



**OFFICE OF THE
DEORI DEVELOPMENT SOCIETY
HQ : MAHADEVPUR, DIST – NAMSAI, ESTD : 2018**

THE “DEORI DEVELOPMENT SOCIETY”(DDS) is a non profitable and non political organization which will work for all round development of the local society related to art & culture, literature, language, social etc. The committees’ prime aim is to work for social development, Youth development and preservation of indigenous culture, language, enhance literacy activities in the region and also to bring unity & integrity among the Deori society. It will promote socio and economic development of the local people for better standard of life with the motto of the DDS “IN SERVICE OF HUMANITY”.

1. AIMS AND OBJECTIVES OF DDS:

The DDS prime works is concerned all about activities related to educational development, youth development and cultural & socio economic development of the local people.

- i. The DDS shall undertake any developmental work related to a society or students.
- ii. Establishment of a quality school in the region competing to national level of school.
- iii. To run community learning center in village level for workshop and promotion of indigenous culture and language in the region.
- iv. To facilitate free tuition for all students at each village community learning center.
- v. To help the poor students who faces financial barriers in pursuing higher education.
- vi. Felicitate the meritorious students yearly in the region.
- vii. To facilitate library and reading room for the students.
- viii. To promote educational activities like literacy seminar, art and culture, personality development class, games and sports, village week etc.
- ix. To encourage socio and economic development of a local society.

2. ACCOUNT MATTER:

- i. There will be a transparent **JOINT ACCOUNT** for depositing the entire fund collected through donation by the members of DDS.
- ii. The mode of operation of the “**DEORI DEVELOPMENT SOCIETY**” account will be jointly in between Secretary and Finance Secretary. They can withdraw any amount by duly signing and stamp on cheque in time of need.
- iii. The fund will be released for all developmental activities as mentioned in the aims and objectives of the DDS. DDS fund can be use for the purchase of office materials like paper, file, register, stationeries items required for proper maintenance of its office.
- iv. There will be a core committee members meeting attended in majority and vote with majority in favour of the motion for sanctioning any amount from the DDS fund.
- v. The monetary bill will be produced to the president of DDS for obtaining the final approval and sanction of the estimated amount.
- vi. Any bill without the countersign of the president will be declared as the illegal order.
- vii. Finance secy has the sole responsibility to maintain all the account records with collecting original copy of bills/cash memos/cheque & drafts no. etc
- viii. Funds required for works other than the activities as mentioned in DDS schemes, All the CCMC will have to conduct a core committee meeting for releasing such funds with ¾th majority.
- ix. Chief Secy. has to maintain record book personally for all the cheque/sanctioned amounts in details.
- x. An annual collection & expense details statement of DDS fund will be circulated to every Permanent Members and one copy will be available at the office notice board.
- xi. A general audit meeting together with PM of DDS will be organized in the month April of every year.
- xii. ***No DDS fund will be released for Refreshment items like- tea, coffee, Battle nut, Biscuit, party meal etc during any kind of meeting, as it is strictly prohibited.***
- xiii. ***The DDS fund can't be used on loan basis to any of its DDS members or any outside citizen.***
- xiv. ***Once any amount donated by any permanent members or any general members of DDS, the amount can't be return back.***
- xv. ***No TA/DA will be admissible to any core committee members during travelling to any places and no salary system for the CCMC.***
- xvi. ***No any of its members can claim for the reimbursement of amount spent on taxi fare, vehicle petrol, bus fare etc.***
- xvii. ***In case of annual DDS/CCMC meeting where purely vegetarian lunch/dinner can be provided to the members attended with proper approval from all CCMC members.***
- xviii. ***DDS fund cannot be use for non veg items meat, egg and alcohol during its conference.***