

**RULES AND REGULATIONS**  
**OF**  
**PEOPLE EDUCATIONAL SOCIETY**

1. NAME OF SOCIETY: PEOPLE  
EDUCATIONAL SOCIETY

2. REGISTERED OFFICE OF THE SOCIETY:  
PEOPLE EDUCATIONAL SOCIETY  
C/o Dr. Sanjiv Gulati, Gulati Dental Hospital  
Campus, Bank Road, Gorakhpur, U.P., India

3. AREA OF THE OPERATION : All over U.P.

4. REGISTRATION:

- a) This Society shall be registered under the Societies Registration Act 1860.
- b) The objects of the Society as set out in its Memorandum of the Association and as may be altered extended or abridged, subject to the provisions of the above Act and Rules framed there under in force for the time being.
- c) The affairs of the Society shall, subject to the provision of the Act be governed by the provisions contained in the Memorandum of Association and these Rules and Regulation.

Rupam Sinastava

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## 5. INTERPRETATION:

In these Rules and Regulations unless there is anything inconsistent with or repugnant in the subject or context shall have the following interpretations:

- a) The Act means the Societies Registration Act 1860 as amended upto date.
- b) The 'President,' 'Senior Vice-President,' 'Vice-President,' 'Secretary,' '~~Joint Secretary~~' Treasurer means President, Senior Vice-President, Vice-President, Secretary, ~~Joint Secretary~~, treasurer of the Governing council of Society.
- c) "Founder Members Council" (FMC) means council of the founder members of the Society.
- d) "Governing Council" means the council of the Founder, Patron & two co-opted members and admitted members.
- e) "Title General Body" means the Governing Council.
- f) "Managing Committee" means council of members duly elected/appointed by Governing Council of the Society.
- g) The Society means **"PEOPLE EDUCATIONAL SOCIETY"**
- h) The word imparting the masculine gender and singular number shall respectively include the female gender & plural number & Vice Versa.
- i) Marginal Notes if any, shall not affect the interpretation of Rules.

- j) "Office Bearer" means President, Senior Vice-President,  
Vice-President, Secretary, Joint Secretary and Treasurer.
- k) "Family" means wife, husband, son, daughter, daughter-in-law  
and son-in-law.

## 6. MEMBERSHIP:

### (A) Patron Member:

Any person, not being a minor, bankrupt, or unsound mind may become a patron Member of the Society by making an application for patron member in prescribed proforma to the Founder Member Council, in this regard and upon fulfillment of following conditions:

- a) A donation of Rupees Eleven Thousand, or such other amount as may be determined from time to time, has been made to the Society; and
- b) His application has been accepted by majority of member at a duly convened meeting of Founder Member Council. The Founder Member Council may at its absolute discretion and without assigning of any reason, reject an application for admission of a Patron Member of the Society.
- c) Patron Membership will not exceed twenty five members in any case.

*Patron Member*

*Patron Member*

**(B) Founder Member:**

Signatory to the Memorandum of Association of the Society and vacancy filled by family person in case of death of signatory to the memorandum of association of the society shall be Founder Member of the Society.

**(C) Termination of Membership:**

Member of the Society, whether Founder or Patron shall cease to be a member of the society if:

- a) He resigns by letter addressed to the President/Secretary.
- b) He is convicted of any offense in connection with the foundation, promotion, management or conduct of the affairs of a Society or of a body corporate or of any offense involving moral turpitude, or
- c) He has been adjudicated or adjudged insolvent, or
- d) He has become of unsound mind or physically unfit or unable to act as such, or
- e) The Founder Member Council at its duly convened meeting adopts a resolution of terminating memberships of a member with majority.

**(D) Tenure of Service of Office Bearers:**

Tenure of Services of office bearer (as per 5 J) will be concluded on completion of FIVE calendar years.

*Amirul Islam*  
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**(E) Transfer of Membership:**

A founder Member or Patron Member of the Society may transfer his membership of the Society to any family member as under:

- a) The original member alone will have the right to transfer his membership ~~once~~ during his life time.
- b) Once the membership is transferred, the transferee member will become member if his admission as member is approved by majority of the Founder Member Council.
- c) Upon the transfer of the membership and acceptance there of by Founder Member Council, Original Member shall immediately cease to be the member of the Society.

**(F) Nomination by Founder/Patron Members:**

- a) In case of death of signatory spouse shall become Founder Member of the society.
- b) Nominated person shall become Founder member/Patron member after the death of member if his admission is approved by majority of members of founder Member Council.

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## 7. FOUNDER MEMBER COUNCIL:

- a) Founder Member Council shall comprise all the Founder Members and Secretary and President of the Society, if he is not a Founder Member.
- b) The Founder Member Council shall endeavor to meet at least once in a year. The Secretary of the Society shall arrange the meeting consultation with the president of the Society.
- c) The President shall preside over these meetings and in the absence of the President; any Founder Member shall chair the meeting.

d) General Body –

General body will consist among patron member and founder member.

e) Length of Notice:

Fourteen clear days notice specifying the place, date, hour and nature of business to be transacted at Founder Member Council shall be given to all members at their respective address. Non receipt of such a notice by any member shall not invalidate the proceedings of any Founder Member Council. Date of dispatch of the notice under Postal Certificate/Courier service/Registered Post/By hand shall be the date of the notice.

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D) Quorum of the Meeting:

Founder Member with voting rights is to be present to form the Quorum with majority. However, if within half an hour from the time appointed for the meeting a quorum be not present meeting shall stand adjourned for reasonable period. A fresh notice of the adjourned meeting will be given to the members and if at such adjourned meeting a quorum be not present within half an hour from the time appointed to hold the meeting, those members who present at the adjourned meeting shall constitute the quorum at the meeting and may transact the business for which the meeting was called.

g) All decisions shall be with 2/3 majority of the votes unless provided otherwise.

h) The Secretary and President shall have all the privileges as to the other members of the Founder Member Council except Voting, if he is not a Founder Member.

i) Power Duties of the General Body :

1. Founder Member Council shall grant Patron Membership as Provided in Article 6(A).
2. The Founder Member Council shall grant F 9 under Patron Membership to the transferred and nominated person of Founder Member as provided in Article 6 (E) & 6 (F).

*Founder Member Council*

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3. The Founder Member Council shall propose amendments in the Memorandum and Rules & Regulations, if required for adoption by the Governing Council.
4. The Founder Member Council shall decide termination from Membership as provided in Article 6(C).
5. Founder Member Council shall decide to take any loan or create any charge on the Society or to dispose off the Society properties & to invest the Society Fund.
6. Founder Member Council shall have power to take any person as member of the society without paying the initial payment for membership.
7. Founder Member Council shall accept the resignation of any member.
8. Founder Member Council shall have power to approve, reject and Transfer of Membership.

## 8. GOVERNING COUNCIL:

- a) The Governing council shall comprise the following:
- I. All Founder Members.
  - II. All Patron Members.
  - III. The Co-opted Members & admitted members if required without voting right for a term of two years.



b) The Governing Council shall endeavor to meet at least twice in a year for discussion of the business. There shall be one President, one Secretary, one Senior Vice President, one Vice President and three Founder Members:

c) Length of Notice:

Fourteen clear days notice specifying the place, date, hour and nature of business to be transacted at Governing Council shall be given to all members at their respective address. Non receipt of such a notice by any member shall not invalidate the proceedings of any Governing Council. Date of dispatch of the notice under Postal Certificate / Courier Service/Registered Post /By hand shall be the date of the notice.

d) Quorum of the Meeting:

Member with voting rights are to be Present to form the Quorum with 2/3 majority. However, if within half an hour from the time appointed for the meeting a quorum is not present, the meeting shall stand adjourned for reasonable period. A fresh notice of the adjourned meeting will be given to the members and if at such adjourned meeting a quorum be not present

within half an hour from the time appointed to hold the meeting those members who present at the adjourned meeting shall constitute the quorum at the meeting and may transact the business for which the meeting was called every member of Governing Council except the co-opted member shall have one vote.

c) Power Duties of the Governing Council:

- I. The Governing Council shall execute, plan, implement the policies as per the objects of the Society.
- II. To elect one President, one Senior Vice-President, one Vice-President, one Secretary, one Joint Secretary and one Treasurer for a term of five years.
- III. To delegate by power of attorney or otherwise to any member or members of the council or any other person any powers implied by law or conferred by statute, provided, however, that any such member or members of the Council shall not be held responsible for act or defaults of any person or persons but only for their own respective acts and defaults.
- IV. To appoint committee (s), subcommittee (s)

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(consisting wholly or partly of the members of its own-body and / or others) as it may think fit and may delegate any or all its power to such committees and prescribed of any or all such committee (s) and alter the same from time to time as and when it thinks fit and proper.

IV. The President and Secretary will become the ex-officio President and Secretary of such committees.

V. To do all such other acts and things as are incidental or conducive to the attainment of the objects specified in the Memorandum of Association.

VI. Bank Account shall be operated by anyone President or Secretary.

VII. To accept any donation, contribution either in cash or in kind from any person, firm, company, institution or Government on such purposes and objects as are enumerated in this Memorandum.

VIII. To payout from the funds of the Society, the cost charges and expenses, preliminary and incidental to the formation, establishment and registration of the Society.

*Amelia Pratt*

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IX. To take decisions on vacation of office by the members.

X. To prepare and send the Annual Report to the members.

XI. To adopt the Annual Accounts of the Society.

XII. To co-opt two Members if required without holding voting right.

XIII. To decide monthly / yearly or ad-hoc time to time subscription from the members to promote the objects of Society.

XIV. To consider any amendments recommended by Founder Member Council in memorandum and rules and regulations of the Society.

To call General Meeting of the Society as under -

a) General Meeting to be Ordinary or Extra

Ordinary:

Annual General meeting of the Governing Council of the society may either be Ordinary or Extra Ordinary. The Annual General Meeting of the Society referred to in these conditions shall be called the Ordinary General Meeting. All other meetings shall be called Extra Ordinary.

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b) Annual General Meeting:

The Society shall in each year hold an Annual General Meeting and shall specify the meeting as such in the notice calling it.

1. An Annual General Meeting will be held at such place, time and hour as the Governing council shall determine. Such meeting shall held once in a year in the month April.

c) An Extra Ordinary General Meeting:

An Extra Ordinary General Meeting of Governing-Council maybe called by the Governing council on its own accord or upon a requisition made in Writing by the majority of members of the Society.

d) Requisition for Meeting:

A requisition for meeting specifying the object of the proposed meeting to be called must be delivered at the office of the Secretary of the Society. On receipt of the requisition the Secretary proceed to call an Extra Ordinary Meeting within 30 days.

e) Meeting to be called within two months:

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If within a month from the date of delivery of the valid requisition the Secretary fails to call an Extra Ordinary General Meeting, then the requesters themselves may call such a meeting with in two months from the date of the deposit of the requisition.

f) Length of Notice:

Fourteen clear days notice specifying the place, date, hour and nature of business to be transacted at General meeting shall be given to all members at their respective address registered with the Society. An accidental omission to give or the non receipt of such a notice by any member shall not invalidate the proceedings of any General Meeting. Date of dispatch of the notice under Postal Certificate/Courier Service/ Registered Post shall be the date of the notice.

g) Quorum of General Meeting:

Majority member's presents shall constitute a quorum at any General Meeting. No business shall be transacted at such meeting unless the prescribed quorum is present. However, if

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within half an hour from the time appointed for the meeting a quorum is not present the meeting shall stand adjourned for reasonable period. A fresh notice of the adjourned meeting will be given to the members and if at such adjourned meeting a quorum be not present within half and hour from the time appointed to hold the meeting, those members who present at the adjourned meeting shall constitute the quorum at the meeting and may transact the business for which the meeting was called. However, if an Extra Ordinary General Meeting has been called on the requisition of members and there is no quorum for half and hour, the meeting shall be stand dissolved.

**h) Business of Annual General Meeting:**

The Business of the Annual General Meeting shall be:

- I. To adopt the Annual Report and Audited Balance Sheet and Income and Expenditure Account.
- II. To appoint auditors for the ensuing year and to fix their remuneration.

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III. To transact such other business as may be brought forward by giving notice not less than 7 Days before the schedule date of meeting.

IV. Chairman of the Meeting:

The President of the Society shall preside, Conduct and regulate all meetings of the General Body. His ruling on any point of order and decision as to the results of voting shall be final and conclusive.

**9. RIGHTS AND OBLIGATION OF FOUNDER & PATRON MEMBERS:-**

A Founder & Patron member of the Society has the right:

- a) To elect and to be elected in any elections of the Society.
- b) To submit suggestions for discussion to be founder Member Council/Governing Council/Sub-Committee on any matter relating to the Society.
- c) To inspect the accounts and the proceedings of the meetings by himself only on such time and place as the Governing Council direct on a written request made by the members. Members will not be allowed to ask for

*Founder Patron*

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any details directly from the office bearers. Members cannot transfer such right to any person.

- d) To pay his subscription, and other dues, if any within the prescribed time. Any member who is in default on any account shall not be allowed to take part or vote in a meeting and/or may be terminated from membership by Founder Member Council.

#### 10. POWER AND DUTIES OF PRESIDENT:-

- a. President shall preside over all the meeting of the Members including Founder Member Council and Governing Council when present in person.
- b. The president shall sign all the minutes of the meetings of Founder Member Council & Governing Council.
- c. He will be empowered for appointment, suspension, termination, or dismissal of the employee subject to the recommendation of the Secretary.
- d. President can call an emergency meeting of the Founder Member Council at a notice of 48 hours. He shall instruct the Secretary to issue the proper notice etc. for such emergency meetings.
- e. He in consultation with Founder Member Council, will be empowered to dismiss any member if he does not

*Founder Member Council*  
*President - [Signature]*

resign voluntarily in the conditions already mentioned for termination of membership.

- f. He will be the trustee for all the properties of the properties of the Society whether movable or immovable.
- g. He shall be present on the board of Selection for employment's etc.
- h. He shall have power for acceptance or rejection of proxy.
- i. He shall have one casting vote.
- j. He shall decide the manner and method of voting at the outset of the meeting.
- k. He will be empowered to accept any donation, contribution either in cash or in kind from any person, firm, company, institution of government for such purposes and object as are enumerated in this Memorandum.
- l. He is empowered to accept the loan from private party/parties or from the member of the society or any institution whether on interest or Interest free.
- m. He is empowered to mortgage the school/society property for grant of loan as per clause (above). The loan obtained so will be deemed to be loan obtained by

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the Society/School hence the liability of repayment will also be of this Society/School alone.

n. He himself can provide loan to the society from his own fund or resources on payment of interest.

o. He is empowered to purchase or acquire any property/properties such as land, material for School Building, telephone etc. in his name for & on behalf of the Society.

### **11. POWER OF SENIOR VICE-PRESIDENT:-**

(i) He shall assist the President in discharging all his duties.

(ii) All the power and duties of the President will be discharged by him in absence of the president.

(iii) Any other duty as assigned to him from time to time.

### **12. POWER OF VICE-PRESIDENT:-**

(i) He shall assist the President in discharging all his duties.

(ii) All the power and duties of the President will be discharged by him in absence of the President, Senior Vice-President.

(iii) Any other duty as assigned to him from time to time.

### **13. POWER & DUTIES OF SECRETARY:-**

- (i) He shall assist President in discharging all his duties in all meetings of the members including Founder Member Council & Governing Council.
- (ii) He shall be over all in charge of administration of the Society.
- (iii) He will be empowered to recommend to the President Appointment/ suspension/ termination/dismissal of any employee of the Society.
- (iv) He will be empowered to form a selection committee for employment in various cadres.
- (v) All legal matters involving society will be dealt by him and he can execute, if necessary, power of attorney for disposal of all legal matters.
- (vi) He shall maintain minute books of all meetings and ensure compliance with statutory requirement.
- (vii) He shall transact all other business subject to the direction of the Governing Council & Founder Member Council.
- (viii) He will be empowered to pay and discharge out the funds of the society, all the expenditure that may be incurred in or about the administration of the Society.

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(ix) He will be empowered to spend the funds of the society in deputing the employees of the Society and experts, research scholars and similar personnel connected with the Society for the purpose of fulfillment of the object of the Society.

(x) He will be empowered to sanction scholarships to the students subject to the recommendation by Principal under intimation to the President.

(xi) He will be empowered to accept any donation, contribution either in cash or in kind from any person, firm, company, institution or government for such purposes and objects as are enumerated in this Memorandum.

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#### **14. AMENDMENT OF REGULATION:**

All additions, alterations or omission in the regulation shall be proposed only by the General Body by 2/3 majority vote to the Governing Council for its adoption.

#### **15. MAINTENANCE OF ACCOUNTS:**

The maintenance of Society's accounts will be the responsibility of the Secretary.

#### **16. AUDIT OF THE ACCOUNT:**

Society's Account will be audited by a Chartered

Accountant to be appointed by Governing Council and his report will be placed before it within six months from the end of the financial year.

**17. UTILIZATION & INVESTMENT OF FUNDS:**

All incomes and assets of the institution shall be solely utilized and applied towards the promotion of its aims and objectives. No portion or part there of shall be paid or used in any manner whatsoever to/by the present and past members of the society or any other use. Any amount not immediately required may be invested as decided by the

Governing Council. *The society will receive grants Land, buildings movable and immovable property contribution, donation etc.*

**18. PROXY:**

Any member unable to attend a meeting can give his proxy in writing in prescribed form available at the registered office of the Society in favour of any member of the Society only. However, in a meeting of Founder Member Council proxy holder must be a Founder Member or his family member. The proxy shall be presented to the President before start of the meeting. The President shall have power to accept or reject the proxy and his decision shall be final. It is further clarified that a member can hold

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proxy of one or more members.

**19. LIST OF MEMBERS OF THE SOCIETY :**

The list of members of the Society (who are members as per Section 15 of the Societies registration Act, 1860) shall be kept as per Section 15 of the Societies Registration Rules.

**20. DISSOLUTION OF THE SOCIETY:**

In case of dissolution the Societies Registration Act, 1860 shall be followed.

**21. DISPOSAL OF SURPLUS :**

If on the dissolution of Society there remains after satisfaction of debts and liabilities, any property what-so-ever not impressed with any trust agreed between the Society and donor or donors, the same shall not be paid or distributed among the members of the society, but shall be given to some other Society or institution working for the same or similar objects as those of the Society, to be determined by the Governing Council.

**22. TERMINATION OR OFFICE BEARER:**

Any office Bearer of the Society shall cease to be Office Bearer if:

- a) His membership is terminated as per regulation 6(C).
- b) The Governing Council at its duly convened meeting

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adopts the regulation carried with 2/3rd majority of its member find the activity of the office Bearer detrimental to the Object or interest of the Society. Provided, however, that no decision under above sub clause shall be taken unless a show cause notice has been served upon the office bearer concerned giving a minimum 15 days time to reply.

### 23. JURISDICTION & LEGAL

#### PROCEEDINGS:

For all purpose legal jurisdiction will be Gorakhpur. The Secretary of the Society will look after legal matters under guidance of the Advocates as may be appointed as and when necessary.

#### 24. MAINTENANCE OF RECORDS:

All the necessary records including Membership Register, Proceedings register, Stock Register, Cash Book and Ledger etc. will be maintained by the Secretary/Treasurer. The books will be kept at Society's Registered Office or as decided by Governing Council from time to time.

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*Amelia Patel*

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