

RESERVE BANK RETIRED EMPLOYEES ASSOCIATION, KOCHI

Gandhipuram Junction, Purayar, Aluva 683102

Bylaws of the *Prathyasa Lifeline Fund (PLF)* for our charity activities

1. The PLF

The *Prathyasa Lifeline Fund (PLF)* is an initiative of the Reserve Bank Retired Employees' Association (RBREA), Kochi. It was the unanimous decision of the Annual General Meeting 2014 of the unit to enter, in an appropriate manner, into activities that help the needy and the suffering in the society. The PLF is the formalisation of the decision.

2. Purpose

The purpose of the Fund is to channelise the generosity of the members by routing their donations for charitable purposes through the RBREA which would ensure that the donations reach genuine beneficiaries.

3. Prioritisation

The objective of the Fund is to help especially those who do not have sufficient means, direct or indirect, to support them. Hence priority would be to help individuals/ establishments who do not have other sufficient sources of funds or backing or sponsorship of any organisation.

4. PLF Committee

The Managing Committee of RBREA, Kochi would nominate a PLF committee consisting of 5 members from its members to oversee the affairs of the Fund.

5. Role of PLF Committee

The PLF Committee will identify the beneficiaries and prioritise the proposals depending on the availability of funds. These proposals will be implemented with the approval of the Managing Committee.

6. Assurance of annual donations

An assurance of the amounts that would be contributed to the Fund for social causes during the financial year i.e. April to March would be obtained from members willing to participate in helping the needy.

7. Indication of Availability

While assuring funds, the donors should indicate the following:

- a. When the funds could be made available;
- b. Notice, if any, required before actually parting with the funds; and

c. Whether the funds would be made available at one go or in installments, at monthly, quarterly etc. intervals.

8. Choice of Beneficiary

8.1 Among beneficiaries, members of our Association, if any, in need of financial support, will be given priority.

8.2 Members who come across genuine cases of individuals and organisations needing our support and deserving our consideration may suggest such names for the consideration of the PLF committee.

9. Advance collection of 10%

The endeavour would be to collect in advance 10% of the amount assured by a donor for a year. The fund thus collected would be kept as an exigency fund and used for extending help if required at very short notice.

10. Accounting

All amounts collected and disbursed for the purpose of this Fund would be accounted for separately.

11. Limits on quantum

While there would not be any limit on the quantum of assurance that can be offered by a member, the help extended to beneficiaries per year would normally be limited to Rs. 20,000/- per year in the case of an individual and Rs. one lakh in the case of an organization.

12. Relaxation in limits

In exceptional circumstances, relaxations in the above limits may be made to the extent of up to a maximum of 25% of the limits with the approval of the Managing Committee.

13. Receipts and Acknowledgements

Apart from obtaining and handing over appropriate receipts including Income Tax exemption certificates wherever relevant, efforts would be made to acknowledge donations received through our house journal *Prathyasa*, social networking sites etc.

14. Adoption by General Body

The provisions of these bylaws are effective from the date of their adoption by the General Body (Feb 2015) of the Association.

15. Amendments

Any amendment to the provisions of these bylaws will be only with the approval of the General Body.