

BYLAWS OF PHARMALOK (A trust)

PREAMBLE

PHARMALOK herein referred to as "the Trust," is established with the primary objective of promoting social work, education, and the welfare of teachers. The Trust is committed to enhancing the quality of life for underserved communities, supporting educational initiatives, and improving the conditions of educators.

ARTICLE I: NAME AND LOCATION

Section 1: Name

The name of the Trust shall be **PHARMALOK**.

Section 2: Registered Office

The registered office of the Trust shall be located at [Address], [City], [State], [Country].

Section 3: Other Offices

The Trust may establish other offices as needed within or outside [Country] to carry out its objectives.

ARTICLE II: OBJECTIVES

Section 1: Social Work

1. To engage in activities that promote the welfare of marginalized and vulnerable groups.
2. To implement programs aimed at poverty alleviation, healthcare access, and community development.
3. To collaborate with other organizations, government bodies, and stakeholders to enhance social welfare programs.

Section 2: Education

1. To support and promote educational initiatives at all levels, including primary, secondary, and higher education.
2. To provide scholarships, grants, and other financial assistance to deserving students.
3. To establish and manage educational institutions, training centers, and libraries.
4. To organize workshops, seminars, and conferences for the professional development of educators.

Section 3: Teacher's Welfare

1. To promote the welfare and professional development of teachers.
2. To provide financial assistance, healthcare, and other support services to teachers in need.
3. To advocate for policies and programs that improve the working conditions of teachers.
4. To recognize and reward excellence in teaching.

ARTICLE III: BOARD OF TRUSTEES

Section 1: Composition

The Board of Trustees shall consist of a minimum of [Number] and a maximum of [Number] members.

Section 2: Powers and Duties

1. The Board of Trustees shall be responsible for the overall governance and management of the Trust.
2. The Board shall have the power to make decisions on behalf of the Trust, including but not limited to financial management, program implementation, and appointment of staff.
3. The Board shall formulate policies and strategies to achieve the objectives of the Trust.

Section 3: Term of Office

Trustees shall serve for a term of [Number] years, with the possibility of reappointment for additional terms.

Section 4: Meetings

1. The Board of Trustees shall meet at least [Number] times per year.
2. Special meetings may be called by the Chairperson or by a majority of the Trustees as needed.
3. A quorum for meetings shall consist of [Number] Trustees.

Section 5: Decision-Making

Decisions of the Board shall be made by a majority vote of the Trustees present at a meeting where a quorum is established.

ARTICLE IV: OFFICERS

Section 1: Composition

The officers of the Trust shall include a Chairperson, Vice-Chairperson, Secretary, Treasurer, and any other positions deemed necessary by the Board.

Section 2: Duties

1. **Chairperson:** The Chairperson shall preside over meetings of the Board of Trustees and represent the Trust in all external matters.
2. **Vice-Chairperson:** The Vice-Chairperson shall assist the Chairperson and assume their duties in their absence.
3. **Secretary:** The Secretary shall be responsible for maintaining records, preparing minutes of meetings, and managing correspondence.
4. **Treasurer:** The Treasurer shall oversee the financial affairs of the Trust, including budgeting, accounting, and reporting.

Section 3: Election and Term

Officers shall be elected by the Board of Trustees and serve for a term of [Number] years, with the possibility of re-election.

ARTICLE V: COMMITTEES

Section 1: Standing Committees

The Trust shall establish the following standing committees:

1. **Social Work Committee**
2. **Education Committee**
3. **Teacher's Welfare Committee**
4. **Finance and Audit Committee**

Section 2: Ad Hoc Committees

The Board of Trustees may establish ad hoc committees as needed to address specific issues or projects.

Section 3: Committee Membership

Committee members shall be appointed by the Board of Trustees and may include Trustees, staff, and external experts.

ARTICLE VI: FINANCES

Section 1: Fiscal Year

The fiscal year of the Trust shall begin on [Date] and end on [Date].

Section 2: Funding

The Trust shall be funded through donations, grants, and other lawful sources of income.

Section 3: Financial Management

1. The Trust shall maintain accurate financial records and prepare annual financial statements.
2. An independent audit of the Trust's finances shall be conducted annually.
3. The Board of Trustees shall approve the budget and oversee the financial management of the Trust.

ARTICLE VII: AMENDMENTS

Section 1: Procedure

These bylaws may be amended by a two-thirds majority vote of the Board of Trustees at a duly constituted meeting.

Section 2: Notice

Proposed amendments must be submitted in writing to the Trustees at least [Number] days before the meeting at which they will be considered.

ARTICLE VIII: DISSOLUTION

Section 1: Procedure

In the event of the dissolution of the Trust, all assets remaining after the payment of debts and liabilities shall be distributed to another organization with similar objectives, as determined by the Board of Trustees.

Section 2: Notice

Notice of dissolution must be provided to all Trustees and stakeholders at least [Number] days before the dissolution is finalized.