

Memorandum of Society

Name of the Society

Krishnarpi Institute of Technology & Management Educational Society.

Head Office Address

Zone Krishna Bhawan (Krishnarpi) 209/15, Rasoolabad, Aligarh

Area of Operation Objectives

U.P.

Membership and Classification of Members

The membership of the society is open to any person who has attained the age of maturity and fulfils the terms and conditions of the society, subjected to the approval of the Governing Body of the society. Generally persons who are willing to serve the Society physically, mentally or financially, and persons who have been honored awarded by the Government, intellectuals shall be made member of the Society by the managing committee upto the satisfaction of the secretary/Director/Managing Committee

1. V.K.

2. R. K.

3. A.S.U.

HONOURABLE MEMBERS

The members shall be classified as under:

Persons honored/awarded by the Government or Social workers or intellectuals of a repute, or some one to whom managing committee decides to be appropriate shall be made honorable members of the Society for only one year if he/she is ready to serve the Society physically, mentally, financially. Such members shall be exempted from the payment of membership fees and shall not have any right to vote.

4. ~~_____~~

MEMBERS GENERAL BODY

Persons who deposit a sum of Rs. 1001/- annually shall be enrolled as ordinary members of the society on the approval of the management. Such persons shall be members for one year only unless they pay the membership fees for the subsequent year, life time membership is 11001/-.

5. Vivek Shukla

CEASURE OF MEMBERSHIP

The Governing Body/ secretary/Director of the society shall have the powers to expel/terminate a member and members, from the membership of the above society, on the ground "his /her work does not seems to be substantial and is not up to the satisfaction of the managing committee. Membership of the Society shall automatically cease for person in the event of death, becoming insane, becoming insolvent, on being convicted by a Court of Law, Non-payment of membership fees, working against the objects of the Society directly or in directly, absents from three consecutive meetings, passing of a no-confidence motion or acceptance of resignation.

6. Shalini S.

Rights & Privileges of Members

All and every member of the society:-

- (a) Shall be entitled to participate in meetings, cultural/educational functions and other lawful gatherings, called/arranged by the society.
- (b) Depositing the required/prescribed fee (fixed by the Governing Body of the society from time to time).
- (c) Raise the objection on any act, activity, decision, and member or in any other matter of the Society and to pledge the PSIST secretary/Director to call the meeting of the Governing Body to resolve the matter secretary/Director has final right to accept or not to accept such a pledge and if accepted such matters can be resolved by voting in a quorum of 3/4 of total members and a majority of 2/3 members present.

7. Shukla

सत्य प्रतिनिधि
आचार्य निबन्धक
कमल मे
T. विद्व
24. 3/1/1979

Duties of the Members

All and every member of the society shall:

- (a) Elect the Governing Body of the society.
 - (b) Attend the General Body meetings Regularly.
 - (c) Give the necessary information to the President/ secretary/Director pertaining to any matter which is necessary to be known by the society.
- Not indulge in activities which are prejudicial to the Aims and Objects and/or the Rules & regulations of the Society.

8. T.K. Mishra

ARM'S OF THE SOCIETY

The Society comprises of two arms:

- (a) General Body
- (b) Managing Committee

GENERAL BODY

Composition-All the members of the Society shall be members of the

NOTICE

QUORUM
SPECIAL ANNUAL
CONFERENCE

AUTHORITY AND
OBLIGATIONS OF
THE GENERAL
BODY

1. *[Handwritten signature]*

2. *[Handwritten signature]*

3. *[Handwritten signature]*

4. *[Handwritten signature]*

MANAGING
COMMITTEE

MEETINGS

5. *Vivek Shukla*

NOTICE PERIOD

6. *[Handwritten signature]*

7. *[Handwritten signature]*

FILLING OF
VACANCIES

AUTHORITY
ORIGINATION OF
OBLIGATION OF
THE MANAGING
COMMITTEE

8. *T.K. Mishra*

TERM

AUTHORITIES & OBLIGATION OF THE OFFICE BEARERS
PRESIDENT

सत्य प्रतिनिधि

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सत्य प्रतिनिधि
सत्य प्रतिनिधि

Notice for the Annual meetings of General Body shall be given 15 days prior to the date of the meetings. For extra ordinary meeting duration of notice shall be 3 days days prior to the date of the meetings. The members shall be informed in writing through newspapers notice. There will be no need of quorum for G.B. meetings. The special annual conference of the Society shall be held once every year and the Managing Committee shall fix the date for the conference.

(a) Governing Body shall be responsible for the management and administration of all affairs of the society and is also authorized to appoint any office bearer/executive member to look after any particular activity. All the decisions shall be taken by the majority votes.

(b) The Governing Body shall have the powers all the powers of the society mentioned in the Memorandum of the society and these Rules and Regulation.

The Governing Body shall have also the following powers:

- (i) To prepare plans, projects and programmes.
 - (ii) To appoint Election Officer and his/her powers.
 - (iii) To elect the Managing Committee.
 - (iv) To approve the Annual Accounts Budget and programmes of the Society.
 - (v) To change/modify the by-laws of the Society by 2/3rd majority of members present in a quorum of 3/4 of the total members.
 - (vi) To work for the development and benefit of the Society.
- The Managing committee consisting of the members will be elected by A majority of the general body. The Managing committee shall consist of One President, One Secretary/Director.

Ordinary meetings of the Managing committee shall be held minimum once in a year but extra ordinary meetings could be called at any time as per the requirements by informing the members. The secretary/Director, who shall have the authority to call such meetings, shall give the information of the meeting.

The notice for the ordinary meetings shall be given seven days prior to the date of the meetings, where as for extra ordinary meeting a twenty-four hour notice shall be given.

The presence of 3/4 of the is required to complete the quorum but there shall be no binding of quorum in case a meeting is adjourned. The Managing Committee shall take all-important decisions. The decision of the Managing Committee shall be final and a binding on society. The decision taken by the secretary/Director shall also be final and a binding, unless until Managing Committee rejects/forfeit the decision of the secretary/Director by a voting of 2/3rd majority in a quorum 3/4 members of the total size of the Managing Committee.

In case any post/position falls vacant in the Managing Committee, the secretary/Director/Managing Committee shall fill the position by appointment of a number to that position for the balance period of the term.

1. To work for the development and benefit of the Society
2. To prepare the Annual Report, Annual Budget and Annual Accounts of the Society.
3. To settle the disputes of the Society.
4. To arrange financial assistance for the society from the Central Government, State Government, Department of Social Welfare Public Financial Institutions, organizations and general Public for the Society.
5. To do all other such work which is beneficial for the Development of the Society.

The term of the Managing committee shall be for a period of five years elections shall be held in the month of April.

PRESIDENT
President shall be the main executive head and inspecting office of the activity run by the Society and shall exercise the following.
1. President shall preside over all the meetings of the society.
2. He shall maintain the autonomy of the Society.
3. He shall make appointments of the executives; professionals for the

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SECRETARY/
DIRECTOR

[Handwritten signature]

3. *[Handwritten signature]*

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5. Vivek Shukla

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Patron
TREASURER

8. T. K. Mishra

Amendment in the
By-Laws and Rules
of the Society
Sources of Income
& Funds of the
Society

प्रत्येक प्रतिलिपि

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सहायक निदेशक
उप निदेशक तथा निदेशक
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Appeals

Filling Up of Casual
Vacancies

Audit of the
Accounts of the

- projects and programmes to be taken up by the society being run by the society and will also fill up such vacant posts.
- 4. He shall have the authority to issue certificates and allot work to the various members of the Managing Committee.
- 5. He shall execute on behalf of the Society all legal statutory formalities, sign such documents and verify the corrections and modifications on all documents.
- 6. He shall oversee all the activities of the Society and provide the required guidance and directions.
- 7. To do or other such work which is beneficial for the development of the Society.
- He shall make appointments of the executives, professionals for the projects and programmes to be taken up by the society being run by the society and will also fill up such vacant posts.
- 2. He shall have the authority to issue certificates and allot work to the various members of the Managing Committee.
- 3. He shall execute on behalf of the Society all legal statutory formalities, sign such documents and verify the corrections and modifications on all documents.
- 4. He shall represent the Society in the various departments and outside agencies or may depute someone from within or outside the society and act in accordance with the interest of the society and sign such paper as record.
- 5. He shall have the right to appoint, suspend and terminate any of the employees of the Society. In accordance with the rules and guidelines framed by the General Body of the Society. He shall take the concurrence of the Managing Committee in such decision subsequently.
- 6. He shall be the President of the sub committees formed by the society for accomplishing the programs.
- 7. He shall hold custody of all the records of the programmes and projects run by the Society and shall be responsible for submission of progress reports to the various Governments, Department, preparation of balance sheet and its submission to various departments. He shall notify any change in the address or constitution to the concerned various Government department. He shall initiate legal action on behalf of the Society and defend the Society in legal matters against the Society.
- 8. He shall ensure the execution of all the decisions taken by the Society or its managing Committee, and shall inform to the managing committee about the day to day progress, and of any important matter and shall seek written permission of the managing committee before deciding executing all important matters.
- 9. To arrange financial assistance for the society from the Central Government, State Government, Department of Social Welfare Public Financial Institutions, organizations and general public for the Society. **To give Suggestions for the development of Society's activities.** He shall maintain the Account of income and expenditure of the Society.
- Any amendment or modification in the By-Laws or Rules of the Society shall be done by a two-third majority in the General body of the Society in accordance with Section 12 of the Societies Registration Act 1860. The funds of the Society shall be deposited in any scheduled Bank or Post Office, such Accounts shall be operated under the signatures of the President and secretary/Director of the Society, for the fulfillment of the objectives of the Society, funds shall be arranged in the form of Aid, from Central Government, State Government, General Public, Financial institutions etc and donation Grant-in-Aid, Fees in the form of Money or Movable and Immovable Property.
- All the appeals shall be preferred to the General Body of the society and the decision of the General Body shall be final.
- Any casual vacancy amongst the Governing Body shall be filled by the resolution passed by the President/Governing Body. Such appointment (s) shall be confirmed by the General Body in its coming General Body Meeting.
- A qualified auditor or Chartered Accountant shall audit the Accounts of the Society at the close of every financial year.

Society
Election

Sources of Income

Financial Year
Audit

Management of
Funds & Accounts
Operation

Annual List of
Governing Body

Dissolution

Legal Proceedings

Amendment

Application of the
Act
Essential Certificate

General Body in its Annual Meeting will elect its PRESIDENT and all the office bearers and also the Executive Members of the Governing Body, after every five years by secret ballot papers or by show of hands as the Election Officer may decide. Certified that this is the correct copy of the Rules and Regulations of the society.

All the income of the society shall be utilized only for the promotion and fulfilment of the Aims and Objects of the society. Sources of Income of the society are as under: (a) Admission Fee & Subscription from the members of the society.

(b) Donations and Special Contributions.

(c) Grants from govt. and other agencies national & international.

Financial year of society shall start from 1st April to 31st March, every year.

The accounts of society shall be audited by the qualified auditor (Chartered Accountant) every year.

There will be Bank account opened by Joint sign of president and secretary/director. The account shall be operated by secretary/director or the president. The decision of president shall be final.

Once in every year a list of the Office-Bearers and the Executive Members (of the Governing Body) shall be filed in the office of the Registrar of Societies.

If the society needs to be dissolved, it shall be dissolved as per provisions laid down under the Secs. 13 & 14 of Societies Registration Act, 1860.

Society may sue and/or be sued in the name of PRESIDENT as per provisions laid down under Sec. 8 of the Societies Registration Act, 1860. Any amendment in Memorandum, Rules and Regulations will be carried out in accordance with the Societies Registration Act, 1860.

All the provisions under all the Sections of the "Societies Registration Act, 1860", shall be applicable to this society.

Certified that this is the correct copy of the Rules and Regulations of the society.

1) विवेक शुकला

24.4.08

Secretary

5) Vivek Shukla

2) शालिनी

6) Shalini's

3) अरुण

सत्य प्रतिलिपि

7) Shukla

[Signature]
सत्य प्रतिलिपि
कमल नं. १, वा. विस्तार
क. म. ३, आहाबाद

4) [Signature]

8) T. K Mishra

24/4/08

Certified Copy