

**THE CONSTITUTION OF THE GURDWARA SAHIB
SINGH SABHA OF MICHIGAN
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SIKH RELIGION

Sikhism

is

a monotheistic religion

founded by

GURU NANAK SAHIB

**During the 15th century in Punjab, India.
It is the fifth largest religion in the world.**

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CONSTITUTION OF SINGH SABHA OF MICHIGAN

(Revised and amended from April 6th, 2014)

Article 1 - General

Section 1 - Definition of Gurdwara Sahib

SINGH SABHA OF MICHIGAN, here after referred to as 'Gurdwara Sahib', is a place of worship registered as an Ecclesiastical Corporation (Church) with the State of Michigan (USA). It holds religious services for followers of the Sikh religion. The address of the Gurdwara Sahib is:

3310 Canton Center Road, Canton, Michigan-48188

SINGH SABHA OF MICHIGAN is registered with IRS as a 501 (c) (3) non-profit organization since October 1, 2004.

Section 2 - Objectives of the Gurdwara Sahib

(1) Weekly Congregations

To hold congregations (Divans) for the Sikh Sangat at least once a week, on every Sunday, and on other days of the week as well, as and when desired.

(2) Advancement of Sikh Religion

To perform various duties and functions for the advancement of Sikh religion, including all kinds of activities required to preserve and promote the tenets of Sikhism and interests of its followers. In particular, the Gurdwara Sahib has to stay on guard about preserving the sanctity and integrity of the Holy Scriptures (Guru Granth Sahib) and must take up any prompt and firm action necessary for this under the existing US laws.

(3) Code of Conduct / Conflict Resolution

To be a religious organization of the Sikhs that exhibits highest religious, moral, and ethical standards in accordance with the Rehat Maryada (Code of Conduct) prescribed by Akal Takhat, Amritsar. All religious and political differences arising in the Gurdwara Sahib must be referred to the Conflict Resolution Committee of Five (Referred to as CRC in this document), whose decision would be considered final. The decision of the CRC cannot be challenged in the court of law. Depending on the severity of the problem, the group, in turn, can refer the issues to Akal Takhat, Amritsar for their resolution, and then give the final decision.

Gurdwara Sahib Sangat cannot amend the Rehat Maryada (Code of Conduct) as prescribed by Akal Takhat, Amritsar. Neither can the core requirement of being an Amritdhari Sikh to serve in CRC group and Stage Management Group (SMG) as described later in the document be changed under any circumstances.

(4) Advancement of Sikh Community

To take steps for the betterment and advancement of the Sikh community and help its members to adjust themselves in and contribute to the US society, without compromising their religious values, beliefs and identity in any way or form. The Gurdwara Sahib has the obligation of helping the Sikhs wear their religious symbols, namely the five Ks (Kakaars) in the US institutions. Should any problem be reported by any one, the Executive Committee (as defined in Article 8) is bound by this constitution to act upon it and take up the issues on behalf of the Gurdwara Sahib with the institutions/authorities reported against; and continue following it up until the concerned authorities agree and make the necessary amends.

(5) Teaching of Gurmukhi and Sikh History

Learning of Gurmukhi script, Kirtan, Katha, and ancient Sikh history comes from Sikh Gurdwara. It is the top priority of the Singh Sabha of Michigan to make necessary arrangement for organizing a facility where young Sikhs are spiritually enlightened with the knowledge of Gurbani by learning Gurmukhi and Sikh history. Khalsa School will operate under the Singh Sabha of Michigan *Rehat Maryada*. Goal of the school is total promotion of ancient Sikh heritage. Panjabi cultural activities like Bhangra are not allowed in Gurdwara premises. Singh Sabha of Michigan will make every effort with the help of the Sangat to establish a Khalsa school that will fulfill this important objective.

(6) Amrit Sanchar (Sikh Baptism)

To arrange Amrit-Sanchar (Sikh Baptism) for the Sangat (congregation) at least once every year. In case any other Sikh Institution, within the Detroit Metropolitan area organizes Amrit-Sanchar, this Gurdwara Sahib would offer full co-operation and support.

Section 3 - Gurdwara Sahib Premises

(1) The Gurdwara Sahib Building is open to every person who abides by the order and discipline applicable to a Sikh Gurdwara Sahib. Some of the forbidden things are cigarettes, tobacco products, alcohol, meat products, and drugs. Shoes must be removed at the specified place and head must be kept covered at all times (including while eating the Langar).

(2) The Gurdwara Sahib building is available to any Sikh for conducting a private ceremony performed under the rules of Gurmat (Guru's discipline). Some of the ceremonies allowed are Keertan¹, Paath², Anand Karaj³, Dastar Bandi⁴, Naam Karan⁵, Seminars and Lectures about Sikh Religion or about issues concerning the Sikh Religion.

(3) No member of the Sangat is allowed to use the Gurdwara Sahib Building for personal business or entertainment. Nor is the Gurdwara Sahib a meeting place to settle personal differences. The Gurdwara Sahib is the home of the Guru and must be treated with utmost respect. Any one committing an offence that can bring a bad name to the Gurdwara Sahib or to the Sikh community in general can be requested to stand up before the Sangat and apologize for his/her conduct. Failing this, the CRC can cancel his/her membership and even disallow his/her entry into the Gurdwara Sahib for two years or longer. If such person appeals to the CRC group for forgiveness then he/she will appear before the CRC group for apology and after Ardas by Granthi Singh Sahib before Guru Granth Sahib could be forgiven.

(4) Any person who is involved in any Gurdwara related lawsuit, cannot become part of the Gurdwara management group for at least 2 years after the settlement of the lawsuit.

(5) All management meetings will be informed to the management sevadars at least a week in advance by email or phone. In most cases the agenda will be provided as well.

(6) In case of management Sevdar (s) absence from such meeting, the decision (s) taken by the members who are present will be final.

Section 4 – Gurdwara Sahib Management Structure

This Gurdwara Sahib is not a personal fiefdom or Dera⁶. No one individual can impose his/her personal views on the Gurdwara Sahib. The management structure of the Gurdwara Sahib is founded on this basic premise. As a result of this simple principle there is no provision for the typical positions such as President, Vice-President, Secretary, and Treasurer etc. in the management structure. The management members will be selected on the basis of their abilities and willingness to serve the Gurdwara Sahib rather than through any

¹ Recital of devotional songs/verse from Guru Granth Sahib

² Religious prayers

³ Wedding function

⁴ Turban tying ceremony

⁵ Name ceremony

⁶ Although in dictionary it means Camp/settlement, it is referred to in the document as a type of management structure found in some places of worship related to Sikhism often designated as Gurdwara Sahib.

democratic election system. There will be 6 groups each consisting of 5 members that will be selected to serve the Gurdwara Sahib. CRC group will oversee the other 5 groups. The management structure written here in the constitution is the result of extensive consultations with Sangat members and serving and outgoing Sevadars of the Gurdwara Sahib.

Section 5 - Registered Memberships

Any Sikh is eligible to become its Registered Member. *The following are the qualifications to become registered member of Singh Sabha of Michigan:*

- (1) *Minimum age is 18 years at the time of filling registration form (shown in appendix A)*
- (2) The city, state or country of residence is not important; but his/her attendance on a regular basis is required if he/she lives in a location that could be reached within reasonable time by an automobile from Gurdwara Sahib.
- (3) To become a Registered Member, each applicant will have to sign the necessary Membership Form (shown in Appendix A), and give it to any current member of the Sevadars' Committee. The signed Membership Form can be submitted in person or electronically to Gurdwara Sahib email address.
- (4) By signing the form, the applicant pledges his/her commitment to the advancement of SINGH SABHA of MICHIGAN and promises to participate in any service required to keep the Gurdwara Sahib property clean and in order. The names of all new Registered Members would be announced to the Sangat during the following Sunday Divan. Members of the same family can each become a Registered Member
- (5) *Membership Fee:*
 - a. Sangat member, who wants to become registered member, must sign EFT form (Electronic Fund Transfer or direct deposit). One EFT form will only assure registered membership of husband and wife. Other family members, who are 18 year and older, must fill additional EFT form to become registered member.
 - b. *Following monthly membership fee (called EFT) will be applicable as of 4/6/2014 (as decided by unanimous approval of all the registered members present in the Sunday divan of 4/6/2014)*

Yearly Family Income	Minimum Monthly Fee (EFT)
<i>Income up to \$ 10,000</i>	<i>\$ 31.00</i>
<i>From 10,001-20,000</i>	<i>51.00</i>
<i>Income of \$20,001 and above</i>	<i>\$ 101.00 or more</i>

- (6) If a Sangat member that meets yearly income as listed in (5) contributes equivalent of yearly EFT by March 31st of the calendar year, then that Sangat member can claim membership by filling in the form. This would require copies of donation receipts/checks made in favor of Singh Sabha of Michigan,

and confirmation from FMG in writing. If the equivalent of yearly EFT is received after March 31st of the year, then he/she claim membership for the following year.

Article 2 - Conflict Resolution Committee (CRC)

Section 1 - Definition of CRC, its purpose, and term of the committee

This group of 5 members will consist of Amritdhari Sikhs in accordance with the current constitution and cannot be amended. The primary and paramount purpose of this group is to connect the Sangat with tenets of Gurmat and oversee and help other 5 management groups as described below.

Section 1-a - Term of the group

Every member will serve for at least 5-10 years. The group will encourage the incoming new Sangat members to participate in the Seva of the group. The recruitment of new Sevadars should be done for the training and replacing the current members. The number of available trainees will only determine the term period of current members. In case of insufficient new recruits, the current members can continue for the second term.

Section 2 - Qualification of CRC members

- 1. In order to be a member, one should be totally dedicated to serve the Gurdwara Sahib with body, mind, and all material resources (tan, man, and dhan). This will be the most important criterion at the time of selection. A person, who is financially not solvent or unwilling to stake his personal resources, if required, would not measure up to this criterion under ordinary circumstances.*
- 2. Given the main purpose of this group, member should be true adherent of Gurmat principles of being steadfastness in adversity (adolta), exemplary patience, and being truthful in all circumstances. The member should not display an outlook of imposing his/her approach to any issue at hand but willing to go an extra mile to keep the brotherly atmosphere at the Gurdwara Sahib. Overall member should be completely mindful and devoted to the principles laid down by the Sikh gurus and their supreme sacrifices in 239 years of Sikh history.*
- 3. As and when there is a clash or disagreement in the Sangat or within the group, the member should be capable of taking decisions that are unbiased, informed, that are in conformance with the tenets of Gurmat. Many times such matters cannot be resolved in a short period of time. The resolution of these issues may require listening to all and repetitive arguments from all conflicting sides and patience to bring settlement between the opposing parties.*
- 4. In addition each member should be an EFT paying member. It is expected that before becoming member of the group, the member has read, understood, and is in complete agreement with the responsibilities of the CRC group as defined in the constitution.**

Section 3 - Duties and Responsibilities of CRC members

1. CRC will fully support and assist the other 5 management groups (as listed below) that are responsible for the management of the Gurdwara Sahib. Each CRC member will also be required to work closely with at least one of the 5 groups.
2. This group will oversee and be fully responsible for all construction projects carried out at the Gurdwara Sahib premises. With regard to this, it's important for project planning purposes that the other 5 groups are duly informed. After getting approval from all groups, this group will be responsible for getting the blue prints done, will arrange to get city approvals/permits, and contracting with external parties.
3. This group will be responsible for interacting and dealing with all external parties such as police, news-media, and any political parties. The group can also appoint a member of the Sangat to discharge this responsibility.
4. To promote and advance the Gurmat amongst Sangat, this group will select, invite, and arrange the visits of outside preachers (Katha-Vachak) and/or Kirtan jathas. It is expected that visiting preachers (Katha-Vachak) and/or Kirtan jathas are distinguished in their expertise and widely known.
5. This group will be responsible for resolving any dispute in the Gurdwara Sahib amongst members in an unbiased, informed, and in a way that is consistent with the values of Gurmat.
6. Each member of the group will be totally committed to safeguard *Guru-Maryada* under all circumstances.
7. The group will inform the Sangat at least 2 times before any major amendments are made to the constitution.
8. With the aim of improving and keeping the management of the Gurdwara Sahib up-to-date, the group will discuss state of the art techniques with other group members and help in implementing them.
9. This group will check and verify all Gurdwara Sahib donation money deposited and deducted in the bank on a monthly basis. It will conduct best-efforts audit of all financial records maintained by the finance management group (listed below) periodically.
10. All documents related to external parties other than as listed under finance management group will be signed by member (s) of the CRC representing Singh Sabha of Michigan management. These include marriage certificates, long-term loan agreements with banks/financial institutions, and utilities and other private companies etc.
11. It will be the primary responsibility of CRC to ensure that all group and general Sangat meetings are conducted in a respectful, civilized and cordial atmosphere. Any person who disrupts such meetings and acts in an uncivilized and offensive manner may be asked by CRC to leave the meeting and CRC will consider future action to prevent the recurrence of such incidents.

12. The Khalsa School will operate under the overall supervision of the CRC group. The CRC will identify, select, and appoint management staff that will run the school in line with Article 1, section 2.
13. All CRC members should be present at the weekly Deevan unless they have already reported their inability to attend due to unavoidable circumstances.

Section 4 - Selection of new CRC member (s)

If a new member has to be considered to be added to the group at the expiry of the term of an existing member, or at the time of any member (s) leaving the group, then continuing members would meet and attempt to identify a person who in their opinion has the abilities/willingness to contribute to the group. Strong emphasis will be placed on items 1 to 3 in the qualification section as listed above in section 2 of the article 2. Any Sangat member can propose the name of a potential CRC member. At all times the members would consider ONLY the abilities/willingness of the potential new member. Considerations based on personal or social relationship will be avoided at all cost. All continuing members of the CRC and all current sevadars in other 5 management groups described below have to be in complete agreement on including a new member.

Section 5 - Disciplinary action against current CRC member

If a member for whatever reason is not able to perform the duties expected of him/her, it is incumbent on the member to discuss the reasons with other members of the CRC and volunteer to withdraw from the group on his/her own initiative. This may avoid any unwanted bitterness in Sangat and is consistent with the brotherly principles of Sikhism. However if all members of the CRC unanimously believe that a certain member is unwilling or unable to discharge the responsibilities assigned to him/her then he/she may be asked to leave the group. In addition if a member is found in persistent violations of the one or many of the written rules and regulations (attached in the appendix B) that he/she signed to before becoming a member of the group, then he/she may be asked to leave the group.

Article 3 - Stage Management Group (SMG)

Section 1 - Definition of SMG, its purpose

This group of 5 members will consist of Amritdhari Sikhs in accordance with the current constitution and cannot be amended. The overarching goal of this group is to assist CRC in connecting the Sangat with tenets of Gurmat. To achieve this objective this group will have the responsibilities to make announcements of important programs scheduled in the Gurdwara Sahib, and discuss the important dates in Sikh history for the information and education of the Sangat from the stage. It will have additional responsibility to ensure that Langar Seva runs without any interruption.

Section 1-a - Term of the group

Every member will serve for at least 3-5 years. The group will encourage the incoming new Sangat members to participate in the Seva of the group. The recruitment of new Sevadars should be done for the training and replacing the current members. The number of available trainees will only determine the term period of current members. In case of insufficient new recruits, the current members can continue for the second term. The term period of members will be reviewed in 2018 for possible changes.

Section 2 - Qualification of SMG members

Each member will be an Amritdhari Sikh and an EFT paying member. It is expected that before becoming member of the group, the each member has read, understood, and is in complete agreement with the responsibilities of the SMG group as defined in the constitution.

Section 3 - Duties and Responsibilities of SMG members

1. Every week, all members of the group are expected to assemble together and discuss and plan action for the important events/programs that are to be planned at the stage of the Gurdwara Sahib. In these discussions, the following items are of utmost importance.
 - a. All Gurburab programs planned during the calendar years are to be listed first. Then, after discussion with the Granthi Singh Sahib all Akhand Path dates associated with these Gurburabs should be decided and put up on the notice board (alongside 12 months' income/expense statements) approaching the stairs. This will prevent any Sangat member from planning their private programs, around these dates.
 - b. This group will hold meetings to discuss all wedding functions (*Anand Karaj*) that are scheduled a month ahead. The group will meet both (would be bride and bridegroom) families to inform

them of the *Guru Maryada*. Although *Guru Maryada* must have been discussed by Granthi Singh Sahib at the time of booking the date for *Anand Karaj*; it is nevertheless important for this group to meet up both families and to dissuade them from consumption of alcohol during wedding celebrations. Granthi Singh Sahib and CRC members can also be present during these meetings. The group will inform and coordinate with other 3 groups so that at least one member from each group is present the day of *Anand Karaj*.

- c. All dates that hold special significance in Sikh history such as Birth days of the Gurus, devotees (*bhakats*), *Sahibjadas*, and *Panj Piyare Gurgadi divas*, or death anniversary/ martyrdom days of Gurus, and other Sikhs will be listed and displayed on the board next to the stairs. More importantly the group would meet a month ahead of these significant dates to discuss and prepare a note that highlights the importance of these dates in general and in particular to Sikh history. This note should be written up in both Panjabi as well as in English and read by one of the group members from the stage during Sunday divans to Sangat. The English version should be read out by a youngster picked up at random amongst the Sangat. This will inform/educate our Sangat including children about the great Sikh history, as well as afford an opportunity to remember the great sacrifices made by Sikhs in the past. The group should seek the advice of CRC member (s) to prepare these notes.
- d. Each member of the group should train each other on communicating with the Sangat in imposing and commanding voice from the stage. In order to prepare every member to be skilful in the job, the group members would take turns to make announcements / read notes from the stage. If statements/announcements are reasonably long, then more than one member can join in.
- e. Langar Seva is an important Seva in the Gurdwara Sahib that is done with the cooperation of the Sangat. This group will encourage members of the Sangat to enthusiastically take part in the Seva. If no family has volunteered to host the Langar on a certain day, this group's member (s) will personally contact Sangat members through phone/email to motivate them to undertake for the Seva.
- f. Anytime a Sangat member organizes a Kirtan program at home, the group would make efforts to send at least one of their members to attend the program.
- g. The group will assign one or more members to keep the minutes of all management meetings held at the Gurdwara Sahib. At the end of the calendar year, the summary minutes of all meetings' held in the year should be submitted to the CRC.
- h. All important programs scheduled as per a) and c) above should be communicated to the Sangat through email with the help of Finance Management Group a week in advance.
- i. Although Finance Management Group will take initiative in raising money to finance the ongoing sevas at the Gurdwara Sahib, this

group will also share in this responsibility by informing the Sangat of the ongoing sevas and appealing them to fund them as part of dasvand⁷.

- j. This Gurdwara Sahib offers Guru Granth Sahib the utmost honor and affection. The group will also encourage the Sangat to do the same. To this end, the Sangat has to be frequently reminded of the importance of keeping decorum in the diwan hall by keeping quiet and by preventing kids from engaging in horseplay.
- k. The group will hold monthly meetings to discuss the code of conduct/*Guru Maryada* adopted by the sevadars of the Gurdwara Sahib in 2009. These meetings will educate the sevadars on the need of having Guru Maryada. The group will also educate the Sangat on the importance of this at frequent intervals.
- l. At least one member of this group will be present during the special functions such as *Anand Karaj*, *Mritik Karaj* etc. that are solemnized at the Gurdwara Sahib to help with the Seva.
- m. All SMG members should be present at the weekly Deevan unless they have already reported their inability to attend to the lead person due to unavoidable circumstances.
- n. This group will work closely with Khalsa school management and make periodic announcements to help improve the learning Gurmukhi and Sikh history.

Section 4 - Selection of new SMG member (s)

If a new member has to be considered to be added to the group at the expiry of the term of an existing member, or at the time of any member (s) leaving the group, then continuing members would meet and attempt to identify a person who in their opinion has the abilities/willingness to contribute to the group. At all times the members would consider ONLY the abilities/willingness of the potential new member. Considerations based on personal or social relationship will be avoided at all cost. All continuing members have to be in complete agreement on including a new member.

Section 5 - Disciplinary action against current SMG member

If a member for whatever reason is not able to perform the duties expected of him/her, it is incumbent on the member to discuss the reasons with lead person and CRC and volunteer to withdraw from the group on his/her own initiative. This may avoid any unwanted bitterness in group and Sangat and is consistent with the brotherly principles of Sikhism. However if all members of the SMG unanimously believe that a certain member is unwilling or unable to discharge

⁷ The practice of donating 10% of one's income, and time to serve others especially at Gurdwara Sahib.

the responsibilities assigned to him/her then disciplinary action may be recommended against that member. In addition if a member is found in persistent violations of the one or more of the written rules and regulations (attached in the appendix B) that he/she signed to before becoming member of the group, then lead person of the SMG after consultation with other members of the group may recommend disciplinary action against the group member. The quantum and type of the disciplinary action/penalty rests with the CRC and its decision is final.

Section 6 – Role of Lead Person in SMG

The lead person of the SMG will be responsible for the overall smooth and effective functioning of the group. This requires that lead person should be willing to devote at least 8-10 hours a week to look after the various responsibilities entrusted to this group. He/she will lead by example, and be able and willing to fill in when other members of the group are not able to discharge their responsibilities. He/she will coordinate with other 4 members to ensure that all jobs expected of the group are being done effectively. He/she will represent the group as its spokesperson to the Sangat, CRC, and interact with other lead persons of the other management groups of the Gurdwara Sahib. In addition, the lead person would be actively involved in recruitment of new members to the group and recommend their addition the group to CRC as per section 4 above.

Article 4 - Finance Management Group (FMG)

Section 1 - Definition of FMG and its purpose

The principal purpose of this group is to oversee the financial affairs of the Gurdwara Sahib to guarantee that Gurdwara Sahib is able to render its important functions to Sangat effectively and efficiently.

Section 1-a - Term of the group

Every member will serve for at least 3-5 years. The group will encourage the incoming new Sangat members to participate in the Seva of the group. The recruitment of new Sevadars should be done for the training and replacing the current members. The number of available trainees will only determine the term period of current members. In case of insufficient new recruits, the current members can continue for the second term. The term period of members will be reviewed in 2018 for possible changes.

Section 2 - Qualification of FMG members

Every member of this group is required to be proficient in the English language and use of computers. In addition he/she should be an EFT paying member. It is expected that before becoming member of the group, the member has read, understood, and is in complete agreement with the responsibilities of the FMG group as defined in the constitution.

Section 3 - Duties and Responsibilities of FMG members

1. All 5 members of the group will help and put up a table and assemble near the steps on the ground floor (approaching diwan hall) every Sunday, and on all other special occasions when Sangat diwan is in session. They will welcome the incoming Sangat, take the contact address including emails from new Sangat and would change big currency bills to small \$ bills for the Sangat.
2. This group will prepare the monthly income and expenses statement for the Gurdwara Sahib and display on the board in a timely manner for providing information to the Sangat.
3. At the end of Diwan on every Sunday, this group will count all the donations in cash, check, or other form with the help of Sangat and ensure that they are properly documented and promptly deposited in the bank. The deposit receipt and the Golak form will to be filed in the office. This group will check all the mails and suggestions placed in the suggestion box and take appropriate actions as needed on a weekly basis.
4. The group will maintain separate accounts for the Khalsa School.
5. This group will ensure payroll payment to Granthi and other Jatha members on bi-weekly basis or as negotiated in their contracts. In addition it will submit quarterly returns on these payroll payments to the IRS, and Michigan tax and other authorities with the help of the Gurdwara Sahib CPA.

6. Any person or entity that is not incorporated but has received more than \$600 from Gurdwara Sahib in payment in a calendar year is entitled to receive Form 1099 for tax purposes. This group will identify such persons and the amounts paid, and make the forms available to them before January 31st of the next year with the help of the CPA.
7. This group will communicate information about all the special functions/programs to be organized at the Gurdwara Sahib to Sangat by email on a timely basis. The information will be provided to this group by stage management group (SMG).
8. FMG will arrange to give receipts for all the donations received from the Sangat and thank all the donors at least once a year by writing a letter.
9. If there is any payment to be made to any entity or person for unrelated to regular bills for the Gurdwara Sahib; it must be made only after consultation with and approval of the CRC member (s). Furthermore the related payment document should be signed by CRC member (s).
10. EFT is an important and major source of income to the Gurdwara Sahib. This group will make efforts with the help of other management group members to motivate the existing and new Sangat to become EFT members. It should try to arrange potential members' meeting with CRC on a weekly basis when possible.
11. The annual income tax return once prepared by the CPA will be signed by the lead person of this group and sent by certified mail to the IRS. The lead person of the Financial Management Group will also be authorized to sign all documents related to Gurdwara Sahib financial accounts that may be required by the state and federal authorities.
12. FMG will issue receipts/letters to EFT members at the end of the year.
13. The Gurudwara website will be maintained and updated by this group and if required outside help may be needed.
14. To understand and appreciate the code of conduct of Gurus (*Guru-Maryada*), the group will hold monthly meetings.
15. At least one member of this group will be present during the special functions such as *Anand Karaj*, *Mritik Karaj* etc. that are solemnized at the Gurdwara Sahib to help with the Seva.
16. All FMG members should be present at the weekly Deevan unless they have already reported their inability to attend to the lead person due to unavoidable circumstances.

Section 4 - Selection of new FMG member (s)

If a new member has to be considered to be added to the group at the expiry of the term of an existing member, or at the time of any member (s) leaving the group, then continuing members would meet and attempt to identify a person who in their opinion has the abilities/willingness to contribute to the group. At all times the members would consider ONLY the abilities/willingness of the potential new

member. Considerations based on personal or social relationship will be avoided at all cost. All continuing members have to be in complete agreement on including a new member.

Section 5 - Disciplinary action against current FMG member

If a member for whatever reason is not able to perform the duties expected of him/her, it is incumbent on the member to discuss the reasons with lead person and CRC and volunteer to withdraw from the group on his/her own initiative. This may avoid any unwanted bitterness in group and Sangat and is consistent with the brotherly principles of Sikhism. However if all members of the FMG unanimously believe that a certain member is unwilling or unable to discharge the responsibilities assigned to him/her then disciplinary action may be recommended against that member. In addition if a member is found in persistent violations of the one or more of the written rules and regulations (attached in the appendix B) that he/she signed to before becoming member of the group, then lead person of the FMG after consultation with other members of the group may recommend disciplinary action against the group member. The quantum and type of the disciplinary action/penalty rests with the CRC and its decision is final.

Section 6 – Role of Lead Person in FMG

The lead person of the FMG will be responsible for the overall smooth and effective functioning of the group. This requires that lead person should be willing to devote at least 8-10 hours a week to look after the various responsibilities entrusted to this group. He/she will lead by example, and be able and willing to fill in when other members of the group are not able to discharge their responsibilities. He/she will coordinate with other 4 members to ensure that all jobs expected of the group are being done effectively. He/she will represent the group as its spokesperson to the Sangat, CRC, and interact with other lead persons of the other management groups of the Gurdwara Sahib. In addition, the lead person would be actively involved in recruitment of new members to the group and recommend their addition the group to CRC as per section 4 above.

Article 5 - Maintenance and Buying Management Group (inside) (MBMG (inside))

Section 1 - Definition of MBBMG (inside) and its purpose

This management group is responsible for the maintenance and upkeep of the interiors of the Gurdwara Sahib premises.

Section 1-a - Term of the group

Every member will serve for at least 3-5 years. The group will encourage the incoming new Sangat members to participate in the Seva of the group. The recruitment of new Sevadars should be done for the training and replacing the current members. The number of available trainees will only determine the term period of current members. In case of insufficient new recruits, the current members can continue for the second term. The term period of members will be reviewed in 2018 for possible changes.

Section 2 - Qualification of MBBMG (inside) members

Every member should be an EFT paying member. It is expected that before becoming member of the group, the member has read, understood, and is in complete agreement with the responsibilities of the MBBMG (inside) group as defined in the constitution.

Section 3 - Duties and Responsibilities of MBBMG (inside) members

1. This group will be responsible for planning and doing all the purchases that may be necessary from time to time for the Gurdwara Sahib.
2. This group prepare list of items that are needed for cleaning of bathrooms, kitchen, and Langar hall. They will explore ways to reduce unnecessary expenditure.
3. This group will encourage Sangat to participate in the cleaning of bathrooms, kitchen, and Langar hall. The group will ensure that diwan hall is cleaned and vacuumed on weekly basis.
4. The group will inform and educate any new family that plans to use the Gurdwara Sahib kitchen on the safety procedures, using the stove burners, cleaning of the kitchen after use, and turning off all lights when not needed.
5. This group will discuss and implement methods to improve the serving of Langar to Sangat.
6. This group will be present to help clean the Gurdwara Sahib before and after regular weekly programs. In addition members will also aid in cleaning on special events such as Anand Karaj/Mritik Karaj held at Gurdwara Sahib.

7. The group will make efforts to keep discipline among kids on the Gurdwara Sahib premises. They will educate the kids on preventing the misuse of the bathrooms.
8. The group will make/update the list of the items required to make Langar in the kitchen of the Gurdwara Sahib. For example, quantity of flour, dal, vegetables, onions, tea, sugar, butter etc. Also included in the list are items such as paper plates, cup etc.
9. The group will check at least once a month on the ratio of detergents that are used in the dishwasher.
10. This group will take appropriate steps to ensure that pests are controlled on the premises of the Gurdwara Sahib.
11. The group will ensure that grease-trap in the kitchen is cleaned every 6 months. It is important that filters of the chimney on top of the hood and of fans on the make-up unit (in roof) are cleaned once a year. The dates of cleaning should be written up on a board and displayed.
12. To understand and appreciate the code of conduct of Gurus (*Guru-Maryada*), the group will hold monthly meetings.
13. At least one member of this group will be present during the special functions such as *Anand Karaj*, *Mritik Karaj* etc. that are solemnized at the Gurdwara Sahib to help with the Seva.
14. All MBMG (inside) members should be present at the weekly Deevan unless they have already reported their inability.
15. One person from the group will make himself/herself available for monthly training for at least an hour from M&EMG as discussed on Section 7. Lead of the group will keep records of this training.
16. The group is responsible for the upkeep of 3260 Canton Center Road, MI 48188 premises as far as inside maintenance is concerned.

Section 4 - Selection of new MBMG (inside) member (s)

If a new member has to be considered to be added to the group at the expiry of the term of an existing member, or at the time of any member (s) leaving the group, then continuing members would meet and attempt to identify a person who in their opinion has the abilities/willingness to contribute to the group. At all times the members would consider ONLY the abilities/willingness of the potential new member. Considerations based on personal or social relationship will be avoided at all cost. All continuing members have to be in complete agreement on including a new member.

Section 5 - Disciplinary action against current MBMG (inside) member

If a member for whatever reason is not able to perform the duties expected of him/her, it is incumbent on the member to discuss the reasons with lead person

and CRC and volunteer to withdraw from the group on his/her own initiative. This may avoid any unwanted bitterness in group and Sangat and is consistent with the brotherly principles of Sikhism. However if all members of the MBMG (inside) unanimously believe that a certain member is unwilling or unable to discharge the responsibilities assigned to him/her then disciplinary action may be recommended against that member. In addition if a member is found in persistent violations of the one or more of the written rules and regulations (attached in the appendix B) that he/she signed to before becoming member of the group, then lead person of the FMG after consultation with other members of the group may recommend disciplinary action against the group member. The quantum and type of the disciplinary action/penalty rests with the CRC and its decision is final.

Section 6 – Role of Lead Person in MBMG (inside)

The lead person of the MBMG (inside) will be responsible for the overall smooth and effective functioning of the group. This requires that lead person should be willing to devote at least 8-10 hours a week to look after the various responsibilities entrusted to this group. He/she will lead by example, and be able and willing to fill in when other members of the group are not able to discharge their responsibilities. He/she will coordinate with other 4 members to ensure that all jobs expected of the group are being done effectively. He/she will represent the group as its spokesperson to the Sangat, CRC, and interact with other lead persons of the other management groups of the Gurdwara Sahib. In addition, the lead person would be actively involved in recruitment of new members to the group and recommend their addition the group to CRC as per section 4 above.

Article 6 - Maintenance and Buying Management Group (outside) (MBMG (outside))

Section 1 - Definition of MBBMG (outside) and its purpose

This management group is responsible for the maintenance and upkeep of the outside of the Gurdwara Sahib premises.

Section 1-a - Term of the group

Every member will serve for at least 3-5 years. The group will encourage the incoming new Sangat members to participate in the Seva of the group. The recruitment of new Sevadars should be done for the training and replacing the current members. The number of available trainees will only determine the term period of current members. In case of insufficient new recruits, the current members can continue for the second term. The term period of members will be reviewed in 2018 for possible changes.

Section 2 - Qualification of MBBMG (outside) members

Every member should be an EFT paying member. It is expected that before becoming member of the group, the member has read, understood, and is in complete agreement with the responsibilities of the MBBMG (outside) group as defined in the constitution.

Section 3 - Duties and Responsibilities of MBBMG (outside) members

1. Responsible for lawn mowing. Also encourage the Sangat to help in the Seva. To make a list of the Sangat members with their contact numbers, who can help in lawn mowing Seva and put it on a board.
2. Snow removal during winter months is an important Seva. This group will do this Seva and encourage Sangat members to help as well.
3. The group will be responsible for programming the sprinkler system as required based on inputs from MBBMG (outside). It will also maintain the system including winterizing/de-winterizing.
4. The group will look after the landscaping on the Gurdwara Sahib premises, and make certain the cleanliness of the retention pond in the rear of the Gurdwara Sahib.
5. Do preventive maintenance on the main doors to the Gurdwara Sahib building.
6. Do preventive maintenance and repair work on the domes of the Gurdwara Sahib.
7. To ensure that the rope lights located outside are turned on and off at appropriate hours to ensure proper lighting for the Sangat visiting the Gurdwara Sahib.
8. To keep the Gazebo and Angeetha sahib clean.

9. To understand and appreciate the code of conduct of Gurus (*Guru-Maryada*), the group will hold monthly meetings.
10. At least one member of this group will be present during the special functions such as *Anand Karaj*, *Mritik Karaj* etc. that are solemnized at the Gurdwara Sahib to help with the Seva.
11. All MBMG (outside) members should be present at the weekly Deevan unless they have already reported their inability.
12. One person from the group will make himself/herself available for monthly training for at least an hour from M&EMG as discussed on Section 7.
13. The group will look after the maintenance of the water pond.
14. The group will ensure that vehicles registered in the name of Gurudwara are properly maintained on regular basis.
15. One person from the group will make himself/herself available for monthly training for at least an hour from M&EMG as discussed on Section 7. Lead of the group will keep records of this training.
16. The group is responsible for the upkeep of 3260 Canton Center Road, MI 48188 premises as far as outside maintenance is concerned.

Section 4 - Selection of new MBMG (outside) member (s)

If a new member has to be considered to be added to the group at the expiry of the term of an existing member, or at the time of any member (s) leaving the group, then continuing members would meet and attempt to identify a person who in their opinion has the abilities/willingness to contribute to the group. At all times the members would consider ONLY the abilities/willingness of the potential new member. Considerations based on personal or social relationship will be avoided at all cost. All continuing members have to be in complete agreement on including a new member.

Section 5 - Disciplinary action against current MBMG (outside) member

If a member for whatever reason is not able to perform the duties expected of him/her, it is incumbent on the member to discuss the reasons with lead person and CRC and volunteer to withdraw from the group on his/her own initiative. This may avoid any unwanted bitterness in group and Sangat and is consistent with the brotherly principles of Sikhism. However if all members of the MBMG (outside) unanimously believe that a certain member is unwilling or unable to discharge the responsibilities assigned to him/her then disciplinary action may be recommended against that member. In addition if a member is found in persistent violations of the one or more of the written rules and regulations (attached in the appendix B) that he/she signed to before becoming member of

the group, then lead person of the MBMG (outside) after consultation with other members of the group may recommend disciplinary action against the group member. The quantum and type of the disciplinary action/penalty rests with the CRC and its decision is final.

Section 6 – Role of Lead Person in MBMG (outside)

The lead person of the MBMG (outside) will be responsible for the overall smooth and effective functioning of the group. This requires that lead person should be willing to devote at least 8-10 hours a week to look after the various responsibilities entrusted to this group. He/she will lead by example, and be able and willing to fill in when other members of the group are not able to discharge their responsibilities. He/she will coordinate with other 4 members to ensure that all jobs expected of the group are being done effectively. He/she will represent the group as its spokesperson to the Sangat, CRC, and interact with other lead persons of the other management groups of the Gurdwara Sahib. In addition, the lead person would be actively involved in recruitment of new members to the group and recommend their addition to the group to CRC as per section 4 above.

Article 7 - Mechanical and Electronic Maintenance Group (M&EMG)

Section 1 - Definition of M&EMG, its purpose and term of the group

This group is created to facilitate the operation of MBMG (inside) and MBMG (outside). The team members of this group will be selected from the Sangat, who have expert knowledge in the operations of various mechanical and electronic equipment on Gurdwara premises.

Section 1-a - Term of the group

Every member will serve for at least 3-5 years. The group will encourage the incoming new Sangat members to participate in the Seva of the group. The recruitment of new Sevadars should be done for the training and replacing the current members. The number of available trainees will only determine the term period of current members. In case of insufficient new recruits, the current members can continue for the second term. The term period of members will be reviewed in 2018 for possible changes.

Section 2 - Qualification of M&EMG members

Every member should be an EFT paying member. It is expected that before becoming member of the group, the member has read, understood, and is in complete agreement with the responsibilities of the M&EMG group as defined in the constitution.

Section 3 - Duties and Responsibilities of M&EMG members

1. This group will be responsible for the maintenance of heating and cooling units. This would include programming of thermostats as required at different times of the day and seasons. If Sangat members experience that the temperatures in the Gurudwara building are uncomfortable at any time during the week, then this group would ensure that someone from the group will pay a prompt visit to the Gurudwara and adjust the heating/cooling unit thermostat. Under no circumstances this visit could be postponed to the weekend. This group will do routine maintenance such as filter cleaning/replacement. To conduct more complex repairs, this group will liaison with outside contractor and order parts if necessary. All routine and outside maintenance records will be duly entered in a diary.
2. The group will maintain alarm and security system, telephone/fax, internet, and computer systems.
3. The group will maintain complete inside and outside electrical service.
4. The group will look after the upkeep of the speaker system of the Gurudwara.
5. The group will ensure the maintenance and repair of all plumbing and hot water tanks.

6. The group will oversee the inspections and maintenance of the elevator system with help of outside contractors and will keep all related records.
7. The group will carry out any kitchen equipment repair and maintenance.
8. The group will be responsible for the repair and maintenance of any other mechanical/electronic equipment.
9. At least one person from this group will be present during Sunday Deevan or Deevan held on special occasions to troubleshoot unexpected speaker or any other electronic equipment.
10. At least one member of this group will attend the regular meetings of MBMG (inside) and MBMG (outside) if these groups make such a request.
11. In order to ensure that Gurdwara functions smoothly on daily basis, it will be a major responsibility of this group to train the members of MBMG (inside) and MBMG (outside) to handle day-to-day problems that may arise. An incomplete list of this is as follows:
 1. Setting of alarm systems;
 2. How to switch the Langar hall TV;
 3. Computer/Telephone problems;
 4. Periodical maintenance on heating/cooling units;
 5. Kitchen equipment training;
 6. Trouble shooting the speaker system;
 7. Adjusting and programming heating/cooling thermostat;
 8. Two persons from both MBMG (inside) and MBMG (outside) groups should be trained at least one hour every month. The training provided should be properly documented.

Section 4 - Selection of new M&EMG member (s)

If a new member has to be considered to be added to the group at the expiry of the term of an existing member, or at the time of any member (s) leaving the group, then continuing members would meet and attempt to identify a person who in their opinion has the abilities/willingness to contribute to the group. At all times the members would consider ONLY the abilities/willingness of the potential new member. Considerations based on personal or social relationship will be avoided at all cost. All continuing members have to be in complete agreement on including a new member.

Section 5 - Disciplinary action against current M&EMG member

If a member for whatever reason is not able to perform the duties expected of him/her, it is incumbent on the member to discuss the reasons with lead person and CRC and volunteer to withdraw from the group on his/her own initiative. This may avoid any unwanted bitterness in group and Sangat and is consistent with the brotherly principles of Sikhism. However if all members of the M&EMG unanimously believe that a certain member is unwilling or unable to discharge the responsibilities assigned to him/her then disciplinary action may be recommended against that member. In addition if a member is found in

persistent violations of the one or more of the written rules and regulations (attached in the appendix B) that he/she signed to before becoming member of the group, then lead person of the M&EMG after consultation with other members of the group may recommend disciplinary action against the group member. The quantum and type of the disciplinary action/penalty rests with the CRC and its decision is final.

Section 6 - Role of Lead Person in M&EMG

The lead person of the M&EMG will be responsible for the overall smooth and effective functioning of the group. This requires that lead person should be willing to devote at least 8-10 hours a week to look after the various responsibilities entrusted to this group. He/she will lead by example, and be able and willing to fill in when other members of the group are not able to discharge their responsibilities. He/she will coordinate with other 4 members to ensure that all jobs expected of the group are being done effectively. He/she will represent the group as its spokesperson to the Sangat, CRC, and interact with other lead persons of the other management groups of the Gurdwara Sahib. In addition, the lead person would be actively involved in recruitment of new members to the group and recommend their addition the group to CRC as per section 4 above.

Article 8 - Preaching Clergy

Section 1 - Definition of Preaching Clergy

a. Granthi (Priest)

Granthi is the main priest whose duties and responsibilities are as follow-

1. Open and close the Gurdwara Sahib for services on daily basis
2. Perform Prakash⁸ of Guru Granth Sahib every morning at 4:30 am.
3. Do Nitnem⁹ from 4:45 am to 6:00 am every day.
4. Prepare Karah-Prasad before every congregation (deevan).
5. Organize all functions such as Akhand Path¹⁰, Sehaj Path¹¹, Keertan, Katha¹², Seminars, services at private residences of the members, prayers at funeral services and Amrit Sanchar¹³ etc.
6. Educate the Sangat and youth on Sikhism
7. Perform evening services from 6:00 pm to 7:30 pm and do Sukhasan¹⁴ of Guru Granth Sahib.
8. Perform Sunday services from 10:30 am to 1:00 pm.

b. Keertan Jatha (Group)

Keertan Jatha is usually a group of 3 people who are trained in musical instruments and sing the holy verses from Guru Granth Sahib. All Sikh Gurdwara Sahibs have the Keertan services. In addition this group shares in the duties/responsibilities listed above for Granthi (priest).

c. Benefits and Compensation

The salary of the Granthi and Keertan Jatha will be decided by the CRC group. The Granthi and Keertan Jatha are also supported financially by cash donations of the Sangat on a daily basis. Granthi and Keertan Jatha will be provided with boarding and lodging. Granthi and Keertan Jatha will be eligible for 1 week of paid vacation after 1 year of regular and satisfactory service. Health insurance as required by law could be arranged through the Gurdwara Sahib. However Granthi and Keertan Jatha members will be responsible for 85% of the monthly health insurance premium.

⁸ The practice of the bringing the holy book of Guru Granth Sahib to the podium.

⁹ Morning prayers

¹⁰ Continuous recital of complete Guru Granth Sahib in 48 hours

¹¹ Complete reading of Guru Granth Sahib usually in a week

¹² Religious discourse

¹³ Baptism ceremony

¹⁴ The practice of the bringing the holy book of Guru Granth Sahib from the podium to bedroom.

Article 9 - Definition of board of Directors and Executive committee of the Gurdwara Sahib

Conflict Resolution Committee (CRC) and the lead persons of the five management groups will have the authority to make all financial and operational decisions for Singh Sabha of Michigan. The five management groups are Financial Management Group, Stage Management Group, Maintenance and Buying Group (outside), Maintenance and Buying Group (inside), and Mechanical and Electronic Maintenance Group respectively.

1. The lead persons of the five management groups will constitute the executive committee and this will replace the committee of President, Vice-President, Secretary, Vice Secretary, Treasurer and Assistant Treasurer as in current constitution.
2. For external reporting purposes e.g. IRS, Michigan government etc., members of CRC will form the Board of Directors. Lead of the FMG will be the Treasurer.

Article 10 – Amendment Procedures to the Constitution and Strategic Decisions

Section 1- General Change in responsibilities of the groups and Strategic Decisions

All changes in responsibilities of the groups will be studied by the CRC and all group lead persons before presented to all members of the management. All strategic decisions that can have implications for all Sangat will also be discussed first by the CRC and all group lead persons before presented to all other members of the management. All CRC members and at least 3 of the lead persons should agree to the change or strategic decisions. In addition at least 75% of the management sevadars who attend the meeting called for such purposes should agree to the change or strategic decisions. The date and time of such meetings will be informed to all management members at least one week in advance by email. The decisions taken at such meetings will be sent to all management sevadars by email as well.

Section 2- Non-Amendment of qualifications for CRC and SMG members

As stated before in Article 2 –section 1 and Article 3-section 1, that in order to be a member of the CRC or SMG, the member is required to be an Amritdhari Sikh. This qualification CANNOT be changed.

List of Effective dates and amendments to the constitution

1. First constitution effective from April 13, 2004.
2. Constitution amended and new constitution effective from December 20, 2009.
3. Constitution amendment proposed to executive committee and other members of the Sangat on February 10, 2013.
4. Proposed amendments on February 10, 2013 discussed by executive committee and other members of the Sangat on March 10th, 2013. Forms accepting rules and regulations to do Seva in various groups given for signature.
5. Formation of temporary management groups and their terms started on April 14, 2013
6. The outline of draft of the new constitution discussed amongst various management groups and other members of Sangat on January 26, 2014
7. Second review of the draft constitution discussed on February 9th, 2014.
8. Third review of the constitution discussed and passed on March 9th, 2014.
9. Constitution presented to Sangat for feedback and review on March 16th, 2014.
10. Constitution approved by Sangat on April 6th, 2014 and comes in effect immediately.

Appendix A
Application Form for becoming a Registered Member

To The Sadh Sangat (congregation) of SINGH SABHA of MICHIGAN:

Respected Sadh Sangat Ji:

Waheguru Ji Ka Khalsa, Waheguru Ji Ki Fateh!

I would like to become a Registered Member of SINGH SABHA of MICHIGAN and am making the following declarations and pledges to the Gurdwara Sahib:

1. I am a Sikh who believes in the Ten Gurus and Guru Granth Sahib only.
2. I firmly believe that a Gurdwara Sahib is the home of Guru Granth Sahib, and so should be given its due respect.
3. I would try my best to attend all the services provided by SINGH SABHA of MICHIGAN.
4. I will never use the Gurdwara Sahib or any of its property for my personal material gain. Instead, I would be on the look out for how I can help the Gurdwara Sahib.
5. While in the Gurdwara Sahib, I would maintain complete Maryada (decorum and discipline); and would try to convince members of my family to do the same.
6. I understand that managing a Gurdwara Sahib requires a coordinated effort of every member of the Sangat. As a Registered Member, I would try to do my share in keeping the SINGH SABHA of MICHIGAN property clean and in order.
7. I would never bring any litigation against SINGH SABHA of MICHIGAN and its congregation.
8. I would try to donate a portion of my income to the Gurdwara Sahib as a gesture of gratitude for all that the Guru has given to me.

Signature: _____ Date: _____

Name: _____

Address: _____

Telephone: _____ EMAIL: _____

Appendix B
WRITTEN ACCEPTANCE OF RULES AND REGULATIONS TO DO SEVA IN THE VARIOUS MANAGEMENT GROUPS

GURDWARA SAHIB
SINGH SABHA OF MICHIGAN, CANTON

WRITTEN ACCEPTANCE OF RULES AND REGULATIONS TO DO SEVA IN
THE CRC MANAGEMENT GROUP

NAME _____
ADDRESS _____

HOME TEL. NUMBER _____
CELL NUMBER _____
EMAIL _____

I fully agree with the conditions listed below that are required of me to do Seva in the CRC MANAGEMENT GROUP.

1. I have complete faith in the 10 Sikh Gurus and Guru Granth Sahib.
2. I am currently NOT involved as a Sevadar in the management of any other Gurdwara Sahib.
3. I agree to do at least 4 hours of Seva every week. If due to sickness or any other important reason, I am not able to perform Seva in a week, I will inform other members of the CRC MANAGEMENT GROUP in advance.
4. In a calendar year, if I stay away for more than 8 weeks from Gurdwara Sahib, then I will personally request CRC MANAGEMENT GROUP to find a replacement for me.
5. I have read and understood the responsibilities of CRC MANAGEMENT GROUP as written in the Gurdwara Sahib constitution.
6. Whenever a new member is to be added to the CRC MANAGEMENT GROUP, then my opinion expressed to the rest of the group regarding the suitability of the candidate, will be completely objective and based ONLY on the abilities of the candidate.
7. I will offer my full cooperation on any matter that is discussed within the group. Furthermore I agree not to get angry and will refrain from disorderly behavior.
8. I agree to do Seva for at least 5-10 years.
9. I will respect and follow the current *Guru Maryada* of the Gurdwara Sahib and will actively attend monthly meetings to understand them.
10. I will not spread any rumors keeping in with the spirit of *Guru Maryada*.

11. I will not litigate any decision of the CRC in any court of law. Neither will I file any Police Report against any Sangat member without the consent of CRC.
12. I do not own/work with any establishment that sells alcohol and tobacco products only.

I fully agree with the above-listed 12 rules.

Signature

Start Date of Seva

End Date of Seva

The original will be signed and given to CRC.

**GURDWARA SAHIB
SINGH SABHA OF MICHIGAN, CANTON**

**WRITTEN ACCEPTANCE OF RULES AND REGULATIONS TO DO SEVA IN
THE STAGE MANAGEMENT GROUP**

NAME _____
ADDRESS _____

HOME TEL. NUMBER _____
CELL NUMBER _____
EMAIL _____

I fully agree with the conditions listed below that are required of me to do Seva in the STAGE MANAGEMENT GROUP.

1. I have complete faith in the 10 Sikh Gurus and Guru Granth Sahib.
2. I am currently NOT involved as a Sevadar in the management of any other Gurdwara Sahib.
3. I agree to do at least 4 hours of Seva every week. If due to sickness or any other important reason, I am not able to perform Seva in a week, I will inform other members of the STAGE MANAGEMENT GROUP in advance.
4. In a calendar year, if I stay away for more than 8 weeks from Gurdwara Sahib, then I will personally request STAGE MANAGEMENT GROUP to find a replacement for me.
5. I have read and understood the responsibilities of STAGE MANAGEMENT GROUP as written in the Gurdwara Sahib constitution.
6. Whenever a new member is to be added to the STAGE MANAGEMENT GROUP, then my opinion expressed to the rest of the group regarding the suitability of the candidate, will be completely objective and based ONLY on the abilities of the candidate.
7. I will offer my full cooperation on any matter that is discussed within the group. Furthermore I agree not to get angry and will refrain from disorderly behavior.
8. I agree to do Seva for at least 3-5 years.
9. I will respect and follow the current *Guru Maryada* of the Gurdwara Sahib and will actively attend monthly meetings to understand them.
10. I will not spread any rumors keeping in with the spirit of *Guru Maryada*.
11. If there is any disagreement within the group on any matter, then after discussing the matter with CRC as per Gurmat, I will abide by the verdict of the CRC.
12. I will not litigate any decision of the CRC in any court of law. Neither will I file any Police Report against any Sangat member without the consent of CRC.

13. I do not own/work with any establishment that sells alcohol and tobacco products only.

I fully agree with the above-listed 13 rules.

Signature

Start Date of Seva

End Date of Seva

The original will be signed and given to CRC. One copy will be kept with the STAGE MANAGEMENT GROUP.

**GURDWARA SAHIB
SINGH SABHA OF MICHIGAN, CANTON**

**WRITTEN ACCEPTANCE OF RULES AND REGULATIONS TO DO SEVA IN
THE FINANCIAL MANAGEMENT GROUP**

NAME _____
ADDRESS _____

HOME TEL. NUMBER _____
CELL NUMBER _____
EMAIL _____

I fully agree with the conditions listed below that are required of me to do Seva in the FINANCIAL MANAGEMENT GROUP.

1. I have complete faith in the 10 Sikh Gurus and Guru Granth Sahib.
2. I am currently NOT involved as a Sevadar in the management of any other Gurdwara Sahib.
3. I agree to do at least 4 hours of Seva every week. If due to sickness or any other important reason, I am not able to perform Seva in a week, I will inform other members of the FINANCIAL MANAGEMENT GROUP in advance.
4. In a calendar year, if I stay away for more than 8 weeks from Gurdwara Sahib, then I will personally request FINANCIAL MANAGEMENT GROUP to find a replacement for me.
5. I have read and understood the responsibilities of FINANCIAL MANAGEMENT GROUP as written in the Gurdwara Sahib constitution.
6. Whenever a new member is to be added to the FINANCIAL MANAGEMENT GROUP, then my opinion expressed to the rest of the group regarding the suitability of the candidate, will be completely objective and based ONLY on the abilities of the candidate.
7. I will offer my full cooperation on any matter that is discussed within the group. Furthermore I agree not to get angry and will refrain from disorderly behavior.
8. I agree to do Seva for at least 3-5 years.
9. I will respect and follow the current *Guru Maryada* of the Gurdwara Sahib and will actively attend monthly meetings to understand them.
10. I will not spread any rumors keeping in with the spirit of *Guru Maryada*.
11. If there is any disagreement within the group on any matter, then after discussing the matter with CRC as per Gurmat, I will abide by the verdict of the CRC.

12. I will not litigate any decision of the CRC in any court of law. Neither will I file any Police Report against any Sangat member without the consent of CRC.

I fully agree with the above-listed 12 rules.

Signature

Start Date of Seva

End Date of Seva

The original will be signed and given to CRC. One copy will be kept with the FINANCIAL MANAGEMENT GROUP.

**GURDWARA SAHIB
SINGH SABHA OF MICHIGAN, CANTON**

**WRITTEN ACCEPTANCE OF RULES AND REGULATIONS TO DO SEVA IN
THE MAINTENANCE AND BUYING MANAGEMENT GROUP (INSIDE)**

NAME _____
ADDRESS _____

HOME TEL. NUMBER _____
CELL NUMBER _____
EMAIL _____

I fully agree with the conditions listed below that are required of me to do Seva in the MAINTENANCE AND BUYING MANAGEMENT GROUP (INSIDE).

1. I have complete faith in the 10 Sikh Gurus and Guru Granth Sahib.
2. I am currently NOT involved as a Sevadar in the management of any other Gurdwara Sahib.
3. I agree to do at least 4 hours of Seva every week. If due to sickness or any other important reason, I am not able to perform Seva in a week, I will inform other members of the MAINTENANCE AND BUYING MANAGEMENT GROUP (INSIDE) in advance.
4. In a calendar year, if I stay away for more than 8 weeks from Gurdwara Sahib, then I will personally request MAINTENANCE AND BUYING MANAGEMENT GROUP (INSIDE) to find a replacement for me.
5. I have read and understood the responsibilities of MAINTENANCE AND BUYING MANAGEMENT GROUP (INSIDE) as written in the Gurdwara Sahib constitution.
6. Whenever a new member is to be added to the MAINTENANCE AND BUYING MANAGEMENT GROUP (INSIDE), then my opinion expressed to the rest of the group regarding the suitability of the candidate, will be completely objective and based ONLY on the abilities of the candidate.
7. I will offer my full cooperation on any matter that is discussed within the group. Furthermore I agree not to get angry and will refrain from disorderly behavior.
8. I agree to do Seva for at least 3-5 years.
9. I will respect and follow the current *Guru Maryada* of the Gurdwara Sahib and will actively attend monthly meetings to understand them.
10. I will not spread any rumors keeping in with the spirit of *Guru Maryada*.
11. If there is any disagreement within the group on any matter, then after discussing the matter with CRC as per Gurmat, I will abide by the verdict of the CRC.

12. I will not litigate any decision of the CRC in any court of law. Neither will I file any Police Report against any Sangat member without the consent of CRC.

I fully agree with the above-listed 12 rules.

Signature

Start Date of Seva

End Date of Seva

The original will be signed and given to CRC. One copy will be kept with the MAINTENANCE AND BUYING MANAGEMENT GROUP (INSIDE).

**GURDWARA SAHIB
SINGH SABHA OF MICHIGAN, CANTON**

**WRITTEN ACCEPTANCE OF RULES AND REGULATIONS TO DO SEVA IN
THE MAINTENANCE AND BUYING MANAGEMENT GROUP (OUTSIDE)**

NAME _____
ADDRESS _____

HOME TEL. NUMBER _____
CELL NUMBER _____
EMAIL _____

I fully agree with the conditions listed below that are required of me to do Seva in the MAINTENANCE AND BUYING MANAGEMENT GROUP (OUTSIDE).

1. I have complete faith in the 10 Sikh Gurus and Guru Granth Sahib.
2. I am currently NOT involved as a Sevadar in the management of any other Gurdwara Sahib.
3. I agree to do at least 4 hours of Seva every week. If due to sickness or any other important reason, I am not able to perform Seva in a week, I will inform other members of the BUYING MANAGEMENT GROUP (OUTSIDE) in advance.
4. In a calendar year, if I stay away for more than 8 weeks from Gurdwara Sahib, then I will personally request BUYING MANAGEMENT GROUP (OUTSIDE) to find a replacement for me.
5. I have read and understood the responsibilities of BUYING MANAGEMENT GROUP (OUTSIDE) as written in the Gurdwara Sahib constitution.
6. Whenever a new member is to be added to the BUYING MANAGEMENT GROUP (OUTSIDE), then my opinion expressed to the rest of the group regarding the suitability of the candidate, will be completely objective and based ONLY on the abilities of the candidate.
7. I will offer my full cooperation on any matter that is discussed within the group. Furthermore I agree not to get angry and will refrain from disorderly behavior.
8. I agree to do Seva for at least 3-5 years.
9. I will respect and follow the current *Guru Maryada* of the Gurdwara Sahib and will actively attend monthly meetings to understand them.
10. I will not spread any rumors keeping in with the spirit of *Guru Maryada*.
11. If there is any disagreement within the group on any matter, then after discussing the matter with CRC as per Gurmat, I will abide by the verdict of the CRC.

12. I will not litigate any decision of the CRC in any court of law. Neither will I file any Police Report against any Sangat member without the consent of CRC.

I fully agree with the above-listed 12 rules.

Signature

Start Date of Seva

End Date of Seva

The original will be signed and given to CRC. One copy will be kept with the BUYING MANAGEMENT GROUP (OUTSIDE).

**GURDWARA SAHIB
SINGH SABHA OF MICHIGAN, CANTON**

**WRITTEN ACCEPTANCE OF RULES AND REGULATIONS TO DO SEVA IN
THE MECHANICAL AND ELECTRONIC MAINTENANCE GROUP**

NAME _____
ADDRESS _____

HOME TEL. NUMBER _____
CELL NUMBER _____
EMAIL _____

I fully agree with the conditions listed below that are required of me to do Seva in the MECHANICAL AND ELECTRONIC MAINTENANCE GROUP.

1. I have complete faith in the 10 Sikh Gurus and Guru Granth Sahib.
2. I am currently NOT involved as a Sevadar in the management of any other Gurdwara Sahib.
3. I agree to do at least 4 hours of Seva every week. If due to sickness or any other important reason, I am not able to perform Seva in a week, I will inform other members of the MECHANICAL AND ELECTRONIC MAINTENANCE GROUP in advance.
4. In a calendar year, if I stay away for more than 8 weeks from Gurdwara Sahib, then I will personally request MECHANICAL AND ELECTRONIC MAINTENANCE GROUP to find a replacement for me.
5. I have read and understood the responsibilities of MECHANICAL AND ELECTRONIC MAINTENANCE GROUP as written in the Gurdwara Sahib constitution.
6. Whenever a new member is to be added to the MECHANICAL AND ELECTRONIC MAINTENANCE GROUP, then my opinion expressed to the rest of the group regarding the suitability of the candidate, will be completely objective and based ONLY on the abilities of the candidate.
7. I will offer my full cooperation on any matter that is discussed within the group. Furthermore I agree not to get angry and will refrain from disorderly behavior.
8. I agree to do Seva for at least 3-5 years.
9. I will respect and follow the current *Guru Maryada* of the Gurdwara Sahib and will actively attend monthly meetings to understand them.
10. I will not spread any rumors keeping in with the spirit of *Guru Maryada*.
11. If there is any disagreement within the group on any matter, then after discussing the matter with CRC as per Gurmat, I will abide by the verdict of the CRC.

12. I will not litigate any decision of the CRC in any court of law. Neither will I file any Police Report against any Sangat member without the consent of CRC.

I fully agree with the above-listed 12 rules.

Signature

Start Date of Seva

End Date of Seva

The original will be signed and given to CRC. One copy will be kept with the MECHANICAL AND ELECTRONIC MAINTENANCE GROUP.