



OVERSEAS FRIENDS OF INDIA CANADA (OFIC)

Constitution

OFIC Constitution

Revision History

Initial Draft Sept 19, 2021		Approved by the Board of Directors	Dr. Narinder Garg
Revision 1 May 17, 2023	Minor changes to the Initial draft	Approved by the Board of Directors	Dr. Narinder Garg
Revision 2 June 11, 2023	Art 3-B, to pursue for charitable not- for-profit status	Approved by the General Body meeting	Dr. Narinder Garg
Revision 3 Sept 24, 2024	Art 3-B, to pursue for charitable not- for-profit status	Again approved by the General Body meeting	Dr. Narinder Garg
Revision 4 March 7, 2026	No change. Applied to CRA for Charitable not-for- profit status.	Approved by the General Body meeting	Dr. Narinder Garg

OFIC Constitution

Contents

Article 1: NAME	4
Article 2: HEADQUARTERS	4
Article 3: OBJECTIVES AND ACTIVITIES	4
Article 4: MEMBERSHIP	5
Article 5: MEMBERSHIP DUES	5
Article 6: BOARD OF DIRECTORS & OFFICERS	6
Article 7: ELECTIONS	7
Article 8: ANNUAL GENERAL AND SPECIAL GENERAL BODY MEETINGS	7
Article 9: FISCAL MATTERS	8
Article 10: AUDITORS	8
Article 11: CUSTODY AND USE OF SEAL	8
Article 12: NO-CONFIDENCE MOTION	8
Article 13: AMENDMENTS	8
Article 14: DISSOLUTION	9

Article 1: NAME

The name of the organization shall be "**OVERSEAS FRIENDS OF INDIA CANADA**", abbreviation OFIC, hereafter referred to as "Organization". "People of Indo-Canadian origin", hereafter referred to as "Community".

Article 2: HEADQUARTERS

The headquarters of Organization shall be in the Ottawa-Carleton Area.

Article 3: OBJECTIVES AND ACTIVITIES

A. Objectives:

1. To facilitate for possible synergy amongst members.
2. To strengthen Indo-Canadian interest in the socio-economic and political fabric of Canada.
3. To work with other organizations for mutual benefit and realize common goals.
4. Creating learning opportunities through seminars, workshops and conferences.
5. To strengthen the economic, political, trade and investment relations between Canada and India.
6. Organization shall strive to promote social, cultural and educational interests of its members, develop understanding between members of the Indo-Canadian community and such other residents of Canada as are interested in the welfare of this community, and make the latter aware of issues of concern to the community at large.
7. Organization shall help promote and retain Indo-Canadian languages and cultural traditions as essential components of multi-culturalism in Canada.

OFIC Constitution

B. Activities:

For achieving its objectives, Organization

1. Shall organize social, cultural and educational activities and sponsor/participate in such other programs as may be of general interest to its members.
2. Shall operate as a federal not-for-profit Organization and any accretion shall be used to promote its objectives and none of the income shall be available for the personal benefit of the members. Organization shall be registered as a not-for-profit organization under Revenue Canada, Taxation.
3. Shall register itself under the Canada Not-for-Profit Act to protect the use of its name by other organizations.
4. Shall work towards the objective of becoming Canada Charitable not-for-profit organization.
5. Shall become a vehicle of expression and representation for the member community with regard to their legitimate concerns and interests.
6. Shall co-operate with and assist other agencies/organizations with similar objectives in all possible ways to serve the best interests of the community.

Article 4: MEMBERSHIP

Membership shall be given to any community member who is 18 years of age and over and subscribes to the objectives of organization and accepted by the Executive committee of the Organization. Membership, as defined under section 1 of the By-laws, shall be of the following Categories:

1. General Member
2. Life Member
3. Corporate Member
4. Founding Member

Article 5: MEMBERSHIP DUES

Membership dues, if any, are specified under section 1 of the By-laws for each category of the membership. Any change to the membership dues shall be determined by the Executive committee annually.

Article 6: BOARD OF DIRECTORS & OFFICERS

- A. The Board of Directors (herein called Board) shall have the power to take all important decisions required for furthering the objectives of the Organization.
- B. Founding Members are considered as Directors having permanent position in the Board of Directors of the Organization.
- C. A Life member may be nominated as a Director to the Board, subjected to the approval by the majority of the existing Board of Directors.
- D. The maximum strength of the Board of Directors at any given time shall be equal to twelve (12).
- E. Any person who is a Director of the Board of Directors (nominated or Founding) shall have the right to vote. This voting right shall be in the Board and Annual/Special General body meetings. Any nominated Director (Life Member) can be removed by majority decision of the Board of Directors. For details refer Section 3(D) of the By-laws.
- F. Chairman of the Board of Directors shall also be the President of the Organization.
- G. The day-to-day affairs of Organization shall be administered by the Executive Committee. Any member (General, Life, Corporate or Founding) can become member of the Executive Committee.
- H. The duties and powers of Board of Directors of Organization are defined under Section 3 of the By-laws.
- I. The duties, powers and rules of the Executive Committee are detailed under Section 4 of the By-laws
- J. The officers of Organization shall assume office within one month following the Annual General body Meeting (AGM) at which they are elected and shall hold office for three years.
- K. The officers of the Organization shall be eligible for re-election.

OFIC Constitution

Article 7: ELECTIONS

1. The officers of Organization shall be elected by a simple majority by the Directors of the Board of Directors and nominated Directors (Life Members) present at the Annual General body Meeting (AGM). For details of Nomination and Election of Officers refer Section 6 of the By-laws.
2. Any advisory role from community other than the Board of Directors shall be a person of high repute in Government, Politics, Education, Arts or Culture and shall be nominated by the Executive committee.
3. All Directors of the Board of Directors, including nominated Directors, who are in good standing shall have the right to vote and seek election to the Executive.
4. Members of the Executive committee may or may not be on the Board or Life members of the Organization.
5. Board of Directors shall have the authority to suspend or expel any nominated Director, Life Member or Executive, other than the Founding members. For details refer Section 3(C) of Bylaws.
6. In the event that the Board of Directors determine that a nominated Director or Life Member or Executive should be expelled or suspended, Board shall follow the procedure outlined under section 3(D) of the By-laws.
7. In the event a General Member is found to be working against the interest of the Organization, President (or his nominee) shall have the power to remove/unsubscribe his/her name from the mailing list.

Article 8: ANNUAL GENERAL AND SPECIAL GENERAL BODY MEETINGS

- A. Organization shall hold an Annual General body Meeting (AGM) before September 30 of each year to review its activities, to establish policies and programs for the next year, and to elect Executives as required.
- B. Organization shall hold Special General body Meetings (SGM) for specific purposes as and when deemed necessary.
- C. AGM and SGM are detailed under Section 7 of By-laws.

OFIC Constitution

Article 9: FISCAL MATTERS

The fiscal matters of Organization shall be conducted according to Section 5 of the By-laws.

Article 10: AUDITORS

- A. The auditor(s) of Organization shall be appointed by the Executive and shall be paid such remunerations as deemed necessary by the Executive.
- B. The auditor(s) of Organization shall have the right of access to all books and records of Organization from the treasurer.
- C. The auditor(s) shall be entitled to require from any and all members of the Executive such information and explanation as may be necessary for the performance of the duties of the auditor(s).

Article 11: CUSTODY AND USE OF SEAL

The seal of Organization if any, shall remain in the custody of the President or such other person as may be designated by the Executive and all papers or documents required to be sealed on behalf of Organization shall be sealed in the presence of the President and Secretary or of such other persons as may be designated by a resolution of the Executive.

Article 12: NO-CONFIDENCE MOTION

The Members of the Organization shall have the right to propose a motion of no-confidence against any elected member of the Executive Committee in accordance with Section 9 of the By-laws.

Article 13: AMENDMENTS

Amendments to the Constitution/By-laws shall be made in accordance with Section 10 of the By-laws.

OFIC Constitution

Article 14: DISSOLUTION

- A. Organization may be dissolved with the will of the Board of Directors or due to lack of interest therein, as set out in Section 11 of the By-laws.
- B. On dissolution of Organization, its property and assets after liquidation of all liabilities shall be distributed to a registered charity, and the membership in the Annual/Special General body meeting shall decide, as the case may be, provided that no part of the assets and/or of the undisbursed portion of any grant(s) made available to Organization by contributing agencies is returned to the Contributor(s).

Signed on behalf of the Board of Directors

A handwritten signature in black ink, appearing to read 'N. Garg', with a horizontal line drawn underneath the name.

Dr. Narinder Garg
Executive Vice President/
OFIC Founding member/
Member, Board of Directors