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# CONSTITUTION AND BYLAWS

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Non Resident Indian Vasavi Association Inc. (NRIVA)





# NRIVA Constitution and Bylaws

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## Preamble

Whereas the need exists for cohesive action by the followers of Vasavi Maatha residing outside of India, it is hereby resolved that this not-for-profit organization preserves and propagates Vasavi Maatha heritage and maintain the identity of said group of people and provide a forum for Connecting and Serving among its members in social, educational, spiritual, business and other charitable activities for the under-privileged

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# NRIVA Constitution and Bylaws

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## Article 1: Organization Details

1. The organization name will be “Non Resident Indian Vasavi Association Inc.” or “NRIVA Inc”, hereafter referred to as “NRIVA”
2. NRIVA is a not-for-profit organization organized under the laws of the State of Georgia
3. NRIVA shall admit any Vasavi Maatha follower who shall be eligible to be a member

## Article 2: Objectives

The objectives of NRIVA shall be as follows:

1. Connect and Serve followers of Vasavi Maatha on social, educational, spiritual, business and other charitable activities by following Dharmam–Seelam–Ahimsa (Duty, Integrity, Non-Violence)
2. Carry forward the legacy of Vasavi Maatha’s above said principles to the next generations
3. Assist, propagate and publish information on Vasavi Maatha’s legacy, related sacrifices, history & events and to educate the members and non-members
4. Identify, recognize and promote establishment of organizations in regions outside of India that follow Vasavi Maatha principles
5. Raise, solicit and collect funds & donations for cultural, educational, social and charitable purposes across the globe

## Article 3: Rules and Regulations

The following rules and regulations shall conclusively bind NRIVA and all persons acting for or on behalf.

1. No part of the charitable contributions of NRIVA shall inure to the benefit of, or be distributed to its members, board of trustees and officers; except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payment & distributions in furtherance of the objectives set forth herein
2. No substantial part of the activities of NRIVA shall be conducting propaganda or otherwise attempting to influence legislation and shall not participate in or intervene in any political campaign including the publication or distribution of statements on behalf of any candidate for public office or any other not-for-profit organization
3. Notwithstanding any other provisions of the Articles of Incorporation and Bylaws, NRIVA shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under Section 501 (c) (3) of the Internal Revenue Code of 1986 or the corresponding provisions of any future United States Internal Revenue Law, or (b) by an organization, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue Law



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## Article 4: Compensation

Any member serving NRIVA in any role is deemed to be voluntary without any compensation from NRIVA.

## Article 5: Membership

### Section 5.1: General Members

#### 5.1.1 Eligibility Criteria

NRIVA shall admit the applicant provided that such person:

- a. Belongs to one of 102 Gothras as listed in Bylaws Appendix 4
- b. Abides by NRIVA Bylaws
- c. Subscribes to NRIVA Objectives
- d. Be 19 years of age or older
- e. Submits an application in the prescribed form along with the required details as requested
- f. Pay prescribed fees as applicable for General Membership
- g. Be approved by Membership Committee
- h. NRIVA reserves the right to verify the qualifications and information provided by the applicant. Such verification may include requesting additional documentation from some or all of the applicants for membership
- i. The membership is not transferable to another person whatever the reason may be. In the case of a divorce, the divorced spouse of the member will need to enroll to become a new member as this person is not part of the members' family any longer

#### 5.1.2 Composition

Not Applicable

#### 5.1.3 Enrollment

Register online through NRIVA Website.

#### 5.1.4 Term

Until the respective General Member decides to withdraw their membership or is terminated.

#### 5.1.5 Responsibilities

Support and participate in NRIVA Objectives.



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## 5.1.6 Privileges

- a. Spouse and dependent children age 25 & under of the General Member become eligible to avail General Membership privileges
- b. General Members will be part of NRIVA distribution list and participate in NRIVA activities that are not exclusive to Life Members

## 5.1.7 Resignation

Shall be unsubscribed from NRIVA communications upon notifying the General Secretary.

## 5.1.8 Termination

Membership of a General Member can be revoked for considerable violation of NRIVA Bylaws. Knowingly or intentionally engaging in conduct which is intended to compete with or cause harm to NRIVA or which, in the opinion of the Board of Trustees in its sole discretion, is likely to substantially injure the reputation of NRIVA. Membership Committee will assess such cases and provide recommendations on the course of action to the General Secretary who will then review the details and provide the final decision. As part of the assessment and before taking any decision, a written notice shall be given by the membership committee or General Secretary to the respective General Member seeking explanation.

Conviction of a General Member in a criminal lawsuit shall constitute as a reason for automatic revocation of General Membership and such member shall immediately cease relationship with NRIVA.

The Membership Committee or General Secretary shall notify the affected member of General Membership revocation with the consent of the President.

## 5.1.9 Backfilling

Not Applicable

## 5.1.10 Reinstatement

General Membership can be considered for reinstatement at least one year after revocation. The General Member will need to submit reinstatement request and reasonable evidence that their conduct is in line with NRIVA Bylaws. At the time of reinstatement, one needs to become a member again and pay respective dues if applicable.

## 5.1.11 Meetings

Not Applicable

## 5.1.12 Decisions

Not Applicable



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## Section 5.2: Life Members

### 5.2.1 Eligibility Criteria

NRIVA shall admit the applicant provided that such person:

- a. Belongs to one of 102 Gothras as listed in Bylaws Appendix 4
- b. Abides by NRIVA Bylaws
- c. Subscribes to NRIVA Objectives
- d. Be 19 years of age or older
- e. Submits an application in the prescribed form along with the required details as requested
- f. Pay one-time fee of \$200 per family (excluding matching grant ) for Life Membership. Note: Fees is non-refundable
- g. NRIVA reserves the right to verify the qualifications and information provided by the applicant. Such verification may include requesting additional documentation from some or all of the applicants for membership
- h. NRIVA reserves the right to deny Life Membership
- j. The membership is not transferable to another person whatever the reason may be. In the case of a divorce, the divorced spouse of the member will need to enroll to become a new member as this person is not part of the members' family any longer

### 5.2.2 Composition:

Not Applicable

### 5.2.3 Enrollment

Register via paper or online through NRIVA Website or through convention donor benefits.

### 5.2.4 Term

Life Members shall be entitled for lifetime membership until the respective member withdraws their membership or is terminated.

### 5.2.5 Responsibilities

Support and participate in NRIVA Objectives.

### 5.2.6 Privileges

- a. Enjoy the honorific title of "Life Member"
- b. Eligible to receive benefits as defined in Life Membership benefits package
- c. Eligible to serve in the governing body, standing committees or as chapter lead





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- d. Spouse and dependent children age 25 & under of the Life Member become eligible to avail Life Membership privileges
- e. The Life Member and his/her spouse shall be eligible to vote on all matters presented to the General Body. This assumes the Life Member has been in good standing at least twelve (12) months prior to the General Body election year. This denotes that household of Life Member has two (2) votes
- f. Dependent children age 25 & under shall not have voting privileges
- g. Dependent children over 25 years of age will lose membership privileges on their 26th birthday. They will need to get their own membership

## 5.2.7 Resignation

Shall lose all Life Membership benefits and privileges upon notifying the General Secretary.

## 5.2.8 Termination

Membership of a Life Member can be revoked for considerable violation of NRIVA Bylaws. Knowingly or intentionally engaging in conduct which is intended to compete with or cause harm to NRIVA or which, in the opinion of the Board of Trustees in its sole discretion, is likely to substantially injure the reputation of NRIVA. Membership Committee will assess such cases and provide recommendations on the course of action to the General Secretary who will then review the details and provide the final decision. As part of the assessment and before taking any decision, a written notice shall be given by the membership committee or General Secretary to the respective Life Member seeking explanation.

Conviction of a Life Member in a criminal lawsuit shall constitute as a reason for automatic revocation of Life Membership and such member shall immediately cease relationship with NRIVA.

The General Secretary shall notify the affected member of Life Membership revocation with the consent of the President.

## 5.2.9 Backfilling

Not Applicable

## 5.2.10 Reinstatement

Life Membership can be considered for reinstatement at least one year after revocation. The Life Member will need to submit reinstatement request and reasonable evidence that their conduct is in line with NRIVA Bylaws. General Secretary with the consent from the President can present to BoT for the reinstatement. Upon approval of two-thirds (2/3<sup>rd</sup>) of BoTs, membership can be reinstated.

## 5.2.11 Meetings

Not Applicable



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## 5.2.12 Decisions

Not Applicable

## Article 6: General Body

### Section 6.1: General Body

#### 6.1.1 Eligibility Criteria

Must be NRIVA Life Member.

#### 6.1.2 Composition

Consists all NRIVA Life Members.

#### 6.1.3 Enrollment

Automatic.

#### 6.1.4 Term

Lifetime - as long as the life membership status is maintained.

#### 6.1.5 Responsibilities

- a. Promote the objectives of NRIVA
- b. Attend the General Body meeting during which the Board of Trustees shall discuss the affairs of NRIVA and seek feedback
- c. Shall ratify with a simple majority the bylaws and amendments approved by the Board of Trustees
- d. In the case of any emergency or exceptional situation:
  - A Life Member (voting member) can propose the recall of any BoT member or call for a Special General Body Meeting by a petition signed by at least 15% of Life Members and present to the General Secretary for review. General Secretary will work with BoT to make a final decision within 30 days of submission of the petition
  - If Life Members are not satisfied with the BoT decision, they can call for a Special General Body Meeting by asking the General Secretary to schedule a meeting. At least 15% of Life Members will need to be in attendance to meet quorum for a Special General Body Meeting and can recall the BoT member(s) with at least 2/3<sup>rd</sup> majority



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## 6.1.6 Privileges

Not Applicable

## 6.1.7 Resignation

Rescindment of Life Membership automatically removes membership from the General Body.

## 6.1.8 Termination

Rescindment of Life Membership automatically removes membership from the General Body.

## 6.1.9 Backfilling

Not Applicable

## 6.1.10 Reinstatement

Reinstatement of a Life Member automatically re-enrolls the member into the General Body.

## 6.1.11 Meetings

- a. General Body meetings can be held anywhere in North America
- b. General Body member shall attend the General Body Meeting in person
- c. A meeting of the General Body shall be held during each NRIVA Global Convention. If a NRIVA Global Convention is not held for any reason then a General Body meeting shall be convened within three (3) months of the third anniversary of the previous NRIVA Global Convention
- d. If a General Body Meeting is to be held, the General Secretary shall give notice to the General Body members of the date, time and place of such General Body meeting no later than thirty (30) days before such meeting is to be held. Unless otherwise directed by the Board of Trustees, notice shall be deemed given to a member if sent to such member by publication in the NRIVA newsletter or email communication and/or posted on NRIVA website. If this meeting is scheduled to happen in any convention year that convention date itself shall be deemed as a notice for the General Body meeting
- e. The General Secretary shall keep or post any minutes of the General Body meetings to General Body members
- f. Where no binding action may be taken by the General Body, no quorum is required
- g. Special or extraordinary meetings of the General Body are expressly prohibited by these bylaws

## 6.1.12 Decisions

Shall participate in General Body Meetings and vote where required.



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## Article 7: Governing Body

The Board of Trustees (BoT) is the governing body of NRIVA.

NRIVA shall have diversity in BoT membership with good representation based on gender, age, professional qualifications, geographies and respective individuals' accomplishments/service to NRIVA.

### Section 7.1: Board of Trustees (BoT)

#### 7.1.1 Eligibility Criteria

- a. Individual should belong to one of 102 gothras
- b. Any Life Member seeking office as a Board of Trustee should have been a Life Member for the current year and prior two (2) calendar years consecutively and should have served at least one term as a Chair/Co-Chair in any Standing Committee or as a Chapter Lead in any local chapter
- c. Must be a current resident of the US (holding a US Citizenship, Green Card or Non-Immigrant Visa) and currently living in the US for at least prior 5 years

#### 7.1.2 Composition

The BoT shall consist of thirty-six (36) members of which:

- a. Thirty-One (31) will be Board of Trustees which includes Past-President
- b. Max of five (5) will be Patron Board of Trustees

BoT should not have more than four (4) members from a single chapter (excluding the President). At least one should be a Patron BoT in case the max number of 4 is reached.

The Past-President shall be a BoT member, but shall have no vote, unless to resolve a tie-break.

#### 7.1.3 Enrollment

Not Applicable

#### 7.1.4 Term

- a. The term of a BoT member shall be for two (2) years in line with the presidential term. The current BoT shall get dissolved when the presidential term ends
- b. The max terms served by any BoT member should not exceed four (4) terms
- c. At least one-third ( $1/3^{\text{rd}}$ ) of BoT members from current completing term will need to be replaced when the new BoT is formed each term
- d. BoT member who has completed max terms and then selected to be President-Elect will be exempted from the max term rule



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## 7.1.5 Responsibilities

The BoT members shall have following responsibilities to oversee and guide the organization.

- a. Establish mission and purpose of the organization
- b. Define strategies, policies and ensure effective planning
- c. Monitor and strengthen programs to Connect and Serve
- d. Ensure availability of adequate financial resources
- e. Build and protect assets with proper financial oversight
- f. Approval of operational budget
- g. Money received towards life membership shall be kept in a separate fund. Only the interest accrued from these funds shall be used for operating expenses. The life membership funds can only be borrowed towards any special purpose with the approval of the BoT
- h. Patron BoT contributions shall be used towards NRIVA operational expenses
- i. Ensure legal and ethical integrity
- j. Creation and approval of endowments
- k. Enhance the organization's public standing
- l. The BoT shall form a Bylaw Committee as needed to make amendments to the Bylaws and for its ratification
- m. Approval of location and budget for the Global Convention
- n. Conduct an internal audit of global convention and other major events before the completion of the presidential term
- o. Shall serve in at least one (1) committee
- p. Select the next President-Elect immediately after the inauguration of the new President and BoT. This selection shall complete in the inauguration meeting itself
- q. Shall have the power to call for a special meeting if the President/General Secretary do not respond to written request issued by any BoT Member within thirty (30) days of issuance of the written request or add to the next BoT meeting agenda

## 7.1.6 Privileges

All expenses exceeding limits allocated to Executive Committee and President will need to be approved by the BoT.

## 7.1.7 Resignation

Any BoT member may resign from the position by filing a written resignation with the General Secretary. However, such resignation shall not relieve the member of the obligation to provide accounts or other responsibilities entrusted to such member for a period of 12 months prior to resignation. Any membership dues paid will not be refunded if resigned.



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## 7.1.8 Termination

Any BoT member can be removed from the position for acting against the interest of the organization and/or for misuse of the position in the organization for personal aggrandizement or for promoting personal interests through use of organization's name in the news or visual media or with political establishments or for misconduct. Such action shall require a written notice by the BoT to the violated member seeking explanation. Upon findings, with two-thirds (2/3s) of BoT majority, the respective member can be terminated.

If a BoT member is in the middle of a criminal lawsuit, then such an individual shall be suspended from the respective position.

## 7.1.9 Backfilling

All existing vacancies by reason of resignation, death, incapacity or removal of a BoT member before the expiration of his/her term, shall be nominated by the President and approved by BoT with simple majority to serve for the duration of the remaining term. The duration of the backfilling position however long will count as full term. The backfilling position should be filled within 60 days unless this falls in the last 3 months of the end of the current term.

## 7.1.10 Reinstatement

Not Applicable

## 7.1.11 Meetings

- a. The BoT shall meet at least once a quarter either in person or through tele/video conference
- b. In the BoT meetings high level summary of accomplishments, future plans and quarterly financials will be reviewed
- c. As needed, the President can call for additional BoT meetings via email with advance notice ranging between twenty-four (24) hours to seven (7) days
- d. The General Secretary shall be the presiding member of the BoT and other official/critical meetings
- e. The General Secretary along with the President shall set the agenda for each meeting. Any agenda item proposed by any trustee and seconded by another trustee shall also be included in the agenda
- f. The agenda for the meeting should be published at least forty-eight (48) hours before the scheduled meeting excluding any emergency meetings
- g. The meetings will be conducted in accordance with Robert Rules of Order plus any local/state/federal rules
- h. Every BoT is expected to attend minimum three (3) OR consecutive two (2) quarters of the required meetings in a given calendar year with an exception arising from unforeseen circumstances or health reasons. Failing on which, the General Secretary shall send a written notification to that member on the inactiveness resulting in deprivation of all committee communications/publications/meeting minutes until the member becomes active and attends at least two (2) consecutive meetings. If the



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member does not reengage actively after the formal communication, the President shall direct the General Secretary to terminate their membership

## 7.1.12 Decisions

A quorum shall consist of a 2/3rd majority of the BoT attending in person or through telephone/video conferencing. All decisions will be by simple majority vote of those present in a meeting at which a quorum is present.

## Section 7.2: Patron Board of Trustees (BoT)

### 7.2.1 Eligibility Criteria

NRIVA shall admit the applicant provided that such person:

- a. Belongs to one of 102 Gothras as listed in Bylaws Appendix 4
- b. Abides by NRIVA Bylaws
- c. Subscribes to NRIVA Objectives
- d. Be 19 years of age or older
- e. Submits an application in the prescribed form along with the required details as requested
- f. Must contribute lumpsum of at least \$25,000 (excluding any matching grant or any other donation) to NRIVA operational funds for that term to be considered for the office of Patron BoT
- g. NRIVA reserves the right to verify the qualifications and information provided by the applicant. Such verification may include requesting additional documentation from some or all of the applicants for Patron BoT

### 7.2.2 Composition

Max of five (5) will be Patron BoTs.

### 7.2.3 Enrollment

Register via paper or online through NRIVA Website.

### 7.2.4 Term

Patron BoT shall be eligible for BoT position for the immediate one (1) term of the contribution year.

### 7.2.5 Responsibilities

Same as BoT



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## 7.2.6 Privileges

- a. Enjoy the honorific title of “Patron BoT”
- b. Eligible to be nominated or elected to the position of Board of Trustees
- c. Enjoy the benefits and privileges of Life Membership

## 7.2.7 Resignation

Same as BoT

## 7.2.8 Termination

Same as BoT

## 7.2.9 Backfilling

Same as BoT

## 7.2.10 Reinstatement

Not Applicable

## 7.2.11 Meetings

Not Applicable

## 7.2.12 Decisions

Not Applicable

## **Section 7.3: Executive Committee (EC)**

### 7.3.1 Eligibility Criteria

Same as BoT

### 7.3.2 Composition

Of the 36 BoT members, an Executive Committee will be formed with twenty (20) of the BoT members.

Executive Committee shall comprise of President, President-Elect, Past-President, General Secretary, Treasurer, two (2) Joint-Secretaries, two (2) Joint-Treasures and eleven (11) EC members.





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## 7.3.3 Enrollment

Not Applicable

## 7.3.4 Term

Same as BoT

## 7.3.5 Responsibilities

Executive Committee members shall oversee day to day operations, events coordination & execution including convention efforts and act as liaisons with at least one (1) committee.

## 7.3.6 Privileges

Any ad hoc expense not exceeding \$20,000 can be approved by the Executive Committee. This limit applies to the total amount spent for the same cause or purpose or towards a specific organization including any amount already spent by the President and Executive Committee.

## 7.3.7 Resignation

Same as BoT

## 7.3.8 Termination

Same as BoT

## 7.3.9 Backfilling

Same as BoT

## 7.3.10 Reinstatement

Same as BoT

## 7.3.11 Meetings

Same as BoT

## 7.3.12 Decisions

Same as BoT



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## Article 8: Office Bearers

### Section 8.1: President

#### 8.1.1 Eligibility Criteria

Must be the current President-Elect

#### 8.1.2 Composition

Not Applicable

#### 8.1.3 Enrollment

Not Applicable

#### 8.1.4 Term

Maximum of one (1) term consisting of two (2) years. The term shall commence starting January 1<sup>st</sup> of the first year and is effective for two years.

#### 8.1.5 Responsibilities

- a. Provide inspired leadership across the organization
- b. Create an environment that promotes great performance and positive morale
- c. Ensure organization's activities are in-line with furthering the mission
- d. Act as the primary spokesperson for the organization
- e. Shall form the Executive, Audit and Vision Committees. The formation shall complete before the Presidential inauguration
- f. Shall form an ad hoc committee to investigate grievances as needed
- g. Develop and maintain relationships with other Vasavi organizations across the USA and globally
- h. Shall not use NRIVA as a means to avail any personal benefits directly or indirectly from life members, sponsors and other non-profit organizations
- i. Bear the ultimate responsibility for day-to-day running of the organization
- j. Oversee fund raising programs and act as the organization's Chief Fundraiser
- k. Ensure legal compliance and sound risk management practices
- l. Display financial prudence in managing of the organization
- m. Work to define strategic initiatives and take decisions
- n. Form, continue or terminate Standing and Ad hoc Committees as needed. These shall be permanent or ad hoc. Define their purpose, role, responsibilities, goals & objectives of each committee.
- o. Work with Executive Committee and Standing Committees to implement strategic initiatives and operational policies



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- p. Shall be primary contact for any endowment and adhere to endowments and their charter guidelines
- q. Serve as the liaison between the BoT and rest of the organization
- r. Select Chapter Leads and Standing Committee Chairs/Co-Chairs
- s. Shall form an grievance committee on need basis
- t. Periodically appraise the BoT on the status of strategic initiatives, organizational activities, operations and financials
- u. Direct and expend general fund for administrative purposes to cover all operating expenses unless directed by BoT under special circumstances to use the funds for other purposes
- v. Shall remain responsible for all financials happened during the tenure until the next audit is completed and all discrepancies, if any, have been resolved amicably
- w. Ensure a complete and smooth transition of power and organizations' assets to the next President by the oath ceremony

## 8.1.6 Privileges

Any ad hoc expense not exceeding \$10,000 can be approved by the President. This limit applies to the total amount spent for the same cause or purpose or specific organization including any amount already spent by the President and Executive Committee.

## 8.1.7 Resignation

The President may resign from the position by filing a written resignation with the General Secretary and President-Elect and shall present himself to the BoT; however, such resignation shall not relieve the President of the obligation to provide accounts or other responsibilities entrusted upon for the duration served. Additionally, if there are any pending legal challenges or liabilities, the President shall still remain as the point person for these until resolution is reached. The President shall be relieved upon approval of BoT and completion of transition of responsibilities.

## 8.1.8 Termination

The President can be removed from the position for acting against the interest of the organization and/or for misuse of the position in the organization for personal aggrandizement or for not fulfilling the duties arising from disability, health or any other reason or for promoting personal interests through use of organization's name in the news or visual media or with political establishments or for misconduct. Such action shall require a written notice by the General Secretary upon approval of the BoT to the President seeking explanation. Upon findings, with two-thirds (2/3s) of BoT majority, the President can be terminated.

If the President is in the middle of a criminal lawsuit, then such an individual shall be suspended from the respective position.



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## 8.1.9 Backfilling

In the event the office of the President becomes vacant for any reason, a new President shall be identified based on the following:

- a. If the remaining term is more than 6 months then the BoT shall decide the next President for the remaining term
- b. If the remaining time is less than 6 months then President-Elect will fill the remaining term and the planned full term

In the interim until the President is finalized, the President-Elect shall serve as the acting President.

## 8.1.10 Reinstatement

Not Applicable

## 8.1.11 Meetings

The President shall attend all General Body, Executive Committee, BoT and other official/critical meetings. Absence arising from health or emergency reasons shall be excused. During absence the General Secretary shall appraise the President as required in addition to publishing the meeting minutes.

## 8.1.12 Decisions

Not Applicable

## Section 8.2: President-Elect

### 8.2.1 Eligibility Criteria

- a. Must be a Life Member
- b. Must have served in EC for at least 2 terms
- c. Must have served as General Secretary or Treasurer or Joint-Secretary or Joint-Treasurer for at least 1 term
- d. Selected by the newly formed BoT

### 8.2.2 Composition

Not Applicable

### 8.2.3 Enrollment

Not Applicable



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## 8.2.4 Term

Maximum of one (1) term consisting of two (2) years. The term shall commence starting January of the first year and is effective for two years or until the next President-Elect is sworn in.

## 8.2.5 Responsibilities

- a. Work alongside with the President in furthering the organizational mission
- b. Will automatically become the next President
- c. Will serve as the acting President not exceeding ninety (90) days, if the President becomes temporarily incapable of fulfilling the duties arising from disability, health, becomes vacant or any other reason, until the President is able to resume
- d. Provide inspired leadership across the organization
- e. Create an environment that promotes great performance and positive morale
- f. Lead initiatives and assist in decision making when requested by the President
- g. Have awareness of day-to-day running of the organization, strategic initiatives and operational policies
- h. Have awareness of organizational financials including fund raising activities
- i. Ensure legal compliance and sound risk management practices
- j. Assist President in selecting Chapter Leads and Standing Committee Chairs/Co-Chairs
- k. Shall have the ownership and responsibility to drive the selection committee process to form the new BoT team, Committee Chairs and Chapter Leads for the next Presidential term
- l. Shall select NRIVA foundation committee members in approval with the President and notify the BoT
- m. Shall lead NRIVA Foundation and provide quarterly progress and financial updates to BoT
- n. Work towards growing into the Presidential role to attain a smooth transition of responsibilities and power

## 8.2.6 Privileges

Not Applicable

## 8.2.7 Resignation

The President-Elect may resign from the position by filing a written resignation with the President and General Secretary. The General Secretary shall then communicate the same to the BoT. Such resignation shall not relieve the President-Elect of the obligation to provide accounts or other responsibilities entrusted upon for the duration served. Presidential-Elect shall be relieved upon completion of transition of responsibilities.

## 8.2.8 Termination

The President-Elect can be removed from the position for acting against the interest of the organization and/or for misuse of the position in the organization for personal aggrandizement or for promoting personal interests through use of organization's name in the news or visual media or with political establishments or for misconduct. Such action shall require a written notice by the General Secretary upon approval of the BoT to



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the President-Elect seeking explanation. Upon findings, with two-thirds (2/3s) of BoT majority, the President-Elect can be terminated.

If the President-Elect is in the middle of a criminal lawsuit, then such an individual shall be suspended from the respective position.

## 8.2.9 Backfilling

In the event the office of President-Elect becomes vacant for any reason, the procedure to select a new President-Elect shall be followed without the need to wait for until the next inauguration.

## 8.2.10 Reinstatement

Not Applicable

## 8.2.11 Meetings

The President-Elect shall follow Executive Committee meeting guidelines.

## 8.2.12 Decisions

Not Applicable

## Section 8.3: General Secretary

### 8.3.1 Eligibility Criteria

- a. Must have served in the BoT for at least 1 term and be part of the current BoT
- b. Appointed by the President

### 8.3.2 Composition

Not Applicable

### 8.3.3 Enrollment

Not Applicable

### 8.3.4 Term

Not Applicable



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## 8.3.5 Responsibilities

- a. Be the public liaison and custodian of NRIVA Seal, Articles of Incorporation and Bylaws including all amendments
- b. Renew Articles of Incorporation for NRIVA with the State of Georgia
- c. Keep and maintain all records of the organization
- d. Shall be the presiding member of the General Body, BoT and all other official meetings
- e. Prepare agendas in consultation with the President and send meeting notifications at least 48 hours before the scheduled meeting. Shall include any agenda item proposed by any trustee and seconded by another trustee
- f. Correspond with other official and non-official entities on behalf of the organization
- g. Maintain meeting minutes of BoT and Executive Committee and circulate among its members
- h. Notify Chapter Leads, Standing Committee Chairpersons & Members of their appointments and assigned duties
- i. Manage all digital and non-digital operational assets (excluding finances)
- j. Ensure required books, reports, certificates, documents and records are kept current and filed as required by law
- k. Shall keep bylaw addendums and appendixes current
- l. Transfer all records to the incoming General Secretary within fifteen (15) days of appointment of the incoming Secretary
- m. Shall review all grievances, appraise the President and provide initial response within fifteen (15) days of receipt
- n. Shall be the authorized NRIVA officer to issue communications to NRIVA members and public at large
- o. Shall attest on all contracts signed by the President unless the BoT directs otherwise

## 8.3.6 Privileges

Not Applicable

## 8.3.7 Resignation

The General Secretary may resign from the position by filing a written resignation with the President and such resignation shall be presented to the BoT by the President; however, such resignation shall not relieve the General-Secretary of the obligation to provide accounts or other responsibilities entrusted upon for the duration served. The General Secretary shall be relieved upon completion of transition of responsibilities and such transition should complete within twenty-one (21) days.

## 8.3.8 Termination

The President can terminate the General Secretary and notify the BoT of the change.

If the General Secretary is in the middle of a criminal lawsuit, then such an individual shall be suspended from the respective position.



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## 8.3.9 Backfilling

In the event the office of General Secretary becomes vacant for any reason, the President shall appoint an individual within twenty-one (21) days.

## 8.3.10 Reinstatement

Not Applicable

## 8.3.11 Meetings

The General Secretary shall attend all General Body, Executive Committee, BoT and other official/critical meetings. Absence arising from health or emergency reasons shall be excused.

Note: As the General Secretary is the presiding member of official meetings, during such an absence, any Joint-Secretary in attendance shall carry out the tasks to publish the meeting minutes and keep others apprised as required.

## 8.3.12 Decisions

Not Applicable

## Section 8.4: Treasurer

### 8.4.1 Eligibility Criteria

- a. Must have served in the BoT for at least 1 term and be part of the current BoT
- b. Appointed by the President

### 8.4.2 Composition

Not Applicable

### 8.4.3 Enrollment

Not Applicable

### 8.4.4 Term

Not Applicable

### 8.4.5 Responsibilities

- a. Maintain all funds and financial aspects of NRIVA





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- b. Keep financial books in proper and correct order
- c. Any check, note, draft, online payments including other forms of payments or demand for money drawn against NRIVA funds in excess of USD \$1,000 shall be signed by the Treasurer with the written approval of the President unless the BoT directs otherwise
- d. Issue collection notice of all dues, fees and assessments, and shall deposit the same in designated bank(s) or other depository institution(s)
- e. At the minimum submit monthly financial reports to the Executive Committee and quarterly financial reports to the BoT
- f. Prepare and file tax returns with the IRS for Federal and State as applicable
- g. Present financial statements during General Body Meeting

## 8.4.6 Privileges

Not Applicable

## 8.4.7 Resignation

The Treasurer may resign from the position by filing a written resignation with the President and such resignation shall be presented to the BoT by the President; however, such resignation shall not relieve the Treasurer of the obligation to provide accounts or other responsibilities entrusted upon for the duration served. The Treasurer shall be relieved upon completion of transition of responsibilities and such transition should complete within twenty-one (21) days.

## 8.4.8 Termination

The President can terminate the Treasurer and notify the BoT of the change.

If the Treasurer is in the middle of a criminal lawsuit, then such an individual shall be suspended from the respective position.

## 8.4.9 Backfilling

In the event the office of Treasurer becomes vacant for any reason, the President shall appoint an individual within twenty-one (21) days.

## 8.4.10 Reinstatement

Not Applicable

## 8.4.11 Meetings

The Treasurer shall attend all General Body, Executive Committee, BoT and other official/critical meetings. Absence arising from health or emergency reasons shall be excused. During such an absence, any Joint-Treasurer in attendance shall carry out the tasks related to financials and keep others apprised as required.



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## 8.4.12 Decisions

Not Applicable

## Section 8.5: Joint-Secretary

### 8.5.1 Eligibility Criteria

- a. Must be part of the current BoT
- b. Appointed by the President

### 8.5.2 Composition

Not Applicable

### 8.5.3 Enrollment

Not Applicable

### 8.5.4 Term

Not Applicable

### 8.5.5 Responsibilities

- a. Assist the General Secretary as needed and as directed by the Executive Committee
- b. As directed by the President shall serve as the acting General Secretary, if the General Secretary becomes temporarily incapable of fulfilling the duties arising from disability, health or any other reason, until the General Secretary is able to resume

### 8.5.6 Privileges

Not Applicable

### 8.5.7 Resignation

The Joint-Secretary may resign from the position by filing a written resignation with the President and such resignation shall be presented to the BoT by the President; however, such resignation shall not relieve the Joint-Secretary of the obligation to provide accounts or other responsibilities entrusted upon for the duration served. The Joint-Secretary shall be relieved upon completion of transition of responsibilities and such transition should complete within twenty-one (21) days.



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## 8.5.8 Termination

The President can terminate the Joint-Secretary and notify the BoT of the change.

If the Joint-Secretary is in the middle of a criminal lawsuit, then such an individual shall be suspended from the respective position.

## 8.5.9 Backfilling

In the event the office of Joint-Secretary becomes vacant for any reason, the President shall appoint an individual within twenty-one (21) days.

## 8.5.10 Reinstatement

Not Applicable

## 8.5.11 Meetings

The Joint-Secretary shall attend all General Body, Executive Committee, BoT and other official/critical meetings. Absence arising from health or emergency reasons shall be excused.

## 8.5.12 Decisions

Not Applicable

## Section 8.6: Joint-Treasurer

### 8.6.1 Eligibility Criteria

- a. Must be part of the current BoT
- b. Appointed by the President

### 8.6.2 Composition

Not Applicable

### 8.6.3 Enrollment

Not Applicable

### 8.6.4 Term

Not Applicable



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## 8.6.5 Responsibilities

- a. Assist the Treasurer as needed and as directed by the Executive Committee
- b. As directed by the President shall serve as the acting Treasurer, if the Treasurer becomes temporarily incapable of fulfilling the duties arising from disability, health or any other reason, until the Treasurer is able to resume

## 8.6.6 Privileges

Not Applicable

## 8.6.7 Resignation

The Joint-Treasurer may resign from the position by filing a written resignation with the President and such resignation shall be presented to the BoT by the President; however, such resignation shall not relieve the Joint-Treasurer of the obligation to provide accounts or other responsibilities entrusted upon for the duration served. The Joint-Treasurer shall be relieved upon approval of BoT and completion of transition of responsibilities and such transition should complete within twenty-one (21) days.

## 8.6.8 Termination

The President can terminate the Joint-Treasurer and notify the BoT of the change.

If the Joint-Treasurer is in the middle of a criminal lawsuit, then such an individual shall be suspended from the respective position.

## 8.6.9 Backfilling

In the event the office of Joint-Treasurer becomes vacant for any reason, the President shall appoint an individual within twenty-one (21) days.

## 8.6.10 Reinstatement

Not Applicable

## 8.6.11 Meetings

The Joint-Treasurer shall attend all General Body, Executive Committee, BoT and other official/critical meetings. Absence arising from health or emergency reasons shall be excused.

## 8.6.12 Decisions

Not Applicable



## Article 9: Strategic Committees

### Section 9.1: Audit Committee

#### 9.1.1 Eligibility Criteria

- a. Must be an active BoT member

This committee shall be owned and led by the President.

#### 9.1.2 Composition

Shall comprise of 3 to 5 BoT members as appointed by the President.

#### 9.1.3 Enrollment

Not Applicable

#### 9.1.4 Term

Same as BoT

#### 9.1.5 Responsibilities

- a. Work with the Treasurer to obtain all artifacts as required for the financial internal and external audit
- b. Shall review organizations' financials once every 6 months
- c. Engage external professional auditor and oversee the audit
- d. Perform an external audit once after the completion of the current presidential term
- e. External audit shall commence at the beginning of the next presidential term and complete by the end of June of the first year of the next presidential term
- f. Maintain audit records and findings
- g. Provide internal and external audit findings to the President

#### 9.1.6 Privileges

Not Applicable

#### 9.1.7 Resignation

Not Applicable

#### 9.1.8 Termination

Not Applicable



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## 9.1.9 Backfilling

Not Applicable

## 9.1.10 Reinstatement

Not Applicable

## 9.1.11 Meetings

Attend all Audit Committee meetings in addition to the BoT and Executive Committee meetings. Absence arising from health or emergency reasons shall be excused.

## 9.1.12 Decisions

Not Applicable

## Section 9.2: Grievance Committee

### 9.2.1 Eligibility Criteria

- a. Must be an active BoT member

This committee shall be owned and led by the President.

### 9.2.2 Composition

Shall comprise of 3 to 5 BoT members as appointed by the President.

### 9.2.3 Enrollment

Not Applicable

### 9.2.4 Term

On demand

### 9.2.5 Responsibilities

- a. Shall investigate the grievance and provide the findings to the President

### 9.2.6 Privileges

Not Applicable



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## 9.2.7 Resignation

Not Applicable

## 9.2.8 Termination

Not Applicable

## 9.2.9 Backfilling

Not Applicable

## 9.2.10 Reinstatement

Not Applicable

## 9.2.11 Meetings

Attend all Grievance Committee meetings in addition to BoT and Executive Committee meetings. Absence arising from health or emergency reasons shall be excused.

## 9.2.12 Decisions

Not Applicable

## Section 9.3: Selection Committee

### 9.3.1 Eligibility Criteria

Current President, President-Elect and immediate Past-President.

This committee shall be owned and led by the President-Elect.

### 9.3.2 Composition

Shall be formed with the current President, President-Elect and immediate Past-President three (3) months before the end of the current presidential term.

In the absence of any of the 3 members, the current BoT shall nominate other members to fill these roles.

### 9.3.3 Enrollment

Not Applicable



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## 9.3.4 Term

Same as BoT

## 9.3.5 Responsibilities

Shall have the responsibility to seek nominations, review the nominations and finalize the BoT, Committee Chairs and Chapter Leads for the next presidential term.

## 9.3.6 Privileges

Not Applicable

## 9.3.7 Resignation

Not Applicable

## 9.3.8 Termination

Not Applicable

## 9.3.9 Backfilling

Not Applicable

## 9.3.10 Reinstatement

Not Applicable

## 9.3.11 Meetings

Selection Committee members shall attend all meetings related to the selection process.

## 9.3.12 Decisions

Selection Committee shall review nominations and compile the final composition of leaders for the next term.





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## Article 10: Standing Committees & Local Chapters

### Section 10.1: Standing Committees & Chairs

Standing Committees are formed to achieve specific objectives in furthering the organization's mission. Committee Chairs are entrusted upon to execute to achieve these objectives. These committees can be either permanent or ad hoc.

#### 10.1.1 Eligibility Criteria

- a. Be a life member to serve in the committee as a Committee Member
- b. Be a life member for at least one (1) year to serve as the Chair and Co-Chair of the Committee

#### 10.1.2 Composition

- a. Each committee shall be led by one (1) Chair and one or more Co-Chair(s) & Committee Members
- b. The Selection Committee shall select the committee members especially the Chair and Co-Chair(s)
- c. The President shall approve the final member composition of the committees
- d. An eligible member appointed as the Chair of the committee shall serve in not more than one (1) committee
- e. An eligible member appointed as the Co-Chair or Member of the committee shall be allowed to serve in more than one (1) committee as long as they are able to contribute their fullest

#### 10.1.3 Enrollment

Not Applicable

#### 10.1.4 Term

Shall be in line with the presidential term. The current committee leadership shall get dissolved when the presidential term ends

#### 10.1.5 Responsibilities

- a. Chair shall be the primary contact within the organization for the respective committee
- b. Co-Chairs and Committee Members shall support the Chair towards the goals and objectives
- c. Committee shall carry out tasks to fulfill the stated goals and objectives
- d. Committee members shall work and collaborate with leadership and other committees as needed
- e. Committees shall strive to improve the current functioning of processes to better the organization
- f. Chair shall ensure all committee members are regularly attending the committee meetings and actively involved in the committee activities



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- g. Chair shall ask inactive members to leave the committee to make room for others willing to contribute

## 10.1.6 Privileges

After serving one full term, Chair and Co-Chairs shall become eligible to run for BoT positions.

## 10.1.7 Resignation

A committee member may resign from the position by filing a written resignation with the General Secretary; however, such resignation shall not relieve the committee member of the obligation to provide accounts or other responsibilities entrusted upon for the duration served. The member shall be relieved upon completion of transition of responsibilities and such transition should complete within twenty-one (21) days.

## 10.1.8 Termination

For any reason the Committee Chair is not performing the role OR acting against the interest of the organization or the leadership then the General Secretary can suggest to the President for the removal of the Committee Chair. Such action shall require a written notice by the General Secretary to the Committee Chair seeking explanation. Upon findings, with a simple majority of the Executive Committee, the Committee Chair can be terminated from the position.

For any reason the Committee Co-Chair(s)/Member(s) are not performing the role OR acting against the interest of the organization or the leadership then the Chair of the respective committee can propose the removal of the Co-Chair(s)/Member(s) to the General Secretary. Such action shall require a written notice by the General Secretary to the Co-Chair(s)/Member(s) seeking explanation. Upon findings, with the approval of the President the Co-Chair(s)/Member(s) can be terminated from the position.

If the Committee Chair, Co-Chair or Member is in the middle of a criminal lawsuit, then such an individual shall be suspended from the respective position.

## 10.1.9 Backfilling

In the event the position of Committee Chair, Co-Chair(s) or Member(s) becomes vacant the President shall appoint new members to fill the vacancies.

## 10.1.10 Reinstatement

Not Applicable

## 10.1.11 Meetings

Every committee member is expected to attend committee meetings regularly and be actively involved in the committee activities. Absence arising due to health or emergency reasons shall be excused.



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## 10.1.12 Decisions

Not Applicable

## Section 10.2: Local Chapters & Chapter Leads

Local Chapters are an essential fabric of NRIVA as these bring together all vasavites at a localized level. Chapter Leads are an integral part as they weave the cohesiveness and engagement amongst its chapter members.

### 10.2.1 Eligibility Criteria

- a. Be a Life Member to serve as a Chapter Lead.

### 10.2.2 Composition

- a. Shall be led by Chapter Leads(s)
- b. Shall have one (1) to three (3) Chapter Leads depending on the respective chapter population
- c. The Selection Committee shall select the Chapter Leads in consultation with the local chapter core team (as defined in Chapter Guidelines document), past chapter leads and BoT Members that belong to the chapter

### 10.2.3 Enrollment

Not Applicable

### 10.2.4 Term

Shall be in line with the presidential term. The current chapter leadership shall get dissolved when the presidential term ends

### 10.2.5 Responsibilities

Chapter Lead(s) shall:

- a. Coordinate all activities within a local chapter
- b. Carry out activities and form local committees to promote NRIVA objectives; including but not limited to; spiritual, festive, intellectual, building social bonding; that create value for chapter members
- c. Increase chapter membership by conducting membership drives and transitioning members from General Members to Life Members
- d. Process new membership requests proactively within the stated timeline
- e. Keep chapter members apprised of organization wide announcements



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- f. Ensure harmony and respect is maintained amongst the chapter members and expedite processing or escalation of any grievances
- g. Act as the liaison between the local chapter members and Executive Committee
- h. Assist Executive Committee and Standing Committees on various initiatives
- i. Manage chapter financials and accept only authorized donations
- j. Provide quarterly updates on chapter activities & financials to Chapter Liaison (as defined in Chapter Guidelines document) and the President
- k. Attend Chapter meetings conducted at the national level
- l. Provide to members a platform to serve on various local and national committees
- m. Manage digital assets of the chapter; including but not limited to; chapter databases and social media groups
- n. Promote and participate in NRIVA Global Conventions

## 10.2.6 Privileges

After serving one full term, Chapter Leads shall become eligible to run for BoT positions.

## 10.2.7 Resignation

A Chapter Lead may resign from the position by filing a written resignation with the General Secretary; however, such resignation shall not relieve the Chapter Lead of the obligation to provide accounts or other responsibilities entrusted upon for the duration served. The Chapter Lead shall be relieved upon completion of transition of responsibilities and such transition should complete within twenty-one (21) days.

## 10.2.8 Termination

For any reason the Chapter Lead is not performing the role OR acting against the interest of the organization or the leadership then the General Secretary shall work with the local BoT members and/or chapter core team and provide the recommendation to the Executive Committee for the removal of the Chapter Lead. Such action shall require a written notice by the General Secretary to the Chapter Lead seeking explanation. Upon findings, with a simple majority of the Executive Committee, the Chapter Lead can be terminated from the position.

If the Chapter Lead is in the middle of a criminal lawsuit, then such an individual shall be suspended from the respective position.

## 10.2.9 Backfilling

In the event the position of Chapter Lead(s) becomes vacant the Executive Committee shall appoint new members to fill the vacancies.

## 10.2.10 Reinstatement

Not Applicable



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## 10.2.11 Meetings

Every Chapter Lead is expected to regularly attend internal chapter lead meetings, chapter coordination meetings and other ad hoc meetings called for. Be actively involved in chapter activities. Absence arising due to health or emergency reasons shall be excused.

## 10.2.12 Decisions

Not Applicable

## Article 11: NRIVA Foundation

NRIVA Foundation, is an entity of NRIVA USA, established in India with the objective to help underprivileged and aid social & cultural initiatives in India with the funds generated in the US.

NRIVA Foundation is fully managed by NRIVA USA in terms of setting goals & objectives, appointing members, providing financing, approving projects/initiatives and defining guidelines for local management operations.

## Section 11.1: NRIVA Foundation

### 11.1.1 Eligibility Criteria

Must be current or past BoT member in the US and selected members from India.

### 11.1.2 Composition

Shall be led by President-Elect who shall also form the below committees with the approval of the current President.

US committee shall comprise of eight (8) members which includes President-Elect, at least three (3) current or past BoT members and four (4) other members

India committee shall comprise of five (5) members as follows:

- a. One (1) Chairperson
- b. One (1) Secretary
- c. One (1) Treasurer
- d. Two (2) Directors



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## 11.1.3 Enrollment

Not Applicable

## 11.1.4 Term

Same as BoT for both the US and India committees.

## 11.1.5 Responsibilities

US committee shall have the following responsibilities but not limited to:

- a. Define processes, procedures and ensure tax/legal compliances are fulfilled
- b. Manage charity donations and transfer of funds to India
- c. Identify India initiatives & priorities and oversee its execution
- d. Assist in selecting India committee members

India Committee shall have the following responsibilities but not limited to:

- a. Follow the guidelines set by NRIVA Organization
- b. Promote NRIVA in India and act as its brand ambassadors
- c. Execute Adopt-a-Student, Adopt-a-Parent and other initiatives/projects as prioritized by the US committee and report its progress
- d. Digitize and manage India assets
- e. Provide quarterly progress and financial updates to President-Elect
- f. Support tax/legal compliance work including filing annual returns
- g. Responsible for filing returns for their active years even if their term has completed

## 11.1.6 Privileges

Not Applicable

## 11.1.7 Resignation

A committee member may resign from the position by filing a written resignation with the General Secretary; however, such resignation shall not relieve the committee member of the obligation to provide accounts or other responsibilities entrusted upon for the duration served. The member shall be relieved upon completion of transition of responsibilities and such transition should complete within twenty-one (21) days.

## 11.1.8 Termination

The President in coordination with the President-Elect can terminate the committee member(s) and notify the BoT of the change.

If the committee member is in the middle of a criminal lawsuit, then such an individual shall be suspended from the respective position.



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## 11.1.9 Backfilling

In the event the committee position becomes vacant for any reason, the President-Elect in coordination with the President, shall appoint an individual within twenty-one (21) days.

## 11.1.10 Reinstatement

Not Applicable

## 11.1.11 Meetings

The committee members shall attend all NRIVA Foundation meetings. Absence arising from health or emergency reasons shall be excused.

## 11.1.12 Decisions

Not Applicable

## Article 12: Affiliated Organizations

- a. NRIVA may enter into mutually beneficial, non-exclusive affiliations with local Vasavi organizations that are duly registered with the government authorities as not-for-profit organizations and subscribe to & adopt the objectives of NRIVA
- b. NRIVA may disseminate the news and conduct programs of the affiliated organizations through various NRIVA channels such as its web site, Vasavi Vani, social media platforms including news releases & others
- c. The affiliated organizations shall help disseminate NRIVA news and conduct NRIVA programs for their members in their corresponding chapters
- d. There is no financial bearing on each other between NRIVA and local Vasavi organization unless otherwise specifically mentioned in any agreement that has been approved by NRIVA BoT with two-thirds (2/3s) of majority
- e. NRIVA shall consider to collaborate with similar Vasavi organizations, that exist prior to the effective date of these bylaws, as long as other such organizations do not intend to compete with NRIVA
- f. NRIVA shall not recognize any competing Vasavi organization created after the bylaws effective date
- g. Major programs that uniquely identify NRIVA brand shall not be replicated by affiliated organizations
- h. Other general initiatives that serve the community in terms of charity, webinars, etc. shall not be replicated
- i. NRIVA events should happen under NRIVA branding. All such events shall be communicated to local chapter members



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## Article 13: Indemnification

Every member of the BoT, officer or employee of the organization (former or current) may be indemnified by the organization against all approved expenses and liabilities, including counsel fees, reasonably incurred or imposed upon in connection with any threatened, pending or completed action suit or proceeding to which he/she may become involved by reason of his/her being or having been a member of the BoT, officer or employee of the organization, or any settlement thereof, unless adjudged therein to be liable for negligence or misconduct in the performance of NRIVA official activities. However, in the event of a settlement, the indemnification herein shall apply only when the BoT approves such settlement and reimbursement as being in the best interest of NRIVA. The foregoing right of indemnification shall be in addition and not exclusive of all other rights which such member of the BoT, officer or employee is entitled to.

However, in the event of a settlement the value of indemnification shall not exceed the liability insurance amount as obtained by NRIVA.

## Article 14: Grievance Resolution

- a. Any member, trustee, officer or officeholder may submit their grievances either online or send an email to the Secretaries. Secretaries shall review and process all grievances including updating the President
- b. Grievances originating from contracts or dealing; by any office bearer of NRIVA (BoT, Committee Chairs, Chapter Leads, Members, Convention Convener, Office of Treasurer, Employees and Consultants); with outside organizations/entities not limited to vendors, suppliers or grantees will be based on "arm's length negotiations". If any person has a conflict due to being a "related person" then that person must recuse himself/herself from such dealings and inform the President of the conflict. All dealings and contracts with outside parties will include a clause in which the other party certifies that "there has been no 'related person' involved in the negotiations of the agreement"

## Article 15: Mediation and Arbitration

In the event of any dispute arising under or in connection with the bylaws, before either party must attempt to resolve the dispute through mediation in accordance with the following terms and conditions:

- a. A party shall submit a dispute to mediation by written notice to the other party. The mediation shall be conducted by a single mediator selected by the parties
- b. If the parties cannot agree on a mediator within fifteen (15) calendar days of delivery of written notice pursuant to this Section, the parties will promptly select a mutually acceptable mediation provider entity, which entity shall, as soon as practicable following such entity's selection, designate a mediator, who is a licensed attorney in the US with general knowledge of non-profit organizations and





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- has no ongoing business relationship with either party and, to the extent necessary to mediate the particular dispute, general knowledge of the organization
- c. Any mediator must confirm in writing that he or she is not the member of the NRIVA . If such confirmation is not provided by the appointed mediator, then a replacement mediator shall be appointed pursuant to this Section
  - d. The mediator shall conduct the mediation in accordance with the rules and procedures that he or she determines following consultation with the parties
  - e. The parties shall discuss the dispute in good faith and attempt, with the mediator's assistance, to reach an amicable resolution of the dispute
  - f. The mediation shall be treated as a settlement discussion and shall therefore be confidential and may not be used against either party in any later proceeding relating to the dispute, including any arbitration pursuant to Arbitration clause
  - g. The mediator may not testify for either party in any later proceeding relating to the dispute
  - h. Each party shall bear its own costs in the mediation. The parties shall share equally the fees and expenses of the mediator
  - i. Each party shall treat information received from the other party pursuant to the mediation that is appropriately marked as confidential.

## Article 16: Dissolution

- a. **Procedure for Dissolution:** The BoT shall initiate a process of dissolution of NRIVA and its assets. If approved by a rounding number of ninety percent (90%) of majority vote at the BoT meeting, the proposal for dissolution shall be presented at a special meeting of the General Body called for this specific purpose. The proposal shall become effective if approved by a two-thirds (2/3s) of majority vote of the General Body.
- b. **Disbursement of Assets:** All assets and/or funds left in NRIVA account(s) at the time of dissolution, after all expenses are paid, shall be donated to one or more non-profit, non-political organizations having objectives similar to those of NRIVA. The Executive Committee shall propose potential organizations for asset donation and submit the list to the BoT. BoT shall choose from this list and approve with two-thirds (2/3s) of majority.

## Article 17: NRIVA Global Convention

### Section 17.1: Convention Planning

- a. The NRIVA Global Convention shall be held once every two (2) years i.e., during each presidential term



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- b. The name of the convention shall be “NRIVA GLOBAL Convention [Year]” where [Year] should be replaced with the year of when the convention will be held
- c. The President shall nominate Convention leadership comprising of Convener, Co-Convener(s) and Convention Secretary(s) and approved by simple majority of the BoT
- d. The President shall form an Ad hoc Committee comprising of the President, Past-President, President-Elect, General Secretary, Treasurer, Convention Convener and Convention Co-Convener to provide oversight on critical tasks, major agreements & decisions including overall planning, organization, execution & hosting of the convention
- e. Ad hoc Committee shall be the decision-making body for the convention and provide periodic updates to the BoT
- f. Local BoT members shall stay engaged with the Convention Leadership Team and provide advisory support
- g. The site selection for the next global convention shall commence in the current presidential term. This committee shall also define the site selection criteria. The site selection process shall commence at least three (3) months before the current global convention. The current President with the advice and consent of the BoT shall appoint a Convention Site Committee to select the site/location for the next global convention. This committee shall have a composition of 5 BoT members including President-Elect. The committee shall be responsible for selecting the site two (2) years in advance of the global convention based on procedures and criteria established such as convention venue facilities, transportation, chapter strength, etc. The Convention Site Committee shall present their recommendation to the BoT within one (1) month before the current global convention. The final site/location shall be determined by a simple majority of BoT. The site shall be announced in the current global convention and published through various media & social channels
- h. Refer to Appendix 5: Site Selection General Guidelines

## Section 17.2: Convention Finances and Agreements

- a. All the contracts and agreements shall be in writing
- b. The funds received as part of the convention shall be deposited into FDIC insured bank accounts and these accounts shall be operated by Convention Convener and Office of Treasurer. Additionally, the Convention Convener shall ensure that the President and Office of Treasurer are added as authorized signatories on such accounts and that no more than two signatures are required to transact on these accounts
- c. The disbursements made from the convention bank accounts shall require signatures of any two (2) – Convention Convener, Office of Treasurer or NRIVA President depending upon the disbursement value
- d. The Convention Convener shall ensure critical agreements; regardless of the cost; related to venue, food, hotel, audio/video, special guests, etc. are reviewed and approved by the Ad hoc Committee in a timely manner. Additionally, all contracts or agreements exceeding \$25,000 in aggregate value are reviewed and approved by Ad hoc Committee



# NRIVA Constitution and Bylaws

- e. Any contract or agreement exceeding \$5,000 and less than \$25,000 then those along with; schedules, exhibits & addendums if any; shall be presented to and counter signed by the President else can be signed by the Convention Convener and Office of Treasurer
- f. If there are contracts or agreements for less than \$5,000 with any vendor or supplier in conjunction with other contracts or agreements to be entered into or reasonably anticipated to be entered into with the same vendor or supplier or any affiliate or parent or subsidiary of such vendor or supplier and the aggregate value is estimated to be more than \$5000 and less than \$25,000, then those along with; schedules, exhibits & addendums if any; shall be presented to and counter signed by the President
- g. The Convention Convener shall promptly present to Executive Committee any liquidated damages or penalty clauses contained in any contract or proposed contract in advance
- h. The Convention Convener shall submit to Office of Treasurer for deposit into the General Operational Fund, an amount equal to ten percent (10%) of the registration fees received from Global Convention plus ten percent (10%) of the surplus funds derived from Global Convention
- i. The Convention Convener shall provide to the Executive Committee copies of all convention records and share the original documentation upon request by the Executive Committee. If the Convention Convener fails without reasonable excuse to provide the requested records for any expenses, the Convention Convener shall be personally liable for such undocumented expense to the creditor and to NRIVA
- j. The Convention Convener shall submit to the Office of Treasurer a full and complete accounting of the conventions' expenses and disbursements with the evidence no later than ninety (90) days after the close of the convention. The President can consider to extend this deadline by thirty (30) days as deemed necessary
- k. The BoT may, for good cause shown, extend the time for submitting such accounting for such additional time as the BoT in its best judgment believes is necessary
- l. If the BoT, in its best judgment deems it necessary or appropriate, it may require the Convention Convener to provide to NRIVA with an audited accounting of the Convention and such audit shall be conducted by an auditor selected by the Executive Committee. If the audited accounting reveals any willful or wrongful acts on the part of the Convention Convener or any other person(s) of the Convention Committee, the person responsible shall be personally liable to NRIVA for any losses suffered by NRIVA, directly or indirectly, as a result of such willful or wrongful acts
- m. Board of Trustees (BoT) can pass a resolution in any convention year to offer Life Membership as part of the donor package. However, the convention team should keep this membership money in a separate account and hand it over to Office of Treasurer

## Section 17.3: NRIVA Day

- a. NRIVA Day is conducted at the local chapter level in coordination with the convention schedule to promote the Global Convention primarily focused on getting chapter level participation, volunteers and raising funds for the convention



# NRIVA Constitution and Bylaws

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- b. The Chapter Lead(s) and corresponding local BoT members if any, of respective chapters with the consent and guidance of the Convention Convener and Convention Leadership shall organize NRIVA Day
- c. If the President approves such NRIVA Day, the Chapter Lead(s) shall plan and organize NRIVA Day with guidance of local chapter BoT members

## Section 17.4: Convention Critical Roles

### 17.4.1 Convention Convener:

- a. Lead, drive, coordinate and manage all committees and their deliverables
- b. Primary leader to deliver the convention
- c. Guide other convention leadership members (Convention Secretary, Convention Co-Convener, Convention Coordinator) to deliver convention activities
- d. Drive NRIVA Day across all chapters to promote the convention and play a critical role in raising convention funds
- e. Work under the guidance of the President
- f. Shall review all agreements and engage leadership to get these reviewed and signed

### 17.4.2 Convention Co-Convener:

- a. Support Convener in delivering convention deliverables
- b. Guide and provide support to Convention Coordinator(s) and convention committees
- c. Act as the main lead when Convener is not available
- d. Support and coordinate NRIVA Days and assist in raising convention funds
- e. Provide periodic updates to Convener

### 17.4.3 Convention Secretary:

- a. Work under the guidance of Convener
- b. Support Convener in delivering convention deliverables
- c. Support and coordinate NRIVA Days and assist in raising convention funds
- d. Provide periodic updates to Convener
- e. All tasks related to convention meetings

### 17.4.4 Convention Coordinator:

- a. Shall own the responsibility to deliver upon designated committee deliverables
- b. Work closely with the respective committee chairs, co-chairs & members and provide resources as required
- c. Guide, coordinate and be the point of contact for the designated committees



# NRIVA Constitution and Bylaws

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- d. Conduct periodic status calls/meetings with the committees
- e. Provide periodic updates to Convener

## **Section 17.5: Convention Donors**

- a. Convention Donors meeting a certain donation amount shall qualify for Life Membership

Final Approved



# NRIVA Constitution and Bylaws

## Appendix 1: History of NRIVA

### History of NRIVA:

- The vision to create a social organization for NRI vasavites
- Below are the founding committees that were formed to drive NRIVA mission forward

Founding Committees	Leader
Founder	Anand Garlapati
Co-Founder	Vijay Chavva
Adopt-a-Student	Nagender Aytha
Accounts	Santosh Morishetty
Advisors	Siddeswar Gubba
Bylaws	Srinivas Pedamallu
Events	Sujana Umesh
Matrimony	Hari Raini
Membership	Bala Voleti
Portal	Ramesh Bapanapalli
Vysya Vani	Anand Garlapati
Website	Ramesh Kalwala



# NRIVA Constitution and Bylaws

## Appendix 2: Past NRIVA Leadership

<b>Years Oct 2009 and 2010</b>		
<b>Responsibility</b>	<b>Position</b>	<b>Name</b>
Executive Committee	President	Anand Garlapati
	Executive Vice President	Bala Voleti
	General Secretary	Hari Raini
	Treasurer	Santosh Morisetty
	Joint Secretary	Srinivasa Rao Pandiri
	EC Member	Ramesh Kalwala
	EC Member	Nagender Aytha
	EC Member	Sailaja Davalath
	International Directors	VV Sanyasi Rao; Krishna Murthy Gouraswamy
Board of Directors	Vijay Chavva	Chairman of the Board

<b>Years 2011 and 2012</b>		
<b>Responsibility</b>	<b>Position</b>	<b>Name</b>
Executive Committee	President	Anand Garlapati
	Executive Vice President	Bala Voleti
	General Secretary	Nagender Aytha
	Treasurer	Santosh Morisetty
	Joint Secretary	Srinivasa Rao Pandiri
	Joint Secretary	Hari Raini
	EC Member	Ramesh Kalwala
	EC Member	Bhaskar Bupathi
	EC Member	Shylaja Davalath
Board of Directors	Vijay Chavva	Chairman of the Board



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<b>Year 2013</b>		
<b>Responsibility</b>	<b>Position</b>	<b>Name</b>
Executive Committee	President	Ramesh Kalwala
	Executive Vice President	Nagender Aytha
	Executive Vice President	Nagendra Gupta Velloor
	General Secretary	Srinivas Tunuguntla
	Joint Secretary	Hari Raini
	Joint Secretary	Srinivasa Rao Pandiri
	Treasurer	Chittaraiah Pabba
	Joint Treasurer	Santosh Morisetty
	Joint Treasurer	Satish Palakurty
	Cultural Secretary	Srinivas Akula
	Media and Public Relations Secretary	LN Rao Chilakala
	Technology Secretary	Suresh Chatakonda
	Women and Youth Secretary	Rama Jonnalagadda
Board of Directors	Chairman of the Board	Anand Garlapati
	Board Member	Suresh Katta
	Board Member	Hanuman Nandanampati
	Board Member	Srinivas Maddali
	Board Member	Vijay Chavva
	Board Member	Gangadhar Desu
	Board Member	Dr. Prasad Makam
	Board Member	Bala Voleti
	Board Member	Pavan Darisi
	Board Member	Nagender Mahipatiwar
	Board Member	Mahesh Bigala





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<b>Years 2014 and 2015</b>		
<b>Responsibility</b>	<b>Position</b>	<b>Name</b>
Executive Committee	President	Ramesh Kalwala
	President Elect	Nagendra Gupta Velloor
	Executive Vice President	Nagender Aytha
	General Secretary	Srinivas Tunuguntla
	Joint Secretary	Hari Raini
	Joint Secretary	Srinivasa Rao Pandiri
	Treasurer	Vijay Bhaskar Pallerla
	Joint Treasurer	Satish Palakurty
	Joint Treasurer	LN Rao Chilakala
	Technology Secretary	Suresh Chatakonda
	Cultural Secretary	Srinivas Akula
	Women and Youth Secretary	Rama Jonnalagadda
	EC Member	Ramesh Bapanapalli
	EC Member	Bhaskar Pabba
	EC Member	Praveen Tadkamalla
EC Member	Ravi Chandra Anantha	
Board of Directors	Chairman of the Board	Anand Garlapati / Suresh Katta
	Board Member	Vijay Chavva
	Board Member	Gangadhar Desu
	Board Member	Dr. Prasad Makam
	Board Member	Srinivas Maddali
	Board Member	Bala Voleti
	Board Member	Pavan Darisi
	Board Member	Nagender Mahipatiwar
	Board Member	Mahesh Bigala
	Board Member	Siddeswar Gubba
	Board Member	Sankar Setty
	Board Member	Bhaskar Bhupathi
	Board Member	Srinivas Pedomallu



# NRIVA Constitution and Bylaws

<b>Years 2016 and 2017</b>		
<b>Responsibility</b>	<b>Position</b>	<b>Name</b>
Executive Committee	President	Nagendra Gupta Vellore
	President Elect	Nagender Aytha
	Past President	Ramesh Kalwala
	Vice President	Hari Raini
	General Secretary	Srinivasa Akula
	Treasurer	L.N. Rao Chilakala
	Joint Secretary	Srinivasa Rao Pandiri
	Jt. Secretary – Cultural	Vijayabhaskar Pallerla
	Jt. Secretary – Business Dev	Suresh Chatakonda
	Joint Treasurer	Praveen Tadakamalla
	EC Coordinator- Vasavi Pooja	Ramesh Bapanapalli
	EC Coordinator- NRIVA Cruise	Bhaskar Pabba
	EC Coordinator-Picnics/Events	Ravichandra Anantha
	EC Coordinator-Support Cruise	Ram Garipalli
	EC Member	Sateesh Pothuganti
	EC Member	Balakishan Labishetty
	EC Member	Raju Thota
EC Member	Satish Solleti	
Board of Directors	Chairman	Suresh Katta
	Board Member	Vijay Chavva
	Board Member	Bala Voleti
	Board Member	Shakar Shetty
	Board Member	Bhaskar Bhupathi
	Board Member	Dr. Siddeswar Gubba
	Board Member	Dr. Jayasimha Sunku
	Board Member	Srinivas Pedomallu
	Board Member	Venkat Maddi
	Board Member	Srinivas Tunuguntla
	Board Member	Gangadhar Desu
	Board Member	Nagendra Mahipatiwar
	Board Member	Mahesh Bigala
	Board Member	Dr. Jayasree Chittluri
Board Member	Pavan Darisi	



# NRIVA Constitution and Bylaws

<b>Years 2018 and 2019</b>		
<b>Responsibility</b>	<b>Position</b>	<b>Name</b>
Executive Committee	President	Nagender Aytha
	President Elect	Hari Raini
	Past President	Nagendra Gupta Vellore
	General Secretary	Srinivasa Rao Pandiri
	Treasurer	Praveen Tadakamalla
	Joint Secretary	L.N. Rao Chilakala
	Joint Secretary	Vijayabhaskar Pallerla
	Joint Treasurer	Ramesh Bapanapalli
	Joint Treasurer	Srinivas Akula
	EC Member	Suresh Chatakonda
	EC Member	Raju Thota
	EC Member	Ravichandra Anantha
	EC Member	Satish Solleti
	EC Member	Balakishan Labhishetty
	EC Member	Ram Garipalli
	EC Member	Krishna Mohan Gopu
	EC Member	Dinkar Karumuri
	EC Member	Ravi Ellendula
Board of Directors	Chairman	Shankar Setty
	Board Secretary	Srinivas Tunuguntla
	Board Member	Bala Voleti
	Board Member	Mahesh Bigala
	Board Member	Pavan Kumar Darisi
	Board Member	Srinivas Pedomallu
	Board Member	Dr. Jayasimha Sunku
	Board Member	Dr. Jaisree Chitluri
	Board Member	Chittari Pabba
	Board Member	TP Srinivasa Rao
	Board Member	Dr. Ramulu Samudrala
	Board Member	Dr. Anita Mullangi
	Board Member	Dr. Srinivas Seela
	Board Member	Srinivas Veeravalli
Board Member	Ramesh Kalwala	



# NRIVA Constitution and Bylaws

<b>Years 2020, 2021 and 2022</b>		
<b>Responsibility</b>	<b>Position</b>	<b>Name</b>
Executive Committee	President	Hari Raini
	President Elect	Srinivasa Rao Pandiri
	Past President	Nagender Aytha
	General Secretary	Ravi Ellendula
	Treasurer	Dinkar Karumuri
	Joint Secretary	Chaya Setty
	Joint Secretary	Rajesh Badam
	Joint Treasurer	Gangadhar Vuppala
	Joint Treasurer	Venkat Belde
	EC Member	Ashok Ellendula
	EC Member	Guru Alampalli
	EC Member	Kishore Konduru
	EC Member	Prashanth Veerabomma
	EC Member	Raja Pampati
	EC Member	Sekhar Perla
	EC Member	Srinivas Chittimalla
	EC Member	Sunil Gandhe / Praveen Amudala
Board of Directors	Chairman	Dr. Jayasimha Sunku
	Past-Chairman	Shankar Setty
	Board Secretary	Ramesh Bapanapalli
	Board Member	Dr. Ramulu Samudrala
	Board Member	Srinivas Pedomallu
	Board Member	Srinivasa Rao TP
	Board Member	Chittari Pabba
	Board Member	Dr. Srinivas Seela
	Board Member	Srinivas Veeravalli
	Board Member	Dr. Ravi P. Makam
	Board Member	Dr. Rojanandam Samudrala
	Board Member	Sridhar Challa
	Board Member	Suresh Chatakondur
	Board Member	Dr. Venu Kondle
	Board Member	Naveen Goli
Advisory Council		Anand Garlapati
		Vijay Chavva
		Nagender Aytha
		Shankar Setty
		Bala Voleti



# NRIVA Constitution and Bylaws

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## Appendix 3: NRIVA Leaders Alumni Club

Following clubs seek to recognize the services of the past leadership teams:

- a. Presidents and Chairmen Club
- b. Board of Trustees Club
- c. Conveners Club

### Presidents and Chairmen Club

- a. Must be past president or past chairman
- b. Should have served their allotted full term
- c. Be brand ambassadors of NRIVA

### Board of Trustees Club

- a. Must be past Board of Trustees member (includes past Board of Directors and past Executive Committee members)
- b. Should have served their allotted full term
- c. Be brand ambassadors of NRIVA

### Conveners Club

- a. Must be past Convention Convener or past Co-Convener
- b. Should have served their allotted full term
- c. Be brand ambassadors of NRIVA

## Appendix 4: 102 Rishi and Gothras

Below are Gothras with Rishi names and their corresponding Sankethana Namas. Some people have Rishi name as their Gothra while some have Sankethana Nama.

No:	Rishi Name (Rishi Gothra)	Sankethana Nama
1	Prabhaatasa	Pendlikula, Ravishishtakula, PeLLikula, PeLLikula, Udvaahakula
2	Maudgalyasa	NaabhiLLa, NaabiLLa, Mulakula, Munikula, Munakula, Munnakula, Manakula, MannakuLa, Munnakula, Manakula, Mannakula, Munakula, Munakaala, Munukula, Munisina, Naabhila, Naabhilasa, Naabhilasakula, Naabhiikula, Naabillakula
3	Aatreyasa	Elishetla, Elisetla, Yalishetla, Yalishetla, Yarishetla, Yaarithetla, Yenishetla, Arishetla, Aarithetla, Yelishetla, Arasakula, Arashishtakula, Yarashishta, Elashishtakula, Harishishtakula, Arishishtakula, Arashishtakula, Yalukula, Harashishta, Harashetla, Harasetla, Harishetla, Harisetla
4	Vaayavyasa	Vrakkalakula, Vrangamakula, Vrakkaakula, Vrakkaala, Vrakashishta, Vangamakula, Mrangama, Mrangamakula, Vrangamulakula, Mrangakula, Prakashishtakula, Prakaalakula, Pravaalakula, Polishetla, Poolishetla
5	Kanvaayasa	Kotakula, Kautakula, Karatakula, Kaatukula, kaatakula, Kamalakula, Kamatakula, Karnakula, Karnaatakula, Kamadakula, Karmakula, Karnaakula, Kaarnaakula, Korantasa, Karnaata, Kaatu, Karnasa
6	Gopakasa	Guntakula, Guntlakula, Inchupaahvaaya, Inchupakula, Ghantakula, Ghontakula, Ghoontakula, Ghoontashila, Inchupakula, Goorandakula, Gontakula, Gootakula, Peetaka, Goopakula
7	Vaamadeevasa	Upamanyakula, Upanukula, Upamakula, Upalaalakula, Vupamanyakula, Vupanukakula, Ubhayamanyakula, Usarikula, Ubhayakula, Upanakula, Upakula
8	Paandrakasa	Prolikula, Pumshikula, Maamshukula, Pumsimaasa, Poolishetti, Proshikula, Protikula, Prolekakula, Proshishtasa, Polasila, Poshikula, Pumshimaamshikula, Pumshimaamshukula, Prokaakula, Prolakula, Prolekhakula, Proshishtakula
9	Sathyavratasa	Chintalakula, Andirakula, Syandikula, Adinakula, Chintala, Chintyakakula, Chintakula, Chintalakula, Chintaakula, Chintamashishta, Chintukula,
10	Jatukarnasa	Chandrakula, Chandramashishta, Chandramula, Chandrashishta, Chandamoola, Chandakula, Candrashila, Chandrashetla, Chandramulakula, Chandamoolakula, Chandramashishtakula, Chandrakula, Chandaakula, Chandraakula, Chandrashetla, Chandrasetla
11	Paarasharyasa	Paapaala, Paambhaala, PaavaLLa, Praagbhaalakula, Proudhasheela, PaapaaLLa, PraaNashila, PraanNushilakula, Praanasheelakula, Padagashila, Padigashila, KamaThakula, PaanchaaLa, Kaamadhenu, PaapaaLa, PaambhooLa, Pagidikula, Pagadashila, Kaamadhenukula, Padagashilakula, Paanchaal

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No:	Rishi Name (Rishi Gothra)	Sankethana Nama
12	Shreevatsasa	Shreelakula, Chilakula, Streelakula, Shtreelakuka, Shreenikula, Sreenikula, Shreerangakula, Shreenivaasakula, Shreevatsala, Shreevachhala
13	Maitreyasa	Midhunakula, Madhanakula, Maddikula, Madanakula, Madyakula, Madhyasakula, Maitrikula, Mashunakula, Madurakula, Madyashila, Maddhashila, Madyasila, Madhyasila
14	Pavitrapaanisa	Deshetla, Dayashishtakula, Deshetlakula, Dayaashishta, Deshishtakula, Daishishta, Deshiahtakula, Devishetla, Dayaashishtakula, Dashishtakula, Daishishtakula, Daishitlakula
15	Paulastyasa	Punagashila, Punagosheela, Punyagosheela, Gosheela, Uttamagosheela, Pallavagosheela, Pattugosheela, Shreegosheela, Bheemagosheela, Nandigosheela, Satyagosheela, Gostreela, Streelagosheela, Goseelakula, Uttamagosheelakula, Uttamashilakula, Suryakula, Suryagosheela, Nandishila, Nandigosheelakula, Streepumsaka, Punargosheela, Gosheerasa, Bheemashila, Shreepumsakula, Punyashila, Punigashila, Punigasila
16	Putimaashasa	Tulasikula, Turyaatakula, Turyaatishila, Tunishetla, Tulashishta, Tulishetla, Talasikula, Tulashikula, Tulashilakula, Tulashishtakula, Turyaati, Turyaatakula, Tulyaatsakula, Tulashetla, Toolakula, Tootakala, Tootakula, Tootikula
17	Uttamojasa	Utakaala, Utakula, Vutakaala, Vuttamakula, Uttamakula, Utashitta, Utakaalakula, Utishishtakula, Ugrashila
18	Kandarpasa	Chegolla, Chegonda, Shamanakula, Charakula, Chegondakula, Shreshthakundala, Chamanakula, Chegodlakula, Chegollakula, Shreshthakundalakula, Chegoddakula, Chegonda, Manakula, Chaagolla, Chaagorla, ChegoLLa
19	Sanakasa	Saanakula, Sanakaala, Sanakula, Shanakula, Shaanakula, Shanagakula, Shaanukula, Shaakalva, Shaantikula, Shanlgashishta, Sannakula, Shanagashila, Shanagasila, Sanagashila, Sanagasila, Shanagala, Shanagashila, Shanagasheela, Shanagasila, Shanagaseela
20	Maanavasa	Maanyukula, Manyakula, Manyukula, Maanabhakula, Maanasakula, Maanaachhakula, Manyusakula, Maanaabhukula
21	Agastyasa	Anapakula, Anupukula, Anapaalakula, Anupakula, Anupaalakula, Anapaala, Anupaala
22	Suteekshanasyasa	Dontakula, Dantakula, Dentakula, Deevishetla, Dantikula, Daantakula, Dhyaantakula, Dyantakula, Dentakula
23	Jaratkaarasa	Jaanakula, Janakula, Channakula, Jaanikula, Jaanukula, Jyaanukula, Janakasa, Janakashila, Jaanu, Jyaanu
24	Pallavasa	Ghantakula, Ghantasakula, Ghantaarula, Ghantasukula, Ghantasthula, Ganapakula, Ghantaakula, Ghantaasthukula
25	Daalbyasa	Palakakula, Patanashishta, Patinakula, Patanakula, Phalakakula, Palakalakula, Patanashishtakula, Patamanashishtakula
26	Rushyashrungasa	Anatakula, Anantashila, Anantaalakula, Antakula, Anantakula

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No:	Rishi Name (Rishi Gothra)	Sankethana Nama
27	Pingalasa	Ayanakula, Arghyakula, Ainakula, Ayinakula, Anayakula, Ayanakula, Ainaalakula, Ayinakula, Aunakula
28	Aacchaayanasa	Agramula, Aghyamula, Arghyamula, Amalakula, Arakamulakula
29	Yaajnavalkyasa	Abhimanchikula, Abhimanchi, Abhimanyukula, Abhimunji, Abhimanyakula
30	Vatukasa	Anumarshanakula, Anumarshana, Anumarshanashila
31	Pundareekasa	Tontikula, Kraanukula, Anushishta, Kaanukula, Kraasukula, Anushishtakula, Kaamakula, Tondikula
32	Sundarasa	Inakaala, Inakula, Inakoola, Vinakaala, Venakaala, Vinukula, Yinakaala, Vinnukula, Ina, Inakoola, Inupakula, Yinupakula, Andirakula, Adinakula, Vishwakula, Vishwapaala, Yishwakula, Yishwapaala, Ishwakula, Ishwapaala
33	Grutsnamadasa	Inupakula, Inukula, Inupakula, Yippaala, Channakula, Chennakula, Enikella, Ennikula, Vinapakula, Ishupakula, Ishapakula, Ishupakula, InapakuLa, Ina, Anapa, Yannikula
34	Kautsasa	Ikshwaakula, Ikshwaakakula, Ikshaakula, Ikshwaalikula, Ikshyaakula, Yikshyaakula, kambakula, Kadambakula
35	Daivalkyasa	Ushirikula, Usirikula, Ushirakula, Ushirakakula, Urisikula, Deevashetla, Deevasetla, Deevakula, Deeshishtakula, Daishishtakula
36	Trijatasa	Uparikula, Uparakula, Uppaala, Uppaalakula, Upanakula
37	Kaushikasa	Karakapaala, Karapaala, Kanakapaala, Kanapaala
38	Kaunteyasa	Kaamashetla, Kaamashishta, Kaamishetla, Kaamishishta
39	Sharabhangasa	Kramashishtakula, Kramashreeshtakula, Kaashetla, Kramashishta, Kaamashishta, Kaamashishtakula
40	Utkrushtasa	Kraanukula, KaNyakula, Kanvakula, Kaanukula, Kanyakula, Kraanukula
41	Harivalkyasa	Kamatakula, Kapatakula, Kavatakula, Kooratakula, Kuratakula, Goorantakula, Kautukula
42	Ugraseenasa	Kumaarashetla, Kumaarashishta, Kaamirishetla, Kumirishishta, Koomarashiahtakula, Koomarashishta, Koomirishishta, Koomarishetla, Ugrashila, Koomarashishtakula, Koomarashetla, Koomarashetla
43	Kaashyapasa	Ganapaala, Ganamukhi, Ganamukhikula
44	Goutamasa	Grandhishila, Grandhasheela, Goutamakula, Gandashila, Gandeshira, Gandhasheelakula, Gandhishila, Grandhisheelakula, Grandhiseela, Gandhasheela, Gandeshila, Gandesila, Gandheshira, Grandhisila
45	Koundinyasa	Ghanashreela, Ganashreela, Ghanasheela, Ghanaloola, Ghanasheelasa, Ghanashreelakula, Ghanasheelakula
46	Mounalasa	Chandakula, Changaalakula, Chandaalakula, Chandanasila, Sandakula, Chandanakula, Chandakakula, Chandaakula, Chandakashila, Changaala



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47	Jaabhreeyasa	Shinishetla, Shenishetla, Chinishetla, Chinishishta, Chanashishta, Shanishetla, Sinishetla, Shivashetla, Sivashetla
48	Chakrapaanisa	Chakramoola, Chakraoulakula, Chandakula, Chandramoola, Chakramoolasa, Chandramashishtakula, Chakramoolasa
49	Taitreeyasa	Chidrupella, Chaturapella, Chidrupakula, Chidurupella, Chedurupella, Chidubilla, Chidrupa, Chidoopakula, Chedurubeedu, Chedurubilla, Chidurubilla
50	Neetrapaadasa	Chandogukula, Chandoogu, Chanakakula, Chandarashila, Chandogulakula, Chandogushila
51	Santkumaarasa	Muddukula, Maddukula, Tankarakula, Thankarakula, Thankaara
52	Jambasudanasa	Trimoolakula, Trimoola, Trimoolasa, Tirukula, Trimoolashishta
53	Tarunasa	Trivikramakula, Trivikramashishta, Trivikrama, Trivikramashishtasa
54	Shaandilyasa	Tuppaala, Tuppaalakula, Uppaalakula, Uppaala
55	Shaunakasa	Trukashishta, Trukashishtakula, Kamalakula
56	Doorvaasasa	Dantakula, Dentashula, Dontakula, Didashakula, Dinakula, Didasha, Didanakula, Dentasukula, Dendaasula, Deedanakula
57	Maarichanasa	Deekshamashetla, Deekshamashishta, Deekshamakula, Deekshamashreeshta, Deekshamashishtakula, Deekshamashreeshtakula
58	Jadabharatasa	Durashishta, Durashishtakula, Gundakula
59	Vyaasasa	Dhanagunda, Dhanakunda, Dhanagukula, Dhanagu, Dhanagundakula, Dheenukula
60	Krushnasa	Dheenukula, Dhanadakula, Dhanakula, Dhanikula, Danikula, Krushnashila
61	Muniraajasa	Padmashetla, Padmashreeshta, Padmasetla, Padmashila, Padmashishtasa, Padmishetla, Padmisetla
62	Gaargyasa	Paimidikula, Pamidikula, Payidikula, Pagidikula, Prahinukula, Prahanakula, Prahanashila, Praheenaspes, Paidipaala, PaidipaaLa, Payidipaala, Pamidipaala
63	Naaradasa	Paalakula, Paalakakula, Paalakrapaalakula
64	Vishnuvruddhanasa	Puppaala, Pushpaala, Puppaalakula, Pippala, Pippalakula, Pippaalakula, Pushpaalakula
65	Sukaanchanasa	Poutsakula, Puchchakula, Pouchchakula, Puchchakashila, Poukshakula, Puneeta, Puneetakula, Puneetasa, Puchchakashila
66	Bhaargavasa	Pruthvishetla, Pruthivishishta, Pruthvishreeshta, Pruthivishreeshta, Pruthivishreeshtakula
67	Paratparaayanyasa	Truvishishta, Truvvishishtakula, Tuvvishishta, Poulasya, Poulastyakula, Shreepumshika, Shraapumshika

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68	Suvarnasa	Prodayaacha, Proudashila, Prodayaaja, Priyanasa, Praanayaajakula, Proluyaachikula, Prodayaachakula
69	Bruhadashyasa	Peerishetla, Peerisetla, Pairushishta, Peerishishtakula, Pairushishtasa, Peerishishta, Peerushishta, Peerushishtakula, Pairushiahtakula, Perishetla, Perisetla
70	Bhaardvaajasa	Balishetla, Balisetla, Balishetlakula, Balishishta, Balashreeshta, Balasheeshta, Balashishta
71	Chaararshanasa	Peddishetla, Peddashreeshta, Peedishreeshta, Badhashishta, Peddisetla, Peddashishta, Peddasheeshta, Badashishta, Baddishishta
72	Souparnasa	Budharakula, Budurakula, Budarakula, Budhurkala, Santaanakula, Budurukyakula
73	Bodhaayanasa	Budhanakula, Budanakula, Budhikula, Buddhikula, Buddhakula, Budhakula, Buddhi, Buddhishila, Buddhisila
74	Tittirasa	Bhramarakula, Bhramadakula, Bhramada, Bhramara, Brahmakula, Bhavadakula, Bravada, Bravadakula
75	Vaasudeevasa	Bheemashetla, Bheemashreeshtakula, Bheemashila, Bheemashishtakula, Bheemashishta
76	Jeevantisa	Pruddhikula, Vruddhikula, Bhramashishta, Bhutishishta, Bhraamashishtakula, Bhaamashishtakula, Bhutlaashishtakula
77	Kapilasa	Mandakula, Mandugula, Mandakula, Mandukula, Mandu, Hastakula
78	Varatantasa	Maashaantakula, Masaantakula, Masantakula, Maashanta, Maashantakula, Maasantakula, Maasanta
79	Maarkandeeeyasa	MoorKula, Moorkula, Moorakasa, Modukula, Morkaalakula, Morukula, Murakula, Maarukula, Moraka, Moorakashila, Moorkaalashila, Moorkasa, Morashila, Morgushila, Morkaalakula, Morgashila
80	Mounjaayanasa	Munjikula, Maunjikula, Maunjakula, Munjukula, Maunji
81	Auchidyasa	Yanasakula, Yaanasakula, Yaanasakhi, Yanasakula, Yaanakhila, Yaanasa
82	Samvartakasa	Rentakula, Rentukula, Rontukula, Rantakula, Rentikula
83	Vashishtasa	Vastrakula, Vastikula, Astrakula, Vasti, Vapina
84	Vairohityasa	Vasantakula, Vasantaala, Varunakula, Varunashila, Vasanta
85	Yaaskasa	Veligolla, Yeligolla, Velagolla, VyaaLakulasa, Yelagolla, Vyaalakula, Vyaalakoola, Veligolla, Venigandla, Venigalla, Eniganda, Enigalla
86	Mandapaalasa	Vennakula, Yennakula, Vinnakula, Venukula, Vinnasakula, Vinnakula, Vinnasa, Vinukula, Veenakula, Vennaakula, Vennakula
87	Vishwaksenasa	Viparishetla, Vibilishetla, Viparishishta, Uparishishta, Uparishishtakula, Usirishishta, Ushirishishta, Ipirishetla, Tipirishetla, Tipirishreeshta, Tippirishetla, Tipireeshetla, Tipirisetla, Tipirishetlakula, Tipirishishta, Tipirishishta

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No:	Rishi Name (Rishi Gothra)	Sankethana Nama
88	Vishwamitrasa	Vikramashetla, Vikramasetla, Vikramashishta, Vikramashishtasa, Vikramashishtakula, Veerashetla, Veerasetla
89	Praacheenasasa	Velishetla, Velisetla, Venishetla, Enishetla, Yenishetla, Vennashishta, Vennashishtakula, Elishetla, Velushishta, Venashishtakula, Vanashishtakula, Venishishtakula, Veenashishta, Veenishishta
90	VaruNasa	Veelashishtakula, Velashishtakula, Elashishta, Elashishtakula, Erishetla, Erishishtakula, Erishetlakula, Elishishtakula, Yerishetla, Shirisheeshta, Shirishreeshta, Varunashila, Eelishetla, Vashantakula, Velashishta
91	Shuklasa	Shreashaala, Shreashaalakula, Shirisaala, Shirishaala, Shirashaala, Susaala, Suusaala, Shirisolla, Shirapilla, Siripilla, Shreesaallakula
92	Shreedharasa	Shirishetla, Shirishishta, Sirishetla, Shinishishta, Sinishetla, Shanishetla, Shanichishta, Shanishreeshta, Shiravashetla, Shreeshetla, Shreeshreeshta, Shreeshishta
93	Sanandanasa	Samashishtakula, Samashishta, Soomashishta, Samshetla
94	Vaalmeekasa	Sushaala, Sushaalakula, Sukaallakula, Shaantikula, Shaantakula, Sushaalakula, Surashaala, Surasaala, Susholla, Sushollakula, Shaantaalakula, Saakaallakula, Satallakula, Saantaalakula, Sutaallakula
95	Jaabaalisa	Soorishetla, Surishistakula, Soorashistakula, Surishishtasa
96	Subrahmanyasa	Snigdhakula, Chandakula, Chendakula, Chandanakula
97	Deevaraatasasa	Heeraakula, Hiraakula, Heeraraaja, Hareeta, Hareetakula, Heeraraashikula, Heeraraatakula, Heeraraashikula
98	Shaucheeyasa	Yalamanchikula, Elamanchikula, Ilamanchikula, Heelamanchikula, Yalamanchi, Tulamanchi, Tulamanchikula
99	Shaarjaravasa	Gundakula, Guntakula, Gundakakula, Gundukula, Gondakakula, Goondakakula
100	Kapeetasasa	Venkoola, Venkoolakula, Venkaakula, Venkaalakula
101	Saumyasa	Hastikula, Hastakula, Hastinakula
102	Dhanadasasa	Laabhaala, Laabhaalakula, Laabhishetla, Laabhishetlakula, Laabhi



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## Appendix 5: Site Selection General Guidelines

The site selection committee shall consider following general guidelines in selecting the next convention location in addition to other criteria as deemed necessary:

1. Cost of living
2. Hotels and convention centers
3. Airports
4. Transportation
5. Seasonal weather
6. Size of respective chapter membership

Final Approved