

**SERVICE  
TORCH  
BEARER**  
S of this  
sole  
**SATELLIT  
E**  
organisation

**ACTIVITY**

**ROLES for  
GOALS**



**SERVICE TORCH-BEARERS**

**of this**

**EXCLUSIVE ACTIVITY**

**via a sole**

**SATELLITE ORGANISATION**



**THERE** are three **OPTIONS** of solving this **SERIOUS PROBLEM** that is plaguing and worrying you by a down-to earth **ACTION**

1. As an **EXCLUSIVE ACTIVITY** or a **SATELLITE ORGANISATION** of your **ExNoRa** **INNOVATORS CLUB** (of the **PLACE / TOWN / INSTITUTION** )

2. As an **EXCLUSIVE ACTIVITY** or a **SATELLITE ORGANISATION** of your **Residents Welfare Association (RWA)** or **RWA ExNoRa**

3. As a sole **SATELLITE ORGANISATION** directly affiliated to **ExNoRa** **INNOVATORS INTERNATIONAL HEADQUARTERS**

**This PRESENTATION is on how the**  
**SERVICE TORCH-BEARERS**  
**can act through a sole**  
**SATELLITE ORGANISATION (SATELLITE**  
**ExNoRa. Those who need this**  
**particular service can create, as an**  
**EXCLUSIVE ACTIVITY that will be**  
**implemented by a special**  
**SATELLITE ORGANISATION of**  
**ExNoRa INNOVATORS CLUB**  
**of the PLACE / TOWN / INSTITUTION**



**SCHOOLS & COLLEGE are WELCOME to INTRODUCE the concept as**

**a TEXTBOOK FOR  
THEORETICAL LEARNING**

**an EXCLUSIVE ACTIVITY of a sole  
SATELLITE ORGANISATION of their  
STUDENT ExNoRa Innovators Club**







**FLAT RESIDENTS  
WELFARE ASSOCIATION**

**Residents Welfare Associations are WELCOME to  
INTRODUCE” both as**

**RESIDENTS’  
RIGHTS & RESPONSIBILITIES  
INSTRUCION MANUAL**



**as a  
SATELLITE  
ORGANISATION  
or an  
ACTIVITY**

# Office



# INDUSTRY

**OFFICES & INDUSTRIES are WELCOME to START  
for their STAFF & EMPLOYEES CHAPTER both as**



**as a  
SATELLITE  
ORGANISATION  
or an  
ACTIVITY**

# SERVICE TORCH BEARERS

(OFFICE BEARERS)

**ROLES for GOALS &  
GOALS for ROLES**

**OPTIONS**  
as an **ACTIVITY**  
or as a sole  
**Satellite**  
**Organisation**

**“LEARN how to  
delegate and how to  
empower people”**

**Realise total  
success with  
focus**



You can have a  
**ExNoRa**  
STREET STAR

who will take care of  
TOTAL ZERO WASTE  
MANAGEMENT & six  
important service-  
needs of people



**ExNoRa**  
STREET STAR.  
Please see a separate  
PPT

CHAPTERS of this Humanity-serving wonder concept can be started in residential localities, schools and colleges with the permission of **ExNoRa** Innovators International and register the same

GET

AFFILIATION

**Make yours a licensed  
Satellite Organisation  
(Satellite **ExNoRa**)**

**of**

**ExNoRa Innovators International  
the Parent Organisation**



**ExNoRa INNOVATORS  
INTERNATIONAL  
HEAD QUARTERS LICENSE**



**This is the ICON for  
COLLECTIVE VOICE  
& PEOPLE POWER**

**GET YOUR  
LICENSE**

**The LICENSE will be displayed in the street ( or that of Residents Welfare Association ExNoRa name board & letterheads , T shirts , stickers , caps , badges & lapel pins which will make the authorities both the politicians & Government officers to listen & concede**



**STANDARD SET of  
SERVICE TORCH-BEARERS  
(OFFICE BEARERS) for any  
ExNoRa Satellite Organisation**

**You are welcome to  
make minor changes  
according to number of  
members enrolled**

**When you have more  
members, you can  
have any number of  
Heads of Divisions  
(HODs) as per the need**

**ExNoRa**

**SATELLITE ORGANISATION  
STANDARD SET of  
SERVICE TORCH-BEARERS (OFFICE BEARERS)**

The **ExNoRa** SATELLITE ORGANISATION TEAM will comprise of

- 1. PRINCIPAL PRESIDENT & one PRESIDENT**
- 2. PRINCIPAL SECRETARY & one SECRETARY**
- 3. PRINCIPAL TREASURER & one TREASURER**
- 4. PRINCIPAL DIRECTOR and SIX DIRECTORS**
- 5. HEADS OF DIVISIONS (HODs) as many as needed**

The number of posts  
to be filled in are **OPTIONAL.**

## PRINCIPAL PRESIDENT HIS / HER ROLE

He is a master of delegation . He loses no time in passing on three ownerships to his team-members

1. Ownership of Thinking &
2. Ownership of Doing (perfect delegation) &
3. Ownership of Achievement (When a member achieves , the President passes on, the full credit to the member).

In **ExNoRa**, PRESIDENT has in addition to leading, has certain specific duties, all on focusing on one thing , HUMANS & everything concerning HUMANS, essentially to mobilise them and get their support in his most sacred duties. See next

# PRINCIPAL PRESIDENT

## The **DOs** & **DON'Ts** in the Meetings

**He  
must**

- **Maintain punctuality**
- **Be brief**
- **Deal with everyone with utmost courtesy**
- **Read the agenda first duly mentioning the time duration**
- **Ensure everyone participates . Involve members who are silent spectators**
- **Use sense of humour**
- **Learn counselling & mediation & use**

## PRINCIPAL SECRETARY (THE LIVE WIRE )

The **PRINCIPAL SECRETARY** has certain duties as prescribed in the bye-laws

Keeps membership records.

Records attendance at meetings.

Sends out notices of MEETINGS of the **Management Board** and **Annual General Body**.

Makes the required reports including the **Monthly Activity Report** to **ExNoRa** International, **ExNoRa** Innovators National, **ExNoRa** Innovators State, **ExNoRa** Innovators District, **ExNoRa** Times and **ExNoRa** Photo News.

Acts as Custodian of all the **ExNoRa** records and properties.

He must safe keep copies of circulars, bulletins, photos, video tapes



The working relationship  
between the  
**PRINCIPAL PRESIDENT &**  
**PRINCIPAL SECRETARY**  
is the key to the success of  
your **ExNoRa**.

Respect and cooperation  
between them is essential.

# PRINCIPAL TREASURER DUTIES

The **ExNoRa** Bye-laws also suggest that the **PRINCIPAL TREASURER** deposit all club funds in a bank named by the **ExNoRa** Board and that all bills be promptly paid by cheques signed by the **PRINCIPAL TREASURER** after two officers have verified in writing that the transactions are legitimate.

Also, a thorough audit of all the club's financial transactions should be made annually by a Chartered Accountant or any other qualified person.

Statement of the accounts are to be submitted to the Registrar of Societies within 30 days from the end of each financial year (Before 30<sup>th</sup> April).

# PRINCIPAL TREASURER DUTIES

Copies of the accounts are to be sent to the District **ExNoRa** and **ExNoRa** Innovators International.

In addition to the above specific duties, budgetary expenses are often within the scope of the Financial Controller's interests.

The primary duty of the Financial Controller in relation to **ExNoRa** finances, is to collect subscriptions from all residents / members and raise funds through donations, subscriptions, advertisements, etc. The Financial Controller always gives a receipt immediately for money received, to the members.

Funds are Oxygen for any organisation and it is the Financial Controller who provides the Oxygen.

# VOLUNTEER



Board of Directors

## PRINCIPAL DIRECTOR & SIX Directors

**1. DIRECTOR**  
**MEMBERSHIP**  
INDIVIDUAL,  
INSTITUTIONAL &  
ORGANISATIONAL ++  
COLLABORATIONS &  
COALITIONS

**2. DIRECTOR**  
**RELATIONSHIP**  
PUBLIC RELATIONS,  
IMAGE BUILDING &  
MEDIA LIAISON (5)

**3. DIRECTOR**  
**MEETINGS & FELLOWSHIP**  
MEETINGS, EVENTS,  
ACTIVITIES &  
PROJECTS

**4. DIRECTOR**  
**TRAINING**,  
CONDUCTING TRAINING,  
AWARENESS CREATION.  
RESEARCH &  
CONSULTANCY

**5. DIRECTOR**  
**INNOVENTIONS**  
(INNOVATIONS  
+ INVENTIONS)

**6. DIRECTOR**  
**e SEVA**  
via e SEVAKS &  
e. WORLD  
(IT DEVOTEE)

Satellite Organisation

SO

Simple

**1. DIRECTOR: MEMBERSHIP:**

**a. INDIVIDUAL,**

**b. INSTITUTIONAL &**

**c. ORGANISATIONAL ++**

**COLLABORATIONS & COALITIONS**

**ORGANISATION DEVELOPMENT**



**2. DIRECTOR: RELATIONSHIP**

**PUBLIC RELATIONS, PUBLICITY, IMAGE BUILDING & MEDIA LIAISON (5: Print, TV, Radio, Internet & Online Communities) Government, Public, Media,**

**Cine , TV, Sports , VVIP ExNoRa HQ Relations &**

**a. “Passenger Messenger “,**

**b. “Your Meeting – My 3 Minutes”**

**c. “Going to Gatherings & Gathering Members” - any gathering wherever people assemble**

**Speakers Division (a. SPEAK & PEAK b. SPEECH**

**REACH c. SEEK & SPEAK)**

**DIRECTORS**

**Explanation**

**Simple**

**3. DIRECTOR: MEETINGS,  
HOLDING  
REGULAR MEETINGS,  
CONDUCTING  
ACTIVITIES, PROGRAMMES  
PROJECTS & EVENTS  
*INCLUDING*  
COLLABORATE & CELEBRATE,  
GESTURE CULTURE  
(see [www.exnora.org](http://www.exnora.org))**

**4. DIRECTOR: TRAINING**

**(ExNoRa ENVIRONMENTAL TRAINING  
INSTITUTE -EETI) AWARENESS  
CREATION, RESEARCH &  
CONSULTANCY**

# *Simple* Explanation

- **5. DIRECTOR: INNOVENTIONS**  
(**INNOVATIONS + INVENTIONS**) **via**  
**DISCOVERY, BREAKTHROUGH,**  
**MODERNISATION, CREATIVITY,**  
**COINAGE & 7<sup>TH</sup> SENSE**
-

## 6. DIRECTOR:

e SEVA

via

e SEVAKS &

e. WORLD

(IT DEVOTEE)



## 6. DIRECTOR e SEVA

e seva : Inducting e sevaks through e medium & make eight of them \ in-charge of one of the following ten activities

- Making everyone including the workers & servants “Digitally Literate” through ”**DIGITAL VITAL**” Digital Literacy **ExNoRa**, just they should know to read in their mother tongue.
- Connecting through Internet & Creating website & e groups,
- Reaching through e mail & your e group & others’ e groups,

**e seva : Inducting e sevaks through e medium & make eight of them \ in-charge of one of the following ten activities**

- **Making every member to become an ExNoRa e . Sevaks and make him / her do a simple e .seva sitting on the chair**
- **Using Facebook , Twitter , Instagram , Linked in, WhatsApp & all other online communities to spread the message . Creating your own ExNoRa, online community. Creating your organization's Facebook page / group & Twitter account as well as WhatsApp group**

e seva : Inducting e sevaks through e medium & make eight of them \ in-charge of one of the following ten activities

- **Sending message to the hundreds of e news papers / periodicals for e publication**
- **Shooting & Posting messages and the events in YOUTUBE**

e seva : Inducting e sevaks through e medium  
& make eight of them \ in-charge of one  
of the following ten activities

- **Holding video- conferencing , Webinars ,  
Podcasting , Broadcasting & Telecasting**
- **Writing & hosting blogs ,**
- **Publishing your e news letter**

**LOCAL VOCAL**



LinkedIn

foursquare

YouTube



facebook



twitter

tumblr.



flickr

velp



scribble





Facebook

Twitter

Google Plus

LinkedIn

Bebo



TAGGED

INSTAGRAM

deviantART

PINTEREST

FourSquare





## Top 10 Instant Messaging Android Apps



1. WhatsApp Messenger:
2. Hike Messenger:
3. WeChat:
4. Line:
5. Kik Messenger:
6. Facebook Messenger:
7. BBM for Android:
8. Tango
9. Viber:
10. Nimbuzz :

# HEADS OF DIVISIONS (HODs)

There will be HODs as many as needed. Each one of them as an “ACTIVITY-in-CHARGE” . The divisions can be selected from the big menu of service activities which is distinct for each satellite organisation . Each HOD will report to his Director . Each Directors will created Divisions and will have Heads of Divisions

PLUS: **Head of Divisions (HODs)**

There are so many issues which need to be solved. Fortunately there are so many talents available within the society . Make one **Head of Division (HOD)** for one activity who will report to the relevant **DIRECTOR**. He / she will enrol members to serve in his team.

**DIVISIONS** x  
as many as  
needed

Each  
**DIVISION** will  
have a **HEAD**.

As **ExNoRa** member  
you need to acquire  
the five simple  
Earth Saving HABITS

These habits will help  
you to realise clean  
& green Environment,  
i.e. Your IMMEDIATE  
ENVIRONMENT

Practise of  
these 5 habits  
are equal to  
your practice of



Any one, member of any satellite organisation will do their five basic duties to MOTHER EARTH, which are noting but acquiring a set of new habits

What are the  
FIVE NEW  
HABITS ?

# Can you believe that 5 habits can save the PLANET and make your Habitat as Habitable ?

**HABIT  
GRAB-IT**

**HABIT  
GRAB-IT**

**HABIT  
GRAB-IT**

**HABIT 1  
INITIATE  
INDIVIDUALLY**



**RESULT  
FLOWERING  
MIND**



**ONE MAN  
ORGANISATION "i"  
ExNoRa**

**HABIT 2  
DO  
DOMESTICALLY**



**RESULT  
HEAVENLY  
HOME**



**FAMILY  
ORGANISATION  
HOME ExNoRa**

# Can you believe that 5 habits can save the PLANET and make your Habitat as Habitable ?

**HABIT 3**  
**ACT LOCALLY**



**RESULT**  
**STREET a VISUAL  
TREAT**



**STREET or**  
**Res. Colony**  
**organisation**  
**“RWA” ExNoRa**

**HABIT 4**  
**RENDER  
COLLECTIVELY**



**RESULT**  
**Neighbourhood  
Neighbourly-  
hood**



**Neighbourhood**  
**ORGANISATION**  
**ExNoRa INNOVATORS  
CLUB**

**HABIT 5**  
**THINK  
GLOBALLY**



**RESULT**  
**PLANET  
PLANT-NET**



**ORGANISATION**  
**ExNoRa INNOVATORS  
INTERNATIONAL**  
**(Headquarters) . Direct  
membership**

# FIVE EARTH SAVING NEW HABITS

**INITIATE INDIVIDUALLY**

**DO DOMESTICALLY**

**ACT LOCALLY**

**RENDER COLLECTIVELY**

**THINK GLOBALLY**

**HABIT  
GRAB IT**

It is simple and like  
brushing your teeth  
and reading  
newspaper with a  
cup of coffee

**HABIT GRAB IT FIVE  
EARTH SAVING NEW  
HABITS. Do view a  
separate important PPT**



“Do all the good you can,  
By all the means you can,  
In all the ways you can,  
In all the places you can,  
At all the times you can,  
To all the people you can,  
As long as ever you can.”

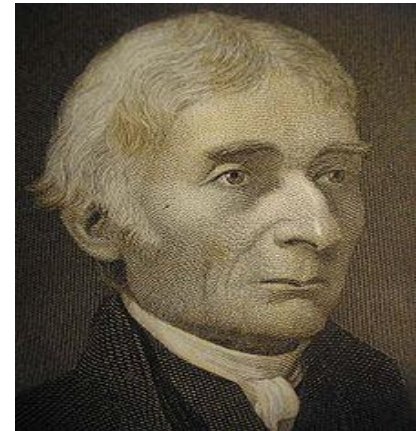
**John Wesley**



**Born:** 17 June 1703, Epwort, Lincolnshire, United Kingdom  
**Died:** 2 March 1791, London, United Kingdom

“I shall pass this way but once; any good that I can do or any kindness I can show to any human being; let me do it now. Let me not defer nor neglect it, for I shall not pass this way again”.

**Stephen Grellet**



**Born** 2 November 1773, Limoges, France  
**Died:** 16 November 1855, New Jersey, United States

ExNoRans follow these two  
GOLDEN-QUOTES in letter & spirit

**JUST PRACTISE**  
**JEEVAN SHASTRA**  
**LIFE SCIENCE**

**for**

**LIVING as HUMAN BEING**  
**MANUSHYA SHASTRA,**  
**HUMAN SCIENCE**

**for**

**BEING HUMAN BEING**

The world will 100% start moving fast towards  
**ZERO** in the following areas. Join / Start  
YOUR “**ExNoRa** INNOVATORS CLUB”

100%

Zero  
Pollutions &  
Wastes

Zero  
Corruption

Zero  
Communalism

Zero Crimes &  
Murders

Zero  
Dishonesty

Zero Hate

Zero Food &  
Water  
Shortage

Zero Violence  
& Extremism

**CONTACT : [exnora@gmail.com](mailto:exnora@gmail.com)**

The world will 100% start moving fast towards  
**ZERO** in the following areas. Join / Start  
YOUR “**ExNoRa** INNOVATORS CLUB”

100%

Zero  
Extravaganza

Zero  
Intolerance

Zero  
Untouchability

Zero  
Exploitation

Zero  
Greed

Zero  
Inhumanness

Zero Wars

Zero  
Alcoholism

Zero  
Accidents

Zero  
Inequality

Zero Gender  
Bias

Zero Bonded &  
Child Labour

**CONTACT : [exnora@gmail.com](mailto:exnora@gmail.com)**

# ExNoRa FAMILY

Become a **DIRECT MEMBER** of  
**ExNoRa Innovators International**  
and an outstanding Samaritan &  
crusader for Environmental Protection  
& Humanity Serving

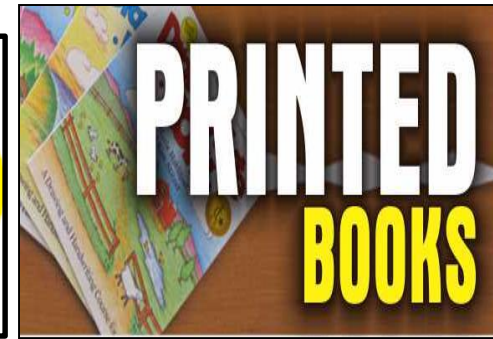
You will have a  
prefix **Exn** & You  
will be called an  
**ExNoRa** Innovator

BECOME A DIRECT MEMBER  
OF  
**ExNoRa** INNOVATORS  
INTERNATIONAL .  
Please view a separate  
presentation

**THIS KNOWLEDGE is MADE AVAILABLE**

**to YOU**

**as**



**via**



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COMMUNITIES**

# Nirmal

## Exn Dr. Nirmal Basu



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**YouTube: Nirmal MB**



# ExNoRa

## Keep in Touch

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