Sankhuwasabha Tourism Development Society-Kathmandu Statute

2014

Preamble

Whereas it is expedient to establish an organization with the objectives of supporting the nation for its overall development by promoting the tourism business so as to make the various Sankhuwasabha District based religious, social, historical, archaeological significance of rivers, ponds, mountains, lakes, known to the world In making coordination with tourism related companies having been established in Sankhuwasabha District to promote the tourism industries in developing the social, financial, educational and historical sector of the district for the rights and interests of the people living in Sankhuwasabha District,

REALIZING that it is necessary to get the citizens belonging to Sankhuwasabha no matter they are now abroad or elsewhere united with the aim of serving to the backward people by enhancing the good faith and brotherhood amongst all.

AND as all may know that it is necessary to make coordination with all intellectuals, politicians, social activists belonging to the different levels, different governmental and non-governmental organizations to serve to the people living in the district without interest and to address their substantial problems from every angles by maintaining the solidarity of the Sankhuwasabha tourism community, companies and institutions.

Now, therefore, the statute named "Sankhuwasabha Tourism Development Society, Kathmandu" has been enacted subject to the Organization Registration Act, 2034.

Chapter-1

Preliminary

1. Name of the organization

The name of the organization shall be titled "Sankhuwasabha Tourism Development Society, Kathmandu. It shall be abbreviated as Sanpabisa in Nepali and STDS in English

a. Address Where the Organization's Office will be situated

The office shall be situated in Kapan VDC Ward No. 2, Kathmandu district, Nepal.

b. The working area of the office

The working area of the organization shall be extended throughout the country as per necessity by acquiring an approval from the local authorities of the concerned districts.

c. Commencement

This statute shall come into force from the day the organization is registered.

d. Status of the organization

The organization shall be autonomous and body corporate with perpetual succession, non-profit making and non-governmental organization. The organization, except for attaining the objective of the organization, shall not perform any consultation services with or without taking fee.

2. Definitions

Unless the subject or the context otherwise requires, in this statute:

- a) "Statute" means the Statute Sankhuwasabha Tourism Development Society, Kathmandu-2014.
- b) "Organization" refers to Sankhuwasabha Tourism Development Society, Kathmandu-2014.

- c) "Committee" means the working committee of the organization.
- d) "Assembly" means the General Assembly and Special General Assembly as stipulated in the statute.
- e) "Official" means the officials' being associated with this organization.
- f) "Rules, Byelaws" mean the rules and byelaws to be framed under the statute.
- g) "Local Authority means the Chief District Authority.
- h) "Prescribed" or "As Prescribed" means prescribed or as prescribed in the rules or byelaws framed under this statute.
- i) "Founder" member means the 11 members who established the organization.
- j) "Local Agency" means VDC, Metropolitan City, Sub-metropolitan, Municipality and D.D.C.

3. Stamp and Logo of the Organization

- a. The stamp and logo of the organization shall be as per the schedule-1.
- b. Address where the organization's office will be situated: the main office of the organization shall be situated at Kathmandu Metropolis Ward No.
 - 2. The branch office may be opened anywhere throughout the country as per necessity.
- c. Working Area of the organization: The working area of the organization shall be extended throughout the country following the approval of the local authority.

Chapter-2

Objectives

4. Objectives of the organization

The objectives of the organization are as follows:

A) This organization shall remain non-profitable and social welfare organization, the main objectives of the organization is to perform the following works by getting approval of the concerned agency if it deems

- necessary. It may become organizational members of concerned agency or various organizations as per necessity.
- B) To make an attempt to develop the tourism sector such as the trekking, mountaineering, paragliding, jungle safari, home stay, rock climbing and cultural tourism.
- C) To make necessary arrangement to make a tourism master planning for Sankhuwasabha and Arun valley.
- D) To make an attempt for extension of hiking route on Arun, Barun, Merapik, Shivadhara and to make necessary initiative to arrange the short cut way, camping, tea-house lodge to go to the Mount Makalu Himal, world's fifth highest mountain including other mountains by identifying the tourism route in the district.
- E) To take the initiative to be included the Tinjure, Milke, Jaljale, and the capital of Laligurans into the world heritage site lists.
- F) To conduct a number of tourism related trainings, interactions and conferences and awareness raising programs in coordination with the local authority.
- G) To take the initiative to make the Kimathanka border opened forever through the lobbying from the central level with the China Tibet Government.
- H) To take the initiative to make the Sankhuwasabha and Arun valley the model tourism centre in the western region.
- I) To coordinate with tourism related national and international agency and to make the infrastructure for tourism development.
- J) To make the world's deepest Arun valley known in the world.
- K) To assist to develop the special religious tourism sectors including Manakamana, Siddhakali, Shivadhara, Posti Bhanjyang including divine

places like temples, shrines, tatopani, ponds, lakes, wells, deep water and to promote the Gupha Pokhari, Sabha Pokhari, Khyampalung Cave, Lumba Sumba Pass Trekking Trail.

- L) To take an initiative to expand the jet boat for water ride from Chatara to Tumlingtar, Heluwabesi, Bumling.
- M) To take an initiative to start rafting canoeing in various rivers including Arun, Barun, Sabhakhola, Sankhuwakhola.
- N) To study and conduct research for sustainable environment and tourism development.
- O) To conduct or cause to be conducted the environmental sanitation program to reduce the impact of the climate change.

The organization shall organize interaction program, training, meeting, consultation and publish suitable materials to attain the objectives of the organization.

5. Functions that may be performed for attainment of the objectives of the organization:

The organization shall perform following functions to attain the objectives;

- A) The organization shall implement the above mentioned objectives only after getting approval or permission from the concerned authority as per the prevalent laws.
- B) The organization may build; lease or rent building for its use, and it may purchase or hire the necessary instruments like computer, telephone, typewriter, fax machine and vehicle.
- C) The organization may hire employee and determine for their service and conditions.

Chapter-3

Membership

6. Classification of Membership

There shall be basically four types of members of the organization:

A) General Member

Any Nepali national, who has qualifications as stipulated by the section 7 of this Statute, may apply for the membership and be granted with it.

B) Founder Member

The official members including the advisors at the time of incorporation of the organization shall be the founder member. The founder member shall have to pay fee by getting ordinary or life membership.

C) Life Member

Individuals who have contributed towards the fulfillment of the aims and objectives of the organization may be granted Life Membership upon the recommendation of the executive committee

D) Honorary Member

Any Individuals, renowned Nepalese citizen or distinguished social activist may be granted with Honorary Membership. The life member will however not be given voting rights

7. Necessary Qualifications for obtaining the ordinary Membership

Following are the criterions to receive the membership of this organization:

- a) The person should be Nepali citizen,
- b) Having attained the age of 16 years.
- c) Not lost of mental balance

- d) He/she must be found not guilty of misuse of public funds,
- e) Having not convicted and punished on the charges of embezzlement of public property and corruption.

8. Disqualification for the membership

None of the person may obtain the membership of the organization on the following conditions:

- a) Non-Nepali citizen,
- b) Having not attained 16 years of age.
- c) Having bad mental balance
- d) Found guilty of any of the criminal and corruption charged from the court
- e) Having personal interest in the business of the organization.
- f) Having fallen in insolvency.
- g) People became addicted to drugs.
- h) Any person who was convicted by the court and was accused of being involved in any type of theft, robbery, forgery or misuse of possessing assets illegally or charged him with corruption by the court and spent a year jail term.
- i) Having worked contrary to the statute and objectives of the organization.

9. Termination of the membership

The following conditions shall indicate the termination of a membership:

- a) If s/he is not able to receive membership as per the section 8 of this statute,
- b) If the majority of General Assembly numbering to 75% passes the resolution to terminate the membership,
- c) If s/he submits her/his resignation and gets approved,
- d) If s/he is convicted by the court for her/his wrong doings,
- e) If s/he is due with payment of membership,

f) If s/he is convicted for financial misuse or s/he is not found to have fulfilled her/his duties.

Provided that prior to declaring one ineligible, the organization should provide reasonable time to furnish clarification to prove him/her eligible.

10. Membership fee and procedure of granting membership

The members, pursuant to the section 6 of this statute, shall receive the membership upon payment of fee as stipulated following sub-sections.

1) General Member

- a) The Working Committee can grant membership of the organization to any citizen having desire to become a member if s/he submits an application as prescribed by the statute along with the membership fee amounting to Rs 500 for entrance charge and Rs. 100 for annual fee.
- b) A general member shall pay a sum of NRs. 500/- annual renewal charge.
- c) A general member should get his/her membership renewed within the last date of the month of Ashadh each year. Otherwise s/he would be charged the penalty and gets renewed upon the extra payment.

2) Founder Member

- a) Founder members are those who were collectively working to register this organization.
- b) The founder members may obtain general membership or life membership once they pay for it as stipulated by the Statute.

3) Life Member

a) The working committee may grant life membership to the citizens who submit application under the procedures as specified by the Statute along with the membership fee amounting to Rs 2,000.

4) Honorary Member

- a) The general assembly of the organization shall grant an honorary membership to any Nepali citizen who is proved as senior social activist, human rights activist and/or respected Nepali citizen. The honorary members shall enjoy all the prerogatives except for the right to vote.
- 5) The applicant who has applied for the membership would be provided with the cause if s/he is not granted with membership.
- 6) All the members shall be obliged to follow provisions as stated in the rules and byelaws formed as per the Statute.
- 7) A separate record shall be maintained about the members to whom membership has been granted pursuant to the section 1, 2, 3 and 4.

Chapter-4

Provisions related to the General Assembly and Working Committee and its meetings

11. Formation of General Assembly

- 1. Except the honorary members to whom the membership has been granted pursuant to the section 7 of this Statute, the general assembly shall be formed with the presence of life members and general members. The honorary members may have the status of observers of the general assembly. And the working committee shall determine the representation in the general assembly from the village group and district group members. The general assembly shall be the supreme organ.
- 2. The general assembly of this organization shall be as follows:
 - a. Annual general assembly: the annual general assembly shall be held once a year by the end of the month of Ashadh.

- b. Special general assembly: if a total number of ¼ members call on the special general assembly stating the reason, the working committee shall compulsorily call on such meeting within seven days. Provided that special general assembly shall not again be held within six months from the date of holding the general assembly and special general assembly.
- 3. The first annual general assembly of this organization shall be held within two months from the formal registration or the completion of the fiscal year. And the consecutive general assembly shall be held within two months from the completion of the fiscal year.
- 4. A notice shall be sent to the address of the members at least 15 days in advance in case of annual general assembly and 7 days in advance in case of special general assembly stating the venue, date and agenda to be discussed.
- 5. If the general assembly that was called according to the sub-section 4, could not be held due to the want to a quorum as stated under section 18, the next general assembly meeting may be called by giving at least 7 days' notice. The number of participants attending the meeting shall be deemed to be the quorum.
- 6. The minute of the general assembly and the special general assembly shall be kept separately.

12. Functions, duties and powers of the general assembly

The function, duties and powers of the general assembly shall be as follows:

- 1) To approve the planning programs and annual budget submitted by the working committee.
- 2) To discuss and approve the annual report and audit reports submitted by the auditor and provide necessary directives to the working committee.

- 3) Appoint the auditor for the next year.
- 4) Conduct election of the working committee if their tenure is completed.
- 5) Amend the statute; approve the rules and regulations, and other agendas submitted by the working committee.
- 6) To confer honorary membership.
- 7) Endorse the activities evaluating its rationale carried out by the working committee which are supposed to have positive impact on the organization.
- 8) The assembly shall grant the approval on the facilities, remuneration of the employees and their recruitment as submitted by the working committee.
- 9) To approve the proposed budget, statute amendment and work planning.

13. Formation of Working Committee and the tenure

1. Working Committee shall consist of the following 11 members:

Chairperson	1
Vice-Chairperson	1
General Secretary	1
Secretary	1
Treasurer	1
Joint Treasurer	1
Members	5

- 2. The tenure of the working committee shall be of two years.
- 3. If any position of the working committee remains vacant before the annual general assembly, the working committee shall select a member and whose tenure would be of the remaining time of the position that s/he comes to undertake.
- 4. The Chairperson of the working committee shall call the meeting as per the necessity. But if the 51 % majority of the committee demands for the meeting, the Chairperson shall be obliged to call for immediately.

- 5. The meeting of the working committee shall not be held without attending a total number of 51% of the members.
- 6. The chairperson of the working committee shall preside over the meeting, but in his/her absence the vice chairperson shall preside over the meeting. In case the vice-chairman is also absent, a person nominated by the members from among themselves shall preside over the meeting.
- 7. The majority in the meeting of the working committee shall be the final decision, and if the vote goes equal, the chairperson shall have the final decision.
- 8. The agendas of the meeting and the decision made on the agendas shall be documented in a separate minute, and the minute requires the signature of all members who are present. But those members who do not agree in the decision are also required to sign the minute mentioning their note of dissent.
- 9. All the activities of the organization shall be approved by the working committee.
- 10. Notwithstanding anything contained in the sub-rules above, any activities shall be approved and carried out without holding meeting of the working committee if all the members of the working committee submit written agreement and the written agreement shall be stapled in the minute. The understanding made thereof among the members shall be considered to be the decision of the meeting.

14. Functions, duties and powers of Working Committee

- a. To submit the annual program and budget of the organization before the general meeting
- b. To implement the decisions of the general meeting abiding by the provisions stated as per the statute.

- c. To conduct such program giving benefits to the organization.
- d. To be responsible for general meeting.
- e. To make maximum use of resources available for attaining the objectives of the organization.
- f. To form an advisory committee containing qualified person or size, subcommittee or to form other committees and to segregate work as per necessity.
- g. To make work planning, to collect the resources, to supervise, monitor or to appraise or cause to be appraised to execute the activities of the organization. To conduct research or study in the relevant subjects as needed.
- h. To protect assets and to manage the income and expenditure of the organization and mobilize it by opening a bank account.
- i. The rules shall be formulated subject to the statute however the approval of such rules shall be made by the general meeting.
- j. To form an advisory committee consisting of the potential personality, other committee, sub-committee and divide their works as per necessity for attaining the objectives of the organization.
- k. To act as a leading role for the organization.

15. Cessation of office-bearers of Executive Committee

The chairman may submit resignation to the working committee through the vice-chairman and other portfolio including vice-chairman may submit resignation before the chairman.

16. Other Committees:

1. The working committee, as per necessity, may form other committees and sub-committees subject to the statute but it needs to be approved by the general assembly meeting.

2. The functions of the sub-committees shall be as prescribed by the working committee.

Chapter-5

17. Functions, duties and powers of the Chairperson

- a) Chair the working committee and general assembly, and conduct the meetings,
- b) To cast the decisive vote,
- c) Represent the organization and or nominate the representative,
- d) Lead the organization,
- e) Direct the general secretary to call for the meeting as per need,
- f) Allocate and distribute the responsibilities to the members and other officials,
- g) Certify the documentation,
- **h)** Carry out other activities as prescribed by the Statute.

A. Functions, duties and powers of the Vice-Chairperson

- a) Assist the chairperson,
- b) Undertake the responsibilities allocated by the chairperson,
- c) Undertake the responsibilities in the absence of chairperson.

B. Functions, duties and powers of the General Secretary

- a) Run the secretariat of the organization,
- b) Call the meeting as directed by the chairperson,
- c) Make sure the documentation of the meeting is secure,
- d) Undertake other responsibilities as allocated by the chairperson,

C. Functions, duties and powers of the Secretary

- a. Undertake the work assigned by the General Secretary
- b. To work as the general secretary in his absence.
- c. To keep the documentation secure.
- d. To carry out other duties assigned by the Chairman

D. Functions, powers and duties of the Treasurer

- A. Manage and look after the fund of the organization
- B. To submit annual program and the budget to the general assembly.
- C. To maintain the account updated.
- D. To have the annual account audited.
- E. To carry out and cause to be carried out the work assigned by the chairman

E. Functions, powers and duties of the Joint Treasurer

- a. To undertake the work assigned by the treasurer.
- b. To work as the treasurer in his absence.
- c. to maintain the account updated.
- b. to have the annual account audited.
- e. To carry out other work assigned by the chairman.

F. Functions, powers and duties of the members.

- a. To give active participation in the meeting of the committee.
- b. To carry out or cause to be carried out the work assigned by the chairman
- c. To carry out or cause to be carried out the work for the interest of and attainment of the objectives of the organization.
- d. To provide very constructive role for the organization.

18. Quorum

a. The general assembly shall not function anything if the quorum does not constitute 60 % of the total general members.

b. But as mentioned in the section 11 (5) of this Statute, the re-called meeting of the general assembly shall be held if 51 % of the total members be present.

Chapter-6

Financial Provisions

- **19.** There shall be a separate fund of the organization. And the fund will be received under following headings.
- a. Membership fee, entrance membership fee
- b. Donation obtained voluntarily by any person, and the amount received as assistance
- c. Money received from selling the properties of the organization
- d. Grants received from the Government and National and International Organizations
- e. Donations received from the donors and the social workers
- f. Money obtained from the activities conducted by the organization
- g. Other sources of the organization
- h. The organization must receive prior approval from the Social Welfare Council for receiving grant support from foreign persons and organizations.
- i. The amount received shall be collected and deposited in the bank.

20. Bank Account

The bank account shall be run by the joint signature of the Chairperson and Treasurer. The process in terms of expenditure and keeping the ledger shall be maintained as per the prevalent laws.

21. Mode of expenditure of the Fund

The fund accounted in the bank shall be mobilized under following procedures:

- a) The fund shall not be used if the annual budget planning and program is not approved.
- b) The fund shall be used under the supervision of budget and program approved by the general assembly.
- c) The report of financial expenditure should be submitted in the general assembly.
- d) The fund to be spent should be under special procedure

22. Accounts and auditing of the organization

- A. The income and expenditure of the Organization shall be kept according to prevailing law.
- B. The financial transition of the Organization shall get audited by the registered auditor according to prevailing law.
- C. The account/s of the Organization may be audited and cause to be audited by the local authority or His Majesty's Government if and when the same requires.
- D. The appointment of auditor shall be performed by Annual General Assembly. Provided that, the appointment of auditor shall be performed by the Working Committee until the first General Assembly is formed.

Chapter-7

23. Provisions relating to Election, Motion of no-confidence, Amendment of the Statute

Provisions relating to Election

- 1. The three members' election committee shall be formed by the Working Committee for the election of the working committee.
- **2.** The election committee shall maintain election procedure itself subject to the prevalent laws.

- **3.** The decision of the election committee shall be the final in case of arising any kinds of election related disputes.
- **4.** The election committee shall be dissolved on the next day of the election.

24. Candidacy and Eligibility of the Candidate

The candidate to be nominated for working committee shall have following merits:

- a) Must be the Nepalese citizen in order to be a candidate for any post of the organization.
- b) Must be 16 years of age.
- c) Must be committed and active to the objectives of the organization.
- d) The person having desire to be a candidate must have a valid membership of the organization before a year prior to holding an election. Provided that the continuous provision shall not be applicable for the first election to the organization. In case of vacant of any of the post, it may be recruited as per the decision to be made by the working committee for the remaining period.
- e) Must not be a member of election committee.
- f) One general member must propose and a member must support to be a member for the executive member.
- g) The election consists of five members including the chairman. The chairman shall nominate other officials from amongst the 5 elected members.
- h) Must not be charged of criminal offence.
- i) Having not worked contrary to the interest of the organization.

25. Motion of no-Confidence

- a. The motion of no-confidence should be registered at the organization clearly mentioning against who members it is targeted to.
- b. The language of the motion of no-confidence should be written in decent language.
- c. The agenda should be clear, lucid and practical.

- d. To register the motion of no-confidence against any member of the organization, at least one-fourth members of the working committee shall clearly sign on the motion.
- e. As registration made of the motion of no-confidence under the subsection 1 of the Statute, all the members of the organization shall be informed about the venue, date and time of the general assembly to be held as per the section 11 (3) of this Statute.

e) The procedure of the discussion on the motion of no-confidence

- a. The chairperson of the general assembly shall grant permission, as per the sub-section 1 of this Statute, to the member in the general assembly as to who should bring the motion of no-confidence and for what reason it is grounded to be brought.
- b. The chairperson shall grant the member, who has submitted motion of no-confidence, an opportunity to express the statement as per sub-section 3 (a) and grant the members up to number three to express the statement against the claim that the previous member has submitted.
- c. The chairperson according to the sub-section 1 of this Statute shall grant the members against whom the motion of no-confidence has been lodged with the permission to express his/her statement in order to defend his/her views.

f) Decision on the motion of no-confidence

- a. The two third majority of the general assembly can approve the motion of no-confidence.
- b. The Chairperson shall reach the decision allowing the members to vote for the side and against of the motion of no-confidence.

c. The member of the general assembly shall not be faced with the motion of no-confidence within the period of six months before he/she gets elected.

26. Amendment of the Statute

Regarding the amendment of the Statute, the two-third members of the total number shall forward a proposal for the amendment to the general assembly and the amendment shall be carried out in actuality if two-thirds of the members present during the assembly vote in its favor. The amended statute shall come into effect the day it gets approved by the local authority.

27. Framing laws and by-laws

- a. If it is necessary to make necessary bye-law for the conduction of day to day function of the organization, the Executive Committee may make necessary bye-law. Provided, however, that the bye-law has to be approved by the simple majority of the General Assembly.
- b. If such bye-law is inconsistent with this statue and with the prevailing Nepal government law, which shall ipso facto be ineffective to the extent of such inconsistency.

28. Provisions relating to the Employee

- a. In order to carry out the organizational daily activities and planning of the programs, there shall be the employees who shall take care of all the activities, and whose allowance, remuneration and other facilities and conditions shall be determined as per the decision of the working committee.
- b. The local authority, district development committee and social welfare council shall be notified if the organization is to obtain any assistance in the form of advisor or volunteer provided by the foreign organization and

the rationale behind his/her association, the kind of service, facilities and the quality that s/he has to offer.

29. Dissolution of the Organization

- a. The general assembly shall dissolve the organization by submitting and approving special proposal, if it sees the need for.
- b. According to the Sub-Section 1 of the Statute that the organization is to be dissolved, the general assembly shall hire one or more liquidators and auditors to check out the financial transaction of the organization.
- c. The remuneration of the liquidator and auditors shall be determined by the general assembly, which is mentioned in the Sub-Section 2 of this Statute.
- d. If the organization is dissolved with some reason, the assets of the organization, except relating to responsibilities of the organization, shall be of the government of Nepal.

30. Interpretation

The working committee shall have the power to interpret the rules and regulations developed as mentioned in the Statute.

31. Management of Confidentiality

The members/officials of this organization should maintain confidentiality of the activities of the organization and shall not go against the welfare of the organization. The members of the working committee and general assembly shall not use any abusive language in the general assembly or in the meeting.

32. Abiding the Law

The provisions prescribed in this statute, if found contrary to the prevailing law of the country, shall be rendered automatically dysfunctional.

33. Obliged to Directives

The organization shall be obliged to the directives issued time and again by the Government of Nepal or local authority.

34. Ad Hoc Committee

- **a.** The ad hoc committee, which was formed to register the organization, shall call the meeting of general assembly within six months of the registration of the organization and shall hold the election of working committee, which shall be notified to the local authority.
- **b.** The activities and the procedures carried out by the working committee shall be valid as the Statute unless the first election takes place.

We, the following founder members of Sankhuwasabha Tourism Development Society, Kathmandu, have agreed to perform the task according to the Statute and signed this statute in the presence of whereof witness.

Name, Surname and Address of the	Name, address and signature of
Founders	witnesses
Name, Surname: Mingma Sherpa	Name: Toshi Sherpa
Address: Sankhuwasabha District, Makalu	Address: Makalu 9
V.D.C. Ward No. 9	Signature: Sd.
Signature: Sd.	
Name, Surname: Padam Bahadur Chamling	Name: Arjun Trital
Address: Sankhuwasabha District, Khurang	Address: Sankhuwasabha, Khurang –
V.D.C. Ward No. 8	8
Signature: Sd.	Signature: Sd.
Name, Surname: Sujan Kumar Rai	Name: Renuka Rai
Address: Sankhuwasabha District,	Address: Sankhuwasabha, Pawakhola
Pawakhola V.D.C. Ward No. 2	-2
Signature: Sd.	Signature: Sd.

Name: Sila Gurung
Address: Matsyapokhari – 2,
Sankhuwasabha
Signature: Sd.
Name: Pasang Phinjo Bhote
Address: Hatiya – 3
Signature: Sd.
Name: Mira Gurung
Address: Sankhuwasabha,
Matsyapokhari – 4
Signature Sd.
Name: Shanti Devi Rai
Address: Makalu – 7
Signature: Sd.
Name: Pemba Leki
Address: Makalu – 5
Signature: Sd.
Name: Dawa Nurpu Sherpa
Address: Makalu – 4
Signature: Sd.
Name: Mina Tirpati Subedi
Address: Madi Mulkhark – 1
Signature: Sd.

Annex-1

Stamp and Logo of the Organization