

**CONSTITUTION OF
THE
GLOBAL SIKH COUNCIL**

Adopted on 13.11.19

1.0 NAME: GLOBAL SIKH COUNCIL

1.1 The name of this organization shall hereinafter be abbreviated to GSC.

2.0 REGISTERED ADDRESS:

The principal office of the GSC shall be in England.

3. OBJECTS:

The charity Objects are:

3.1 To advance the Sikh religion for the public benefit worldwide, in accordance the teachings of the Sikh Scripture, the Sri Guru Granth Sahib, and the 1945 Sikh Reyat Maryada (Sikh Code of Conduct), in particular, but not exclusively by:

- (a) providing a global forum to promote a wider understanding of the teachings; and
- (b) acting in an advisory capacity to help settle disputes involving Sikh gurdwaras and member Sikh organizations with the consent of the organisations concerned.

3.2 The promotion equality & diversity in different countries, with particular reference to religious freedom and tolerance, for the public benefit by:

- (a) the elimination of discrimination on the grounds of religion;
- (b) cultivating a sentiment in favour of equality and diversity;
- (c) educating the public in different religious beliefs including an awareness of their distinctive features and their common ground to promote good relations between persons of different faiths;

(d) promoting knowledge and mutual understanding and respect of the beliefs and practices of different religious faiths.

In furtherance of that object but not otherwise, the trustees shall have power to engage in political activity provided that the proposed activities will further the purposes of the charity to an extent justified by the resources committed and the activity is not the dominant means by which the charity carries out its objects.

Trustees must ensure that their personal political activities are separate from the activities that fall under the Global Sikh Council. Trustees will establish clear guidelines in line with circulated guidance in line with guidance provided on the Charity Commission website, clarifying when they have the power act and speak on behalf of the charity in order to avoid confusion when they are speaking as an ambassador for the charity as opposed to in a different capacity.

Conflict of Interest

Trustees are required to establish and adhere to a robust conflict of interest's policy in line with Charity Commission guidance.

4.0 IN PURSUANT OF THE ABOVE OBJECTS:

- 4.1 consult and work with Government and Non-Government bodies at all administrative levels on matters relating to the above Objects.
- 4.2 hold and promote the holding of conferences, symposiums, forums, and workshops in furtherance of the above objects.
- 4.3 acquire moveable and fixed property as necessary for the running of the GSC
- 4.4 make rules, regulations and bye laws.
- 4.5 print and distribute newspapers, newsletters, periodicals, pamphlets, journals, magazines and the electronic media.
- 4.6 issue policy and position statements and Press Releases on matter of concern of the Sikh Community relating to GSC Objects
- 4.7 work with other bodies, institutions and organizations to advance the above Objects.

4.8 produce a Business Plan, as attached, in furtherance of the above Objects.

5.0 MEMBERSHIP OF GSC

5.1 National Level Sikh Organizations which agree with GSC Objects and are legally incorporated or registered in their own country are eligible to apply for membership of the GSC.

5.2 GSC membership must not be used to further any interest outside the Objects detailed in Section 3.

5.3 Notwithstanding clause 5-1 above, the GSC General Body shall have the power at its absolute discretion to accept as member of the GSC any Sikh organization or Sikh body from any country which if in the opinion of the General Body, it represents a substantial number of Sikhs in that country although it may not be a National Level Sikh Organization. This is to cater for countries having a very small Sikh population and not having any National Level Sikh Organization. Any Sikh Organization requesting affiliation, must have been in existence for at least 5 years before it is able to apply for membership of GSC.

5.4 Where there is more than one Sikh organization in any one country that qualifies for membership, then all such organizations may apply to become members. Where there is already a Sikh organization in membership, it must be consulted before a second organization from that country is accepted.

5.5 A National Level Sikh Organization or any other Sikh Organization which represents a substantial number of Sikhs in that Country may apply for membership of GSC by completing and submitting a prescribed form to the GSC Executive Committee.

5.6 The General Body of GSC shall have the power to approve or reject any application for membership without assigning any reason. The decision of the General Body shall be final.

6.0 ENTRANCE & SUBSCRIPTION FEE

6.1 An annual subscription which the General Body Meeting of the GSC may from time to time decide shall be payable on admission and subsequently by the 31st January of each year.

6.2 Each member body shall pay an entrance fee of £500.00 or its equivalent. The Executive Committee of the GSC shall be

empowered to and may reduce the entrance fee upon written application by any member with a valid reason.

6.3 Any member whose annual subscription is in arrears for more than six (6) months shall be sent a notification by the Hon. Treasurer of his dues. If a member fails to respond within 3 months of the aforesaid notification, then the matter shall be referred to the General Body for deliberation and for any action it deems fit including suspension of such member from GSC. On payment of subscription due and upon satisfactory explanation, the General Body may lift the suspension of such member.

6.4 The General Body of the GSC shall be empowered to and reduce the subscription upon application by a member with a valid reason.

6.5 The General Body of the GSC shall be empowered to totally waive the arrears of subscription of a member with a valid reason.

7.0 REPRESENTATIVES TO THE GENERAL MEETING

7.1 A country can send 2 representatives to the General Body Meeting. These representatives may be from the management committee of the member organization or any other person duly appointed in writing by the member committee.

7.2 However, where there are two or more Sikh organizations from a single country who are members of the GSC, then such members must decide between themselves the names of the 2 representatives attending the meeting.

7.3 A member can only represent one organization/country only.

8.0 ANNUAL GENERAL MEETING

8.1 The General Body of the GSC shall comprise of up to two (2) representatives nominated by a member body subject to clause 7.2 above.

8.2 Two representatives from each member country as mentioned in clause 7.1 & .2 above shall have the right to attend the Annual General Meeting (AGM) of the GSC.

8.3 The date for the Annual General Meeting should as far as possible be fixed 6 months in advance by the Executive committee. and members informed.

8.4 The Annual General Meeting may be held in any Country decided by the Committee and/ or the General Body.

8.5 Notice of the convening of a meeting shall be sent by the

Secretary, together with the Agenda, Annual Report and the of the previous year duly audited, to every member at least 28 days before the AGM.

8.6 Names of up to two representatives of each member country must be submitted not later than 21 days before the Annual General Meeting or at any other date and time acceptable to the Executive Committee. Any late submission of names may be accepted by the Executive Committee at its absolute discretion.

8.7 The General Body of the GSC shall comprise of the representatives of Member Organizations and members of the Executive Committee. However only persons nominated as Representatives by member countries are eligible to be proposed and elected to the Executive Committee.

8.8 The Quorum of the AGM shall be at least 30% of the total membership of the GSC

8.9 The Annual General meeting shall be held on or before 31st May of each year and shall transact the following business

(i) To confirm minutes of the previous Annual General Meeting

(ii) To receive and adopt the report of the Executive Committee

(iii) To receive and adopt Statement of Account for the preceding year ending 31st December

(iv) To receive and approve estimates of the receipt and payment and projection of the activities to be undertaken in the following year and the budget required.

(v) To receive and adopt Statement of Account for the preceding year ending 31st December

(vi) To receive and approve estimates of the receipt and payment and projection of the activities to be undertaken in the following year and the budget required.

(vii) To elect Trustees biennially for a term of 2 years

(viii) All trustees should be practicing Keshadhari Sikhs

(ix) To appoint not more than 4(four) Honorary Auditors

(x) To transact any other business of which at least 21 days' notice shall have been given to the Secretary in writing.

9.0 EXTRAORDINARY GENERAL BODY MEETING.

9.1 The Executive Committee may call an Extraordinary General Body Meeting:

- (i) Whenever the Executive Committee deems it desirable; or
- (ii) A requisition in writing, signed by not less 10(Ten) members stating the object and reasons for such a meeting is made. Such meeting shall be convened within 90 days.

9.2 Notice and Agenda for the Extraordinary General Body meeting shall be forwarded by the Hon. Secretary to all members at least 60 (sixty) days before the date fixed for the meeting.

9.3 The Extraordinary General Body Meeting (EGM) shall not require a specific number of persons to form the quorum. The EGM shall be considered valid regardless of the number of representatives present provided the procedure of giving Notice convening the meeting as stipulated in clause 9.2 above has been complied with.

10.0 THE EXECUTIVE COMMITTEE

10.1 The Executive Committee (Trustees) shall be elected biennially for a term of 2 years each and consist of the following: -

- (i) President
- (ii) Deputy President
- (iii) Honorary Secretary
- (iv) Honorary Treasurer
- (v) 5(five) Ordinary Committee Members.

10.2 The Trustees shall be elected by secret ballot or by show of hands.

10.3 The Trustees shall be empowered to and may appoint any three (3) persons as additional trustees. The members so appointed under this clause shall be entitled to all the rights and obligations of the elected Trustees.

10.4 All Principal Office bearers of the GSC that is President, Deputy. President, Secretary and the Treasurer shall be fully practicing Sikhs

10.5 The President, Deputy President and the Secretary shall be knowledgeable in Sikh History and religion.

10.6 Any Executive Committee member who absents himself without reasonable excuse from three (3) Consecutive Meetings shall be deemed to have resigned and a replacement may be appointed by the Executive Committee. The Executive Committee may also at its sole discretion re-appoint the member who is deemed to have resigned earlier, provided satisfactory reason is given by him for his earlier absence from Executive Committee Meetings.

10.7 The Executive Committee may appoint any Executive Committee member as Assistant Hon. Secretary or as Assistant Hon. Treasurer, whenever deemed necessary.

10.8 The Executive Committee (Trustees) shall manage and administer the charity and its property.

11.0 EXECUTIVE COMMITTEE MEETING[EXCOM]:

11.1 The Executive Committee Meeting shall be held every 2 months or whenever deemed necessary. The Meeting shall be convened upon the declaration of the President. Any five(S) Committee members may request a meeting in writing for an EXCO Meeting.

11.2 At least fourteen (14) days' notice shall be given to all Executive Committee Members before the date fixed for the meeting.

11.3. The Quorum for the EXCOM Meeting shall be one-half of its Committee Members.

11.4 The decision of the EXCOM on every question shall be by majority vote provided that in the case of a tie, the President shall have a second or casting vote

11.5 The EXCOM Meeting may be held through a suitable means of communication such as video call, video conferencing, skype, etc.

12. POWERS AND DUTIES OF THE EXCOM (Trustees)

- (i) To appoint sub Committees, standing Committees, ad-hoc Committees as and when necessary and prescribe their duties. It may in addition appoint any person(s) to such committees.
- (ii) To appoint any 3 (three) persons as members of the Executive Committee in accordance with clause 9.3 above.
- (iii) To setup an Advisory Body

The EXCOM may set-up an Advisory Body and appoint persons as members of it who are Academicians, Professionals or Persons with special knowledge, experience or are experts in certain fields. The role of the Advisory Board is purely advisory in nature and the EXCOM may, or may not, accept their advice.

- (iv) To appoint "PANJ PYARE" (Five-person Arbitration Panel)

The EXCO may appoint suitable Amritdhari Sikhs as "PANJ PYARE", whenever the need arises requiring resolution of a religious matter or of any other matter.

- (v) To setup a Secretariat

The EXCOM may set-up a Permanent Secretariat or otherwise in any country if it deems desirable. It may further employ suitable staff or volunteers to it including Sikh language experts or any other persons deemed necessary for the Secretariat. The Secretariat may also house a Library. If the President, Deputy President and the Secretary are not from the Country where the Permanent Secretariat is situated, then the President, Deputy President and Secretary may set-up a sub-secretariat in their own country with direct communication links with the Permanent Secretariat.

- (vi) To approve expenditure
- (vii) To fill vacancies in the Executive Committee
- (viii) To engage or dismiss employees, define their duties and fix their remuneration
- (ix) To collect donations, subscriptions and carry out the program of work approved for the year.

- (x) To accept resignation(s).
- (xi) To Prepare an annual budget
- (xii) To nominate and send delegates, representatives or observers to any National or international meetings, conferences, symposiums, forums, Seminars etc.
- (xiii) To hold National or International Meetings, conferences, symposiums, forums, seminars etc.
- (xiv) To purchase any land, buildings, or moveable properties the name of the Trustees and subject to any written or other laws which may be applicable and charge or lease any such land or buildings which may be purchased.
- (xv) To decide upon all matters not provided for in the Articles of this constitution.
- (xvi) To obtain a majority decision/ approval on any urgent matter by means of a circular letter(s) sent by E-mail, etc.

13.0 AMENDMENTS TO THE CONSTITUTION: -

Any amendment to Section 1 or 2 of this constitution shall only be made by the General Body Meeting with a 2/3 majority. No amendment shall be made to the Objects under clause 3 without prior consultation with the Charity Commission for England and Wales. Otherwise the amendments to come into force immediately or at a date fixed by the General Body Meeting.

14.0 Trustees. The Executive Committee (Trustees) shall manage and administer the charity and its property

15.0 DUTIES AND POWERS OF THE PRESIDENT

- 15.1 The President of the GSC. shall be the Chief Administrator and Chairman of the GSC. He /She shall preside over and conduct all meetings of the Executive Committee and the General Body Meeting and shall:
- 15.2 present annual report(s) at the General Meeting.
- 15.3 countersign minutes of all meetings and reports.
- 15.4 represent the GSC in all dealings with outside persons, organizations and agencies,

- 15.6 be accountable to the General Body and Executive Committee.
- 15.7 convene the Executive Committee Meeting or direct the Hon Secretary to convene such Executive Committee Meeting.
- 15.8 attend all or any sub-committee or other meetings.
- 15.9 in general, be responsible for the efficient and effective operations of the GSC.

16.0 DUTIES AND POWERS OF DEPUTY PRESIDENT

- 16.1 The Deputy President shall assist the President in all the affairs of the GSC as requested by the President
- 16.2 In the absence of the President, the Deputy President shall deputize for the President in all matters as required by the President/ Executive Committee.

17 DUTIES AND POWERS OF HON. SECRETARY

The Secretary shall:

- 17.1 keep records and prepare minutes of all the meetings of the Executive Committee and the General Body Meeting.
- 17.2 deal with the day to day correspondence relating to the GSC.
- 17.3 prepare the Agenda prior to all Meetings of the General Body and the Executive Committee with the advice and consent of the President and circulate same to the Executive Committee and, or the General Body.
- 17.4 convene the Executive Committee Meeting when directed by the President or in his/ her absence the Deputy President by sending out notification of such meeting to Executive Committee Members.
- 17.5 convene the Annual and Extraordinary General Meetings as directed by the Executive Committee
- 17.6 perform any other duties as desired by the President and or the Executive Committee.

18.0 DUTIES AND POWERS OF HON. TREASURER

- 18.1 The treasurer shall be the custodian of financial records, funds, assets and bank accounts and shall:

- 18.2 receive subscriptions and other monies and issue official receipts therefor.
- 18.3 keep full and accurate accounts of all cash received and expenditure made in books provided for that purpose
- 18.4 submit quarterly statement of accounts to the Executive Committee.
- 18.5 hold a maximum sum of £1,000.00 at any one time as petty cash.
- 18.6 deposit all monies received in a bank account as soon as possible after receipt of same but not later than 7 days of such receipt of monies.
- 18.7 operate the bank account of the GSC jointly with the President, Deputy President, the Honorary Secretary and any other person appointed by the Executive Committee from its members.
- 18.8 draw up balance sheet and the Statement of accounts for auditing before submission to the AGM.
- 18.9 perform other financial duties as assigned by the President and/ or the Executive Committee.

19. DUTIES OF ORDINARY COMMITTEE MEMBERS

- 19.1 The Ordinary Committee Members shall perform all such duties as assigned by the President and/ or Executive Committee.
- 19.2 If required, Ordinary Committee Members may be appointed to and participate in sub-Committees.

20.0 FINANCIAL PROVISIONS

- 20.1 The bank account shall be in the name of the GSC.
- 20.2 All cheques or withdrawal notices on the GSC account shall be signed jointly by any two of the following office holders: President, Deputy President, Treasurer, Secretary.
- 20.3 No expenditure exceeding £ 5,000.00 shall be incurred without prior sanction of the Executive Committee. Expenditure of up to £ 5,000.00 may be approved by the President or in President's absence the Deputy President.

21.0 AUDITORS OF GSC

21.1 Four (4) Hon. Auditors shall be appointed at the Annual General Meeting.

21.2 Any two of such Auditors may be called upon to Audit the GSC accounts and prepare a report for the Annual General Body Meeting.

22.0 DISSOLUTION OF GSC

22.1 If the members resolve to dissolve the charity the trustees will remain in office as charity trustees and be responsible for winding up the affairs of the charity in accordance with this clause.

22.2 The trustees must collect in all the assets of the charity and must pay or make provision for all the liabilities of the charity.

22.3 The trustees must apply any remaining property or money: (a) directly for the objects; (b) by transfer to any charity or charities for purposes the same as or similar to the charity; (c) in such other manner as the Charity Commission for England and Wales ('the Commission') may approve in writing in advance.

22.4 Members may pass a resolution before or at the same time as the resolution to dissolve the charity specifying the manner in which the trustees are to apply the remaining property or assets of the charity and the trustees must comply with the resolution if it is consistent with paragraphs (a) - (c) inclusive in sub-clause 22.3 above.

22.5 In no circumstances shall the net assets of the charity be paid to or distributed among the members of the charity (except to a member that is itself a charity).

22.6 The trustees must notify the Commission promptly that the charity has been dissolved. If the trustees are obliged to send the charity's accounts to the Commission for the accounting period which ended before its dissolution, they must send the Commission the charity's final accounts.

22.7 The GSC shall not be dissolved except with the consent of

not less than three- quarters (3/4) of the members of the GSC expressed at an Annual General Meeting or at an Extraordinary General Body Meeting convened for that purpose.

22.8 In the event that the GSC is dissolved as provided at clause 22.7, all debts and liabilities legally incurred on behalf of the GSC shall be discharged and any remaining funds shall be distributed to other charitable Sikh religious organisations or any other charitable Society.

22.9 Notice of the dissolution signed by the President, Secretary and the Treasurer shall be submitted as soon as possible to the relevant authority.

23.0 INTERPRETATION OF GSC CONSTITUTION

23.1 In the event of any question or matter arising out of any point which is not expressly provided for in this constitution, the Executive Committee shall have power to use its discretion and its decision shall be final unless and until countermanded by a resolution of the General Meeting.

23.2 In interpreting this constitution the words importing the masculine gender include females; words in the singular include the plural and words in the plural include the singular.

24.0 DISCIPLINARY ACTION

24.1 Any employee serving GSC in any position or capacity may be dismissed by the Executive Committee for any misconduct, unsatisfactory work or for any other valid reason provided such employee has been given an opportunity to be heard first.

24.2 Membership of any member of the GSC may be terminated by the General Body Meeting for the following reasons, provided at least 2/3 members present at the General Body Meeting vote for such termination:

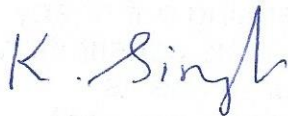
- (a) Upon conviction of any criminal offence by any competent court
- (b) For bringing Sikhism into disrepute
- (c) For activities which are deemed contrary to and undermining the GSC Aims and objectives.

24.3 In the event of any question or matter arising out of any point which is not expressly provided for in this constitution, the Executive Committee shall have power to use its discretion and its decision shall be final unless and until countermanded by a resolution of the General Meeting.

24.4 In interpreting this constitution the words importing the masculine gender include females; words in the singular include the plural and words in the plural include the singular.

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This is to certify that this Constitution is the final version incorporating amendments made by The Charity Commission UK and filed at the said Commission on 14.9.19



Lady Singh- Dr Kanwaljit Kaur OBE

President Global Sikh Council

14.11.19