SOUTHEAST REGIONAL TAMUDHEE LONDON
CONSTITUTION
2013
(2nd, 3rd and 4th Amendments in the years 2018, 2023, 2025 and 2026 respectively.

PUBLISHED BY SOUTHEAST REGIONAL TAMUDHEE, LONDON

Registered Charity Number : 1156809

CONSTITUTION OF SOUTH EAST REGIONAL TAMUDHEE, LONDON

1. Preamble.

Since last two centuries consistent support and services to Great Britain, especially by the Gurkha community from Nepal have earned an exemplary place in the hearts of local community. Thousands of Gurkhas and their families have now been migrated to the United Kingdom permanently. At present a large number of people from this community have settled down in South East London area since few years back. In order to establish a platform to preserve the culture, tradition and religious belief of the Nepalese community living in this area, a society is mandatorily felt necessary to organize and lead towards national mainstream with their ethnic identity. The community is a charity organization which needs a constitution in order to govern all the basic mechanisms of the organization.

PART I

2. **Objectives**:

- **a)** To promote charity programmes for the benfefit of public and in particular the Gurung families (community) for their welfare and motivation.
- **b)** To establish a community centre for the Gurkha (Nepalese) Community to share the various cultural activities year around.
- **c)** To organize fund raising campaign for the community centre and its maintenance.
- **d)** To preserve the religious belief, cultural heritage and identity of Gurungs (Tamus).
- **e)** To educate and develop skills for the youth to merge into national mainstream with their own cultural identity.
- **f)** To encourage and educate people to participate in the events like eradicating the anti social elements from the community with health safety consciousness.
- **g)** To organize seminars and classes to educate traditional language, literature, culture, religious belief, health and safety issues focusing on youths.
- **h)** To create an environment that the facilities of the community centre is being used by all on equal opportunity basis.
- **i)** To establish a bridge between local council, government and association for legal and financial assistance on acquiring national resources or grants for the betterment of community.

3. Definition/Abbreviation.

In this constitution, unless the context otherwise requires**;**

"South East Regional Tamudhee, London" hereinafter refers as the SERTD.
"Executive Committee" hereinafter refers as the "Excom" of the South East Regional Tamudhee, London.
"Annexure" hereinafter refers as the additional information to this constitution.
"Chairman" hereinafter refers the Chairman of the SERTD.
"Vice Chairman" hereinafter refers the Vice Chairman of the SERTD.
"Secretary" hereinafter refers as the Secretary of the SERTD.

"Treasurer" hereinafter refers as the Treasurer of the SERTD.
"Assistant Treasurer" hereinafter refers as the Assistant Treasurer of the SERTD.
"Assistant Secretary" hereinafter refers as the Assistant Secretary of SERTD.
"Law" hereinafter refers as the existing law in England and Wales.
"Oath" hereinafter refers as the oath produced in Annexure III for oath taking purposes of excom.
"Office Seal" hereinafter refers as the office seal produced in Annexure IV.
"Letter Pad" hereinafter refers as the official letter pad of the SERTD produced in Annexure II.
"General Convention" hereinafter refers as the General Convention (GC) of the SERTD.
"Special General Convention" hereinafter refers as the Special General Convention (SGC) of the SERTD.
"Annual General Meeting" hereinafter refers as the Annual General Meeting (AGM) of SERTD.
"Special General Meeting" hereinafter refers as the Special General Meeting (SGM) of the SERTD.
"Committee" hereinafter refers as the SERTD organization.
"Advisers" hereinafter refers as the Advisers of the SERTD.
"Members" hereinafter refers as the Members of the SERTD.
"Membership Form" hereinafter refers as the Membership Form produced in Annexure I of this constitution.
"Tamu" hereinafter refers the Gurungs or Gurung.
"Management Committee" hereinafter refers as the members of the Community Centre assigned by the excom.
"Trusty" hereinafter refers as the member trustees appointed by the excom.

4. **Name and Effective Date**:

a) **Name**: The name of the committee shall be ***"South East Regional Tamudhee, London. SERTD"***. The South East Regional Tamudhee, London association means a non-profit, non-political and secular social community of all those Nepalese community (Gurungs) having permanently settled down in London Royal Borough of Greenwich, Kent and South East region of London areas.

b) **Effective Date**: From the date of its first General Convention.

5. Logo.

The Logo of South East Regional Tamudhee London is defined in Annexure IV of this constitution.

6. Office Seal.

Office seal (Stamp) shall be as per mentioned in Annexure I V to this constitution with circle in shape.

7. Office of the Organization:

In order to execute the routine program of the association, the office can be established/situated its office at any place in London, United Kingdom as decided by the Executive Committee (Excom)..

PART II

8. Membership. People living in the South East region of London (specially at Royal Borough of Greenwich and its vicinity) aged 18 years and above, especially from Gurkha community (Gurungs) are eligible for membership of the organization. All members shall register by filling membership form mentioned in Annexure I to this constitution with a registration fees for £100.00 for life member. In addition to life members, an ***honorary member*** as registered from the reputed personnel of other communities who supports South East Regional Tamudhee, London shall remain intact. However, now and onward there shall be no registration of new honorary members to this organization. The honorary members shall not have the voting rights. The honorary members shall be invited during the yearly programme of Tamu Lhochhar.

9. Composition of Executive Committee.

There shall be Executive Committee (Excom) to manage day to day business of the committee comprising as follows.

Chairman – 1
Vice Chairman – 2 or more than 2 vice chairman as agreed by the committee.
Secretary – 1
Assistant Secretary - 1
Treasurer – 1
Assistant Treasurer – 1
Members - Not less than 13 (can be expanded and reduced according to the need of the time as decided by the Excom)
Honorary Members –Those dignitaries who support the cause of SERTD may be considered as honorary member on recommendation of the excom.
Advisors – As required on the recommendation of the executive committee.
Trustees – Trustees shall be appointed by the excom.
Coordinator – 1 (Housing Coordinator) Shall be appointed by the excom.
Youth coordinator - 1

N.B: SERTD Excom will appoint one Coordinator of the Management Committee (Housing Community) with management committee members. This management committee shall be involved in the activities of Community Centre on the existing additional job responsibilities of the excom if any)

10. Functions of the Executive Committee (Excom).

The Excom is the main body of the committee to carry out the day to day functioning of the association. The major functions of the Excom shall be as under:

a. To prepare policy and program of committee.
b. To constitute committees and sub-committees to perform specific tasks as decided.
c. To review activities of the committee and adopt appropriate actions.
d. To review the operation and management of fund.
e. To establish work procedures of the committees and sub-committees.
f. To perform any other tasks that may deem necessary to meet the objectives of the committee.
g. Liaise in order to integrate with other communities of the local area.

11. Duties of Office Bearers - The duties of the office bearers of the Excom shall be as follows;

a. Chairman – The Chairman shall function as the Chairperson of the community and preside over all meetings of the committee with due consult from excom. Chairman is responsible to conduct all activities of the committee with the consent of Excom/management committee and keep oversight of the functions of other office bearers and appoint committees for the smooth functioning of the committee. The Chairman shall inform to the Excom and appoint the Vice Chairman as mentioned in 10(b) in the event of his/her absence from the office well in advance.
b. V**ice Chairman** – There shall be two Vice Chairman to assist Chairman of the committee. The Senior Vice Chairman's main responsibility shall be to assist the Chairman in discharging his/her duties and presides over the meetings of the committee in his/her absence and perform any task delegated by the Chairman. The next or the second Vice Chairman shall assist the senior Vice Chairman when he/she takes over the responsibility of the Chairperson. Both Vice Chairman shall perform any job assigned by the Chairman and the excom.
c. Secretary – The Secretary shall keep the records of all official documents of the committee including the list of contact addresses and telephone numbers of all members and shall perform such other duties as may be assigned to his/her by the Excom or by the Chairman. The Secretary shall be responsible to call the Excom and all other meetings on due consult with the coordinator, consolidate agenda for the meetings, maintain minutes of the meetings and advise all office bearers of the minutes.
d. Assistant Secretary – The Assistant Secretary shall assist Secretary in discharging his/her job responsibilities. Assistant Secretary shall act as an Officiating Secretary if the Secretary is absent from the office.
e. Treasurer – The Treasurer is responsible for keeping record of all transits of the fund that receives as subscriptions, donations and contributions from members and external parties. He/she shall be the custodian of all funds of the committee and shall invest and/or disburse them subject to the rules and/or as decided by the Excom according to the objective of the SERTD. He/she shall also be responsible to get audit of the accounts as and when required before put up to AGM/GC on the consulting with the Coordinator and Management Committee

f. **Assistant Treasurer** – The Assistant Treasurer shall assist Treasurer in discharging his/her job responsibilities. As referred in Assistant Secretary's duties, the Assistant Treasurer shall as as an Officiating Treasurer if he/she is absent from the office.

g. **Members** – Members shall support in implementing the programs of the committee, attend meetings and perform tasks assigned by the Excom. The Excom members shall also perform any duties requested by the committee members in line with the objective of the committee. Members shall be appointed to any appointment in the event of creation of vacant post by a two third majority of the Excom/management committee through a special meeting.

h. **Honorary members** – All the dignitaries having respect for SERTD and support the cause of SERTD shall not be recommended for the honorary members now onward. This has been decided the floor on 10th May 2025. However, the existing honorary members shall remain as the honorary members of the organization. Their role shall be to support and assist SERTD.

i. **Advisors -** The SERTD may also from time to time decide to appoint people of high dignitary with enormous contribution for the betterment of SERTD for the post of Advisors. Advisors shall be invited to attend Excom meeting, express their opinion and offer advices for SERTD.

j. **Trustees** – Trustees shall carry out their job responsibilities in accordance with the advise/decision of the excom. The executive appointment holders/office holders shall be registered with Charity Commission as regulated.

k. **Youth Coordinator -** Coordinate youth group and drive towards the betterment of the community.

PART III

12. Annual General Meeting/Special General Meeting/Yearly Programme

All the events will be organized by the secretary on the advice of the chairperson. The Chairman shall summon the Annual General Meeting (AGM), Special General Meeting (SGM) consulting with the excom. Normally, the time gap between AGM shall not be exceeding twelve months period from one AGM to next AGM. However, a time gap of six months may be extended on the discretion of the excom.

The Chairman shall have the power to convene a Special General Meeting (SGM) whenever he/she may deem it advisable to do so or being thereto requested in writing by 51 percent Active members' consent specifying the reason to hold such meeting.

The yearly programme to be run by SERTD shall be as under:

a. New Year (Lhochhar) in December/January.
b. Annual General Meeting.
c. Life members party and awards/certificates distributions.
d. Any other programmes as decided by the excom.

13. General Convention (GC).

The period of General Convention shall not be more than two years period and in the event of Excom's decision a Special General Convention (SGC) can be called. The election shall be carried out on the day when the General Convention is observed. On unavoidable circumstances, on the consent of excom, a maximum of six months terms shall be extended.

14. Election Procedure. A steering committee of 3 not exceeding more than 5 members shall be appointed by the Excom to form the new Excom by a formal written letter and their acceptance shall be obtained well in advance before commencement of the General Convention. The whole process of election shall be conducted by the steering committee according to the guidelines outlined in this constitution to form the Excom. The electoral committee shall have the power to form the new executive committee independently on the basis of volunteer submission of applications with a proper recommendation and secondment from the life members of the society., The steering committee shall prepare all necessary documents for election purposes. The excom shall notify the information with regard to the excom term 45 days prior to the date end of term in order to form a new excom.

15. Eligibility of Office Bearer for Excom. Office bearers and members of the executive committee are eligible to contest any post of the executive committee. The coordinator of the management committee(Housing Committee) shall be elected from the advisors/management committee members on the same day when SERTD Excom is formed.

16. Terms of Office Bearers. An Office bearer shall be eligible to contest as a contender for not exceeding three consecutive terms for each two years term.

17. Business of the General Meeting.

The business as the AGM shall include, unless the otherwise decided –

a) Appropriate welcome address.

b) Apologies for absence.

c) Minutes of the last general meeting.

d) Specific Agenda Items.

e) Any Other Business (AOB).

18. Termination of membership.

Any member of the Samaj/management committee who shall become guilty of any conduct which in the opinion or the Excom and management committee renders her or his membership detrimental to the interest of the association may be requested to resign, if refuses to do so, shall be expelled, by a resolution of the Excom, subject to an opportunity being given to him or her to explain him or her conduct.

PART IV

19. The Funds of the Association/Source of Fund: Activities of the association shall be financed from the funds received from the following sources:

a) Membership subscription fees and on volunteer basis as and when required.
b) Donation/Charity.
c) Savings generated from the implementation of its programs.
d) The voluntary contributions received from the members or any other sources.
e) Interest of the capital deposited or invested.

20. Management of the Funds.

a) Primary objective of fund usage is to help the members of the committee. Secondly to establish a community centreof the community centre and maintenance of the community centre as decided by the Excom/management committee (community centre).
b) Management of the fund shall be decided by the Excom/management committee/advisors. Any amount received by the association shall be deposited into the bank account designated by the committee. Normally all transactions shall be carried out through bank. At least two members i.e. the Treasurer or Chairman of the committee or any one member of the committee assigned by the excom shall be jointly responsible to operate the bank account. Vice Chairman shall act on behalf of Chairman and Assistant Treasurer shall act on behalf of Treasurer in the event of absent of the appointees.
c) The Treasurer shall maintain appropriate records of all funds received, expenditures incurred and balance of the account. The Treasurer shall furnish the statement of income and expenditure to the Annual General Meeting (AGM) or in such time when necessary. The record shall be informed to coordinator and he/she shall maintain the ledger/bank record.
d) The Excom/management committee shall have the power to direct or approve the expenditure from the fund in accordance with this constitution.
e) The fund of the committee shall be held in the bank account designated by the Excom. Expenditure from the fund shall be incurred with the joint signature of at least two personnel mentioned in 19 (a) above.
f) There shall be proper use of fund and must be the approval of each transit by the Excom/management committee.
g) The bank account shall be opened within London, England.
h) The President is authorized to spend upto an amount of £300.00 for any such expenses of the organization on immediate requirement. Detail receipt of such expenses shall be produced as and when audit has to be carried out. The executive committee shall decide for more spendings if needed to the President.
i) The Secretary of the organization is authorized upto a sum of £50.00 spend at any time and the bills has to be submitted to the executive committee.
j) The Treasurer of the organization is authorized upto a sum of £50.00 spend at any time and the bills has to be submitted to the executive committee

k) In the event of the death of any registered member of the organization, a contribution of £10 (Sewora) shall be collected from each member and provided to the deceased member's family as financial support.
l) The following provisions shall apply in order to be eligible for such support:
m) If a member fails to pay the Sevora contribution on three consecutive occasions, that member shall no longer be eligible to receive Sevora support.
n) For new members, a provisional period of one year from the date of membership registration shall apply.
o) If a member passes away within the provisional period, the member or their family shall not be entitled to receive the Sevora contribution support.

21. Accounting and Auditing.

The officers of the committee office bearer/member/advisors shall comply with the accounting and audit requirements in accordance with the laws of the England and Welsh, as the committee has its registration relevant to the income/expenditure level of the committee, with regard to the keeping of accounting records of the society.

a) The preparation of Annual Financial Statements for the association.
b) The auditing or independent examination of the financial statement of the association and the preparation of the annual report as required by the existing laws. Auditing and accounting of the funds shall be audited by an appropriate authorized/registered official agency which shall be approved by the Excom.

22. Accepting Financial Support.

Member of the samaj may receive any financial and other support from any person or organization, but, a prior approval of the Excom/management committee/advisors shall be required in doing so.

PART V

23. Provision to fill vacancies

In case of vacancy arising in the Excom prior to the normal tenure of the Excom, the Chairman in consultation with the Excom members/coordinator/management committee shall nominate members to fill the position until next election is held. List of all office bearers and active members shall be kept in "Annexure" to this constitution.

24. Handing/Taking over of the duties and responsibilities.

The Ex-Excom/management committee shall hand over all the duties and responsibilities with property/asset of the committee with an audit report tallied in ground and ledger of each official bearer to newly elected Excom/management committee within 30 days from the date of election result.

25. Alterations/Amendments/Additions.

Any of these rules may be rescinded or amended or added by the resolution passed at any GC, SGC, AGM or SGM of the Forum by a two third majority of the Active members present and voting. The notice of such resolution, stating the nature of the proposed alteration/amendment or addition shall reach the Excom/management committee at least fourteen days before the date fixed for such meeting together with the names of the proposed Active member and seconded member.

26. Co-operation with other Nepalese Organizations and liaison with local Government.

The samaj may co-ordinate and liaises with other Nepalese associations in the United Kingdom and Government to achieve its objectives with due consultation in the Excom/management committee meeting.

27. Dissolution.

The Samaj may be dissolved or disbanded by a resolution passed at any AGM or SGM of the Association by a two third majority of the Active Members present and voting. However, if the community centre is established, it shall be run by a special committee and laws of England and Wales related on the issues shall be adhered accordingly.

28. Power to resolve unforeseen issues.

In the event of any specific issue, that may arise in future, which are not covered in this constitution, the Excom/management committee shall have the power to adopt appropriate procedure and policy in the interest of the Samaj. Such adopted procedures will be included in the constitution as an addition or annexure or separate article with an approval from AGM or SGM or GC/SGC.

29. Records and maintenance.

All the records of accounts, audits and membership shall be kept and maintained properly unless it is deemed to be useless as decided by the Excom/management committee. Such records shall be mentioned as an "Annexure" to this constitution. As for example the records of members and office bearers, audit and account records of the fund of the committee.

30. Publication of souvenirs/memoirs.

The publication of "Ashimala", yearly magazine of the community shall be published on every two years interval and on the consent of Excom/management committee.

31. Governing Law.

The governing law of England and Wales shall apply to the matters relating to the South East London Bouddha Ama Samaj in operating its program in United Kingdom.

-THE END-

Annexure I

SOUTH EAST REGIONA TAMUDHEE LONDON
MEMBERSHIP REGISTRATION FORM
(Please fill this form in English using block letters)
Charity Registered Number : 1156809

Photo

Name _____ Date of Birth _____

Telephone No. _____Mobile No._____

Residential address in United Kingdom _____

_____

Telephone No (Residential)_____ Mobile No. _____

Address in Nepal _____

_____

Next of Kin _____ Relationship with the member_____

Correspondence address _____

Telephone _____

…….
I understand that South East Regional Tamudhee London is a social organization and agree with its cause of establishment.. I shall fully support and participate in all activities of the organization by its Executive Committee/management committee and abide with the constitution.

Signature _____ Date _____

(Note: Please provide 1 x passport size (recent) photograph and photocopies of passport/identity card with photo.

For official use only:

It is hereby certified that the above information are correct and membership is approved accordingly.

Membership No: _____ Date of issue: _____ Expiry date: _____

Signature of the Chief Executive Officer: _____Date _____

Annexsre II

SOUTH EAST REGIONAL TAMUDHEE LONDON

Charity Registered Number : 1156809

Ref.: Date:

Annexure III

OATH

I, solemnly pledge to abide by the constitution of South East London Bouddha Ama Samaj, UK and shall safeguard the dignity of this association by fully abiding the rules and regulations reflected in the constitution, I shall not misuse the power of my elected position for the whole term, shall not involve in any such act which breaches the confidentiality of the association and shall not involve in such activities which may damage the image of South East London Bouddha Ama Samaj either by involving personally or committing public activities. I shall always remain active with a high degree of principal, honesty and dedication towards job responsibilities.

Being all Gurkha community members, the oath taking will be in Nepali version which is prepared separately.

Annexure IV

LOGO OF THEORGANIZATION

Office Seal