

Arund Meekhan
Rina Singh
Singh जीना सिंह
यश
Taran

Rules & Regulations

- 1- Name: **BABU SUNDER SINGH FOUNDATION**
- 2- Address : A-8 Lawrence Terrace Hazratganj ,Lucknow
- 3- TEL : 0522-2281449
- 4- Jurisdiction : Uttar Pradesh
- 5- **Membership:** There shall be two kinds of members as under.

- a. **Life member:** A person who has faith in the objectives of the institution and zeal to work for it and whoever pays Rs. 100,000/- once in life and is a part of governing body will be life member. The founder members will only be the life member in the society.
- b. **Ordinary member:** Any person who has faith in the objective of the society and zeal to work for it and pay an annual subscription of Rs.5000/-shall be eligible to become as ordinary member, provided approved by the governing body.
- c. A suspended member may be expelled for any period from the society on the recommendation of 2/3 majority of the governing body.

A member may withdraw his/her membership by submitting his/her resignation to the chairman. There shall be a register of members with their Name, Father's name, occupation, address and category of membership will be maintained.

- e. A membership shall cease on the death of any member.
- f. A membership shall cease when one is declared insolvent or goes mad.
- A membership shall cease when the Court penalizes one under I.P.C Act.
- h. A membership shall cease when a member does not attend three consecutive meetings without justified reasons.

6. Bodies of Society

- a. General body
- b. Governing body

7 General bodies: General body will consist of life members and ordinary member.

General body meeting.

1. It shall meet at least once a year ordinarily within first two months after closing.

For **BABU SUNDER SINGH FOUNDATION**

जीना सिंह
General Secretary

सत्य प्रतिलिपि

वर्षिक सहायक
कार्यालय डिप्टी रजिस्ट्रार
फर्मों में सहायक तथा विद्व
सिद्धांत, लखनऊ

(9)

Anand Shekhar
Rina Singh

- i. Under the rules and regulation of the society, the names, address, designation and occupation of the members of the executive committee who have been entrusted with the jobs are under:

| S.NO. | Name | Address | Designation | Occupation |
|-------|---|--|-------------------|---------------|
| 1 | Shri Anand Shekhar Singh S/O Late Shri Sunder Singh | A-8 Lawrance Terrace Hazratganj, Lucknow | Chairman | Business |
| 2 | Smt. Rina Singh W/O Shri Anand Shekhar Singh | A-8 Lawrance Terrace Hazratganj, Lucknow | Vice-Chairman | Social Worker |
| 3 | Smt. Beena Singh W/o Chandra Shekhar Singh | Shekhar Niwas Bakshipura, Baharich | General Secretary | Social Worker |
| 4 | Shri Vinay Kumar Singh S/O Shri R.K.Singh | 128/2/70 Prerna Bhawan, Yashoda Nagar, Kanpur. | Joint Secretary | Business |
| 5 | Shri Pradeep Kumar S/O Late Shri P.C.Gupta | 32, Nirala Nagar, Lucknow | Treasurer | Business |
| 6 | Shri Tarun Shekhar Singh S/O Late Shri Sunder Singh | Shekhar Niwas, Bakshipura, Baharich | Member | Doctor |
| 7 | Shri Jayant Singh S/O Shri Hari Shankar Singh | Devaria Buzurg, Ambedkar Nagar, UP | Member | Social Worker |
| 8 | Shri Ajai Kumar Singh S/O Late Shri S.N. Singh | S/679, Satya Premi Nagar Barabanki | Member | Social Worker |
| 9 | Shri Vijay Shekhar Singh S/O Late Shri Sunder Singh | Shekhar Niwas, Bakshipura, Baharich | Member | Social Worker |
| 10 | Shri Rana Krishan Kinkar Singh S/o Late Shri P.Singh | Vill-Bellari, Distt. Basti | Member | Social Worker |
| 11 | Shri R. Mani Naidu S/O Shri P.R.Naidu | D-1/79, Janakpuri, New Delhi | Member | Business |

Tamm

वीना सिंह

R.K. Singh

P.P.P.

R.K. Singh

विजयशंकर

R.K. Singh

R. Mani Naidu



For BABU SUNDER SINGH FOUNDATION

वीना सिंह
General Secretary

सत्य प्रतिलिपि

बि.सं. फ.सं.
कार्यालय डिप्टी रजिस्ट्रार
फ.सं. सोसाइटी तथा बि.सं.
बि.सं. फ.सं. (उ.प्र.), लखनऊ
13030

g. We undersigned herewith declare that we want to register the above noted Association under societies Registration Act. 1860

Date:

Signatures:

- 1. Anand Khattar
- 2. Rina Singh
- 3. श्री-11/सिंह
- 4. [Signature]
- 5. [Signature]
- 6. Tannu
- 7. J.K. Singh
- 8. [Signature]
- 9. विजय शर्मा
- 10. K.D. Singh
- 11. R. Manoj



For BABU SUNDER SINGH FOUNDATION

वीना सिंह
General Secretary

सत्य प्रतिलिपि

वर्गिष्ठ संश्लेषक
कार्यालय हिंटी रजिस्ट्रार
कर्म सोसाइटीज तथा मित्रता
के सचिवन भवन, लखनऊ
136307

Anand sharma
Rina Singh
वीना सिंह

financial year. The chairman will fix up the venue date time to general body meetings Notice for the meeting will be sent by registered post.

2. It shall consider such other matters as may be brought up before it by governing body it will review the working of the society.

a. Information for General body meeting.

Notice period for the meetings of the general body will be at least 15 days. Only special meeting of the general body may be called with 7 days notice period.

Notice for all the meeting will be sent by registered post or written electronic media.

b. Time/Date of Annual General Body meeting:

It will be called once in year, the 2/3 members of the governing body will decide date, place and time for such meetings.

c. Quorum:

1. For general body meeting the quorum shall be 2/3 of total members
2. Postponed meeting may be convened after two hours at the same place and no quorum will be required for such meeting

Duties and Rights of the general body:

- a. All members will be entitled to receive notice of all and special general body meetings.

b. all members will be entitled to vote in the entire Annual and special general body meeting.

c. The General body has power to amend rules and regulation. And the objective of society from time to time in accordance with the rules and regulation laid down for amendment of these rules and regulations and the objective.

d. The general body shall have the power to make Bye-Law in regard to the working of the society.

The general body alone shall have the power to repeal, amend and modify these Bye-laws with 2/3rd majority.

For BABU SLINDER SINGH FOUNDATION

वीना सिंह
General Secretary

सत्य प्रतिलिपि

वर्गिष्ठ संकेतिक
कार्यालय डिप्टी रजिस्ट्रार
कुर्से में पोस्टाधिक तथा विद्व
सुखचक्र मण्डल, लखनऊ

Arundha Meekhan
Rina Singh
B Singh
वीना सिंह

- f. The general body shall appoint the auditors for the society for auditing account and reporting thereon. The annual action plan of the society will be submitted to and will be discussed by the governing body and General body.

विना सिंह

8. Governing Body:

The governing body will consist of members elected by general body which will have 1. Chairman 2. Vice Chairman 3. General Secretary 4. Joint Secretary 5. Treasurer 6. Members making a total of eleven. This strength can be increased as per the requirements.

a. Meetings:

Normally the governing body will meet four times in a year. However special meeting can be called for at any time as when required.

b. Notice/Information:

A written notice of the meetings will be sent to the members nine days in advance by registered post or by written electronic media.

The chairman on special case call for an emergency/special meeting in such condition the notice shall be only 24 hours.

c. Quorum:

The quorum for the meeting of Governing body shall be 2/3 of the total strengths of members.

d. Filling the vacancies:

Casual vacancy shall be filled by decision of the governing body by 2/3 majority.

Someone shall fill a casual vacancy in the post of Director and secretary from among the remaining members of the committee form a term of office equal to the term of office bearer who vacated the post.

The term of office of such members shall be for the remainder of the term of the member creating vacancy.



For BABU SUNDER SINGH FOUNDATION

वीना सिंह
General Secretary

सत्य प्रतिनिधि

वरिष्ठ लेखिका
कार्यालय डिप्टी रजिस्ट्रार
फंड्स सोसाइटीज तथा विद्वत्
विश्वविद्यालय, लखनऊ
1303

Anand Shekhar
Rama Singh
वीना सिंह

पण्डित

Duties and power of Governing Body:

- a. The general body shall be responsible for the effective implementation of the aims and objects and smooth functioning of the society. It shall have the sole discretion to appoint/take members into the society from time to time.
- b. The committee shall be competent to do all such lawful deeds. Acts and things as may be conducive or expedient in the interest of society on behalf of Director in sync of secretary.
- c. In addition to the generality of powers in matter of direction, control and management of the institution and its affairs, the Governing body in particular shall have the following powers.
 - 1- To accept gift, donation in form of cash kind from individuals. Societies / institution in accordance of law in force, exclusively for meeting above objects.
 - 2. To pay all expenses incurred in the formation of the institution and carrying out its objects
 - 3. To open and operate bank account and to manage financial and govern/supervise every activity of department of institution run by or affiliated to the institution either directly or through such committee. Consisting as many as it consider necessary.
 - 4. To engage employees or honorary workers settle their condition of service and to make suitable disciplinary action against them as and when needed.
 - 5. The proceeding resolution and act of the aforesaid by formal resolution in respect of any such committee or sub committees.
 - 6. It will be open to the governing body of the institution to remove any member of such committee and modify or alter any acts, proceeding or resolution.
 - 7. To frame rules and regulations for proper and efficient working of the institution and for regulating business of its different activity department and section and generally to conduct the business of the institution.

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विना सिंह

R. Manu

R. Singh

J. Singh



For BABU SUNDER SINGH FOUNDATION

वीना सिंह
General Secretary

सत्य प्रतिलिपि

बिठूर तहसील
कांशीनगर डिप्टी रजिस्ट्रार
फार्मर्स सोसाइटी तथा बिठूर
जिला मुख्यालय, बिठूर

Anand Shekhar
Rina Singh
Bongh जीना सिंह

- 8. The governing body may delegate all or any of the powers to a sub committee.
The governing body will fill the casual vacancy in the governing body.
- 9. To collect donation and loan from Govt/Individuals./Charitable agencies such as Smaj Kalian Vibhag, U.P. Central & State Welfare Guard CAPARD, AWARD, NABARD, SIDBI, UNISEF, DAWAKRA, SIPSA, NAURAD, SUDA, Department of Education, Ministry of Education, National & International Finance Agencies for the fulfillment of the objective.

Tenure:

The Tenure of the committee shall be of five years.

9. Power and Duties of the office Bearers of the Governing Body.

1. Chairman:

- a. Chairman has got the sole responsibility to all the activity of the society.
- b. Chairman will look after the financial aspects and creates the fund for the normal functioning and upliftment of society programs.
- c. Chairman will prepare the annual budget and annual report to general bodies.
- d. To do all liaison work on behalf of society.
- e. To sue and be sued on behalf of society.
- f. Where rules are silent Chairman can make rule in sync with secretary for the benefit of institution.

Chairman is responsible to maintain all the papers and documents etc. pertaining to the institution.

2. Vice-Chairman

- To engage terminate, dismiss, suspend or penalize any employee or worker in consultation with the General Secretary.
- To manage and control financial affair of the society.

3. General Secretary:

- a. General Secretary will assist the Chairman and make planning with the concern of the executive comity member concerning upliftment program of the society.



For BABU SUNDER SINGH FOUNDATION

जीना सिंह
General Secretary

सत्य प्रतिलिपि

वरिष्ठ सहयोगी
कार्यालय डिप्टी रजिस्ट्रार
कुम्हें मोसाइटीज तथा बिट्टर
सुखनंद मण्डल, लखनऊ
1305

Anand kumar
Rina Singh
बीना सिंह

- b. Supervise the functioning of the office.
- c. He will coordinate with the Govt NGO and other private Institution.
- d. To record the proceeding of meeting.
- e. To exercise drawing and distributing powers.

पुष्प
Tara
विजय शर्मा

4. Joint secretary

- a. To use his discretion in the event of any difference of opinion amongst the member of society.
- b. The Joint secretary shall have power to take the decision to meet the emergent situation in the merest of situation Joint secretary will appraise the governing body of his decisions.
- c. Joint secretary shall authorize anyone from the governing body to preside over the meetings in his absence.

D. Manohar
Kishor

5. Treasurer

- a. To collect fund for the society.
- b. To look after all financial matters of the society.
- c. To ensure the safety of cash deposit in the Nationalized/ Private bank/Post office as decided by governing bodies.
- d. Entitled to receive donations/deposit and to issue receipts there of subject to conditions/ restrictions laid down by the governing body.
- e. To keep an update account of all the expenditure and income.

J. Singh



10. Amendments in the Rules and Regulation

Whenever it shall appear to the Governing Body of the society that it is advisable to later, extend or abridge the objective of the society or to make changes in the rules and regulation of the society the Governing Body shall submit the proposed amendments to the member of the society in a written form at least 15 days before a special meeting of the general bodies called for the purpose of making amendments.

For BABU SUNDER SINGH FOUNDATION

बीना सिंह
General Secretary

सत्य प्रतिलिपि

कनिष्ठ सहयोगी
कनिष्ठ हिस्ट्री रजिस्ट्रार
कनिष्ठ प्रोत्साहनीय तथा बिट्ट
130307

Anand shukhary
Rina Singh
Vishal
A. M. R. S.
S. M.

Each amendment must be approved by at least 2/3 rd of the members present and voting

at the first such special meeting and three fifth of the members of the general bodies present and voting at a second special meeting called for its ratification within 45 days of the first special meeting in which presence of 1/3rd society life member and ordinary member is must.

Vishal
S. M.

11. Bank Account

All funds of the society shall be kept in a nationalized/Private Bank/ Post Office authorized by the managing committee in the name of institution. The account shall be operated by any of the two member's i.e Chairman, General Secretary or Treasurer.

R. Manohar
S. M.

12. Audit and Accounts

The accounts for each financial year shall be audited by the competent auditors appointed for the purpose by the Governing bodies and the balance sheet and income and Expenditure account for the year duly certified by the auditors shall be laid down before annual meeting of the General Bodies through Governing bodies.

Taran

J. Singh

13. Legal Procedures

The society shall be used in the name of Chairman or such other person who may be appointed by the body for the said purpose.

14. Maintenance of the Records

The secretary shall arrange to maintain proper records like Register for membership, Minutes, Cash Book, Stock Book, Attendance register for Office staff and meeting, ledger and Guard file etc. All receipts, registers and vouchers shall be preserved at least for Ten Years from the date of Audit, Member register; Permanent stock register shall be kept for 20 years. In all other cases central Government Rule shall apply.



For BABU SUNDER SINGH FOUNDATION

वीना सिंह
General Secretary

सत्य प्रतिनिधि

वेमिठ सहयोग
कॉमिटी अ डिप्टी रजिस्ट्रार
कॉमिटी अ डिप्टी रजिस्ट्रार
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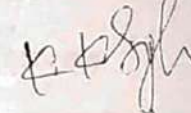
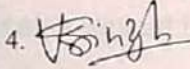

15. Dissolution:

- Dissolution of the society and its property will be carried out under Act. No. 13 & 14 of the society registration Act- 1860.
- Dissolution of the society and its entire assets and properties etc will be passed on to other charitable society having similar objects.

Date:

Verified

Signatures.

- | | | |
|--|--|---|
| 1. Arundhikhar | 5.  | 9. किरण शेट्टा |
| 2. - Rina Singh | 6. Tanu | 10.  |
| 3. वीना सिंह | 7. JK Singh | 11. D. Manohar |
| 4.  | 8.  | |

**सत्य प्रतिनिधि**

वरिष्ठ सहायक
कार्यालय डिप्टी रजिस्ट्रार
कर्म सोसाइटी तवा बिद्व
बलमेय जयते, बलमेय

For BABU SUNDER SINGH FOUNDATION

वीना सिंह
General Secretary