governor (2016-17)

Drafted by

**MJF Lion M.K. Jain, (DG 2003-04)**

Chairperson

**Lion Madan Maheshwari, (DG 2001-02)**

Co-Chairperson

**Lion B.C. Jain, (DG 2000-01)**

Co-Chairperson

**Lion Mukesh Mathur, (DG 2011-12)**

Co-Chairperson

# Lions Clubs International

## PURPOSES

TO ORGANIZE, charter and supervise service clubs to be known as Lions clubs.  
TO COORDINATE the activities and standardize the administration of Lions clubs.

TO CREATE and foster a spirit of understanding among the peoples of the world.

TO PROMOTE the principles of good government and good citizenship.

TO TAKE an active interest in the civic, cultural, social and moral welfare of the community.

TO UNITE the clubs in the bonds of friendship, good fellowship and mutual understanding.

TO PROVIDE a forum for the open discussion of all matters of public interest; provided, however, that partisan politics and sectarian religion shall not be debated by club members.

TO ENCOURAGE service-minded people to serve their community without personal financial reward, and to encourage efficiency and promote high ethical standards in commerce, industry, professions, public works and private endeavors.

### VISION STATEMENT

TO BE the global leader in community and humanitarian service.

### MISSION STATEMENT

TO EMPOWER volunteers to serve their communities, meet humanitarian needs, encourage peace and promote international understanding through Lions clubs.

### LIONS CODE OF ETHICS

**TO SHOW** my faith in the worthiness of my vocation by industrious application at the end that I may merit a reputation for quality of service.

**TO SEEK** Success and to demand on fair remuneration or profit as my just due, but to accept no profit or success at the price of my own self-respect lost because of unfair advantage taken of because of questionable acts on my art.

**TO REMEMBER** that in building of business it is not necessary to tear down another's: to be loyal to my clients or customers & true to myself.

**WHENEVER** a doubt arises as to the right or ethics of my position or action towards others, to resolve such doubt against myself.

**TO HOLD** friendship as an end not a means .

**TO HOLD** that true friendship exists not on account of a service performed by one to another, but that true friendship demands nothing but accepts service in the spirit in which it is given.

**ALWAYS** to bear in mind my obligations as a citizen to my nation, my state and my community and to give them my answering loyalty in word, act and deed, to give them freely of my time. labour and means.

**TO AID** others by giving my sympathy to those in distress, my aid to the weak, and my substance to the needy.

**TO BE CAREFUL** with my criticism and liberal with my praise, to build up and not destroy.

## **MJF Ar. Lion Balbir Singh Sahni**

District governor

34, Mahashweta Nagar, Ujjain (M.P.) 456 010

Cell. : 9425092188, Ph. : + 91 0734 2524087

Email : lionsahni@gmail.com



Dear Lion Leaders

First of all me give my sincere thanks to all my senior leaders, Past District Governors and Lion Friends who supported me the whole year and due to them I could fulfill my work sincerely and honestly for the welfare of Lions. District constitution was not drafted since last 13 years but due to continue efforts the new constitution took the final shape and passed during the 13th District convention on 26 March 2017 at Ujjain

I have no words to express my gratitude to Lion M.K. Jain and Lion Madan Maheshwari , Lion B.C. Jain, Lion Mukesh Mathur their team for their continues efforts for it. This was only possible due to their dedication and hard work. I am thankful to Vice Governors, PDG and other Lions of the mutiple for their valuble suggestions in the drafting of constitution.

I am personally grateful to 1st vice District governor Lion Kamal Bhandari , 2nd vice district governor Lion Anil Jha, Cabinet Secretary Lion Dr. Vijay Taylor, Cabinet Treasuer Lion CA Rajesh Aggrawal Who always supported me for the whole year and without them I Could not have fulfilled my duty.

The new Constitution of Dist. 3233 G-2 is now enforced after all changes are incorporated in it . This will help Clubs to resolve their issues as necessary.

No Constitution can bind people or association if not based on love & friendship to serve the society.

I am happy to present this new document to all lions and lion leaders of our Districts 3233 G-2. It will be enforced from 1st July 2017 after all changes are Incorporated.

With Lionistic regards

MJF Lion Ar. Balbir Singh Sahni  
District Governor

## Preface

Dear Lion Friends,

The constitution & by laws our District 3233 G2 is in your hand for persual and passing.

It was long time ago when I was involved in drafting of constitution & by laws of MD 323, it came to my mind that why can't we have our own constitution. We discussed in district cabinet & I prepared the draft constitution. Which was scrutinised by Late Lion J. S. Gandhi and Lion B. P. Lohia. When I discussed the matter in cabinet again, because of expenditure involved they backed out.



However this time District Governor Lion Balbir Sahni was determined to make the constitution & by laws. so we declared in first cabinet meeting and I started the work immediately.

It took 50-60 working hours to prepare the draft. I consulted The International, Multiple, Slandered district and club constitution as well as policy manual.

Later on copy was given to District Governor, Vice District Governor's and PDG Lion B. C. Jain, Lion Madan Maheshwari and Lion Mukesh Mathur.

A meeting at Bhopal was held with PDG Lion B. C. Jain, Lion Mukesh Mathur & VDG Lion Kamal Bhandari. The comments & suggestion from Lion Balbir Sahni were also in hand. we all discussed, added possible suggestions and now the final draft is in your hand.

I would like to thank our respected PIP Lion Ashok Mehta, PID Lion Kamlesh Jain & PID lion Shyam Malpani whose guidance helped me in drafting this constitution & by laws.

Kindly go through it and clear the way for our own constitution & bye laws.

Thanks & Regards.

Yours in Lionism

MJF Lion M. K. Jain

DG - 2003-04 & 2007-08

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### Lions Clubs in District 3233-G2

1	Anandpur Sadgur	49	Itrasi Friends
2	Astha	50	Itrasi Sudrashan
3	Athner Nagar	51	Khachraud
4	Babai	52	Khachraud Shree Sai
5	Bairagarh Greater	53	Khilichpur
6	Bareli	54	Multai Tapti Nagari
7	Bankedi City	55	Nagda
8	Berasia	56	Nagda Greater
9	Betul City	57	Pachore
10	Bhopal	58	Pipariya City
11	Bhopal Anand Campus	59	Pipariya Narmda
12	Bhopal Arpan	60	Rajgarh
13	Bhopal Bhel	61	Sagar
14	Bhopal Capital	62	Sagar Diamond
15	Bhopal Century	63	Sagar Gold
16	Bhopal Classic	64	Sagar Jheel
17	Bhopal Elite	65	Sagar Smart
18	Bhopal Fizza	66	Sarni Satpuda
19	Bhopal Couple	67	Sarangpur
20	Bhopal Friends	68	Shamshabad
21	Bhopal Global	69	Sanchi
22	Bhopal Glorious	70	Tarana
23	Bhopal Hilltop	71	Tikamgarh
24	Bhopal Karma	72	Ujjain
25	Bhopal Maitri	73	Ujjain Abhinav Couple
26	Bhopal Lakecity	74	Ujjain Asha Campus
27	Bhopal Majestic	75	Ujjain Ashok
28	Bhopal Millienum	76	Ujjain Awantika
29	Bhopal New Lakecity	77	Ujjain Badshah
30	Bhopal North	78	Ujjain Classic
31	Bhopal Pearl	79	Ujjain Dynamic
32	Bhopal Platinum	80	Ujjain Friends
33	Bhopal Pratap	81	Ujjain Gold
34	Bhopal Royal	82	Ujjain Greater Kailash
35	Bhopal Sanskar	83	Ujjain Holycity
36	Bhopal Smart City	84	Ujjain Kshipra
37	Bhopal South	85	Ujjain Mahakal
38	Bhopal Urja	86	Ujjain Melvin
39	Bhopal Vijeta	87	Ujjain Passion
40	Bhopal Young Campus	88	Ujjain Shradha
41	Bhokra Campus	89	Ujjain Surbhi
42	Ganjbasoda	90	Ujjain Urja
43	Harda Amber	91	Ujjain Wing
44	Harda City	92	Ujjain Maitri
45	Harda Couple	93	Vidhsha
46	Hoshangabad	94	Vidish Arya
47	Hoshangabad Narmda Valley	95	Vidisha Betwa
48	Itrasi Couple	96	Vidisha Maitry
		97	Vidsha Samrat

## **Constitution And By-laws District 3233-g2**

### **Article- I**

**Name :** The Organisation Shall Be Known As Lions Clubs International Or The International Association Of Lions Clubs District 3233 G2 Herein After Referred To As District. Unless And Otherwise Stated The District Shall Mean The District 3233-g2, The Multiple District Shall Mean Multiple District 3233 And Association Shall Mean Lions Clubs International Or The International Association Of Lions Clubs.

### **Article- II Purposes**

The Purposes Of This District Shall Be:

- (a) To Provide An Administrative Structure With Which To Advance The Purposes Of Lions Clubs International In This District.
- (b) To Create And Foster A Spirit Of Understanding Among The Peoples Of The World.
- (c) To Promote The Principles Of Good Government & good Citizenship.
- (d) To Take An Active Interest In The Civic, Cultural, Social And Moral Welfare Of The Community.
- (e) To Unite The Members In The Bonds Of Friendship Good Fellowship And Mutual Understanding.
- (f) To Provide A Forum For The Open Discussion Of All Matters Of Public Interest; Provided, However, That Partisan Politics And Sectarian Religion Shall Not Be Debated By Club Members.
- (g) To Encourage Service-minded People To Serve Their Community Without Personal Financial Reward, And To Encourage Efficiency And Promote High Ethical Standards In Commerce, Industry, Professions, Public Works And Private Endeavors.

### **Article-iii**

**Area :** The Area In The District Includes Revenue Districts Of Bhopal, Sehore, Hoshangabad, Harda, Betul, Raisen, Rajgarh, Sagar, Tikamgarh, Vidisha & Ujjain In The State Of Madhya Pradesh

(if Any Revenue District Is Devided / Created In This Area It Shall Be Included By Name With The Approval In District Convention And Multiple Convention).

#### **Article-iv**

**Membership:-** All The Lion Members And Their Lions Clubs Chartered By Lions Clubs International In The Area / District Shall Be Member Of The Organisation. The Boundry Line Of The District In The North District 321 E, In The South District , 3233 H, In The East District 3323 C And In The West District. 3233 B, E-1 And G-1.

**Section-1 Emblem, Colors, Slogan And Motto** Section 1. Emblem. The Emblem Of This Association And Each Chartered Club Shall Be Of A Design As Follows: **Section-2. Use Of Name And Emblem.** Use Of The Name, Goodwill, Emblem And Other Logos Of The Association Shall Be According To The Guidelines Established From Time To Time In The By-laws.

**Section- 3. Colors.** The Colors Of This Association And Of Each Chartered Club Shall Be Purple And Gold.

**Section-4. Slogan.** Its Slogan Shall Be: Liberty, Intelligence, Our Nation's Safety.

**Section-5. Motto.** Its Motto Shall Be: **"We Serve"**.

#### **Article V**

##### **Supremacy**

The Standard Form District Constitution And By-laws Shall Govern The District Unless Otherwise Amended So As Not To Conflict With The Multiple District And International Constitution & By-laws And Policies Of Lions Clubs International. Whenever There May Exist A Conflict Or A Contradiction Between The Provisions Set Out In The District Constitution And By-laws And The Multiple District Constitution And By-laws Then The Multiple District Constitution And By-laws Shall Govern. Whenever There May Exist A Conflict Or A Contradiction Between The Provisions Set Out In The District Constitution And By-laws And The International Constitution And By-

laws, Then The International Constitution And By-laws Shall Govern.

#### **Article- VI : District Organisation**

##### **Section - 1 :**

**Officers** - The District Shall Be Headed By A District Governor Who Shall Be Elected At The Annual District Conference Or Appointed By The Association In The Case Of Provisional District Or Vacancy In Accordance With The Provisions Of The Constitution Of The Association.

The District Governor Shall Appoint By The Time He / She Takes Office The Cabinet Secretary, Cabinet Treasurer Or Cabinet Secretary / Treasurer, Region Chair-persons For Each Region, Zone Chair Persons For Each Zone And District Chair Persons For Each Committee Recommended By Association And Others In The District. He May Also Make Appointments To Help And Support Him In Running The Administration And Furthering The Cause Of Objects Stated Of The District Effectively And Efficiently. This Will Be Called The Micro Cabinet.

There Will Be Vice District Governor I, And Vice District Governor Ii Elected In District Convention As Per Constitution Of Lci (association).

##### **Section - 2 :**

**Election Of District Governor & Vice District Governor :** The District Governor And Vice District Governor I & Ii Shall Be Elected In The Annual District Conference In Accordance With The Provision Of The Multiple And International Constitution And By-laws (updated) Every Year. The Name Of District Governor And Vice District Governor I & Ii Elected Shall Be Reported To Multiple And International Office By The District Governor. (ruling)

##### **Section - 3 :**

Term Voting Members Of The District (as Per The Voting Formula) Being Given Later Shall Elect A District Governor And Vice District Governor I And Ii In Its Annual District Conference In



Accordance With The Provisions Of Multiple And International Constitution. Each District Governor And. Vice District Governor I & II Shall Serve For A Term Of 1 (one) Year, Which Shall Commence From The Close Of International Convention Held In The Year Of His/her Election If So Held, But If Not, Then On July 1 Next Following His/her Election And Shall Terminate With The Close Of The International Convention Held In The Calendar Year Next Following The Calendar Year Of His/her Election, If So Held, But If Not, Then On 30th June Of The Calendar Year Next Following The Calendar Year Of His/her Election.

**Section - 4:**

**Cabinet And Officers:** The District Shall Have A District Cabinet Composed Of The District Governor, The Immediate Past District Governor, Vice District Governor I & II. The Region Chair Persons (if The Post Is Utilised During The Term) Zone Chair Persons, Cabinet Secretary And Or Cabinet Treasurer And Such District Chair Persons Who Are Heading The Recognized Service Committee And Others As The District Governor Deem Fit To Appoint. However There Will Be Chair Persons For Each Committee, Which Is Recognised And Recommended By Association.

The Members Of The District Cabinet Shall Be The Officers Of The District. Each Such Officer Shall Be A Member In Good Standing Of A Lions Club In Good Standing In The District And Multiple And International.

Each Respective District Governor Shall Have The Authority To Determine Whether The Position Of Region Chair-person Will Be Utilised During His/her Term. If Not So Utilised, The Position Of "region Chairperson Shall Remain Vacant During Said District Governor's Term.

**Section - 5 : Qualification :**

**A- Region Chair Person :** A Lion Who Is A Member In Good Standing Of A. Lions Club In Good Standing In His/her Region

Appointed By The District Governor As Region Chair Person, Shall At The Time Of Assuming Office Have Served As President Of A Lions Club For Full Term Or Major Portion Thereof & Zone Chairperson In District Cabinet For Full Term Or Major Portion Thereof.

**B- Zone Chairperson :** A Lion Who Is A Member In Good Standing Of A Lions Club In Good Standing In His/her Zone Appointed By The District Governor As Zone Chair Person. Shall At The Time Of Assuming Office Have Served As President Of A Lions Club For Full Term Or Major Portion Thereof.

**C- District Chairperson :** A Lion Who Is A Member In Good Standing Of A Lions Club In His/ Her District Appointed By The District Governor As District Chair Person. Shall At The Time Of Assuming Office Have Served As President Of A Lions Club For Full Term Or Major Portion Thereof.

**D-** Members Of Micro Cabinet May Be Selected On Merit And Utility In Running District Administration.

**Section - 6 :**

**Filling Vacancy In Cabinet :** Any Vacancy In A District Cabinet Except That Of A Vice District Governor Shall Be Filled In By The District Governor For The Unexpired Term.

**Section - 7 :**

**Cabinet Officer Term :** No Cabinet Officer Shall Hold The Same Office For A Second Consecutive Term, Except For Those Committee Where Appointments Are Valid For More Than One Year As Per The Recommendation Of Association.

**Section - 8 :**

**Transfer Of Region / Zone :** In Event Of Any Region Chairperson/zone Chairperson During The Term Of His/her Office Is Transferring His/her Membership To A Club Into Other Region / Zone, His/her Term Of Office Shall Terminate And His/her Successor For Balance Period Shall Be Appointed By District Governor.

**Section - 9 :**

**Strength Of Cabinet :** The Number Of Cabinet Officer Shall Not Exceed More Than 10% Of The Total Strength Of The Membership Of The District (micro Cabinet Excluded) On . 1st Day Of Commencement Of The Year/term. However If The Situation Demands The District Governor Shall Take An Appropriate Decision As A Special Case, On Strength Of Cabinet clubs Which Are Not In Good Standing Shall Not Be Given Any Representation In The Cabinet.

The Clubs From Where Region Chairman/zone Chairperson Are Invited Must Have Minimum Membership Of 10. (ten).

**Section - 10 :**

**Remuneration :** No Salary Shall Be Paid To Any Cabinet Officer Including District Governor And Vice District Governors Except The Staff Employed In The District Office.

**Section - 11 :**

**Personal Expenditure :** Unless Approved By The District Cabinet In Its Official Meeting, No Reimbursement Will Be Made From The District Fund To Any Cabinet Officer Including District Governor And Vice District Governors Towards Personal Expenditure Such As Traveling, Victuals And Personal Stationary Etc.

**Section - 12 :**

**Procedure Of Filling Vacancy**

**(a) District Governor :** If Any Sub-district Fails To Elect A Qualified District Governor Or If The District Governor Elect Of Any Sub-district Dies Or Refuses Or Be Found By The International Board Of Directors To Be Unable By Reason Of Illness Or Other Disability To Take Such Office Prior To The Day His/her Term Would Otherwise Begin, And If A Vacancy Exists As A Result Of A District Governor Election Protest Or Legal Action, Such District May Have A District Governor Appointed By The International Board Of Directors In The Time And Manner And For The Term Set Forth Hereunder:

The International Board Of Directors May Make Such

Appointment Prior To The Time When The Term Of An Elected District Governor Commences Under The Constitution And If So Made, Such Appointee Shall Be Treated As If Elected To Said Office, In Making Such Appointment And In Filling Any Vacancy In The Office Of District Governor Under These By-laws Or Constitution The International Board Of Directors Shall Not Be Bound By But Shall Consider Any Recommendation Resolved At A Meeting To Which The Immediate Past District Governors, Vice District Governor Region Chairpersons, Zone Chairpersons, District Cabinet Secretary And District Cabinet Treasurer Or Cabinet Secretary-treasurer And All Past International Presidents, Past International Directors And Past District Governors Who Are Members In Good Standing Of Chartered Lions Clubs In Good Standing In The District Have Received Invitation To Attend.

Said Meeting Is To Be Held Within Fifteen (15) Days Of Notification By The International Board Of Directors. It Shall Be The Duty Of The Immediate Past District Governor Or, If He/she Is Not Available, The Most Recent Past District Governor Who Is Available, To Send Out Invitations To Attend The Said Meeting. It Shall Also Be His/her Responsibility To Preside As Chairperson Of Said Meeting. It Is The Duty Of The Chairperson To Convey The Results To The International Board Of Director Within Seven (7) Days, Together With Evidence Of Invitations Sent And Attendance At Said Meeting. Each Lion Who Is Entitled To Receive An Invitation To Attend And Is Present At The Said Meeting Shall Be Entitled To Cast One Vote For The Lion Of His/her Choice As The Nominee For The Appointment To The Office Of District Governor.

**(b) Vacancy Of First & Second Vice District Governor :** In Event Of A Vacancy Arising In The Office Of Vice District Governor~the District Governor Shall Convene A Meeting Of The Members Of The Existing Cabinet As Provided For In The International Constitution And By-laws And All Past International

Officer Who Are Member In Good Standing Of A Chartered Lions Club In Good Standing In The District. It Shall Be The Duty Of Attendees Of The Meeting To Appoint A Qualified Club Member As Vice District Governor For The Remainder Of The Term. In Filling Said Vacancy It Shall Be The Duty Of The District Governor, Or If Not Available, The Most Recent Past District Governor Who Is Available, To Send Out Invitation To Attend Said Meeting And It Shall Also Be His/her Responsibility To Preside As Chairperson Of The Meeting. The Chairperson Shall Convey The Result To The International Office Within 7 Days Together With Evidence Of Invitation Sent And Meeting Attendance. Each Lion Who Is Entitled To Receive An Invitation To Attend And Is Present At Said Meeting Shall Be Entitled To Cast One Vote For The Lion Of His/her Choice. In Order For A Lion To Be Eligible And Qualified To Be Selected To Fill A Vacancy In The Office. Of Vice District Governor He Must Meet The Qualification Needed For The Election To The Post Of Vice District Governor As Per International Constitution And By-laws. However The Qualification Of Vdg li For The Post Of Vdg I May Be Waived.

**Or**

In The Event Of A Vacancy Occuring In The Office Of The First Or Second Vice District Governor For Any Reason, The District Cabinet May Assign His Duties To Any Of The Cabinet Member For The Unexpired Period Without Assigning Him The Position Of Vdg.

**Section - 13 : Cabinet Meeting And Voting Privileges**

**(a) Regular Meeting :** A Regular Meeting Of The District Cabinet Shall Be Held In Each Quarter Of The Fiscal Year In Its Judicial Area Only. The First Regular Meeting Shall Be Held Within 60 (sixty) Days After The Adjournment Of The Preceding International Convention. 14 (fourteen) Days Prior Written Notice Of Such A Meeting, Setting Forth The Agenda, Date, Time And Place Determined By The District Governor, Shall Be Given To Each Member Of The Cabinet By The Cabinet Secretary.

**(b) Special Meetings** : special Meetings Of The Cabinet May Be Called By The District Governor At His Discretion And Shall Be Convened Upon Written Request Made To The Cabinet Secretary By The Majority Of The Members Of The District Cabinet. Not Less Than 5 (five) And More Than 10 (ten) Days Written Or Telegraphic Notice For Special Meetings Setting Forth The Purpose There-of And The Date, Time And Place Determined By The District Governor, Shall Be Given To Each Cabinet Member By The District Cabinet Secretary.

**(c) Voting Privileges** : In All District Cabinet Meeting, The Voting Privileges Shall Be Extended To The District Governor, The Immediate Past District Governor, All Past District Governor, Ist&iind Vice District Governor, The District Cabinet Secretary, The Joint Or Dy District Cabinet Secretary, The District Cabinet Treasurer, The Jt Or Dy District Cabinet Treasurer (or Secretary/treasurer) The Region Chairpersons, The Zone Chairpersons And District Committee Chairpersons Recognized By The Association.

**(d) Decision Of The Cabinet** : District Governor And His/her Cabinet Members Shall Abide By The Decision Taken In The Cabinet. Failure To Do So May Disqualify Him/her To Be In The Cabinet And To Receive Any Award.

**(e) Business Transacted By Mail.** The District Cabinet May Transact Business By Mail (including Letters, Electronic Mail, Facsimile Transmission, Or Cable), Provided That No Such Action Shall Be Effective Until Approved In Writing By Two-thirds (2/3) Of The Entire Number Of The Members Of The District Cabinet. Such Action May Be Initiated By The District Governor Or Any Three (3) Cabinet Officers Of The District.

#### **Section - 14 : Quorum**

The Attendance Of Majority Of The Voting Members Of The Cabinet Shall Constitute A Quorum For Cabinet Meetings.

#### **Section - 15 : Distribution Of Clubs**

Each District Governor Shall Divide His District In To Regions And Zones Consisting Of Such Clubs As He/she May Deem Expedient And Which Is Commensurate With The Provisions Of Constitution And By-laws And Also The Policy Of The Board Of Directors Of The Association, Having Due Regard To The Geographical Location Of Clubs. All Such Regions And Zones Shall Be Subject To Change By The District Governor. A Region Should Have 10-16 Clubs And A Zone 4-6 Clubs.

**Section - 16 :**

**(a) Region Meetings :** Meetings Of The Representatives Of All The Clubs In A Region Shall Be Held During The Fiscal Year At The Time And Place As Fixed By The Region Chairperson. All Such Region Meetings Shall Be Held Under The Chairpersonship And Supervision Of The Region Chairperson.

**(b) Regional Conference :** Each Region Chairperson May Hold Annual Region Conference Latest By February End In Which All The Clubs In The Region Will Participate. The Clubs Can Send Resolutions For Consideration In The Conference. Resolution Adopted By The Conference Shall Be Forwarded To District Governor For Consideration In The District Conference. Function Like Activity Reports, Banner Presentation, Seminars Competitions And Awards Shall Be Part Of Conference.

**Section - 17 : District Governor's Zone Advisory Committee**

- (a) There Shall Be A District Governor's Zone Advisory Committee In Each Zone Under The Chairpersonship Of Respective Zone Chairperson. This Committee Will Consist Of Presidents, First Vice Presidents, Secretary And Treasurer Of All The Clubs In The Zone.
- (b) This Committee Will Meet Under The Chairpersonship Of Zone Chairperson At A Time, Place And On Date Fixed By The Zone Chairperson.
- (c) Minimum Three (3) Meetings Shall Be Organized. First

Meeting Being Held Within 90 Days After The Adjournment Of International Convention.the Second Meeting In The Month Of November/ December And The Third Meeting In The Month Of February / March.

**Section - 18 : Zone Social**

Each Zone Chairperson Shall Hold A Zone Social, To Provide Maximum Opportunity For Fellowship, In The Month Of November/december In Which All The Clubs In The Zone Will Participate.

**Section - 19 : District Governor's Honorary Committee**

The District Governor Shall Appoint A District Governor's Honorary Committee Composed Of All The Past District Governors Of The District And Will Appoint Immdt Past District Governor As The Chairman Of The Committee. Vice District Governors Shall Also Be Part Of This Meeting. The Committee Shall Meet At Least Once In Three Months And Present Its Report In Cabinet Meeting. This Meeting Should Be Organised Just Before Cabinet Meeting.

**Section - 20 : Other Committees**

The District Governor Shall Appoint Other Such Committees In Such Manner As May Be Required By Him/her Or As Suggested By The Association Time To Time. However Duration Of Such Committees Will Come To End By The Close Of The Lionistic Year.

**Article VII : District Conference**

**Section - 1 : Time, Date And Place**

An Annual District Conference Of The District Shall Be Held Prior To Multiple Convention At A Place, Date And Time Fixed By The Ruling Cabinet.

**Section - 2 : Delegates**

- (a) Each Chartered Club In Good Standing In District, Multiple, International Shall Be Represented By One Or More Delegates At The Annual District Conference And Shall Be Entitled In Each Such Convention To One Voting Delegate And One



Alternate Delegate For Each Ten Members Of The Club (fraction Being One-half Or Above To Be Rounded Off To Next Higher Number) Who Have Been Enrolled For At Least One Year And One Day In The Club Or Major Portion There Of. Each Club As Shown By The Records Of The International Office On The First Day Of The Month Preceding The Month During Which The Conference Is Held, Provided, However, That Each Such Club Shall Be Entitled To At Least One (1) Delegate And One (1) Alternate Delegate.

- (b) Delegates And Alternate Delegates Shall Be Registered Only On Payment Of Registration Charges As May Be Fixed By The District For Such Conference. Alternate Delegate Can Vote Only When Delegate Is Absent.
- (c) Each Lions Club, Newly Chartered During The Current Lionistic Year, Shall Have The Privilege Of Being Represented By One (1) Delegate And One (1) Alternate Delegate Irrespective Of The Club Strength.

**Section - 3 : Selection Of Delegates And Alternate Delegates**

The Selection Of Each Such Delegate And Alternate Delegate Shall Be Made By The Board Of Directors Of The Club And Shall Be Evidenced By A Certificate Signed By Both Its President And Secretary Or Any Two Other Officers Specifically So Authorized By The Board Of Directors Of The Club And Also Certifying That They Are Members In Good Standing.

**Section - 4 : Voting Rights To District Governor And Past District Governors**

The District Governor And Past District Governors Of The Member-districts, Irrespective Of The Clubs Being In Good Standing And Independent Of Club Delegate Quota, Shall Be Entitled To Cast One Vote On Each Issue To Be Voted Upon At The Annual District Conference And The Election.

**Section - 5 : Non Delegates**

Members Of Clubs In Sub-district Other Than Delegates And Alternate Delegates Are Entitled To Attend And Participate Without Any Specific Voting Rights In Such Conference Only After Registering And Paying Such Fees As May Be Fixed By The Cabinet.

**Section - 6 : Quorum**

A Number Of 50 (fifty) Voting Delegates In Attendance In Any Session Of The Annual District Conference Shall Constitute A Quorum.

**Section - 7 : Resolutions**

District Conference May Take Appropriate Actions On All Matters Consistent With The Constitution And By-laws Of Lions Clubs International As Well As The Constitution And By-laws Of The Multiple And May Adopt Resolutions Recommending Actions By The Multiple And / Or The Association.

**Section - 8 : Passing Of Previous Year's Account**

The Accounts Pertaining To Previous Year, If Received By The District Governor Before The Commencement Of Conference, Will Be Presented To The House For Its Adoption, Under No Circumstances The District Governor Will Withhold The Accounts From Presenting To The House. The District Governor, District Cabinet Secretary, District Cabinet Treasurer Or Any Other Cabinet Member Authorized By District Governor Of The Year For Which The Accounts Are Presented Will Be Responsible For Answering The Queries Pertaining To That Year.

**Section - 9 : Sergeant - At - Arms**

Sergeant -at - Arms And Such Assistant Sergeant - At Arms As Deemed Necessary May Be Appointed By The District Governor.

**Section - 10 : Committees Of Conference**

District Governor May Appoint Statutory As Well As Other Such Committees Which He/she May Deem Fit To Look After The Arrangement Of The District Conference. The Tenure Of Such Committee Will Come To An End As Soon As The District

Conference Is Over.

**Section - 11 : Official Proceedings :**

An Official Report, Being Complete Proceedings Of The District Conference, Shall Be Mailed To The Association And All The Clubs In The Sub-district / District By The District Cabinet Secretary Within 60 (sixty) Days After The Close Of The District Conference.

**Section - 12 : Auditing Of Conference Account**

The Accounts Of The District Conference Shall Be Audited By The Chartered Accountant Appointed By The District Cabinet. However In Case The District Conference Is Hosted By Club / Clubs, Account Of That District Conference Will Be Audited By The Auditor Appointed By The Host Club Or Appointed By The Conference Committee. If The Host Club And The Conference Committee So Desire Then The Auditor Can Be Appointed By The District Governor Also. These Accounts Shall Be Presented In First Cabinet Meeting Of Next Year And Latter On In The District Conference.

**Section - 13 : Submission Of Conference Account And Surplus Amount**

The Accounts Shall Be Completed And Audited Within 60 Days Of The Close Of The District Conference And Shall Be Submitted Together With All Relevant Papers And Auditor's Report To The District Governor Of That Year. The Gain Or Loss Of The District Conference Will Be Credited / Debited To The Account Of Host Club. However If The Conference Is Hosted By District And Total Expenditure Of The Conference Is Less Than The Total Registration Fee Collected, The Surplus To That Extent Will Be Transferred To District Funds. Or To Some Recognized Committee Like Gmc, Glt Or Lions Quest, As Decided In Cabinet Meeting Of Next Year.

**Section - 14 : Credentials**

Credentials Will Be Issued By Credential Committee With The Starting Of The Spot Registration Of Conference At The Venue Of The District Conference Before The Rules Of Procedure For The

District Conference Are Adopted By The Delegates. Time May Be Extended With The Permission Of The House.

**Article - VIII - District Revenue**

**Section - 1 : Per Capita Dues**

- (a) To Provide Revenue To Defray The Administrative Expenses The District Shall Be Entitled To Collect Annual Per Capita From Each Member Not Exceeding Rs. 300/-. (rupees Three Hundred Only)
- (b) Such Per Capita Dues To Be Collected From Each Member Shall Be Fixed By Passing A Suitable Resolution In The District Conference And Shall Be Collected For The Fiscal Year Next Following Such District Conference.
- (c) Per Capita Dues Will Be Collected In Two Equal Semi Annual Installments, First Such Installment For The Period Of July 1 To December 31 Will Be Collected Before September 10 Of Each Year And Second Installment Covering The Period Of January 1 Through June 30 Will Be Collected Before February 10 Of Each Year. For Better Administration Dues Can Be Deposited In One Installment Positively By 30th November Of The Year.
- (d) Any Changes In The Existing Per Capita Levy Will Be Made By Passing A Resolution In The District Conference, Which Will Come Into Force From The Subsequent Year.
- (e) District May Also Collect Dues For Multiple, Lcci And Any Other Dues and Transfer Them If Desired By Them. Any Additional Levy From Lcci Or Multiple Demanded Shall also Be Collected After The Approval Of District Cabinet.

**Section - 2 : Entrance Fee**

Each District Shall Levy An Entrance Fee Of Rs. 25/-on Enrollment Of Every New Member In The Club In The District And The Same Shall Be Collected From The Clubs. This Levy Shall Not Be Collected From Charter Members Of Newly Organized Clubs.

**Section - 3 : Billing Procedure**

The Billing Shall Be Based On The Monthly Membership Reports Of Each Club As Of The First Day Of July And January Respectively At The International.

**Section - 4 : Newly Chartered / Reorganized Club**

Newly Chartered And Reorganized Clubs Shall Pay Per Capita District Dues On A Pro Rata Basis From The First Day Of The Second Month Following The Date Of Their Organization Or Reorganization As The Case May Be. No District Dues Are Charged When Club Is In Status - Quo.

**Section - 5 : Utilization Of District Fund**

The District Dues Collected In Each District Shall Become And Remain A Fund Of The Said District And Shall Be Disbursed Only For Administrative Expenses Of The District As Are Approved By The District Governor's Cabinet. Payments Out Of This Fund Shall Be Made By Cheque Drawn And Signed By The District Cabinet Secretary/treasurer And Countersigned By The District Governor.

**Section - 6 : Financial Obligations**

The District Governor And His/her Cabinet Shall Not Incur Obligations In Any Fiscal Year Resulting In A Unbalanced Budget Or Deficit In The Fiscal Year And The Value Of The Merchandise Left Behind Shall Not Exceed Rs.5000/-

**Section - 7 : Funds**

Funds, Donations Or Contributions Received Or Collected By The District Governor During The Period Of His / Her Office Shall Be For And On Account Of The District He/she Represents And Shall Be Accountable By Him / Her In The Accounts Of The District.

**Section - 8 : Surplus Fund**

If At The End Of The Fiscal Year There Remains Any Surplus, The Cabinet Shall, After Payments Of All Bills And Providing For Outstanding, If Any, Transfer The Funds To The Succeeding Cabinet.

**Article - IX District Accounts And Audit**

**Section - 1 : System Of Accounts**

The District Cabinet Shall Maintain Its Accounts On Mercantile System And The Annual Final Statements Of Accounts Shall Comprise The Balance Sheet And Income And Expenditure Account Incorporating Therein Figures Of The Previous Year.

**Section - 2 : Authorization Of Expenses**

All Expenditures Shall Be Duly Authorized By The District Governor Except Specified Otherwise And Under No Circumstances Shall Exceed The Budget Approved By The Cabinet. Advance Approval Can Be Taken For Over Expenditure Within The Budget.

**Section - 3 : Approval Of Accounts**

The District Cabinet Treasurer Shall Prepare The Receipts And Payments Account Every Quarter And Shall Submit The Same In Each Cabinet Meeting For Its Approval.

**Section - 4 : Appointment Of Auditors**

The Accounts Shall Be Audited By The Auditors Appointed By The Cabinet In Its First Meeting.

**Section - 5 : Approval Of Audited Accounts - July To December**

The Accounts Of July To December Duly Audited Will Be Placed Before The Cabinet In Its Third Meeting For Approval.

**Section - 6 : Audited Accounts At Annual District Conference**

The District Cabinet Treasurer Shall Submit At The Annual District Conference A Statement Of Receipts And Payments Of The Current Fiscal Year Prepared And Audited Upto 30 Days Prior To The Date Of District Conference.

**Section - 7 : Final Accounts.**

**(a) Preparation :** A Full And Final Accounts Of The District Along With The Balance Sheet Duly Audited Shall Be Sent To The International Office, To Ruling District Governor, To Each Club President And To All Past District Governors Of The District Within 60 Days After The Close Of The Fiscal Year.

**(b) Adoption :** the Final Statement Of Accounts Together With

The Auditor's Report Shall Be Placed Before The Session Of The District Conference Next Following For Adoption And Shall Be Made Available To Delegates/alternate Delegates Attending The Annual District Conference.

**(c) Queries Or Explanations :** It Shall Be The Responsibility Of The District Governor, District Cabinet Secretary, District Treasurer Or Any Other Cabinet Member Authorized By District Governor Of The Fiscal Year To Which The Accounts Relates, To Answer The Queries Or Give Explanation On The Matters Arising Out Of Discussion On Accounts During The Annual District Conference.

**(d) Presentation :** It Will Be Mandatory For The District Governor Or The Presiding Officer Of The Conference To Allow Sufficient Time To Previous Cabinet Officer To Present The Accounts And To Have Full Debate And Discussion On The Same For Adoption.

#### **Section 8- No Awards / Rewards**

Any District Governor Who Fail To Present The Audited Accounts Of His / Her Respective Lions Year, To Be Adopted At The Ensuing Annual District Conference, Shall Not Be Eligible To Receive Any Award / Reward / Position Or Honor At The District/ Multiple / Lcci / International Level Till Such Accounts Are Presented At A Properly Convened Annual District Conference.

#### **Article -X : Seminar For Club Officers**

##### **Section 1 - Organized By District Cabinet**

The District Cabinet Will Organize A Seminar For President, Secretary, Treasurer And First Vice President-elect Of The Clubs In The District At A Place, Date And Time As Decided By The Cabinet.

**(a) Timing :** this Seminar Will Be Organized After The Multiple Convention But Positively Before International Convention.

**(b) Faculty :** The Faculty For Conducting The Seminars Will Be Preferably From Lion Fraternity Of District But It Can Be From Other Districts And Outside Also.

**(c) Levy :** the Amount Of Levy To Be Charged To Each Club

For This Seminar Shall Be Decided And Collected In Advance By Respective District Administration.

**(d) Surplus Account :** Any Surplus In This Seminar Account Will Not Be Transferred To Any Other Account But Can Be Utilized For Any Other Seminar For Club Officers / Chairpersons, Or Transferred To Next Year.

#### **Article - X : Club Organization**

##### **Section - 1 : Geographic Area**

Lions Club May Be Organized And Chartered In Any Defined Geographic Area In The Sub District Of This Multiple With The Consent Of The District Governor And / Or The Approval Of International Board Of Directors.

##### **Section - 2 : Functions**

The Clubs So Chartered Will Function As Per The Standard Form Of Constitution And By-laws Suggested By The Association.

##### **Section - 3 : Annual Dues**

Clubs Can Collect From Each Member Annual Dues To Cover International, District And Multiple Dues And Such Other Expenses As Are Necessary For Club Administration.

##### **Section - 4 : Forfeiture Of Good Standing Status**

Club Or Clubs In The Districts Who Have Failed To Pay Any Indebt-ness Due To The Association, The Club Shall Forfeit Its /their Good Standing Status And Shall Remain So Till All Its / Their Indebtness Including Arrears, Are Paid In Full To The International, Multiple District And/or The District As The Case May Be. The Recommendation For Putting A Club In Status Quo Is Made By International Office According To Constitution Or Board Policy Manual. However In Case Of Default Regarding District Dues If Not Deposited In District Half Yearly Dues By 10 November & Yearly By 30 November Of The Current Fiscal Year And Any Other Matter Not In Accordance With International Constitution By Laws Or Standard Board Policy Manual, District Governor Can Recommend To Put Any



Club In Status Quo With Approval Of Cabinet.

**Section - 5 : Privileges**

A Member Of A Lions Club In Good Standing Shall Be Considered To Be In Good Standing If He / She Has Paid All His/her Dues To The Club. Only The Members In Good Standing May Hold Any Office Or Participate In Any Deliberations Or Exercise The Voting Privilege Or Any Other Privilege Under This Constitution As A Member Or As A Delegate Or As An Alternate Delegate, In Conference/convention.

**Section - 6 : Delegates From Forfeited Good Standing Status Club**

Delegates Representing Such Clubs Which Have Forfeited Good Standing Status Shall Have No Vote In Any Session Of Any Convention Or Conference.

**Section - 7 : Dropped In Bad Standing**

No Member Of A Club In Any District Of This Multiple, Who Is Dropped From His / Her Club For Gross Misconduct, Shall Be Taken As A Member In Any Other Club Of District And Multiple For A Period Of Remaining Current Fiscal And In Case Of Members Dropped For Non-payment Of Dues Till Such Time He/she Has Cleared His / Her Dues To Old Club.

**Section - 8 : Dispute Resolution**

**Section A. Disputes Subject To Procedure.** All Disputes Subject To Membership, Club Boundaries, Or Interpretation, Breach Of, Or Application Of The District (single Or Sub-) Constitution And By-laws, Or Any Policy Or Procedure Adopted From Time To Time By The District (single Or Sub-) Cabinet, Or Any Other Internal Lions District (single Or Sub-) Matters That Cannot Be Satisfactorily Resolved Through Other Means, Arising Between Any Clubs In The District (single Or Sub-), Or Any Club(s) And The District (single Or Sub-) Administration, Shall Be Settled By The Following Dispute Resolution Procedure. Except As Otherwise Provided Herein, Any Time Limits Specified In This Procedure May Be Shortened Or

Extended By The District Governor, Or In The Event The Complaint Is Directed Against The District Governor, The Immediate Past District Governor, Conciliators Or The International Board Of Directors (or Its Designee) Upon A Showing Of Good Cause. All Parties To Any Dispute Subject To This Procedure Shall Not Pursue Administrative Or Judicial Actions During This Dispute Resolution Process.

**Section B. Complaints And Filing Fee.** Any Lions Club In Good Standing Within The Association (the “complainant”) May File A Written Request With The District Governor Or, In The Event The Complaint Is Directed Against The District Governor, The Immediate Past District Governor (a “complaint”), With A Copy To The Legal Division, Asking That Dispute Resolution Take Place Under This Procedure. The Complaint Must Be Filed Within Thirty (30) Days After The Complainant(s) Knew Or Should Have Known Of The Occurrence Of The Event Upon Which The Complaint Is Based. The Complainant(s) Must Submit Minutes Signed By The Club Secretary Certifying That A Resolution In Support Of Filing The Complaint Has Been Adopted By A Majority Of The Entire Membership Of The Club. A Copy Of The Complaint Shall Be Sent To The Respondent(s). A Complaint Filed Under This Procedure Must Be Accompanied By A Us\$750.00 Filing Fee, Or Its Equivalent In The Respective National Currency, Payable By Each Complainant To The District (single Or Sub-) Which Shall Be Submitted To The District Governor Or, In The Event The Complaint Is Directed Against The District Governor, The Immediate Past District Governor, At The Time The Complaint Is Filed. In The Event The Complaint Is Settled Or Withdrawn Prior To A Final Decision By The Conciliators, Us\$100.00 Shall Be Retained By The District (single Or Sub-) As An Administrative Fee And Us\$325.00 Shall Be Refunded To The Complainant And Us\$325.00 Shall Be Paid To The Respondent (which Shall Be Shared On An Equal Basis If There Is More Than One Respondent).in The Event

The Selected Conciliators Find The Complaint To Have Merit And The Complaint Is Upheld, Us\$100.00 Shall Be Retained By The District (single Or Sub) As An Administrative Fee And Us\$650.00 Shall Be Refunded

To The Complainant. In The Event The Selected Conciliators Deny The Complaint For Any Reason, Us\$100.00 Shall Be Retained By The District (single Or Sub-) As An Administrative Fee And Us\$650.00 Shall Be Paid To The Respondent (which Shall Be Shared On An Equal Basis If There Is More Than One Respondent). In The Event The Complaint Is Not Settled, Withdrawn, Upheld Or Denied Within The Time Frames Established By This Procedure (unless An Extension Has Been Granted For Good Cause), Then The Entire Fee Will Be Automatically Retained By The District (single Or Sub-) As An Administrative Fee And Shall Not Be Refunded To Any Party. All Expenses Incurred Relative To This Dispute Resolution Procedure Are The Responsibility Of The District (single Or Sub-), Unless Established District (single Or Sub-) Policy Provides That All Expenses Incurred Relative To This Dispute Resolution Procedure Shall Be Paid On An Equal Basis By The Parties To The Dispute.

**Section C. Response To Complaint.** The Respondent(s) To The Complaint May File A Written Response To The Complaint With The District Governor Or, In The Event The Complaint Is Directed Against The District Governor, The Immediate Past District Governor, With A Copy To The Legal Division, Within Ten (10) Days Of Receiving Notice Of The Complaint. A Copy Of The Response Shall Be Sent To The Complainant(s).

**Section D. Confidentiality.** Once A Complaint Has Been Filed, Communications Between The Complainant(s), Respondent(s), District Governor Or, In The Event The Complaint Is Directed Against The District Governor, The Immediate Past District Governor, And Conciliators Should Be Kept Confidential To The Extent Possible.

**Section E. Selection Of Conciliators.** Within Fifteen (15)

Days Of Filing The Complaint, Each Party To The Dispute Shall Select One (1) Neutral Conciliator And The Select Ed Conciliators Shall Select One (1) Neutral Conciliator, Who Will Serve As Chairperson. The Selected Conciliators' Decision Relative To The Selection Of The Conciliator/chairperson Shall Be Final And Binding. All Of The Selected Conciliators Shall Be Lion Leaders, Preferably Past District Governors, Who Are Currently Members In Good Standing Of Clubs In Good Standing In The District (single Or Sub-) In Which The Dispute Arises, Other Than A Club Which Is A Party To The Dispute, And Shall Be Impartial On The Matter In Dispute And Without Loyalties To Any Party To The Dispute. Upon Completion Of The Selection Process, The Conciliators Shall Be Deemed Appointed With All Authority Appropriate And Necessary To Resolve Or Decide The Dispute In Accordance With This Procedure.

In The Event The Selected Conciliators Cannot Agree On The Selection Of The Conciliator/chairperson Within The Time Frame Noted Above, Then The Selected Conciliators Shall Be Automatically Deemed To Have Resigned For Administrative Reasons And The Parties Must Select New Conciliators ("the Second Team Of Selected Conciliators") Who Shall Then Select One (1) Neutral Conciliator/chairperson In Accordance With The Selection Procedures And Requirements Described Above. In The Event The Second Team Of Selected Conciliators Cannot Agree On The Selection Of The Conciliator/ Chairperson From Within The District (single Or Sub-) In Which The Dispute Arises, The Selected Conciliators May Select One (1) Neutral Conciliator/chairperson Who Is A Member Of A Club In Good Standing Outside The Respective District (single Or Sub-). In The Event The Second Team Of Selected Conciliators Cannot Agree On The Selection Of The Conciliator/chairperson From Within Or Outside The District (single Or Sub-) In Which The Dispute Arises, Then The Past International Director Who Most Recently Served On The International Board Of

Directors From Within The District (single Or Sub-) In Which The Dispute Arises Or From An Adjacent District (single Or Sub-), Whichever Is Closest In Proximity, Shall Be Appointed As Conciliator/ Chairperson. The Time Limits In This Section E May Not Be Shortened Or Extended By The District Governor Or, In The Event The Complaint Is Directed Against The District Governor, The Immediate Past District Governor, The Conciliators.

**Section F. Conciliation Meeting & Decision Of Conciliators.**

Upon Being Appointed, The Conciliators Shall Arrange A Meeting Of The Parties For The Purpose Of Conciliating The Dispute. The Meeting Shall Be Scheduled Within Thirty (30) Days Of The Appointment Of The Conciliators. The Objective Of The Conciliators Shall Be To Find A Prompt And Amicable Resolution To The Dispute. If Such Conciliation Efforts Are Unsuccessful, The Conciliators Shall Have The Authority To Issue Their Decision Relative To The Dispute. The Conciliators Shall Issue Their Decision In Writing No Later Than Thirty (30) Days After The Date On Which The Initial Meeting Of The Parties Was Held, And The Decision Shall Be Final And Binding On All Parties. The Written Decision Shall Be Signed By All The Conciliators, With The Dissent Of Any Conciliator Properly Noted, And A Copy Of The Written Decision Shall Be Provided To All Parties, The District Governor Or, In The Event The Complaint Is Directed Against The District Governor, The Immediate Past District Governor, And, To The Legal Division Of Lions Clubs International. The Decision Of The Conciliators Must Be Consistent With Any Applicable Provisions Of The International, Multiple District And District Constitutions And By-laws And Policies Of The International Board Of Directors, And Is Subject To The Authority Of And Further Review By The International Board Of Directors At The Sole Discretion Of The International Board Of Directors Or Its Designee.

Failure To Comply With The Final And Binding Decision Of The Conciliators Constitutes Conduct Unbecoming A Lion And Is

Subject To Loss Of Membership Privileges And/or Charter Cancellation.

**Section - G : Status Quo / Cancellation Of Charter**

Any Chartered Club Which Shall Fail To Meet Any Obligation To This Associations Including Non-submission Of Monthly Membership Reports To The District And International And Refusal To Invite District Governor To Visit The Club May, At The Discretion Of The International Board Of Directors And In Consultation With The District Governor And / Or Vice District Governor I As The Case May Be Placed In Status Quo, Or Have Its Charter Cancelled. Any Club Placed In Status Quo Shall Forfeit All Rights And Privileges Pending Final Determination Of Its Status By International Board.

**Section - H : Club Resignation**

Any Chartered Club May Resign From The Association And Said Resignation Shall Become Effective Upon Acceptance Thereof By The International Board Of Directors. The International Board Of Director May With-hold Acceptance, However, Untill All Indebtness Have Been Paid, All The Rights To Use Of The Name 'lions' The Emblem And Other Insignia Of The Association Has Been Surrendered.

**Article XII- Constitution & By-laws Amendment**

**Section - 1 : Amending Procedure**

The Constitution May Be Amended Only At A District Conference, By Resolution Of Constitution & By-laws Committee And Adopted By Affirmative Vote Of 2/3 Rd (two Third) Of The Votes Cast In A Session Where At Least 100 (one Hundred) Delegates / Alternate Delegate Eligible To Vote Are Present.

**Section - 2 : Notice**

No Amendment Shall Be So Reported Or Voted Upon Unless The Same Shall Have Been Furnished In Writing To Each Club No Less Then 30 (thirty) Days Prior To The Convention Date Of The

Annual Convention With Notice That The Same Will Be Voted Upon At Said Convention. The Concerned Club (mover) Must Pass The Same In Their Board Of Director's Meeting.

**Section - 3 : Effective Date**

Each Amendment Shall Take Effect At The Close Of The Convention At Which Adopted Unless Other Wise Specified In The Amendment.

**Section - 4 : Special**

Any Amendment Related With Multiple Or International Constitution Can Be Made Effective Only If The Same Is Passed By Them.

**Article - XIII - Adoption Of Constitution And By-laws**

**Section - 1 : Rules, Regulations And By - Laws**

Notwithstanding Any Things Contrary Contained Herein, The Rules, Regulations And By-laws Framed And / Or Enacted By The Association From Time To Time And As Made Binding On This District Shall Apply To This District And To The Extent The Provisions Contained Herein Shall Stand Amended.

**Section - 2 : Effectiveness Of Constitution And By-laws**

The Constitution And By-laws Shall Come In To Operation Effective From July 1 Upon Adoption By Two-thirds (2/3 Rd) Of Affirmative Votes Of The Delegates Present In The Session At The Annual Convention Of The District Of Previous Lionistic Year. [minimum Attendance Of Delegate Should Be 100]

**Section - 3 : Circulation Of Constitution And By-laws**

Sufficient Copies Of Constitution And By-laws Shall Be Printed And Circulated To All Club Presidents. Vice District Governors And Past District Governors Of District. All Subsequent Changes And Amendments To The Constitution And By-laws Shall Be Notified To Members As Stated Above Time To Time.

**Section - 4 : Additional Copies**

Additional Copies Of Constitution And By-laws Of This District

Shall Be Made Available On Payment Of A Reasonable Fee To Members Of Clubs On Request.

#### **Article - XIV - Amendments**

##### **Section - 1 : Amendment By Resolution**

Except As Mentioned In Article Xi Section 1 Herein Before Appearing, The Constitution And By-laws May Be Amended Only At An Annual Convention By A Resolution Reported By The Annual Convention Committee Or Constitution & By-laws Committee And Adopted By The Affirmative Vote Of Two-thirds (2/3 Rd) Of The Votes Cast In A Session Where At Least 100 (one Hundred) Delegates / Alternate Delegates Eligible To Vote Are Present.

##### **Section - 2 : Resolution Moved By Clubs**

An Amendments To The Constitution And By-laws May Be Moved By A Lions Club Which Shall Be In The Form Of A Resolution Duly Adopted By Its Board Of Directors And A Prior Notice There Of Shall Have Been Given To The Cabinet Secretary At Least 30 (thirty) Days Prior To The Date Of Commencement Of Annual District Convention.

##### **Section - 3 : Circulating Constitutional Changes**

All Constitutional Changes Made At Any District Convention Shall Be Published By The Cabinet Secretary And Circulated To All The Member-club Within Sixty (60) Days From The Date On Which The Amendments Become Effective.

#### **By-laws**

##### **Article 1 District Convention**

##### **Section - 1 :**

**Convention And Site Selection :** The District Governor Shall Receive Invitation In Writing From Places/clubs Desiring To Entertain The Succeeding Years (s) Annual Convention. All Invitation Shall Set Forth Such Information As The District Governor Shall From Time To Time Require And Shall Be Delivered To Him / Her Not Later Than 30 (thirty) Days Prior To The Convening Date Of Convention At



Which They Are To Be Voted Upon. Procedure To Be Followed In Investigation Of Bids And In Presentation Of The Same To Convention, As Well As Action To Be Taken By Convention In Case No Bids Are Acceptable Or So Received By The District Governor Shall Be Determined By District Governor.

**Section - 2 :**

**Site Change :** The District Governor Shall Retain And Have Power To Change At Any Time For Good Reason, The Convention Site Chosen By Previous District Convention Or Cabinet Neither The District Governor Nor The District Nor Any Member Of District Cabinet Shall Incur Any Liability There By To Any Club Or Club Member In The District.

**Section - 3 :**

**Officers :** The Members Of The District Cabinet Shall Be The Officers Of The Annual District Convention.

**Section - 4 :**

**Credential Committee :** The Credential Committee Of The District Convention Shall Be Composed Of The District Governor As Chair Person, The Cabinet Secretary, Cabinet Treasurer And Two Other Non Officers Of The District Appointed By The District Governor. The Credential Committee Shall Have The Power And Perform The Duties Set Forth In The Constitution And Bylaws As Also In "roberts Rules Of Order. (newly Revised).

**Section - 5 :**

**Order Of Convention Business :** The District Governor Shall Arrange The Order Of Business For The Convention And The Same Shall Be The Order Of The Day For All Sessions.

**Section - 6 :**

**District Convention Committees :** the District Governor Shall Appoint, Designate The Chair Person Of And Fill Any Vacancies Occuring In The Following District Convention Committees, Resolution, Nomination, Election, Constitution & By Laws, Rules And

Procedure, International Convention And Any Other Needed To Smooth Functioning Of The Convention. Each Region Shall Have At Least One Representative On Each Such Committee. These Committee Shall Perform Such Duties As The District Governor Shall Designate.

**Article -II : District Nominations And Elections**

**Section - 1 : District Conference Notification And Appointment Of Nominating Committee**

The District Governor Shall Appoint, By Notification Issued At Least Sixty (60) Days Prior To The District Conference, A Nomination Committee Of Not More Than Seven (7) Members, Each Of Whom Shall Be A Member In Good Standing Of A Different Lions Club In Good Standing In The District And Shall Not At The Time Of Their Appointment Hold Any District Office. The Names And Addresses Of Lions So Appointed Shall Be Sent To All The Clubs In The District At Least Thirty (30) Days Prior To The First Day Of The Annual Conference. Care To Be Taken That No Appointee Is Member From The Club Where From Candidate Are Sponsored / Expected To Be Sponsored.

**Section - 2 : Nomination From Clubs**

Any Member Of A Club, Who Fulfills The Qualification As Laid Down By The Constitution Of Lions Clubs International May Be Elected At The Annual Conference As A District Governor Or Vice District Governor, Provided His / Her Name Is Either Proposed Through A Resolution Adopted By The Board Of Directors Of His/ Her Home Club And Ratified By The General Body Of The Club, Failing That He / She Is Proposed By The Majority Of The Clubs In The District. If The Home Club Proposes A Candidate No Other Club Shall Sponsor Such Person As A Candidate. The Sponsorer Must Furnish Evidence Of His / Her Compliance With The Qualification For Said Office Set Out In The International Constitution And By Laws.

**Section - 3 : Nominations To Reach Nomination Committee**

The Proposal For District Governor And/or Vice District Governor I & II Shall Be Sent So As To Reach The Chairperson Of The Nominating Committee At Least Three (3) Days Before The Date Of The Conference. The Nominations So Received Shall Be Scrutinized By The Nomination Committee Appointed By The District Governor, And Placed Before The Convention The Names Of All Candidates So Qualified. (the Copies Of The Proposal Can Be Sent To Members Of The Nomination Committee And District Governor.)

**Section - 4 : Nominations From Floor**

In The Event Of No Valid Proposal Being Received By The Nominating Committee, Proposals For Nominations Shall Be Invited From The Floor Of The Conference And Any Certified Delegate And In Absence Of The Delegate, His / Her Alternate Delegate Can Propose The Name Of A Member In Good Standing Of A Lions Club In Good Standing Who Fulfills The Qualifications As Laid Down For District Governor And / Or Vice District Governor In The Constitution And Such Proposal Shall Be Seconded By Any Other Certified Delegate Or In His / Her Absence By Alternate Delegate.

**Section - 5 : The District Governor's Election**

The District Governor's Elections Shall Be Conducted By Secret Ballot, With The District Governor Candidate Required To Secure A Simple Majority Of The Affirmative Votes Cast By The Delegates Present And Voting In Order To Be Declared Elected.

**Section - 6 : Procedure For The Vice District Governor's Election**

The Vice District Governor's Elections Shall Be Conducted By A Secret Written Ballot, With The Vice District Governor Candidate Required To Secure A Majority Of The Votes Cast By The Delegates Present And Voting In Order To Be Declared Elected. For Purpose Of Such Election, A Majority Is Defined As A Number More Than One-half Of The Total Valid Votes Cast Excluding Blanks And Absentation, In Case Of More Than Two Candidates For The Position Of Vice District Governor Election Will Be By Preferential

Voting. System Defined In Multiple Constitutions And Further Given In Section 8 Of This Article.

**Section - 7 : Procedure For Newly Formed Sub-district**

In Case Of Newly Formed Sub-district The Procedure For Election Of District Governor And Vice District Governor Shall Be That Of Normal Secret Ballot Or Preferential Voting As Required. However If The Newly Formed District Is Already Having Vice District Governor Then He Will Be Elected As District Governor As Per Section 5 Of This Article.

**Section - 8 : Procedure For Preferential Balloting**

As Per International Board Policy And Roberts Rules Of Order (newly Revised) 10th Edition Chapter 8 Section 45.

For Each Office The Voter Is Asked To Indicate The Order In Which He/she Prefers All The Candidates Placing The Numeral 1 Beside His/her First Preference, The Numeral 2 Beside His! Her Second Preference, And So On For Every Possible Choice. If More Than Half Of The Ballots Cast Shows One Candidate Indicated As First Choice. That Choice Has A Majority In The Ordinary Sense And The Candidate Is Declared Elected. But If There Is No Such Majority. The Ballots In The Thinnest Pile. I.e., Those Containing The Name Designated As First Choice By The Fewest Number Of Voters, Are Redistributed Into The Other Piles According To The Names Marked As Second Choice On These Ballots. The Number Of Ballots In Each Remaining Pile After This Distribution Is Again Recorded. If More Than Half Of The Total Ballots Are Now In One Pile, That Candidate Is Declared Elected Or If Not The Next Least Popular Candidate Is Similarly Eliminated By Taking The Thinnest Remaining Pile. After This Distribution Is Again Recorded. If More Than Half Of The Ballots Are Now In One Pile, That Candidate Is Declared Elected Or If Not The Next Least Popular Candidate Is Similarly Eliminated, By Taking The Thinnest Remaining Pile And Redistributing Its Ballots According To Their Second Choices Into The Other Piles. The Process Is

Repeated Until One Pile Contains More Than Half Of The Ballots Cast. The Result Being Thereby Determined In Favor Of The Candidates Having More Than 50% Votes, In The Event Of A Tie In The Winning Position The Same Shall Be Resolved As Per Article 2 : Section 12 Of By-laws Of This Multiple And/or Given In Section 12 Of This Article.

**Section - 9 : Candidacy Requirements For District Governor**

A Candidate For The Office Of District Governor Shall.

- (a) Be An Active Member In Good Standing Of A Chartered Lion Club In Good Standing In His / Her Single Or Sub-district.
- (b) Secure The Endorsement Of His/her Club Or A Majority Of The Clubs In His/her Single Or Sub-district.
- (c) Currently Be Serving As The Vice District Governor I Within The District From Which He/she Is To Be Elected; And.
- (d) Only In The Event The Current Vice District Governor I Does Not Stand For Election As District Governor, Or If A Vacancy In The Position Of Vice District Governor I Exists At The Time Of The District Conference Any Club Member Who Fulfills The Qualifications For The Office Of Vice District Governor As Set Forth In These By-laws Or Constitution And Who Is Currently Serving Or Who Has Served One (1) Additional Year As A Member Of The District Cabinet, Shall Fulfill The Requirements Of Sub-section (c) Of This Section.

**Section - 10 : Candidacy Requirements For Vice District Governor-  
i**

A Candidate For The Office Of Vice District Governor Shall:

- (a) Be An Active Member In Good Standing In A Chartered Lions Club In Good Standing In His/her Single Or Sub-district.
- (b) Secure The Endorsement Of His/her Club Or A Majority Of The Clubs In His/her Single Or Sub-district:
- (c) Have Served Or Will Have Served At The Time He Takes Office As Vice District Governor Ii With-in The District From

Which He/she In To Be Elected.

- (d) Only In The Event The Comment Second Vice District Governor Does Not Stand For Election As First Vice District Governor Or If A Vacancy In The Position Of Second Vice District Governor Exists At The Time Of District Convention, Any Club Member Who Fulfills The Qualification For The Office Of Second Vice District Governor As Set Forth In These By-laws Or Constitutions Shall Fulfill The Requirements Of Sub Section (c) Of This Section.
- (a) Candidate Requirement Of Second Vice District Governor.
  - (1) Be On Active Member In Good Standing Of A Chartered Lions Club In Good Standing In His/her Single Or Sub District.
  - (2) Secure The Endorsement Of His/her Club Or A Majority Of Clubs In His/her Single Or Sub District.
  - (3)
    - (a) As President Of A Lions Club For A Full Term Or Major Portion There-of And As Member Of The Board Of Directors Of A Lions Club For No Less Than Two Additional Years.
    - (b) As Zone Chairperson Or Region Chairperson Or Cabinet Treasurer And/or Cabinet Secretary For A Full Term Or Major Portion Thereof.
    - (c) With None Of The Above Being Accomplished Concurrently.

**Section - 11 : No Election Campaign Before Conference Call**

For Sponsoring A Candidate For The Office Of District Governor Or Vice District Governor, No Election Campaign In Any Form Shall Be Permitted Earlier Than The Conference Call For The Annual District Conference Or Sixty (60) Days Before The Date Of The Annual Conference Whichever Is Longer. Any Member Club Or Lion Member Contravening This Will Be Debarred From Taking Part In The Voting And Any Candidate Contravening Will Be Disqualified

From Contesting The Election Or From Being Elected.

**Section - 12 : The Tie Vote**

In The Event Of Tie Vote, It Shall Be Resolved As Under, Provided The Conference Has Not Been Adjourned:

The Respective Election Committee, If Any, But If None, Then The Members Of District Cabinet, Comprising Dg, Vdg, Rcs. Zcs. And Chairpersons Of The Committees Recognized By The Association, Shall Prepare Lots And The Candidate Receiving The Tie Votes Shall Cast Lots Before Such Committee Within One Hour After The Election Has Been Declared As Tie. If Any Such Candidate Shall Fail To Appear Within The Said Hour, Member Of The Respective Committee Shall Cast A Lot For Him. The Candidate, To Whom The Lot Shall Fall, Shall Be Declared Elected. The Type Of Lot ~ To Be Cast Shall Be Determined By The Respective Committee.

**Section - 13 : Code Ofconduct For Election**

Code Of Conduct As Mentioned Below Shall Be Observed Strictly By Each Candidate For The Office Of District Governor And Vice District Governor. Any Breach Of Conduct May Disqualify Him / Her From Contesting The Election.

- (a) District Governor Will Appoint A District Election Supervisory Committee Consisting Of Not More Than Five (5) Past District Governors. These Five Members May Appoint A Chairperson From Amongst Themselves. Any Past District Governor From The Home Club Of A Candidate Will Not Be The Part Of This Committee.
- (b) Immediately On Receiving The Official Call From The District Governor For Annual Conference The President Of The Club From Which A Candidate Is Proposed To Be Sponsored For The Office Of District Governor And Or Vice District Governor, May Send A Letter Of Intention To The Chairperson Of District Election Supervisory Committee With A Copy To District

Governor In Office.

- (c) For Sponsoring A Candidate For The Office Of The District Governor / Vice District Governor No Election Campaign In Any Form Shall Be Permitted Earlier Than The Call Of The District Governor For The Conference Or Sixty (60) Days Before The Date Of The Conference.'
- (d) The Home Club Of A Candidate Shall Not Send More Than Two Brochure/pamphlet Or Appeal. The Brochure Will Elucidate The Candidate's Posts Held In Club And District, Achievements In Lionism, Business, Profession Or Social Life So That The Electorate Gets Acquainted And Is Well Informed About The Candidate.
- (e) The Sponsored Candidate Shall Be Entitled To Send Two Personal Appeal.
- (f) In No Way Should The Brochures Undermine Or Denigrate The Other Candidates Either Directly Or Indirectly, As This Will Be Considered A Serious Breach Of Code Of Conduct.
- (g) Each Prospective Candidate Can Be Invited And Will Be Entitled To Address All The Region Conferences Of His/her District For Five (5) Minutes Without Any Critical References To Other Prospective Candidates Or The Present Administration.
- (h) The Candidate Along With His Home Club President Or Other Members Of His / Her Club May Visit The Individual Clubs In Their Board Of Directors Meeting Or Regular Meetings Only Once After The Official Call Of The Annual Conference Is Issued By District Governor. He/she And / Or His/her Club Members Will Speak About His/ Her Candidacy. No Reference Of Whatsoever Nature Will Be Made About Other Candidates.
- (i) No Other Club, Except The Home Club, Will Pass A Resolution Supporting The Candidature Of Any Candidate. In Case Home Club Does Not Sponsor A Prospective Candidate And He /



She Still Desires To Run For The Post Then Provision Of The Multiple Constitution Shall Be Followed. I.e. The Supporting Resolution From More Than Half Number Of Clubs In The District.

- (j) A Prospective Candidate Or His/her Representative Shall Not Host Dinners, Tea Parties, Get Together Nor Extend Any Hospitality Or Give Gifts At Any Club/region/district/function. This Will Be Considered A Serious Breach Of The Code Of Conduct.
- (k) Candidate Or His/her Supporter's Will Not Give Any Gifts To Delegates, Alternate Delegates Or Any Other Member Registered At The Conference.
- (i) A Candidate Or His/her Supporters Shall Not Be Permitted To Have Any Booth At The Venue Of The Conference Nor Will They Be Permitted To Distribute Any Soft Drinks, Gifts, Food Articles From Any Other Area Or At The Venue.
- (m) No Donations In Cash Or Kind May Be Given By A Candidate Or His/her Home Club Or Any Other Person To Any Lion Member Or Club During The Year Of His / Her Candidature.
- (n) The Prospective Candidate Or Anyone On His / Her Behalf Shall Not Promise Any Member Directly Or Through Someone A Position In The Cabinet.
- (o) No Active Canvassing Shall Be Permitted At The Venue Of District Conference Or In The Auditorium By Candidate Or His/her Supporters On The Date Of Election. However, The Candidate Shall Be Permitted To Stand Along With Maximum Ten (10) Supporters At A Place Fixed By The District Election Supervisory Committee To Greet The Delegates And Alternate Delegates.
- (p) Any Breach Of Code Of Conduct Shall Be Notified To Election Committee, Who Will Hold The Meeting Of Committee And Give Report To District Governor For Suitable Action.

**Section - 14 : Nomination Speeches**

At The Conference Each Of The Duly Nominated Candidate For The Officer Of District Governor And Vice District Governor I & li Shall Be Entitled To Address The Delegates Himself/herself Or Through His Lion Representative For Maximum Five Minutes As Per The Norms Set By Rules Of Procedure Committee.

**Article - Iii : Functions And Duties Of District Officers****Section - 1 :**

**(a) District Governor :** As An International Officer Of This Association, And Under The General Supervision Of The International Board Of Directors, He/she Shall Represent The Association In His/her District. In Addition, He/she Shall Be The Chief Administrative Officer In His/her District And Shall Have Direct Supervision Over The Region Chairpersons, The Zone Chairpersons, The Cabinet Secretary And Cabinet Treasurer (or Secretary Cum Treasurer) And Such Other Cabinet Members As May Be Provided For In The Respective Single, Or Multiple District Constitution And By-laws. His/her Specific Responsibilities Shall Be To:

- (1) Further The Purposes Of This Association. He Is The Ceo Of The District Administration.
- (2) Oversee The Global Membership Team At The District Level And Inspire Other District Officers To Actively Support Membership Growth And New Club Organization.
- (3) Oversee The Global Leadership Team At The District Level And Inspire Other District Officers To Actively Support Leadership Development At The Club And District Levels.
- (4) Support And Promote The Lions Clubs International Foundation.
- (5) Preside, When Present, Over The District Convention, And Cabinet And Other District Meetings.

(6) Perform Such Other Functions As Required By The International Board Of Directors.

(7) Oversee The Total Administration Of District, Control Over Income/expenditure. Represent The District In Multiple, Lcci And International Meetings As Required. He/she Will Make Sure That All Requirements Of International, Multiple And This Contribution And Bye Laws Are Followed Strictly. He Can Delegate The Responsibility For Better Administration.

**(b) First Vice District Governor :** The First Vice District Governor, Subject To The Supervision And Direction Of The District Governor. Shall He Chief Administrative Assistant To The District Governor. His/her Specific Responsibilities Shall Be To:

- (1) Further The Purposes Of This Association.
- (2) Serve As The Key District Governor Team Liaison To The Global Member Ship Team And Take An Active Role In Membership Growth, Extension Of New Clubs, Retention And Ensuring Existing Club Is Success Within The District.
- (3) Work With The District Governor, Second Vice District Governor, And The Global Leadership Team To Develop And Implement A District Plan For Leadership Development.
- (4) Become Familiar With The Duties Of The District Governor So In The Event Of A Vacancy In The Office Of District Governor He/she Will Be Better Prepared To Assume The Duties And Responsibilities Of Said Office.
- (5) Perform Such Administrative Duties As May Be Assigned By The District Governor.
- (6) Perform Such Other Functions And Acts As May Be Required For Him/her By The International Board Of Directors And Other Directives,

- (7) Actively Participate In All Cabinet Meetings And Conduct All Meetings In The Absence Of The District Governor.
- (8) Participate In Council Of Governors Meetings As Appropriate.
- (9) Participate In The Preparation Of The District Budget.
- (10) Engage Actively In All Matters To Be Continued During The Next Year.
- (11) At The Request Of The District Governor, Supervise Appropriate District Committees And Participate In The Review Of Strengths And Weaknesses Of The District Particularly The Weak Clubs.

**(c) Second Vice District Governor :** The Second Vice District Governor Is Subject To The Supervision And Direction Of The District Governor. His/her Specific Responsibilities Shall Be To:

- (1) Further The Purposes Of This Association.
- (2) Serve As The Key District Governor Team Liaison To The Global Leadership Team And Actively Participate And Inspire Other District Officers To Administer And Promote Effective Leadership Development.
- (3) Work With The District Governor, First Vice District Governor, And The Global Membership Team To Develop And Implement A District-wide Plan For Membership Growth.
- (4) Perform Such Duties As Assigned By The District Governor.
- (5) Perform Such Other Functions And Act As Required By The Policy Of The Association.
- (6) Actively Participate In All Cabinet Meetings And Conduct All Meetings In The Absence Of The District Governor And The First Vice District Governor.
- (7) Participate In The Preparation Of The District Budget.
- (8) Actively Engage In All Matters To Be Continued During

The Following Year.

- (9) At The Request Of The District Governor, Supervise Appropriate District Committees And Participate In The Review Of Strengths And Weaknesses Of The District &organise Seminars & Workshop On Leadership Development For Better Administration Of Clubs & District.

**Section - 2 : District Cabinet Secretary**

Under The Supervision And Direction Of The District Governor District Cabinet Secretary Shall;

- (a) Keep An Accurate Record Of The Proceedings Of All Meetings Of The Cabinet And Within Fifteen (15) Days After Each Meetings, Forward Copies Of The Same To All Members Of The Cabinet And The Office Of Lions Clubs International.
- (b) Takes And Keep Minutes Of The District Conference And Furnish Copies Of The Same To Lions Clubs International, The District Governor In Office And President Of Each Club In The District.
- (c) Assist The District Governor And The Cabinet In Conducting The Business Of The District And Perform Such Other Duties As Are Specified / Implied In This Constitution And By-laws Or As May Be Assigned To Him / Her From Time To Time By The District Governor And / Or His/her Cabinet;
- (d) Sign All Notices And Documents Issued By The District,
- (e) Make An Annual Report To The Cabinet At Its Meeting Immediately Preceding The District Conference And Submit Such Other Reports Items As The District Governor Or The Cabinet May Require. The Stress Should Be On Activities And Membership Growth In District.
- (f) Mail The Official Report Of The Complete Proceedings Of The District Conference, Within Sixty (60) Days After The Close Of The Said Conference, To The Association, And To All Lions

Clubs In The Sub District, Multiple Council And Cabinet Officers.

- (g) Perform Such Other Function And Acts As May Be Required By Directives Of International Board Of Directors, Multiple Council And Lcci.

#### **Section - 3 : District Cabinet Treasurer**

Under The Supervision And Direction Of District Governor The District Cabinet Treasure Shall:

- (a) Collect And Pass Receipts For All Per Capita Dues Levied On Clubs In The District, Deposit The Same In Such Bank Or Banks As The Cabinet Shall Determine And Disburse The Same By Order Of The District Governor And/or The Cabinet. He Shall Also Communicate To Clubs The Status Of International, Multiple And District Dues Outstanding And Make All Out Effects In Collecting The Same. He Should Take Care And See That No Club Goes In The Direction Of Status-qno.
- (b) Keep Books Of Accounts And Records Upon Direction Of District Governor Or The Cabinet, He/she Shall Furnish Such Books And Records As Requested, To The Auditors Appointed By The Cabinet:
- (c) Remit And Pay To Multiple District Treasurer And Lcci The Dues Collected Per Capita In The District And Obtain Proper Receipt.
- (d) At The Close Of Fiscal Year, Prepare The Accounts Of Administration As Well As Trust If Any, And Get These Audited And Present The Same In The Next Conference For Approval Of The House And Assist District Governor In Answering The Queries Pertaining To The Accounts.
- (e) Perform Such Other Function And Act As May Be Required By Directives Of The District Governor / Cabinet And International Board Of Directors.

#### **Section - 4 : Region Chairperson**

Under The Supervision And Direction Of District Governor The Region Chairperson Shall:

- (a) Attend The Regular And Special Meetings Of The Cabinet;
- (b) Assist The District Governor On Promoting Lionism In His Her/her Region By Performing Such Duties As May Be Delegated To Him/her From Time To Time By The District Governor And The Cabinet;
- (c) Further The Purposes Of The Association.
- (d) Endeavour To Visit Every Club In His/her Region Operating Under A Duly Adopted Club Constitution And By-laws;
- (e) Promote Representation At District, Multiple And International Conventions By At Least The Full Quota Of Delegates To Which The Clubs In His/her Region Are Entitled;
- (f) Supervise And Assist The Zone Chairpersons Of His/her Region In The Performance Of Their Duties And Co-operate With Them In Arranging And Holding Zone Meetings/district Governor's Zone Advisory Committee Meetings;
- (g) Attend The Regular Board Meeting And General Body Meeting Of Each Club In His/her Region At Least Once A Year;
- (h) Hold Annual Region Conference Before District Conference.
- (i) Play An Active Role In Organising New Clubs, Strengthen Weak Clubs, Retention Of Members, Growth And Purposeful Activities By Clubs.
- (j) Perform Such Additional Assignments As Shall Be Given To Him/her From Time To Time By District Governor And International Board Of Directors.
- (k) Have Region Staff Meet Prior To Beginning Of Year And A Mid Year Meeting For Review.
- (l) Have A Regional Conference With Sttendance Of All Clubs In Region With A Agenda Useful To Clubs And Lionism.

**Section - 5 : Zone Chairperson**

Under The Supervision And Direction Of District Governor And

Region Chairperson, The Zone Chairperson Shall Fullher The Purpose Of The Association And:

- (a) Make A Report Of Each District Governor's Advisory Committee Meetings And Send Copies There Of Within Five (5) Days Thereafter To Lions Clubs International, District Governor And Region Chairperson;
- (b) Endeavour To Visit Every Club In His/her Zone Operating Under A Duly Adopted Club Constitution And By-laws;
- (c) Arrange With The Co-operation Of Region Chairperson The Scheduled Zone Meetings;
- (d) Encourage Inter-club Meeting, Social Activities And Organizing New Clubs, And Membership Growth.
- (e) Promote Attendance At Charter Nights And Newly Organized Clubs; And Guide How To Retain Members.
- (f) Promote Representation At District, Multiple And International Conventions By At Least The Full Quota Of Delegates To Which The Clubs In His/her Zone Are Entitled;
- (g) Attend The Regular Board Meeting & General Body Meeting Of Each Club In His/her Zone At Least Twice A Year
- (h) Organize At Least One Zone Social During His / Her Year To Provide Maximum Fellowship To His/her Zone Club:
- (i) Help In Solving The Problem Of The Clubs If Any. Also Help Strengthen Weak Clubs.
- (j) Perform Such Other Function And Acts As May Be Required From Him/her By Direction Of District Governor And International Board.
- (k) He Must Keep Liaison With Clubs Under Him And District And Feed All Useful Information. He Is A Most Active Link Between Club, Region And District.

**Section - 6 : Other District Cabinet Officers**

Subject To The Supervision Of The District Governor, They Shall Perform Such Function And Acts As May Be Required By The



International Board Of Directors Or By Provisions Of The Respective Single. Sub And Multiple Constitution And By-laws Which Are Consistent With The Constitution And By-laws And Policies Of The International Board Of Directors. His/her Specific Responsibilities Shall Be To.

- (a) Assist The District Governor In The Performance Of His/her Duties And In The Formulation Of Administrative Plans And Policies Effecting The Welfare Of Lionism Within The Sub-district.
- (b) Receive From The Region Chairperson Or Other Assigned District Cabinet Members, Report And Recommendations Which Concern~the Clubs And Zone.
- (c) Supervise The Collection Of All Per Capita Taxes, Designate A Depositary (s) For Said Funds And Authorise The Payment Of All Legitimate Expenses, Pertaining To The Administration Of The District.
- (d) Prepare Semi Annually Or More Frequently. (before Cabinet Meeting) Financial Reports From The Cabinet Treasurer. They Should Also Monitor The Payments Of International Per Capita Dues And Other Payment.
- (e) Provide For An Audit Of The Books And Account With The District Governor's Approval, Setup Definite Schedule Of Dates. Times And Places Of Cabinet Meeting To Be Held During The Fiscal Year.
- (f) Help In Organising Activities By Clubs And Guide Them To Take Maximum Help From Govt. Agencies.

**Section - 7 : District Governor's Zone Advisory Committee**

District Governor Advisory Committee Shall Consist Of Zone Chairperson, Presidents, Secretaries, Treasurers And 1st Vice Presidents Of The Clubs In Zone. It Shall Assist The Zone Chairperson In An Advisory Capacity, Procure Recommendations Affecting The Welfare Of Lionism And The Club In The Zone And

Relay The Same Through The Zone Chairperson To The District Governor And His/her Cabinet. It Shall Hold At Least Three (3) Meetings During The Fiscal Year. The Time And Date To Be Fixed As Per The International Zone Chairperson Manual.

**Section - 8 : Honorary Committee**

- (a) This Committee Being Composed Of Past District Governors Will Help District Governor In Promotion Of Harmony Throughout The District;
- (b) They Will Seek Latest Information About Working And Development At District, Multiple, Lcci And The Association Level;
- (c) They Will Accept Such Assignments Which Are Given By The District Governor At District And Multiple Level;
- (d) Without Interfering In Day To Day Working Of District Governor, They May Advise From Time To Time On Various Issues Related To District Functioning Such As Membership Developments, Leadership Development, Restructuring Of District, Lcif Grant, Lcif - Aided Projects And Long Range Planning Concerning The District; And Bring To The Notice Of Dg Team The Failure And Problems In District. Those Pdgs Representing District In Multiple Should Report About Happening In Multiple.
- (e) They Will Help District Governor In Conducting Annual District Conference.

**Section - 9 : Sergeant-at-arms**

Sergeant -at-arms Shall Maintain Order And Decorum At The District Conference And Perform Such Other Duties As Are Incidental To His/her Office Or Given By District Governor.

**Article -iv : Committees For District Conference**

The District Governor Shall Appoint Before The Annual District Conference Following Committees And Shall Declare The Same In The Official Call Given By Him/her For Annual District Conference.

**Section - 1 : Credential Committee**

This Committee Shall Be Composed Of District Governor, Cabinet Secretary And Cabinet Treasurer. If Required Two (2) More Members, Preferably Joint Cabinet Secretary And Joint Treasurer, May Be Included In This Committee. The Chairperson Of The Committee Shall Be District Governor. He Can Appoint A Co-chairperson From Any Of The Committee Members.

It Shall Be The Duty Of This Committee To Certify Validity Of Credentials, To Compile Credential Statistics And Report The Same To The Conference When Called For.

This Committee Will Hand Over The Details Of The Clubwise Credentials Issued And Names Of The Delegates Registered To The Election Committee Before Balloting.

**Section - 2 : Rules Of Procedure Committee**

The Chairperson Of This Committee Will Be A Past District Governor Appointed By District Governor. This Committee Will Frame The Rules Of Procedure, Which Will Govern The Proceedings Of The Conference.

**Section - 3 : Resolutions Committee**

Chairperson Of This Committee Shall Be A Past District Governor Appointed By District Governor. This Committee Will Receive The Resolutions, Other Than Those Related To Constitution And By-laws, Either Directly Or Through District Governor And Shall Present Such Resolutions, Which The Committee Feels Proper And Acceptable. Courtesy Resolution Shall Also Be Prepared And Presented By This Committee In Consultation With District Governor.

**Section - 4 : Constitution And By-laws Committee**

A Past District Governor Appointed By District Governor Will Be The Chairperson Of This Committee. This Committee Will Receive The Resolutions Directly From The Clubs Or Through District Governor Concerning The Constitution And By-laws Of The District, Multiple And The Association And Shall Present To The

House For Its Approval Such Resolutions Which Are Found To Be In Order. Any Resolution Approved By The House Shall Be Sent To Appropriate Authority Through District Governor For Necessary Action.

**Section - 5 : Nomination Committee**

The District Governor Shall Appoint A Nomination Committee Under The Chairpersonship Of A Past District Governor. The Number Of Members Of This Committee Shall Not Exceed Seven (7). Each Member Of This Committee Shall Be A Member In Good Standing Of A Different Lions Club In Good Standing In The District And Shall Not Hold Any District Office At The Time Of Their Appointment I & II. This Committee Shall Receive The Nominations For The Post Of District Governor And Vice District Governor, Scrutinize The Same As Per The Constitution And By-laws And Submit Its Report To The House For Approval. Past District Governor Or A Member From A Club Proposing A Candidate Shall Not Be Included In This Committee.

**Section - 6 : Election Committee**

This Committee Shall Be Composed Of Past District Governors Only. Chairperson Will Be Appointed By District Governor From Amongst The Past District Governors. If Required The District Governor May Appoint Some Of His Cabinet Members To Assist The Election Committee At The Time Of Balloting.

One Member Nominated By Each Candidate Whose Nomination Is Accepted By The House Shall Be Co-opted By The Election Committee As Observer And Will Be Allowed To Stay In The Premises Where The Balloting Is Held And Also During The Counting Of The Ballots. However He/she Will Not Be Permitted To Solicit Any Favour From The Delegates During The Balloting. In Case Any Candidate Withdraws, His/her Nominee Will Automatically Ceases To Be An Observer.

The Balloting System Is To Be Kept Secret And After Completion Of Balloting Time, Manage Counting And Declare

Results To Conference. All Election Material To Be Destroyed With The Permission Of House If Their Is No Objection For Any Matter Related With Election.

**Section - 7 : Committee And Their Members**

District Governor Shall Appoint Members In Each Of The Committee, Which Members Shall Be From Different Chartered Lions Club In Good Standing Within The District. Except Election Committee All Other Committees As Mentioned Above Shall Consist Of A Maximum Five (5) Member Including The Chairperson. However At The Request Of Chairperson Of Election Committee District Governor Can Include More Members In Election Committee For The Purpose Of Conducting The Election Only.

District Governor If Feels Necessary May Appoint Other Committees To Help In Conducting The Conference.

**Artical - V**

**Nomination And Endorsement Of International Director And 3rd Vice President Nominees.**

**Section - 1 : Endorsement Procedure**

Endorsement Procedure For Nomination And Endorsement Of Candidates For The Post Of International Director And 3rd Vice President Shall Be Followed As Provided In Multiple And International Constitution And By-laws.

**Article - Vi**

**Rules Of Procedure**

Except As Otherwise Specially Provided In The Constitution And By-laws, Or In The Rules Ot Procedure Adopted For A Meeting, All Questions Of Order And Procedure Adopted For A Meeting, And Questions Of Order And Procedure In Any District Meeting Or Convention, Any Meeting Of The District Cabinet, Region, Zone Or Member Club Or Of Any Group Or Committee Of Any One Of Them Shall Be Determined By The Respective Constitution & By-laws Or Roberts Rules Of Order (newly Revised).

## **Article - Vii**

### **Miscellaneous Provisions**

**Section 1:** Name Emblem And Other Logos Of The Association :- The Name, Goodwill, Emblem And Other Insignia Of This Association And Lions Club Chartered There Under May Not Be Used, Published Or Distributed By Any Lions Club, Lions Club Member Or Any Lions District Or By Any Entity Organised And/or Controlled By Any Lions Club, Lions Club Member Or Members Or Any Lion District For Any Purpose Except Those Expressly Authorised By The Provisions Of The Constitution Or By Policies Of The International Board Of Directors; And No Other Individual Or Entity May Use The Name, Goodwill, Emblem And Other Insignia Of The Association And Lions Club Chartered There Under Without Such Written Consent And Licence As Shall Be Required By The International.

### **Section - 2 :**

Any Member Of Lions Club Whose Membership Is Terminated For Non Payment Of Dues Can't Become Member Of Another Club Unless He Pays All Dues Of Club Where He Was Member Earlier.

### **Section - 3 :**

Any Member Of Lions Club Whose Membership Is Terminated For Gross Misbehavior Shall Not Be Enrolled In Other Club For Remaining Current Fiscal Year. However District Cabinet May Consider And Remove The Disqualification.

### **Section - 4 :**

**Financial Obligation :** The District Governor And His/her Cabinet Shall Not Incur Obligation In Any Fiscal Year Which Will Effect An Unbalanced Budget Or Deficit In Said Fiscal Year.

### **Section - 5 :**

**Audit Or Review Of Books :** The District Governor's Cabinet Shall Provide For An Annual Or More Frequently Audit Or Review Of The Books And Accounts Of The District And A Statement Of The

Financial Condition Of The District Shall Be Sent To Lions Clubs International And Each Club In The District At The Close Of The Fiscal Year By The Cabinet Then In Office.

**Section - 6 :**

**Fiscal Year :** The Fiscal Year Of The District Shall Be From 1st Of July To 30th Of June Or Claims According To The Terms And Condition Of Rules And Procedure Adopted From Time To Time By The International Board Of Directors.

**Article VIII Amendments**

**Section - 1 :**

**Amending Procedure :** These By-laws May Be Amended Only At A District Conference By Resolution Reported By Constitution And By-laws Committee And Adopted By A Majority Of The Votes Cast. The Minimum Attendance At Such Meeting Should Not Be Less Than 100 (one Hundred) Registered Voting Delegates / Alternate Delegates.

**Section - 2 :**

**Notice :** No Amendment Shall Be So Reported Or Voted Upon Unless The Same Shall Have Been Furnished In Writing To Each Club, No Less Than 30 (thirty) Days Prior To The Convening Date Of The Annual Convention With Notice That The Same Will Be Voted Upon At The Said Convention.

**Section - 3 :**

**Effective Date :** Each Amendment Shall Take Effect At The Close Of The Convention At Which Adopted Unless Otherwise Specified In The Amendment.

**Section - 4 Automatic Update.** When Amendments To The International Constitution And By-laws Are Passed At The International Convention, Any Amendments That Would Have An Effect On This District Constitution And By-laws Shall Automatically Be Updated In This District Constitution And By-laws At The Close Of The Convention.

**Artical lx****Effective Time**

The Constitution And By Laws Shall Take Effect At The Close Of The District Convention At Which The Same Is Adopted By A Majority Of The Vote Cast Or Form The Beginning Of Next Lionistic Year Unless Otherwise Started.

**Artical X****Policy Manual**

Policy Manual And Suggested Guide Lines Issued By The Association Up To Date Shall Be Treated As Part Of By-laws Unless Inconsistent With The District Constitution And By-laws Shall Be Applicable As If Adopted As By-laws

The Standard Form District Constitution And By-laws Shall Govern The Sub District Comprising The Multiple Districts Unless Otherwise Amended So As Not In Conflict With The Multiple District And International Constitution And By Laws And Policies Of Lion Clubs International.

Whenever There Exist A Conflict Or A Contradiction Between The Provisions Set Out In The District Constitution And By-laws, Than The Multiple District Constitution And By-laws Or International Constitution & By-laws (as The Case May Be) Shall Govern. In Such Conflict The Help From Roberts Rules Of Order Can Be Taken.

**Exhibit A****Sample Rules Of Procedure**

**These Sample Rules Of Procedure Are Guidelines And May Be Amended By The District Cabinet And Adopted By The Delegates Of The Convention.**

**District \_\_\_\_\_ Convention**

**Rule 1.** The District Governor Shall Arrange The Order Of Business For The District Convention. Except For Registration And Certification Hours, Which May Not Be Changed, Deviation From The Announced Order Of Business Shall Be Made Only By Consent Of



Three-fourths (3/4) Of The Certified Delegates Assembled At Any Session At Which A Quorum Is Present. A Majority Of Those Certified Delegates Present In Person At Any Session Shall Constitute A Quorum.

**Rule 2.** Except As Otherwise Provided In The Lions Clubs International Constitution And By-laws, The District \_\_\_\_ Constitution And By-laws, National Custom And Practice Or These Rules, Robert's Rules Of Order, Newly Revised Shall Govern All Questions Of Order And Procedure.

**Rule 3.(a)** The Credentials Committee Shall Be Composed Of The District Governor, As Chairperson, The Cabinet Secretary/ Treasurer And Two Other Non-officers Of The District Appointed By The District Governor; Provided, However, The District Governor May Designate Any Other Committee Member As Chairperson. The Credentials Committee's Primary Responsibility Shall Be To Verify Club Delegate Credentials. In Carrying Out This Responsibility, The Credentials Committee Shall Have The Powers And Shall Perform The Duties As Established By National Custom And Practice Or As Set Forth In Robert's Rules Of Order, Newly Revised.

(b) The Registration And Certification Of Delegates Shall Occur On The Day(s) Of \_\_\_\_\_ Between The Hours Of \_\_\_\_\_ And \_\_\_\_\_.

(c) The Number Of Certified Delegates Shall Be Announced To The Convention Upon Close Of Certification And Prior To The Commencing Of Voting.

**Rule 4.** (a) 60 Days Prior To The Convening Of The Convention, The District Governor, Unless Otherwise Provided, Shall Appoint, And Designate The Chairperson Of, Nominations Committee Consisting Of Max Seven (7) Members. It Shall Be The Committee's Responsibility To Review The Qualifications Of Each Nominated Candidate Within 5 Days Prior To The Election And Rule

On The Eligibility Of The Same.

(b) Candidate May Withdraw From The Contest At Any Time Prior To The Issuance Of The Final Report Of The Nominations Committee.

**Rule 5.** Replacement Of Delegates And Alternate Delegates.

(a) To Replace A Delegate And/or Alternate Delegate Already Certified, The Replacement Must Surrender The Copy Of The Credential Certificate Issued To The Member He/she Is Replacing.

(b) On The Day Of Voting, A Duly Certified Alternate Delegate Shall Be Allowed To Obtain A Ballot And Vote In Lieu Of A Duly Certified Delegate From The Same Lions Club By Presenting His/her Copy Of His/her Alternate Credential Certificate Together With The Copy Of The Certified Delegate's Credential Certificate To The Voting Personnel At Which Time The Voting Personnel Will Make The Necessary Notation On The Credential Records Marking That A Substitution Has Been Made On The Respective Club's Delegate Entitlement. Alternate Delegates Who Were Not Certified Cannot Replace A Certified Or Uncertified Delegate.

**Rule 6.** Nominations For The Offices Of District Governor, First And Second Vice District Governor And Such Other Offices To Be Filled By The Convention Shall Be Limited To Nominating/ Seconding Speeches Not To Exceed \_\_\_\_\_ Minute(s) For Each Nominee.

**Rule 7.** (a) Prior To The Convention, The District Governor Shall Appoint, And Designate The Chairperson Of, An Elections Committee Consisting Of Five (5) Members. Each Duly Nominated Candidate Shall Also Be Entitled To Designate One (1) Observer Through His/her Club. The Observers May Oversee Election Procedures Only, But May Not Participate Directly In The Committee's Decision Making.

(b) The Elections Committee Shall Be Responsible For

Preparation Of Elections Materials, Vote Tabulation, And Resolving Questions Concerning The Validity Of Individual Ballots. The Committee's Decision Shall Be Final And Binding.

(c) The Elections Committee Shall Prepare A Comprehensive Report Of The Election Results Containing The Following Components: Date, Time And Place Of Election; Specific Voting Results By Candidate; Signature Of Each Committee Member And Observer. The District Governor, Council Chairperson And All Candidates Shall Be Provided A Copy Of The Committee's Report.

**Rule 8.** Voting. (a) Voting Will Take Place At A Predetermined Location And Time.

(b) To Secure A Ballot Card, The Delegate Shall Present His/her Credential Certificate To Voting Personnel For Verification. Once Verified, The Delegate Shall Be Issued A Ballot.

(c) The Voter Shall Indicate His/her Vote By Placing A Mark In The Appropriate Location By The Name Of The Candidate Of His/her Choice. The Mark Must Be Placed In The Proper Location To Constitute A Valid Vote. Any Ballot Containing Votes For More Than The Specified Number Of Offices To Be Filled In Any Section Shall Be Declared Invalid To That Particular Section.

(d) A Majority Vote Shall Be Necessary To Elect The District Governor, First Vice District Governor And Second Vice District Governor. A Majority Is Defined As A Number More Than One-half Of The Total Valid Votes Cast Excluding Blanks And Abstentions. If A Majority Vote Is Not Received In The Election Of District Governor, First Vice District Governor And Second Vice District Governor, A Vacancy Shall Occur And Article IX, Section 6(d) Of The International By-laws Shall Apply.

(e) A Majority Vote Shall Be Necessary To Elect All Other Candidates. In The Event Any One Candidate Shall Fail To Receive The Required Number Of Votes To Be Elected, Additional Balloting Shall Take Place As Outlined In This Section Until Such Time As

One Candidate Secures A Majority Vote.

**Exhibit B**

**Rules Of Procedure**

**Special Meeting To Recommend  
A Lion For Appointment As District  
Governor**

**Rule 1.** In The Event A Vacancy Arises In The Office Of District Governor, It Shall Be The Duty Of The Immediate Past District Governor, Or If Not Available, The Most Recent Past District Governor Who Is Available, Upon Notification From The International Office, To Convene A Meeting Of The District Governor, Immediate Past District Governor, First And Second Vice District Governors, The Region Chairpersons, Zone Chairpersons And The Secretary And Treasurer Or Secretarytreasurer And All Past International Presidents, Past International Directors And Past District Governors Who Are Members In Good Standing Of A Chartered Lions Club In The District For The Purpose Of Recommending A Lion For Appointment By The International Board Of Directors.

**Rule 2.** Written Invitations To This Meeting Shall Be Sent As Soon As Possible So That The Meeting Is Held Within The Required Fifteen (15) Days Of Receipt Of Notification. The Immediate Past District Governor, As The Meeting's Chairperson, Shall Have The Authority To Select The Meeting Site, Date And Time. However, He/she Shall Use His/her Best Efforts To Select A Centrally Located Meeting Venue, And Schedule The Meeting At A Convenient Date And Time Within The Required Fifteen (15) Days.

**Rule 3.** The Chairperson Shall Maintain A Written Attendance Roster.

**Rule 4.** Each Lion Who Is Entitled To Attend The Meeting May Make One Nomination Of His/her Choice From The Floor.

**Rule 5.** Each Such Nominee Shall Be Entitled To One Seconding Speech, Only, In His/her Behalf Of Not More Than Three

(3) Minutes In Duration, And May Speak Personally For Five (5) Additional Minutes. When Each Nominee Has Had An Opportunity To Present His/her Remarks, The Chairperson Shall Declare The Nominations Closed. No Additional Nominations Shall Be Accepted After The Close Of Nominations.

**Rule 6.** Voting. (a) Voting Will Occur Immediately After The Close Of Nominations.

(b) Voting Will Be By Written Ballot Unless A Majority Of The Members Attending The Meeting Select Another Voting Method.

(c) The Member Shall Indicate His/her Vote By Writing The Name Of His/her Choice On The Ballot. Any Ballot Containing Votes For More Than One Nominee Shall Be Declared Invalid.

(d) A Majority Vote Shall Be Necessary To Recommend A Member For Appointment As District Governor. In The Event Any One Candidate Shall Fail To Receive The Required Number Of Votes To Be Selected, Additional Balloting Shall Take Place As Outlined In This Rule 6 Until Such Time As One Candidate Secures A Simple Majority Vote.

**Rule 7.** At The Conclusion Of The Meeting, But In No Event More Than Seven (7) Days After The Conclusion Of The Meeting, The Chairperson Will Forward A Written Report Of The Voting Results To The International Office Together With Evidence Of Invitations Sent And Attendance At The Meeting.

**Rule 8.** The International Board Of Directors, Pursuant To Article IX, Sections 6(a) And (d) Of The International By- Laws Shall Consider, But Is Not Bound By, Any Recommendation Resolved At The Special Meeting. The International Board Of Directors Reserves The Right To Appoint The Recommendee Or Any Club Member As District Governor For The (remainder Of The) Term.

#### **Summary Of Rules**

##### **Special Meeting To Recommend A Lion For Appointment**

**As District Governor**

1. The International Office Has Advised The District To Convene A Special Meeting To Recommend A Member For Appointment As District Governor.

2. The Immediate Past District Governor Prepares Invitations For The Special Meeting. Invitations Are To Be Sent To The District Governor, Immediate Past District Governor, First And Second Vice District Governors, The Region Chairpersons, zone Chairpersons And The Secretary And Treasurer Or Secretary-treasurer And All Past International Presidents, Past International Directors And Past District Governors Who Are Members In Good Standing Of A Chartered Lions Club In The District. The Invitations Should State The Date, Time And Location For The Meeting.

3. The Chairperson Maintains An Attendance Roster At The Meeting.

4. Nominations Are Made From The Floor. Each Nominee May Speak For Five (5) Minutes, And His/her Seconder May Speak For An Additional Three (3) Minutes.

5. Voting Begins Immediately After Nominations Close. Voting Is By Written Ballot Unless A Majority Of Attendees Select Another Voting Method.

6. A Majority Of Votes Cast By Those Present And Voting Is Necessary To Be Recommended. If No One Candidate Secures A Majority Vote, Voting Continues As Outlined In The Rules Of Procedure.

7. The Chairperson Forwards The Meeting Results At The Conclusion Of The Meeting.

**Exhibit C**

**Rules Of Procedure**

**Special Meeting To Recommend  
A Lion For Appointment As First Or  
Second Vice District Governor**

**Rule 1.** In The Event A Vacancy Arises In The Office Of First Or Second Vice District Governor, The District Governor Shall Convene A Meeting Of The Members Of The Existing Cabinet As Provided For In The International Constitution And By- Laws And All Past International Officers Who Are Members In Good Standing Of A Chartered Lions Club In Good Standing In The District. It Shall Be The Duty Of The Attendees At This Meeting To Appoint A Qualified Club Member As First Or Second Vice District Governor For The Remainder Of The Term.

**Rule 2.** In Filling Said Vacancy, It Shall Be The Duty Of The District Governor, Or If Not Available, The Most Recent Past District Governor Who Is Available, To Send Out Written Invitations To Attend Said Meeting And It Shall Also Be His/her Responsibility To Preside As Chairperson Of The Meeting. The District Governor, As The Meeting's Chairperson, Shall Have The Authority To Select The Meeting Site, Date And Time. However, He/she Shall Use His/her Best Efforts To Select A Centrally Located Meeting Venue, And Schedule The Meeting At A Convenient Date And Time.

**Rule 3.** The District Governor Shall Maintain A Written Attendance Roster.

**Rule 4.** Each Lion Who Is Entitled To Attend The Meeting May Make One Nomination Of His/her Choice From The Floor.

**Rule 5.** Each Such Nominee Shall Be Entitled To One Seconding Speech, Only, In His/her Behalf Of Not More Than Three (3) Minutes In Duration, And May Speak Personally For Five (5) Additional Minutes. When Each Nominee Has Had An Opportunity To Present His/her Remarks, The Chairperson Shall Declare The Nominations Closed. No Additional Nominations Shall Be Accepted After The Close Of Nominations.

**Rule 6.** Voting. (a) Voting Will Occur Immediately After The Close Of Nominations.

(b) Voting Will Be By Written Ballot Unless A Majority Of The

Members Attending The Meeting Select Another Voting Method.

(c) The Member Shall Indicate His/her Vote By Writing The Name Of His/her Choice On The Ballot. Any Ballot Containing Votes For More Than One Nominee Shall Be Declared Invalid.

(d) A Majority Vote Shall Be Necessary To Recommend A Member For Appointment As District Governor. In The Event Any One Candidate Shall Fail To Receive The Required Number Of Votes To Be Selected, Additional Balloting Shall Take Place As Outlined In This Rule 6 Until Such Time As One Candidate Secures A Majority Vote.

**Rule 7.** At The Conclusion Of The Meeting, But In No Event More Than Seven (7) Days After The Conclusion Of The Meeting, The Chairperson Will Forward A Written Report Of The Voting Results To The International Office Together With Evidence Of Invitations Sent And Attendance At The Meeting.

#### **Exhibit D**

##### **Nominating Committee Checklist**

##### **District Governor Candidate**

This Checklist Must Be Completed For Each Candidate And Submitted To The Elections Committee.

Name Of Candidate: \_\_\_\_\_

Name Of Candidate's Lions Club: \_\_\_\_\_

Date Of Nominating Committee Meeting: \_\_\_\_\_

Date Of Election: \_\_\_\_\_

Candidate Has Submitted Sufficient Evidence Showing That He/she Has Met The Following Requirements:

Lions Club In Good Standing\*

Candidate Endorsed By His/her Lions Club Or A Majority Of The Lions Clubs In The District.

Candidate Is Currently Serving As The First Vice District Governor Within This District, Or Only In The Event The Current First Vice District Governor Does Not Stand For Election As



District Governor, Or If A Vacancy In The Position Of First Vice District Governor Exists At The Time Of The District Convention, The Candidate Fulfills The Following Qualifications For The Office Of Second Vice District Governor:

.. Club President: \_\_\_\_\_ year Served \_\_\_\_\_

.. Club Board Of Director \_\_\_\_\_ year Served \_\_\_\_\_

.. Club Board Of Directors \_\_\_\_\_ year Served \_\_\_\_\_

.. District Cabinet (check One)

Zone Or Region Chairperson \_\_\_\_\_ year Served \_\_\_\_\_

Cabinet Secretary And/or Treasurer) \_\_\_\_\_ year Served \_\_\_\_\_

.. One (1) Additional Year As A Member Of District Cabinet

Position Held: \_\_\_\_\_ year Served \_\_\_\_\_

\*please Note That If The Club Has Any Outstanding Dues, The Candidate Should Be Notified And Provided Up Until Five (5) Days Prior To The Election To Ensure That His/her Club Pay Outstanding Dues.

I Have Reviewed This Checklist And Certify That The Candidatelistd Above Has Met The Requirements For District Governor In Accordance With The International By-laws,article lx, Section 4.

\_\_\_\_\_  
Nominating Committee Chairperson      Date

\_\_\_\_\_  
Nominating Committee Member      Date

#### **Exhibit E**

#### **Nominating Committee Checklist**

#### **First Vice District Governor Candidate**

This Checklist Must Be Completed For Each Candidate And Submitted To The Elections Committee.

Name Of Candidate: \_\_\_\_\_

Name Of Candidate's Lions Club: \_\_\_\_\_

Date Of Nominating Committee Meeting: \_\_\_\_\_

Date Of Election: \_\_\_\_\_

Candidate Has Submitted Sufficient Evidence Showing That He/she Has Met The Following Requirements:

Lions Club In Good Standing\*

Candidate Endorsed By His/her Lions Club Or A Majority Of The Lions Clubs In The District.

Candidate Is Currently Serving As The Second Vice District Governor Within This District, Or Only In The Event The Current Second Vice District Governor Does Not Stand For Election As First Vice District Governor, Or If A Vacancy In The Position Of Second Vice District Governor Exists At The Time Of The District Convention, The Candidate Fulfills The Qualifications For The Office Of Second Vice District Governor:

.. Club President: \_\_\_\_\_ year Served \_\_\_\_\_

.. Club Board Of Directors \_\_\_\_\_ year Served \_\_\_\_\_

.. Club Board Of Directors \_\_\_\_\_ year Served \_\_\_\_\_

.. District Cabinet (check One)

Zone Or Region Chairperson \_\_\_\_\_ year Served \_\_\_\_\_

Cabinet Secretary And/or Treasurer) \_\_\_\_ year Served \_\_\_\_

\*please Note That If The Club Has Any Outstanding Dues, The Candidate Should Be Notified And Provided Up Until Five (5) Days Prior To The Election To Ensure That His/her Club Pay Outstanding Dues.

I Have Reviewed This Checklist And Certify That The Candidate Listed Above Has Met The Requirements For First Vice District Governor In Accordance With The International By- Laws, Article IX, Section 6(b).

\_\_\_\_\_  
Nominating Committee Chairperson      Date

\_\_\_\_\_  
Nominating Committee Member      Date

**Exhibit F**  
**Nominating Committee Checklist**

**Second Vice District Governor Candidate**

This Checklist Must Be Completed For Each Candidate And Submitted To The Elections Committee.

Name Of Candidate: \_\_\_\_\_

Name Of Candidate's Lions Club: \_\_\_\_\_

Date Of Nominating Committee Meeting: \_\_\_\_\_

Date Of Election: \_\_\_\_\_

Candidate Has Submitted Sufficient Evidence Showing That He/she Has Met The Following Requirements:

Lions Club In Good Standing\*

Candidate Endorsed By His/her Lions Club Or A Majority Of The Lions Clubs In The District.

.. Club President: \_\_\_\_\_ year Served \_\_\_\_\_

.. Club Board Of Directors \_\_\_\_\_ year Served \_\_\_\_\_

.. Club Board Of Directors \_\_\_\_\_ year Served \_\_\_\_\_

.. District Cabinet (check One)

Zone Or Region Chairperson \_\_\_\_\_ year Served \_\_\_\_\_

Cabinet Secretary And/or Treasurer) \_\_ year Served \_\_\_\_

..\*please Note That If The Club Has Any Outstanding Dues, The Candidate Should Be Notified And Provided Up Until Five (5) Days Prior To The Election To Ensure That His/her Club Pay Outstanding Dues.

I Have Reviewed This Checklist And Certify That The Candidate Listed Above Has Met The Requirements For Second Vice District Governor In Accordance With The International By-laws, Article IX, Section 6(c).

\_\_\_\_\_  
Nominating Committee Chairperson

\_\_\_\_\_  
Date

-----

\_\_\_\_\_  
Nominating Committee Member

\_\_\_\_\_  
Date

**Exhibit G**

**Standard Ballot District Governor, First  
Vice District Governor & Second Vice  
District Governor Elections**

Sample 1: Ballot Where There Is More Than One Candidate.

Instructions: Clearly Indicate Your Vote By Placing A (mark)<sup>1</sup> In The Box Next To The Name Of The Candidate You Are Casting Your Vote For.

Positionnamevote

First Vice District Governor

Candidate A     X

Candidate B

Sample 2: Ballot Where There Is Only One Candidate.

Instructions: Clearly Indicate Your Vote By Placing A (mark)<sup>2</sup> In The Box Indicating A Yes Or A No Vote For The Candidate.

Position	Name	Yes	No
----------	------	-----	----

District Governor			
-------------------	--	--	--

Candidate A	X		
-------------	---	--	--

Sample #3: Ballot Where There Are More Than Two Candidates:

(note: There Are A Few Different Options When There Is More Than One Candidate. If Time Permits, You May Have The Voter Indicate Their Selection Next To The Candidate They Wish To Vote For. If No Candidate Receives A Majority Of The Votes, Then The Candidate With The Lowest Amount Of Votes Is Dropped Off The Ballot And Another Vote Is Taken (the Ballot Would Look Like Sample #1 Above). This Process Would Continue Until A Candidate Receives The Required Number Of Votes. As Most Districts Do Not Have The Time To Conduct Such A Lengthy Process, The Option Of Preferential Voting Allows The Voter To Complete One Ballot. Following Is An Example Of A Preferential Voting Ballot): Instructions. Indicate Your Preference By Clearly Marking Next To Each Candidate's Name A Number (1, 2, 3 Or 4) Indicating Your Preference In The Order In Which You Would Elect The Candidate

(i.e., 1, Representing Highest Preference, 2 - Next Preference, Etc).

1 Please Note That The District Should Indicate The Appropriate Mark To Use Such As An X, O, • Or Approved Stamp Provided To All Voters. 2 Please Note That The District Should Indicate The Appropriate Mark To Use Such As An X, O, • Or Approved Stamp Provided To All Voters. In Addition, A Candidate Must Receive A Majority Of Affirmative Votes To Move Forward. If There Is A Tie Between A Yes And No Vote, The Candidate Would Not Have Received The Required Number Of Votes To Be Elected And It Would Result In An Vacancy.

Position	Name	Preference/
Rank Second Vice District Governor		
	Candidate A	4
	Candidate B	2
	Candidate C	1
	Candidate D	3

Rules For Preferential Voting:

1. On The Preferential Ballot - For Each Office To Be Filled The Voter Is Asked To Indicate The Order In Which He Prefers All The Candidates, Placing The Numeral1 Beside His First Preference, The Numeral 2 Beside His Second Preference, And So On For Every Possible Choice. 2. In Counting The Votes For A Given Office, The Ballots Are Arranged In Piles According To The Indicated First Preferences - One Pile For Each Candidate. 3. The Number Of Ballots In Each Pile Is Then Recorded For The Tellers' Report. These Piles Remain Identified With The Names Of The Same Candidates Throughout The Counting Procedure Until All But One Are Eliminated As Described Below. 4. If More Than Half Of The Ballots Show One Candidate Indicated As First Choice, That Choice Has A Majority In The Ordinary Sense And The Candidate Is Elected. But If There Is No Such Majority, Candidates Are Eliminated One By One, Beginning With The Least Popular, Until One Prevails, As Follows: A. The

Ballots In The Thinnest Pile - That Is, Those Containing The Name Designated As First Choice By The Fewest Number Of Voters-are Redistributed Into The Other Piles According To The Names Marked As Second Choice On These Ballots. B. The Number Of Ballots In Each Remaining Pile After This Distribution Is Again Recorded. C. If More Than Half Of The Ballots Are Now In One Pile, That Candidate Is Elected. If Not, The Next Least Popular Candidate Is Similarly Eliminated, By Taking The Thinnest Remaining Pile And Redistributing Its Ballots According To Their Second Choices Into The Other Piles, Except That, If The Name Eliminated In The Last Distribution Is Indicated As Second Choice On A Ballot, That Ballot Is Placed Accordingly To Its Third Choice. D. Again The Number Of Ballots In Each Existing Pile Is Recorded, And If Necessary, The Process Is Repeated - By Redistributing Each Time The Ballots In The Thinnest Remaining Pile, According To The Marked Second Choice Or Most-preferred Choice Among Those Not Yet Eliminated - Until One Pile Contains More Than Half Of The Ballots, The Result Being Thereby Determined. E. The Tellers' Report Consists Of A Table Listing All Candidates, With The Number Of Ballots That Were In Each Pile After Each Successive Distribution. 5. If A Ballot Having One Or More Names Not Marked With Any Numeral Comes Up For Placement At Any Stage Of The Counting And All Of Its Marked Names Have Been Eliminated, It Should Not Be Placed In Any Pile, But Should Be Set Aside. 6. If At Any Point Two Or More Candidates Are Tied For The Least Popular Position, The Ballots In Their Piles Are Redistributed In A Single Step, All Of The Tied Names Being Treated As Eliminated. 7. In The Event Of A Tie In The Winning Position - Which Would Imply That The Elimination Process Is Continued Until The Ballots Are Reduced To Two Or More Equal Piles - The Election Should Be Resolved In Favor Of The Candidate That Was Strongest In Terms Of First Choice (by Referring To The Record Of The First Distribution).

## Past District Governor District 3233-G-2



Lion Suresh Bhargav



Lion Ratnashee Shah



MJF Lion Dr. Parmanand Rajani



Lion Dr. S. H. Kapoor



MJF Lion B. P. Lohiya



Lion Narendra Tamrkar



MJF L.G.Singh Chabbra



Lion J.S.Gandhi



Lion Pushpendra Jasoriya



Lion B. C. Jain



Lion Madan Maheshwari



Lion M. K. Jain



Lion Devendra Saini



MJF Lion Jaipal Sachdev



Lion Ishrat Ali Qadari



Lion Dr. J.K. Rajjada



MJF Lion Bhagvandas Airen



MJF Lion. G.S. Arora



Lion Dr. Bamshankar Joshi



Lion Mukesh Mathur



MJF Lion Atul Ratnashi Shah



Lion Anandkant Bhatt



Lion Dr. Prakash Seth



Lion P.S. Bagga



## District 3233 G-2

