

**MEMORANDUM OF ASSOCIATION**  
**OF**  
**ADITYA ARMY EDUCATIONAL SOCIETY**

( Previous Regn. No. 1387/1999-2000 Dated 27-09-1999 under Societies Registration Act, 1860)

1. NAME OF THE SOCIETY : ADITYA ARMY EDUCATIONAL SOCIETY
2. REGISTERED OFFICE : C/o Sh. Mukesh Kumar Verma  
Secretary  
Shivam Car Shingar,  
G.T. Road, Palwal  
Teh. & Distt. Palwal.
3. AREA OF THE OPERATION : Haryana

**4. AIMS AND OBJECTS:**

The aims and objects for which the Society is established are as under:-

1. To open/start educational institutions like schools, colleges, technical and medical institute and to start different coaching centres for competitive exams.
2. To start/run /open coaching classes of English spoken and different Languages.
3. To start computer centers, cyber cafes, NTT centers, different courses of fashion designing, web designing and other activities to develop personality of young boys and girls.
4. To help those young students who are unable to get higher education due to one or other reasons by giving them education according to their efficiency.
5. This organization will utilize its funds for the promotions and benefits of the down trodden people and for the charitable hospitals, blood bank, free health check up camps and for the promotion and family welfare scheme and this organisation shall at no profit basis which is main and foremost object of this organisation.
6. To promote cultural, social and educational activities and to help in collating the moral values among boys and girls and to impart various activities for rural development.
7. To undertake other educational programmes, to ensure integrated development of personality of boys and girls giving more emphasis on moral values/ethics.
8. To do such cultural activities, organise debates etc, celebrate Annual and National functions so that the students may become good Citizens of India.
9. To set up Educational Institutions on modern lines in consonance with the norms and ideals and cater to the academic, cultural, physical, moral, emotional and intellectual needs of boys and girls.

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10. To work for promotion of sports and health care activities. The Society will work as NGO.
11. To raise or acquired funds or property from Central Government or State Government, Non Government Agencies, Charitable Trusts by way of donations or grants or contribution or by taking loan from public and private financial institutions . The funds, properties, assets and all other resources present and future of the society shall be utilized for any or all the purpose or objects of the society as stated above and also for all other similar activities in furtherance of ideals of truth and non violence.
12. To give and to seek assistance from registered Council's, society's relief funds or other bodies for furthering the objectives of the Association or at the time of natural calamities for organizing relief work. By organizing relief team, sending volunteers, collecting donations, medicines, clothes, food grains etc and disbursing the same to the victims of the calamity.
13. To do all such other lawful activities as the Association considers conducive to the attainment of all or any of the above objectives.

**5. GOVERNING BODY:**

The names of the founder members of the Society to which the rules and bye laws of the management affairs is entrusted as under:

| No. | Name                                      | Age | Permanent & Communication Address      | Occupation & Contact No. | Designation      | Signatures |
|-----|---|-----|--|--------------------------|------------------|------------|
| 1.  | SURESH KUMAR SONI<br>S/O SH.RAMCHANDER    | 52  | Village UjinaTeh & Distt. Nuh ( Mewat) | Business                 | President        |            |
| 2.  | ABHIMANYU VERMA<br>S/o Sh.MUKESH VERMA    | 22  | DU-242 Kalra Colony Palwal             | Private Service          | Vice President   |            |
| 3.  | MUKESH VERMA<br>S/O SH.TEJPAL VERMA       | 46  | DU-242 Kalra Colony Palwal             | Business                 | Secretary        |            |
| 4.  | AJAY KUMAR VERAMA<br>S/O SH. G. S. VERMA  | 38  | New Extention colony Palwal            | Business                 | Treasurer        |            |
| 5.  | GIRDHAR SINGH VERMA<br>S/O SH. RAMCHANDER | 54  | New Extention Colony Palwal            | Business                 | Executive Member |            |
| 6.  | MOOL CHAND SONI<br>S/O SH.KISHAN CHAND    | 46  | Chalera Bangar Teh. Dadri              | Business                 | Executive Member |            |
| 7.  | RAJENDER<br>S/O SH.KISHAN CHAND           | 41  | Village Chalera Sec-44, Noida UP       | Business                 | Executive Member |            |

Witnesses:

1.....

2.....

**DINESH KUMAR VERMA**

ADVOCATE  
The .....  
C-21 ..... complex  
Agra ..... PALWAL

**RULES AND REGULATIONS**  
**OF**  
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and

REGISTERED OFFICE : C/o Sh. Mukesh Kumar Verma  
Secretary  
Shivam Car Shingar,  
G.T. Road, Palwal  
Teh. & Distt. Palwal.

2. **MEMBERSHIP:-**

The membership of the Society is open for all who is the resident of India and have attained the age of at least 21 years or more without discrimination of religion, caste, colour or creed but his membership will be accepted subject to the approval of the Governing Body.

There is only one type of membership i.e. ordinary membership.

The total numbers of the member in this Society is 09. However these can be increased or decrease when ever it required.

2.1 **PROCEDURE OF MEMBERSHIP:**

The admissions of a person as a member of the society shall be decided by its Governing Body from time to time.

An individual willing to be a member of the society has to submit an application in **prescribed form** along with supporting documents to the Secretary duly filled in and signed and recommended by a regular member of the society.

The Secretary shall examine the application and place the same before the Governing Body for a decision.

The Governing Body may accept or reject the application and the decision of the Governing Body in this regard shall be final. It shall not be bound to assign any reason for its decision. The decision of the Governing Body will be the final and cannot be connived in any court of law and his application fee will be forfeited if the application is rejected.

The Governing Body/ Executive Committee of the Society shall fix the fee for membership application and amount of subscription and admission fee for the membership. The Governing Body/ Executive Committee have absolute right to change these fees from time to time.

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After approval from the Governing Body the applicant will be eligible for Society membership and the person will be intimated by the Governing Body and then he has to deposit the admission fee and subscription fee to the Society. If he does not pay the prescribed admission and subscription fee within the stipulated time his approval of membership will be cancelled automatically and he will have no right to claim his application fee back.

**2.2 MEMBERSHIP FEE/ SUBSCRIPTION :-**

The admission fee shall be Rs. 1100/- at the time of admission. The rate of subscription shall be Rs. 110/-p.m. and the monthly subscription shall be paid by the 10<sup>th</sup>. day of each month. Special subscription whenever is required for the Society, should be paid by the members without delay. The fee will be received through cheque or draft no cash will be accepted.

**2.3 IDENTITY CARD:-**

Every person admitted as a member will be issued an identity card containing his/her photograph, brief particulars and membership category ( if any ) duly signed by the individual member and the Secretary of the Society.

**2.3 REGISTER OF MEMBERSHIP:-**

The Society shall maintain at its office a register of its members and shall enter their names into it after the admission of members or the cessation of membership, as the case may be, the following particulars.

- i) The names and addresses of the members.
- ii) The date on which the member was admitted.
- iii) The date on which a member ceased to be a member.

**2.4 RIGHTS OF MEMBER:-**

- i) Each member shall have the voting right and have one vote at the meeting of the Society but any member whose subscription has remained in arrears before holding the Annual General Meeting or extra-ordinary general meeting shall not be entitled to exercise the voting right at the meeting.
- ii) A member of the Society shall be entitled to participate in general meeting function of the Society.
- iii) Every member of the society shall have the right to inspect all the documents /books of accounts of the Society on any working day by giving a notice of seven days.
- iv) Every member shall inform the society about any change in his address, which shall be duly recorded in the register of members of the society and upon which the society shall issue a fresh Identity Card to such member.

**2.5. EXPULSION OF THE MEMBER:**

The Governing Body have the power to expel a member from the Society on the following events:

- i) Attracts the provisions contained in Section 22 of the Act.
- ii) Found guilty of a financial misappropriation of the funds of the society.
- iii) Upon indictment and directions for removal by the Distt. Registrar/Registrar/Registrar General of Societies.

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- iv) In case of misconduct, breach of trust, disobedience of rules of the Society, working against the aims and objects of the Society.
- v) On the ground of involvement in any criminal case causing moral turpitude.

**2.5. RIGHT OF RE-ADMISSION:**

Any member can re-join the membership again ( except if his removal has not been made by the Distt. Registrar/Registrar/Registrar General of Societies ) with the conditions as directed by the Governing Body subject to the approval of General Body

**3. GENERAL BODY.**

All the members of the Society will constitute the General Body and shall cast their votes and no proxy voting shall be allowed.

**3.1 MEETINGS OF THE GENERAL BODY:**

A meeting of the General Body of the society will be held as and when required. However, at least one meeting of the General Body of the society, called as the Annual General Meeting ( AGM) will be held in a year, within six months of the close of the financial year for consideration and adoption of the duly audited annual accounts of the society in addition to transaction of any other business of the society as may be required.

The Governing Body of the society may convene an extra-ordinary meeting of the General Body of the society at any time after giving due notice as prescribed either of its own or within 45 days of receipt of a written requisition along with reasons for convening such meeting, from at least 1/10<sup>th</sup> of the members of the General Body.

For any meeting of the General Body a clear notice of at least 14 days along with copy of agenda of the business to be transected, date, time and venue of the meeting will be given to the members of the General Body. A copy of such notice will also be endorsed to the Distt. Registrar.

A meeting of the General Body may also be convened at a shorter notice, if agreed to, By a majority ( at least above 50% of the total members) of the members of the General Body.

**QUORUM:**

The Quorum for meeting of General Body will be 40% of the total members entitled to vote and present in person subject a minimum of four members.

In case meeting is adjourned for want of quorum, the quorum of the adjourned meeting Shall not be less than 10% of total members, subject to a minimum of three.

For any Special Resolution the adjourned meeting quorum will be at least 25%.

The proceedings of all meetings of the General Body will be recorded in the minute book (bound or in loose leaves) maintained separately for the purpose by the Secretary and Such minutes will be signed by the Chairman of the meeting and the Secretary of the Society.

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**3.2 POWERS AND FUNCTIONS & DUTIES OF THE GENERAL BODY:**

- i) To consider any business brought forward by the Governing Body
- ii) To elect the office bearers and executive members of the Governing Body.
- iii) To pass Annual Budget and the report of the Society as well as the audited statements of accounts.
- iv) To decide policy matters such as change of name of the society, amendment in Memorandum of Association and the Bye Laws of the society, approval for disposal of immovable assets of the society etc. and all such other acts as may be required under the Haryana Registration and Regulation of Societies Act and Rules, 2012.
- v) To remove any member from the Governing Body and approval of the name of the person who is appointed as member of the Governing Body against a casual vacancy.

**4. GOVERNING BODY:-**

The Governing Body shall control the affairs of the 'Society' which consists at present of the following members as under: -

|      |                  |      |
|------|------------------|------|
| i)   | President        | One  |
| ii)  | Vice President   | One  |
| iii) | Secretary        | One  |
| iv)  | Treasurer        | One  |
| v)   | Executive Member | Five |

The strength of the Governing Body/Executive Committee can be increased if so required or demanded.

**4.1 ELECTION OF GOVERNING BODY:-**

The Term of the Governing Body shall be three years from the date of approval of its election by the Distt. Registrar.

The election will be held according to rules prescribed under the Haryana Registration and Regulation of Societies Act and Rules, 2012.

A list of the elected office bearers and the executive members of the Governing Body, Duly signed by the Returning Officer, will be filed with Distt. Registrar within 30 days who shall accord his approval of the same upon his satisfaction.

The Office bearers of the Society shall not be entitled to any remuneration for rendering Services to the society.

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**4.2 FILLING OF ANY CASUAL VACANCY ON THE GOVERNING BODY:-**

Any vacancy arising on account of resignation or death of any member of the Governing Body may be filled up by the Governing Body if required amongst the members of the General Body on adhoc basis till the holding of next AGM of the Society and the appointment will be confirmed there after taking into consideration the result of AGM.

**4.3 MEETINGS OF THE GOVERNING BODY:-**

The meeting of the Governing Body will be held as and when required. However the Governing Body shall meet at least once in every quarter and there will be minimum four meetings of the Governing Body in a financial year.

At least three days meeting notice will be given by the Secretary to all the members of the Governing Body. In case of emergency a notice can be given at least 6 hours before holding of meeting.

**QUORUM:**

The Quorum for meeting of Governing Body will be 40% of the total members of the Governing Body subject to a minimum of five members.

In case meeting is adjourned for want of quorum, the meeting will be adjourned to another date for which a proper notice shall be issued the quorum of the adjourned meeting , subject to a minimum of three shall form the quorum for the adjourned meeting.

The proceedings of all meetings of the Governing Body will be recorded in the proceeding book maintained separately for the purpose . Such meetings will be signed by the Chairman of the meeting and the Secretary of the Society.

**4.4 POWERS ,FUNCTIONS & DUTIES OF THE GOVERNING BODY:**

- a) To see that the aims and objectives of the Society are properly implemented.
- b) To co-ordinate and co-relate activities of the Governing Body.
- c) To take necessary steps in the furtherance of the aims and objects of the Society
- d) To ensure protection and safety of movable and immovable property of the Society and to appoint a legal advisor for dealing with or advising on legal matters. The Governing Body will settle any doubt or dispute arising in connection with the Memorandum of Society and its decision will be final and cannot be canvassed in any Court of Law.
- e) To invest surplus funds of the Society in a manner so that the objects of the Society can be achieved in accordance with the Income Tax Act and to make/receive suitable grants for the achievement of the objects of the Society.
- f) To implement decision and policies of the General Body.
- g) To make rules and By-laws within the scope of the rules and regulations for the conduct of the affairs of the Society and to add, to amend, vary or to rescind these from time to time.
- h) Every meeting of the governing body shall be presided by the President and in his absence by the Vice-President.  
To meet the expenses of the Society including expenditure in the exercise of its power and discharge of its function.

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**4.5 POWERS AND FUNCTIONS OF THE OFFICE BEARERS:-**

**PRESIDENT:**

The power and duties of the President shall be under:-

- i) The President shall execute all responsibilities, right, duties and obligation, as are attached to this office.
- ii) He shall preside over all the meetings of the Governing Body and declare the results of the voting on a particular item.
- iii) To exercise general supervision.
- iv) To operate all bank accounts.
- v) To sign all the documents/papers relating to any grant/loans etc.

**VICE PRESIDENT:**

In absence of the President, the Vice President shall enjoy all such powers and duties of the President as delegated by him from time to time

**SECRETARY:**

The powers and duties of the Secretary shall be under:-

- i) To sign on behalf of the Society, conduct its correspondence and to record the proceedings of the meeting.
- ii) To summon and attend the meetings of the General Body.
- iii) To call ordinary General/Special meeting of Governing Body/Executive Committee.
- iv) To sign all the documents/papers relating to any grant/loans etc.
- v) To operate all bank accounts.

**TREASURER:**

To maintain accurate accounts of the cash, and other belongings of the Society and to operate all bank accounts.

**4.6 CESSATION OF MEMBERS OF THE GOVERNING BODY:**

An Office bearer/Executive Member of the Governing Body shall cease to be an office Bearer or executive member:

- (a) Upon submission & acceptance of his resignation.
- (b) If he ceases to be a members in accordance with these byelaws.
- (c) If he is removed by a resolution passed in the meeting of the General Body.

**4.7 EXCLUSIONS FROM THE EMPLOYMENT OF A SOCIETY:**

- (a) No member of the society shall be in full time or part time employment of the society.
- (b) No dependent or family member or close relative of the office bearers and members of the Governing Body shall be engaged as an employee of the society during its term.
- (c) Every office bearer and member of the Governing Body shall make a declaration in case any person in the employment of the Society is his close relative.

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**5. AMENDMENTS IN THE SOCIETY:**

Any amendment in the Memorandum of Association and Bye Laws or change of Name, amalgamation or division of the society will be done only with the approval of the General Body by way of a special resolution. The intimation of any such amendment or Change, along with attested copy of the requisite documents shall be filed in the office Of Distt. Registrar by the Secretary within such time as may be prescribed under the Haryana Registration and Regulation of Societies Act, 2012 and the rules made thereunder.

**6. FUND OF THE SOCIETY/OPERATION OF ACCOUNTS:-**

**6(a) FUNDS OF THE SOCIETY:**

The funds of the Society shall consist of

- i) Donations from private individuals/firms/organisation.
- ii) Grants from the Government and local bodies.
- iii) Subscriptions from members.
- iv) Tuition fees and other fees/charges/funds etc. recoverable from students.

**6(b) OPERATIONS OF THE ACCOUNTS:**

- i) The funds received as referred to above or in any manner shall forthwith be deposited in a Scheduled Bank to be decided by the Governing Body from time to time.
- ii) The Treasurer can keep with him/her up to Rs. 1000/- to meet emergent expenditure
- iii) The funds of the Society shall be operated by the joint signature of President and Secretary or President and Treasurer in other words the account will be operated jointly but President signature is compulsory in all the withdrawals.
- iv) No one unless specially authorised by the Governing Body will keep any cash in hand.
- v) The Principal/Head of the Institute shall store and stock entries, duly made in the relevant register/record will make no payment unless a bill has been duly scrutinized/verified. The President of the Society will have the power to delegate the authority to any other officer of the institutions.
- vi) The accounts of the Society should be got annually audited by chartered Accountant and internally checked by the President/ Secretary every quarter.

**7. SOURCES OF INCOME:**

- i) Admission fees/Tuition fees and other charges as are recoverable from the students.
- ii) Subscriptions.
- iii) Donations/special grants etc.

**8. AUDIT:**

The Chartered Accountant duly appointed by the Governing Body shall audit the accounts of the Society at least once in the year.

**9. COMMON SEAL:**

The Society will have a common seal which shall be kept in safe custody of the Secretary and shall be affixed wherever it is required in accordance with the authorization by the Governing Body.

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The Society may amalgamate itself with any other society established with the identical aims and objects or allow any other society to amalgamate with itself by a Special Resolution passed in this behalf in accordance with the provisions contained in Section 51 of the Act and rule 25 made there under:

**11. DISSOLUTION OF THE SOCIETY:**

The Society may resolve to dissolve itself in accordance with the provisions contained in the Act and the rules there under in case it becomes difficult to carry on with the operations of the Society, or it becomes insolvent or for any other pressing and unavoidable reasons.

In the event of dissolution of the Society, no assets of the society shall devolve on or Distributed amongst the members of the society.

Its assets and properties shall be first used to liquidate any liabilities and left over Properties/assets, if any, shall be considered for transfer to any other Society established with identical aims and objects or to the District Controller for use thereof in the general public interest.

We, the several persons whose name & addresses are subscribed hereunder, certify the above to be the true copy of the Bye-Laws of the Society.

| No. | Name                                     | Age | Permanent & Communication Address         | Occupation & Contact No. | Designation      | Signatures |
|-----|--|-----|---|--------------------------|------------------|------------|
| 1.  | SURESH KUMAR SONI<br>S/O SH.RAMCHANDER   | 52  | Village UjinaTeh & Distt.<br>Nuh ( Mewat) | Business                 | President        |            |
| 2.  | ABHIMANYU VERMA<br>S/o Sh.MUKESH ERMA    | 22  | DU-242 Kalra Colony<br>Palwal             | Private Service          | Vice President   |            |
| 3.  | MUKESH VERMA<br>S/O SH.TEJPAL ERMA       | 46  | DU-242 Kalra Colony<br>Palwal             | Business                 | Secretary        |            |
| 4.  | AJAY KUMAR VERMA<br>S/O SH. G. S. VERMA  | 38  | New Extention colony<br>Palwal            | Business                 | Treasurer        |            |
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| 7.  | RAJENDER<br>S/O SH.KISHAN CHAND          | 41  | Village Chalera Sec-44,<br>Noida UP       | Business                 | Executive Member |            |

All the Provisions/Rules and Regulations of Haryana Societies Act, 2012 mentioned herein will be duly complied with by the Society.