



THE ASSOCIATION OF PAST PUPILS OF DON BOSCO - INDIA

STATUTES OF THE NATIONAL FEDERATION,
PROVINCIAL FEDERATION,
LOCAL UNITS
(Amended in October 2017)

Presentation

Rome, 5 December 2015

Dear Past Pupils:

I am writing on the feast day of Blessed Philip Rinaldi. A man open for newness and was adept to recognise the needs of people and society. He gave particular attention to encourage the involvement of the laity.

Don Rinaldi uncovered the value of associations and gave significance to the role of the laity as diverse from clerical life. He promoted the Association from an embryonic, sentimental and loose group to a living active organisation with concrete proposals and clear objectives.

The founding of the Association as such was the work of Don Filippo Rinaldi, who gave it a juridical structure in 1911. Now, in the context of the bygone centenary of this foundation, I myself have the pleasure to introduce the new Statute of the World Confederation of the Past Pupils of Don Bosco. I believe this is a providential coincidence and a very significant one too because it allows us to look back at the past and know what the original purpose was, and then address the present and the future to discern what God expects from an organization such as this. What matters is our creative, dynamic fidelity to Don Bosco's original inspiration and to the current situation of the world and the Church.

This Statute is the result of a long process of work throughout the World Confederation which ended in "5th World Statutory Elective Assembly" held in Rome between the 3rd and the 6th October 2015. That is, after six years of the approval ad experimentum where the Association has studied and lived the Statute before finally approved. Now, a new spring begins, in which the identity and mission of the Past Pupils will bloom profusely within the Salesian Family, in the Church and in the World.

I want to highlight some points which enrich this document. In Chapter 1 on the 'Identity and Origin', the new Statute inserted a biblical text where every past pupil is called to be "the salt of earth and light of the world" (Mt. 5: 13-14). You have also introduced a new chapter, Chapter 2 on "Belonging, Commitment and Formation in the Association" which is emphasising three key aspects of the Association to all present and future members of Local Associations, Provincial and National Federations. The sense of commitment and belonging are solemnly declared in the "Prayer Promise of the Past Pupil of Don Bosco" which can be individually recited by members, in meetings and especially publicly when one decides to live his commitment as a past pupil in the Association as «a project of life, as a choice or as a mission».

Among the Past Pupils there is a natural diversity which has to be convincingly understood. The World Confederation, alternatively called The Association, affirms its belonging to the Church. However, there are other Past Pupils of different denominations and faith communities whom, by title and right, consciously accept and practice their own beliefs. It is Don Bosco himself, with his educational system and his mission who inspires unity in the Association and brings all its members together in communion.

Dear Past Pupils, at this particular historical moment, society, the Church and the Salesian Family is asking you to take to heart the protection and promotion of those values we all consider to be “non-negotiable”. They are indeed the guarantee of a truly human life for all. I refer especially to the values of life, freedom and truth.

You are part of the living fabric of society, and are called on to be the defenders of these values. In this mission you will show the world what it means to be “salt of the earth” and “light for the world”, by living out your life as lay people guided by a clear conscience, doing your work with thoroughly professional competence, and expressing your openness to today’s world through practical social involvement.

Don Bosco is calling you again to be “honest citizens and good Christians”, to promote human dignity and the identity of the family, to exercise solidarity within the Association and beyond it, especially towards young people who suffer the most disadvantage, to keep in contact with young people who are concluding their education in Salesian houses, so as to invite them to become actively involved in the Association. This will make them feel they are always “Past Pupils of Don Bosco”, and it will offer them the opportunity for their ongoing formation, and be an effective group for their social involvement.

I would like to tell you that the Past Pupils’ Association gains its true energy from the Local Unions. They are the natural field for the integration, formation and involvement of the members of the Association. Therefore, it is imperative that the Local Unions are strengthened in number and quality. Then we have the Salesian Delegate who accompanies them with perseverance and dedication, following an appropriate formation programme. Finally, they express their vitality through initiatives and projects that are significant in their own local area.

When leading and governing the Association, do not forget to use the tools that leaders and managers use which are synonymous with success, particularly “the strategic plan and the annual operating plan”, as rightly stated in your Statute (Art. 21f).

The “education you have received” in the past cannot remain a mere memory; you have to turn it into a force that draws the Past Pupils along with it, to influence the world, transforming it and making it more human.

Dear Past Pupils, I give you the Statute as a most valuable gift while invite you to study and put it into practice.

I entrust all of you, individually, your loved ones and your commitments to the care and maternal guidance of Mary Help of Christians!

With great affection and the same respect that Don Bosco had,

Fr. Ángel Fernández Artime

Rector Major

Prologue

«One thing for which we must gratefully thank the Lord, which forms my greatest consolation, is that wherever I go, I always hear good things about you: everywhere good words are spoken about my young of bygone days, everyone praises this meeting of ours, because it is a significant means to remember the warnings and words of advice I used to give you when you were of a younger age. Yes, let me repeat it, this gives me my greatest consolation; it is the honour and glory of my declining years.

I can see that many of you are already balding, with grey hair and forehead lined with wrinkles. You are no longer the boys I loved so much; however I feel that now I love you even more than before.

Continue along the good path as you have done for years, so that you can say you are happy to have come here; Don Bosco will also be pleased and can feel proud that the youths once so dearly loved by him, now fully grown men, have known how to maintain and practice the teachings they received from his lips. You were a small flock: it has grown, it has grown a great deal, but it will multiply yet more. You will be the light that shines within the world, and by your example you will teach others how to do good and how to detest and run away from evil. I am certain that you will continue to be Don Bosco's consolation. Dear sons, let the Lord help us with His grace so that one day we shall all meet again in Heaven»⁽¹⁾.

(1) Words of Don Bosco at the Convention of Past Pupils, 13th July 1885, Biographical Memoirs of Don Bosco (BM) 17,173-174.

Preface

We know how much Don Bosco loved his pupils. Once they completed their educational programme he followed them, invited them, welcomed them, guided them, he admonished them when necessary, he worried about their wellbeing, above all, he was concerned about their spiritual life.

«With your presence you assure me that the principles of our holy religion that I taught you are set firmly in your hearts and that these are the guidelines for our lives...»(2).

On another occasion, speaking to the Past Pupils, he said: «One thing I urge you, my dear children, more than any other and that is: wherever you might be, always show yourselves to be good Christians and honest citizens... Many of you already have families. So, share the education you received in the oratory from Don Bosco, with your nearest and dearest»(3).

From a practical point of view, «Don Bosco offered his youths the possibility of making the “education received” bear fruit, either in the committed group of Past Pupils, or in the Pious Union of Co-operators, in the priesthood or religious life, or in his Salesian Congregation. What is interesting to stress, was the importance he gave to the richness of education in the Oratory»(4).

In answer to the deep love of Don Bosco, on the 24th June 1870, on the occasion of the feast of Saint John the Baptist and Don Bosco’s name-day feast, «a dozen Old Boys officially met; they chose as their leader the kind-hearted and generous Carlo Gastini, who always considered the Oratory to be his second family; they were committed to find a greater number of members; then they appointed a commission to be better organised, for the future, the annual expressions of affection and gratitude»(5).

(2) MB XVII, p. 173-4.

(3) MB XIV, p. 511.

(4) E. VIGANÒ, The Past-Pupils of Don Bosco, in: “Acts of the General Council of the Salesian Society of St. John Bosco”, LXVIII (1987) 321, p. 9.

(5) E. VIGANÒ, op. cit., pp. 6-7.

Amongst the many initiatives achieved in direct contact with Don Bosco, for the benefit of the Old Boys, as they used to be called at that time, we recall a particularly significant one. It was the year 1878. «Don Bosco proposed a Mutual Aid Society to the Old Boys to face up to current difficulties, even financially. “Make sure this advantage is not limited only to yourselves, but is extended to those youths of good conduct that you already know, or to all of you who are here at the meeting”. Carlo Gastini, leader of the Old Boys, immediately took the organization into hand, using a statute drawn up several years before by Don Bosco himself for an identical institution amongst young workers»(6). «Little by little, especially after the death of Don Bosco, the Old Boys organised themselves into local groups, unions and societies, right up to the proper organisation promoted by Don Filippo Rinaldi»(7).

From 1901 onwards, different stages of organisation followed one another. «The structure was formally created at the 1st International Congress of the Old Boys in 1911, as a Federation of the various local unions, clubs and societies. Until then they had been called “Old Boys”(8); from that date onwards they were called “Past Pupils”»(9). The creator and promoter of this initiative was Don Rinaldi himself. «Thus he was able to give an overall structure to a movement of affections, of gratitude, of life ideals, that made the ‘education received’ and experienced a more alive and working force»(10).

Arturo Poesio, a late president of the Confederation, writes: «The eloquence of Don Rinaldi was simple, spontaneous, paternal and convincing. Only once he adopted a language of authority, by declaring, in his capacity as Rector Major of the Salesian Society of Saint Frances of Sales, that the organisation of the Past Pupils must be included in those “novas familias” that have flourished in the Holy Church thanks to Don Bosco, which are alluded to the Saint’s own Oremus»(11).

(6) MB XIII, p. 759.

(7) E. VIGANÒ, *op. cit.*, p. 7.

(8) Today in Spain they are using again the term Old Pupils.

(9) E. VIGANÒ, *op. cit.*, p. 10. 10 LRM p.

(10); E. CERNIA, “Life of God’s Servant Fr. Filippo Rinaldi” SEI p. 252.

(11) “Congregation for the Causes of Saints”, Positio, Rome 1972, p. 28.

The foundations of this organization started by Don Bosco and completed by Don Rinaldi, the Association of the Past Pupils has been expanding ever more in all Salesian works through organised and coordinated structures. The various events held over the decades bear witness to this. The Past Pupils have always shown themselves to be affectionate children and with an ever greater commitment to operate in society.

The Past Pupil's Association has over 100 years of life. It is a comprehensive institution through the efforts of past and present secular persons, laity, religious and Salesian Priests who were committed with a strong sense of belonging; who led and governed the Association according to established criteria of their era; who were able to accept both the difficult and the good times without being discouraged, with audacity, steadfastness and dedication; people who were willing to offer their time and their work to consolidate this monument of thanks to Don Bosco, the World Confederation of Past Pupils, with people from generous families who have understood what it means to serve society, the Church, the Salesian Family and the Association itself without complaining.⁽¹²⁾

As a sign of gratitude and thanks, I think that it is appropriate to, at least, mention the Presidents and the World Delegates who have served the World Confederation with exemplary dedication.

The Presidents: Piero Gribaudo, Felice Masera, Arturo Poesio, José María Taboada, José María González Torres, Giuseppe Castelli, Antonio Guilhermino Pires, Francesco Muceo and Michal Hort who was elected on the 5th October 2015.

The World Delegates: don Giorgio Gustave Seriè, don Guido Borra, don Luigi Fiora, don Umberto Bastasi, don Carlo Borgetti, don Charles Cini, don Henri Alen, don Mark Vellanganny, don Jerônimo da Rocha Monteiro e don José Pastor Ramírez Fernández. I wish to also remember Tommaso Natale, who for many years, served as General Secretary. To all these people, a deep and sincere thanks. Various successive Rector Majors also gave their contribution in the animation of the Past Pupils, and with them, many other Salesians. Amongst them, which you cannot but mention, are don Luigi Ricceri and don Giovanni Raineri.

An authentic example is that of the late don Egidio Viganò who wrote a meaningful and stimulating letter regarding the animation and guidance of the Past Pupils by the Salesians of Don Bosco which will always remain a fundamental document for the Past Pupils themselves.

Don E. Vecchi offered a rich contribution to the Confederation in the "8th National Congress of Past Pupils of Don Bosco of Italy. Renew for Renewal" in Rimini on the 10th to the 13th October 1996 in his various interventions.

(12) J. P. RAMÍREZ, "Un passato glorioso, un presente impegnativo, un futuro incoraggiante!", Key note Speech presented by the World Delegate in the "5th World Elective Statutory Assembly" which took place in Rome between the 3rd and the 6th October 2015.

The former Rector Major, Don Pascual Chávez Villanueva, during the various animation visits to the Provinces and in various meetings with the Past Pupils has shown interest in the Association inviting one and all to have «professional skill, moral conscience and social commitment». Further, he asks them to defend their values at all costs, above all: those of life, freedom and truth.

The present Rector Major, Don Ángel Fernández Artime, whenever he meets the Salesian Family encourages members to live in communion, in collaboration, to grow in the spirit of belonging towards their own groups and the Salesian Family, and not to complain. «Our strength is to live a true life of communion and fraternity that is more evangelical in order to be more consultative, attractive in itself, offer our communal service within each of our institutions or groups, and within our same Family whom we speak the same language».

Don Artime comments: «continually encourages the Past Pupils, not to lament, no need to focus on the past, but project yourselves into the future considering the risks of the local associations, Federations and the Confederation. Dear Past Pupils, strengthen your commitment within the reality in which you work. Let's go back by being young at heart, offer help to those who need it, to leave a sign of our own existence. Truth must be shown, not only in written form, but to live with courage! It is your turn to act upon the consequences, your turn to save those who need your attention, it is your turn to build a sound foundation for a new future. I believe that all of you, Past Pupils, have the requisites to face these challenges as lay people in the world today, the ability to bring to reality what you received over the years, use them concretely. Furthermore, appreciate also what you are daily receiving in all the Salesian environments»⁽¹³⁾.

The Salesians' General Chapter XXII defines how the Past Pupils belong to the Salesian Family and endorses it in Article 5 of the Constitutions. It gives their "received education" as the reason of their belonging: this education actually causes to be born in them through different levels of participation in the Salesian mission in the world...

«The Past Pupils are, in themselves, particularly well prepared, thanks to the education and formation they received, to assume responsibilities of collaboration according to the proper objectives of the Salesian project. The choice of evangelisation made by many of them is not an alternative to the education they received, but a privileged expression of it: therefore it does not constitute a different title to be applied to a sort of new Group»⁽¹⁴⁾.

The purpose of living this "received education" caused various local centres to emerge which were grouped into Provincial and National Federations. These, together, constitute the World Confederation which is the structured body through which the sense of belonging to the Salesian Family is expressed.

(13) V. MARTORANA, "I am the Father of all of the Salesian Family, Let's Create Communion. Not Complaints!", *Voci Fraterne*, XLVI (2015) 1, p. 18 and 19.

(14) "Guide to reading the comments to the Salesian Constitutions" p. 115.

PAST PUPILS OF DON BOSCO – INDIA
STATUTES OF THE NATIONAL FEDERATION

CONTENTS

Prayer and Promise

Introduction

Article 01	:	Preamble
Article 02	:	Aim of the Indian National Federation
Article 03	:	Functions of the National Federation
Article 04	:	The National Council
Article 05	:	Functioning of the National Council
Article 06	:	Duties of the National Council
Article 07	:	The National Executive Committee
Article 08	:	Functions of the National Executive Committee
Article 09	:	The National Delegate
Article 10	:	The President
Article 11	:	The Vice-President (Senior)
Article 12	:	The Vice-President (Young Past Pupils – GEX)
Article 13	:	The Secretary
Article 14	:	The Treasurer
Article 15	:	Election Rules
Article 16	:	Electoral Commission
Article 17	:	Election Procedure
Article 18	:	Duration of office
Article 19	:	Vacancies
Article 20	:	Incompatibility
Article 21	:	Disciplinary action
Article 22	:	Young Past Pupils (GEX)
Article 23	:	Secretariat of the Federation

Article 24	:	Relationship with the Salesian congregation
Article 25	:	News letters
Article 26	:	Federation Banner and Badge
Article 27	:	Motto of the Past Pupils' association
Article 28	:	Identity card
Article 29	:	Finances
Article 30	:	Authentic text of the Statutes
Article 31	:	Interpretation of the Statutes
Article 32	:	Amendments
Article 33	:	Days of celebration

Annexure for nominations to the National Executive Committee



PRAYER AND PROMISE **Of the Past Pupils of Don Bosco**

O GOD, We the Past Pupils of Don Bosco,

THANK you for the invaluable gift of the Salesian education we have received, and

ASK you with confidence, to give us the strength and courage, to live as God centered human beings, and morally upright citizens.

HELP us to nurture the virtues of faith, hope and charity and foster a spirit of unity, amongst all the members of our association.

WE AFFIRM OUR COMMITMENT to fight against injustice and indifference, while defending at all costs, the values inspired by Don Bosco's teachings, especially with regard to the upliftment of the marginalized youth in society.

WE WILL STRIVE, LIKE OUR FOUNDER, TO BE AGENTS OF POSITIVE TRANSFORMATION in the world.

We implore you to watch over the Past Pupils, the Salesian family and all our dear ones.

(Statute 2015, art. 5b)

(*) The Prayer-Promise can be recited by every past pupil and with their families. It can also be said in the beginning or at the end of meetings of local, provincial, regional or world level. It can be adapted to different situations as long as the content is faithfully respected. Each National or Provincial Federation may publish copies of the prayer to distribute among past pupils.

Introduction

The Association of the Past Pupils of Don Bosco is a worldwide organization of the Past Pupils of the Salesians of Don Bosco. The movement springs from the interest and affection which binds the Past Pupils to Don Bosco and to the Salesian family. Through the association, the members wish to maintain and develop the insights and inspiration received at the school of Don Bosco. Past pupils belong to the Salesian family by reason of that special bond forged by their being educated and nurtured in a Don Bosco institution.

Art. 1 – Preamble

In its organizational structure, the association consists of the “Unit” at the local level, the “Provincial Federation” at the provincial level, the “National Federation” at the national level and the “World Confederation” at the international level.

- a) The Indian National Federation of the Past Pupils of Don Bosco consists of the Provincial Federations existing in the territory of India. It has the collective responsibility for the life, activities and growth of the Association in India. Every provincial federation pays to the National Federation an annual affiliation fee, the quantity of which is determined by the National Council.
- b) The Indian National Federation is affiliated to the World Confederation of the Past Pupils of Don Bosco and accepts the statutes of the World Confederation and considers them as the basis of its own statutes. **The Indian National Federation contributes to the World Federation by paying the annual affiliation fee.**

Art.2 – Aim of the Indian National Federation

The National Federation is particularly interested in organizing and promoting the association of the Past Pupils in India. It assists the provincial federations in carrying out their activities and keeping alive the ties of fraternal friendship initiated by Don Bosco and continued through his salesians.

Art.3 – Functions of the National Federation

The following are the main functions of the Federation:

- a) Holding of National Executive Committee and Council meetings and organizing various national and international gatherings of Past Pupils.
- b) Organizing periodic programmes for the on-going formation of the Past Pupils, so that they, as individuals and groups, grow in their awareness of the obligations of being Past Pupils of Don Bosco. This, in concrete, would involve various activities like:
 - i. Study of the situation of the youth of the locality, especially of those who are marginalized or neglected, in view of addressing their most urgent needs.
 - ii. Study of Don Bosco’s system of education and the Salesian spirit.
 - iii. Organizing programmes for developing leadership qualities in the Past Pupils so that they become community leaders and agents of peace and harmony in society, promoters of justice and defenders of human rights.

- iv. Study and action on directives issued by the world confederation, national and international congresses etc.
- v. Organizing educational, social, cultural and spiritual activities for the Past Pupils and for the young people of the region.
- vi. Organizing programmes to develop in young people the sense of responsibility and concern for society.

Art.4 – The National Council

The National Council is the Directive organ of the National Federation. The Council consists of the members of the National Executive Committee and the Presidents, Secretaries and Delegates of the constituent provincial federations.

Art.5 – Functioning of the National Council

- a) The Council meets once a year. The meeting is convened by the National President in consultation with the National Delegate and the National Executive Committee. The National President presides over the national council meetings. Each member has a right to vote and the right is not transferrable. During elections, members of the provincial federations which have not paid their dues to the national federation do not have the right to vote or to stand for elections. The resolutions are passed by a simple majority of the members present. The council needs a quorum of one third of its members.
- b) Elected members of the national council who absent themselves from two consecutive convened meetings are disqualified to stand for elections again for the next two terms.

Art.6 – Duties of the National Council

- a) To plan and evaluate the annual program
- b) To draw up strategies to strengthen the past pupils movement
- c) To pass resolutions on the activities of the Federation.
- d) To approve the Annual Report and the statement of accounts
- e) To elect the office bearers and committee members of the National Executive Committee
- f) To fix the annual affiliation fee of the provinces.

Art.7 – The National Executive Committee

The National Executive Committee is the Executive Organ of the National Federation. It consists of the following members:

- The National Delegate
- The National President
- The National Vice-President (Senior)
- The National Vice-President (GEX)

- The National Secretary
- The National Treasurer
- Minimum 5 National Executive Committee Members

The Committee may co-opt other members from time to time as the need arises. However, the number of co-opted members must always be less than the elected members. Co-opted members do not have the right to vote. The quorum is one more than half of the elected committee members.

Art.8 –Functions of the National Executive Committee

- a) The committee meets twice a year.
- b) It helps the National President to prepare the agenda for the National Council.
- c) It carries out the directives of the National Council with regard to the life, activities and growth of the association in India as a whole and in the provinces, without prejudice to the autonomy of each Provincial Federation.
- d) It is responsible for the preparation and conduct of national level programmes and manifestations such as national and international congresses and other special occasions.
- e) It looks after the maintenance and updating of the website and online newsletter of the past pupils.
- f) It proposes the annual affiliation fee which every provincial federation must send to the National Federation
- g) It makes urgent decisions affecting the functioning of the organization when there is no time to gather the national council. Such decisions should be ratified afterwards by the national council.
- h) It is responsible for the distribution of life membership cards. The distribution is done through the provincial presidents.
- i) Elected or co-opted members of the national committee who absent themselves from two consecutive convened meetings with or without intimation are automatically disqualified from being members of the committee and will not also be eligible to stand for elections again for the next two terms.

Art.9 – The National Delegate

- a) He is appointed by the Salesian Provincials Conference of South Asia (SPCSA).
- b) To the past pupils he represents the Salesian congregation and the SPCSA.
- c) He carries out his animation through his interventions during meetings and gatherings, through his communications, personal contacts, visits etc.
- d) He is directly responsible for the on-going formation of the Past Pupils of Don Bosco.

- e) He keeps the Salesian Provincial Conference of India (SPCI) informed of the state of the federation.
- f) He maintains timely communication with the World Delegate.
- g) He ensures that the Federation faithfully adheres to the statutes, rules and regulations of the organization and that everything is done in the spirit of Don Bosco.
- h) As an animator and guide he is present at all meetings and whenever his attendance is not possible he should keep himself informed of what takes place at the meeting.
- i) As a member of the committee, he takes full part in all its deliberations, decisions and activities.
- j) He is one of the signatories to all financial transactions.
- k) He guides and animates the provincial delegates.

Art.10 – The National President

- a) He represents the national federation both with respect to the Salesian congregation and the World Confederation of the Past Pupils.
- b) In agreement with the National Delegate, he convenes the national committee meetings and presides over it. He draws up its agenda.
- c) In agreement with the committee, he convenes the national council meeting and presides over it. He draws up the agenda for the council meeting in consultation with the committee.
- d) He ensures that the decisions of the national council with regard to the functioning of the national committee are executed.
- e) He keeps the national delegate informed of how things are in the Federation and what happens in meetings which the delegate is unable to attend.
- f) He ensures that the federation is represented at the world confederal meetings to the extent possible. If the federation is not represented he should keep himself informed of the decisions, directions and activities of the confederation.
- g) He ensures that all the National committee members carry out their duties in keeping with the rules and regulations of the association.
- h) After every major activity of the federation, he conducts an evaluation of it. Besides that, he assesses the overall performance of the federation once in four months paying particular attention to the membership, finances, formation and execution of deliberations.
- i) He keeps in touch with the Presidents of the provincial federations and offers them guidance and help in promoting the goals and objectives of the federation.

Art.11 – The national Vice-President (Senior)

- a) He is present at all committee and council meetings and assists the president in all his duties.
- b) He takes the place of the President in his absence.

Art.12 – The Vice-President (GEX)

- a) He should not be more than 35 years of age at the time of election.
- b) He has special responsibilities with regard to the young past pupils.
- c) He prepares the national plan for the recruitment and formation of Gex Past Pupils.
- d) He presents to the national council the annual report of the GEX movement of the federation.

Art.13 –The National Secretary

- a) He keeps up-to-date the statistics regarding the federation, the list of names and addresses of the member federations and the list of all the Life Members of the national federation.
- b) He presents to the national council the quarterly and annual report of the federation.
- c) He sends out notices for meetings of the committee and the council.
- d) He attends to the correspondence of the federation.
- e) He draws up the minutes of the meetings of the committee and the council.
- f) He prepares the chronicles and statistics by collecting necessary information, documents, photos etc. of the federation and presents it to the national committee during its meetings.
- g) He looks after and preserves the archives of the federation, taking special care in filing all correspondence and documentation.
- h) He prepares and sends to the world confederal secretariat the reports and documentation regarding the principal activities of the federation.
- i) He keeps the president informed of all happenings and events in the federation and ensures that no decision is made or any correspondence goes out of the office without the president's consent.
- j) On completing his tenure, he hands over all files and documentation along with the handing over documents duly signed to the incoming secretary in the presence of the National delegate.

Art.14 – The National Treasurer

- a) He keeps up-to-date the inventory of goods owned or used by the federation.
- b) He receives the membership fees, contributions and any other income, and accounts for the same.
- c) He passes on to the world confederation the annual affiliation fee as stipulated by the confederation.
- d) He presents the statement of accounts and financial status at the national committee meetings.

- e) He prepares the annual statement of accounts of the association, internally audited and presents the same to the national council for approval.
- f) He maintains the registers and books of accounts and carries out the administrative acts of the federation.
- g) He deposits money in the bank in the name of the federation which is to be operated by two signatories out of three (Delegate/Treasurer/President). The delegate should be a compulsory signatory to all financial transactions of the federation. However, he may delegate this power to the provincial delegate of the province where the treasurer resides.
- k) On completing his tenure of office, he hands over all registers, books of accounts and cash, along with the handing over documents duly signed to the incoming treasurer in the presence of the National Delegate.

Art.15 – Election Rules

- a) Elections are held once in four years.
- b) Based on their experience, the national council fixes the number of members required for the new committee. This is to be done at the national council meeting prior to the one in which the elections actually take place.
- c) National Executive Committee members are elected from a panel of candidates nominated by the provincial federations. Each provincial committee may nominate, using the prescribed format, two persons as candidates from its federation. Nominated members must be present at the election. Besides those nominated by the provincial federations, the national executive committee may nominate a candidate of its own choice.
- d) Nominations in the format approved by the Election Commission (attached in the annexure) should be submitted to the National Delegate in hard copy at least twenty one days prior to the date of election.
- e) The candidates nominated for election should be registered in their local units, active, enthusiastic and, if elected, available and willing to spare time and energy for the federation in the true spirit of Don Bosco.
- f) Election of the national committee is the privilege of the elected presidents and secretaries of the constituent provincial federations and the provincial delegates.
- g) The voting is done for each post separately. To be elected, a candidate needs to obtain simple majority (i.e. more than half the number of votes). In case of a deadlock the matter shall be decided by the casting vote of the National Delegate.

Art.16 – Electoral Commission (EC)

- a) The Electoral Commission consists of the National Delegate, the outgoing President, if he is not himself a candidate, and an independent person who is not in the Association of Past Pupils. Where the outgoing President is himself a candidate for the election, the outgoing National Executive Committee nominates another member in his place.
- b) The independent member is named by the outgoing Executive Committee. It is convenient to choose someone close to the place where the election is going to be held.
- c) **The Outgoing President, if he himself is not a candidate, will preside over the Electoral Commission. Where the outgoing President is himself a candidate for the election, the outgoing National Executive Committee nominates a Past Pupil of integrity and repute to preside over the Electoral Commission.**
- d) **The National Delegate is a member of the Electoral Commission as a witness and a guardian of charisma and as a member may provide advice to the Electoral Commission whenever the same is sought for.**
- e) The EC is the final authority in all matters related to elections.
- f) The EC has a right to reject a member's nomination if, in its opinion, the member is found not eligible to be a candidate. The decision of the EC taken in this regard will be final and shall not be questioned.
- g) The EC shall record and file the minutes of all the proceedings of the election.
- h) Before the election, the EC shall brief the members about the procedures.

Art.17 – Election Procedure

- a) A year before the expiry of the National Committee's term, the National President, in consultation with his committee, announces the election for the next National Committee. (A suitable occasion to announce this could be the National Council meeting about a year prior to the election).
- b) After the National Committee election is announced, the National President, with his committee, fixes the date for the National Council meeting which has the task of electing the new National Committee.
- c) An Electoral Commission (EC) is then formed by the National Executive Committee as stipulated in Arts.16a and 16b above.
- d) Nominations, as stipulated in Art.15d above are presented to the National Delegate at least twenty one days in advance of the date of election.

- e) Before the election, the EC verifies if the nominations are submitted in the approved format and are in order as per Art.15d and 15e above, and confirms the candidates willing acceptance of the nomination.
- f) The EC then conducts the elections as per Art.15g above.
- g) After the election, the EC signs off and hands over the election and related documents/files to the incoming president.

Art.18 – Duration of office

- a) The National President holds office for a period of four years and may be re-elected to the same office for a second term consecutively, but not for a third consecutive term. However, he may be elected to any other office. Anyone who has been elected for two terms as president shall not be eligible for that post again before the lapse of at least two terms.
- b) The other members of the committee are also elected for a term of four years. They may be re-elected to the same offices for consecutive terms without limit or may be re-elected to any other office.

Art.19 – Vacancies

When the office of a committee member becomes vacant due to any reason, the committee will appoint to that post someone else from the committee who shall hold office only till the completion of the mandate of the member who ceased to hold office.

Art.20 – Incompatibility

The office of the President and other members of the committee are incompatible with offices of a public character carrying grave responsibilities of a political nature.

Art.21 – Disciplinary action

Disciplinary Rules and Penalties

- a) Membership of the Association can cease through personal choice of the Past Pupil, or due to a considered decision of respective Presidencies at all levels.

After having proof of unbecoming conduct which is not in line with statutory rules and regulations, or that, is causing injurious damage to the organisation or community life, or due to other serious reasons, the respective Presidencies can decide with the consent of two-thirds of the elected committee members only:

- ~ A motion of no-confidence and a request for resignation.
- ~ The dismissal from office (in case of an official).
- ~ The expulsion of the Past Pupil from the Association.

b) In case of dismissal from office or expulsion of the Past Pupil from the Association, it is important to grant the “accused member” the right of explanation, whether written or oral, prior to the voting.

c) The decisions in the foregoing section may be appealed against by approaching an immediately higher structure.

In addition:

- i. If in the considered opinion of the National Committee, a past pupil at any level (national, provincial or unit) is found guilty of serious, unbecoming behaviour or any action that is gravely harmful to the association, the committee may decide, with a two-thirds majority vote, to take any suitable action against the member, including his/her removal from office or dismissal from the association. The decision regarding the disciplinary action should be conveyed to the member in writing. Information regarding the disciplinary action taken should be forwarded to the member’s provincial and unit committees.
- ii. If the national committee fails to take action against an erring member, any member of the national council may bring up a motion in the national council for disciplinary action against the member in question. If in the considered opinion of the council the member is found guilty of serious unbecoming behaviour or any action that is gravely harmful to the association, the National Council may decide, with a two-thirds majority vote, to take any suitable action against the member, including his/her removal from office or dismissal from the association itself. The decision of the council in this regard is conveyed to the member in writing. Information regarding the action taken is also forwarded to the member’s provincial and unit committees.
- iii. Any office bearer who absents themselves from two consecutive convened meetings with or without intimation in writing shall cease to hold office. A decision in this regard shall be communicated to the member in writing, signed by the President and/or Secretary and countersigned by the Delegate. Information regarding this action shall be forwarded to the member’s provincial and unit committees.
- iv. A member who is removed from an office or membership in the National Council following a disciplinary action contemplated in the above paragraphs, shall not hold office in the local, provincial or world federations till the completion of the term to which he/she was originally elected or as decided by the national council. A member dismissed from the association at any level (unit, province or national) shall not be reinstated without the approval of the National Committee.
- v. An appeal to the immediately superior body against any of the decisions mentioned in the preceding paragraphs is allowed within 30 days of receipt of notice of the action.

Art.22 – Young Past Pupils (GEX)

- a) The Federation has, among its most important duties, in keeping with the specific mission of the Salesian congregation, the care of youth. The care of youth must be done with proper adaptation

- (i) for the young persons who are about to leave the salesian institutions, and
 - (ii) for the young persons who have become Past Pupils, by enhancing the value of their presence in the association.
- b) Keeping in mind the special needs of the groups mentioned above, the Vice-President (Gex), with the collaboration of the Committee and the Council, shall organize suitable programmes for them from time to time. To make these programmes effective, he shall network with the Provincial Vice-Presidents (GEX).

Art.23 – Secretariat of the Federation

The Secretariat of the Indian National Federation will be located at:

Indian National Federation of Past Pupils of Don Bosco ,
Don Bosco House SPCI, C-991, Sector 7, Dwarka, Behind Maxfort School, New Delhi – 110077

Art.24 – Relationship with the Salesian Congregation

i. Presence of the Salesians in the World Confederation

a) The World Confederation of the Past Pupils of Don Bosco recognises the Rector Major of the Salesian Congregation, as the father and centre of unity of the Salesian Family, and, as successor of Don Bosco, considers him the World Confederation’s primary reference.

b) In the Confederal Presidency and in the Confederal Executive Council of the World Confederation, the Rector Major is represented by the Delegate of the Rector Major for the Salesian Family and the Confederal Delegate.

c) The World Confederal Delegate and the World Confederal Presidency are responsible, with the understanding of the Provincial, for the animation and assistance where the Past Pupils Association is not yet established.

d) At the National level, the Provincials, the National Delegate and the Directors of Salesian Houses are responsible for the animation, assisted by their respective Delegates in the National or Provincial Federations and in the Associations, Unions and Local Groups.

e) At any level, the Delegate carries out his role in the name of his Superior. He participates in the planning and coordination of the Movement’s educational activities. He is present, at all levels, in the governing and executive bodies, in the role of advisor while closely following the Past Pupils, valuing and providing leadership to the laity.

ii. Salesian Animation

a) The World Confederation recognises demands and considers the commitment of the Salesian Congregation in the role of animator of the Past Pupils of Don Bosco with the task of maintaining unity of spirit, stimulating dialogue, encouraging brotherly collaboration and promoting an enduring spiritual formation.

b) This animation also involves the Past Pupils and Religious Past Pupils (male and female).

iii. Autonomy in communion

The lay character, the secular nature and the autonomy of the National Federation, do not hinder the perpetual union with the Salesian Society of Saint Francis of Sales and the other groups of the Salesian Family, but rather serves as a mutual enrichment and for an improved functioning of the Movement.

iv. Further:

- a) The past pupils see in the Rector Major the image of Don Bosco and they accept him as their guide; they look to the Salesians for an ongoing clear-cut and adequate spiritual guidance. They share in the mission of the Salesian congregation and pledge themselves to be signs and bearers of God's love to all, especially the young and the poor.
- b) The Indian National Federation acknowledges the Salesian Provincials of the Indian Provinces as the representatives of the Rector Major and of the Salesian congregation. The Provincials, by right, are part of the Committee and the Council of the National Federation. They ordinarily exercise their role through a Salesian appointed by the Salesian Provincials' Conference of South Asia (SPCSA) to act as the National Delegate.
- c) The basic working principle of the Association is that all deliberations are made with the concurrence of the salesians, according to the family spirit of the educative community, which is characteristic of the association.

Art.25 – News letters

- a) Through the Federation's official website, the Presidency will publish periodical news and information for the Provincial Federations and for anyone interested in the Association's activities. The website may be supplemented by the publication of a newsletter.
- b) Each provincial Federation is called upon to collaborate with articles, news, experiences, that are considered useful, to be made known at the National level through the above mentioned bodies.
- c) The National Federation is expected to develop its own website for the purpose of sharing information and also publish a newsletter at least once a year.

Art.26 – Federation Banner and Badge

- a) The Confederal Banner is kept at the offices of the World Confederation. It shows the face of Don Bosco. It is placed on display at the time of solemn celebrations like anniversaries, international and world congresses, reunions and meetings.
- b) The Badge, together with the Banner, is the visible sign of the unity of the Confederation and of the commitment to the organisation. Designed and cast at the request of the Confederal Presidency, it is deposited within the General Secretariat. It substantially reproduces the original design approved during the Second International Congress held in 1920.
- c) Further to what is stated above, the National Federation shall have a banner of its own with the face of Don Bosco printed on the banner. It shall be exhibited at celebrations, meetings and all official functions.

Art.27 – Motto of the Past Pupils association

The motto of the Past Pupils shall be as given to us by our Father and Founder, Don Bosco: “KNOW, LOVE, HELP ONE ANOTHER AND KEEP UNITED”.

Art.28 – Identity Card

The National Federation shall provide each life member an identity card.

Art.29 – Finances

- a) The National Federation is financially supported by the affiliation/membership fees, contributions and money raised through various other means. All provincial federations have to contribute towards the support of the National Federation.
- b) Expenses of the national executive committee meetings and national council meetings (boarding and lodging of the participants) are taken care of by the national committee/the hosting provincial federation.
- c) The travel expenses (Second AC – 3 tier) by train of the National Executive Committee members are met by the national federation.

Art.30 – Authentic text of the Statutes

The authentic text of these statutes is the one approved by the World Confederation.

Art.31 – Interpretation of statutes

The interpretation of the National Federation Statutes and Regulations is left to the Executive Committee of the National Federation. In case of any disagreement, the final authority for the authentic interpretation will be the Rector Major’s Delegate for the Salesian Family in charge of the Past Pupils.

Art.32 – Amendments

Any amendments to these statutes need the approval of the National Council with more than half the members present voting in favour.

Art.33 – Days of celebration

The following annual feast days are celebrated:

~ 31st January - Feast of Don Bosco

~ 24th May - Feast of Mary Help of Christians

~ 24th June - World Feast of the Past Pupils in commemoration of Don Bosco’s name day and the birth of the Past Pupils Movement

~ 5th October - Feast of Blessed Alberto Marvelli

~ 5th December - Feast of the Blessed Filippo Rinaldi

~ 8th December - Feast of the Immaculate Conception and commemoration of the beginning of the Salesian Family.

The Past Pupils of Don Bosco also participate in the Salesian Family celebrations organised at national, provincial and local level.

First approved by the National Council of the Indian National Federation of Past Pupils of Don Bosco during its meeting at Guwahati on 28th August 2004. Further amendments approved by the National Council at Kohima in June 2008 and at Tura in November 2009.

The Current amendments passed by the National Council at Guwahati on 27th October 2017 and approved by the World Confederation on 20th March 2018.

Sd/-
Ketan Gala
National President

Sd/-
Fr. Albert Johnson
National Delegate

<p>INDIAN NATIONAL FEDERATION OF PAST PUPILS OF DON BOSCO</p> <p>NOMINATION FORM</p> <p>for Election of the National Committee</p>	<p>Candidate's Photo</p>
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As per article 15c of the Statutes of the Indian National Federation of Past Pupils of Don Bosco, the Province of is pleased to nominate the following member of our Province as a candidate for the forthcoming National Committee elections.

Name of candidate	Age	Current responsibility in Prov. Federation.

For the post of:

- 1) President
- 2) Vice President
- 3) Vice President (GEX)
- 4) Secretary
- 5) Treasurer
- 6) Committee Member

(Note: A maximum of 2 options -- mentioning Preference 1 or Preference 2 -- can be ticked per nomination)

S/d

S/d

Provincial Delegate

Provincial President

Date:

SEAL

Place:

NB: This form is to be printed out and used for filing the nomination of each candidate.

Kindly return this Nomination Form, duly filled, **before**

to: **The Electoral Commission, Past Pupils of Don Bosco.**

PAST PUPILS OF DON BOSCO – INDIA
STATUTES OF THE PROVINCIAL FEDERATION

CONTENTS

Introduction

Article 01	:	Preamble
Article 02	:	Aims of the Federation
Article 03	:	Enrolment and Membership
Article 04	:	Activities of the Federation
Article 05	:	Functions of the Provincial Federation
Article 06	:	The Provincial Council
Article 07	:	Duties of the Provincial Council
Article 08	:	The Provincial Executive Committee
Article 09	:	Functions of the Provincial Executive Committee
Article 10	:	The Delegate
Article 11	:	The Provincial President
Article 12	:	The Provincial Vice-President (Senior)
Article 13	:	The Provincial Vice-President (Young Past Pupils – GEX)
Article 14	:	The Provincial Secretary
Article 15	:	The Provincial Treasurer
Article 16	:	The Councillors
Article 17	:	Election Rules
Article 18	:	Electoral Commission
Article 19	:	Election Procedure
Article 20	:	Duration of office
Article 21	:	Vacancies
Article 22	:	Incompatibility
Article 23	:	Disciplinary action
Article 24	:	Young Past Pupils - GEX

Article 25	:	Secretariat of the Provincial Federation
Article 26	:	Newsletter and Website of the federation
Article 27	:	Federation Banner
Article 28	:	Motto of the Association of Past Pupils
Article 29	:	Identity Card
Article 30	:	Finances
Article 31	:	Authentic text of the Statutes
Article 32	:	Relationship with the Salesian congregation
Article 33	:	Interpretation of the Statutes
Article 34	:	Amendments
Article 35	:	Days of Celebration

Annexure for nominations to the Provincial Executive Committee

Art.1 – Preamble

A Provincial Federation is made up of the units of Past Pupils of Don Bosco in a province of the Salesians of Don Bosco. Every Salesian province has the right to constitute a Provincial Federation of the Past Pupils. Once constituted, it requests the recognition of the National Federation. The Provincial Federation is aware of the commitments contained in the Statutes and Regulations of the Association at local, provincial, national and world levels.

To constitute a Provincial Federation, there should be at least three local units in a province and the Salesian provincial appoints the Provincial Delegate who ascertains from the units their desire to form a Provincial Federation. The Provincial Delegate facilitates the election of the office bearers of a newly constituted Provincial Federation as stipulated in Art.17 and presides over the first electoral assembly.

The founding units automatically become members of the Provincial Federation and a recognition certificate is issued to them.

Art.2 Aims of the Federation

a) The general aim of the association of Past pupils of Don Bosco are:

- To keep in touch with, unite and animate all former beneficiaries of Don Bosco education so as to help them to preserve, develop and live the values of the Don Bosco education they have received.
- To spread the spirit of Don Bosco and to involve themselves in Don Bosco's mission to the youth of today.
- To uphold and promote the value and the rights of the human person and the family.

- To work towards building up a social and political order based on justice, peace and harmony.
- b) The Provincial Federation is at the service of all the Past Pupils in the province, irrespective of whether they are registered or not. It is particularly interested in organizing and promoting the Association of Past Pupils within the province by encouraging the establishment of new units and by assisting the units in carrying out their activities and keeping alive the ties of fraternal friendship initiated by Don Bosco and continued through his Salesians.

Art.3 Enrolment and Membership

To become a member of the Provincial Federation, a unit should have completed a minimum of one year after its inception. The unit has to submit a written application to the Secretary of the Provincial Federation, together with a statement of activities carried out during the year and the membership subscription. If the Provincial Federation Executive Committee finds the application in order then the unit is enrolled by the grant of a Recognition Certificate.

Art.4 Activities of the Federation

Any activity of the Provincial Federation is valid if it corresponds to the aims of the Association and is in harmony with the spirit of Don Bosco.

Art.5 Functions of the Provincial Federation

- (a) Holding of Provincial Executive Committee and Council meetings and other gatherings of Past Pupils of Don Bosco at Province level and participating in various Salesian manifestations.
- (b) Organizing periodic programmes for the on-going formation of the Past Pupils so that they, as individuals and groups, grow in their awareness of the obligations of being Past Pupils of Don Bosco. This, in concrete, would involve various activities like:
- Study of the situation of the youth of the locality, especially of those who are marginalized or neglected, in view of addressing their most urgent needs.
 - Study of Don Bosco's system of education and the Salesian spirit.
 - Organizing programs for developing leadership qualities in the past pupils so that they become community leaders and agents of peace and harmony in society, promoters of justice and defenders of human rights.
 - Study and implementation of resolutions and directives issued by the National Federation.
 - Organizing educational, social, cultural and spiritual activities for themselves and for the young people of the region.
 - Organizing programmes to develop in young people the sense of responsibility and concern for society.

Art.6 The Provincial Council

- (a) The Provincial Council is the directive organ of the Provincial Federation. The Council is made up of the Provincial Executive Committee members and the Delegates, Presidents and Secretaries of the constituent units. Each member has a right to vote and the right is not

transferrable. During elections, members of the units which have not paid their dues to the provincial federation do not have the right to vote or to stand for elections. The council is convened once every quarter. The resolutions are passed by simple majority.

- (b) Elected members of the Provincial Council who do not have at least 50 percent attendance at the convened meetings of the council in a year are disqualified to stand for elections for the next two (2) terms. However, those who fall short of the 50 percent attendance in any year may be considered eligible to stand for elections by the Election Commission, if they have an aggregate of at least 75 percent attendance in a four year term.

Art.7 Duties of the Provincial Council

- (a) To plan and evaluate the annual program
- (b) To draw up strategies to strengthen the past pupils movement
- (c) To pass resolutions on the activities of the Federation.
- (d) To approve the annual report and statement of accounts
- (e) To elect the Executive Committee members as stipulated in Art.17
- (f) To fix the annual affiliation fees of the units.

Art.8 – The Provincial Executive Committee

The Provincial Executive Committee is the Executive Organ of the Provincial Federation. It consists of the following members:

- The Provincial Delegate
- The Provincial President
- The Provincial Vice-President (Senior)
- The Provincial Vice-President (GEX)
- The Provincial Secretary
- The Provincial Treasurer
- Minimum 5 provincial Executive Committee members/councillors.

All members other than the Delegate are elected. The Delegate is appointed by the Provincial.

The Committee may co-opt other members from time to time as the need arises. However, the number of co-opted members must always be less than the elected members. Co-opted members do not have the right to vote. The quorum is one more than half of the elected committee members.

Art.9 – Functions of the Provincial Executive Committee

- (a) The committee shall normally meet once a month and/or whenever the President and the Delegate deem it necessary.
- (b) It helps the Provincial President to prepare the agenda for the Provincial Council.

- (c) It carries out the directives of the Provincial Council with regard to the life, activities and growth of the association in the provinces, without prejudice to the autonomy of each of the units.
- (d) It is responsible for the preparation and conduct of provincial level programmes and manifestations such as national and international congresses and other special occasions.
- (e) It looks after the maintenance and updating of the website and online newsletter of the past pupils in so far as it pertains to the province activities.
- (f) It proposes the annual affiliation fee which every unit must send to the Provincial Federation
- (g) It makes urgent decisions affecting the functioning of the association when there is no time to gather the provincial council. Such decisions should be ratified afterwards by the provincial council.
- (h) It is responsible for the distribution of life membership cards to all the members of the provincial federation. The distribution is done through the unit presidents.
- (i) Elected or co-opted members of the Provincial Committee who do not have at least 50 percent attendance at the convened meetings of the committee in a year are disqualified to stand for elections for the next two (2) terms. However, those who fall short of the 50 percent attendance in any year may be considered eligible to stand for elections by the Election Commission, if they have an aggregate of at least 75 percent attendance in a four year term.

Art.10 – The Provincial Delegate

- a) The delegate is not elected but appointed by the Salesian Provincial to act in his stead as a spiritual animator and guide. For the federation, he represents Don Bosco and the Salesian congregation.
- b) He is directly responsible for the on-going formation of the Past Pupils
- c) He carries out his work of animation through his interventions during the meetings and gatherings, through his communications, personal contacts, visits etc.
- d) He keeps the Provincial informed about the state of the federation.
- e) He maintains timely communication with the National Delegate and keeps him informed about the situation of the Federation.
- f) He ensures that the federation faithfully adheres to the statutes, rules and regulations of the association and that everything is done in the spirit of Don Bosco.
- g) As an animator and guide, he is present at all meetings and gatherings. Whenever he is unable to attend, he keeps himself informed of what takes place at the meetings.
- h) As a member of the committee and council, he takes full part in all its deliberations, decisions and activities.

- i) He acts as a link between the Past Pupils and the province.
- j) He is a compulsory signatory to all the financial transactions of the federation.
- k) He animates and guides the unit delegates.

Art. 11: The Provincial President

- (a) He represents the Federation in its dealings with the Salesian Congregation, the National Council and also with religious and civil authorities and the public.
- (b) In agreement with the Provincial Delegate he convenes and prepares the agenda for the meetings of the Provincial Council and Committee, and presides over them.
- (c) He communicates to his Committee and to the Units the decisions of the National Council and sees to the execution of those decisions which have a bearing on the Provincial Federation.
- d) He keeps the Provincial Delegate informed of how things are in the Federation, and what happens at the meetings when the Delegate has not been present.
- (a) He ensures that the Federation is represented at all National Council meetings and at other National level gatherings to which the Provincial Federation is invited.
- (b) He ensures that all Committee members carry out their duties diligently and in keeping with the regulations.
- (g) After every major activity he conducts an evaluation of it. Besides that, once in four months, he makes an assessment of the overall performance of the Federation especially with regard to membership, finances, formation, deliberations carried out, etc.
- (h) He offers guidance and encouragement to the Unit Presidents.

Art.12 – The Provincial Vice-President (Senior)

- (a) He is present at all Council and Committee meetings and assists the President in his duties.
- (b) He takes the place of the President in his absence.

Art. 13 – The Provincial Vice-President (GEX)

- a) He should not be more than 35 years of age at the time of election.
- b) He has special responsibilities with regard to the young past pupils.
- c) He prepares the provincial plan for the recruitment and formation of Gex Past Pupils.
- d) He presents to the provincial council the annual report of the GEX movement of the federation.

Art. 14 -- The Provincial Secretary

- (a) He keeps up-to-date the statistics regarding the federation, the list of names and addresses of the member units and the list of all the Life Members of the Provincial federation.
- (b) He presents to the Provincial council the quarterly and annual report of the federation.
- (c) He sends out notices for meetings of the committee and the council.
- (d) He attends to the correspondence of the federation.
- (e) He draws up the minutes of the meetings of the committee and the council.
- (f) He maintains the chronicles and statistics by collecting necessary information, documents, photos etc. of the federation and presents it to the provincial committee during its meetings.
- (g) He looks after and preserves the archives of the federation, taking special care in filing all correspondence and documentation.
- (h) He prepares and sends to the National secretariat the reports and documentation regarding the principal activities of the federation.
- (i) He keeps the president informed of all happenings and events in the federation and ensures that no decision is made or any correspondence goes out of the office without the president's consent.
- (j) On completing his tenure, he hands over all files and documentation along with the handing over documents duly signed to the incoming secretary in the presence of the Provincial delegate.
- (k) He hands over the balance sheet of the audited account to the national committee.

Art.15 – The Provincial Treasurer

- (a) He keeps up-to-date the inventory of goods owned or used by the federation.
- (b) He receives the membership fees, contributions and any other income and accounts for the same.
- (c) He passes on to the National Federation the annual affiliation fee as stipulated by the National Federation.
- (d) He presents the statement of accounts and financial status at the Provincial committee meetings.
- (e) He prepares the annual statement of accounts of the association, internally audited and presents the same to the Provincial council for approval.
- (f) He maintains the registers and books of accounts and carries out the administrative acts of the federation.
- (g) He deposits money in the bank in the name of the federation which is to be operated by two signatories out of three (Delegate/Treasurer/President). The delegate should be a compulsory signatory to all financial transactions of the federation.

- (h) On completing his tenure of office, he hands over all registers, books of accounts and cash, along with the handing over documents duly signed to the incoming treasurer in the presence of the Provincial delegate.

Art.16 – The Councillors

The Councillors take part in the Committee meetings with full and equal right as the other members. They may be assigned special tasks by the President. Co-opted councillors do not have the right to vote.

Art.17 – Election Rules

- (a) Elections are held once in four years.
- (b) Based on their experience, the Provincial Council fixes the number of members required for the new committee. This is to be done at the Provincial council meeting prior to the one in which the elections actually take place.
- (c) Provincial Executive Committee members are elected from a panel of candidates nominated by the Units. Depending on the number of local units in the province, the provincial committee decides the number of candidates a unit may nominate. Nominated members must be present at the election. Besides those nominated by the units, the provincial executive committee may nominate a candidate of its own choice.
- (d) Nominations in the format approved by the Election Commission (attached in the annexure) should be submitted to the Provincial Delegate in hard copy at least twenty one days in advance of the date of election.
- (e) The candidates nominated for election should be registered in their local units, active, enthusiastic and, if elected, available and willing to spare time and energy for the federation in the true spirit of Don Bosco.
- (f) Election of the provincial committee is the privilege of the elected presidents and secretaries of the constituent Units and the Unit delegates.
- (g) The voting is done for each post separately. To be elected, a candidate needs to obtain simple majority (i.e. more than half the number of votes). In case of a deadlock, the matter shall be decided by the casting vote of the Provincial Delegate.

Art.18 – Electoral Commission (EC)

- (a) The Electoral Commission consists of the Provincial Delegate, the outgoing President, if he is not himself a candidate, and an independent person who is not in the Association of Past Pupils. Where the outgoing President is himself a candidate for the election, the outgoing Provincial Committee nominates another member in his place.
- (b) The independent member is named by the outgoing Executive Committee. It is convenient to choose someone close to the place where the election is going to be held.

- (c) **The Outgoing President, if he himself is not a candidate, will preside over the Electoral Commission. Where the outgoing President is himself a candidate for the election, the outgoing National Executive Committee nominates a Past Pupil of integrity and repute to preside over the Electoral Commission.**
- d) **The Provincial Delegate is a member of the Electoral Commission as a witness and a guardian of charisma and as a member may provide advice to the Electoral Commission whenever the same is sought for.**
- e) The EC is the final authority in all matters related to elections.
- f) The EC has a right to reject a member's nomination if, in its opinion, the member is found not eligible to be a candidate. The decision of the EC taken in this regard will be final and shall not be questioned.
- g) The EC shall record and file the minutes of all the proceedings of the election.
- h) Before the election, the EC shall brief the members about the procedures.

Art.19 – Election Procedure

- (a) Three (3) months before the expiry of the Provincial Committee's term, the Provincial President, in consultation with his committee, decides on the date of the election for the next Provincial Committee. Notice of election is given at least 45 days in advance by the President and a copy sent to the National President.
- (b) After the Provincial Committee election is announced, the Provincial President, with his committee, fixes the date for the Provincial Council meeting which has the task of electing the new Provincial Committee.
- (c) An Electoral Commission (EC) is then formed by the Provincial Executive Committee as stipulated in Arts.18a and 18b above.
- (d) Nominations, as stipulated in Art.17c above are presented to the Provincial Delegate at least twenty one days in advance of the date of election.
- (e) Before the election, the EC verifies if the nominations are submitted in the approved format and in order as per Art.17d and 17e above, and confirms the candidates willing acceptance of the nomination.
- (f) The EC then conducts the elections as per Art.17g above.
- (g) After the election, the EC signs off and hands over the election and related documents/files to the incoming president.

Art.20 – Duration of office

- (a) The Provincial President holds office for a period of four years and may be re-elected to the same office for a second term consecutively, but not for a third consecutive term. However, he may be elected to any other office. Anyone who has been elected for two terms as president shall not be eligible for that post again before the lapse of at least two terms.
- (b) The other members of the committee are also elected for a term of four years. They may be re-elected to the same offices for consecutive terms without limit or may be re-elected to any other office.

Art.21 – Vacancies

When the office of a committee member becomes vacant due to any reason, the committee will appoint to that post someone else from the committee who shall hold office only till the completion of the mandate of the member who ceased to hold office.

Art.22 – Incompatibility

The office of the President and other members of the committee are incompatible with offices of a public character carrying grave responsibilities of a political nature.

Art.23 – Disciplinary action

Disciplinary Rules and Penalties

- a) Membership of the Association can cease through personal choice of the Past Pupil, or due to a considered decision of respective Presidencies at all levels.

After having proof of unbecoming conduct which is not in line with statutory rules and regulations, or that, is causing injurious damage to the organisation or community life, or due to other serious reasons, the respective Presidencies can decide with the consent of two-thirds of the elected committee members only:

~ A motion of no-confidence and a request for resignation.

~ The dismissal from office (in case of an official).

~ The expulsion of the Past Pupil from the Association.

b) In case of dismissal from office or expulsion of the Past Pupil from the Association, it is important to grant the “accused member” the right of explanation, whether written or oral, prior to the voting.

- c) The decisions in the foregoing section may be appealed against by approaching an immediately higher structure within 30 days of the action.

In addition:

- i. If in the considered opinion of the Provincial Committee, a past pupil is found guilty of serious, unbecoming behaviour or any action that is gravely harmful to the association, the

committee may decide, with a two-thirds majority vote, to take any suitable action against the member, including his/her removal from office or dismissal from the association. The decision regarding the disciplinary action should be conveyed to the member in writing. Information regarding the disciplinary action taken should be forwarded to the National Committee and to the member's unit committee.

- ii. In exceptional cases, if the Provincial committee fails to take action against an erring member, any member of the Provincial council may bring up a motion in the Provincial council for disciplinary action against the member in question. If in the considered opinion of the council the member is found guilty of serious unbecoming behaviour or any action that is gravely harmful to the association, the Provincial Council may decide, with a two-thirds majority vote, to take any suitable action against the member, including his/her removal from office or dismissal from the association itself. The decision of the council in this regard is conveyed to the member in writing. Information regarding the action taken is also forwarded to the National Committee and to the member's unit committee.
- iii. A member who is removed from an office or membership in the Provincial Council following a disciplinary action contemplated in the above paragraphs, shall not hold office in the local, National or world federations till the completion of the term to which he/she was originally elected. A member dismissed from the association at any level (unit, province or national) shall not be reinstated without the approval of the National Committee.
- iv. An appeal to the immediately superior body (National Committee) against any of the decisions mentioned in the preceding paragraphs is allowed within 30 days of receipt of notice of the action.

Art.24 – Young Past Pupils (GEX)

The Federation has, among its most important duties, in keeping with the specific mission of the Salesian congregation, the care of youth. The care of youth must be done with proper adaptation

- (iii) for the young persons who are about to leave the salesian institutions, and
- (iv) for the young persons who have become Past Pupils, by enhancing the value of their presence in the association.

Keeping in mind the special needs of the groups mentioned above, the Vice-President (Gex), with the collaboration of the Committee and the Council, shall organize suitable programmes for them from time to time. To make these programmes effective, the Provincial Vice-Presidents (Gex) shall network with the National and Unit Vice-Presidents of the Gex Past Pupils.

Art.25 – Secretariat of the Federation

The Provincial Federation shall have its Secretariat preferably in the Provincial House or any other house designated by the Salesian Provincial. The province places at its disposal a place suitable for its meetings and organization.

Art.26 – Newsletter and Website of the Federation

The Provincial federation is expected to publish a newsletter at least once in six (6) months. It is also expected to develop and maintain a website, linked to the national federation website, with the latest information, news and happenings.

Art.27 – Federation Banner and Badge

Every Federation shall have a banner of its own with the face of Don Bosco printed on the banner. It shall be exhibited on occasions of solemn celebrations and meetings.

The badge is the same for the entire world confederation. Its use is optional but highly recommended because it is an external sign of unity among the past pupils. On the badge, around the figure of Don Bosco, are the words “Leads and Protects”, indicating the role Don Bosco plays in the life of every past pupil.

Art.28 – Motto of the Association of Past Pupils

The motto of the Association of Past Pupils of Don Bosco shall be as given to us by our Father and Founder, Don Bosco: “KNOW, LOVE, HELP ONE ANOTHER AND KEEP UNITED”.

Art.29 – Identity Card

The Provincial Committee shall provide each life member an identity card which is to be obtained from the National Federation in accordance with the process laid down for obtaining the same.

Art.30 – Finances

The Provincial federation is financially supported by the affiliation/membership fees, contributions and money raised through various other means. All provincial federations have to contribute towards the support of the national federation.

Art.31 – Authentic text of the Statutes

The authentic text of these statutes is the one approved by the National Council of the Indian National Federation of the Past Pupils of Don Bosco.

Art.32 – Relationship with the Salesian Congregation

- (a) The members of the Association see in the Rector Major the image of Don Bosco and they accept him as their guide; they look to the Salesians for an ongoing clear-cut and adequate spiritual guidance. They share in the mission of the Salesian congregation and pledge themselves to be signs and bearers of God’s love to all, especially to the young and to the poor.

(b) The Federation acknowledges the Provincial as the representative of the Rector Major and the Salesian congregation. He is by right a member of the Committee but, as a rule, he exercises that responsibility through a Salesian appointed to act as his delegate.

(c) The basic working principle of the Association is that all deliberations are made with the concurrence of the Salesians, according to the family spirit of the educative community which is characteristic of the Association.

(d) Salesian Animation

i) The World Confederation recognises, demands and considers the commitment of the Salesian Congregation in the role of animator of the Past Pupils of Don Bosco with the task of maintaining unity of spirit, stimulating dialogue, encouraging brotherly collaboration and promoting an enduring spiritual formation.

ii) This animation also involves the Past Pupils and Religious Past Pupils (male and female).

iii) Autonomy in communion

The lay character, the secular nature and the autonomy of the Provincial Federation, do not hinder the perpetual union with the Salesian Society of Saint Francis of Sales and the other groups of the Salesian Family, but rather serves as a mutual enrichment and for an improved functioning of the Movement.

Art.33 – Interpretation of statutes

The interpretation of the Provincial Federation Statutes and Regulations is left to the Executive Committee of the National Federation. In case of any disagreement, the final authority for the authentic interpretation will be the National Delegate of the Indian National Federation of the Past Pupils of Don Bosco.

Art.34 – Amendments

Any amendments to these statutes need the approval of the National Council with more than half the members voting in favour.

Art.35 – Days of celebration

The following annual feast days are celebrated:

~ 31st January - Feast of Don Bosco

~ 24th May - Feast of Mary Help of Christians

~ 24th June - World Feast of the Past Pupils in commemoration of Don Bosco's name day and the birth of the Past Pupils Movement

~ 5th October - Feast of Blessed Alberto Marvelli

~ 5th December - Feast of the Blessed Filippo Rinaldi

~ 8th December - Feast of the Immaculate Conception and commemoration of the beginning of the Salesian Family.

The Past Pupils of Don Bosco also participate in the Salesian Family celebrations organised at national, provincial and local level.



<p>INDIAN NATIONAL FEDERATION OF PAST PUPILS OF DON BOSCO</p> <p>NOMINATION FORM</p> <p>for Election of the Provincial Committee</p>	<p>Candidate's Photo</p>
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As per article 17d of the Statutes of the Indian Provincial Federation of Past Pupils of Don Bosco, the Unit, is pleased to nominate the following member of our Unit as a candidate for the forthcoming Provincial Committee elections.

Name of candidate	Age	Current responsibility in Prov. Federation.

For the post of:

- 1) President
- 2) Vice President
- 3) Vice President (GEX)
- 4) Secretary
- 5) Treasurer
- 6) Committee Member

(Note: A maximum of 2 options -- mentioning Preference 1 or Preference 2 -- can be ticked per nomination)

S/d

S/d

Provincial Delegate

Provincial President

Date:

SEAL

Place:

NB: This form is to be printed out and used for filing the nomination of each candidate.

Kindly return this Nomination Form, duly filled, **before**

to: **The Electoral Commission, Past Pupils of Don Bosco.**

PAST PUPILS OF DON BOSCO – INDIA

STATUTES OF THE LOCAL UNIT

CONTENTS

Introduction

Article 01	:	Name and Identify of the Association of Past Pupils of Don Bosco
Article 02	:	The Unit
Article 03	:	Aims of the Association
Article 04	:	Enrolment and membership
Article 05	:	Membership subscription
Article 06	:	Rights of members
Article 07	:	Activities
Article 08	:	Tasks of the Unit
Article 09	:	Annual General Assembly (AGA)
Article 10	:	Tasks of the Annual General Assembly
Article 11	:	The Unit Executive Committee
Article 12	:	The Delegate
Article 13	:	The Unit President
Article 14	:	The Unit Vice-President (Senior)
Article 15	:	The Unit Vice-President (Young Past Pupils – GEX)
Article 16	:	The Unit Secretary
Article 17	:	The Unit Treasurer
Article 18	:	Unit Councillors
Article 19	:	Election Rules
Article 20	:	Electoral Commission
Article 21	:	Election procedure
Article 22	:	Duration of office
Article 23	:	Vacancies
Article 24	:	Incompatibility
Article 25	:	Disciplinary action

Article 26	:	Young Past Pupils (GEX)
Article 27	:	Secretariat of the Unit
Article 28	:	Newsletter and website of the Unit
Article 29	:	Unit banner and badge
Article 30	:	Motto of the Association
Article 31	:	Identity card
Article 32	:	Past Pupils' Groups
Article 33	:	Finances
Article 34	:	Authentic text
Article 35	:	Relationship with the Salesian congregation
Article 36	:	Interpretation of the Statutes
Article 37	:	Amendments
Article 38	:	Days of Celebration

Annexure for nominations to the Unit Executive Committee

Art 1 -- Name and Identity of the Association of Past Pupils of Don Bosco

The Association is known as "Association of the Past Pupils of Don Bosco".¹

- a) Members of the association are persons who have attended a Don Bosco institution² and thus received a preparation for life based on the principles of Don Bosco's educational system, commonly known as the Preventive System.
- b) The education received creates in them bonds of filial loyalty and gratitude and a readiness to witness to the values of Don Bosco's educational system as well as a capacity for service.
- c) The Past Pupils are inspired by gratitude to participate in Don Bosco's mission and educational project in the world, in ways that are consonant with their state in life.
- d) To take part in the Association of Past Pupils of Don Bosco, a Past Pupil has to register himself/herself in a local unit and accept to abide by the rules and regulations of the Association of Past Pupils of Don Bosco in India.

Art 2: The Unit

- a) The Unit is made up of Past Pupils who, aware of the commitments contained in the Statutes and Regulations of the Association of Past Pupils of Don Bosco at unit, province, national and world levels, have voluntarily organized themselves into an association attached to a Don Bosco Institution.

- b) A Unit is formally constituted through a decision of the Rector and the Council of the Don Bosco Institution (House Council) to which it is attached. Every unit has a Salesian Delegate appointed by the Rector.

¹ The name was changed from “Don Bosco Alumni” to “Association of Past Pupils of Don Bosco” with effect from Oct.26, 2017 by a unanimous decision of the National Council which met at Don Bosco Institute, Guwahati.

² Here the word “Institution” implies any Don Bosco (Salesian) establishment such as formal and non-formal educational centres, oratories, youth centres, works for the young at risk, etc. where young people receive formation or training.

- c) To the House Council also belongs the power to dissolve a Unit on the recommendation of the Unit Delegate. However, such a step should be taken only with the understanding of the Provincial Executive Committee of the Past Pupils, if a Provincial Federation already exists there (see art. 12g). In the event of such a step being taken, the House Council appoints an ad hoc Unit Committee to function till the next meeting of the Annual General Assembly (AGA), which may confirm the choice of the House Council or elect others. The ad hoc Committee will, however, remain in office only till the expiry of the term to which the dissolved Committee was elected.
- d) While starting a new unit, the Salesian delegate facilitates the election of the committee. He may be assisted by the Provincial Executive Committee, if a Provincial Federation already exists there. The following procedure is adopted for the election of the committee of a new unit that is being set up.
- i) The Delegate invites all the Past Pupils who are desirous of forming a unit to come together for a general assembly to elect the office bearers (see Art.11) and to fix the membership fee (see Art. 5).
 - ii) The general assembly elects, from among themselves, the office bearers (President, Vice-President Senior, Vice-President GEX, Secretary, Treasurer, and committee members) by separate voting for each post. To be elected, a candidate needs to obtain simple majority (i.e. more than half the number of votes). In case of a deadlock, the matter shall be decided by the casting vote of the Unit Delegate.
 - iii) After the elections, the founding members register themselves and pay the membership fees.
- e) Every unit pays to the Provincial Federation an annual affiliation fee, the quantity of which is determined by the Provincial Council of the Past Pupils.

Art 3 -- Aims of the Association

- a) The general aims of the Association are:
- to keep in touch with, unite and animate all former beneficiaries of Don Bosco education so as to help them to preserve, develop and live the values of Don Bosco's educational system;
 - to spread the spirit of Don Bosco and to involve themselves in Don Bosco's mission to the youth of today;
 - to uphold and promote the value and the rights of the human person and the family; and
 - to work towards building up a social and political order based on justice, peace and harmony.
- b) Every Unit of the Past Pupils aims at serving all former pupils, irrespective of whether they are registered or not. Every Past Pupil tries to keep alive the ties of fraternal friendship initiated by Don Bosco and continued through his Salesians.

Art 4 -- Enrolment and Membership

- a) To become a member of a Unit, a Past Pupil should have frequented a Don Bosco Institution for a period of time sufficient to enable him/her to know Don Bosco and assimilate the spirit of Don Bosco to some extent.
- b) He/she has to submit a written application for membership to the Unit secretary, together with the membership subscription. If the Unit committee finds the application in order, the applicant is enrolled.
- c) To take membership from a Unit attached to a particular institution, one need not have frequented the same institution. It is sufficient that he/she had frequented a Don Bosco institution anywhere in the world.
- d) Past Pupils who have passed through more than one Don Bosco institution take membership from the Unit of their choice. In case of transfer of residence, a Past Pupil may take membership from a Unit that is more convenient to him/her, after intimating the unit of origin and getting a no-objection letter from it.
- e) There are two types of membership – Annual and Life. While enrolling in a Unit, it is the right of the individual to choose the type of membership (Annual or Life) he/she wants; it cannot be imposed on them by the Unit. Life members shall receive a Life Membership Card from the National Federation.
- f) When an individual ceases to be a member of a local unit through voluntary resignation or an act of dismissal by competent authority, the member also loses his/her membership/office (if any) in the Provincial as well as National Federations and the World Confederation.

Art. 5 -- Membership Subscription

- a) The Unit fixes the subscription amount for both annual and life membership. However, for every life subscription collected, the Unit shall pass on to the Provincial Federation the cost of the life membership card + 25% of the subscription amount, while the Provincial Federation shall, in turn, pass on to the National Federation the cost of the card + 25% of the 25% it receives from the Unit.
- b) Members who transfer from one Unit to another shall pay to the new Unit its membership subscription – annual or life. However, life members who transfer from one unit to another within the same province need to pay only the unit's share of the subscription (i.e. 75%). If the transfer is to a unit in a different province, the unit's share and the Provincial Federation's share should be paid (i.e. 75% + 18.75%). When a Life Member changes province and desires a new Life Membership Card, the cost of the card has to be paid anew.
- c) Annual members who may be elected to the Unit Committee, will lose their membership in the Committee if, at any time, their subscription fee becomes overdue by more than 30 days. A decision in this regard is communicated to the member signed by the president or secretary or treasurer and countersigned by the Delegate.

Art 6 -- Rights of Members

Registered members have the right to:

- a) Vote during meetings and elections in the Unit of one's registration, subject to Art 19d, and provided he/she has paid the membership subscription.
- b) To register themselves on the official data base of the Association and receive the official news organ and other communications.
- c) Enjoy other facilities granted by each unit.

Art 7 -- Activities

Any activity of the Unit is valid if it corresponds to the aims of the Association. The unit encourages its members to be active as a group and as individuals in any work or project that promotes the aims of the Association.

Art 8 -- Tasks of the Unit

- a) To hold the Annual General Assembly (AGA).
- b) To hold periodic programmes for the on-going formation of the Past Pupils so that they, as individuals and groups, grow in their awareness of the obligations of being Past Pupils of Don Bosco. This in concrete would involve various activities like:
 - Study of the situation of the youth of the locality, especially of those who are marginalized or neglected, in view of addressing their most urgent needs.
 - Study of Don Bosco's system of education and the spirit of Don Bosco
 - Organizing programmes for developing leadership qualities in the Past Pupils so that they become community leaders and agents of peace and harmony in society, promoters of justice, and defenders of human rights.
 - Organizing educational, social, cultural and spiritual activities for themselves and for the young people of the locality.
 - Organizing programmes to develop in young people the sense of responsibility and concern for society.
 - Study and implementation of the resolutions /directives of the Provincial Federation.

Art 9 -- Annual General Assembly (AGA)

The Annual General Assembly (AGA) is the Directive Organ of the Unit. The AGA is held once a year, to which all Past Pupils are invited. However, only those who are registered and paid the membership subscription may vote at the AGA.

Art 10 -- Tasks of the Annual General Assembly

- a) To plan and evaluate the annual program.
- b) To draw up strategies to strengthen the past pupils movement.
- c) To pass resolutions on the activities of the Unit.
- d) To approve the Annual Report and the Statement of Accounts.
- e) To elect the office bearers and Committee members of the Unit.
- f) To fix membership subscription.

Art 11 -- The Unit Executive Committee

- a) The Unit Committee is the Executive Organ of the Unit. The Committee consists of the Delegate, President, Vice-President (Senior), Vice-President (GEX), Secretary, Treasurer and a minimum of five Committee Members.
- b) The Committee may co-opt other Past Pupils. Co-opted members have no right to vote.
- c) The quorum is one more than half of the elected members.
- d) The Committee meets once a month, and whenever the President and the Delegate deem it necessary.
- e) To foster the growth of the Unit and create better relationship among the Past Pupils, the monthly meetings of the Unit Committee may be followed by an informal meeting with all the Past Pupils who are able to attend.
- f) Elected or co-opted members of the Local Committee who do not have at least 50 per cent attendance at the convened meetings in a year are disqualified to stand for elections again for the next two terms. However, those who fall short of the 50 per cent attendance in any year may be considered eligible by the Election Commission, if they have an aggregate of at least 75 per cent attendance in a four-year term.

Art 12 – The Unit Delegate

- a) The Delegate is not an elected member. He is appointed by the Rector of the house. He takes the place of Don Bosco, as a spiritual animator and guide. Wherever the Delegate is not the Rector of the House, he acts as his representative.
- b) He is directly responsible for the on-going formation of the Past Pupils.
- c) He carries out his work of animation through his interventions during the meetings and gatherings, through his communications, personal contacts, visits, etc.
- d) If he is not himself the Rector, he takes care to brief the Rector and his Council regularly regarding the plans and activities of the Unit.
- e) He keeps the Provincial informed of the state of the Unit.
- f) He maintains timely communication with the Provincial Delegate and keeps him informed about the situation of the Unit.
- g) He ensures that the Unit faithfully adheres to the statutes, rules and regulations of the Organization and that everything is done in the Spirit of Don Bosco. If in the opinion of the Delegate, the unit is functioning in a manner contrary to the principles and spirit of Don Bosco, he may recommend to the Council of the Salesian Institution (House Council) the dissolution of the unit committee in order to hold fresh elections (see art.2c).

- h) As an animator and guide, he is present at all meetings and gatherings. Whenever he is unable to attend, he keeps himself informed of what takes place at the meetings.
- i) As a member of the Committee, he takes full part in all its deliberations, decisions and activities. His presence at meetings of the Provincial Federation Council is vital.
- j) He acts as a link between the Past Pupils and the Salesian community.
- k) He is a compulsory signatory to all financial transactions of the Unit.

Art 13 -- The Unit President

- a) He represents the Unit in its dealings with the Salesian Congregation, the Provincial Executive Committee, the religious and civil authorities and others.
- b) He convenes the Annual General Assembly, the Unit Committee meetings and all other meetings of the Unit. He prepares the agenda for these meetings and presides over them.
- c) He communicates to the members the decisions of the Provincial Council and sees to the execution of those decisions which have a bearing on the Unit.
- d) He keeps the Unit Delegate informed of how things are in the Unit and what happens in meetings which the Delegate is unable to attend.
- e) He ensures that the Unit is represented at all Provincial Council meetings and at other gatherings where the Unit is invited to participate.
- f) He ensures that all committee members carry out their duties diligently and in keeping with the rules and regulations of the association.
- g) After every major activity, he conducts an evaluation of it. Besides that, once in four months he makes an assessment of the overall performance of the unit paying particular attention to the membership, finances, formation, and execution of deliberations carried out, etc.
- h) Whenever important functions are held at the unit level, the President shall extend invitations to the Provincial Federation Council and to the neighbouring units.

Art 14 --The Unit Vice-President (Senior)

- a) He takes the place of the President in his absence.
- b) He is present at all Committee meetings and assists the President in his duties.

Art 15: The Unit Vice-President (GEX³)

- a) He shall not be more than 35 years at the time of his election.
- b) He takes part in all Committee meetings. He takes care of the young Past Pupils and is responsible for their recruitment and formation.

³ GEX is the short form for the Italian expression *Giovani Exallievi*, meaning „Young Past Pupils“.

Art 16 -- The Unit Secretary

- a) He prepares and keeps up-to-date the list of the members and the list of all the Past Pupils of the institution.
- b) He prepares and sends out notices for meetings of the Committee and of the AGA.
- c) He attends to the correspondence of the Unit.
- d) He draws up the minutes of the meetings of the Committee and of the AGA.
- e) He presents to the Provincial Council the Unit's Annual Report and Statement of Accounts.
- f) He prepares the chronicles and statistics of the Unit and collects the documentation, photos, etc. pertaining to the Unit.
- g) He looks after and preserves the archives of the Unit, taking special care to file all correspondence and to keep them up-to-date.
- h) He prepares and sends to the Provincial Secretariat the reports and documentation regarding the principal activities of the Unit.
- i) He keeps the President informed of all happenings in the Unit and ensures that no decision is made or any correspondence goes out of the office without the President's knowledge and consent.
- j) On the completion of his tenure, he hands over all files and documentation regarding the Unit along with the handing over documents duly signed to the incoming Secretary in the presence of the unit delegate.

Art 17: The Unit Treasurer

- a) He prepares and keeps up-to-date the inventory of goods owned or used by the Unit.
- b) He receives membership fees, subscriptions, contributions and any other income and accounts for the same.
- c) He prepares the internally audited Statement of Accounts of the Unit and presents it at the AGA for approval.
- d) He maintains the registers and books of accounts and carries out the administrative acts of the Unit.
- e) He deposits the money of the Unit in a Bank account in the name of the Unit, which is to be operated by two signatories out of the three (Delegate, President, Treasurer). The Delegate should be the compulsory signatory to all financial transaction of the unit.
- f) He passes on to the Provincial Federation the amount fixed as annual affiliation fees.
- g) He hands over the balance sheet of the audited account to the Provincial Executive Committee
- h) On completion of his tenure, he hands over to the incoming treasurer all registers, books, cash and documents relating to finance along with the handing over documents duly signed in the presence of the delegate.

Art 18 -- Unit Committee members

The Committee members take part in the Committee meetings with full and equal rights as the other members. They may be assigned special tasks by the President. Co-opted committee members will not have the right to vote.

Art 19 -- Election Rules

- (a) Elections are held once in four years.

- (b) Based on their experience, the members of the Annual General Assembly fix the number of members required for the new committee. This is to be done at the Annual General Assembly meeting prior to the one in which the elections actually take place.
- (c) The election of the members of the Unit Committee is the privilege of the registered members who have paid the subscription and are present at the General Assembly.
- (d) Nominations in the format approved by the Election Commission (attached in the annexure) attested by two registered members of the unit should be submitted to the Unit Delegate in hard copy at least twenty one days in advance prior to the date of election.
- (e) The candidates nominated for election should be registered in their local units, active, enthusiastic and, if elected, available and willing to spare time and energy for the federation in the true spirit of Don Bosco.
- (f) Members registered less than six months before the election shall not have the right to vote, but may be present at the meeting. Similarly, to stand for election, a member must have completed six months from the date of his/her enrolment, and must have paid the membership subscription to his unit.
- (g) Whether a member qualifies to vote in or stand for an election is decided by the Electoral Commission (EC). The decision of the Commission in this regard is final and cannot be questioned.
- (h) Election of the Unit Executive Committee is the privilege of the Annual General Assembly of the unit.
- (i) The voting is done for each post separately. To be elected, a candidate needs to obtain simple majority (i.e. more than half the number of votes). In case of a deadlock after the first two ballots, the matter shall be decided by the casting vote of the Unit Delegate.

Art.20 – Electoral Commission (EC)

- (a) The Electoral Commission consists of the Unit Delegate, the outgoing President, if he is not himself a candidate, and an independent person who is not in the Association of Past Pupils. Where the outgoing President is himself a candidate for the election, the outgoing Unit Committee nominates another member in his place.
- (b) The independent member is named by the outgoing Executive Committee. It is convenient to choose someone close to the place where the election is going to be held.
- (c) **The Outgoing President, if he himself is not a candidate, will preside over the Electoral Commission. Where the outgoing President is himself a candidate for the election, the outgoing Unit Committee nominates a Past Pupil of integrity and repute to preside over the Electoral Commission.**

- (d) **The Unit Delegate is a member of the Electoral Commission as a witness and a guardian of charisma and as a member may provide advice to the Electoral Commission whenever the same is sought for.**
- (e) The EC is the final authority in all matters related to elections.
- (f) The EC has a right to reject a member's nomination if, in its opinion, the member is found not eligible to be a candidate. The decision of the EC taken in this regard will be final and shall not be questioned.
- (g) The EC will ascertain whether the members filing nominations are registered, active, and enthusiastic and, if elected, will be available and willing to spare time and energy for the Unit in the true spirit of Don Bosco.
- (h) The EC shall record and file all correspondence and the minutes of all the proceedings of the election.
- (i) Before the election, the EC shall brief the members about the procedures.

Art.21 – Election Procedure

- (a) Three (3) months before the expiry of the Unit Executive Committee's term, the Unit President, in consultation with his committee, decides on the date of the election for the next Unit Executive Committee. Notice of election is given at least 45 days in advance by the President and a copy sent to the Provincial President.
- (b) After the Unit Executive Committee election is announced, the Unit President, with his committee, fixes the date for the Annual General Assembly meeting which has the task of electing the new Unit Executive Committee.
- (c) An Electoral Commission (EC) is then formed by the Unit Executive Committee as stipulated in Arts.20(a) and (b) above.
- (d) Nominations, as stipulated in Art.19(d) above are presented to the EC at least twenty one days in advance of the date of election.
- (e) Before the election, the EC verifies if the nominations are in order as per Art.19d and 19e above, and confirms the candidates' willing acceptance of the nomination.
- (f) The EC then conducts the elections as per Art.19(i) above.
- (g) After the election, the EC signs off and hands over the election and related documents/files to the incoming president.

Art.22 – Duration of office

- (a) The Unit President holds office for a period of four years and may be re-elected to the same office for a second term consecutively, but not for a third consecutive term. However, he may be elected to any other office. Anyone who has been elected for two terms as president shall not be eligible for that post again before the lapse of at least two terms.
- (b) The other members of the committee are also elected for a term of four years. They may be re-elected to the same offices for consecutive terms without limit or may be re-elected to any other office.

Art.23 – Vacancies

When the office of a committee member becomes vacant due to any reason, the committee will appoint to that post someone else from the committee who shall hold office only till the completion of the mandate of the member who has ceased to hold office.

Art.24 – Incompatibility

The office of the President and other members of the committee are incompatible with offices of a public character carrying grave responsibilities of a political nature.

Art.25 – Disciplinary action

Disciplinary Rules and Penalties

a) Membership of the Association can cease through personal choice of the Past Pupil, or due to a considered decision of respective Presidencies at all levels.

After having proof of unbecoming conduct which is not in line with statutory rules and regulations, or that, is causing injurious damage to the organisation or community life, or due to other serious reasons, the respective unit President can decide with the consent of two-thirds of the elected committee members only:

~ A motion of no-confidence and a request for resignation.

~ The dismissal from office (in case of an official).

~ The expulsion of the Past Pupil from the Association.

b) In case of dismissal from office or expulsion of the Past Pupil from the Association, it is important to grant the “accused member” the right of explanation, whether written or oral, prior to the voting.

c) The decisions in the foregoing section may be appealed against by approaching an immediately higher structure.

In addition:

- i) If in the considered opinion of the Unit Executive Committee, a past pupil is found guilty of serious, unbecoming behaviour or any action that is gravely harmful to the association, the committee may decide, with a two-thirds majority vote, to take any suitable action against the member, including his/her removal from office or dismissal from the association. The decision regarding the disciplinary action should be conveyed to the member in writing. Information regarding the disciplinary action taken should be forwarded to the National Committee and to the member's unit committee.
- ii) In exceptional cases, if the Unit Executive committee fails to take action against an erring member, any member of the General Assembly may bring up a motion in the Annual General Assembly for disciplinary action against the member in question. If in the considered opinion of the Assembly the member is found guilty of serious unbecoming behaviour or any action that is gravely harmful to the association, the General Assembly may decide, with a two-thirds majority vote, to take any suitable action against the member, including his/her removal from office or dismissal from the association itself. The decision of the Assembly in this regard is conveyed to the member in writing. Information regarding the action taken is also forwarded to the Provincial Committee.
- iii) A member who is removed from an office or membership in the General Assembly following a disciplinary action contemplated in the above paragraphs, shall not hold office in the local, National or world federations till the completion of the term to which he/she was originally elected. A member dismissed from the association at any level (unit, province or national) shall not be reinstated without the approval of the National Committee.
- iv) An appeal to the immediate superior body (Provincial Committee) against any of the decisions mentioned in the preceding paragraphs is allowed within 30 days of receipt of notice of the action.

Art.26 – Young Past Pupils (GEX)

- (a) The Federation has, among its most important duties, in keeping with the specific mission of the Salesian congregation, the care of youth. The care of youth must be done with proper adaptation
 - (i) For the young persons who are about to leave the salesian institutions, and
 - (ii) For the young persons who have become Past Pupils, by enhancing the value of their presence in the association.
- (c) Keeping in mind the special needs of the groups mentioned above, the Vice-President (Gex), with the collaboration of the Committee and the General Assembly, shall organize suitable programmes for them from time to time. To make these programmes effective, the Unit Vice-President (Gex) shall network with the Provincial Vice-President (Gex).

Art.27 – Secretariat of the Unit

The Unit shall have its office preferably in the Salesian institution where it has been formally established. The institution places at its disposal a place suitable for its meetings and organization.

Art.28 – Newsletter and Website of the Unit

The Unit is expected to publish a newsletter at least once in six (6) months. It is also expected to develop and maintain a website, linked to the national federation website, with the latest information, news and happenings.

Art.29 – Unit Banner and Badge

- (a) Every Unit shall have a banner of its own with the face of Don Bosco printed on the banner. It shall be exhibited on occasions of solemn celebrations and meetings. The Unit banner needs the approval of the Provincial Committee.
- (b) The badge is the same for the entire world confederation. Its use is optional but highly recommended because it is an external sign of unity among the past pupils. On the badge, around the figure of Don Bosco, are the words “Leads and Protects”, indicating the role Don Bosco plays in the life of every past pupil.

Art.30 – Motto of the Association of Past Pupils

The motto of the Association of Past Pupils of Don Bosco shall be as given to us by our Father and Founder, Don Bosco: “KNOW, LOVE, HELP ONE ANOTHER AND KEEP UNITED”.

Art.31 – Identity Card

The Provincial Committee shall provide each life member an identity card which is to be obtained from the National Federation in accordance with the process laid down for obtaining the same.

Art 32 -- Past Pupils “Groups”

By Group is meant an Association of Past Pupils constituted in a place where there is no Salesian institution. The group, like the Unit, is an autonomous body with a Committee of its own. The forming of a Group must be recognized by the Provincial Federation Committee. The animation of the Group pertains to the Provincial Delegate.

Art 33 -- Finances

The Unit is financially supported by the membership subscriptions, contributions and money raised through various other means. Each unit has to contribute towards the support of the Provincial and National Federations.

Art 34 -- Authentic Text

The authentic text of the Statutes is the one approved by the Council of the Indian National Federation of the Past Pupils of Don Bosco.

Art 35 -- Relationship with the Salesian Congregation

- a) The members of the Association see in the Rector Major the image of Don Bosco and they accept him as their guide; they look to the Salesians for an ongoing clear-cut and adequate spiritual guidance. They share in the mission of the Salesian Congregation and pledge themselves to be signs and bearers of God's love to all, especially to the young and to the poor.
- b) The Unit acknowledges the Provincial and the Rector as the representatives of the Rector Major and the Salesian Congregation. They are, by right, members of the Committee but, as a rule, they exercise that responsibility through a Salesian appointed to act as their Delegate.
- c) The basic working principle of the Association is that all deliberations are made with the concurrence of the Salesians according to the family spirit of the educative community, which is characteristic of the Association.
- d) **Salesian Animation**
 - i) The World Confederation recognises, demands and considers the commitment of the Salesian Congregation in the role of animator of the Past Pupils of Don Bosco with the task of maintaining unity of spirit, stimulating dialogue, encouraging brotherly collaboration and promoting an enduring spiritual formation.
 - ii) This animation also involves the Past Pupils and Religious Past Pupils (male and female).
 - iii) Autonomy in communion
 - iv) The lay character, the secular nature and the autonomy of the Provincial Federation, do not hinder the perpetual union with the Salesian Society of Saint Francis of Sales and the other groups of the Salesian Family, but rather serves as a mutual enrichment and for an improved functioning of the Movement.

Art 36 -- Interpretation of Statutes

The day-to-day interpretation and application of these Statutes and Regulations is left to the Executive Committee of the Provincial Federation. In case of any disagreement, the final authority for the authentic interpretation will be the National Delegate of the Indian National Federation of the Past Pupils of Don Bosco.

Art 37 -- Amendments

Any amendment to these Statutes needs the approval of the Council of the Indian National Federation of the Past Pupils of Don Bosco with more than half the members voting in favour.

Art.38 – Days of celebration

The following annual feast days are celebrated:

~ 31st January - Feast of Don Bosco

~ 24th May - Feast of Mary Help of Christians

~ 24th June - World Feast of the Past Pupils in commemoration of Don Bosco's name day and the birth of the Past Pupils Movement

~ 5th October - Feast of Blessed Alberto Marvelli

~ 5th December - Feast of the Blessed Filippo Rinaldi

~ 8th December - Feast of the Immaculate Conception and commemoration of the beginning of the Salesian Family.

The Past Pupils of Don Bosco also participate in the Salesian Family celebrations organised at national, provincial and local level.

**INDIAN NATIONAL FEDERATION OF
PAST PUPILS OF DON BOSCO**

NOMINATION FORM

for Election of the Unit Committee

Candidate's

Photo

As per article 19d of the Statutes of the local unit of Past Pupils of Don Bosco, the Unit representatives of unit are pleased to nominate the following member of our unit as a candidate for the forthcoming Unit Committee elections.

Name of candidate	Age	Current responsibility in the Unit.

For the post of:

- 1) President
- 2) Vice President
- 3) Vice President (GEX)
- 4) Secretary
- 5) Treasurer

6) Committee Member

(Note: A maximum of 2 options -- mentioning Preference 1 or Preference 2 -- can be ticked per nomination)

S/d.....

S/d.....

Unit representative (1)

Unit representative (2)

Approved:

S/d

S/d

Unit Delegate

Unit President

Date:

SEAL

Place:

NB: This form is to be printed out and used for filing the nomination of each candidate.

Kindly return this Nomination Form, duly filled, **before**

to: **The Electoral Commission, Past Pupils of Don Bosco.**

