

**CERTIFICATE OF REGISTRATION OF SOCIETIES
(ACT XXI OF 1860)**

No. DIC/PTA/SOCIETY/.....1607..... OF 2005-2006

I hear by certify that ..Mata Gejwanti Education Society,....
...Village Brahman- Majra, Teh., Samana, district Patiala

has this day been registered under the Societies,

Registration Act (XXI of 1860) and as

Amended by PUNJAB AMENDMENT ACT, 1957.

Given under my hand at Patiala this

day of27-05-..... two thousand five.

Fee. Rs. 500/-



[Signature]
ADDL. REGISTRAR OF SOCIETIES
PATIALA 8275

MEMORANDUM OF ASSOCIATION OF
MATA GEJWANTI EDUCATION SOCIETY, BRAHMANMAJRA, P.O. GHAGGA,
TEH. SAMANA, PATIALA

1. **Name**

The Name of the Society shall be Mata Gejwanti Education Society, Brahmanmajra, P.O. Ghagga, Teh. Samana, Patiala.

2. **Registered Office**

The registered office of the Society shall be situated at Brahmanmajra, P.O. Ghagga, Teh. Samana, Patiala.

3. **Area of Operation**

District Patiala

4. **Aims and Objectives:**

The main object of the society will be impart education. That the society will impart the Academic, Vocational Education. That the Education and Training in the impart all spheres of and Professional Education and Training in the all spheres of Education including :

(a) Computer Education and Training.

(b) Art, Commerce and Science.

(c) Technical Education and Training.

(d) Social Science.

(e) Hobby Development Courses.

(f) Research in Different Field of Education.

(g) To improve the Educational Level by opening of the School, Institutions & Academies etc.

(h) To get affiliation with some recognized educational institutions like Educational Universities, Board etc.

(i) To improve the Education Level by providing better educational courses for the benefits of the students.

5. **Other important condition required to be fulfilled under the Societies Registration Act, 1860.**

a) The property of the society shall be applied solely towards the promotion of the objects of the society as set forth in the Memorandum of Association.

Kamal Kumar

Satish Sharma
Arun Kumar

ASHOK KUMAR
PATIALA

Has Jaiswal

b) The Society by its constitution is required to apply its profits, if any or other income in promoting its objects.

6. The Management of the affairs of the Society is entrusted in accordance with the Rules and Regulations of the Society to a Governing body which the first members are :

<u>S. No.</u>	<u>Name & Addresses</u>	<u>Occupation</u>	<u>Designation</u>
1.	Kamal Kumar S/o Sh. Hukam Chand, Teaching Brahmanmajra, P.O. Ghagga, Teh. Samana, Distt. Patiala		President
2.	Neelam Kaushik D/o Sh. Kali Charan Kaushik, Teaching Brahmanmajra, P.O. Ghagga, Teh. Samana, Distt. Patiala		Secretary
3.	Sat Pal Sharma S/o Sh. Mohan Lal, Self Employed Brahmanmajra, P.O. Ghagga, Teh. Samana, Distt. Patiala		Cashier
4.	Teja Singh S/o S. Bhagwan Singh, Kherinagian, Agriculturist P.O. Ghagga, Teh. Samana, Distt. Patiala		Member
5.	Shammi Kapoor S/o Sh. Ballu Ram, Agriculturist Brahmanmajra, P.O. Ghagga, Teh. Samana, Distt. Patiala		Member
6.	Hardev Kumar S/o Sh. Ram Partap, Vill. Brass, Govt. Employ P.O. Ghagga, Teh. Samana, Distt. Patiala		Member
7.	Binder Rani W/o Sh. Amrit Pal, Brahmanmajra, House Wife P.O. Ghagga, Teh. Samana, Distt. Patiala		Member
8.	Ashok Kumar s/o Sh. Banarsi Dass, Private Job Brahmanmajra, P.O. Ghagga, Teh. Samana, Distt. Patiala		Member

7. The following persons whose names, addresses and occupation are given above, will in the first instance, will be members of the Society to be got registered under the Societies Registration Act, 1860, not for profit, but to pursue the Memorandum of Association and the Rules and Regulations of the Society, a certified copy of which, as required by the provision of the is Act, is annexed herewith.

Kamal Kumar
Satpal Sharma
Neelam Kaushik

Teja Singh

Ashok Kumar

Hardev Kumar

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Additional Registrar of Societies
PATIALA

<u>S. No.</u>	<u>Name</u>	<u>Occupation</u>	<u>Designation</u>	<u>Signatures</u>
1.	KAMAL KUMAR	Teaching	President	Kamal (Kumar)
2.	NEELAM KAUSHIK	Teaching	Secretary	Neelam Kaushik
3.	SAT PAL SHARMA	Self Employed	Cashier	Satpal Sharma
4.	TEJA SINGH	Agriculturist	Member	Teja Singh
5.	SHAMMI KAPOOR	Agriculturist	Member	Shammi Kapoor
6.	HARDEV KUMAR	Govt. Employ	Member	Hardev Kumar
7.	BINDER RANI	House Wife	Member	Binder Rani
8.	ASHOK KUMAR	Private Job	Member	Ashok Kumar

Certified to be true copy of Proceeding of Mata Gejwanti Education Society,
Brahmanmajra, P.O. Ghagga, Teh. Samana, Distt. Patiala.

Kamalkumar
President

Neelam Kaushik
General Secretary

Cashier

Satpal Sharma.

Witness

ਗੁਰਮਤ ਸਿੰਘ
ਸ/ਓ ਜ. ਸਿੰਘ
ਬਾਗਮਤ ਮਾਜਰਾ, ਪਿੰਡਾ, ਜਗਾੜ

ਰੁਪ ਸਿੰਘ
ਸ/ਓ ਬਾਗਮਤ ਮਾਜਰਾ
ਬਾਗਮਤ ਮਾਜਰਾ, ਪਿੰਡਾ, ਜਗਾੜ

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**RULES AND REGULATIONS OF
MATA GEJWANTI EDUCATION SOCIETY, BRAHMANMAJRA, P.O. GHAGGA,
TEH. SAMANA, PATIALA**

1. Membership

The Society shall constitute of persons interested in educational work, persons seeking membership shall agree to abide the Rules and Regulation of the Society, should be of the age of 18 years or more, caste, color, creed, sex, education, property or social status are no bar to seek membership.

2. Categories of Member

There shall be following categories of member of the Society.

(i) Founder Members :

All signatories of this Memorandum of Association shall be designated as founder members and the Honorable President as Founder President of this Society.

(ii) Ordinary Members :

All Members who joins later on shall be designated as Ordinary Members of the Society.

3. Resignation/Expulsion/Vacancy of Members

A member may be expelled from membership of the society by 2/3rd majority of members voting for the resolution, if he is found not abiding by the Rules and Regulation of the Society or is found engaged in activities against the aims and objects of the society. A member also loses his membership if he resigns, becomes of unsound mind or convicted of a criminal offence by a Court of Law in India.

A person also loses his membership if he does not attend three successive meeting of the Society.

The memberships of a person come to an end in case any member, such a vacancy or vacancy created by aforesaid reasons shall be filled by nomination by 2/3rd majority of members voting. The membership in case of death is not hereditary.

4. General Body

(i) Formation :

The supreme authority of the society shall vest in the General Body, which will consist of all the members of the Society.

Kamal Kumar

Harjit Singh

Asheesh Kumar

Satpal Sharma
Neelam Kaushik

Harjit Singh
Harjit Singh

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(ii) Powers and Functions :

- (a) The General Body shall receive and adopt the Audited Statements of Account and the Annual Report of the club by 2/3rd majority of members present and voting.
- (b) The General Body shall have the power to make if necessary such Rules and Regulations for conduction its programme to fulfill its aims and objectives.
- (c) The General Body shall have the power to enact new Rules and rescind any of its existing Rules and Regulations by 2/3rd majority of the members present and voting.
- (d) The General Body shall have the power to dissolve the society 2/3rd majority of the members present and voting.
- (e) The General Body shall have the power to transact such other business, which may be brought up at its meeting.

(iii) Meetings :

- (a) The General Body shall meet at least once every year at a time and place fixed by the president of the Society.
- (b) A special meeting of General Body shall be convened when its shall become necessary.

(iv) Quorum :

Minimum of fifty percent members at any time shall constitute the quorum of the general body meeting.

5. Governing Body

(i) Formation :

There shall be a Governing Body of the members to assure and fulfil the aims and objectives and carry out its business and other affairs. The Governing Body should be formed/elected from amongst the members of the General Body.

(ii) Meetings :

Meeting of the Governing Body shall be convened at least once every month. It may even more than once it is deems necessary to carry out the business of the Society. Under normal circumstances a notice of 3 days shall be given to convene a meeting of the Governing Body. However, in case of emergency a short notice of 24 hours can also be issued.

Kamla Kumari
Satish Sharma
Neelam Kaushik

2017/2018

Hardeep Kumar

Hardeep Kumar

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(iii) Quorum :

A minimum of 5 members present at a meeting would be enough to constitute the quorum of the meeting of the Governing Body.

(iv) Strength :

The Society shall have the following members as the Governing Body deemed in accordance with the Rules and Regulations of the Society.

- (a) President
- (b) Secretary
- (c) Cashier
- (d) Member
- (e) Member
- (f) Member
- (g) Member

(v) Mode of Election/Tenure of Office Bearers

A meeting of the General body can be held, which would elect the office bearers, by secret ballot under Governing body. Each office bearers shall be elected for a term of 5 years the new body shall be elected within the framework of the Rules and Regulations of the Society till such time a new body is formed. As soon as the new body is elected the old shall cease to function and would hand over charge to the new body without delay. In case of death of an office bearer, the General body shall nominate the member of the society whom they deem fit, to fulfil the vacancy. The post of office bearer is not hereditary.

(vi) Powers of Officer Bearers :

President

- (a) He will do needful for the betterment of the society activities.
- (b) He can terminate the members and nominate new members with the consent of the governing body.
- (c) He will chair the meeting of the governing body of the society.
- (d) He will arbitrate in case of any kind of dispute or on undecided matters.

General Secretary

- (a) To supervise the functions of other secretaries.
- (b) To maintain peace during the functions.
- (c) To announce the programme of the society.
- (d) To convene meetings with the consent of the president of society.

Kamal Kumar

Satish Kumar
Neslam Kaur Shikha

Hardev Kumar

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- (e) To receive and welcome VIP's and guests.
- (f) To issue notices after the passing of resolutions.

Cashier

- (a) To deal with financial matters of the Society.
- (b) To maintain the accounts of the society and prepare its balance sheet.
- (c) To prepare the statement of estimated expenditure of each function.
- (d) To operate the Bank account with signatures on cheques of any two out of President, General Secretary and Cashier.
- (e) Finance/Income/Expenses Audit of Accounts.

Finance

- (a) The Governing Body shall submit its budget statements year-wise for its programmes every year in the month of February. However, supplementary budget estimate if any can be considered as and when necessary.
- (b) All receipts and expenditures will be maintained under heads under the budget provisions.
- (c) The Governing body shall have the power to sanction any expenditure.
- (d) The financial year of the society would be 1st April to 31st March of every year.
- (e) The Cashier shall present the annual statement to the General Body for the approval.
- (f) The Governing body shall maintain its accounts in the name of the society with any scheduled bank of India. All funds shall be submit in the bank account and shall be withdrawn under the joint signatures of any two out of President, General Secretary and Cashier.
- (g) The Audited Accounts together with the Auditors report will be presented before the General body.
- (h) Assets of the society at the time of dissolution can be transferred to any similar educational society as decided by the Governing body.

Expenses

- (a) The property of the society shall be applied solely towards the promotion of the aims and objects of the society as set forth in the Memorandum of Association and no portion thereof shall be paid or transferred directly or indirectly in any way.
- (b) The Society of its constitution is required to apply its profits in promotion of its aims and objects.

Kamal Kuma,

Satish Sharma
Neelam Kaushik

Harjeet Kumar

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PATIALA
24/01/2024

Audit of Accounts

- (a) The account of the society shall be prepared by the Cashier and the report submitted to the General body of the Society for its approval.
- (vii) Enacting/Amending/Rescinding of Rules and Regulations.
- (a) The Governing body shall have the power to make if necessary such Rules and Regulations for conduction its programmes for its aims and objects.
- (b) These Rules and Regulations may be Audited/Rescinded/Amended/Additions made any time by 2/3rd majority of the members of the General Body, if fully empowered for making such alterations/amendments/ additions whenever he feels necessary.
- (c) Such alterations/amendments/additions of the Rules and Regulations of the Society shall be intimated to the Registrar of the Society under the Society Registration Act, 1860, within 2 weeks of doing so.

(ix) Dissolution

If the society need to be dissolved it shall be dissolved as pet the provision laid down under section 13 & 14 of the societies Registration Act. 1860. The society may dissolve by a resolution to the effect passed by $\frac{3}{4}$ of the ordinary member of the society present in the General Meeting convened for the purpose the said meeting shall also decided the manners of disbursement of funds and assets of the society if any after dissolution.

If after the disposal and settlement of the property of a society & its claims and liabilities hter are any surplus assets shall not be paid to or distributed among the society or any of them but shall be given to other society to be detemine in accordance with Society Registration Act. 1860.

(x) Maintenance of Register

The General Secretary of the society shall maintain the following Registers for keeping upto date information of the respective areas of the working of the society.

- (a) Register carrying the names and addresses of all the members of Society.
- (b) Minutes book for keeping records of all the meetings of the Society.
- (c) Account books that is Cash Book and Ledger shall be maintained by he Cashier of the Society.
- (d) Stock Register shall be maintained b the general Secretary of the Society to maintain a record of the entire inventory of items of the sets of the Society.

(xi) Court Jurisdiction

Kamal Kumar

Satish Sharm

Neelam Kaushik

Harjeet

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With regard to any legal dispute the Judicial Court at Samana will be the Court for deciding the disputes for the purpose of jurisdiction.

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Kamal Kumar
President

Neslam Kausik
General Secretary

Cashier

Satish Sharma

Witness

ਮਾਤਾ ਗੇਜਵੰਤੀ
ਸ/ਓ ਜਗਤੀ ਸਿੰਘ
ਬਲਾਕ ਮਾਮਲਾ
ਡਿ. ਪਟਿਆਲਾ, ਮਾਮਲਾ,

ਦੁਪ ਸਿੰਘ
ਸ/ਓ ਜਗਤੀ ਸਿੰਘ
ਬਲਾਕ ਮਾਮਲਾ
ਡਿ. ਪਟਿਆਲਾ, ਮਾਮਲਾ

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