

**RULES & REGULATIONS OF
"SHRI THAKUR JI MAHARAJ SHIKSHA SAMITI"**

1. All mandotry provision of the societies Registration act XXI of 1860 as extended to the state of Uttar Pradesh Shall apply to the above society,

DEFINATION :

2. In the memorandum and rules formed there under the following words and expressions shall have the following meaning unless to the subject or content.

2.i. The word Samiti shall mean and include 'society' i.e. "SHRI THAKUR JI MAHARAJ SHIKSHA SAMITI"

2.ii. 'Member' shall mean the member of the of the samiti elected by resolution of the executive and whose name is in the register of members for time being.

2.iii. GOVERNINN BODY : shall mean and include the exective committee/ Managing Committee of the samiti as constituted pursuant to these rules.

2.iv. "General body Meating" shall mean and include the annual general body meeting, be rein also called annual conference and social general body meeting.

2.v. Financial year shall mean and include w.e.f. 1st April to 31 day of March, every year.

2.vi. The expression 'MEMORANDUM OF ASSOCIATION' and 'RULES AND REGULATION' shall mean and include memorandum of association and rules and regulation of the samiti for the time being in force.

MEMBERSHIP :

The membership of society is open to any person who has attained the age of majority and fulfills the terms and conditions of the samiti without discrimination of the religion, caste, colour, creed or nationality but subject to the approval of the governing body, if the mebership is refused the reason of refusal shall be communicated to the person concerned.

MEMBERSHIP AND SUBSCRIPTIONS :

i. The admission fee shall be Rs. 151/- at the time of admission.

ii. Subscription fee shall be Rs. 101/- per year.

HONOURARY MEMBERS :

All those who are considered to be useful for attaining the object of the samiti by their education, cultural, sports, scientific or literary service shall be invited by the governing body to become Honourary members of the samiti

LIFE MEMBERS :

A person having a repute personality may become the life member of the samiti after payment of Rs. 10001/- to the samiti

INSTITUTIONAL MEMBERS :

Any institution association, organisation, Club etc. who agree with the aims and objectives of the Samiti and which play the prescribed subscription to the samiti may be enrolled as

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संस्था प्रतिनिधि

विश्व कृष्ण कर्म तथा योगेश्वर

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- v. institutional members of the samiti
- w. A person or institution intending to become a member of the samiti shall make any an application to the society on the prescribed form. It shall be accompanied by the payment as aforesaid, which shall be returned if the application is not accepted by the governing body.

PATRON

The governing body according to such terms and conditions as it shall decide from time to time may admit as patron or patrons to those persons who are likely to help in achieving the objects and causes of the samiti

5.1 REGISTER OF MEMBERSHIP :

The samiti shall maintain at its office a register of its members and shall enter therein the following particulars.

- a. The names and addresses of the members.
- b. The date of which the member was admitted.
- c. The date on which a member ceased to be such membership.

5.11 RIGHTS OF MEMBERS :

a. Each and every member except honorary members shall have voting rights and have one vote at time meeting of Samiti, but any member whose subscriptions has remained in arrears before holding the annual general body meeting or extra ordinary general body meeting shall not be entitled, to exercise the voting right in the election.

TERMINATION OF MEMBERSHIP : The governing body shall have power to expel a member from the samiti on the following terms and conditions -

A member's name is also liable to be struck off the register of the members if he has been defaulter in paying his subscription continuously for one year unless the time for payment is extended by the Governing Body for reasonable grounds or if a vote of no-confidence is passed against him/her, at special meeting concerned for the purpose by 2/3rd of the members present at time of meeting.

b. An office bearer is liable to be removed from his/her office if at the meeting especially called for 2/3rd of the members present pass a vote of no-confidence against the office bearer concerned.

If any member is convicted in a court of Law for criminal offences which involves moral turpitude he shall be expelled immediately and without no excuse by the governing body.

d. A member may resign in writing at any time and his resignation shall take an effect immediately but without prejudice to any liability or obligation incurred by him the reform while he was a member.

e. Medical unfitness.

In case of his/her death.

In case of misconduct, breach of trust, disobedience to rules of the samiti and working against the aims and objectives of the samiti.

Handwritten signature and stamp of the governing body, dated 18.11.88.

Handwritten signature and stamp of the Secretary, dated 18.11.88.

- h. On the ground of involvement in any criminal case causing moral turpitude.
 - i. If the conduct of any member of the samiti is injurious to the character reputation and interest of the samiti, the governing body without no excuse shall be empowered to expell any member without any intimation giving any opportunity to the member in case of misconducted.
- 7. APPEALS : All the appeals should preferred to the general body of the samiti. The decision of the general body shall be final.
- 8. RE-ADMISSION : In case a member is expelled by the samiti, the same can not be re-admitted. The decision of the governing body shall be final.
- 9. COMPOSITION OF GOVERNING BODY : The affairs of the Samiti shall be controlled by an executive commettee/governing body which shall consist of the following office bearers :-

- 1. Patron : 1
- 2. Chairman : 1
- 3. Vice Chairman : 1
- 4. Secretary cum Treasurer : 1
- 5. Auditor : 1
- 6. Member : 6



- 9. BANK ACCOUNTS :
 - a. Funds of the samiti shall be deposited in a nationalised bank in saving or current account. Only secretary cum treasurer can draw or deposite or can operate the a/c by his signature.
 - b. The bank accounts of the samiti shall be operated by the individual signature of secretary cum treasurer only .

- 10. FUNCTIONS OF THE GENERAL BODY :
 - i. All the members of the samiti will constitute the general body in the month of march every year.
 - ii. To consider any buisness brought forwarded by the governing body.
 - iii. There shall be an annual meeting of the general body in the month of march every year.
 - iv. Notless than 15 days prior notice shall be given to the members before the date of general body meeting enclosing the agenda specifying date time and place.
 - v. To elect the office bearers and members of the general body.
 - vi. To pass annual report of the samiti as well as the audited statements of accounts and balance sheet.
 - vii. To amend real and alter any clause of its constitution. The amendment shall become a part of the contitution if approved by 2/3rd majority of members present at voting time at the general body meeting.
 - viii. To pass a vote of No-confidence against the governing body or any office bearers appointed by it with a 2/3rd majority of the members.

सत्य प्रतिष्ठापि
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शान्ति देवी
 श्री ठाकुर जी महाराज महाविद्यालय
 बिल्हार कानपुर

DUTIES:

- i. The notice of general body meeting will be served upon every members at his/her address by the samiti by post or by hand as practicable to the memebres of samiti
- ii. The General body meeting will be adjourned if the quorum is not completed even after half an hour of the appointed time.
- iii. The members of the general body are entitled to cast their votes in person or by proxy in writing. The proxy must reach to the secretary at least 12 hours before the commencement of the meeting, duly- signed personally by the member. The Chairman shall be the final authority to ascertain bonafide of the proxy letter.

12. SOURCES OF INCOME :

- a. Admission fee,
- b. Subscription,
- c. Donation and special contributions.

13. ELECTION AND QUORUM:

The general body in its annual meeting will elect its office bearers except Secretary cum treasurer and members in the month of March after five years by raising of hands. The quoram of the general body governing body and shall be 2/3rd of the total.

14. GOVERNING BODY :

The Governing body's strength shall not be less than 11 and not more than 21. The member of the Governing body shall hold the office for five years. The meeting of the governing body shall be held as and when necessary for which 7 days prior notice will be required and the quorum shall be 2/3rd, however the emergent meeting may be called at any time with the discription of governing body of samiti

15. FUNCTIONS OF THE GOVERNING BODY :

- a. To arrange finance, if required, from other bank(s), Institutions, or individual on terms and the governing Body as a whole is liable for its return.
- b. The Governing Body shall make plan for the future programes of the samiti.
- c. To appoint terminate and fix duties of any staff.
- d. The Governing Body shall meet atleast once in a month.
- e. To publish literature, to propogate the system and to approach the public for the upliftments of the status of the samiti.
- f. To accept donations charities, loans grants, properties etc from public other associations, agencies, Govt. Deptt. in the interests of the promotion of the aims and objectives of the Samiti.
- g. To sanction the amount to be spent on every specific purposes.
- h. To set up verious comunities, appoint sub-comunities, to manage the institutions run by the samiti.
- i. To consider the applications for membership and shall accept or reject it with a simple majority votes.

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- 2. शांति देवी
- 3. Anil Kumar
- 4. देवी
- 5. जीताराम
- 6. सतीश कुमार
- 7. 129 वाहन
- 8. लक्ष्मी
- 9. प्रकाश
- 10. राजाराम
- 11. अक्षय शर्मा
- 12. सुधीर
- 13. विरसुख



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शांति देवी
 श्री ठाकुर जी महाशय महाविद्यालय
 बिल्हार बनपुर

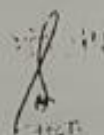
- j. To consider and recommend to the Secretary for general body approval.
- k. To delegate all or any of its powers to person, board of councillors, composed of governing body member or other members of samiti
- l. To Make provisions for the management and control of any one of the institution, clubs, associations etc. and property concern with the Samiti. It shall appoints and make provision for the appointment of any person or committee or inspecting body or other vice for the purpose of managing the affairs thereof in such mannar the subject to such rules and regulations as may be prescribed.
- m. To apply and aquire land etc. from the revalant authority.
- n. To sell and purchase the property and to get or pay the considerable amount from the concerned purchasers or sellers.

16. POWERS AND DUTIES OF THE OFFICE BEARERS. :

CHAIRMAN-

1. ओम्बुड्समैन - He will be the head of the samiti and preside over the meetings of the General Body and Governing Body . He has the right of casting of votes in case of tie. He is also authorised to do the following acts, deeds and things :-
2. शास्त्रीदेव - He will administer the oath of the of office to all the members of the Governing body.
3. श्रीमति वि. सु. मा. - He shall appoint various committees to manage Institution run by the samiti on the advise of governing body.
4. श्रीमति वि. सु. मा. - To take all the steps to uphold the dignity and prestige of the samiti.
5. श्रीमति वि. सु. मा. - To represent samiti with the advice of the Governing Body required unless any other representative elected by the samiti.
6. राजाराम - He will maintain discipline and decorum in the meeting.
7. श्रीमति वि. सु. मा. - He shall be authorised to incure expenses on any head at any time upto the extent of a sum of Rupees fifty thousand without the sanction of the executive committee for emergent purpose.
8. श्रीमति वि. सु. मा. - To sign on behalf of the samiti, conduct its correspondences and to record the proceedings of such meetings of the General Body.
9. श्रीमति वि. सु. मा. - To summon and attend the meetings of the General Body.
10. श्रीमति वि. सु. मा. - To direct to secretary for any action in connection with the samiti.
11. श्रीमति वि. सु. मा. - To call ordinary general body meeting as desired by the samiti.
12. श्रीमति वि. सु. मा. - To check and verify accounts in the cash book and signed the same.
13. श्रीमति वि. सु. मा. - To sign and issue the notice for the meeting of committee of management and the annual meeting of the samiti.
14. - To sign and sanction all vouchers for necessary expenditures of the samiti within the limit sanctioned by the committee.
15. - To keep or cause to be kept in proper order and custody all documents and all papers and files belonging to the samiti.

शास्त्री देव
 अध्यक्ष
 श्री ठाकुर जी महापात्र महाशिलास
 बिल्हार काठपुर


 18.11.18

- i. A register of books of the proceeding of all meetings.
- ii. A minutes books of the proceedings of all meetings.
- iii. Files containing copies of letters issued and letters received.
- iv. A subscriptions Register.
- v. A requisition file and suggestion register.
- vi. A complaint file.
- vii. A book for the agenda of the meeting of samiti.

VICE CHAIRMAN :

The Vice Chairman will help and assist the Chairman and also in the absence of the Chairman he will act as Chairman.

SECRETARY CUM TREASURAR :

1. Secretary cum Tresurar will be chief administration authority of the samiti.
2. Secretary cum Tresurar shall have the power to the appoint terminate, promote, expel pursue the office bearers of the samiti or of institutions run / managed by samiti.
3. To decide the membership of the members.
4. To Present the dispute of the samiti in court.
5. To sign on bill vouchers and account papers of the samiti.
6. To take all the decisions for the walfare of the samiti and its institutions.
7. To comply all the decisions of the samiti.
8. To submit all books and papers relating to the samiti receipts and expenditure, cash books, Bank pass books etc., to the Chairman for signature.
9. To prepare yearly accounts of receipts and expenditure and have the same audited by the qualified auditor appointed by the Governing body and approved by the General body meeting and present the same before the annual meeting.
10. To prepare a counsolidated annual statement of annual for the information of samiti and handover to the Chairman/ for presenting it before the house in the annual meeting.
11. He willthe whole life secretary cum treasurer of the samiti.
12. After the death of the secretary cum treasurer his successor shall hold the samepost.

AUDITOR :

The accounts of the Samiti shall be audited once in a year by a qualified auditor appointed by the Governing body or auditor of the samiti.

FINANCIAL YEAR :

The financial year of samiti shall started from the first day of the 1 April to 31 day of March of every years.

TENURE :

The terms of governing body shall be five years.

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 शिक्षण समिती तर्फा मोक्यावरील
 दि. १०.११.१८

शान्ति देवी
 इकाउर
 श्री बाबु जी मन्त्रि मन्त्रि
 इकाउर तालुका

2. COMPLAINTS AND REDRESSING OF GRIEVANCES:

Any member having complain or grievance regarding the functioning of the samiti he wellfare on the matter in writing and Secretary may take any suitable and resoniable action for redressal the grievances of the members. If he feels the matter is serious he may ask the Chairntan to call the meeting of the governing body or General body to take necessary action.

AMENDMENT:

(Alteration, extension or a bridgement) of purpose aims and objects are change of name, section 12 and 12a of the SR act of 1860 as a applicable to Uttar Pradesh Shall apply to this samiti. the amendement in the memorandum in the rules and regulations association shall be made under this section.

LEGAL PROCEEDINGS (SECTION -6 OF THE ACT)

the society sue or be sued in the name of Chairman as provisions laid down under section - 6 of SR act 1860 as applicable to Uttar Pradesh.

ANNUAL STAFF GOVERNING BODY:

Once in a year a list of the office bearers and the members of governing body shall be filed with the registrar of societies Uttar Pradesh, as require under section - 4 of the societies registration act 1860 as applicable to Uttar pradesh.

DOCUMENTS OF THE SAMITI:

1. Pass Book, Cash Book and receipt book
2. Agenda
3. Stock register
4. Information register
5. Proceeding register
6. File of Correspondence
7. Service books and service records of the employes of the society.



DISSOLUTION:

The samiti need to be desorts it shall be desorts laydown under section 13 and 14 SR act 1860 as applicable to Uttar pradesh. All the provisions under the section of the SR act 1860 as applicable to Uttar Pradesh shall applied to this samiti.

ESSENTIAL CERTIFICATE:

Certified that this is the correct copy of rules and regulations act the samiti.

Chairman	: <u>श्री. वि. क.</u>	1 श्री. वि. क.	8-10 श्री. वि. क.
		2 श्री. अ. क.	9 श्री. अ. क.
Vice chairman	: <u>श्री. अ. क.</u>	3 श्री. अ. क.	10 श्री. अ. क.
		4 श्री. अ. क.	11 श्री. अ. क.
Treasurer	: <u>श्री. अ. क.</u>	5 श्री. अ. क.	12 श्री. अ. क.
		6 श्री. अ. क.	13 श्री. अ. क.

श्री. अ. क.
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