Bylaws of 
Non Resident Indian Vasavi Association 
(NRIVA)
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Preamble

Whereas the need exists for cohesive action on the part of the people of Hindu Goddess Vasavi Maatha worshippers residing outside of India, it is hereby resolved that this not-for-profit organization preserve and propagate the 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.

Article I: Organization Name.

The name of the organization will be 'Non Resident Indian Vasavi Association', hereafter called 'NRIVA'. It is a not-for-profit organization organized under the laws of the State of Georgia.

Article II: Purpose.

The aims and objectives of NRIVA shall be as follows:

1. To connect and serve worshippers of Vasavi Maatha on literary, cultural, educational, social, health, and economic activities by following Dharmam-Seelam-Ahimsa (Duty-Integrity-Non Violence);
2. To carry over the legacy of Vasavi Maatha’s above said principles to the next generations;
3. To assist, propagate, and publish information on Hindu Goddess Vasavi Maatha’s legacy, related festivals, history, and events, and to educate the members and non-members;
4. To identify, recognize and promote establishment of organizations in regions outside of India who worship Hindu Goddess Vasavi Maatha;
5. To organize periodic events such as Vasavi Poojas, Vasavi Jayanthi and Vasavi Aathmaarpana (Self Immolation) Day;
6. To raise, solicit, and collect funds and donations either directly or in cooperation with other Vasavi not-for-profit organizations for cultural, educational, and charitable purposes in North America and internationally for the purpose of serving Vasavi communities at large.

Article III: Association.

1 Location: NRIVA may maintain a main office at a location approved by the Executive Committee (EC).

2 Staffing: The Main Office may, at the sole discretion of the EC, be staffed with a Manager and other personnel as required and approved by the EC. The position of Office Manager shall be an at-will position and the Office Manager may be terminated by the EC at any time for any reason or for no reason at all. The Office Manager’s compensation shall be set by the EC. The Office Manager shall operate under the supervision and confidence of the President.

3 Eligibility of Members: NRIVA shall admit any Vasavi Maatha worshipper who shall be eligible to be a member of NRIVA provided that such person:

3.1 is over 18 years of age;
3.2 subscribes to the objectives of NRIVA;
3.3 abides by the Bylaws of NRIVA;
3.4 submits an application in the prescribed form setting forth the applicant’s full legal name, regular mailing address, electronic mailing address, and telephone number;
3.5 is approved for membership by the EC of NRIVA;
3.6 pays the prescribed dues, fees, and assessments prescribed from time to time by the EC and approved by Board of Directors (BOD);
3.7 NRIVA reserves the right to verify the information provided and the qualifications for membership of any applicant. Such verification may include requesting additional supporting documentation from some or all of the applicants for membership.

4 Eligibility of Office Bearers: NRIVA shall conduct background checks on all the office bearers (Chairman, President, Vice President/President Elect, General Secretary, Joint Secretary, Treasurer, Joint Treasurer, and any other office bearers with titles) to verify their identity, civil, criminal records and any other pending litigations. Based on the findings BOD has right to ratify office bearers confirmation. These minimum checks and balances will enable NRIVA to uphold the key principles such as Dharmam, Seelam and Ahimsa.

Article IV: 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, trustees, directors, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered, and to make payment and distributions in furtherance of the objectives set forth herein;
2. No substantial part of the activities of NRIVA shall be carrying on of propaganda or otherwise attempting to influence legislation, and the corporation 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 organizations;
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.

Article V: Membership Categories and Details.

Section 1: NRIVA Member categories

1.1. NRIVA Life Members:

NRIVA Life Members shall be entitled for life to the rights and privileges as below:
1.1.1. to receive the NRIVA newsletters, emails, and other information;
1.1.2. to vote in NRIVA related matters once they become qualified members as defined in Article III, Section 3. Member should be in good standing at least twelve (12) months prior to the election year or any voting as needed.
1.1.3. to serve on NRIVA committees;
1.1.4. to become office bearers in NRIVA subject to eligibility criteria specified in Article III, Section 3;
1.1.5. to enjoy the special honorific title of “Life Member”;
1.1.6. to receive any and all discounts offered only to Life Members.

For all the members who are married, their family (spouse and kids under 18) member will automatically become members. Life members who are in good standing at least for 365 days prior to the election year or any voting event shall have the voting privilege on all matters presented to the general body. Kids will not have voting rights unless they take separate membership once they are over age 18.

Life members are members who have been approved by NRIVA EC and/or Membership Committee in accordance with Article III, section 3. Life membership can be obtained by paying a $200 membership fee to NRIVA.

EC and BOD can pass a resolution in any convention year to give life membership as part of the donor package. But the convention team should keep this membership money in a separate account and hand over to the organization treasurer.

1.2. NRIVA Patron Members:
Any person eligible for membership under Article III, Section 3, that donates to NRIVA, in any one term of 2 years (from beginning of any calendar year to the end of the next calendar year), $25,000 (not inclusive of matching grant), shall be classified as a Patron Member. As an exception, those who contributed an accumulative of $25,000 until the adoption of this bylaws document can be grandfathered to become a Patron Member. Any person who is a Patron Member on the date of adoption of these bylaws will remain a Patron Member. Patron Members shall be entitled for life to all of the rights and privileges of a Life Member plus the below rights:

1.2.1. enjoy the special honorific title of “Patron Member”;
1.2.2. receive any privileges and all discounts offered only to Patron Members of NRIVA;
1.2.3. to be elected/nominated as Board of Director;
1.2.4. to vote for Patron Members of BOD, after the prescribed waiting period specified in Article VIII, Section 1;
1.2.5. to become office bearers in NRIVA BOD subject to eligibility criteria specified in Article VIII, Section 1 for all these Patron Members who are married, their family (spouse and kids under 18) will automatically become members. Patron members who are in good standing at least 90 days prior to the election or any voting event shall have the voting privilege on all matters presented to the general body;
1.2.6. Patron Members are members who have been approved by EC and/or membership committee in accordance with Article III, section 3. Kids will not have voting rights unless they take separate membership once they are over age 18.

Section 2:
Eligibility, Enrollment, Membership Forms, Processing, Membership Duration, Fee, Membership Funds
1.1 **Eligibility:** Applicants must abide and satisfy Article III and Section 3.

1.2 **Enrollment:** Any person who wants to become a member must fill in the form (paper or online) with all the required information;

1.3 **Membership Forms:** Membership forms are available on NRIVA website ([Membership Form](#)) or with the NRIVA EC or local chapter leads;

1.4 **Processing:** All membership forms will be evaluated by the EC and/or Membership Committee (a sub-committee established by EC). The membership applications will be processed and duly informed to the potential members of their decision within 30 days of receipt of such form. However effective date would be the day of joining on online or submission of the membership form.

1.5 **Membership Duration:** Life and Patron membership is valid for the life of the person or until he/she voluntarily submits his/her resignation or his/her membership is terminated by NRIVA (See under Resignation, Termination sections);

1.6 **Fees:** The NRIVA Life and Patron membership fees can be revised at any time by the BOD with two-thirds (2/3s) of majority. However, such revision will be effective only for future memberships and will not alter the status of any existing members or their spouses. Membership fee paid by members is non-refundable. Membership fee will be charged in full (not pro-rated) regardless of when the person wants to become a member. This is applicable for Life and Patron memberships only;

1.7 **Membership Funds:** Money received towards memberships will be kept in separate fund. Only the interest accrued from these funds can be used for operating expenses. The membership funds can only be borrowed towards any special purpose with the approval of the BOD.

**Section 3:**

Resignation, Termination, Reinstatement, Transfer of Membership and Voting Privileges

1.1 **Resignation:** Any member may resign by filing a written resignation with the General Secretary of NRIVA. 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;

1.2 **Reinstatement:** A former member who voluntarily resigned or whose membership was revoked may submit a written request for reinstatement of membership. The BOD and EC can jointly reinstate the membership of any former member by two-thirds (2/3s) of majority and on any reasonable terms that the BOD and EC deems appropriate. At the time of reinstatement one needs to become a member again and pay respective dues;

1.3 **Transfer of Membership:** The membership is not transferable once it is obtained by the enrollment process. A married person divorces after becoming a member his/her spouse’s membership will be voided as they are no longer part of the same family. Such divorced spouse will need to enroll to become a new member;

1.4 **Voting Privileges:** Life members will have the voting privileges after 365 days of their membership. In case of EC and BOD elections or any voting event shall have the voting privileges on all matters presented to the general body meeting, life members should have membership 365 days prior to the election calendar year;

1.5 **Revocation:**

1.5.1 **Considerable Violation:** Membership of any member including EC and BOD may be revoked for considerable violation of the Articles of Incorporation or Bylaws of NRIVA. Without limiting the generality of the foregoing, it shall be a violation of the bylaws of
NRIVA for any member to knowingly or intentionally engage in conduct which is intended to compete with or cause harm to NRIVA or which, in the opinion of the EC in its sole discretion, is likely to substantially injure the reputation of NRIVA. One third members of the BOD or one third members of EC or a minimum of 25 members in good standing of NRIVA may submit a petition outlining the charges to the Chairperson of the NRIVA BOD. The BOD shall investigate the charges and if, in the opinion of a simple majority of the BOD, there is probable cause to believe that a basis for revocation of membership may exist, the BOD shall place the petition for removal on the agenda for hearing at a BOD meeting specially called for such purpose and shall provide the affected member with written and electronic notice of the petition and the hearing date so that such member may have an opportunity to be heard in opposition to the petition. If no quorum is present, the hearing on the petition shall be continued to the next regular meeting of the BOD or a special meeting called for such purpose at which a quorum is present and voting. The Secretary of the BOD shall notify the affected member of the date, time and place of the continued hearing. After the hearing at which a quorum is present, the BOD shall decide by two-thirds (2/3s) of affirmative vote of those present and voting whether to revoke the membership under question. The Chairman or President shall notify the affected member of the action/decision of the BOD. The decision of the BOD shall be final and binding.

1.5.2 Moral Depravity: Conviction of a member for any criminal offense involving moral depravity shall constitute reason for automatic revocation of basic membership. The Chairman or President shall notify the affected member of the revocation both electronically and in writing.

Article VI: General Body.

Section 1. The General Body shall consist of all NRIVA Life members including Patron members.

Section 2. Roles and Responsibilities.

2.1 The General Body Members have the responsibility to ratify bylaws and its amendments after they were approved by EC (with two-thirds of majority), Board (with two-thirds of majority) and AC (with two-thirds of majority).

2.2 The purpose of the General Body meeting is to provide a forum in which the BOD may have an opportunity to discuss the affairs of NRIVA with NRIVA members and to receive feedback from the General Body attendees (members). As such, the General Body shall not be authorized to take any action binding on NRIVA at the meeting.

2.3 The General Body shall work to promote the objectives of NRIVA.

Section 3. Meetings.

3.1 A meeting of the General Body shall be held during each NRIVA Global Convention;

3.2 If a NRIVA Global Convention is not held for any reason, then a meeting of the General Body shall be convened within three (3) months of the second anniversary of the previous NRIVA Global Convention or, if no NRIVA Global Convention has been held within the preceding two (2) years, then within three (3) months of the second anniversary of the last General Body meeting;

3.3 General Body meetings may be held anywhere in North America;

3.4 General Body meetings may only be conducted in person;
3.5 If a meeting of the General Body to be held, the General Secretary shall give notice to all 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 BOD, notice shall be deemed given to a member if sent to such member by publication in the NRIVA newsletter or email communication and/or on the NRIVA website. If this meeting is scheduled to happen in any convention year that convention date itself can be deemed as a notice for the general body meeting

3.6 The General Secretary shall be required to keep or post any minutes of the General Body meetings to both Life and Patron members;

3.7 Where no binding action may be taken by the General Body, no quorum is required;

3.8 Special or extraordinary meetings of the General Body are expressly prohibited by these bylaws.

**Article VII: Emeritus and Advisory Council.**

**Section 1: Emeritus:**
Emeritus is an autonomous body which has responsibility towards the NRIVA. It consists most dedicated members of the organization such as retired Board of Directors after serving their full term (service including in both EC and Board) of 8 years, retired office bearers after serving full term of 8 years (president, vice president/president elect, secretary, joint secretaries, treasurer, joint treasurers and cultural secretary) from EC and Advisory Council members. The members of this body will have permanent membership. Any member who served either in EC (any office bearer) or BOD and EC/BOD together can choose their retirement after serving at least 6 years to join in Emeritus but can never come back to either EC or BOD. Emeritus is not an active operating body of NRIVA. Current Chairman and the current President could chose to consult with Emeritus on the goals, vision and any other strategies as needed. This body can provide guidance directly either to EC and/or BOD to protect the interests of NRIVA. Emeritus members are eligible to serve in any adhoc committees to protect the interests of NRIVA including the Advisory Council.

**Section 2: Advisory Council (AC):**
AC is an autonomous body which has responsibility towards the NRIVA. It consists of most dedicated members of the organization such as Founders, Past Presidents, Past Chairman and Emeritus member/s. The total head count in AC not to exceed five (5) people. The founders Mr. Anand Garlapati and Mr. Vijay Chavva will have the membership until December, 2023. All other members will be serving in this team at a maximum of 2 years. The past presidents and chairmen will be part of this team after completing their tenure in EC and BOD. However, if any Advisory Council member would like to stay away and don’t want to be part of this team for their personal reasons, we should respect their decision and refill that position. Current Chairman and the current President would work closely with this AC to discuss the goals, vision and any other short/long term strategies as needed. This body can enquire and provide guidance directly either to EC and/or BOD to protect the interests of NRIVA. If any resolution of the dispute is not satisfied by the action of the BOD, then that matter can be taken up by AC. The AC would investigate the matter and issue a written resolution to BOD. All the future amendments to the bylaws needs to be approved by AC after being affirmatively approved by at least two-thirds (2/3s) of the BOD where the quorum was present.
Any decision needs to be made either in BOD and EC should be referred to AC when there is no two-thirds (2/3s) of majority for the final decision. NRIVA should co-host any events with only Vasavi worshipping organizations and any exceptions should be approved by AC explicitly. If there is any disagreement in the AC itself for any decisions it can be decided with a simple majority. Exceptionally, things not mentioned or addressed in the current bylaws should be referred to AC for the final decision.

Additionally, emeritus members are eligible to serve in AC to fill any vacancies. This filling can be done 2 ways. Emeritus members can choose their member/s with two-thirds (2/3) of the majority to serve in AC vacant position/s. If there is no consensus in Emeritus members then AC can choose from the interested Emeritus members to serve in AC for a term of 2 years.

Article VIII: Board of Directors (BOD).

Section 1:
NRIVA should have diversity in the BOD with the good representation based on gender, age, professional qualifications, and geographical representation.

Composition, Term, Backfilling, Eligibility, Meetings, Decisions, Responsibilities, Compensation, Rotation and Termination

1.1 Composition:
The BOD shall be composed of fifteen (15) members. This BOD will consist of a Chairman and a Secretary. Current President from EC will act as a liaison between BOD and EC. No more than three (3) board members can be represented per chapter. BOD will be made up of two (2) types of board of directors: i) Board of Director – Patron category ii) Board of Director -Life category. 6 Board members should be from Patron category and 9 from life category. When there are more aspirant Patron members to become the Board of Director then the requests can be deferred to AC to make final decision based on the above defined diversity. If there are not enough nominations from the Life category, then Chairman has right to propose rest of the available vacant board members from the life members pool which should be ratified by AC. Chairman can nominate one of the Board of Director from BOD as a secretary to help conducting the BOD’s business for the term. Additionally, any Board of Director can nominate an eligible Board of Director as a Chairman-Elect which should be approved by two-thirds (2/3s) of the BOD. If no one can get two-thirds of majority then this Chairman-Elect matter can be referred to AC to make final decision. This Chairman-Elect will become the next chairman automatically and will be announced in the biennial Global convention. This process should be completed before 3 - 6 months of any current tenure or term but not earlier than 6 months of any current tenure or term.

To promote NRIVA and help building the constructive relationship with other Vasavi organizations across the globe we should be appointing 2 International Directors. These directors will be renewed or replaced in every term along with EC and BOD leadership change.

1.2 Term/Tenure/Expiration:
The term of each Board of Director shall be four (4) years which is defined as a full term. The term of the Chairman of the BOD shall commence in January of the calendar year and is effective for two (2)
calendar years. The exception being the first year of formation if the BOD including the Chairman commences in any month other than January in which case the calendar year rule shall apply from January of the following year. No Board of Director can be in the BOD for more than two (2) terms (total of eight (8) years). No Board of Director can continue serving in the Board after one (1) terms without taking a break for two (2) years. Total term for anyone not to exceed eight (8) years including both in EC and BOD. However, they need to take a break of two (2) years after serving four (4) years in EC or Board. One can serve for two (2) terms in EC and then join the BOD to serve for four (4) years with no break. The member who completes 8 years by Dec 2019 will become emeritus members.

1.3 Backfilling:
All existing vacancies by reason of resignation, death, incapacity or removal of a member of the BOD before the expiration of his/her term shall be filled by a majority vote of the remaining Directors for the duration of the remaining term. The eligibility conditions of membership as per the Article III, Section 3 and also defined in eligibility section below.

1.4 Eligibility:
Any life member seeking office as a Board of Director shall have been a member for current year and two (2) calendar years consecutively and should serve at least one term in EC or National committee chairman. Chairman, past chairman and chairman elect can elect any eligible members from the valid nominations provided by election committee.

1.5 Meetings:
1.5.1 Frequency: The BOD shall meet at least three (3) times in a year either in person or through tele/video conference. In addition, the chairman can call additional meetings of the BOD with advance notice of at least seven (7) days via email or written mail;
1.5.2 Presiding Over: The BOD Secretary is the presiding member of the BOD shall preside and moderate the meetings of the BOD. He/she along with Chairman of the BOD will set the agenda for each meeting of the BOD. Any agenda item proposed by any director and seconded by another director will be included in the meeting as an ad-hoc item. The agenda shall be furnished in writing to the BOD at least forty-eight (48) hours before the scheduled meeting. The meetings will be conducted in accordance with Robert Rules of Order (for a quick reference click on this embedded cheat sheet of these rules).

1.6 Decisions:
A quorum shall consist of a majority of the BOD attending in person or through telephone/video conferencing. All decisions will be by majority vote of those present in a meeting at which a quorum is present. If less than two-thirds (2/3s) of majority of the current BOD is present at said meeting, a majority of the directors present may adjourn the meeting without further notice.

1.7 Responsibilities:
The BOD have the responsibility to oversee and guide the organization towards the below listed items for their term:

1. Establish mission and purpose in accordance with Objectives defined in Article II;
2. Set policies and ensure effective planning;
3. Monitor and strengthen programs to Connect and Serve;
4. Ensure adequate financial resources;
5. Protect assets and provide proper financial oversight;
6. Build a competent BOD with right level of diversity;
7. Ensure legal and ethical integrity;
8. Enhance the organization’s public standing;
9. Select the Chairman;
10. Support and evaluate the Chairman;
11. Responsible for conducting an internal audit of ongoing financial operations;
12. Responsible for conducting an internal audit of global convention and any other major events;
13. The BOD shall periodically, but not less than once a year, audit and monitor compliance of all the bylaws and policies of NRIVA;
14. Select the new Board of Directors from the valid nominations presented by election committee.

1.8 Compensation:
The BOD shall serve without any compensation from the organization. Every member will be serving the organization voluntarily. A member of the board of director may be reimbursed for any expenses incurred for the activities of the organization by providing documentary evidence and obtaining written approval by the Treasurer prior to the expense being reimbursed.

1.9 Termination:
Any member(s) of the board of directors including Chairman or Chairman elect may be removed from office for acting against the interest of the organization and/or for misuse of the position in the organization for personal aggrandizement or promoting personal interests through use of organization’s name in the news or visual media or with political establishment or misconduct. Such action shall require a written notice by the BOD to the violated member seeking explanation. Upon findings, with the two-thirds (2/3s) of majority member(s) can be terminated.

1.10 Rotation:
50% of board of directors (7/8 members out of 15) should be retiring for every two (2) years. Any Board member can be re-elected if their full term (8 years) is not completed. If there are less than 50% members available for rotation then it can mutually happened with general principle First in First out (FIFO) and/or with a simple majority in the BOD meeting. This rule is effective Jan 2018.

Article IX: Executive Committee (EC).

Section 1:
NRIVA strongly encourages and recommends to have diversity in the EC with the good representation based on gender, age, professional qualifications and geographical representation.

Composition/structure, Expiration/Tenure, Selection/Election, Backfilling, Eligibility, Meetings, Events, Responsibilities, Compensation and Termination.

1.1 Composition:
The EC shall consist of eighteen (18) members which includes the President, Past President (an ex-officio), President Elect (vice president), General Secretary, Treasurer, two (2) Joint Secretaries, two (2) Joint Treasurers, Secretary Cultural and eight (8) EC members. EC should not have more than three (3) members from any single chapter or region.

1.2 Tenure/Expiration:
The term of each EC member shall be two (2) years which is defined as a full term. The term of the EC shall commence in January of the calendar year and is effective for two (2) calendar years. The exception being the first year of formation in any month other than January in which case the calendar year rule shall apply from January of the following year. Any EC member can serve two (2) terms continuously and then take a break of one term (2 years) to give an opportunity to upcoming leaders. If they are still interested to serve they can come back and serve again for two (2) terms. Total term for anyone not to exceed eight (8) years including both EC and BOD. However, they need to take a break of two (2) years after serving two (2) terms in EC or BOD. One can serve for two (2) terms in EC and then join the BOD to serve for two (2) terms with no break.

Exception: 8 years term would be applicable from January 1st 2022. The member who completes 8 years by Dec 2021 (either 7th or 8th year of their term) will be exempted if he/she elected/selected as a President Elect. This person who got exempted from this term limit of 8 years would be serving as a President for 2022 and 2023.

1.3 Backfilling:
All existing vacancies by reason of resignation, death, incapacity or removal of a member of the EC before the expiration of his/her term shall be filled by two-thirds (2/3s) of majority vote of the BOD and EC for the duration of the remaining term. Membership eligibility conditions apply for the selection.

1.4 Eligibility:
Any life member seeking office as an EC member shall have been a life member for current year and two (2) calendar years consecutively and served actively in any NRIVA National Committees chair or co-chair defined in Article XI, prior to the date of seeking election to be an EC member.

1.5 Meetings:
The general secretary will be conducting meetings with at least two (2) weeks of notice. The EC may meet as many times as required in order to carry out the day-to-day operations of the organization. In the absence of general secretary any joint secretary can call for a meeting with at least of two (2) weeks’ notice. President can call for meetings anytime with a short notice based on the need. Any operational or fiduciary decisions can be taken with two-thirds (2/3s) of the majority in the EC.

1.6 Events:
NRIVA may officially celebrate Vasavi Jayanthi, Vasavi Aathmaarpana Day and the Global Convention. EC will be directly managing or supervising these events. They could seek the help of any national committees, EC members, life members or BOD to supervise these events.

1.7 Responsibilities:
The EC is responsible to conduct the NRIVA activities under the guidance and supervision of the NRIVA BOD. In performing these functions EC may exercise all the powers and authority granted by the NRIVA bylaws to promote the objectives of NRIVA.

1.7.1 President: This member will be responsible for the execution of the various activities of the organization as formulated by the BOD. The President with the assistance of the EC and other committees will be responsible for implementation of the decisions made by the BOD. The President can direct and expend the General Fund for the administrative purposes to cover all of the operating expenses. The BOD have an authority to direct President under special circumstances to use the funds for other purposes. Otherwise, President has the complete authority in using the funds effectively for promoting NRIVA.
Once President’s term is completed he/she should be part of both EC and AC but not in BOD. After completing the role in EC and AC as past president, this person can be part of the BOD only if all the other rules are met (ex: total tenure should not be more than 8 years) but never allowed to take BOD chairman role.

President, Past President and President Elect works together in selecting the rest of the EC Office bearers and EC members after they receive valid nominations from the election Committee. The same section should be ratified by BOD with simple majority. In any case, if BOD can’t ratify with a simple majority then the matter should be referred to AC. AC can ratify or appoint/nominate the new team with a simple majority and work with EC and BOD to get consensus. Once selection process is completed President can send the details to election committee to pronounce the new team.

1.7.2 President-Elect/Vice president: AC, BOD and EC should be in consensus in President Elect candidate selection. The President-Elect will become the next President automatically and will be announced in the Global convention. The President Elect process can be completed along with the rest of EC team. This member would be acting as a President in the absence of President. This absence could be due to but not limited to demise, ill health (not able to make any decisions due to health reasons), Resignation or Termination.

1.7.3 General Secretary: This member shall be the public liaison and custodian of the Seal, Articles of Incorporation, and bylaws including all amendments. This member shall be responsible for the below:

1.7.3.1 Keeping and maintaining all the records of the organization.
1.7.3.2 Shall prepare agendas in consultation with the president and send notification of meetings as required by the bylaws.
1.7.3.3 Correspond with other official and non-official entities on behalf of the organization.
1.7.3.4 Maintain the minutes of the meetings of the EC and circulate such minutes among the members of the BOD and EC.
1.7.3.5 Maintain Membership Rolls and shall maintain an updated list of all members.
1.7.3.6 The Secretary shall notify Committee Chairpersons and Committee Members of their appointment and their assigned duties.
1.7.3.7 The Secretary shall be responsible to ensure that all books, reports, certificates, documents, and records are kept and filed as required by law.
1.7.3.8 The Secretary shall perform such other duties and exercise such other powers as may be assigned by the EC.
1.7.3.9 The Secretary shall transfer all of the records of NRIVA to the incoming Secretary within fifteen (15) days after the incoming Secretary is appointed.
1.7.3.10 The Secretary shall be the sole officer of NRIVA authorized to issue any communications on behalf of NRIVA to NRIVA members or to the public at large.
1.7.3.11 All contracts signed by the President shall be attested by the Secretary, unless the BOD directs otherwise.

1.7.4 Joint Secretary: The Joint Secretary shall assist the Secretary as needed and as directed by the EC. If the Secretary is temporarily incapable by reason of disability or other
absence to fulfill his or her duties as Secretary, the Joint Secretary shall carry out the duties of Secretary until the Secretary is able to resume the duties.

1.7.5 **Treasurer:** This member will be responsible for the list below

1.7.5.1 All financial aspects of the organization. Responsible to keep proper financial books of NRIVA.

1.7.5.2 Any check, note, draft, or demand for money drawn against NRIVA general funds in excess of USD $1,000 shall be signed by the Treasurer and/or the President unless the EC and/or the BOD directs otherwise.

1.7.5.3 The Treasurer shall be responsible for issuing notice of and collection of all dues, fees, and assessments, and shall deposit the same in such banks or other depository institutions.

1.7.5.4 The Treasurer shall submit quarterly financial reports to the EC.

1.7.5.5 The Treasurer shall responsible for tax returns to be prepared and filed with the IRS for each tax year during which the Treasurer is in the office.

1.7.5.6 The Treasurer shall also file any documents required by its state of incorporation to be prepared and filed.

1.7.5.7 The Treasurer is responsible to present financial statements during general body meeting.

1.7.5.8 The Treasurer should maintain the general fund with the funds collected from below sources

   - 1.7.5.8.1 Any donations not specified for any specific purpose.
   - 1.7.5.8.2 Ten percent (10%) of all NRIVA Global Convention registration fees.
   - 1.7.5.8.3 Ten percent (10%) of surplus funds of the NRIVA global convention.
   - 1.7.5.8.4 All advertising and sponsor revenues.

1.7.6 **Joint Treasurer:** This member shall assist the Treasurer as needed and as directed by the EC. This member, in the absence of the Treasurer, will take up all the responsibilities of the Treasurer.

1.7.7 **Cultural Secretary:** This member is responsible for coordinating any national level events such as Vasavi Jayanthi, Vasavi Aatmamarpna Day, and also responsible to coordinate all the chapter events and also cultural activities during the annual general body meeting and other events. Should provide guidance local chapters on events, cultural activities as and when needed.

1.8 **Compensation:**

The EC members shall serve without any compensation from the organization. All members of the organization will be serving voluntarily. A member of the EC may be reimbursed for any expenses incurred for the activities of the organization by providing documentary evidence and obtaining written approval by the Treasurer prior to the expense being reimbursed.

1.9 **Termination:**

Any member(s) of the EC including President and President Elect may be removed from office for acting against the interest of the organization and/or for misuse of the position in the organization for personal aggrandizement or promoting personal interests through use of organization’s name in the news or visual media or with political establishment or misconduct. Such action shall require a written notice by the BOD to the violated member seeking explanation. Upon findings with the two-thirds (2/3s) of majority a member(s) in BOD, EC and AC that member can be terminated.
Article X: Election Committee.

Section 1: Composition, Term, Eligibility, Responsibilities

1.1 Composition:
The Advisory Council shall form an Election Committee consisting of five (5) members from Emeritus six months before the election date to conduct elections for the EC and/or BOD. This team can be formed with a simple majority in the Advisory Council when there is a quorum, so all of the positions that were opened for elections will be filled according to the election procedures approved by Advisory Council. For any reason this committee can be abolished by Advisory Council and postpone the elections with a simple majority in Advisory Council. In that case the current EC or BOD will be continued until the new team is formed.

1.2 Term:
The term of this committee starts six months before expiration of the EC or BOD tenure. It will be expired once all the election related matters are settled after the election in any given year.

1.3 Backfilling:
Vacancies existing by reason of resignation, death, incapacity or removal of a member of this committee before the expiration of member term shall be filled by a majority vote of the AC for the duration of the remaining term.

1.4 Eligibility:
Any current Emeritus members prior to the election date is eligible to be selected by the Advisory Council to be election committee members. Any life member contesting for any of the positions either in EC or in BOD of that term will not be eligible to be part of the election committee.

1.5 Responsibilities:
Such committee shall set election guidelines, seek nominations, screen nominations, evolve consensus and suggest induction of new BOD and/or EC. The procedures and format of elections will be drafted by the election committee and need to be approved by the BOD. Notice of elections shall be given to each applicable voting member by e-mail, not less than forty-five (45) days before the election. It is every member’s responsibility to keep their information up to date. This process can be started only after the global convention is completed and should be completed before December 31st of the year.

This election committee should be submitting all of the valid nominations to the corresponding EC (Past President, President and President Elect) and BOD (Past Chairman, Chairman and Chairman Elect) teams for finalizing the rest of the EC and BOD. Election committee should officially pronounce these teams once they finalized the process and on the receipt of the ratification from AC.

Article XI: National Committees.

Section 1: Composition, Term, Backfilling, Eligibility, Responsibilities, Committees and their individual responsibilities

1.1 Composition:
The President, Past President and President Elect shall appoint committees as needed to achieve specific objectives in furthering the organization’s interests or in accomplishing specific tasks. Whenever these committees are appointed specific written resolutions are needed to be passed with the scope and term of
these committees. Whoever serves as chair or co-chair for these new standing committees than already listed below also will be eligible to get into EC only if they met any other criteria mentioned in this bylaws.

1.2 Term:
These Committees’ term will expire along with the EC’s term. When the new EC is formed then all of these committees can be revisited and changed the leadership as needed.

1.3 Backfilling:
Vacancies existing by reason of resignation, death, incapacity or removal of a member of these committees before the expiration of his/her term shall be filled by a simple majority vote of the EC for the duration of the remaining term.

1.4 Eligibility:
Any member who is interested in providing voluntary services to the organization is eligible to be picked up by the EC from the life members. Chair or co-chairs can be selected from the chapter leads pool.

1.5 Responsibilities:
The EC shall formulate the roles and responsibilities for the following proposed committees: The EC may approve additional committees for the purposes of organizing/conducting events on need basis. The EC exercises the authority to dissolve any committee earlier than its expiration date if continuation is no longer of value to the organization.

Section 2: Standing Committees

2.1 Membership Committee:
Members of this committee is responsible for the membership drive during their term and keep the members’ database up to date. These members will help and closely work with EC on membership drive related activities and tasks;

2.2 Finance Committee:
Members of this committee is responsible for fund raising and sponsorship for the events during their term. These members will closely work with EC on sponsorships, fund raising related activities and tasks. These members may also work with other committees on need basis.

2.3 AAS Committee:
Members of this committee looks after NRIVA causes like Adopt-A-Student (AAS), Mangalasuthram, and Health for Underprivileged, Medical Emergencies of Underprivileged, AAV (Adopt-A-Village) etc.

2.4 Matrimonial Committee:
Members of this committee is responsible to maintain the profiles and data of the applicants (brides and bride grooms), continuously provide the service to NRIVA members.

2.5 Web Committee:
Members of this committee is responsible for keeping the website up to date about the upcoming and current events during their term. These members will be closely working with EC on website related activities during their term.

2.6 Media and public relations Committee:
Chair and co-chair of this committee would be responsible to create guidelines with the help of BOD and EC. Once, it is finalized then it can be implemented. NRIVA should not be held responsible for any messages that have been published by anyone in either WhatsApp groups or Facebook, NRIVA is not accountable or responsible for any electronic or video messages that have not been approved in written by BOD and/or EC. This committee can create a WhatsApp broadcast for all the members or create a Facebook group/s to publish any NRIVA related message. President, General Secretary and Chairman from the BOD can also
publish any NRIVA related messages to reach out to members. Committee should address more details in the procedural guidelines.

2.7 Helpline Committee:
Members of this committee is to serve the NRIVA members who has any kind of health or emergency issues. Should be able to work with other not for profit organizations in the country to meet this goal as necessary. Additionally, Conduct free seminars for immigration, personal finance management and health etc.

2.8 Business Interest Group (BIG) Committee:
Members of this committee is responsible to create or facilitate a common platform in the NRIVA community to promote and share any business ideas. So that the whole community can use the services of this committee on their own responsibilities. NRIVA is not responsible for any losses or profits made out of these business ideas or investments.

2.9 Youth Committee:
Members of this committee is responsible to involve the next generation kids in NRIVA activities. Should plan and execute them to involve youth and promote Vasavi Maatha core principles.

2.10 Women Committee:
Members of this committee is responsible to plan and execute the activities to involve women.

2.11 Vasavi Vaani Committee:
Members of this committee is responsible for newsletters, Souvenirs and convention souvenirs etc.

2.12 Vasavi Puja Committee:
Members of this committee is responsible to co-ordinate this event in and out of the country.

Section 3: Ad-hoc Committees
3.1 Election Committee:
Refer to Article X for more details on this committee.

3.2 Bylaws Committee:
Based on the needs and requirements at any point of time beyond 2023 BOD can appoint this committee either to revise or enhance bylaws. This committee members should be selected from Emeritus. This version of bylaws can’t be changed until Dec 2023. Any operational changes that were needed can be approved by EC, BOD and AC with simple majority. Term, Objectives, Review and finalization process needs to be defined by BOD. Once, the objectives are achieved then this committee can be dissolved by BOD.

3.3 Internal Audit Committee:
The Chairman of the BOD may appoint a compliance head with the consent of the BOD to audit and monitor NRIVA Funds, NRIVA Convention Funds, Chapter Funds and all other monetary assets including compliance of the office-bearers with the policies and bylaws of NRIVA. Global conventions should submit the financial statements to this committee within 30 days after the convention is done. Then this committee will review all of the accounts and finalize the statements. Then BOD and EC should review, finalize and approve these financial statements.

Article XII: Local Chapter Governance.

Section 1:
Composition, Term, Backfilling, Eligibility, Meetings, Events, Responsibilities, Compensation, core team and Termination
1.1 Composition:
The Chapter means all of the local members together in the region will be called as an NRIVA chapter. It can have 1-3 chapter leads based on the member population in that chapter. The chapter leads can be elected by local chapter life members and with the approval by EC. The EC will elect/suggest to elect the medium or small Chapter leads depending upon the size of the chapter. Definition of small, medium and big here is based on the life members. Any chapter has more than fifty (50) life members can be considered as big chapter. Twenty-five (25) – Forty-nine (49) can be considered as medium. Having less than twenty-five (25) life members can be considered as small chapters.

1.2 Term:
The term of each Chapter lead(s) shall be two (2) years which is defined as a full term. The term of the Chapter Committee Members shall commence in January of the calendar year and is effective for two (2) calendar years in alignment with EC term.

1.3 Backfilling:
Vacancies existing by reason of resignation, death, incapacity or removal of a member of the Chapter lead before the expiration of his/her term shall be filled by a majority vote of the EC and local chapter life members for the duration of the remaining term based on the chapter size.

1.4 Eligibility:
Any member seeking office as a chapter lead(s), that member shall have been a Life member for at least two (2) calendar years prior to the date of election.

1.5 Meetings:
The Chapter Lead(s) shall conduct meetings of the chapter. The Committee may meet as many times as required in order to carry out the day-to-day operations of the local chapter.

1.6 Events:
NRIVA chapters will officially celebrate Vasavi Jayanthi and Vasavi Aathmaarpana Day. Additionally, they may celebrate Vasavi picnics and Vasavi get together events. EC will define in the local chapter guidelines for any other events. Any other activities should be due for EC approval.

1.7 Responsibilities:
Chapter lead(s) will be responsible for coordinating all activities in local chapter and provide updates to the EC. Chapter lead(s) are the liaison between local chapter and EC.

1.8 Compensation:
The Chapter leads or members shall serve without any compensation from NRIVA. Every member will be serving the organization voluntarily. A member of the local chapter committee may be reimbursed for any expenses incurred in the activities of the chapter by providing the documentary evidence and obtaining written approval by the Treasurer prior to the expense being reimbursed.

1.9 Core Team:
Chapter leads, EC representatives, BOD representatives, Standing committee (chairs and co-chairs) and Active Life members together can form a core committee. This team would help to promote and protect NRIVA objectives with their valuable guidance. This team be an advisory body but can never be an authoritative body to make any administrative decisions.

1.10 Termination:
Any member of the local chapter lead(s) may be removed from office for acting against the interest of NRIVA and/or for misuse of the position in the organization for personal aggrandizement or promoting personal interest through use of organization’s name in the news or visual media or with political establishment or any type of misconduct. Such removal shall require a written notice by the President to
the sanctioned member seeking the member(s) explanation. Upon findings, President should be able to make a decision to terminate the chapter lead(s).

Article XIII: Integration of national and local chapters.
There should be clear understanding between national team, and local chapters on Memberships, Accounts, Activities, Communication Flow, Meetings/Events and Press Releases.

1. **Memberships:**
All members of NRIVA will automatically become members of local chapter of their respective location/region or choice of the member. If there is a no chapter where member lives, still their membership is valid.

2. **Accounts:**
All chapters must take the checks on NRIVA name for the local events and they need to maintain the Event Account sheet with the details of “Amount Received” (deposited in NRIVA account in form of checks or electronic payments) and the “Event Expenses”. Chapter should mail all the checks along with Event Account Sheet to NRIVA. A scanned copy of Event account sheet and all the checks should be sent to the Treasurer and copy of the same should be kept at local chapters. NRIVA Treasurer will reimburse the Event Expenses to local chapter vendors and service providers as per the Event Account Sheet. Expenses on the Event Account Sheet should not exceed the “Amount Received” or the Amount Deposited for the event. All the invoices, receipts and vouchers need to be accompanied by the Account Sheet before they get reimbursed.

3. **Activities/Events:**
NRIVA suggests performing minimum of two (2) local events “Vasavi Jayanthi” and “Vasavi Aathmaarpana Day”. Additionally, local chapters can conduct more events based on the local interest. But below standards should adhere
   3.1 All the events should align with objectives of NRIVA;
   3.2 All local events should be done with the knowledge of NRIVA EC;
   3.3 All events should be updated in NRIVA event calendar which will be maintained by cultural secretary;
   3.4 All material used in local events should have NRIVA logo and NRIVA banner;
   3.5 Vasavi Jayanthi is very important annual flagship event and the event should be done in collaboration with the national Vasavi Jayanthi coordinator;
   3.6 Information about local events should be sent to EC at least one (1) week in advance;
   3.7 NRIVA is not responsible for any unapproved activities performed by the chapter lead(s) or members.

4. **Meetings:**
Information about urgent events/meetings representing NRIVA should be informed to President before the meeting or event. All Media and Press coverage of local/national events should be done through Media and publicity committee Chair/Co-Chair in consent with the President. All meeting minutes should have NRIVA logo, website address, email and the address. Any external communication should be done and approved by either President or General Secretary only or else NRIVA is not held responsible.
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Article XIV: Affiliated organizations.

NRIVA EC may enter into mutually beneficial, nonexclusive affiliations with local Vasavi organizations that are duly registered with the government authorities as not-for-profit organizations and subscribe and adopt the objectives of NRIVA. NRIVA may coordinate its programs with the affiliated organizations and help disseminate the news of the affiliated organizations through its web site, NRIVA Vasavi Vaani and news releases. The affiliated organizations shall help conduct NRIVA programs in the local area and disseminate the news about NRIVA programs to their members in the corresponding chapters. This is applicable only where there is no establishment of NRIVA chapter(s). 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 BOD with two-thirds (2/3s) of majority.

Article XV: Indemnification.

Every member, board of director, officer of the organization (former or current) may be indemnified by the organization against all expenses and liabilities, including counsel fees, reasonably incurred or imposed upon such members of the BOD, officer or employee in connection with any threatened, pending, or completed action, suit or proceeding to which she/he may become involved by reason of his/her being or having been a member of the BOD, officer or employee of the organization, or any settlement thereof, unless adjudged therein to be liable for negligence or misconduct in the performance of respective activities. However, in the event of a settlement, the indemnification herein shall apply only when the BOD 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 BOD, officer or employee is entitled.

Article XVI: Grievance Resolution/ Arbitration/ Crisis management.

Section 1: Grievance resolution

1.1. Any applicant, member, director, officer, or officeholder may write to the EC for resolution of any grievances or disputes other than those relating to organizational elections. If the person filing for the resolution of the dispute is not satisfied by the action of the EC, then that person may write to the BOD. The BOD would then investigate the matter and issue a written decision.

1.2. Any grievances or disputes relating to organizational elections (if and when election happens) are resolved in accordance with grievance policy defined in elections procedures laid down by election committee. For any reason if the election committee fails to resolve any dispute regarding the nomination and election process shall be referred to, and decided by, the BOD, whose decision shall be final. The BOD shall have the power to make any adjustments to the composition of the elections committee or the process being followed by the election committee, or both, which, in its sole discretion, it deems necessary to resolve such dispute provided. However, that all proceedings of the BOD must be completed by the deadline set forth in procedure and guidelines. In case there is no deadline mentioned in election procedures and guidelines it should be appealed or challenged within 30 days of such announcement.

1.3. Any contracts or dealing with outside organizations (vendors, suppliers), grantees by any office bearer of NRIVA (BOD, EC, Committee Chairs, Members, Convention Convener, Convention Treasurer, Employees and Consultants) 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.

Section 2. Arbitration:

In general, NRIVA BOD will be acting as arbitrators for any claim or conflicts. Every NRIVA member, Director, officer or officeholder of NRIVA by becoming such, agrees to arbitrate disputes arising under or relating to this membership and agrees and obligates himself or herself to abide by and perform any final award made under arbitration. The arbitration shall be conducted by the American Arbitration Association under its commercial rules at its office closest to Alpharetta, Georgia. It shall be the duty of the BOD (arbitrators) to hear and determine all cases of disputed claims or controversies submitted to it by applicants to membership of NRIVA and to members of NRIVA. Only the BOD (arbitrators) may decide upon their jurisdiction. The scope of the claims or controversies that are to be arbitrated by the arbitrators is limited only by what is permitted by law. No punitive or exemplary damages shall be allowed in the award. With respect to any dispute or controversy that is made subject to arbitration under the terms of this agreement, no suit at law or in equity based on such dispute or controversy shall be instituted by either party except to enforce the award of the arbitrator. NRIVA and the members, directors and officers agree to arbitration of any disputes arising out of the membership even after termination of their respective membership or office. If any party prevails in arbitration, then the arbitrator shall award reasonable attorneys’ fees and costs to the prevailing party. Any decisions that have been made or approved by two-thirds (2/3s) of NRIVA BOD would be final and cannot be challenged either by internal or external parties.

Article XVII: Dissolution.

1. Procedure for Dissolution the BOD shall initiate a process of dissolution of the NRIVA and its assets. The BOD shall include EC for discussion and resolution. If approved by a two-thirds (2/3s) of majority vote at the joint meeting, the proposal for dissolution shall be presented at a special meeting of the General Body called for the purpose. The proposal shall become effective if approved by a two-thirds (2/3s) of majority vote of the General Body.

2. Disbursement of Assets All assets and/or funds left in the 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 the NRIVA. The EC shall propose potential organizations for asset donation to the BOD for approval. BOD should choose from the list provided by EC and approve with two-thirds (2/3s) of majority.
Article XVIII: NRIVA Global Convention.

Section 1. NRIVA Biennial Convention:

1.1 The name of the national odd number shall be “NRIVA GLOBAL Convention ________”, the blank to be filled by the appropriate odd number representing the numerical sequence of the convention.

1.2 The NRIVA Convention shall be held during the Labor Day long weekend in September of each odd-numbered year.

1.3 The President and Chairman of NRIVA with the advice and consent of the EC and BOD shall appoint a Convention site committee. This committee can be a composition of 5 members (2 people from Emeritus, 1 person from BOD, 1 person from AC and 1 person from EC). The committee shall be responsible for selecting the site two (2) years in advance of the convention based on procedures and criteria established such as convention venue facilities, transportation and chapter strength etc. The site committee shall present their choices to BOD and EC within three (3) months for a final selection and approval with two-thirds (2/3s) of majority. Therefore, it can be announced and published in the current global convention, social media, NRIVA website and other email groups.

1.4 The President of NRIVA with the advice and consent of the EC shall appoint a Convention Convener to be in charge of planning and organizing the Convention. This appointment shall be approved by BOD with the simple majority. For any reason if this can’t be approved in BOD then it can be referred to AC for approval. If AC also rejects the proposal then President should be reconsidering this appointment.

1.5 All AC members would be part of Advisory committee for the Global conventions.

1.6 All the contracts and agreements have to be in writing.

1.7 Any contract or agreement exceeding $5,000 in value has to be counter signed by President of NRIVA. 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, which, has to be counter signed by President of NRIVA.

1.8 The Convention Convener shall promptly present to EC any liquidated damages or penalty clauses contained in any contract or proposed contract in advance. The Convention Convener shall promptly provide President for review and approval a contract or agreements with a value in excess of $5,000 either alone or in the aggregate together with all schedules, exhibits and addendums.

Section 2. NRIVA Convention Funds:


1.1 All the funds received on account of the Global Convention shall be deposited into bank accounts that are insured by the Federal Deposit Insurance Corporation (FDIC). The Convention Convener shall ensure that the NRIVA President and NRIVA Treasurer are authorized signatories on each such account and that no more than two signatures are required to conduct business.
1.2. All the disbursements made from the Convention bank accounts for any purpose with the signature of any two (2) of the Convention Convener, Convention Treasurer, NRIVA Treasurer or NRIVA President.

1.3. All the disbursements made from the Convention bank accounts.

2. The Convention Convener shall pay to the NRIVA Treasurer for deposit into the General Fund, an amount equal to ten percent (10%) of the registration fees received for the Global Convention, plus ten percent (10%) of the surplus funds derived from the Global Convention.

3. The Global Convention Convener shall provide the EC with copies of all of the Global Convention Records and share the original documentation upon request by EC. If the Convention Convener fails without reasonable excuse to provide the requested records for any expense entries of the Convention, the Convention Convener shall be personally liable for such undocumented expense to the creditor and to NRIVA.

4. The Convention Convener shall submit to NRIVA Treasurer a full and complete accounting of the convention’s all expenses and disbursements with the evidence no later than ninety (90) days after the close of the convention. The President may extend when there is convincing reason shown for submitting such accounting by an additional thirty (30) days if it is required. The BOD may, for good cause shown, extend the time for submitting such accounting for such additional time as the BOD in its best judgment believes is necessary.

5. If the BOD, in its best judgment, deems it necessary or appropriate, it may require the Convention Convener to provide NRIVA with an audited accounting of the Convention which audit shall be conducted by an auditor selected by the EC. If the audited accounting reveals any willful or wrongful on the part of the Convention Convener or any other person or persons on 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 act.

Section 3. NRIVA Global Convention Day:
The chapter lead[s] of NRIVA with the advice and consent of the Convener and President may organize a NRIVA Day to support the Global Convention with the guidance and supervision of the corresponding national leaders from EC, BOD and AC. If the President approves such NRIVA Day, the chapter lead[s] shall be in charge of planning and organizing the NRIVA Day. Any contract or agreement exceeding $1,000 in value has to be counter signed by President of NRIVA. If there are contracts or agreements for less than $1,000 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, which, has to be counter signed by President of NRIVA.