

ENACTUS

STATEMENT OF PURPOSE

Mission

Enactus is a network of leaders committed to using business as a catalyst for positive, social and environmental impact. We educate, inspire, and support young people to use innovation and entrepreneurship to solve the world's biggest problems.

Vision

Young leaders everywhere use innovation and business skills to ensure that all people thrive in a sustainable world.

Our global organization works to accelerate the pace of change by:

- Strengthening country capacity
- Sharing learning & innovation across borders
- Providing students with global learning experiences
- Accelerating student & alumni-founded social enterprises

Diverse partners that contribute curricular innovations, student team supporting, and funding.

Long term Goal

We have the perspective to see an opportunity and the talent to create value from that opportunity. Alongside the willingness to do something impactful and revolutionary.

Short term Goal

Our global organization works to accelerate the pace of change by:

- Strengthening country capacity
- Shared learning & innovation across borders
- Providing students with global learning experiences
- Accelerating student-founded social enterprises

Formulation of society members:

Core Team

Name	Designation
-------------	--------------------

Rimsha Sheikh	President
Urvashi Khanna	Vice President
Prachi Bhandari	Research and Development Head
Aparmita Jain	Sales and Operations Head
Vidisha Jain	Media and Marketing Head
Hardica Panwar	Media and Marketing Head
Natasha Upmanyu	Outreach and Initiatives Head
Kasheka Sehggal	Outreach and Initiatives Head
Tamanna Semwal	Project Head - Misbah
Srishti Agarwal	Project Head - Misbah
Janhvi Khattar	Project Head- Swarnim
Dhritee Gandotra	Project Head- Swarnim
Yukti Devtalla	Project Head -Udgam
Himani Choudhary	Project Head- Udgam

Members:

S.No.	Name	Department
1	Aakriti dadhich	Media and Marketing
2	Ayushmita	Media and Marketing
3	Deepika	Media and Marketing

4	Hemakshi Mehndiratta	Sales and operations
5	Kaukab	Sales and operation
6	Khushi Yadav	Media and marketing
7	Kirtika Singh Tanwar	Media and Marketing
8	Mahi	Media and marketing
9	Mahi Taneja	sales and operations
10	Manya suneja	R&D
11	Nandita Singhal	Media and Marketing
12	Navya gupta	Sales and operations
13	Nishtha bhatnagar	Media and Marketing
15	Rajpriya	Research and development
16	Riddhi Mehta	Sales and Operations
17	Saumya Verma	Research and Development
18	Shristi Sharma	Media and Marketing

19	Sonia	Sales and operations
20	Vanshika verma	sales and operations
21	Xana	Outreach and Initiatives

Procedure followed for appointment of instructors:

The core team members were chosen through a two-stage selection process. In the initial round, candidates were required to complete a Google Form with responses to a range of questions. For the second round, the existing core team conducted individual interviews.

Protocol followed for inducting new members:

The process of selecting new team members involved a two-phase approach. In the initial round, candidates were required to complete a Google Form where they answered a set of fundamental questions and tackled two department-specific questions of their preference. Following this, the core team reviewed the responses via the Google Form and created a shortlist. The subsequent round involved personal interviews, and candidates who made it through this stage were ultimately chosen to join the society.

Activities Undertaken:

Enactus Maitreyi has two of its inspiring projects under progress, Project Misbah and Project Swarnim.. Misbah, which translates to "Light" embodies a powerful force for transformation, dedicated to uplifting the lives of rescued sex workers through the art of candle-making. Beyond its social impact, this project raises environmental awareness and promotes sustainability, all while crafting exquisite scented candles from soy wax. Our product lines include two captivating varieties of candles: glass jar candles and bubble candles. These candles came to life with four scents: coffee, vanilla, lavender, and sandalwood. Our second project, Swarnim, takes a sustainable approach by utilizing industrial waste to create stylish clothing and accessories through our collaboration with an NGO. Throughout the year, Enactus Maitreyi puts up stalls at various locations to market and sell the products stemming from their projects.

Code of Conduct for Society Members:

1. Group regulations:

➤ Everyone has adapted to the new normal now. So all the members need to **check all official group chats of the society at least once a day.**

➤ All the members are strongly encouraged to have conversations regarding Enactus on the official and departmental groups, it's to keep a record of their contributions and to maintain transparency within the team. Personal messages are welcomed primarily in case of very specific doubts and sharing private information.

➤ Make sure each message is acknowledged as soon as it is read. Unresponsive members will be noted and strict action would be taken against them.

2. Meetings:

➤ Nobody is allowed to skip any meeting unless there is some emergency (family problem, or a serious medical issue). We expect each member to prioritize the meetings, **college classes should not be an excuse.**

➤ Cameras must be on at every meeting. It is a compulsion therefore kindly be ready for it beforehand.

3. **When extending a reason for missing any meeting, event, or deadline a valid proof must be provided by the member**, otherwise strict action would be taken if such behavior is displayed frequently.

4. All members need to fill the **activity sheet** and update it with their contributions to society apart from the departmental tasks on a monthly basis. This will help us decide the member of the month better.

5. **Participation is a must** from each and every executive member. Make sure of regularly volunteering for stalls, B-Plan competitions and production visits are some crucial activities.

6. **If members have any exams, internals, or other important engagements. They should inform as soon as they get the information and not after we ask for volunteers for competitions and other activities.**

7. There will be no leniency by any head towards any executive member for irrelevant excuses.

8. Any information, confidential to Enactus Maitreyi, should **NOT be leaked out** at any cost.

9. **Deadlines** are to be strictly followed. No one can miss any deadline unless it's something extremely critical.

10. **Punctuality** is a must. All the members are expected to be punctual for all meetings, events and production visits.

11. Misbah and Swarnim Production Duty Guidelines:

➤ Each member has to perform the production duty on the day allotted to them or chosen by them. Members strictly are not allowed to miss their production visits at any cost.

➤ If a member is unable to go on their allotted day, they have to inform their project head, 2 days prior to the visit. Also, they'll have to swap with some other member for that particular day. The member who is unavailable has to make all the necessary arrangements and make sure that the functions of Enactus Maitreyi are not hampered in any way.

- All the group members on the duty are liable if the product is produced in an undesired manner or if any equipment is broken, a penalty fee will be charged for the same.
- The cleanliness of the workplace has to be maintained. It is the members' responsibility to monitor the cleanliness.
- Each member has to keep a watch on the activities of each beneficiary, during the tenure of the production be it offline or online. All measurements of the products should be taken correctly and accurately.
- It is the duty of each member to involve all the beneficiaries and train them properly. No misbehaviour on the part of the executive members will be tolerated towards the beneficiaries.
- Members have to make sure that the equipment used in the production process is cleaned properly and the materials are kept in the space provided, in a proper manner.
- Indulge in conversations with all the beneficiaries. **Interaction** is an integral part of the functioning of Society. Every time an executive member gets the production duty, they should create a better relationship with the beneficiaries.
- Each member is required to self-volunteer for the production duty on the message that we will be circulating in the Enactus group.
- Each member is expected to contribute equally for the production duties as we keep a track of the participation of every member.

12. While taking money from the Sales and Operations head, a **proper receipt/challan** of the raw materials are to be submitted, else the individual is deemed to receive NO PAYMENT.

13. Each one of you is required to make a separate diary for Enactus and carry the same at the time of all meetings to keep your allotted responsibilities and plans in check.

14. Any task allotted to any member has to be done with full responsibility and equal involvement of each member in all team activities has to be maintained.

15. If any member wishes to leave Enactus Maitreyi, she has to discuss it with the Presidents. They also have to give a **2 week notice** period before they leave the society and complete all the work allotted to them.

16. Contribution of at least **5-6 hours per week** to Enactus is compulsory. If the total hours of the contribution of any executive member in a month are less than 10 hours, they cannot be given the certificate.

17. If any member has any issues with a fellow member or a head, she should communicate it as soon as possible and is free to take up the issue to any other head that they feel more comfortable with.

18. If anytime during your stay in Enactus, any head feels you are underperforming, it may lead to termination of your association with the team. As we cannot compromise our functioning at any cost.

19. You are allowed to choose what department to contribute to with your utmost sincerity. Nonetheless, if any head realizes your potential and finds you more or less suitable; they have the liberty to refer you to other departments.

20. **Misbehavior** on the part of executive members is **not tolerated** at all. You have to behave in a **professional manner**, throughout your Enactus journey.

Alumni Network:

S.No.	Name	Designation
1	Vanshika Dutt	President
2	Priyamvada Rajpal	Head of Research & Development
3	Aishnna Talwar	Head of Outreach & Initiatives
4	Ashlyn Dhingra	Head of Media & Marketing
5	Kashish Chhabra	Head of Media & Marketing
6	Tanisha Bisht	Head of Sales & Operations
7	Radhikka Bajpai	Project Head: Swarnim
8	Tanisha Chaudhary	Project Head: Swarnim
9	Ishika Dagar	Project Head: Misbah
10	Arya Singh	Project Head: Misbah