



ROTARACT DISTRICT 3011 Cognizance Guidelines

The Zonal Committee of Rotaract District 3011 is here with **Cognizance**, a small step to acknowledge and appreciate the efforts done by Rotaract Clubs, zone-wise, on monthly basis to motivate the charter clubs and revive the less active clubs to come forward and work more enthusiastically for the Rotaract Movement. This recognition will be based on the following parameters:

- The quality of projects taken up by the club and their subsequent impact.
- The number of avenues covered by the club.
- Timely reporting of projects by the Club Secretaries at the end of every month.
- Active participation of the Club Members in the District events.
- Active participation of Club President and Club Secretary in the District meetings.
- Contribution of the club in organizing the District events.
- Progress on Citation Goals by each club for the current tenure.
- Membership outreach by each club.
- Proper display of projects undertaken by the club on their social media handles.
- One zonal meeting will be conducted in the first week of every month and the *presence of all the Club Presidents is mandatory*. If the Club President is unavailable, he/she must provide the name of a person attending the meeting, on his/her behalf, at least a day before the meeting to their respective Zonal Rotaract Representative.
- ***The clubs must follow this channel of communication for grievance redressal:***
 President—>ZRR—>ZCC/ADRR—>DDRR—>District Trainer.
 The Club President/member needs to contact the ZRR of their respective zones. Please make sure that your club is aware of this channel. This is to be strictly followed for any query or grievance & the district won't be entitled to intervene or respond in case this is not followed and the communication directly takes place with the Rotarians, without being in the knowledge of the district team.
- Lastly, we hope that each & every Rotaract club would work in collaboration with other Rotaract clubs of the district, as a team, focusing on quality over quantity of the projects undertaken.

(Kindly take note that this initiative, in no manner, would influence the awards to be given at the end of the year)

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