

APPENDIX NO. (5)

¹CHARTERED ACCOUNTANTS STUDENTS' ASSOCIATION RULES

A-GENERAL

1. Short Title - These Rules may be called the Chartered Accountants Students' Association Rules.

2. In these Rules unless there is anything repugnant in the subject or context:-

- (i) "Central Council" means the Council of the Institute of Chartered Accountants of India.
- (ii) "Regional Council" means the Regional Council Constituted under the Chartered Accountants Act, 1949.
- (iii) ²["Students' Association Managing Committee"] means the governing body of the Students' Association constituted in accordance with Rule 13.
- ³[(iv) "Student" means an audit or articled clerk undergoing training under the ⁴[Chartered Accountants Regulations, 1949]
- (v) The definition of words and phrases given in the Chartered Accountants Act, 1949, and ⁵[Chartered Accountants Regulations, 1949], shall apply to these Rules also.

¹Ins. by Ntfn. No. 1-CA(4)/57-Gazette of India Extraordinary dt. 29.3.57.

²The words "Students' Association Managing Committee" were substituted for the words "Students' Council" wherever they occurred in the Rules by Ntfn. No. 1-CA(7)/2/59-Gazette of India dt. 6.2.60.

³The following clause (iv) deleted and previous clauses (v) and (vi) renumbered as (iv) and (v) by Ntfn. No.1-CA(7)/2/58- Gazette of India dt. 9.5.59.-

(iv) "Coaching Board" Means the Committee of the Council constituted to administer the Coaching Organisation set up under the aegis of the Council."

⁴ & ⁵Now the Chartered Accountants Regulations, 1988

B. TITLE, EXTENT AND COMMENCEMENT

⁶[3. The Students' Association shall be known by the names of Western India Chartered Accountants Students' Association, Bombay, Southern India Chartered Accountants Students' Association, Madras, Eastern India Chartered Accountants Students' Association, Calcutta, Central India Chartered Accountants Students' Association, Kanpur and Northern India Chartered Accountants Students' Association, Delhi.]

⁷[4. ⁸[(a) The Central Council may set up a Branch of a Students' Association in any city and may determine its function.]

(b) The Branch of a Students' Association shall, at all times, function subject to the control, supervision and direction of the Central Council, exercised through the Regional Council or the Regional Students' Association, and for the purpose the Council may issue directions, amend and vary them from time to time.

⁹[(c) The names of the audit and articled clerks residing in the city and within a distance of 16 kilometers from the city limits, where there is a Branch of the Students' Association, shall be entered on the Branch Register.]

⁶Sub. for the following Rule 3 by Ntfn. No. 1-CA(4)/59 dated 7/5/1959-Gazette of India dt. 16.5.59.

"3. The Students' Associations shall be known by the names of Bombay Chartered Accountants Students' Association, Madras Chartered Accountants Students' Association, West Bengal Chartered Accountants Students' Association, U.P. Chartered Accountants Students' Association and Delhi Chartered Accountants Students' Association."

⁷Sub. for the following Rule 4 by Ntfn. No. 1-CA(28)/2/62- Gazette of India dt. 23.3.63:

"4. The Students' Association Managing Committee may from time to time:

(a) establish Branches of Students' Association in any Region with the approval of the Central Council and with such powers and functions as may be prescribed by the Students' Association Managing Committee;

(b) provide for the articled or audit clerks residing in a Region being enrolled as members of one Branch or other in the Region."

⁸Sub. for the following by Ntfn. No. 1-CA(24)/68-Gazette of India dt. 1.6.68:

"(a) The Central Council may set up a Branch of a Students' Association in a city where there is a Branch of the Regional Council and may determine its functions.

⁹Sub. for the following by Ntfn. No. 1-CA(40)/70-Gazette of India dt. 27.3.71:

"(c) The names of the audit and articled clerks residing in the city where there is a Branch of the Students' Association, shall be entered on the Branch Register."

5. These Rules shall come into force on 1st April 1957.

¹⁰[6. If any difficulty arises in giving effect to any of the provision of these Rules, the Central Council may, in such manner as it may decide, make such provisions or give such directions as appear to be necessary for the removal of the difficulty.]

C. OBJECTS AND ACTIVITIES

7. The Students' Association may perform all or any of the following functions:-

- (i) Develop social contacts and a spirit of fellow-feeling among the students.
- (ii) Promote social, cultural and intellectual development of the students.
- (iii) Assist in the education of students in the recent developments in trade, commerce and industry especially those affecting the maintenance of their accounts, office routine and audit procedures.
- (iv) Organise lectures, meetings, debates, seminars, study circle and other means of cultural association for the education of students.
- (v) Establish and maintain Libraries and/or Reading Rooms for the use of students..
- ¹¹[(vi) Providing facilities to students like book-banks etc.]
- (vii) Make representations to the Central and Regional Council on matters concerning the common interest of the students.
- (viii) Maintain a Register of Members of the Association.
- (ix) Organise trips and tours to important factories and industrial organisation and also to places of historical and educational importance.

¹⁰Sub. for the following by Ntfn. No.1-CA(80)/75-Gazette of India dt. 19.4.1975:-

"6. If any difficulty arises in giving effect to any of the provisions of these Rules, the Central Council may, by notification in the Gazette of India, make such provisions or give such directions as appear to be necessary for the removal of the difficulty."

¹¹(a) Clause (v-a) was Ins. by Ntfn. No.1-CA(29)/68-Gazette of India dt. 29.3.1969.

(b) Clause (v-a) was re-numbered as clause (vi) and subsequent clauses also re-numbered vide Ntfn. No. 1-CA(7)/135/84-Gazette of India -dt.2.6.1984

¹²[(x) Providing facilities to students, including the construction of hostels and to raise funds for this purpose by donations from members, students and others through such means as might be approved by the Council.]

(xi) Such other functions as the ¹³[Regional Council concerned] may prescribe for the attainment of the aforementioned objectives.

D. ADMISSION ON THE STUDENTS' ASSOCIATION REGISTER AND FEES

8. The names of all the articled and audit clerks who enter into articled or audit service on and after 1st April, 1957 shall be entered on the Register of Members of the Students' Association of the Region in which they will be residing. All such articled and audit clerks shall pay a membership fee of ¹⁴[Rs. 25/-] to the Central Council, alongwith their application for registration of their service as articled or audit clerks.

9. Any articled or audit clerk, who has entered into service prior to 1st April, 1957 shall also be eligible to become a member of the Students' Association on his making an application in the form specified and on his paying a sum of ¹⁴[Rs 25/-] for the said purpose.

¹⁵[10. The membership of the Students' Association of an articled/audit clerk shall cease on the day following the date of completion of his training.

¹²Ins. by Ntfn. No. 1-CA(46)/71-Gazette of India dt. 21.8.71 as clause (viii-a) & re-numbered as clause (x) vide Ntfn. No. 1-CA(7)/135/84-Gazette of India-dt. 2.6.84.

¹³Sub. for the words 'Coaching Board' wherever they occurred by Ntfn. No. 1-CA(7)/2/58-Gazette of India dt. 9.5.59.

¹⁴Sub. for "Rs. 5/-" by Ntfn. No. 1-CA(45)/71- Gazette of India dt. 27.3.71 to take effect from 1.4.1971 and further substituted for "Rs. 10/-" by Ntfn. No. 1-CA(7)/6/89 published in the Gazette of India dt. 1.4.89.

¹⁵Substituted for the previous Rule 9A ins. by Ntfn. No. 1-CA(4)/57 - Gazette of India dt. 14.2.57 reproduced below and re-numbered the subsequent rules by Ntfn. No. 1-CA(7)/135/84 & 1-CA(7)/146/85-Gazette of India - dt. 2.6.84 & 26.10.85 respectively:-

"9A. Any articled or audit clerk who has completed the prescribed period shall also be eligible to become a member of the Students' Association on his making an application in the form specified and on his paying a further sum of Rs. 10/- for the said purpose and then his name will be borne on register till he passes the Final Chartered Accountants Examination. Provided, however, that such person shall not be eligible to continue or become a member of the Students' Association Managing Committee."

11. Upon transfer of the services of an audit or articled clerk as a result of which he resides in a Region different from the one in which he had been previously residing his membership of the Students' Association shall also be transferred.

12. Upon completion or cancellation or transfer of audit or articled service the name of the student shall be removed from the Register of members of the Students' Association concerned and he shall thereafter cease to be its member.

E. CONSTITUTION OF STUDENTS' ASSOCIATION MANAGING COMMITTEE

13. There shall be a Managing Committee of the Association for the management of the affairs of the Association and for discharging the functions assigned to it under these Rules. The Students' Association Managing Committee shall be composed of:-

(a) 12 person elected by the members of the Association from amongst the members of the Association ¹⁶[.....]; and

(b) 3 members of the Regional Council nominated by the Regional Council of which one shall be nominated by such Council to be the Chairman of the Students' Association Managing Committee.

¹⁷[(c) The members of the Managing Committee elected at the Annual General Meeting under Rule 31 shall assume office from the 16th September next following the date of the Annual General Meeting at which they are elected and shall hold office ordinarily for a period of one year.]

¹⁶The words [as specified hereunder] were deleted by Nfn. No.1-CA(7)/138/84- Gazette of India - dt.20.10.84.

¹⁷Sub. for the previous clause (c) and deleted clauses (d) & (e) by Nfn. No.1-CA(7)/138/84- Gazette of India-dt. 20.10.84, as reproduced below:

(c) One third of the members nominated by the Regional Council and one-third of the elected members, or if in either case their number is not three or multiple of three, then the number nearest to one third, shall retire every year at the Annual General Meeting and their places shall be filled, in case of those nominated by the Regional Council, by fresh nominations by the Regional Council and in case of those elected by the members, by an election. Provided that any member co-opted in pursuance of Rule 20(iii) shall not be counted in the number of members liable to retire under this clause.

(d) The member to retire by rotation at every Annual General Meeting shall be those who have been longest in office since their last nomination or election, but as between persons who became members on the same day, those to retire shall, in default of and subject to any agreement amongst themselves, be determined by lot at a meeting of the Managing Committee held at least 30 days before the Annual General Meeting concerned.

(e) The members of the Managing Committee elected at the Annual General Meeting shall take office from 16th September next following ordinarily for a term of three years.

F. ELECTIONS TO ¹⁸[AND FUNCTION OF]
THE STUDENTS' ASSOCIATION MANAGING COMMITTEE

14. Election shall be conducted as hereinafter provided. If a dispute ever arises regarding any such election the dispute shall be referred to the Regional Council concerned and its decision shall be final.

15. The person nominated to the office of the Chairman by the Regional Council shall be the Chairman of the Students' Association Managing Committee.

¹⁹16. (1) The Students' Association Managing Committee shall, at its meeting held, as far as may be, in the latter half of the month of September every year, elect the Vice-Chairman, the Secretary and Treasurer thereof and so often as any of these offices becomes vacant, the Students' Association Managing Committee shall choose another person from amongst its members to hold that office.

(2) If within half an hour from the time appointed for a meeting convened for the purposes of sub-rule (1), a quorum as provided is not present, the said meeting shall stand adjourned to the same day in the next week at the same time and place and at such adjourned meeting of the Managing Committee, the members present not being less than two, ²⁰[of whom atleast one is a member nominated by the Regional Council on the Managing Committee of the Students' Association,] shall form the quorum and shall have the power to transact all the business which could properly have been transacted at the original meeting, if the necessary quorum had been present.

¹⁸Ins. by Nfn. No.1/CA(4)/59-Gazette of India dt. 16.5.59.

¹⁹Sub. for the previous Rule 15, reproduced below, by Nfn. No.1-CA(29)/68-Gazette of India dt. 29.3.69:

"15. The Students' Association Managing Committee at its first meeting after the Annual General Meeting or after the same has been constituted for the first time, which shall be held within seven days of the General Meeting or its constitution as the case may be, shall elect the Vice-Chairman, the Secretary and Treasurer thereof and so often as any of these offices becomes vacant, the Students' Association Managing Committee shall choose another person from among its members to hold that office."

²⁰The words " of whom atleast one is a member nominated by the Regional Council on the Managing Committee of the Students' Association" inserted vide Nfn. No. 1-CA(7)/156/87-Gazette of India dt. 18.4.87.

²¹[17. (i) The Students' Association Managing Committee shall in addition constitute from among its members the following sub-committees:-

- (a) Executive sub-committee
- (b) Finance sub-committee.

(ii) The Managing Committee may also form such sub-committees as it deems necessary for carrying on its activities and co-opt on such sub-committees such number of members as it may decide, not exceeding two-third of the members of the sub-committee.

18. The Chairman of the Students' Association Managing Committee shall be the Chief Executive authority of the Students' Association Managing Committee. The Chairman and Vice-Chairman shall be Chairman and Vice-Chairman respectively of the Finance and Executive Sub-Committees, other sub-committees may elect their own Chairman and Vice-Chairman.

19. The Finance sub-committee shall consist of the Chairman, Vice-Chairman and one nominee of the Regional Council (other than the Chairman and Vice-Chairman) on the Students' Association Managing Committee and two student-members of the Students Association Managing Committee. The Executive sub-committee shall consist of not less than five, but not more than seven members.

²²[20. The Chairman shall continue to hold office so long as he is a member of the Regional Council and so long as a new Chairman has not been nominated by the Regional Council. The Vice-Chairman, Secretary and Treasurer shall hold office until the meeting of the Managing Committee contemplated in Rule 16 for the purpose of electing the new office bearers, but the retiring office bearers shall be eligible for re-election subject to other provisions for these Rules.]

²¹Substituted for the following by Nfn. No.1-CA(7)/135/84- Gazette of India-dt.2.6.84

"16. The Students' Association Managing Committee shall in addition constitute from among its members the following sub-committees:-

- (a) Executive sub-committee.
- (b) Finance sub-committee.

It may also form such sub-committees as it deems necessary for carrying on its activities.

²²Sub. for the previous Rule, 19 reproduced below, by Nfn. No. 1-CA(29)/68-Gazette of India dt 29.3.69:-

"19. The Chairman shall continue to hold office so long as he is a member of the Regional Council. The Vice-Chairman, Secretary, Treasurer and members of the sub-committee (other than the Chairman) shall hold office until the next Annual General Meeting. But the retiring office bearers will be eligible for re-election."

21. *Resignation of Membership and Casual Vacancies:*

(i) Any member of the Students' Association Managing Committee may at any time resign his membership by writing under his hand addressed to the Chairman, and the seat of such member, shall become vacant when such resignation is accepted by the Chairman of the Students' Association Managing Committee.

(ii) A member of the Students' Association Managing Committee shall be deemed to have vacated his seat if he is declared by the Students' Association Managing Committee to have been absent without sufficient excuse from three consecutive meetings of the Students' Association Managing Committee, ^{22A}[or if he ceases to be a member of the Students' Association under Rule 10 or for any other reason.]

²³[(iii) Any casual vacancy in the Students' Association Managing Committee shall be filled up by co-option by the Students' Association Managing Committee from amongst the members of the Association concerned and the person so co-opted shall continue as a member of the Students' Association Managing Committee until the next general meeting.]

²⁴[(iv)] No act done by the Students' Association Managing Committee shall be called in question on the ground merely of the existence of any vacancy in, or defect in the constitution of that Managing Committee.

22. The Finance sub-committee at its first meeting each year shall prepare a budget for the incoming year, and after the same has been approved at a meeting of the Students' Association Managing Committee, the budget shall be sent to the Regional Council concerned for its approval. The expenditure of the Managing Committee shall be regulated in accordance with the budget sanctioned by the Regional Council concerned.

23. The Executive sub-committee at its first meeting each year shall draw up a programme of activities of the Association to be undertaken during the incoming year. A copy of the programme after the same has been approved by the Students' Association Managing Committee shall be sent to the Regional Council concerned for obtaining such guidance as it may consider necessary to give in regard to the activities of the Association.

^{22A}Substituted for the words "or if his name is, for any cause, removed from the Register" by Ntfn. No. 1-CA(7)/138/84-Gazette of India-dt. 20.10.84.

²³ & ²⁴Ins. and previous sub-rule (iii) re-numbered as (iv) by Ntfn. No. 1-CA(4)/59-Gazette of India dt. 16.5.59.

24. *Staff, Remuneration and Allowances*—(1) For the efficient performance of its duties, the Students' Association Managing Committee may:

(a) appoint necessary staff as it deems necessary;

(b) require and take from any member of the staff such security for the due performance of his duties, as the Students' Association Managing Committee consider necessary;

(c) fix the salaries, fees, allowances and other conditions of service of the servants of the Students' Association Managing Committee.

Provided, however, that no member of the Students' Association Managing Committee shall be paid any remuneration or allowance for service rendered by him.

25. Subject to the foregoing provisions, the sub-committees shall exercise such functions and be subject to such conditions in the exercise thereof as may be decided by the Students' Association Managing Committee.

²⁵[26.(1) The Students' Association Managing Committee shall meet at least once every six months.

Provided that the Chairman or any three members of the Managing Committee may ask the Secretary to call a meeting on a particular date and time.

(2) The Secretary to the Managing Committee shall issue notice at least 14 days before the date of the meeting in writing by post or otherwise to every member of the Managing Committee:

Provided that the said Secretary may issue notice at a shorter period if it was unanimously decided and agreed to by the members of the Managing Committee in advance:

Provided further that if any two of the following, namely, the Chairman, the Vice-Chairman and the Secretary of the Managing Committee, considered it necessary, a meeting of the Managing Committee may be convened at a shorter notice not being less than 7 days.

²⁶[(3) In the absence of the Secretary, the Chairman may issue the notice for the meeting either himself or empower another member of the Managing Committee to do so.]

(4) The notice shall contain the time, date and place of meeting and as far as possible the business to be transacted thereat.

²⁵Sub. for the following rule 25 by Ntfn. No.1-CA(2)/60/60- Gazette of India dt. 26.3.1960.-

"The Students' Council shall meet at least once every six months"

²⁶Ins. by Ntfn. No.1-CA(65)/74-Gazette of India - dt. 14.9.1974 as sub-rule (2A) and

²⁷[(5) Except as provided for under Rule 16(2), no business shall be transacted at any meeting unless there is a quorum of 5 members personally present, ^{27A}[of whom atleast one is a member nominated by the Regional Council on the Managing Committee of the Students' Association]. If the said quorum is not present at a meeting, the meeting concerned shall stand dissolved.]

27. Finances of the Students' Association Managing Committee.

(i) There shall be established a fund under the management and control of the Students' Association Managing Committee into which shall be paid all moneys received by the Students' Association Managing Committee and out of which shall be met all expenses and liabilities properly incurred by the Students' Association Managing Committee.

²⁸[(ii) The funds of the Students' Association shall be kept in one of the scheduled banks approved by the Central Council in this behalf. The bank account shall be jointly operated by the nominee member of Regional Council and the Treasurer of Student's Association].

²⁹[(iii) The Students' Association Managing Committee may invest any money for the time being standing to the credit of the fund in any Government Security or in any other Security approved by the Regional Council concerned.

³⁰[(iv) The Treasurer shall maintain or cause to be maintained proper accounts of the assets and liabilities and also of the moneys received and expended and shall deal with matters in respect of which such receipt and expenditure take place. The Treasurer shall also be responsible for submission of accounts in time to the Regional Council.]

³¹[(v)] The Students' Association may collect voluntary contributions for any specific activity with prior sanction of the Regional Council.

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re-numbered as sub-rule(3) as also the subsequent sub-rules as (4) & (5) by Ntfn. No.1-CA(7)/135/84- Gazette of India- dt. 2.6.1984.

²⁷Ins. by Ntfn. No.1-CA(29)/68-Gazette of India-dt.29.3.69.

^{27A}. The words 'of whom atleast one is a member nominated by the Regional Council on the Managing Committee of the Students' Association" were added by Ntfn. No. 1-CA(7)/156/1987- Gazette of India-dt. 18.4.87.

²⁸Ins. by Ntfn. No.1-CA(7)/2/60 Gazette of India dt. 15.10.60 and by Ntfn. No. 1-CA(7)/156/87-Gazette of India dt. 18.4.87 and further substituted for the following by Ntfn. No. 1-CA(7)/15/91-Gazette of India dt. 19.1.1991:-

"(ii) The funds of the Students' Association shall be kept in one of the scheduled banks approved by the Central Council in this behalf. The bank account shall be operated by atleast two members of the Managing Committee, one of whom shall be either the Chairman of the Students' Association or a member nominated by the Regional Council on the Managing Committee of the Students' Association."

²⁹Sub. for number "(ii)" and "(iii)" by Ntfn. No.1- CA(7)/2/60-Gazette of India dt. 15.10.60.

³⁰Sub. for the following by Ntfn. No. 1-CA(7)/15/91 - Gazette of India dt. 19.1.1991.

"(iv) The Students' Association Managing Committee shall keep proper account of the fund distinguishing capital from revenue."

³¹Ins. by Ntfn. No.1-CA(29)/68-Gazette of India dt. 29.3.69.

(vi) All the properties, assets and funds of the Association shall at all times vest in the Central Council but the Managing Committee shall have the right to administer them subject to control and direction of the Central Council and/or any of its Committees through the Regional Council concerned.]

³²[³³[(vii)] The annual accounts of the Students' Association shall be subject to audit by a Chartered Accountant in practice or a firm of such Chartered Accountants appointed by the Regional Council concerned to audit its accounts. The accounts of the Students' Association and its branches, if any, shall be incorporated in the accounts of the Central Council for the year .]

³⁴[³⁵[(viii)] As soon as may be practicable at the end of each year ending on 31st March, the Students' Association Managing Committee shall submit to the Central Council and the Regional Council concerned a copy of the audited accounts and its report for that year and copies of the said accounts and report ^{35A}[shall be supplied free of any charge to the members of the Association on request.]

³³ & ³⁵ These clauses were originally numbered as clauses (iv) and (v) respectively. These were renumbered as clause (v) and (vi) respectively by Ntfn. No. 1-CA(7)/2/60-Gazette of India dt. 15.10.60 and once again renumbered as (vii) and (viii) respectively by Ntfn. No.1-CA(29)/68-Gazette of India dt. 29.3.69.

³² & ³⁴ Sub. for the following by Ntfn. No.1- CA(8)/2/66-Gazette of India dt. 17.9.66:-

^A["(v) The accounts of the Students' Association and its branches, if any, shall be incorporated in the accounts of the Central Council for the year."]

^B["(vi) As soon as may be practicable at the end of each year ending on 31st March but not later than the 30th day of September of the year next following, the Students' Association Managing Committee shall submit to the Central Council and the Regional Council concerned a copy of its report for that year and copies of the said report shall be forwarded to all the members of the Association."]

^A & ^B Replaced for the following clauses (to take effect from 1/4/1965) by Ntfn. No.1-CA(4)/2/65-Gazette of India dt. 27-3-1965:-

"(v) The annual accounts of the Students' Association Managing Committee shall be subject to audit by a Chartered Accountant or a firm of Chartered Accountants appointed by the Regional Council concerned to audit its accounts."

"(vi) As soon as may be practicable at the end of each year ending on 31st March, but not later than the 30th day of September, of the year next following the Students' Association Managing Committee shall submit to the Central Council and the Regional Council concerned a copy of the audited accounts and the Report of Students' Association Managing Committee for that year and copies of the said accounts and Report shall be forwarded to all the members of the Association."

^{35A} Substituted for the words "shall be forwarded to all the members of the Association" by Ntfn. No. 1-CA(7)/155/87- Gazette of India dt. 7.2.87.

^{35B}[28. *Members eligible to vote*—(i) Every student who is a member of the Students' Association on the 1st day of April shall be entitled to vote provided he continues to be a member on the date of election.

(ii) Every student who fulfils the requirement at (i) above shall be eligible to stand for election to the Managing Committee of the Students' Association to which he belongs provided the un-expired period of training is not less than 12 months as on 16th September of that year.

³⁶[29. Any person desiring to stand for election shall submit a nomination to the Chairman of the Students' Association Managing Committee duly signed by the candidate and by the proposer and seconder, both of whom shall be persons entitled to vote in the election so as to reach the said Chairman ³⁷[at least 10 days prior to the Annual General Meeting] at which the election is to take place.]

³⁸[30. Each nomination shall be accompanied by a fee of Rs. 10/- which will not be refundable under any circumstances.]

³⁸[31. The election of the Managing Committee shall be held every year at the Annual General Meeting of the Students' Association.]

32. The election shall be by poll of members present at the meeting. No proxy will be allowed.

³⁸[33. (i) The names of all candidates elected shall be announced at the meeting by the Chairman of the meeting and his declaration shall be final.

^{35B}.Substituted for the following by Nfn.1-CA(7)/138/84-Gazette of India - dt. 20.10.1984 and further substituted by Nfn. No. 1- CA(7)/15/91-Gazette of India dt. 19.1.91 for the following:-

"27. *Member eligible to Vote.* Every articled and audit clerk who has been serving as such from a date immediately six months prior to the date of election shall be eligible to vote and stand for election to the Students' Association Managing Committee of the Regional Constituency to which he belongs.

28. *Members eligible to Vote-* Every articled and audit clerk who has been a member of the Students' Association for six months immediately prior to the date of election, shall be eligible to vote and/or stand for election to the Managing Committee of the Students' Association to which he belongs."

³⁶Sub. for the following Rule 28 by Nfn. No.1-CA(4)/59-Gazette of India dt. 16.5.1959:-

"28. Any person desiring to stand for election shall submit an application seconded by two members of the Association entitled to vote in the election."

³⁷Sub. for the words "within ten days of the Annual General Meeting" by Nfn. No.1-CA(52)/1/72-Gazette of India dt. 18.3.1972.

³⁸Sub. for the following rules 29,30 and 32 by Nfn. No. 1- CA(7)/138/84-Gazette of India- dt 20.10.1984, Rule 30 (re-numbered as 31) was amended by Nfn. No.1-CA(7)/146/85-Gazette of India dt 26.10.85.

"29. Every candidate for election shall pay a fee of Rs. 10/- ³⁸[to the Chairman of the Students' Association Managing Committee] which shall not be refunded under any circumstances.

30. Election to the Students' Association Managing Committee will be held at the first meeting of the Students' Association which shall be called on the first occasion by the member of the Regional Council concerned nominated to the office of the Chairman and at the Annual General meeting in the subsequent years.

32. The names of all candidates elected shall be announced at the meeting by the Chairman of the meeting and his declaration shall be final."

(ii) Where the number of candidates for election to the Managing Committee is less than the number of members to be elected, the remaining seats may or may not be filled up at the discretion of the Regional Council concerned, and in case the Regional Council decides that the remaining seats be filled up, the same shall be filled-up by co-option by the Managing Committee in consultation with the approval of the Regional Council and the persons so co-opted shall hold office until the expiry of the term or the dissolution of the Managing Committee or the Students' Association.

G. ANNUAL GENERAL MEETING

34. The Students' Association Managing Committee may summon a meeting of the members of the Association as often as it may think fit and proper:

Provided that such a meeting shall be called and held at least once in every year.

³⁹[35. One general meeting shall be held between ^{39A}[1st day of July and the 31st day of July] every year and that meeting shall called the annual general meeting.]

36. At least 21 day's notice of the meeting specifying the day, place and hour of such meeting and in case of special business, the general nature of such business shall be given.

37. Every member of the Association on the Association Register shall be entitled to table any proposals or resolutions for the consideration of the meeting of the members: Provided such proposals etc., are received by the Secretary of the Students' Association Managing Committee at least 28 days before the date of meeting. Any such proposals received after the prescribed time will be treated as proposals for the next following meeting of the members unless admitted by the Chairman of the earlier meeting:

³⁹Sub. for the following by Ntfn. No.1-CA(8)/2/66-Gazette of India dt. 17.9.1966:-

"34. One General Meeting shall be held in the month of September every year and that meeting shall be called the Annual General Meeting."

^{39A}Substituted for the words "15th day of May and the 15th day of June" by Ntfn. No.1-CA(7)/138/84-Gazette of India -dt. 20.10.1984.

Provided, however, the nominations to the Students' Association Managing Committee may be sent ⁴⁰[to the Chairman of the Students' Association Managing Committee] so as to reach within ten days of the Annual General Meeting. The nomination received need not be circulated among the members but will be announced at the Annual General Meeting.

38. The business of the Annual General Meeting shall be to receive the report of the Students' Association Managing Committee, ⁴¹[to note the accounts] and to transact such other business as may be brought before the meeting with the permission of the Chairman.

39. The Chairman or in his absence the Vice-Chairman of the Students' Association Managing Committee shall be the Chairman of the General Meetings of the Students' Association. In the absence of both, the members may elect any one of the members present as Chairman of the meeting.

40. Twenty members personally present shall form a quorum. No business shall be transacted at any General Meeting unless the requisite quorum be present at the commencement of the business.

41. If within half an hour from the time appointed for the meeting a quorum is not present, the meeting shall stand adjourned to the same day in the next week at the same time and place at every such adjourned meeting the members present, whatsoever their number, shall have power to transact all the business which could properly have been transacted by the original meeting, had the necessary quorum been present thereat.

42. All decisions at all meetings shall be taken by a majority of votes. In case of equality of votes, the Chairman shall have a casting vote in addition to his original one.

43. *Dissolution.*— Notwithstanding anything contained in these Rules the Students' Association shall be dissolved if after giving proper hearing to the Managing Committee of the Association, the Central Council decides to dissolve the Students' Association. On the dissolution of the Students' Association all its property, assets and funds shall vest in the Central Council.

⁴²[44. *Misconduct*—Any breach of the Rules committed by the members of the Managing Committee of the Students' Association shall be treated as mis-conduct within the meaning of Regulations 66 and 79, as the case may be, of the Chartered Accountants Regulations, 1988. It may, *inter- alia* include the following:-

⁴⁰These words were added by Ntfn. No.1-CA(4)/59 dated 7/5/1959- Gazette of India dt. 16/5/1959.

⁴¹Deleted (to take effect from 1st April 1965) by Ntfn. No.1- CA(4)/2/65-Gazette of India dt. 27.3.1965 and again inserted by Ntfn. No.1-CA(8)/2/66-Gazette of India dt. 17.9.1966, and substituted for the words "[to adopt the accounts]" by Ntfn. No. 1-CA(7)/155/87-Gazette of India -dt. 7.2.87.

⁴²Added by Ntfn. No. 1-CA(7)/15/91-Gazette of India dt. 19.1.1991.

- (i) Breach of any provision of the Chartered Accountants Act, 1949 and the Regulations made thereunder.
- (ii) Collecting funds by the Association without approval of the Regional Council.
- (iii) Mis-appropriation of funds of the Association.
- (iv) Submission of memorandum or representation to any Government or other authorities without approval of the Central Council.
- (v) Not maintaining proper accounts.
- (vi) Not handing over the charge (including the papers, files, account books, cash etc.) by the old office-bearers of the Association to the new office-bearers of the Association after election.
- (vii) Issuing any undesirable circular among the members of the Students' Association or giving press releases without approval of the Regional Council.]

APPENDIX NO. (6)

BRANCHES OF CHARTERED ACCOUNTANTS STUDENTS ASSOCIATIONS

A. Particular Regarding Setting up of the Branches

| <i>Name of the Branch</i> | <i>Notification No.</i> | <i>Date of the Notification</i> | <i>Date from which set up</i> |
|---|-------------------------|---------------------------------|-------------------------------|
| (1) | (2) | (3) | (4) |
| <i>I. Western India Students' Association</i> | | | |
| Ahmedabad | 1-CA(28)/2/62 | 26.8.1963 | 15.9.1963 |
| Baroda | 1-CA(26)/68 | 31.5.1968 | 1.7.1968 |
| Nagpur | 1-CA(70)/82 | 25.10.1982 | 1.10.1982 |
| Poona | 1-CA(28)/2/62 | 9.10.1963 | 1.11.1963 |
| Surat | 1-CA(70)/74 | 1.10.1974 | 1.10.1974 |
| <i>II. Southern India Students' Association</i> | | | |
| Bangalore | 1-CA(28)/2/62 | 19.4.1963 | 1.5.1963 |
| Belgaum | 1-CA(70)/81 | 4.3.1981 | 1.3.1981 |
| Calicut | 1-CA(7)/159/87 | 12.10.1987 | 17.9.1987 |
| Coimbatore | 1-CA(28)/2/62 | 19.4.1963 | 1.5.1963 |
| Ernakulam | 1-CA(26)/68 | 31.5.1968 | 1.7.1968 |
| Hyderabad & Secunderabad | 1-CA(28)/2/62 | 19.4.1963 | 1.5.1963 |
| Madurai | 1-CA(28)/2/62 | 19.4.1963 | 1.5.1963 |
| Mangalore | 1-CA(50)/72 | 1.9.1972 | 1.7.1972 |
| Salem | 1-CA(50)/72 | 1.9.1972 | 1.7.1972 |

| | | | |
|----------------|--------------|-----------|------------|
| Tiruchirapalli | 1-CA(50)/72 | 1.9.1972 | 1.7.1972 |
| Trichur | 1-CA(7)/4/88 | 10.1.1989 | 17.12.1988 |
| Trivandrum | 1-CA(50)/72 | 1.9.1972 | 1.7.1972 |
| Vijayawada | 1-CA(50)/72 | 1.9.1972 | 1.7.1972 |

III. Central India Students' Association

| | | | |
|---------|-------------|------------|-----------|
| Bhopal | 1-CA(70)/84 | 15.10.1984 | 1.10.1984 |
| Indore | 1-CA(50)/72 | 1.6.1972 | 1.4.1972 |
| Jaipur | 1-CA(26)/68 | 31.5.1968 | 1.7.1968 |
| Jodhpur | 1-CA(70)/79 | 16.8.1979 | 1.7.1979 |
| Udaipur | 1-CA(70)/82 | 25.10.1982 | 1.10.1982 |

IV. Northern India Students' Association

| | | | |
|------------|-------------|-----------|----------|
| Amritsar | 1-CA(70)/81 | 4.3.1981 | 1.3.1981 |
| Chandigarh | 1-CA(70)/82 | 27.7.1982 | 1.7.1982 |

B. DIRECTIONS OF THE CENTRAL COUNCIL REGARDING FUNCTIONS OF BRANCHES OF STUDENTS ASSOCIATIONS

A. MANAGING COMMITTEE-COMPOSITION OF

1. Each Branch shall be governed by a Managing Committee composed of:-

(i)¹[Six] members to be elected by the members of the Branch in the manner mentioned herein below.

^{1A}[(ii)] Two members of the Managing Committee of the branch of the Regional Council, to be nominated by the said Managing Committee, one of whom shall also be the Chairman of the Managing Committee of the branch of the Students' Association.]

B. DUTIES AND FUNCTIONS

2. The Students' branch may perform all or any of the following functions:-

(i) Develop social contacts and a spirit of fellow feeling among the students.

(ii) Promote social, cultural and intellectual development of the students.

¹Sub. for the word "four" in December 1972.

^{1A}(i) Ins. by Ntfn. No.1-CA(7)/137/84 dt. 10.5.1984 and (ii) one member to be nominated by the Regional Council residing in the city in which the branch is situated who shall also be the Chairman of the Managing Committee, was amended by Ntfn. No. 1-CA(7)/161/87 dt. 22.9.87.

(iii) Assist in the education of students in the recent development in trade, commerce and industry especially those affecting the maintenance of their accounts, office routine and audit procedures.

(iv) Organise lectures, meetings, debates, seminars, study circles and other means of cultural associations for the education of students.

(v) Establish and maintain Libraries and/or Reading Rooms for the use of Students.

(vi) Make representations to the parent Students' Association and the Regional Council on matters concerning common interest of the students.

(vii) Maintain a register of members of the Association.

(viii) Organise trips and tours to important factories and industrial organisations and also to places of historical and educational importance.

(ix) Such other functions as the Regional Council concerned may prescribe for the attainment of the aforementioned objectives.

C-ADMISSION TO AND REMOVAL FROM THE BRANCH REGISTER

3. (a) The Managing Committee shall maintain a Register to be known as the "Branch Register" in which the names of all members of the Branch shall be entered.

(b) Upon transfer of the services of an audit or articled clerk as a result of which he starts residing in the area attached to a Branch different from the one in which he had been previously residing his membership of the Students' Association shall also be transferred.

²[(c) Upon completion of his training, the membership of the branch of an articled or audit clerk shall cease on the day following the date of completion of training.

(d) Upon cancellation of articled or audit service the name of the student shall be removed from the Branch Register concerned and he shall thereupon cease to be its member.]

²Sub. for clause (c) reproduced below by Nfn. No. 1-CA(7)/139/84 dt. 9.10.1984 & amended by Nfn. No.1- CA(7)/147/1985.

[(c) Upon completion or cancellation or transfer of audit or articled service the name of the student shall be removed from the Branch Register concerned and he shall thereupon cease to be its member.

D. MANAGING COMMITTEE - ELECTION TO

^{3A}[4.(a) The election to the Managing Committee shall be held every year, at the Annual General Meeting of the members of the branch concerned. The election shall be conducted by poll of the members present at the meeting. No proxy shall be allowed.

(b) The members of the Managing Committee elected at the Annual General Meeting under clause (a) shall assume office from the 16th September next following the date of the Annual General Meeting at which they are elected and shall hold office ordinarily for a period of one year.

^{3B}[5.(i) Every student who is a member of the branch of the Students' Association on 1st day of April shall be entitled to vote provided he continues to be a member on the date of election.

(ii) Every student who fulfils the requirement at (i) above shall be eligible to stand for election to the Managing Committee of the branch to which he belongs provided the un-expired period of training is not less than 12 months as on 16th September of that year.]

^{3C}[6. Any member desirous of standing for election shall submit a nomination to the Chairman of the Managing Committee appointed by the Regional Council concerned in this behalf, duly signed by him and by the proposer and seconder (both of whom shall be persons entitled to vote in the election) so as to reach the said Chairman at least 10 days prior to the Annual General Meeting at which the election is to take place.]

³Sub for the words "by a show of hands by the members" in March 1972.

^{3A,3B,3C&3D}Sub. for the following by Ntfn. No. 1-CA(7)/139/84 dt. 9.11.84 & as amended by Ntfn. No.1-CA(7)/147/85 dt. 11.10.1985 and in respect of Direction 5 further substituted by Ntfn. No. 1-CA(7)/16/91 dt. 11.1.1991 for the following:-

4. The election to the Managing Committee shall be held once in a year at the Annual General meeting of the Members of the Branch concerned. The election shall be conducted ²[by poll of the members] present at the meeting. No proxy shall be allowed.

5. Every audit or articled clerk of the Institute whose name has been borne on the Branch Register for 6 months immediately prior to the date of election shall be eligible to vote and/or stand for election to the Managing Committee of the Branch to which he belongs.

Every articled and audit clerk who has been a member of the branch of the Students' Association for six months immediately prior to the date of election, shall be eligible to vote and/or stand for election to the Managing Committee of the branch to which he belongs.

6. Any member desirous of standing for election shall submit a nomination to the Chairman of the Managing Committee appointed by the Regional Council concerned in this behalf, duly signed by him and by the proposer and seconder (both of whom shall be persons entitled to vote in the election) so as to reach the said Chairman ³[at least] 10 days prior to the Annual General Meeting at which the election is to take place. The names of the candidates shall be circulated to the members of the Branch at least three days prior to the said Annual General Meeting.

8. The names of the candidates elected shall be announced by the Chairman of the Annual Meeting and his declaration shall be final.

7. Each nomination shall be accompanied by a fee of Rs. 5/- which will not be refundable under any circumstances.

^{3D}[8 (i) The names of the candidates elected shall be announced by the Chairman of the Annual General Meeting and his declaration shall be final.

(ii) Where the number of candidates for election to the Managing Committee of the branch of a Students' Association is less than the number of members to be elected, the remaining seats may or may not be filled up at the discretion of the Managing Committee of the branch of the Regional Council concerned, and in case the latter decides that the remaining seats be filled up the same shall be filled up by co-option by the former Managing Committee in consultation with and approval of the latter Managing Committee and the persons so co-opted shall hold office until the expiry of the term or the dissolution of the Managing Committee or the branch of Students' Association.]

9. Any member of the Managing Committee at any time may resign his membership by writing under his hand addressed to the Chairman of the Managing Committee. The seat of such member shall fall vacant after the resignation has been accepted by the Chairman.

10. A casual vacancy in the Managing Committee of an elected member shall be filled up by co-option by the Managing Committee from amongst the members of the Branch and that of a nominated member by the Regional Council concerned making a fresh nomination. The member so co-opted or nominated shall continue as a member of the Managing Committee until the next Annual General Meeting.

11. An elected member of the Managing Committee shall be deemed to have vacated his seat if he absent himself from three consecutive meetings of the Managing Committee without leave of absence ⁴[or if he ceases to be a member of the branch of the Students' Association under Direction 3 or for any other reason.]

12. Any act of the Managing Committee shall not be called into question merely on the ground that there was a vacancy in or some defect existed in the constitution of the Managing Committee.