



What is Rotaract?

Rotaract is a service club for young people aged 18 and up who are dedicated to finding innovative solutions to the world's most pressing challenges while developing leadership skills and making friends from around the world, Rotaract clubs are members of Rotary International..

Rotaract clubs decide how to organize and run their own clubs, manage their funds, and plan and carry out activities and service projects that are important to their communities. Clubs that sponsor Rotaract clubs offer guidance and support, and work as partners in service.

ROTARACT DISTRICT ORGANIZATION 3020 – BYLAWS

Preamble

These bylaws are established by Rotaract District Organization of Rotary International District 3020 to facilitate the smooth functioning of the District. This document will help the DRR, District Officials, Presidents and all concerned to understand the functioning of the District and will provide a road map and frame work for operations. Nothing in these bylaws shall be contrary to their commendation issued by Board of Directors of Rotary International; the said bylaws shall not be out of harmony with standard Rotaract Club constitution and the Rotaract Statement of Policy issued by the Rotary International.

Article 1 Definition:

1. As used in the bylaws unless the context otherwise clearly requires, the words in these bylaws have following meanings

- ❖ “RI” shall mean Rotary International.
- ❖ “ROTARACT CLUB” shall mean a body of individuals registered under a certificate received from RI and functioning as the youth wing of a Rotary Club within the territorial limits of RI District 3020.
- ❖ “Rotary International District 3020” or “RI District 3020” shall mean geographical area defined by Rotary International. It can alternatively be referred to as “RID 3020”.
- ❖ “District Governor” shall mean a member of a Rotary Club, duly recognized by RI as the elected RI officer of RI District 3020, who will be OFFICIALLY REPRESENTING RI in RID 3020.
- ❖ “DRR” shall mean District Rotaract Representative, the ELECTED leader of the Rotaract movement in RID 3020 responsible for the affairs of ROTARACT in RID 3020.
- ❖ “Club President” shall mean the leader representing a Rotaract Club and the LEADER responsible for the affairs of the Rotaract Club.

- ❖ “District Rotaract Committee”: This Committee includes an equal number of Rotarians and Rotaractors, the District Rotaract chair and district Rotaract Representative serve as co-chairs. This committee promotes Rotaract, encourage new clubs to form, and provide local support for clubs. The co-chairs of this committee also plan and organize a one-to two-day leadership training seminar for all incoming Rotaract club officers, directors, and committee chairs. If anyone on the committee is a dual member (Rotarian/Rotaractor), the district will decide which role that person will represent.
- ❖ “Rotaract District Organization” shall mean a body comprising of the District Rotaract Council and the Rotaract club/s.
- ❖ “Rotaract District Council” shall mean a District wide administrative body of the ROTARACT comprising of the DRR, Rotaractors nominated by the DRR, herein after referred as RDC.
- ❖ “IPDRR” shall mean “Immediate Past DRR” who has held the position of DRR in the preceding Rotaract Year.
- ❖ “DRR-Elect” shall mean the person elected to the post of DRR for a specified Rotaract year.
- ❖ “DRR Nominee” shall mean the person elected to the post of DRR for a specified Rotaract year.
- ❖ “Rotaract Year” will be the same as the Rotary Year and shall mean a period of twelve months starting July 1 to June 30 (including both days) of the following calendar year.
- ❖ “RI Secretariat” shall mean office of the Secretarial Committee of Rotary International.
- ❖ “Rotaractor” shall mean a bonafide member of a Rotaract Club in RID 3020.
- ❖ “District Dues” shall mean amount to be paid by a club to RDC on behalf of Rotaractors of the said club.
- ❖ 1.15. “Eligible Clubs” shall mean clubs which are in RI records and which are eligible for voting and awards, which have paid their RI Rotaract dues and District dues by prescribed dates.
- ❖ “DRC” or “District Rotaract Chairperson” shall mean an individual nominated by Rotary District Governor.
- ❖ RDT or Rotaract District Trainer shall mean an individual as nominated by DRR.
- ❖ “RACC” (Rotaract Advisory Committee chair) means Rotarian(s) nominated by the sponsoring Rotary Club President to coordinate and monitor the activities of the Rotaract Club/s sponsored by them.
- ❖ “PDRR” Means a DRR who completed 12 months of his/her tenure and make sure they pass on the tenure to the next incoming DRRs. If any DRR fails to pass on the Collar and Gravel to the incoming DRR, if in case of misplacement of the same he/she has to bear cost of the same and give a new one.

Article 2 Name and Objectives:

- ❖ The Name of the Organization will be District Rotaract Organization RID 3020.
 - District Rotaract Organization, RI District 3020 shall be headed by the DRR under the guidance of District Rotaract chair.

The following constituents shall be a part of District Rotaract Organization:

- District Rotaract Council; a district wide administrative body.
- Rotaract Clubs in RI District 3020 led by the respective Club Presidents.

The following shall be the ex-officio members of District Rotaract Organization:

- Rotary District Governor.
- Members of the District Rotaract Committee comprised of Rotarians.
- The term of the office for all office bearers would be for One Rotaract Year (1st July to 30th June).

The objectives of the District Rotaract Organization headed by the DRR shall be:

- Serve as Rotaract Information liaison to the RI Secretariat for RID 3020.
- Conduct Rotaract promotion and extension activities throughout the District in coordination with District Rotaract Chairperson.
- Plan and implement service activities.
- Provide advice and support to Rotaract Clubs in RID 3020 for implementing their projects.
- Coordinate Rotary-Rotaract activities in RID 3020 along with DRC.
- Plan, arrange and hold Rotaract District Conference Publish and distribute District Rotaract Newsletter.
- Create Maintain, Edit & Publish the District Rotaract Blog / website with the guidance of DRC.
- Encourage attendance and participation at the Rotary District Conference and Rotary Club Activities / Events / Projects
- Coordinate public relation activities for Rotaract at the district level.
- Work with DRC / RDT to plan and implement training & orientation sessions for Rotaract officers and Members at the District and Club levels.

Article 3 District Rotaract Council

District Rotaract Council shall be responsible for administration of the affairs of Rotaract District 3020:

❖ 3.1 District Rotaract Council shall include:

- District Rotaract Representative
- Immediate Past District Rotaract Representative
- District Rotaract Committee Chairperson [Rotarian]
- DRR Elect
- DRR Nominee
- District Secretary(s)
- District Joint Secretary(s)
- District Treasurer
- Directors of Six Avenues
- Any other committees / members as deemed necessary by the DRR for carrying out administrative duties for the same Rotaract year.

All members of the Rotaract District Council except the DRR shall be appointed or nominated by the DRR keeping in view the best interest of the district-wide Rotaract activities.

The District Rotaract Secretariat shall consist of the DRR, District Secretary, District Joint Secretary, District Sergeant at arms, District Editor and any other Officer Deemed necessary by the DRR and shall assist the DRR in smooth functioning of the District.

- ❖ 3.5. The DRR shall have the right to appoint or terminate any member of the District Rotaract Council 3020.
- ❖ 3.6. The members so nominated shall assume office till the end of the year i.e. June 30 and the tenure of such members shall end in the event of resignation, termination, or any such other circumstances.

Article 4 DRR Elections

Elections for the post of DRR Elect and DRR Nominee shall be held every Rotaract year prior to March 31, or any date as announced by the DRC either at a specified date or at the annual Rotaract District Conference with the permission of the District Governor.

Qualifications of the candidate (by the time of filing the nominations for the post of DRR Elect and DRR Nominee):

The candidate must be a Rotaract or for a minimum of three continuous Rotaract years in any Rotaract club across RID 3020.

He / She must have served as Club President or as a Member of District Rotaract council either as District secretary, Joint secretary, Treasurer, Zonal Rotaract Representative or as any Directors for five Avenue of Services for a complete One Rotaract Year. The contesting candidate for DRR / DRR Nominee should be physically present at the time of announcement of results at the District Conference.

He / She must be a member in good standing of a qualified Rotaract Club at the time of application. In case the member belongs to a defaulting club, he/she shall not be eligible to be nominated for the post of the DRRE or DRRN.

For the purpose of this Clause, the defaulting Club is one which fails to pay the RI dues as prescribed by RI and also the DAF before 31st of October.

He / She must be a member of Rotaract club since July 1st of the year in which the said candidate files his/her nomination.

He / She must not have held the post of DRR of any Rotaract District in the world.

He / She must not be a serving President of a Rotaract Club in RID 3020.

He / She must have not been elected as the President in his / her club for the Rotaract year in which he/she shall assume the post of DRR.

If He / She contests from one Club and should not shift to another Club before the Elections.

He / She must have attended minimum One District Rotaract Assembly and Two District Rotaract conferences of RID 3020.

He / She must get a consent letter from his / her sponsoring Rotary clubs.

At the time of filing the nominations for the post of DRR, the said candidate's age must be such that he/she shall be less than 35 years on July 1st of the year in which he/she shall assume the office of the DRR. This resolution is passed at the District Rotaract Assembly held at Kakinada in July 2022 and Governor has approved this resolution.

Qualification for Rotaract clubs to vote:

The Club should have paid the DAF Dues on or before 31st October of the Rotaract year for all members, and also should have cleared the RI dues as per the obligation dates.

New Clubs and revived clubs – For clubs which are revived or chartered after 1st July, the date for them to clear their District dues shall be two months from the date of Installation. They must conduct their installation after 15 days of charter.

For clubs which are revived or formed after 1st of July will not be eligible to participate in the DRR elections.

Election Procedure:

The District Rotaract Chair with the permission of District Governor will conduct the elections. He will be the Election officer. The date of election preferably shall be the date of District Conference or at a date and time specified by the DRC.

The EO will notify the Election date, nomination withdrawal date, scrutiny completion date and the format with modalities for filing the nominations. A notification in this respect shall be issued by EO at least 30 days prior to the proposed date of election.

The nomination shall be submitted by the candidates along with following documents:

Resume of the candidate (Includes personal & Rotaract achievements).

His / Her written consent along with documents deemed necessary.

Age proof (Self attested Xerox copy of School Leaving CERTIFICATE or Driving License or Passport / Aadhar card).

Copy of the resolution adopted at the Board and General body meetings of the home club(s) for the nomination of the DRR, duly certified by the club President and club Secretary with endorsement by the sponsoring Rotary club President.

Therefore mentioned documents along with the duly filled and signed Nomination form or withdrawal form should be received by the Election officer within the time and dates as notified.

After completion of scrutiny of the nomination forms, the EO shall advise the District Rotaract Representative to circulate the said list along with the Candidate's brief profiles to the Club Presidents & Secretaries at least 10 days prior to the Election date.

The candidate securing simple majority of the votes cast at the election shall be declared DRR Nominee, by the Election officer with the permission of the District Governor.

4.4.8 The Candidate applying for nomination shall provide the DAF paid receipt from the District as a proof of their DAF payment to the District, and also the RI dues paid receipt.

VOTING:

The voting shall be by Secret Ballot and the Chairman-District Rotaract Committee or his nominee will conduct the Elections. The voting strength of the club is as follows:

- a) First 20 Members One Vote
- b) For every additional 10 members are one additional vote i.e.,
 - 01 - 20 .. One Vote
 - 21 - 30 .. Two Votes
 - 31 - 40 .. Three Votes
 - 41 - 50 .. Four Votes and so on

Article 5 District Meetings

Meetings with DRR & Club Presidents.

There shall be at least six meetings of the DRR and Club Presidents throughout the Rotaract year. At least one meeting shall be held at the District Conference.

Council Meetings

The meetings of the Rotaract District council will be held every 3 months in the Rotaract year, as per the date and venue notified by the District Secretary in consultation with DRR adequately in advance to all District council members by email and/or in case of emergencies by telephonic / SMS notification.

The DRR shall preside over all the meetings of the District Council, in the presence of one of the District Rotaract committee members.

The minutes of each meeting shall be read out and confirmed by all the council members present at the next subsequent meeting. It will be signed by the DRR and then circulated to all the District Council Members before the next council meeting

5.2.5 The minutes of all the meetings and reports shall be submitted to DRCC and DG in writing.

RI Rotaract Dues: Beginning 1st July 2022, Rotaract clubs will pay Rotaract per capita dues to RI University Based / college based clubs will pay 5 dollars per member each year, and community based clubs will pay 8 dollars per member each year.

Article 6 District Funds & Rotaract District Bank Account

The Rotaract District Council may maintain a Bank Account for administrative purposes known as "Rotaract District 3020". The Rotaract District council may also open Multiple Accounts for specific District Event purposes.

The accounts will be operated by any two of the authorized signatories – DRR signature is mandatory and District Secretary or District Treasurer.

District Dues

The District Administration fund is fixed at Rupees 150 per head and to be remitted to the district office on or before 31st October.

Benefits:

Club will have voting power in DRR Elections and can nominate a candidate for the post of DRR. Also, clubs will be eligible for DRR Citation and can nominate themselves for the district awards.

The District Dues have to be paid via Cash or Cheque or Demand Draft or Net Banking in favor of 'Rotaract District 3020'

Semi Annual audit of the District accounts shall be done and the same will be circulated to all the eligible clubs before the District conference and annual audit to be done at the end of the Rotaract year, latest by July 31st of the immediate succeeding Rotaract year. The audited accounts shall be submitted to DRCC & DG.

The DAF has to be paid by all the active Rotaractors of the club as per the Records updated. If any new members are joining into the club after 1st August those rotaractors are allowed to pay on Prorata. The club secretary need to update this information during their monthly report.

Article 7 District Awards

All Clubs with a good standing shall be eligible for District Awards only those Clubs which have paid the RI Dues, the District Dues and followed, and functioned as per the District Rotaract Council guidelines shall be considered being in good standing.

The Awards Committee consists of the DRCC, DRR, District Secretaries, ZRRs and District Awards Committee chair who will be the jury for the District Awards.

The Awards / certificates shall be decided based on the District Awards Committee with permission of the DG, decided every year.

Note: The Awards Structure can be modified by the Awards Committee according to the Requirement.

Criteria	Points
Reports:	
* If the reports are received in the prescribed format on or before 2 nd of every subsequent month	20
* If the reports are received the prescribed format after 2 nd of every Subsequent Year	10
* If reports are received without prescribed format	XXX
Installation:	
* If conducted on or before 20 th August	20
* If conducted after 20 th August	XX
* If a club participates in the installation of any other club of the district 3020	5
District Dues:	
* If the district dues are paid within 31st October	50
Membership Development:	
* For every member joined (after July 1st)	10

District Event Hosting:	
* Hosting of District Assembly	30
* Hosting of Regional Meets	20
* Hosting of Fellowship Meets	20
* Hosting of one day District Meet	30
* Hosting of District Conference	50
* Hosting of District Project	20
* Hosting of Regional Project	10
Attendance:	
* President & Secretary attending other clubs meets	25each
* General members attending other clubs meets	10each
Official visits:	
* Arranging the official visit	10
* Proper club records	50
* Attendance of RCC & Rotarians	10
* Members attended	10 each
Club publication:	
* For every club bulletin published	10
* For presenting annual report	20
Joint meetings:	
* For every program within the region	20
* For every program within the District 3020	30
Accounts:	
* Half yearly account report	20
Other:	
* Hosting Youth Exchange Team or I.D.Y.E	30
* Under taking projects on District Theme	10
* Sponsorship (for RDC)	20
* Guest Speaker during meetings	10
* Selected as I.D.Y.E team member	20

Mileage Awards - The points will be added to the overall rating of the Club for all District Events. (Number of Members attending a District Event / Total No of Members in the club)

* 10 Points.

Article 8 District Publications

❖ District Publications

Rotaract District publications including DRR Newsletter, website, blog etc., are carried out to advance the objective of Rotaract in all aspects.

All District publications shall meet following criteria – The publications should serve the entire District.

All aspect of the publications must be under the direct supervision of the DRR & DRC.

The DRR, together with any Rotaractors appointed to act as editors, shall be responsible for the editorial content of the district publications and it shall be in harmony with the Rotary International Policy.

The publications shall carry news & information of local and district-wide Rotaract activities and also information and specific text as felt necessary by the District Governor / DRR / District Rotaract Committee.

❖ **Rotary Resources:**

Brand Center – Customize and download your Rotaract club logo, promotional materials, and more.
Rotary Showcase-Be inspired by completed service projects, and post yours for everyone to see.
Discussion groups - Share your experiences and ideas with members around the world.
Learning Center – Prepare for your leadership roles with our interactive courses.
Rotaract Face book page
Rotaract Twitter

Rotary International Instagram
Rotary Snap chat
Events and Awards

World Rotaract Week - Celebrate Rotaract's global impact during the week that includes 13 March, Rotaract's anniversary, from Monday to Sunday.

Rotaract Outstanding Project Awards – Recognize Rotaract clubs that are making a positive difference through their exceptional community or international service projects.

Rotary Citation for Rotaract Clubs – Recognize Rotaract clubs that are achieving goals aligned with Rotary's Action Plan and making a positive difference.

9. Amendments

With any changes in the Rotary International Constitution, Statement of Policy and Standard Club By laws, these bylaws may be considered automatically amended to conform with the said changes taking place at the instance of Rotary International.

These bylaws may be amended at the Rotaract District Assembly or in special circumstances when such amendments are submitted for approval by ballot by mail or in a special meeting conducted for this purpose by 2/3rd of the eligible clubs present at the time of voting. Each club shall be represented by the president or any member nominated by the Board of directors of the eligible club. Amendments to these bylaws may be proposed by a Rotaract Club in good standing by a resolution adopted in the regular meeting or by a Rotaract District Council Member and shall be submitted in writing to the DRR with a copy to Rotaract District Council.

The proposed amendments shall be sent to the Presidents of every eligible club in the district, fifteen days before the District Assembly or any special meeting convened for this purpose.

All amendments accepted shall come into force after the approval of the District Rotaract Representative, District Rotaract Committee Chairman & District Governor.

10. Connect With Rotary

Let Rotary know that your club is active by reporting its club and membership information. Rotaract club presidents are required to update/upward this information in Rotary's records by 30 June each year through the Club Administration page on My Rotary. Club advisers may also report their name and contact information each year.

By keeping Rotary updated about your club, you'll be sure to receive the latest news about Rotaract and the Rotaract Preconvention and have access to Rotary's online tools and resources.

Clubs that do not report their club and membership information each will be terminated.

11. Grievances Resolutions

Any person / club aggrieved by an action of the DRR or by that of an individual or committee authorized by him shall seek redressal by the Rotary District Governor through the District Rotaract Committee Chairperson. All decisions in this regard made by the Rotary District Governor shall be final and binding on all parties.

In the event of a complaint the aggrieved person/ Club shall immediately refer the complaint in writing to the DRR with a copy to District Rotaract Committee.

If the DRR fails to satisfy the aggrieved person/ club within 30 days of the receipt of the complaint, the aggrieved person / club should write to District Rotaract Committee. Similarly, the DRR shall be asked to submit in writing his views on the subject, if necessary.

The District Governor through the District Rotaract Committee shall invite the aggrieved party/DRR, if they deem fit to the meeting and give them a fair hearing before deciding the course of action.

Any Decision of the District Governor through the District Rotaract Committee shall be final and binding on all the concerned parties.

12. Transition Provision

During any Rotaract Year, a separate election may be held for the following positions.

DRR Elect

DRR Nominee

The Election procedure for these positions may be similar to that of the election for DRR as mentioned in Article 4.