

DEFENCE SERVICES OFFICERS' INSTITUTE - GURGAON

BYE-LAWS

INTRODUCTION.

1. The DSOI Gurgaon, under the aegis of DSOWF, was conceived, and presented with the State of the Art infrastructure at Palam Vihar Gurgaon. The Institute is not only for the recreation of Defence Officers residing around Gurgaon but also for those posted / settled in NCR Delhi.
2. The Bye – Laws of this Institute are published in two parts. The details of Part I and Part 2 are as under :-

PART-I

3. The Bye-Laws under this Part cover following sections :-
 - (a) Section I - General
 - (b) Section II - Sports, Games, Card Room and Reading Room

PART-2

4. The Bye-Laws under this Part cover Banquet Halls and Guest Room

SECTION I - GENERAL

DEFINITION.

5. Following definitions and terms have been used in the Bye-Laws :-
- (a) **Member** : The term “Member”, includes Permanent (Active as well as Outstation), Associate and Honorary members unless otherwise expressly stated.
 - (b) **Dependents** : Following are considered dependents :
 - (i) Unmarried and unemployed sons under the age of 25 yrs
 - (ii) Unmarried and unemployed daughters under the age of 30 yrs
 - (iii) Handicapped / Fully blind children (irrespective of age), after approval of Management Committee on production of relevant medical papers.
 - (c) **Financial Year** : The financial year of the Institute is from 1 April to 31 March of a Calendar Year.
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Subscription and Type of Members.

7. The rate of subscription will be decided by the Management Committee from time to time. The current rates of subscription, for various types of Membership, are as under :-
- (a) **Permanent Active Members** : Retired or Serving Officers posted to formation/units in Delhi/Gurgaon or residing within NCR will be considered as Permanent Active Members. Membership fee of Rs.10,000/-, annual subscription @ Rs.300/- pm (wef 01 Apr every year) and card making charges @ Rs.220/- per card will be paid by the officers seeking membership.

(b) **Permanent Outstation Members.** Retired or Serving officers residing in areas other than NCR of Delhi will be considered as Permanent Outstation Members. Membership fee of Rs.10,000/-, annual subscription @ Rs.180/- pm (wef 01 Apr every year) and making charges @ Rs.220/- per card will be paid by the member.

(i) An outstation Member, paying subscription as laid down in Bye-Law 5(b) is permitted to use the Institute for a period of seven consecutive days in any month without paying a higher subscription rate. In case a member/ spouse /dependent uses the Institute during a consecutive period of more than seven days in a month, the member will be liable to pay subscription of the rate laid down in Bye-Law 5(a) for active permanent members.

(ii) The separated family of a permanent member who is posted outside Delhi/Gurgaon may use the Institute as frequently as desired on payment of the subscription laid down in Bye-Law 5(a).

(c) **Dependents :** All categories of Active Members are required to pay Dependents Subscription at the rate of Rs.25/- per head per month till such time they are eligible to remain Dependent. Sons and daughters on attaining the age of 25 yrs and 30 yrs respectively or on getting married / employed will cease to be dependents. The member should immediately give an application requesting to discontinue the charging of Dependents Subscription along with their Dependent Card. On receipt of the same, the Dependent Subscription will discontinue. It would not be discontinued with retrospective effect and amount already charged will not be refunded.

(d) **Disabled Members :** A Serving or Retired Officer, who is otherwise eligible to become a member of the Institute, sustains more than 75% disability caused as war injuries and is in receipt of War Injury Pension, will be exempted from payment of monthly subscription if he is otherwise eligible for it.

(e) **War Widows :** Widowed wives of officers, who are in receipt of family pension for battle casualty, if desire to become a member of the Institute, will be granted Permanent Membership, subject to production of special family pension papers as a widow of battle casualty and other requisite documents as asked (subject to availability of the vacancies). She will be exempted from payment of monthly subscription.

(f) **Associate Members :** Civilians granted honorary commission in the Defence Services and other reputed civilian members may become Associate Member, subject to the approval of the governing body. The governing body has the right not to grant the membership or terminate the same due to the reason wherein the membership of a civilian person is not corresponding to the status of the Defence forces or reputation of the person becomes questionable or due to misconduct.

(g) **Honorary Members :** The Management Committee may, from time to time, in very special cases, invite distinguished ladies and gentlemen to consider them for honorary membership of the Institute. Honorary members shall be entitled to all privileges of the Institute subject to such restrictions and regulations as may be prescribed in the Rules and Bye-laws of the Institute. Honorary members will be made with approval of Executive Council but in no case should exceed more than 3% of the total strength of permanent members. In case of existence of any waiting list the eligible distinguished persons can be given Temporary membership till requisite vacancy is created for grant of Honorary membership. The Honorary members will not have any voting rights.

(h) **Transfer of Membership to Widow :** In case of death of a permanent member, the same membership can be transferred to the widow of the deceased member if she wishes to continue the Membership. In such case she has to apply for the same along with the family pension papers and old membership card held by her as a wife of the deceased Member. In case of death of an officer after applying for membership but before the grant of membership, a widow will be eligible and can apply for the membership. However, transfer / grant of membership will be subject to the approval of the Management Committee.

(j) **Converting Active Membership to Outstation Membership :** Permanent Active members, before proceeding on posting or shifting his residence out of National Capital Region of Delhi are required to submit an application requesting to convert their Active Membership to Outstation Membership and pay in advance the outstation members subscription for the current billing cycle along with his new mailing address for future correspondence. Conversion of Active Membership to Outstation will be effected only after the written request is received alongwith copy of posting order and the subscription as applicable. It will not be made effective with retrospective effect.

8. All Members and Dependants, using the Institute, must be in possession of the Bar coded Identification card obtainable from the Secretary. This card will only be issued on a written authority from the member concerned.
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10. (a) **DSOWF Membershp :** An amount of Rs.500/- (Non Refundable) will be paid (one time payment) towards DSOWF by all officers applying for membership of DSOI.
- (b) **Membership Fee :** Active/Outstation / War Widows / War Disabled will deposit a sum of Rs.10,000/- or as amended from time to time with the Institute as Membership Fee at the time of applying for Membership. On termination of membership, Membership fee held with the Institute will be refunded to the Member after deducting all the dues. In case of death of a member, the Membership fee amount after deducting all dues will be remitted to the widow of the deceased member, if she predeceased the member, the same will be remitted to the next of kin of the member on submission of proof of legal heir or succession certificate.

Payment of Subscription

11. It will be the responsibility of Members to pay their subscription annually (from 01 Apr to 31 Mar) in advance. In the event of its non-receipt by the last day of the month ie 30 Apr, a fine of Rs.50/- per month for the first two month and Rs.100/- per month from the third month will be levied. This fine will be increased to Rs.200/- pm if the revival is requested after a gap of one year. The fine so collected will not be more than Rs.5000/- irrespective of time.
12. (a) The Institute will not be responsible for any payment made to any person other than the cashier of the Institute. Official receipt will invariably be obtained for any payment made to the cashier.
- (b) Cheques can, also, be dropped in "Cheque Drop Box" kept at Reception. Members are to write their name and membership number on the back side of the cheque. Cheque without membership number written on the backside will be endorsed as cancelled and kept with the Account Section.

13. **Loss of Membership Card.** In case of loss of Membership or Dependent's Bar Coded Card, duplicate card will only be issued on request from the Member along with an FIR/affidavit from the Notary that he has lost the card. Fine of Rs.100/- per card in addition to the cost of Card (Rs.220/-) will be charged for issue of duplicate Membership/Dependent Card.

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Declaration of Defaulters

20. Members, who do not pay their Subscription on time, will be informed by email /SMS/ sent registered notices addressed to their last known address as per records of the Institute, with a request to clear them within 15 days of the receipt of communication. In case the members fail to pay the bills within the said period, their names will be put up in the `Defaulters list' on the Notice Board. They will cease to be members of the Institute and will not be eligible to make use of the Institute in any capacity till such time :-

- (a) The Institute dues are paid in full including fine.
- (b) Fresh re-admission fee of Rs.1000/-, or as decided by the Management Committee from time to time, is paid.
- (c) Their re-admission is approved by the Management Committee.
- (d) Retired officers who are members of this Institute will not be readmitted if their membership has been terminated because of non-payment of dues.

21. Membership of members whose cheques deposited with the Institute are dishonoured due to various reasons will be terminated/suspended as indicated below. Suspension of such members may be revived only when they clear their dues, incidental expenses like postage and bank charges.

- (a) Termination - Cheques are dishonoured due to "In-sufficient Funds", "Refer to drawer", "Accounts Closed", "Stop Payment", "Fund Not Catered For".
- (b) Suspended - Cheques are dishonoured but the case has genuine itigating circumstances.

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Working Days and Timings

27. The Institute will remain open on all days of the week except Tuesdays or any other day as specified by the Management and national holidays. The detailed timings of various facilities/activities would be as approved by the Management Committee from time to time and displayed on the notice board.

Guests

28. (a) Only permanent members are eligible to bring guests to the Institute.

(b) Dependents are not allowed to bring guests.

(c) A member bringing guests to the Institute shall ensure the following

(i) The particulars of the guests are entered in the Guest Register kept at the Reception Office before entering the premises.

(ii) Members will, also, sign for the guests in the Register kept at the Squash Court, Gymnasium, Billiards Room, Card Room and Swimming pool etc.

Failure to do so will make him liable to pay Rs 500/- per guest in addition to disciplinary action as deemed fit by the Management Committee.

(d) The members bringing guests to the Institute shall ensure that their guests observe the dress regulations laid down in letter and spirit.(Para 31 refers)

(e) A resident of Delhi/Gurgaon, who is eligible for Institute membership, may not be brought to the Institute as a guest on more than two occasions in a month, and non resident on more than four occasion in a month.

- (f) Any member declared a defaulter or otherwise not admitted/re-admitted as a member due to any reason whatsoever will not be permitted to use the Institute, in any way even as guest.
- (g) The guest charges will be levied irrespective of whether or not the guest takes part in any of the activities of the Institute. The charges for guests per visit shall be as follows or as amended from time to time :-
- (i) Serving or Retired Officers Rs.25/- per head per visit.
 - (ii) Married son and daughter-in-Law, married daughter and son-in-Law, Member's parents, over aged, son (above 25 years) and daughter (above 30 years of age) Rs.25/- per head per visit
 - (iii) All others will be termed as Civilian Guests for this purpose as per the provision of this Bye-Law and will be charged Rs.50/- per head per visit.
 - (iv) The guest charges (as above) will be doubled up on week ends (Fridays & Saturdays)
 - (v) Children below the age of 5 years will not be charged any guest charges.
- (h) The member will ensure that not more than 8 civilian guests in a day and not more than 20 civilian guests in a month are brought to the Institute (excluding guests invited by him in Banquet halls booked by him).
- (j) Under the excise laws civilian guests cannot be entertained with alcoholic drinks.
- (k) Every guest shall invariably be accompanied by the Member or his/her spouse.
- (l) Guests and Dependents under the age of 16 years are not permitted to enter certain areas as specified from time to time.
- (m) Children below 18 years are prohibited in Diago bar.
- (n) Any Member desirous to bring a foreign guest, he/she will furnish full particulars of such guests at least two weeks prior and obtain prior written permission of the Management. Format for the clearance Form can be obtained from I/C Banquet.

Note : Non members / civilians attending receptions and parties for which any part of the Institute has been specifically reserved by the Member will not be treated as guests for the purpose of this bye-law.

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31. **Dress Regulations** Members will ensure that proper decorum with regard to wearing of dress in this Institute is always maintained. Under no circumstances will the gentlemen be permitted to visit the Institute in salwar kameez, kurta, dhoti/pyjama, shorts, vests, T shirts without collar or with any writing/slogans on them, gown/kaftan, floaters / sandals, chappals/bathroom slippers. Sikh Members will wear turbans and they will not be permitted in the main Building wearing and 'Patkas' and 'Caps'. Dress regulation will also be equally applicable to the Dependents and male guests of the members.

32. As and when specified, Lounge Suit/National Dress (as laid down for the Services) will be worn on formal functions and dances (like the New Year's Eve function).

33. Sports kit may be worn for Gymnasium, Squash and Swimming at the sports/swimming pool area only, within the timings specified for these activities. Sports dress & Sports footwear is not permitted in the main building and any of the outlets of the Institute like bars, lounges, restaurants, card room and reading room etc.

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Institute Staff

35. Members, their guests and dependents shall not abuse any of the Institute staff or use violence whatsoever to any person/member of the staff. In the event of the member having any occasion to find fault with any person of the staff of the Institute, a report of the case should be made in writing to the Secretary on the next working day or enter the same in the Suggestion Book. In case any Member uses abusive language or become vigilant his case will be referred to the Disciplinary Committee calling of police on own initiative is prohibited.

36. The Institute staff will not be sent on any errand or with messages or otherwise withdrawn from the general service of the Institute by any member dependents or guests, whether visiting or in residential suites.

37. **Tipping of Staff.** No member shall give any money by way of tips or gratuity to any Institute staff. All institute staff are forbidden to solicit or accept gratuities. A member wishing to give a gratuity may put money in the donation box marked 'Staff Gratuity' at the Reception counter.

Breakages

38. Full value will be charged for all breakages of the Institute property by members, their guests and dependents. However, if in the opinion of the Management, the breakages were willful, the member may be required to pay upto six times the value of the article or as decided by the Management Committee beside disciplinary action if deemed necessary.

Suggestion and Complaints

39. Suggestions and complaints, if any, will be entered in the respective suggestions/complaints books kept for this purpose.

40. The suggestions/complaints of members will be examined by the Managing committee/Sub committee and disposed of accordingly. Wives and dependents are, however, not permitted to enter any suggestions or complaints in the suggestions/complaints books. This may be done only by the members themselves. In case of "separated families", the wives whose husbands are posted in field or non-family stations, would be considered as active members for this purpose and entitled to enter their suggestion/complaints, in the suggestions/complaints books. If a member feels that his suggestion/complaint has not been adequately redressed, he may refer the matter in writing to the Management Committee directly.

Articles of the Institute

41. Properties of the Institute such as furniture, cutlery, crockery or other equipment will not be issued to any member or to any organization outside the Institute premises.

Pets.

42. Dogs/Pets shall not be allowed in any part of the Institute premises. For violation of this bye-law, the owner of the dog/pet may be charged Rs 100/- for each violation.

43. **Servants/ Aaya.** The Servants / Aayas and Sahayaks are not allowed entry inside the Institute

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Notices

45. All notices pertaining to the Institute activities and general information of the members will be displayed on Notice Board duly approved by the Secretary. Notices will not ordinarily be left on the Board for more than a week. Notices from members or placing of advertisements need prior sanction will be charged @ Rs 50/-, and from non-members will be charged Rs 100/- each for a duration of one week. The Secretary's decision in such matters will be final.

46. **No Smoking Areas** : All areas within the DSOI premises except the Swimming Pool area (in case there is no private party arranged), are 'No Smoking Zones', as per the latest Govt Orders.

Partaking of Drinks / Eatables :

47. Members will ensure that they partake drinks and eatables only in the designated outlets / areas. Drinks/ eatables are not allowed in the Institute Lobby / Reception area.

48. Members are not permitted to carry drinks and glasses outside the main building. Violation of this instruction will attract a fine of Rs.100/- for the first violation and Rs.200/- for the second violation. Subsequent violations will entail suspension / termination of membership, in addition to the fine depending upon the nature of misconduct of the members.

Parking of Vehicles

49. (a) Members will park Cars in the basement (B1) parking area specified for the purpose. Members will invariably obtain the car parking tokens from the security guards at the entrance gates at the time of entry to the Institute and surrender the same to them when taking their vehicles out of the Institute. No vehicle will be allowed to leave the Institute unless the car parking tokens are surrendered. Members losing their tokens will be liable to pay Rs.25/- towards the cost thereof and permitted to take the vehicles only with the permission of the Secretary.

(b) For the private parties, the parking will be outside and 2 securities guards on payment of Rs.200/- each can be provided.

(c) For functions organized by DSOI, the vehicle will be parked outside the main gate, the security personnel will be deployed.

50. Although limited number of security guards are deployed in the Institute premises and token system is followed, the Institute shall not be held responsible for loss of any vehicle or any belongings/fitments either kept inside or fitted in the vehicle.

51. **Car Parking Labels.** DSOI Car Parking Labels will be issued to members, who should affix the same in their respective vehicles. Token at entry gate for entry inside the DSOI, will be given only to those which are affixed with DSOI Car parking labels.

52. **Corkage :** The corkage will be charged on the liquor bottles, which are brought by the Member for his private party. The charges will be as decided by the Management Committee from time to time and included in the SOP of Banquet Halls. The current rates of corkage are as under :-

| | | |
|-----|--------------------------------|--------------------|
| (a) | Imported Liquor | Rs 50/- per bottle |
| (b) | Indigenous Liquor (Except Rum) | Rs 20/- “ |
| (c) | Indigenous Rum | Rs 10/- “ |
| (d) | Indigenous Beer | Rs 05/- “ |

53. **Restricted Areas :** Members are not allowed entry inside the following areas :-

- (a) **Chiller Plant :** for lodging complaint against AC functioning.
- (b) **Kitchen Area :** for any additional requirements of food items.
- (c) **Server Room :** for clarification of bills etc.

Notification Members' Annual Meeting

54. A Notice fixing the date for the members' annual meeting in the Notice Board of the DSOI will be sufficient compliance of intimating the date of the Members' Annual Meeting as specified in the DSOI Rules. This is a requirement under DSOI Rules.

Political Activity

55. No party or gathering with any political affiliation is permitted in any of the outlets of DSOI.

Non-adherence of DSOI Bye-Laws & Rules

56. Members are required to strictly follow the instructions as contained in these bye-laws and DSOI Rules as issued/amended by the Management from time to time in the best interest of the Institute. Non-adherence of any of these instructions will attract a penalty of Rs.500/- for each violation.

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SECTION II

SPORTS & GAMES

61. A member, his spouse or dependent can utilize the services of the sports activity centers through the respective Sport Center Card which can be made for a month or a quarter or for whole year at a time by paying charges @ Rs.15/- per month per facility or as laid down by the Management from time to time. Card will not be made for broken period of a month but for the entered duration of the month and charged accordingly.

62. In case any member, his/her spouse or dependent wishes to discontinue the utilization of facility prior to expiry of validity of Sports Card, the member is required to submit written request to Sports Centre/Secretary. Charges will be stopped from the next month on return of sports facility card by the member.

63. Entry to the sports activity center will be through production of the respective sports activity card only.

64. A member or his spouse or dependent utilizing these activity centers without holding sports activity card will be charged a fine of Rs.25/- per entry in addition to applicable charges for one day.

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SWIMMING POOL

67. The Swimming Pool will remain open from 15 April to 15 October or dates nearest to these as may be notified.

Subscription-Swimming Pool

68. (a) Member/Spouse/Dependent @ Rs.200/- per month per head.

(b) The bills Section will issue the Swimming Card. Entry to the Swimming Pool will be strictly against production of Membership/Dependent Card and Swimming Card.

Guests in Swimming Pool .

69. Guests are permitted to use the swimming pool facility on payment of Rs.75/- per day.

70. **Shower Bath.** Members and dependents using the Pool will invariably use the shower bath before entering the pool.

71. **Caps.** All ladies and gentlemen with long hair are requested to wear swimming caps while using the pool. The attendant / life guard on duty will ensure the same.

72. **Safety of Articles.** DSOI accepts no responsibility for the safety of articles and clothes of members left in the Dressing Room. The responsibility of safe custody of articles left with the Institute staff on duty is entirely that of the owner, though all precautions will be taken by the Institute staff for the safety of Members' property.

73. **Do's and Don'ts.** Some of the important Do's and Don'ts are listed below for strict compliance by the swimmers and members concerned in letter and spirit :-

(a) **Dos**

(i) All Members / swimmers are to sign their time of entry in the appropriate registers kept with the attendant.

(ii) The Swimming Pool articles such as caps, tubes and floats to be used with utmost care.

(iii) All those not knowing swimming will invariably wear red caps. They will inform the Life Guard before entering the pool and remain within the specified restricted area as instructed by the Life Guard.

(iv) All spectators should remain outside the safety line drawn around the pool.

(b) **Don'ts**

(i) Members will not come to swim if suffering from any skin infection or injury such as boils, cuts/bruises, nasal/ear discharge or have any problem such as conjunctivitis, stomach disorder, vomiting and headache, etc.

(ii) Dependents under six years of age and those not knowing swimming will NOT repeat NOT be permitted to enter the swimming pool unless they are accompanied by their parents.

(iii) Members will not send their dependents to the swimming pool, un- accompanied.

- (iv) Members will not bring any guest, servants/ sahayak and pets to the pool.
- (v) Members will not insist on being allowed to swim when it is not their day/time.
- (vi) Members will not play games in pool that obstruct other swimmers.
- (vii) Members will not dive.
- (viii) Members will not allow children to play near the sides of the swimming pool.
- (ix) Members will not panic in water but shout for help whenever in trouble.
- (x) Member will not attempt to rescue another person unless they are experienced/qualified to do so.

74. **Swimming Pool Timings.** The Swimming Pool timings for Summers and Winter will be laid down as decided by the Management Committee from time to time.

SQUASH

75. **Sports Equipment.** Members will bring their own squash racquet and Balls.

76. **Subscription.** Member/Dependent @ Rs.200/- per month per head.

77. **Duration of Squash Game.** The duration of play for each member / dependent shall be 30 minutes. A bell will be buzzed first time after 25 minutes and then after another 5 minutes. The second buzz will indicate end of time and players should immediately vacate the court for other waiting members. A member will be allowed to play for a second session only after all waiting members have had a chance or if no other member is waiting.

78. **Dress – Squash Court.** All members / dependents will be turned out in proper sports dress i.e. shorts and sports shirt. All members will wear sports shoes with white soles. Shoes with black soles are not allowed on the wooden floor.

79. **Guests in Squash Court :** Only members are permitted to introduce guests. Guest charges @ Rs.50/- per guest per day will be levied. No member can introduce more than one guest in a day and not more than five guests in a month. It will be ensured that the same guest is not sponsored by different members thereby facilitating a non member to play regularly. The penalty for not entering the guest in the register is Rs.500/-.

80. **Squash Court Timings :** The timings, as decided by the Management Committee, will be displayed on the Notice Board.

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BILLIARDS

84. Each billiard game of half an hour duration will be charged Rs.25/- per half an hour or part there of irrespective of the type of game or number of players.

85. If other members are waiting to play, the time limit for a game will be restricted to 30 minutes.

86. No member shall start another game with the marker when other members are waiting for a table, but a game which has been commenced earlier may be permitted to be completed.

87. When the table is already occupied, members desirous of playing shall enter their names on the board provided for the purpose and must be present on completion of the previous game or else forfeit their turn.

88. In case a player plays in a manner which is likely to cause damage to the table, the marker other members are empowered to stop the same and not permit that person to play any further.

89. Players are not permitted to sit, lie, smoke or place glasses/cigarettes on the table.

90. In case of any damage caused to the table or its cloth either by a member or his dependent or his guest, the member will be responsible to make good the loss. If the damage so caused is a major one, the member will be charged such further amounts as the management may decide.

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CARD ROOM

94. There is one Card Room in the Institute. Rules of Card Games will be kept in the card room for strict compliance by members.

95. **Subscription.** The subscription rates will be as decided by the Managing Committee from time to time. The current rate of card subscription is Rs.250/- per month for Active Members. Members of the Institute who use the Card Room facility as a casual Member will pay Rs.40/- per day as casual membership fee.

96. **Provision of Playing Cards.** Playing cards will be provided by the Institute and after use will remain the property of the Institute. No free Cards will be issued. Cards will be charged as under :-

(a) Cards on payment will be available for issue. These will be sold @ Rs.15/- per pack. These rates are subject to revision at the discretion of the Management.

(b) Used cards will be sold @ Rs.6/- per pack. These rates are subject to revision by the Management.

97. **Stakes.** Members are not permitted to play at stakes higher than those mentioned in this Bye-Law. Infringement of this Bye-Law will constitute a breach of conduct and the membership of the erring member shall be terminated. Maximum permitted stakes are as follows :-

(a) Bridge Not more than Rs. 2/- per 100 points

(b) Rummy Not more than Re1/- per point

98. **Guests.** Only members are permitted to introduce guests. Guest charges @ Rs.80/- per guest per day will be levied. This will be in addition to the amount to be paid to bring guest to the Institute as laid down at Para 28 (a) to (g). No member can introduce more than one guest in a day and not more than three guests in a month. It will be ensured that the same guest is not sponsored by different members thereby facilitating and abetting a non-member to play regularly. The penalty for not entering the guest in the register is Rs.500/-, in addition to disciplinary action as deemed fit by the Management. Civilians are not allowed in Card Room.

99. **Closing.** Lights will be switched off strictly at the closing hours as laid down by the Management from time to time. The card room will remain open from 4 PM to 9 PM or as decided by Management Committee.

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HEALTH CLUB

104. The Gymnasium with all the modern equipment is available for use by the members. An SOP, on the guide lines for use of the equipment displayed in Gymnasium, will be kept their.

105. **Subscription - Gymnasium.** The Health Club subscription is Rs.200/- per member per month. These rates will be revised by the Managing Committee from time to time.

106. **Guests-Gymnasium.** No guests are permitted to use the Health Club facilities.

107. **Health Club Timings.** The timings of Gymnasium as decided by the Management Committee from time to time, will be displayed on the notice board.

READING ROOM / LIBRARY

108. A reading room is set up by providing the Newspapers and Magazines and comfortable seating for 8 members. The timing of the reading room, as decided by the Management Committee from time to time will be displayed on the Notice Board.

109. Members are allowed to draw old magazines but not more than one magazine at any one time for not more than 3 days. Dependents are not allowed to draw magazine from the reading room, unless permitted by Secretary.

110. New Magazines and Newspapers shall not be taken away or mutilated by members, their guests and dependents. Double the cost as penalty may be charged in addition to disciplinary action for each infringement of this bye-law.

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