



GLOBAL OGB ASSOCIATION (GO) CONSTITUTION

Established 2014

Constitution Amendments

[Amendment](#)

[Amendment](#)

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Global OGB Association (GO) Constitution

1. NAME/ADDRESS/AREA OF OPERATION

- 1.1 The name of the alumni group will be 'Global OGB Association'.
- 1.2 The principal address of the Association will be at Dr. Grahams Homes, Murray Road, Kalimpong West Bengal 734 301
- 1.3 The principal address can be amended, as nominated and designated, by the GO Management Committee (herein called "*Management Committee*")
- 1.4 The area of operation will principally be in India, with support being received from a worldwide membership base.

2. AIMS

The primary aims of the group shall be:

- 2.1 To provide opportunities for past students and staff to keep in touch with each other and Dr Graham's Homes, Kalimpong, India (School);
- 2.2 To establish and create a network of all Alumni (as defined in the Rules and Regulations) of the educational institution known as Dr. Graham's Homes, situated at Murray Road, Kalimpong, West Bengal – 734 301, India (hereinafter known as the "School") and to provide a platform for Alumni to communicate, meet and arrange various activities, organise reunions, get-togethers, etc.
- 2.3 To involve past students and staff of the School in the promotion of the School;
- 2.4 To foster a working relationship with the Board of Management, the School Management Committee, the International Overseas Committees and OGB associations, in support of and the betterment of the School.
- 2.5 To encourage Members to, among other things:
 - a) help raise and contribute funds, which will be used to provide financial assistance and other facilities to the School,
 - b) assist in the welfare and educational help of underprivileged children who are educated in the School

2.6 To foster a sense of, and drive, an overall community outreach programme within the environs of the School, which would include but not be limited to :

- a) Contributing to the improvement and better use of the infrastructure, plants and compound of the School
- b) Undertaking social and infrastructural relief during times of natural calamity and disaster; and
- c) Participating in programmes such as the restoration of the buildings within the School campus

All, and any of which may be provided by way of assistance in money or kind from individuals, corporations or other entities.

2.7 To provide small financial loans to first time school leavers exiting each year from the School, to assist them with college textbooks; rental bonds; pre-employment training courses; pre-employment medical tests; or any other worthwhile need, as considered by the Management Committee.

3. OBJECTIVES

3.1 When applicable, the objective of the Global GO Association is to apply for and be recognised as a non-government charitable trust in India (NGO).

3.2 When the NGO approval is received – a Bank Account in the name of the Global OGB Association will be established with a reputable Bank in India.

- The Management Committee will nominate four (4) Management Committee Members, with delegated authority, to be signatories on the Account
- A minimum of two (2) signatures is required for approval of any disbursement transactions.

4. MANAGEMENT OF GO

4.1 The Global OGB Association (GO) is a self-financing autonomous organisation, administered by the GO Management Committee who will be responsible for GO policy, strategy and management.

4.2 The GO Management Committee shall consist of a maximum of 15 Managing Members, with a minimum of 9, including Office Bearers. Non OGB Members of the GO Management Committee shall be limited to 3 Members.

4.3 As at 1 November 2020 the Management Committee is made up of 14 full-time Members, from India, Australia, New Zealand, USA, UAE, UK.

4.4 The Chair, Treasurer(s), Secretary, Membership Secretary, Communications Officer and the GO Representative on the DGH Board of Management, will comprise the Executive Management Committee (EMC).



5. MEMBERSHIP

GO Membership is categorised as follows:

5.1 Ordinary Members:

- 5.1.1. All former students of the Homes, former staff and teachers of the Homes, who have attended the School for at least one academic year, shall be automatically entitled to ordinary membership.
- 5.1.2. Other well-wishers and supporters of the Homes may become members too e.g. Kolkata BOM, School Management Committee, Trustees of International Committees.

5.2 Honorary Members:

- 5.2.1 Managing Members shall have the power to elect such persons as it shall think fit as honorary members of the Group and shall report such elections at the next Management Meeting.

6. MANAGEMENT MEMBERS

- 6.1 The Management Members shall be elected at the September General Meeting and be elected to hold offices for an initial period of **three years and** may be re-elected for a further period not exceeding three years.

- 6.2 The Offices are:

Chairman: Presiding at all meetings of the Association and Committee and representing the Association in its dealings with other organisations or people outside the Association. The Chairman serves as the Association's liaison with the School Governing Bodies and International Committees.

Vice-Chairman: Performing the duties of Chairman in his or her absence and assisting as needed. The Committee may wish to consider designating this post later as Chairman.

Secretary: Responsible for handling official correspondence and recording minutes of meetings and preparing the agenda for meetings in consultation with the Chairman. The Secretary ensures that notices of meetings and agenda are sent to Association members as required.

Treasurer/s: Responsibility for the finances of the Association, for maintaining accurate records and for preparing an annual statement of the Association's accounts. The treasurer/s is/are also responsible for setting up systems to deal with the Association's finances.



Membership Secretary:

He/she is responsible for maintaining records of Association Members and for developing strategies for increasing memberships.

Communications Officer:

Editor of the Association's newsletter and responsibility for official communications with the membership. He/she can make use of other available communication channels e.g. social media like, Facebook, Twitter and GO's website.

GO Representative on DGH BOM:

This position became available in September 2020 and is subject to agreement with and at the discretion of the Kolkata BOM.

The position is held, first and foremost, by the GO Chairman. In the event the Chair is unable or unwilling to accept the role, the position will be offered to other GO Management Committee Members – by nomination and appointment by the GO Management Committee Members. The individual, elected by the GO Management Committee, will support the aims of GO on the BOM, subject to the rules and regulations of the BOM.

The full responsibility/liability of the role is defined in the GO BOM Representative's Terms of Reference (dated October 2020).

Members with no office:

Managing members not holding above offices are part of the Management Committee and have equal rights as those holding offices, including that of casting a vote.

- 6.3 If, in the majority view of the Management Committee, the best interests of the group will be served by extending the services of an Officer of the group beyond the periods specified above, then the September General Meeting is empowered to elect such an Officer to an additional term.
- 6.4 Should any of the Officer posts fall vacant; the Management Committee is empowered to fill them until the next AGM.
- 6.5 The Management Committee may, if it wishes, appoint such other Officers as are deemed necessary for the running of the group provided such appointments are approved by a majority of the Management Committee.

7. NO CONFIDENCE MOTION

Any office bearer or Managing Member may be removed, if a no-confidence motion is passed against the incumbent, by at least two-thirds majority of the GO Management Committee.



8. RESPONSIBILITIES OF THE MANAGEMENT COMMITTEE

The Management Committee shall decide the policy of GO in line with its aims (Section 2) and be responsible for the supervision of any financial affairs.

8.1. Meetings

Logistically, a gathering of the Members in one place is unlikely. Therefore, the Management Committee shall hold a minimum of 4 meetings annually using any on-line conferencing medium, including e-mails and/or appropriate telecommunications facilities.

All meetings shall be convened by the Secretary of the group, subject to consultation with the Chairman. The Chairman shall normally take the Chair at all Meetings or shall appoint an Acting Chair to preside, or the meeting shall elect a chairman.

8.2. Responsibilities

The Management Committee will be responsible for GO strategy, policies and the management of the Association. It will operate within the policies established for GO; advising on the need to revise and review policy as and when necessary; report regularly to the GO membership. The Management Committee will have the power to co-opt members and to delegate its powers.

8.3. Nominations for Elections

Any GO Member may be nominated for elections.

Nominations for elections may be made in writing to the Secretary of the group, accompanied by a seconder and the acceptance of the nomination by the member concerned. Such nominations should reach the Secretary at least 28 days before the meeting. If no such nominations are received, the outgoing Management Committee shall provide a list of recommended candidates for the elected Officers and Management Committee members for the GO ordinary members to consider. If there is more than one candidate for any post, a ballot by e-mail shall be held, and a simple majority of those voting shall elect the winning candidate.

8.4. Special General Meeting

A Special General Meeting may be called by the Management Committee or at the written request of at least 40% members of the group. The business conducted shall be confined to that for which the meeting is called.

8.5. Quorum

The Quorum at any meeting shall be at least 40% of the Management Members in addition to the Chairman of the meeting.



9. SOURCE OF INCOME

- 9.1 Income will be raised from subscription, membership fee, donations, special contributions, grants, gifts, fundraising drives.
- 9.2 Income will be raised from any or all of the above opportunities.
- 9.3 All income will be by lawful means and to be spent and utilised for the fulfilment of all or any one of the Aims and Objectives of the Association.
- 9.4 Funds will be utilised to cover any legitimate costs or services, to fulfil any one of the Aims and Objectives of the Association.
- 9.5 No Member of the GO Management Committee will receive a wage.
- 9.6 **One Exception** – in the event the GO BOM representative is required to attend a face-to-face meeting with the DGH BOM for any reason, a provision will be made to reimburse the cost of an economy return flight travel, up to a maximum of 2 reimbursements per annum.

Travel will be approved from the GO BOM representative's city of residence in India to Kolkata and/or Kalimpong, as required.

10. CONSTITUTION AMENDMENTS

10.1 Proposed changes

No important or substantial changes to the Constitution shall be made unless previously approved by the Management Committee.

10.2. Approval of changes

No addition or alteration to the Constitution shall be made unless two-thirds of those voting at a meeting are in favour of such addition or alteration.

10.3. Confirmation of changes

Changes in the Constitution may be made at any Meeting.

Any changes in the Constitution must be confirmed at a Meeting of the Committee.

Amended Constitution approved on 17 November 2020



GO Management Committee Global OGB Association

For Information – List of Management Team and Offices as at 1 November 2020:

Chairman:	Anirban Bhattacharyya	ogbanirban@gmail.com	Mumbai
Treasurer:	Sushil Marda	sushil@mardas.com	Siliguri
Treasurer:	Alfred Khan	alfikhan@hotmail.com	Kolkata
Secretary:	Dawn Van Steensel	dvsteensel45@hotmail.com	Australia
Membership Secretary:	Thuten Kesang	kesang@pl.net	New Zealand
Communications Officer:	Thuten Kesang	kesang@pl.net	New Zealand
Members with no Office:	Babita Chakravorty	babita71@gmail.com	New Delhi
	Bernard Trench	bernitl@yahoo.com	Shillong
	Danny Khawas	dankhawas@gmail.com	New Delhi
	Garth Mitchell	garthmitchell@gmail.com	Dubai
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	Pauline Singh	sapphiresandra@yahoo.co.uk	Chandigarh
	Roy Sankhasubha	viceprincipal@geschooluae.com	Abu Dhabi
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	Vanda Campbell	vandagfraser@lineone.net	Scotland
Patron:	Kenneth Hammond	klhammond@me.com	Scotland