

# SWASHRAYI MAHILA SEVA SANGH (SEWA)

Regd. No. G-938



Sewa Reception Centre, Opp. Victoria Garden, Bhadra, Ahmedabad- 380 001  
Phone : 079-25506441 / 444-4711 / 25511430-33 / 25507365, Fax: 079- 25506446  
E-mail: mail@sewa.org / sewaorg@sancharnet.in website: www.sewa.org

THE CONSTITUTION OF THE SELF EMPLOYED WOMEN'S ASSOCIATION  
(SEWA)

The Name

The name of the Association will be the Self Employed Women's Association and it will be hereafter known as 'SEWA'.

Scope

The operation of SEWA will be the Republic of India where the Trade Union Act is in operation.

Year

The Accounting year will be from 1<sup>st</sup> January to 31<sup>st</sup> December.

Office

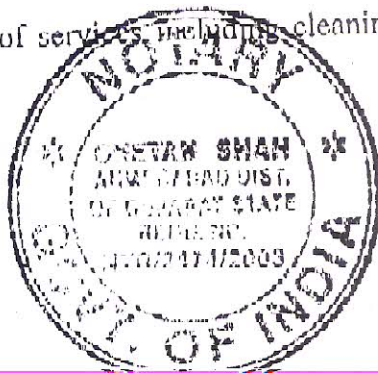
The Registered office of SEWA will be at SEWA Reception Center, Opp: Victoria Garden, Bhadra, Ahmedabad - 380 001, or any other place decided by the Executive Committee.

Aims

To secure rightful place for the self employed women, providing equal status in the social, economical, political and cultural life of the nation.

Definition of Self - Employed Women

Self Employed Women are those who earn their living by their own manual labour. They can be (i) Small Scale Vendors, petty traders and hawkers selling goods such as vegetables, fruits, fish, other eatables, household goods, garments etc. (ii) Home-based producers making such products as bidis agarbattis, garments, small furniture, footwear, handicrafts, eatables etc; either on piece rate as artisan, (iii) Labourers selling various kinds of services including cleaning, laundering, catering, cooking or providing labour



  
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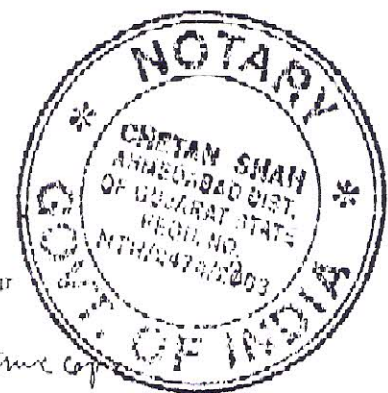
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for construction, agriculture, loading, unloading or any other kind of labour whether on casual, temporary, regular or on contract basis.

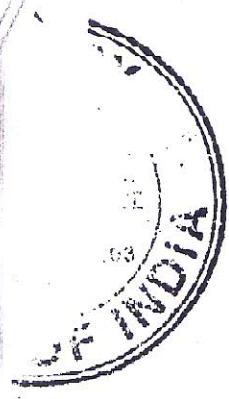
Objectives:

1. To organize Self Employed women by joint action of trade union and co-operatives.
2. To ensure that the existing laws for the benefits of Self Employed women are justly implemented
3. To purpose enactments of progressive, legislation for the protection, welfare and development of self employed women.
4. To take peaceful trade union action as and when necessary to protect the interests of the members.
5. To promote organizations, associations, groups of women and men pursuing aims and objectives similar to those of SEWA.
6. To help Self-Employed women to procure raw materials and equipments, to find markets, to provide storage and work place, to secure training and any other assistance that will improve their skill and earning capacity.
7. To seek out new avenues of work for them.
8. To promote their social welfare by means of health programmes, insurance including appropriate technology that would lessen their drudgery and occupational health, hazards and all other schemes which would be beneficial to them.
9. To promote unit, secularism, co-operation, communal harmony and a sense of national integration among them by tours, seminars, meeting and any other means which would further this objectives.

  
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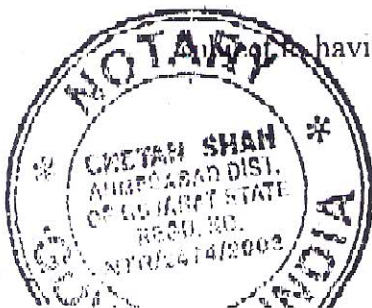


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10. To make an efforts to eradicate evil effects of all negative customs such as alcoholism, dowry, wedding expenditure, child marriage etc. and superstitions such as belief in witch doctors, black magic etc.
  11. To secure a brighter future for their children through education vocational training, creative arts, nutrition and any other available means etc.
  12. To offer assistance by way of relief and rehabilitation to them in terms of social disasters such as floods, epidemic, drought, and personal disasters such as destitution, accident and the like.
  13. To undertake research of the conditions of like of self employed women.
  14. To increase awareness about the self employed among policy makers and the public at large by means of publications, media, seminars and all other available means.
  15. To promote relations with national and international organization.
  16. To establish public trust when necessary and procure help by way of grants or donations.
  17. To undertake any other activities to improve the working & living condition of the members.

7. **Membership :**

- (a) Any woman above the age of 15 years regardless of caste, creed or religion being self-employed residing in India is eligible to be a member of SEWA.
- (b) Women committed to the cause of SEWA can be invited as Honorary Members, but the number of such members shall not exceed 8.
- (c) Men engaged in the same occupation or trade could be Associated Members having no voting rights and no claim on the property of the SEWA.



### Subscription

- (a) Any one desiring to be a member of SEWA shall apply with payments of annual subscription fee for which a receipt will be issued. Once the receipt is issued, it will act as acceptance as a member of SEWA.
- (b) The membership fee will be Rs.5/- per member per annum. The membership fee shall be collected through the collectors approved by Ex. Committee.
- The membership subscription would be increased/revised by a resolution passed by the Ex. Committee called for that purpose by a majority vote.
- (d) It is obligatory for the members to renew their subscription without falling into arrears for six months to avoid their losing the benefits extended to the paid up membership.

### Removal from Membership

- (a) Any member who acts against the interest of SEWA or violates the rules and constitution of SEWA or acts in a manner that would be against the growth of SEWA, shall be liable to be removed as a member.
- (b) One whose subscription is in arrears for six months will cease to be a member of the SEWA.
- (c) The names of those members who have died, or ceased to be the members shall be struck off from the Register of SEWA.
- (d) One who has ceased to be a member will have no right or interest in any property, fund or benefit of SEWA.
- (e) One who has ceased to be a member can apply for re-admission but it will be within the discretion of the Ex. Committee to admit her as a member or refuse the membership without assigning any reason.



16  
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- (f) If any member of members resorts to trade union action without the approval of the Executive Committee will not be entitled to any benefit or assistance from SEWA.

**List of Members:**

SEWA will maintain a list of the members showing full names, place of work, residential address, and such list shall be kept at the registered office of SEWA. Any person legally entitled to inspect to the register should give 7 days notice to facilitate the office to keep the register available for such purpose during office hours.

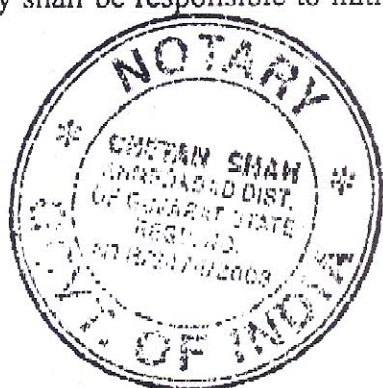
**Office-Bearers**

There will be one President, three Vice-Presidents, One General Secretary, Two Secretaries and Treasurer for SEWA. Such office bearers might be elected even from amongst the Honoaray Members.

**Office Bearers' Duties**

**President:** She will preside at all meeting of SEWA and the Executive Committee. She will maintain order, sign minutes of the meetings, and will have casting vote. In the absence of the President, any one of the Vice-Presidents, as decided by the, Ex. Committee will preside and act for the President.

**General Secretary:** The General Secretary will call the meetings maintain minutes of all meetings of the Ex. Committee and the General Meeting. She is the Chief Executive of SEWA and responsible for all administration. She will be responsible for submitting all returns and particulars required to be submitted under the returns and particulars required to be submitted under the law pertaining to the Trade Union. The General Secretary shall be responsible to initiate legal action as and when necessary on behalf of SEWA.



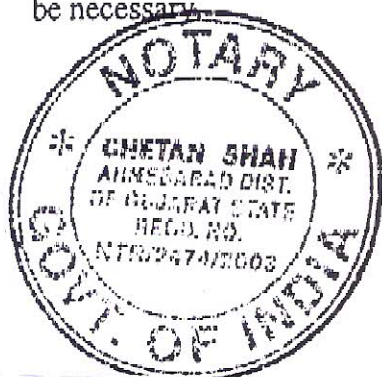
  
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**Secretaries:** The Secretaries will help the General Secretary in all her work and will take on responsibility as and when delegated by the General Secretary.

**Treasurer:** The Treasurer will be responsible and accountable for all the funds of the SEWA and the investment thereof from time to time. She will disburse all amounts approved by the Ex. Committee. They will be responsible to submit details of accounts and prepare annual statement and accounts with the approval of Ex. Committee.

**Executive Committee**

- (a) The Executive Committee will consist of 25 members including the office bearers.
- (b) The members of the Ex. Committee shall be elected once in every 3 years from amongst the members and the Hon. Members of SEWA. The office bearers will be elected by the members of the Ex. Committee so elected.
- (c) In order to see that different sections of the Self Employed members were properly represented, the Ex. Committee might add to the members, but the number of the members of the Ex. Committee shall not exceed 25.
- (d) A vacancy in the Ex. Committee shall be filled by electing from amongst the members and Honorary Members.
- (e) Any member of the Ex. Committee who acts against the interest of SEWA or remains absent in three consecutive meetings without notice of the Ex. Committee shall be liable to have her membership in the Ex. Committee terminated.
- (f) The Ex. Committee will meet at least once a year and approve annual budget and accounts. The quorum for the meeting of the Ex-Committee will be  $1/5^{\text{th}}$  of the total number of members. A week's notice for the meeting of Ex. Committee will be necessary.



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- (g) The Ex. Committee shall carry on the work of SEWA and if necessary frame rules and regulations for its effective functioning in all states of India.
- (h) An Auditor appointed by the Ex. Committee as required under the Regulation 18 of the Trade Union Regulations shall audit the Annual Accounts of SEWA.
- (i) The members and the office – bearers of SEWA will be entitled to inspect the accounts which shall be kept and be made available to them on all working days during office hours at the office of SEWA provided 7 days prior notice is given in writing.
- (j) Paid up shall have the voting rights in any meeting.
- (k) Voting at all meetings shall be by show of hands unless the meeting decides in any other form. The decision to any other form of voting shall be decided by show of hands.

**Disqualification:**

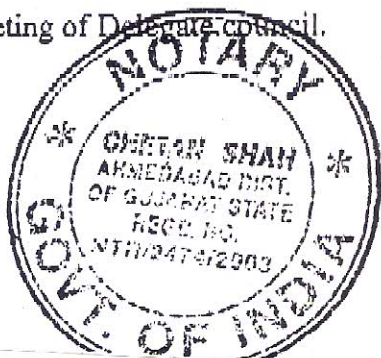
A person shall be disqualified from being an office bearer if she is medically certified as of unsound mind or as per provisions of Trade Union Act See 21 A.

**Annual General Meeting:**

The annual general meeting of the Delegate Council shall be held once a year to transact the following business:

- a) To approve the annual reports and audited accounts
- b) And to transact such other business as per the agenda approved by the Ex. Committee.

The General Secretary as decided by the Ex. Committee shall call an annual general meeting of Delegate Council.



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Extra - Ordinary Meeting:

An extra-ordinary meeting shall be called on receiving the requisition under the signature of at least 15.

Ex - Committee members of SEWA within 20 days from the date of receiving of such requisition. It would be the responsibility of the General Secretary / Secretaries to call such meeting to transact only the business mentioned in the requisition.

Triniel Meeting:

The triniel meeting of the Delegate Council will be held once in 3 years to elect the office bearers and the members of the Ex. Committee for the next 3 years. The annual General meeting of that year and the Triniel meeting will coincide. It will also transact all other business as approved by the Ex. Committee. A 15 days notice will be required for general meeting, triniel meeting and the extra ordinary meeting.

Quorum:

The quorum for all the meetings will be  $\frac{1}{5}^{th}$  of the total membership.

Fund and its Use:

- (a) The funds of SEWA will consist of subscription, interest, donations, special subscriptions, levy, grants etc.
- (b) The funds shall be utilized under the Supervision of the Ex. Committee.
- (c) The funds will be invested in any bank as decided by the Ex. Committee and such account shall be operated by any two of the signatories - the President, Vice-President, General Secretary, Secretaries and of the Treasurer. The Ex. Committee will also empower the office bearers to open Bank Accounts in the name of SEWA which will be operated by those deputed by the office bearers provided that of those deputed, at least two office bearers.



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- (d) The fund shall not be used for any purposed or objects other than those mentioned in the Section 15 of the Trade Union Act and the objectives mentioned in this constitution.

Delegate Council :

There will be a Delegate Council of SEWA which will consist of delegates elected every 3 years at the rate of 1 per every 200 paid up members of SEWA.

Affiliation:

The SEWA may affiliate with the approval of the Ex. Committee with State, National , International Organizations serving the similar objective like those of SEWA.

Amendment or Alteration in the Constitution

The Constitution could be amended, altered or modified by a majority of 2/3<sup>rd</sup> of the members of the Delegate council in the General meeting of the Delegate Council, specially called for the purpose, provided the proposed amendment, alternation, modification is notified to the members of the General meeting through the Agenda.

Winding Up :

The SEWA shall not be wound up or liquidated except with the majority of the 4/5<sup>th</sup> of the members present at a paid up general members meeting specially called for the purpose. In the same meeting decision shall be taken as to how the funds of SEWA are to be disbursed or dealt with.

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*Shah Chetan*  
**CHETAN SHAH**  
NOTARY  
GOVT. OF INDIA

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Assistant Commissioner of Labour  
Gujarat State Ahmedabad.

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