

AUROVILLE FOUNDATION  
BHARAT NIVAS, AUROVILLE 605 101

File No.AF/UNIT/218

Date:25.09.2007

**STANDING ORDER No.001/2007**

**SUBJECT: AUROVILLE UNITY FUND - RECONSTITUTION**

1. **Whereas** Section 17(f) of the Auroville Foundation Act 1988 authorises the Governing Board to secure proper arrangements for receipts and disbursements of funds for Auroville;

2. **Whereas** the Governing Board has decided to reconstitute the Auroville Unity Fund under Section 16 (1) of the Act;

3. **Now**, therefore, in supercession of the Office Order No.60 dated 31.03.06 and Office Order No.105 dated 10.04.07, the Governing Board reconstitutes the Auroville Unity Fund with effect from the date of issue of this Standing Order and with the following conditions.

(i) *The reconstituted Auroville Unity Fund shall have a 8-member Executive Committee with the Finance Officer of Auroville Foundation, by whatever name called, as one of the Executives and seven other Executives nominated by the Working Committee of the Residents Assembly;*

(ii) *The term of office of the Executive Committee shall be 2 years from the date of its constitution. The term of office of the reconstituted Executive Committee shall be 2 years from the date of its initial constitution on 31 March 2006, vide Office Order No. 60 dated 31 March 2006;*

(iii) *In accordance with Rule 10 (2) (i) of the Auroville Foundation Rules, 1997, all monies received by the Foundation shall be deposited in one or more accounts of the Auroville Unity Fund with any bank authorised in this behalf and shall be withdrawn only in accordance with disbursals authorised in the Auroville Foundation's annual budget approved by the Funds & Assets Management Committee constituted under Rule 5 (1) (b) of the Rules;*

(iv) *In accordance with Rule 10 (2) (ii) of the Rules, no disbursals shall be made from the Auroville Unity Fund account except by cheques signed by two members of the Executive Committee from among those nominated by the Working Committee duly empowered in this behalf by the Governing Board. All cheques for the sum of Rs.5,00,000 (five hundred thousand) and above shall be compulsorily co-signed by the Finance Officer of Auroville Foundation, by whatever name called, or his duly authorised nominee along with another signatory duly empowered by the Governing Board in this behalf from among the members of the Executive Committee nominated by the Working Committee;*

(v) *The Executive Committee shall furnish to the Governing Board, by 7<sup>th</sup> of every month, a duly authenticated statement, giving the details of the Fund's receipts and payments during the preceding month;*

(vi) *The revised procedure mentioned in sub-paras (i) to (v) shall come into effect from the date of issue of this Standing Order; the Governing Board will review the revised procedure in its meeting scheduled to be held in February 2008;*

(vii) *The Executive Committee shall function under the over-all direction of the Governing Board and determine its working procedure subject to the provisions of the Rules, this Standing Order, and the approval of the Governing Board*

(viii) *The Executive Committee shall be responsible for maintaining the Fund's books of accounts and other connected documents and shall present such books of accounts and/or other documents to the Governing Board for inspection as and when required to do so,.*

(ix) *The Executive Committee may secure and receive endowments, donations, contributions or grants from individuals, non-governmental organisations in India and abroad, governments and government agencies in India, and shall maintain proper accounts in respect of the same. The donations and grants shall be received through the appropriate Auroville Foundation account notified for the purpose;*

(x) *The Executive Committee shall receive monies due to the Fund and may also take loans from approved financial institutions and/or other sources, and discharge all liabilities arising out of such transactions;*

(xi) *The Executive Committee shall not acquire for the Fund any movable and/or immovable property or alienate, exchange or dispose of any movable and/or immovable property without the prior permission (in writing) of the Governing Board; and*

(xii) *The Executive Committee shall be responsible for paying all taxes, dues and other charges, under the prevailing law and rules, required to be paid by the Fund.*

FOR AND ON BEHALF OF THE GOVERNING BOARD

(M. Ramaswamy)  
SECRETARY  
AUROVILLE FOUNDATION

To All the Executives of the Auroville Unity Fund

Copy for information to:

1. The Chairman, Auroville Foundation
2. The Chairman, Finance Committee, Auroville Foundation
3. The Finance & Admin Officer, Auroville Foundation
4. The Working Committee of the Residents Assembly
5. The Funds & Assets Management Committee, Auroville Foundation
6. Assistant Accounts Officer, Auroville Foundation
7. Auroville Unity Fund Select File
8. Standing Order Select File
9. Office Order Select File