

From

Rakesh Mehta Advocate
District Courts Narnaul.

To

1. Sh. P.C. Gupta Advocate Narnaul.
2. Sh. Manoj Yadav Advocate (Begpur)
3. Sh. Vijaypal Singh Advocate (Gahali)
4. Sh. Vikas Yadav Advocate (Faijabad)

Subject Framing of rules for the welfare fund of Advocates

Dear Sir,

On the aforesaid subject in pursuance of the resolution of District Bar Association Narnaul dated 2.5.2025 communicated to me by Secretary of Bar Association Narnaul and as per the discussion and deliberations of the rule framing committee, the final drafts of the rules is ready for your perusal, consent and signatures.

You are requested to sign the enclosed final draft of the rules, on each page of total 20 pages, in token of its approval and your consent, within two days so that it may be forwarded to President of District Bar Association Narnaul for further necessary action.

Thanking you for your cooperation and valuable suggestions in this matter.

Your's Sincerely

Rakesh Mehta Advocate

Narnaul.

Copy is forwarded to President District Bar Association Narnaul for information.

The Narnaul Advocates Welfare Fund Rules 2025.
(Adopted by The General House Resolution date 29.8.2025 by
District Bar Association Narnaul w.e.f. 29.8.2025)

Object and Reasons

Members of District Bar Association Narnaul are the indispensable part of the justice delivery system at District Head Quarter Narnaul. They work indiscriminately irrespective of caste, creed and religion to uphold the Constitution of India, Rule of Law and to earn high dignity of judiciary in the public esteem catering to the needs of the society. In spite of owing social, moral and legal responsibility they are to lead an unsecured life due to lack of adequate welfare measures at their need.

Average lawyer faces hardship, the rigorous of which can be reduced and softened with purposeful social security and social insurance. The legal profession is no doubt affluent at the top and the upper middle levels, but after that hardship and tragedies should be protected by unique welfare scheme.

This is an attempt to show beacons of light and to give some amount of solace to a deserving member of the bar by providing assistance at his need by way of creating welfare fund of the association. It is found that the provisions for welfare of the Advocates have been made by the Bar Council but the same are not found sufficient at local level. Therefore in addition to the same, the present scheme is prepared to provide assistance to the members of The Narnaul District Bar Association in order to lead a decent life with dignity.

To ensure social security to the members of the legal profession in District Bar Association Narnaul, it has been considered expedient to constitute welfare fund to be managed by a committee under the aegis of District Bar Association Narnaul, so that in the event of death, critical illness and disability, the Advocate or his nominee or his dependent, as the case may be, may get ex-gratia grant from the said fund. This measure would provide some sort of social security or assistance in case of need to the member of legal profession who are enrolled in District Bar Association Narnaul as Advocate.

1. Short title, extent and commencement:

- a. These rules may be called as The Narnaul Advocates Welfare Fund Rules 2025.
- b. It extends to all the Advocates who are enrolled with District Bar Association Narnaul and are in active regular practice here.
- c. It shall come in to force from the date when adopted by the general house of District Bar Association Narnaul in its meeting.

2. Definition in these rules, unless the context otherwise require:-

- a. Act means The Advocates Act 1961.
- b. Advocate means a person whose name has been entered in the State Roll of Advocates prepared and maintained by the Bar Council of Punjab and Haryana Chandigarh under section 17 of The Advocates Act 1961 (Central Act No. 25 of 1961) and who is a regular practitioner member of District Bar Association Narnaul.
- c. Advocates Welfare fund or fund means the fund constituted under these rules.

- d. Bar Association means District Bar Association Narnaul District Mahendergarh (Haryana).
- e. Bar Council means the Bar Council of Punjab and Haryana Chandigarh constituted under section 3 of The Advocates Act.
- f. Managing Committee means committee constituted under these rules to operate, maintain and manage The Narnaul Advocates Welfare Fund.
- g. Critical illness means the following illness:-
 - i. Cancer in any form.
 - ii. T.B.
 - iii. Hepatitis B
 - iv. HIV
 - v. Coronary Heart Disease for which bypass/angioplasty is required.
 - vi. Kidney failure, partial or complete, which require dialysis from time to time and the remedy is only Kidney transplantation.
 - vii. Liver disease requiring liver transplantation.
 - viii. Thalassemia
 - ix. Paralysis
 - x. Neurological disorder.
 - xi. Treatment of accidental injury
 - xii. Any other critical illness, which committee decides on the application, submitted by the applicant on the basis of the relevant medical record.

Provided that every such critical illness has to be certified by the specialized doctor of Govt. Hospital of same disease or by the board of

medical officers constituted or approved by the Civil Surgeon Narnaul/Medical Superintendent, Govt. Hospital Narnaul and verified by any of two members of this managing committee which thereafter can be accepted by the committee.

- h. Dependents means wife/widow, husband, father, mother, if they are otherwise not able to sustain themselves and unmarried minor children of the Bar member and includes major children who are suffering from physical disability or insanity and who were maintained by deceased bar member.
- i. Disability means any physical or mental disability by which more than 10% permanent disablement occurs to the person of an Advocate due to any accident or incident or illness.
- j. Hospitalization means and includes hospitalization of more than 3 days for any injury and critical illness.
- k. Insurer shall have the meaning assigned to it in clause 9 of section 2 of Insurance Act 1938.
- l. Member of the fund means an Advocate who is admitted to the benefits of the fund under the provisions of these rules and continues to be member of District Bar Association Narnaul.
- m. Nominee means nominee appointed by the member of the fund to receive the benefits arising from such membership in the event of his death.
- n. Regular practitioner means an Advocate practicing in District Courts at Narnaul who is member of District Bar Association Narnaul and is active and regular practitioner here.

Regular practitioner means the
Advocate as member of District Bar Association Narnaul,

appear at least in 5 cases in a year in District Court at Narnaul from the date of enforcement of these rules.

Regular practitioner is also inclusive of those Advocates who are members of District Bar Association Narnaul and are functioning as Notary Public under the Authority of State Govt. of Haryana or Union Govt. of India, as the case may be and who is attesting the documents atleast 12 in a year from the date of enforcement of these rules.

It is also clarified that in case of dispute about the status of regular practitioner, the decision of the managing committee shall be final and it may consider even those members of this District Bar Association who are not marked present in the court for 5 cases in a year, in view of the peculiar circumstances of the family of concerned Advocate, seeking the ex-gratia grant from this association.

- o. Stamp/Welfare Fund fee stamp means the stamp printed on the vakalatnama/memo of appearance by the office of District Bar Association Narnaul.
- p. State means State of Haryana.
- q. Vakalatnama means and include memo of appearance or any other document by which an Advocate is empowered or plead before District Courts at Narnaul but does not include the authorization by an Advocate to another Advocate for seeking adjournment for a particular date.
- r. Welfare means statutory procedure or social effort designed to promote the basic physical and material well being of people in need.

- s. Year means a period of 12 months commencing from first day of April and ending on 31st day of March next.
- t. Words and expression used and not defined in these rules but defined in The Advocates Act 1961 and the Advocates welfare fund Act/Rules formulated by the Bar Council of India or by Bar Council of Punjab and Haryana Chandigarh, shall have the meanings respectively as assigned to them in the said Acts.

3. **Constitution of The Narnaul Advocates Welfare Fund:**

- a. District Bar Association Narnaul shall constitute a fund to be called as The Narnaul Advocates Welfare Fund.
- b. There shall be credit to the fund :
 - i. Any initial amount to be contributed by District Bar Association Narnaul to the fund at the time of its constitution.
 - ii. Any further contribution that may be made by District Bar Association Narnaul.
 - iii. The amount paid by the members of District Bar Association Narnaul or any Advocate relating to other Bar Association, who is appearing in the Courts at Narnaul.
 - iv. Any voluntary donation or contribution made to the fund by Bar Council of India, Bar Council of Punjab and Haryana, any Bar Association, any other Association or Institution, any Advocate or any other person as well as costs awarded by the Courts and payable to this fund and also the fine imposed by the Bar Association and payable to this fund.

If any person other than Advocate contribute the donation in this fund, it should be from a legal and valid source and can only be made through cheque/band draft/bank transaction i.e. in a legal way.

- v. Any grant which is made by the State Govt. or its Ministers to the fund under appropriation duly made in this behalf.
- vi. Any grant which is made by the M.P. (Lok Sabha or Rajya Sabha) or any Minister of Union Govt. of India to the fund under appropriation duly made in this behalf.
- vii. All sums received from the insurance company on the death of member of the fund under any group insurance policy.
- viii. Any profit or dividend received from the insurance company in respect of the policies of group insurance and medical health care policies of the members of District Bar Association Narnaul.
- ix. Any interest or dividend or other return of any investment/bank deposits made of the fund or its any part.
- x. All sums collected towards the fees, annual subscription or interest thereon.
- xi. All sums collected by way of sale of stamps/forms/ vakalatnama etc.
- xii. Funds collected by above means shall have to be deposited in a nationalized bank in FDRs as well as saving bank account in the name of The Narnaul

Advocates Welfare Fund under the control of District Bar Association Narnaul in which name the account shall be opened and it shall be operated and managed by the Chairman along with either of Secretary or Treasurer of the Managing Committee. The amount shall be deposited either in FDR or in saving bank account with option of deposit in auto sweep facility or in any other scheme of the nationalized bank fetching maximum interest on the deposit.

xiii. The funds shall be used only for the welfare of Advocates, who are member of District Bar Association Narnaul and in regular practice here and nobody shall be permitted to use the amount of fund other than the purpose of welfare of Advocate.

4. Establishment of Managing Committee :

- a. The General House of District Bar Association Narnaul shall, by resolution in the meeting, establish w.e.f. such date as may be specified therein, a managing committee to operate control and manage The Narnaul Advocates Welfare Fund which is being constituted under these rules.
- b. The Managing Committee shall be a body corporate by the aforesaid name having the perpetual succession and a common seal with power to acquire, hold and dispose off property and to enter in to contract and shall by the said name sue or be sued.

c. The committee shall consist of the following office bears and members :-

- i. President of District Bar Association Narnaul shall be the ex-officio President/Chairperson of this committee.
- ii. Secretary of District Bar Association Narnaul shall be the ex-officio Secretary of this committee.
- iii. Treasurer of District Bar Association Narnaul shall be the ex-officio Treasurer of this committee.
- iv. One advocate member of District Bar Association Narnaul to be nominated by District Bar Association Narnaul from amongst the Advocate having regular practice of 10 years to 20 years in District Courts Narnaul, by way of passing the resolution in the meeting of general house as member of the Managing Committee.
- v. One advocate member of District Bar Association Narnaul to be nominated by District Bar Association Narnaul from amongst the Advocate having regular practice of 20 years to 30 years in District Courts Narnaul, by way of passing the resolution in the meeting of general house as member of the Managing Committee.
- vi. One advocate member of District Bar Association Narnaul to be nominated by District Bar Association Narnaul from amongst the Advocate having regular practice of above 30 years in District Courts Narnaul, by way of passing the resolution in the meeting of general house as member of the Managing Committee.

5. **Disqualification and removal of member of Managing Committee:**

No person shall be nominated and continued to be a member of Managing Committee constituted under these rules if he/she :

- a. Is of unsound mind and stands so declared by a competent court or
- b. Is or at any time has been adjudicated insolvent or
- c. Is or has been convicted by a criminal court for an offence involving moral turpitude, unless such conviction has been set aside or
- d. Is a defaulter of District Bar Association Narnaul or this fund or
- e. Is debarred from practicing on the ground of professional or other misconduct.
- f. Ceases to be an Advocate under the Advocates Act 1961.

6. **Resignation and Casual Vacancy of nominated member:**

Any member nominated under rule 3 and 4 above, may resign his office by giving one month notice in writing to the Chairperson of the committee and on acceptance of such resignation by the chairperson, the said member shall be deemed to have vacated his office.

If any member nominated under rule 3 and 4 above, becomes subject to any of the disqualification mentioned in rule 5 above or remain absent without leave from the committee for more than 3 consecutive meetings of the committee, his seat shall thereupon become vacant.

A casual vacancy of any nominated member arising in the circumstance detailed above, shall be filled in as soon as possible in the same manner and for the term or duration as mentioned in these rules.

7. **Act of committee not to be invalidated by vacancy, defect or irregularity:**

Any act or proceedings taken, under these rules by the committee, shall not be invalidated merely by reason of :

- a. Any vacancy or defect in the constitution of the committee or
- b. Any defect or irregularity in the nomination of any person as a member thereof or
- c. Any defect or irregularity in such act or proceeding not affecting the merit of the case.

8. **Vesting and application of the fund:**

The funds shall vest in and be held and applied by the committee to the provisions and for the purposes of these rules.

9. **Functions of managing committee:**

- a. The committee shall administer the fund
- b. In the administration of the fund, the committee shall, subject to the provisions of these rules
 - i. Collect, preserve, manage and utilize the fund.
 - ii. Fund in trust; hold the amounts and assets belonging to the fund.
 - iii. Receive applications for grant out of the fund and dispose of the same within 2 months from the day of receipt.
 - iv. Receive the applications from the member of the fund, their nominee, dependents or legal representatives, as the case may be, for payment out of the fund and conduct such inquiry as it may deem necessary for

disposal of such application and shall dispose off the applications within 2 months from the day of receipt thereof.

- v. Record the decisions of the applications in the proceeding book of the committee. Such decision can be taken by majority of the 6 members of the Managing committee in its meeting.
- vi. Pay the grant out of the fund to the applicants.
- vii. Communicate the decision of the application to the applicant by registered post or by electronic/digital means.
- viii. Appoint any such person, as it may think necessary for carrying out the purpose this act, on such terms and conditions as it may decide in the peculiar facts and circumstances and occasion of the matter.
- ix. Do such other acts as are, or may be, required to be done by it under these rules.

10. **Accounts and Audit:**

- a. The committee shall keep and maintain the receipt book having the printed number of book and serial number of receipt therein in the name of The Advocates Welfare Fund under the control of District Bar Association Narnaul and would regularly maintain the same.
- b. No amount shall be received without issuing the receipt.
- c. The committee shall keep and maintain books of accounts and other books in such form and in such manner as required under the relevant law and the rules or as per the requirement of these rules.

- d. The accounts of the committee shall be put up before the general house of District Bar Association Narnaul quarterly for approval and also once in a year at the end of concerned financial year.
- e. The accounts of the committee shall be annually got audited from certified chartered accountant. The accounts of the committee along with the audit report of CA shall be forwarded to the general house of District Bar Association Narnaul within one month from the ending of concerned financial year for its discussion and approval. After considering the same the District Bar Association Narnaul may issue such directions, as it deem fit, to the committee in respect thereof.
- f. The committee shall comply with the direction of District Bar Association Narnaul.
- g. The committee shall pay the audit charges and the charges of maintenance of accounts and the account books out of the fund.

11. Powers and duties of President:

- a. To overall supervise and control all the functions, operation and management of the funds and the functions of the managing committee.
- b. To preside over the meeting of the committee and to take the decisions with the assistance of the members.
- c. To operate, control and manage the bank accounts of the fund with assistance of either secretary or treasurer as the case may be.

- d. To have all such powers and duties which are required for carrying out the object and functions of the fund in its true letter and spirit.
- e. President shall be bound by the majority decision of the managing committee and would be responsible for its implementation.
- f. In any case the office of President is vacant or due to any reason the President is not functioning, in that event Vice-President of District Bar Association Narnaul would continue to act as officiating President and he would be included in the term President used in these rules and would officiate as President of Managing committee also for such time being till the elected President resume his duty.
- g. In case of emergency, if due to compelling reasons and circumstances arising for emergent help to the Advocate member of this Bar Association or his dependent family, the President can extend the financial help to such family or Advocate by way ex-gratia grant but it would be subject to ratification or approval in the immediate next meeting of the managing committee.

12. Powers and duties of Secretary:

Secretary of the committee shall :

- a. Be the Chief Executive officer of managing committee and responsible for carrying out its decisions.
- b. Represent the managing committee in all the proceedings and suits for and against the committee.

- c. Authenticate all decision and instructions of the committee by his signatures.
- d. Operate the bank account jointly with the Chairperson/ President of Managing Committee or his nominee. It is made clear that signature of President/ Chairperson of Managing Committee is must for operating the bank accounts and he can take assistance of either secretary or the treasurer as the case may be.
- e. Convene the meeting of the committee and to record the proceedings.
- f. Attend the meetings of the committee with all necessary record and information.
- g. Maintain such form, register and other record as may be prescribed from time to time and do all the correspondence relating to the committee.
- h. Prepare the quarterly report with assistance of Treasurer and to send the same to District Bar Association Narnaul for information and approval.
- i. Prepare the annual statement of the business transacted by the committee during each financial year, within 2 months from the end of concerned financial year, with assistance of Treasurer.
- j. Do such other acts as may be directed by the committee.
- k. To keep the relevant record of the proceedings of the committee, all the correspondence, reports, applications, decisions thereof etc. in safe custody.
- l. The Secretary shall call in the meeting of the Managing Committee either under the order of the President/Chairman or

on the requisition of 50% members of the Managing Committee, as the case may be by issuing the agenda at least 24 hours in advance. The intimation of the meeting can be given to the members and officer bearers of the managing committee or to the District Bar Association Narnaul either through letter by hand or by digital mode of whatsapp/E-mail/ phone call etc.

13. Functions and duties of Treasurer:

- a. To issue the receipt of all the donations, contributions and the grants received in the fund.
- b. To maintain all the accounts of the fund properly and regularly as per the standard of accountancy.
- c. To assist the secretary for preparing the quarterly report to be submitted to District Bar Association Narnaul.
- d. To assist the Secretary for preparing the annual report to be submitted to District Bar Association Narnaul.
- e. To perform all such duties and acts so as to get the audit of the accounts of the fund annually from the certified chartered accountant within one month from the end of concerned financial year and to send the audited account with audit report to the secretary for onward forwarding to the District Bar Association Narnaul.
- f. To ensure that cash in hand of the amount belonging to the fund is not retained by any one beyond 3 days and in case these days fall in holidays of the bank, in that event the next working day of the bank would be considered for depositing the amount.

- g. To do all such acts and duties as directed by the President/ Chairperson and the Secretary of the committee or any other directions received from District Bar Association Narnaul for achieving the objects of these rules.
- h. To keep the relevant record of the accounts of the fund in his safe custody.
- i. To get the annual accounts audited from the auditor/registered and licensed Chartered Accountant within 2 months from the day of ending of the concerned financial year and to submit the report thereof within 15 days in the meeting of general house of District Bar Association Narnaul and to follow the advice/ direction of the decision of the general house.

14. Restrictions on the benefits from the fund:

- a. No grant shall be paid in cash to any person out of these funds.
- b. Grant is to be paid to the eligible and entitled Advocate or in case of his physical difficulty to his dependents and preferably to his wife. In case of payment to the dependent family member of the grantee or to anyone of legal heir, if all other legal heirs of the grantee give their consent in writing under due attested authorization.
- c. The grant is to be paid by bank draft/account payee cheque or any other mode of banking transaction.
- d. The grant is not to be paid to the same person for more than once in one financial year unless and until the necessity of grant to him is certified by full house meeting of District Bar Association Narnaul in exceptional circumstances.

If the request of second time or more than

once in a year for payment of grant is received from the concerned same Advocate/his dependents/his LRs, the matter would be referred to District Bar Association Narnaul for approval before making the payment.

- e. The grant shall be paid to any such Advocate, who is member of District Bar Association Narnaul and having regular practice here, who is sufferer of critical illness as defined above or to the legal heirs/nominee in case of death of any such Advocate.

However the grant shall be made only to the dependent family member of the concerned any such Advocate who is/are not able to maintain himself/themselves.

It is made clear that family of the concerned Advocate shall not be paid the grant if he/she is in Govt. service or in private service having the income of more than Rs.50000/- per month or having any other source of income of more than Rs.50000/- p.m.

- f. The amount of the fund is to be utilized only for ex-gratia grant in case of death or sufferer of critical illness or any such serious illness having more than 3 days hospitalization period as certified by the doctors on the basis of medical record, who is to be nominated by the Civil Surgeon/Medical Superintendent Govt. Hospital Narnaul.
- g. It is also made clear that except the aforesaid ex-gratia grant mentioned in sub rule above, the funds shall only be used for payment of the installment of group insurance policy and/or Medical Health Insurance Policy for the members of District Bar Association Narnaul to be booked by the managing committee of this fund.

15. **Accountability and Liability of funds utilization:**

- a. The members of managing committee shall be personally liable and accountable for the misuse in application of the fund or grants given to ineligible persons or any loss caused to the fund by way of negligence or misappropriate or embezzlement or otherwise.

16. Meeting of the committee:

The managing committee shall meet, at least once in three calendar months or more often if found necessary to transact the business under these rules.

17. Manner of holding the meeting

- a. The meeting shall be presided over by the Chairperson/ President or in his absence by the Secretary of the Managing Committee.
- b. At least 4 out of 6 members should be present in the meeting for quorum out of whom the presence of Chairperson/President and Secretary is must. In counting the number for quorum, the President, Secretary, Treasurer and 3 members nominated by District Bar Association would be considered as total 6 members out of whom the quorum would of 4 persons.
- c. The meetings of the committee shall be held ordinarily in the office of District Bar Association during court timings.
- d. Any matter coming up before the committee shall be decided by the majority votes of the members. However in case of dispute the matter shall be referred to the general house of

District Bar Association Narnaul for decision which shall be final.

18. Ex-gratia Grant out of fund

a. The committee, on application submitted to it, and after being satisfied about the genuineness of the claim, may allow ex-gratia grant to any regular practitioner member Advocate of District Bar Association Narnaul or his dependents/legal heirs from the fund :

- i. In the case of hospitalization of more than 3 days involving a major surgical operation.
- ii. In case of suffering from critical illness or disability defined above.
- iii. The grant so allowed, shall not exceed a sum of Rs.2 lacs in case of death and Rs.1 lacs in case of critical illness and Rs.50000/- in case of surgical operation involving more than 3 days hospitalization and shall not exceed Rs.1 lacs in case of permanent disability up to 50% and shall not exceed Rs.2 lacs in case of permanent disability beyond 50%, affecting the earning capacity and efficiency of the concerned Advocate in performance of his professional duty.

19. **Tenure of the Nominated members of Managing Committee:**

a. The tenure of three nominated members of the Managing Committee would be for 2 years from the day of nomination but extendable further by decision of general house of District Bar Association Narnaul. It is clarified that President, Secretary and Treasurer of DBA Narnaul are the ex-officio office bearers of this

Managing Committee, as such their tenure only for the duration in this Managing Committee also, during which they enjoy such status in DBA Narnaul.

P.C. Gupta Advocate

Rakesh Mehta Advocate

Manoj Yadav Advocate (Begpur) Vijaypal Singh Advocate
(Gahali)

Sh. Vikas Yadav Advocate (Faijabad)

From

Rakesh Mehta Advocate
District Courts Narnaul.

To

President,
District Bar Association, Narnaul.

Subject Framing of rules for the welfare fund of Advocates

Dear Sir,

On the aforesaid subject in pursuance of the resolution of District Bar Association Narnaul dated 2.5.2025 communicated to me by Secretary of Bar Association Narnaul, the committee formed by the Bar Association has prepared the relevant rules.

Please find enclosed herewith final draft of **The Narnaul Advocates Welfare Fund Rules 2025** which is duly consented and approved and signed by all the members of the committee framing these rules.

Thanking you for your cooperation and valuable suggestions in this matter.

Your's Sincerely

Rakesh Mehta Advocate

Narnaul.

MESSAGE

Santokh Singh Yadav
Advocate/President,
District Bar Association
Narnaul.

It gives me immense pleasure in presenting the official website of District Bar Association Narnaul (in name of dbanarnaul.com) on the occasion of 166th year of establishment of regular courts at Narnaul which is District Head Quarter of District Mahendergarh (Haryana). This website is providing administrative and legal history of District Courts Narnaul as well as also of District Mahendergarh, Telephone Directory of members of District Bar Association Narnaul and Constitution of this Association, Procedure of enrollment of new Bar Members, details of public utility services in or around Narnaul.

I am thankful to all the members of District Bar Association Narnaul who have extended their best cooperation to me in drafting and preparation of this official website. I take it my privilege to extend my heartiest thanks to Mr. Asmit Yadav who has done a commendable work in preparing this website and contributed his valuable time for the same on honorary basis.

I also take it as my duty to convey my heartiest thanks to all the persons directly or indirectly involved in this great job who provided the material in completion of this job and who encouraged me for taking up this project and successfully completing the same. I hope that this

official website of this association would be a very helpful guide not only to the members of this Bar Association but to the litigants, general public and out stationed Advocates and litigants also.

With warm regards.

(Santokh Singh Yadav)

Advocate/President.