

Regd. No. 0/13 dt. 16/10/03

MEMORANDUM OF SOCIETY

**AKLIA EDUCATIONAL & RESEARCH SOCIETY, (AERS) e**  
Regd. office: AKLIA, P.O. GONIANA,  
Distt. Bathinda.

1) NAME AND ADDRESS:-

- a) The name of society shall be Aklia Educational & Research Society, Vill. Aklia, P.O. Goniana Mandi, Distt. Bathinda. (AERS) e
- b) Registered office : The Registered office of the society shall be at vill. Aklia, P.O. Goniana Mandi, Distt. Bathinda, or where the society decides from time to time.

2) AREA OF OPERATION:-

The Area of operation of the society shall be the Whole Of India.

3) AIMS AND OBJECTS:-

The objects for which the society is established are :-

- a) To promote education in theory and practice among the people through classes, seminars, conferences, meetings, research projects, programmes of studies, training and local & foreign tours.
- b) To promote knowledge, ideas, experience, innovation, technology on industrial, institutional and employment.
- c) To maintain liason with various educational organisations and departments to fight for the common cause of the members.
- d) To sell, buy, possess, mortgage, hypothicate any movable and immovable property of the society to achieve the aims & objects.
- e) To do any other thing which may be conducive to the interest of the society.
- f) For the achievement of the aims and object the society shall have the authority to accept donation, gifts and loan from the public as well as grant from the Govt./Semi Govt /Bank/Finanacial institution, M.L.A/M.P to incur expenditure to do whatever may be needed for the promotion of the aims and objects of the society from time to time.

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*[Signature]*  
Chairman

Vice Chairman  
*[Signature]*

General Secretary  
*[Signature]*

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*[Signature]*  
Additional Regis. of Society Pb  
BATHINDA  
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*[Signature]* Principal  
Aklia Degree College  
V-Aklia Kalan, Goniana Mandi,  
Distt. Bathinda. Pb.-151201

ARTICLE OF SOCIETY

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Reg. No. 0113 dt. 16/10/82

AKLIA EDUCATIONAL & RESEARCH SOCIETY, (AERS) R  
Regd. office: AKLIA, P.O. GONIANA MANDI, Distt. Bathinda (Pb.)

RULES & REGULATIONS

In the interpretation of these rules unless there is something inconsistent with the subject or context :-

- (AERS) R
1. The Society means Aklia Educational & Research Society, Vill. Aklia, P.O. Goniana Mandi, Distt. Bathinda (Pb.)
  2. Governing Body means the Executive Council of the Aklia Educational & Research Society having office at Vill. Aklia, P.O. Goniana Mandi, Distt. Bathinda.
  3. Year means the period commencing from 1st April and ending with the 31st March next Year.
  4. Office bearers means including the Chairman, Vice Chairman, General Secretary, cashier, for the time being of the society.

MEMBERSHIP

1. Anybody duly having faith in the aims and objects abiding the rules and regulations of the society and residing in the area of operations of the society can become member of the society provided he fulfils all other qualifications and conditions laid down by the Governing Body by a majority decision. The member will have to pay admission fee as per the decision of the managing committee. It shall however be within the competence of the general body of the society to revise the rates of membership fee as it deems fit.
2. As the application for membership shall have to be approved by Governing Body which reserve the right to admit or reject any application without assigning any reason whatsoever and whose decision shall be final.
3. No person shall be admitted to the membership of the society within month proceeding the date fixed for any meeting of the General Body.

Qualification

- No person shall be entitled to become a member of the society if he:-
- a) is of unsound mind.

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has been convicted by a court of law for an offence involving moral turpitude within 02 years proceeding the date of admission as member.

- (c) A person shall cease to be a member of the society :
  - (i) In case of his death
  - (ii) Remains absent from 3 meeting of the society continuously without any sufficient cause.

**REMOVAL FROM MEMBERSHIP :-**

- (a) The General Body of the house have absolute right to remove any member from the membership, if he does not abide by the aims and objects of the society and found working against the society.
- (b) A member who does not pay his annual subscription as fixed by the managing committee within 3 months after the due date shall be liable to be cancelled from the society.

**GENERAL BODY:-**

- (a) All the members shall form the General Body of the society in which member shall not be less than 7 in any case.
- (b) The following among others are the functions of the General Body :-
  - (i) To elect a Governing Body
  - (ii) To apoint person to audit account of the society.
  - (iii) To receive from the Governing body reports of the working of the society of the proceeding financial year together with statement showing the receipts and expenditure assets and liabilities and profit and loss account.
  - (iv) To consider amendments to the rules of the society.
  - (v) To consider any other business brought forward.

**GOVERNING BODY :-**

The Governing Body shall consists of not less than 7 members and not more than 10 members. The Govrning Body shall be elected by the General Body after five year by a majority decision the following shall be the function of the Governing Body :

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- (a) To consider the applications for membership.
- (b) To appoint, sue, terminate or dismiss employees and to decide the terms and conditions of their employment.
- (c) To raise loans and deposits and to decide the terms and conditions on which they should be accepted.
- (d) To sanction loans and advances.
- (e) To purchase the raw materials, implement and equipments etc.
- (f) To sell or give on hire purchase basis, implement and equipment to members of the society.
- (g) To buy possess, sell mortgage and hypothecate movable and immovable property.
- (h) To borrow or raise money for the objects and purposes of the society and enter in to agreement for the purposes.
- (i) To acquire in the name of the society by govt purchases, exchange, lease, hire or otherwise any land building of the society.
- (k) To make from time to time or amend the rules and regulations of the society.
- (l) To negotiate and enter in to contracts on behalf of the society.
- (m) To delegate any of the powers of the Governing Body or any office bearer.
- (n) To do all such acts and things as are incidental to the attachment of the above powers.

MEETINGS:-

- (i) The General body shall meet once in a year positively and notice will be issued to this effect by the secretary atleast fifteen days prior to the meetings. The time, date and place of the annual meetings will be fixed by the chairman.
- (ii) The majority of the members can also requisition a General Body meetings and on such requisition the Chairman shall call a meeting of General Body after getting the notice issued to all the members. The followings items will be considered in the annual General meetings besides any other point brought forward:-
  - (a) Previous year's report about the working of the society.
  - (b) To scrutinise and approve the accounts of the society.

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- (c) To consider any urgent subject brought before the society duly approved by the majority of the members .

The Governing Body shall meet once in specified period or earlier as decided by the executive council. The General Secretary shall issue a notice to the members at least 7 days prior to the date. The meeting of the Governing body shall also be called by with only 3 days notice when requisition is made for it by majority of the members . 2/3rd of the total members of the Governing Body as well as of the General Body will form the quorum .

**CHAIRMAN :-**

The Chairman of the society shall preside and conduct and regulate all the meetings of the society. The Chairman shall have in addition to his right to voting as members a casting vote in case of tie .

**GENERAL SECRETARY :-**

(a) The secretary shall look after the affairs of the society according to the direction of the Governing Body and shall convene meetings of the society .

(b) The Secretary shall keep or cause to be kept proper records of the proceedings of the meetings of the society .

(c) The Secretary shall supervise the working of the society on all correspondence.

(d) The Secretary shall receive and disburse moneys on behalf of the society under the directions of the Governing body .

**CASHIER :-**

(a) The cashier will be under the direction of the Governing Body .

(b) The cashier shall maintain proper books of accounts .

**ACCOUNTS :-**

(a) The account of the society shall be opened & maintained in the name of the society in any of the scheduled banks and shall be operated upon jointly or individually. The Managing Committee will authorise the person / persons to operate the bank account by its resolution.

(b) The amount which is to be kept with the cashier or any other authorised person/persons for daily needs will be decided by the Executive Council and the other amount of the society will be kept with the bank/banks as decided by the Executive Council.

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(c) The year of the society for maintaining the account and other purposes shall be from 1st of April of a year to 31st March of the following year.

**ELECTION PROCEDURE :-**

The election meeting of the society shall be held after 5 years to elect the new office bearers. After electing the new body the Chairman shall present the resignation of the outgoing office bearers. Someone appointed by the sitting Chairman in consultation with the general Secretary to preside over this meeting shall conduct the elections of the office bearers and the executive council for the next year and the will be authorised to confirm the proceedings of the meeting. The presiding officer first of all shall conduct the election for the posts of Chairman and General Secretary and other office bearers and thereafter for members of the executive council.

**NOMINATION & WITHDRAWAL :-**

A nomination for any elective post shall be valid only if two members propose a name and the candidate accepts it. Before voting a candidate can withdraw his name.

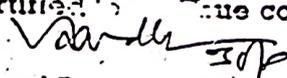
**ELIGIBILITY & METHOD OF VOTING :-**

- (a) All duly enrolled members who cleared their dues can exercise their votes
- (b) Any members shall exercise his/her right to vote by secret ballot.

**MEETING :-**

- (a) An ordinary meeting of the executive council must be called at least once in a specified period as specified by the Executive Council.
- (b) Chairman or General Secretary may call a meeting of the executive council at their discretion.
- (c) In case of a vote of no confidence by at least 2/3rd members of the executive council the Chairman must convene a meeting within 3 days of the notice of no confidence.
- (d) On requisition by 2/3rd members of the executive council the General Secretary is under an obligation to the executive council.
- (e) The executive council shall give at least a three week notice of the annual general body meeting to its members.
- (f) Members desirous of moving any resolution for amendments to construction of rules at the annual General body meeting shall give seven days clear notice of the same in writing to the General Secretary.

  
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(g) General Body meeting must be called at least once in a year special/ Emergency meeting of general body may be called by Chairman / general secretary within a month of the receipt of a signed requisition from the executive council or at least 1/3rd members of the General Body .

(h) The non receipt of the notice by any member convening an ordinary emergency or extra ordinary General Body meetings or copies of the resolutions and amendments to constitute rules to be moved in the meeting shall not invalidate the proceedings of the meeting.

(i) The quorum for a meeting of the General body other than the annual meeting shall be 1/2 of the members. No quorum shall be necessary for a meeting adjourned for want of quorum. Meeting called for on requisition shall not be conducted in the event of there being no quorum.

(j) All decisions except constitutional amendments shall be arrived by simple majority.

(k) Constitutional amendments shall be valid only if 2/3rd majority of the present members vote in favour of them.

**NOTICE :-**

Ordinary a written notice of three weeks in case of General body and three days in case of executive counsel meeting shall be given. In case of emergency the said period may be cut down to one weekend 24 hours respectively. All members present in the city should be informed in writing about the meeting, Notice should be sent per bearer at the usual place of residence of the members. In case of non service of notice ,no more visits is desirable and a letter may be written to the member concerned. The report of the messenger that the member was not available shall be deemed sufficient for this purpose.

(a) All property moveable and immoveable of the society shall belong to the society, and the Chairman and General Secretary , jointly shall have the right to let or allow moveable and immoveable property to be lent for any purpose.

(b) Only such a member who has been a member for six months can be a office bearer.(date of enrolment will be verified from the actual date of receipt of the membership fee by the society.)

(c) All the office bearers will work on honorary basis.

(d) Ordinarily, meetings will be held in the society's office However by mutual consent of executive counsel, meetings may be held at any other suitable place (e)

(e) Ordinarily all the records should be kept in the office.

(f) Enrolment of new members may be allowed only on prescribed form.

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For such a meeting the quorum will be 4/5 of the total members of the society. The society will be dissolved only if 4/5 of the present members vote in 1 year. The funds of the Society after meeting & all liabilities shall be disposed off in accordance with the direction of this meeting.

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*[Signature]*  
1. CHAIRMAN

*[Signature]*

2. VICE CHAIRMAN

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*[Signature]*

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