

THIS DEED OF TRUST executed on this day of January 2013 by Mar George Punnakkottil, aged 77, S/o Joseph Punnakkottil, Bishop Emeritus of Kothamangalam, residing at NESST, Pastoral Centre, Moovattupuzha (Pan: BIKPP4692N) hereinafter referred to as ‘The Author’,

WHEREAS the Author wants to create a Trust for the furtherance of the objectives of Bible Apostolate of the Kerala Catholic Bishop’s Council, an organization of the heads of Catholic dioceses in Kerala and a registered religious Trust, in which the Author is a member

AND WHEREAS the Author has named four persons including the Author as the first Trustees namely

1. Bishop Mar George Punnakkottil aged 77, S/o Joseph Punnakkottil
2. Arch Bishop Rt. Rev. Dr. Soosai Pakiam aged 65, S/o Maria Calist
3. Bishop Thomas Mar Anthonios aged 58, S/o Koshi Valiyavilayil
4. Fr. Joshy Mayyattil aged 43, S/o John M.M., Mayyattil house

Now this deed witnesses as follows:

STATUTES of KCBC BIBLE COMMISSION

Settlement

Art. 1. The author hereby settles a sum of Rs. 10,000/- (Ten thousand only), towards the Corpus Fund in the Trust with the name and for the objectives hereinafter stated.

Name

Art. 2. The name of the organization shall be “K.C.B.C. Bible Commission” herein after to be referred to as “the Bible Commission”.

Nature

Art. 3. The Bible Commission is a juridical person recognized both by the Civil and the Canon Laws, and therefore has all the rights, privileges, duties and responsibilities and competencies accorded to such juridical entities in Civil law and Church law.

Art. 4. The Bible Commission is a juridical entity constituted, established and administered by the religious minority in Kerala, namely the Catholic Christians, and, therefore, is a minority institution.

Registered Office

Art. 5. The registered office of the Bible Commission is at Pastoral Orientation Centre, Palarivattom, Kochi 682025 Tel. 0484-805897/2805722.

Geographical Area of Operation

Art. 6. The Bible Commission has as its area of operation and activity the entire territory of the State of Kerala.

Objectives of the Bible Commission

Art. 7. The general objective of the Bible Commission is to promote love for the Sacred Scripture among the people of Kerala in general and the Catholics of three individual Churches of Kerala in particular.

Art. 8. It is the aim of the Bible Commission to foster true Christian life based on the Word of God since the Word is life-giving.

Art. 9. Besides the biblical-pastoral emphasis, promotion of biblical academic culture among the faithful in Kerala is also an important objective of the Bible Commission.

Means

Art. 10. The means for fulfilling these objectives is manifold:

- i. Translation and revision of the Holy Bible
- ii. Promotion of biblical languages, literature and materials
- iii. Promotion of the study of Scripture
- iv. Promotion of the study of ecclesial documents on the Word of God

- v. Co-ordination of Bible scholars
- vi. Co-ordination of diocesan Bible apostolate directors
- vii. Utilisation of modern communication media in the promotion of the Scripture.

Activities

Art. 11. For obtaining the objectives of the Bible Commission the following activities are envisaged:

- i. Preparation and revision of the POC Bible
- ii. Conducting Bible Classes
- iii. Conducting Bible Correspondence Course
- iv. Organising Bible Week
- v. Organising Bible Sunday
- vi. Conducting Vacation Bible Courses and seminars
- vii. Organising Workshops on Magisterial documents regarding the Word of God
- viii. Conducting Bible Kalolsavam
- ix. Conducting Bible Literary Competitions
- x. Convening Bible scholars regularly
- xi. Convening diocesan Bible apostolate directors regularly
- xii. Ensuring the presence of the POC Bible in the digital, cyber and mobile world
- xiii. Giving guidance to and directives for the activities of the Kerala Catholic Bible Society
- xiv. Similar activities that are concomitant with the objectives of the Bible Commission

Art. 12. In view of the above, the Bible Commission has the power:

- i. To acquire and own movable and immovable property within India by permitted modes of investments in kind or in cash.
- ii. To receive donations, grants, presents and other offerings in cash or in kind from person or persons in India and abroad as much as and as long as the rules and

- regulations of the law of the land permit and to use them for the realization of the objectives of the Bible Commission.
- iii. To use all income from properties both moveable and immoveable, and funds received or acquired or owned for the objectives of the Bible Commission.
 - iv. To alienate moveable and immoveable assets of the Bible Commission by sale, mortgage, lease, pledge or to hypothecate them.
 - v. To make donations in furtherance of the aims and objectives of the Bible Commission.
 - vi. To carry out all other financial and legal transactions required in furtherance of the aims and objectives of the Bible Commission according to the judgment of the Office Bearers.
 - vii. To open Banking accounts in any commercial banks as may be decided upon by the Managing Committee of the Board of Trustees.
 - viii. To borrow funds secured or unsecured from any individuals, body corporates, Banks or other financial institutions to fund the activities of the Bible Commission.
 - ix. To establish, run and administer any institutions including educational, medical, social, cultural and of any other type, and to appoint, transfer, suspend and dismiss the staff of such institutions and to use the proceeds from those institutions for the realization of the objectives of the Bible Commission.

Members of the Board of Trustees

Art. 13. Members of the Board of Trustees are:

- a. Three members of the KCBC, nominated by the KCBC from time to time as Chairman and Vice-chairmen and presently,
 - i. **Chairman:** Mar George Punnakkottil, son of Joseph Punnakkottil
NESST, Pastoral Centre, Moovattupuzha, Kerala – 686661
 - ii. **Vice-Chairman:** Archbishop Soosai Pakiam, son of Maria Calist
Latin Archbishop's House, Vellayambalam, Trivandrum – 695003
 - iii. **Vice-Chairman:** Thomas Mar Anthonios, son of Koshi Valiyavilayil
Curia Bishop, Major Archbishop's House, Pattom, Trivandrum – 695004
- b. One Priest nominated by the KCBC as the Secretary cum Financial Officer presently,
Rev. Dr. Joshy Mayyattil son of Mr. John M.M., Bishop's House, Fort Cochin, Cochin – 682001.

- c. Deputy Secretary General of the KCBC as ex-officio member.
- d. Bible Apostolate directors of all the Catholic dioceses of Kerala shall be ex-officio members.

Meetings of the Board of Trust

- Art. 14. Ordinary meetings of the Board of Trustees shall be held at least twice a year at the time and place decided by the Chairman. A two-week notice shall be given for the meeting. Detailed minutes, reports and decisions of the meetings signed by the Chairman and the Secretary must be conserved.
- Art. 15. The Chairman may summon extraordinary meetings of the Board of Trustees on his own or at the request of any member to discuss any particular issue. When one third of the total members jointly make a request in writing, the Chairman is obliged to convene the meeting.
- Art. 16. One-third of the members shall form a quorum for all meetings.
- Art. 17. Meetings shall be presided over by the Chairman or, in his absence, by one of the Vice-chairmen. If all the three are unable to attend the meeting, the members present shall elect a Chairman for the meeting from among those present.

Managing Committee of the Board of Trustees

- Art. 18. Management of the Bible Commission shall be vested with the Managing Committee of the Board of Trustees consisting of:
- a. the Chairman
 - b. the Vice-chairmen
 - c. the Secretary cum Finance Officer
 - d. the Deputy Secretary General of KCBC
 - e. one member elected from the Bible Apostolate Directors.
- Ar.19 Managing Committee shall work out and implement the decisions of the Meeting of the Board of Trustees
- Art.20. In case of demise, resignation or permanent disability of an Office Bearer of the Bible Commission his place shall be filled by the KCBC at its next meeting.

Meeting of the Managing Committee of the Board of Trustees

- Art.21 Meetings of the Managing Committee of the Board of Trustees shall be held at least four times a year at the time and place decided by the Chairman. A two-week notice shall be given for the meeting. Detailed minutes, reports and decisions of the meetings signed by the Chairman and the Secretary must be conserved.
- Art.22 One-third of the members shall form a quorum for all meetings.

Art.23 Meetings shall be presided over by the Chairman or, in his absence, by one of the Vice-chairmen. If all the three are unable to attend the meeting, the members present shall elect a Chairman for the meeting from among those present.

Art. 24. The Chairman shall:

- i. represent the Bible Commission in all public matters.
- ii. decide, in consultation with the Vice Chairmen and Secretary, the date, place and the agenda of the meetings of the Bible Commission.
- iii. preside over all meetings of the Bible Commission and guide the deliberations, even when a moderator appointed by him at his own discretion conducts the meeting.
- iii. ultimately be responsible to make sure that the meetings of the Bible Commission and its Committees are in conformity with the Statutes of the Commission and to interpret officially the decisions of the same in case of doubt.

Art. 25. The Vice-chairmen shall assist the Chairman in discharging his duties and shall take his place and carry out his duties in his absence.

Art. 26. The Secretary shall:

- i. help the Chairman to draw up the agenda of the meetings, notify their time and place to the members and record the minutes of the Bible Commission and to keep the archives of the Bible Commission in order.
- ii. be in charge of the Bible Commission office and in charge of the executive work of the Bible Commission in consultation with the Chairman whenever necessary.
- iii. give effect to the decisions and resolutions of the Bible Commission.
- iv. be in charge of all the publications of the Bible Commission.
- v. co-ordinate the works of the various Committees set up by the Bible Commission.
- vi. be the Finance Officer of the Bible Commission.
- vii. As Finance Officer of the Bible Commission, the Secretary shall open and operate bank accounts jointly with any other person as may be directed by the Chairman for and on behalf of the Bible Commission. He shall invest the fund of the Bible Commission in the mode specified and directed by the Board of Trustees subject to the provisions of the Income Tax Law and other laws of the Land.
- viii. The Secretary will be the person to sue or be sued in the event of a dispute before a legal body.

Art. 27. The Bible Commission office shall have adequate clerical staff and equipment for effective secretarial work and the maintenance of the accounts, within the approved budget of the Bible Commission.

Art. 28. The Bible Commission office shall contain the archives of the Bible Commission.

Art. 29. The Bible Commission office shall have a sufficiently good library for the effective work of the Bible Commission.

Committees

Art. 30. The Managing Committee of the Board of Trustees of the Bible Commission may appoint Committees as needed for the effective and efficient implementation of its programmes. Priests, Religious (both men and women) and Lay persons can be members of those Committees.

Art. 31. No Committees shall take official action in the name of the Bible Commission without the formal approval of the Chairman of the Bible Commission.

Finance

Art. 32. Accounts of all sums of money received and expended on account of the Bible Commission shall be maintained according to the prevailing government and Church rules and regulations. The accounts shall also be duly audited by a Chartered Accountant appointed by the Board of Trustees. Likewise there shall also be proper and accurate records of all assets and liabilities of the Bible Commission.

Art. 33. The Finance Officer shall submit in the last meeting of every calendar year a budget for the Bible Commission and get the approval of the Board of Trustees.

Art. 34. The Secretary shall present the audited statement of accounts of the Bible Commission in the meeting that takes place immediately after the closing of the financial year and get it approved by the Board of Trustees.

Art. 35. No part of the profit or surplus shall be divided or distributed among the Author and Trustees and the entire funds shall be utilized solely for the objectives of the Bible Commission.

Relation with Kerala Catholic Bishops' Council

Art. 36. The Bible Commission, having been formed by the KCBC, shall keep in regular contact with KCBC and follow its directions in Bible Apostolate.

Art. 37. The Bible Commission shall send, sufficiently in advance, a report of its activities to the Secretary General of the KCBC prior to the General Body Meeting of the KCBC.

Art. 38. Bible Commission shall prepare the annual budget and present it to the Secretary General of the KCBC in such a way that he will be able to present the same in its meeting before the beginning of the financial year.

Art. 39. In a similar manner they shall prepare also the annual statement of accounts and submit it to the Secretary General of the KCBC for presenting the same in its meeting that follows immediately after the closing of the financial year.

Interpretation

Art. 40. In case of doubts the interpretation given to these Statutes by the Chairman, in consultation with the Vice Chairmen and the Secretary, is to be considered final and binding.

Amendments

Art. 41. Amendments to these Statutes may be proposed by any member of the Board of Trustees.

Art. 42. Proposals for amendment shall reach the Secretary in writing at least four weeks in advance to the meeting of the Board of Trustees.

Art. 43. The proposed amendments shall be circulated among the members of the Board of Trustees at least two weeks in advance of its meeting. It is also provided that any amendments to the statutes shall be effected only with prior approval of the Chief Commissioner of Income Tax.

Art. 44. Proposals for amendments, in order to be approved, require a two-third majority of the members present and voting and more than half of the total number of the members of the Board of Trustees.

Winding up

Art. 45. In the event of dissolution or winding up of the Trust the assets remaining as on the date of dissolution shall under no circumstances be distributed among the Trustees but the same shall be transferred to some other similar Trust/Organization whose objectives are similar to those of this Trust with the permission of the competent government authorities.

IN WITNESS WHEREOF, the Author hereunto have signed and delivered the presents on the day and year first herein above written.