

Department of Industries & Commerce, Haryana

Form-VII

"Revised Certificate of Registration issued under Section 9(4) of the Haryana Registration and Regulation of Societies Act, 2012 upon allotment of a new registration number"

(See sub-rule (2) of rule 8)

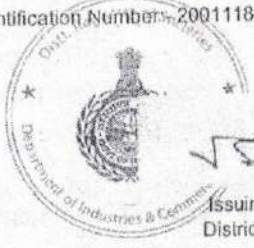
Revised Certificate of Registration of Society

I hereby certify that **Krishna Devi Education Society** (name of the society) registered vide registration number **2254** on **0000-00-00** Registered with District Registrar has been allotted a new Registration Number as undermentioned on this **23** day Jul month **2018** year under the Haryana Registration and Regulation of Societies Act, 2012 (Haryana Act No. 1 of 2012).

State Code		District Code			Year Of Registration				Registration Number				
H	R	0	1	7	2	0	1	8	0	1	0	2	7
Name Of the Society									Registered Office Address				
Krishna Devi Education Society									Vpo - Dahrhera, District - Rewari				

Issued under my hand at [Rewari] this [23] day of (month)[Jul] (Year)[2018] having Unique Identification Number: 2001118698



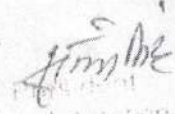

 Issuing Authority
 District Registrar,
 Rewari
 (Signature of District Registrar)

SOME IMPORTANT PROVISIONS OF THE HRRS ACT 2012 TO BE FOLLOWED :

- One Flat one vote.
- Videography of each meeting/ election of society is mandatory.
- Collegium Scheme to be approved from District Registrar if members strength is more than 1000.
- Administrator if appointed will not enroll new members, incur capital expenditure and give employment in the society.
- Terms of Governing Body not to be more than 3 years.
- Member to be not less than 21 year age.
- Office bearers of society (Three to twenty one).
- General Body and other meeting should be conducted with quorum i.e 1st meeting - 40%, 2nd meeting - 25% and 3rd meeting - 15%
(see entire Provisions)
- Submission of mandatory Annual Returns i.e. list of members, list of members of collegium, list of office bearers, Annual Report on working, Balance Sheet & Auditors Report, Copy of special resolution otherwise shall attract penalties & fines as per provisions of Act.
- In case of Joint Apartment owners, 1st owner will be eligible to contest the elections.
- Proxy voting, not allowed.
- Condominium/ Association covered under Apartment Ownership Act 1983 is to be formed by owners only.
- Election observer may be appointed by District Registrar or on request of Society

Verification Link: <https://haryanaindustries.gov.in/msme/verify/society/existingregistration/id/118698>


 President
 Krishna Devi Education Society
 Dahrhera Distt. Rewari (HR)

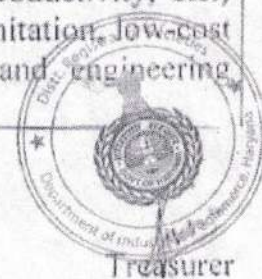

 Krishna Devi Education Society
 Dahrhera Distt. Rewari (HR)

Memorandum' of Association' of a Society

Sr. No.	Subject	Description
1.	Name of the Society	KRISHNA DEVI EDUCATION SOCIETY
2.	The registered office of the Society shall be at	V.P.O. DHARUHERA , DISTT. REWARI
3.	Jurisdiction	The Society shall work within the territory of State of Haryana
4.	Aims and objects of the Society	
(i)	To promote education among poor especially (child) of minority community and other unprivileged section by establishing education Institutions. Promotion of national unity and international peace and amity.	
(ii)	Promotion of common and social harmony and brotherhood.	
(iii)	To work for the cause of enforcement of prohibition and initial people's movement against smoking, alcoholism and drug abuse.	
(iv)	To create awareness and address some of the social evils, such as female feticide, dowry, extravagant expenditure on social functions like marriages, empowerment of women in decision making etc.	
(v)	To open and run educational institution like Primary , Middle , Secondary , High Secondary school , colleges and technical Institution to promote education among poor , unprivileged , backward / other Backward , Schedule Castes / Tribes and minority communities.	
(vi)	To take up programmes for accelerating the pace of rural development with application of science and technology (technologies for cost reduction, improving productivity, etc.) especially in the field of water conservation, sanitation, low cost housing, agriculture and animal husbandry and engineering sources.	

[Signature]
President
Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)

[Signature]
Secretary
Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)



[Signature]
Treasurer
Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)

[Signature]
President
Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)

[Signature]
President
Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)

(vii)	To take up programmes for ensuring protection of environment and for regeneration of natural resources degraded due to past neglects
(viii)	Promotion and extension of appropriate technology including system having renewable sources of energy.
(ix)	Promotion of cottage and small scale industries by taking up action research work.
(x)	To take up programmes in which science and technology may have major role in improving life working conditions and opportunities for employment of women.
(xi)	To engage in delivery of citizen services in a transparent manner with use of information and Communication technology.

5. CONDITIONS: -

- i) The income and 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, and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to the members of the society.
- ii) No member of the Governing body of the society shall be appointed to any salaried office of the society member of the such governing body except repayment of out of pocket expenses and interest on money lent or rent for premises/demises to the society.
- iii) The society, by its constitution is required to apply its profits, if any or other income in promoting its objects.
- iv) If up on the winding up or dissolution of the society there remains after satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid to or distributed among the members of the society, but shall be given or transferred to some other institution having objects similar to the objects of the society to be determined by the members the society at or before the time of dissolution.

[Signature]
President

[Signature]
Secretary

[Signature]
Treasurer

Kushin Devi Education Society
Dharanera Dist. Kewar (HR)

Kushin Devi Education Society
Dharanera Dist. Kewar (HR)

Kushin Devi Education Society
Dharanera Dist. Kewar (HR)

[Signature]
Kushin Devi Education Society
Dharanera Dist. Kewar (HR)

of General body of the Society.

Sl. No.	Name	Father's / Husband's Name	Address	Occupation
01.	Sh. Sanjay Singh	Sh. Lallan Singh	Ram Nagar , Nand Ram Pur Bass Road , Dharuhera , Distt. Rewari	Business
02.	Sh. Surender Singh	Sh. Kalika Singh	134-A , Ram Nagar , Nand Ram Pur Bass Road , Dharuhera , Distt. Rewari	Business
03.	Sh. Lallan Singh	Sh. Kalika Singh	Ram Nagar , Nand Ram Pur Bass Road , Dharuhera , Distt. Rewari	Business
04.	Sh. Kamlesh Chand Agnihotri	Sh. Prabhu Dyal	Ram Nagar , Nand Ram Pur Bass Road , Dharuhera , Distt. Rewari	Service
05.	Sh. Raj Kumar	Sh. Lallan Singh	Ram Nagar , Nand Ram Pur Bass Road , Dharuhera , Distt. Rewari	Service
06.	Sh. Praveen Agnihotri	Sh. Kamlesh Chand Agnihotri	Ram Nagar , Nand Ram Pur Bass Road , Dharuhera , Distt. Rewari	Service
07.	Sh. Kaptan Singh	Sh. Surender Pal Singh	243-A , Housing Board , Sector- 6 , Dharuhera , Distt. Rewari	Service
08.	Sh. Satyam Singh	Sh. Surender Singh	Ram Nagar , Nand Ram Pur Bass Road , Dharuhera , Distt. Rewari	Business
09.	Smt. Sarita Singh	Sh. Sanjay Singh	Ram Nagar , Nand Ram Pur Bass Road , Dharuhera , Distt. Rewari	Service
10.	Smt. Prema	Sh. Lallan Singh	Ram Nagar , Nand Ram Pur Bass Road , Dharuhera , Distt. Rewari	House - Wife
11.	Smt. Santlesh Saini	Sh. Virender Kumar Saini	Ram Nagar , Nand Ram Pur Bass Road , Dharuhera , Distt. Rewari	House - Wife
12.	Sh. Virender Kumar Saini	Sh. Puran Saini	H. No. 128 , Ward No. 10 , Ram Nagar , Nand Ram Pur Bass Road , Dharuhera , Distt. Rewari	Service

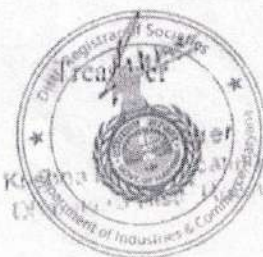
[Signature]
President

President
Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)

Secretary

[Signature]
Secretary

Secretary
Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)



Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)

[Signature]
President
Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)

[Signature]
Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)

of Governing body of the Society.						
No	Name	Father's / Husband's Name	Address	Occupation	Designation	Signature
01.	Sh. Sanjay Singh	Sh. Lallan Singh	Ram Nagar, Nand Ram Pur Bass Road, Dharuhera, Distt. Rewari	Business	President	<i>Sanjay Singh</i>
02.	Sh. Surender Singh	Sh. Kalika Singh	134-A, Ram Nagar, Nand Ram Pur Bass Road, Dharuhera, Distt. Rewari	Business	Vice - President	<i>Surender Singh</i>
03.	Sh. Lallan Singh	Sh. Kalika Singh	Ram Nagar, Nand Ram Pur Bass Road, Dharuhera, Distt. Rewari	Business	Secretary	<i>ललन सिंह</i>
04.	Sh. Kamlesh Chand Agnihotri	Sh. Prabhu Dayal	Ram Nagar, Nand Ram Pur Bass Road, Dharuhera, Distt. Rewari	Service	Joint Secretary	<i>कमलेश चन्द</i>
05.	Sh. Raj Kumar	Sh. Lallan Singh	Ram Nagar, Nand Ram Pur Bass Road, Dharuhera, Distt. Rewari	Service	Treasurer	<i>Raj Kumar</i>
06.	Sh. Praveen Agnihotri	Sh. Kamlesh Chand Agnihotri	Ram Nagar, Nand Ram Pur Bass Road, Dharuhera, Distt. Rewari	Service	Executive Members	<i>Praveen</i>
07.	Sh. Kaptan Singh	Sh. Surender Pal Singh	243-A, Housing Board, Sector- 6, Dharuhera, Distt. Rewari	Service	Executive Members	<i>Kaptan Singh</i>
08.	Sh. Satyam Singh	Sh. Surender Singh	Ram Nagar, Nand Ram Pur Bass Road, Dharuhera, Distt. Rewari	Business	Executive Members	<i>Satyam</i>
09.	Smt. Sarita Singh	Sh. Sanjay Singh	Ram Nagar, Nand Ram Pur Bass Road, Dharuhera, Distt. Rewari	Service	Executive Members	<i>Sarita</i>
10.	Smt. Prema	Sh. Lallan Singh	Ram Nagar, Nand Ram Pur Bass Road, Dharuhera, Distt. Rewari	House - Wife	Executive Members	<i>प्रीमा सिंह</i>
11.	Smt. Santlesh Saini	Sh. Virender Kumar Saini	Ram Nagar, Nand Ram Pur Bass Road, Dharuhera, Distt. Rewari	House - Wife	Executive Members	<i>संतलेश</i>
12.	Sh. Virender Kumar Saini	Sh. Puran Saini	H. No. 128, Ward No. 10, Ram Nagar, Nand Ram Pur Bass Road, Dharuhera, Distt. Rewari	Service	Executive Members	<i>VKSaini</i>

I know all above person.
They Signature in my Presence.

VKSaini
22/3/17

I know all above person.
They Signature in my Presence.



नगर पालिका, धारुहेरा
जिला-रेवारी (हरियाणा)

Om
President
Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)

Sanjay Singh
President
Dharuhera Distt. Rewari (HR)

Annexure - 3

Byelaws for a Society (without a Collegium)

01.	Name of the Society	KRISHNA DEVI EDUCATION SOCIETY
02.	The Registered Office :-	V.P.O. DHARUHERA, DISTT. REWARI

3. The Society shall carry out its major activities in the/ within the territory of State of Haryana.
4. **Membership:-**
 - (1) The Society shall have a maximum of 13 members including the founder members / original subscribers.
 - (2) **Eligibility:-** In Order to be admitted as a member of the Society, a person
 - (i) Must be 21 years of age on the date of admission.
 - (ii) Should subscribe to the aims and objects of the Society.
 - (iii) Must have deposited the admission fee and the annual subscription fee and must not be in arrears of payment of such fee as on the date of annual general meeting for continuing as a member.
 - (iv) Must not be as insolvent and of unsound mind and
 - (v) Must not have been convicted of an offence involving moral turpitude involving imprisonment of one year or more.
 - (3.) **Kind / Type / Categories of Members:-** The Society shall consist of four different categories of members as under:-
 - (i) **Founder Members:-** A member who has been admitted as a founder member at the time of registration of the Society and has paid the requisite membership fee to the society. The number of founder members shall not exceed 05. The founder members shall also be deemed to have been become life member of the Society.
 - (ii) **Life Members:-** A person may be admitted as a life member on payment of the prescribed fees and such person shall continue to be the member of the society for his life. The total number of life members shall not exceed 06.
 - (iii) **Ordinary Member :-** The Society shall have a total of 01 ordinary members who shall continue to enjoy their membership only so long as they are not arrears of payment of their annual subscription.

[Signature]
President

Krishna Devi Education Society
Dharuhera Distt. Rewari (HR.)

[Signature]
Secretary

Krishna Devi Education Society
Dharuhera Distt. Rewari (HR.)



[Signature]
Treasurer

Krishna Devi Education Society
Dharuhera Distt. Rewari (HR.)

[Signature]
President

Krishna Devi Education Society
Dharuhera Distt. Rewari (HR.)

An ordinary member may be admitted as a tenure member, say, for a period of two or five year(s), as the case may be, and he will cease to be a member of the society on completion of his tenure, unless it is renewed by the Governing Body for another tenure.

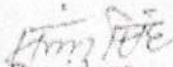
- (iv) **Honorary Member :-** The Governing Body may admit individual of distinguished talent and merit or whose association is decided to be beneficial to the Society or who has rendered services of outstanding merit to the Society or who is distinguished citizen of India or any other country as honorary member of the Society, after obtaining consent of the individual, without payment of any membership or subscription fees. The number of such honorary members shall not exceed 01. The Honorary members shall be entitled to attend the meeting and contribute to the deliberations but shall no right to vote.


(4) **Membership Fee and Annual Subscription:-**

- (1) The rate for membership of the Society and the annual subscription shall be as under:-

As may be decided by the Society in its byelaws			
Sr. No.	Type of Members	Admission fee	Annual Subscription
(i)	Founder Members	Rs. 21000/-	Nil
(ii)	Life Member	Rs. 11000/-	Nil
(iii)	Ordinary Member	Rs. 1100/-	Rs. 500/-
(iv)	Honorary Member	Nil	Nil

- (ii) The payment of annual subscription of a member shall become due as on the 1st of April of every year, which may be paid latest by the 30th of June of such year. The membership of a defaulting member shall be deemed to be under suspension after the due date (30th June) and such members such not are entitled to cast his vote during the elections of the Society held after 1st July of the said year.
- (iii) The suspension of membership on account of default in payment of the annual subscription may be revoked after he has cleared the default with along with 18% interest on the amount payable. However, he shall not be eligible to cast his vote in any election held during the remainder of the financial year.


President


Secretary

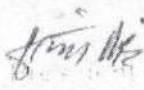



Treasurer

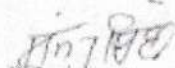
Secretary
Krishna Devi Education Society
Dharambada Dist. Rewari (H.R.)

Treasurer
Krishna Devi Education Society
Dharambada Dist. Rewari (H.R.)

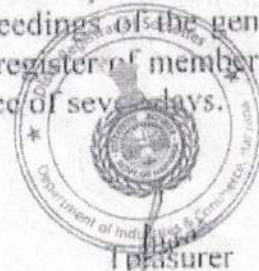

President
Krishna Devi Education Society
Dharambada Dist. Rewari (H.R.)


Secretary
Krishna Devi Education Society
Dharambada Dist. Rewari (H.R.)

- (2) **Admission Procedure (for members other than the subscribers)**
- (i) The admission procedure as a member of the society shall be decided by its Governing body time to time.
 - (ii) An individual willing to be a member of the Society has to submit an application in prescribed form, and along with supporting documents to the Secretary duly filled in and signed and recommended by a regular member of the society.
 - (iii) The Secretary shall examine the application and place the same before the Governing body for a decision.
 - (iv) 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.
 - (v) The approval of the Governing Body shall be intimated to the member, his name shall be entered in the register of members, to be maintained in such manner and form as prescribed under the Haryana Societies Registration and Regulation Rules, 2012 and he/she will be issued an Identity Card of the Society.
- (3) **Identity Card for every member:** - Every person admitted as a member will be issued an identity card containing his /her photographs, brief particulars and membership category, duly signed by the individual Member and the General Secretary of the Society.
- (4) **Rights & Obligations of Members:-**
- (i) All the members of the Society shall be bound by the rules and regulations of the Society as contained in its byelaws and amended from time to time.
 - (ii) Every member, except an honorary member, shall have a right to cast his vote at the elections of the Society provided such member is not a default in payment of any dues of the Society and the annual subscription for a period of three months beyond the due date.
 - (iii) Every member of the Society shall have the right to inspect the book of accounts, books containing the minutes of proceedings of the general meetings, meetings of the Governing Body and register of members of the society on any working days by giving a notice of seven days.


President


Secretary



Treasurer

Secretary
Kashna Devi Education Society
Dharmsara Distt. Rewari (HR)

Treasurer
Kashna Devi Education Society
Dharmsara Distt. Rewari (HR)


President

Kashna Devi Education Society
Dharmsara Distt. Rewari (HR)

(iv) Every member shall inform the Society about any change in his address, which shall be recorded in the register of members of the society and upon which the society shall issue a fresh identity card to such a manner.

(5) **Cessation of Membership:-** Any person admitted as a member shall Cease to be a member of the society in the following events:-

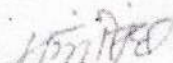
- (i) Attracts the provisions contained in section 22 of the Act
- (ii) Upon his/her acting contrary to the aim and objectives of the society
- (iii) Upon such member being found guilty of a financial misappropriation of the funds of the society.
- (iv) Upon indictment and directions for removal by the District Registrar / Registrar / Registrar General of Society.
- (v) An Honorary member shall cease to be a member of the Society, If the Governing Body, decided so by passing a resolution in this behalf.

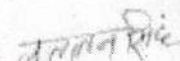
5. General Body:-

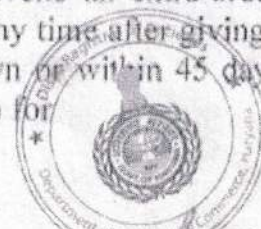

- (1) Every person admitted as a member shall be a member of the General Body of the Society and shall be entitled to cast his vote for the election of the Governing Body of the Society unless he is in arrears of payment of any dues of the Society.
- (2) Every member shall cast his vote in person and no proxy voting shall be allowed.

6. Meeting of the General Body:-

- (i) 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.
- (ii) 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 hereunder, either of its own or within 45 days of receipt of a written requisition along with reason for


President


Secretary



Treasurer

Kashina Devi Education Society
Dharwad Dist. - Rewari (HR)

Kashina

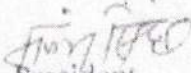
Kashina Devi Education Society
Dharwad Dist. - Rewari (HR)



President

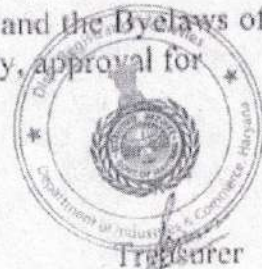
Kashina Devi Education Society
Dharwad Dist. - Rewari (HR)

convening such meeting from at least 1/10th of the members of the General Body.

- (iii) For any meeting of the General Body, a clear notice of at least 14 days along with a copy of the agenda of the business to be transacted, date, time and venue of the meeting will be given to the members of the General Body. A copy of such notice will be endorsed to the District Registrar.
 - (iv) A meeting of the General Body may also be convened at a shorter notice, if agreed to, by a majority (at least 50% of the total members) of the members of the General Body.
 - (v) Quorum for the meeting of the General Body will be 40% of the total members entitled to vote and present in person, subject a minimum of four members. In case of a meeting adjourned for want of quorum, the quorum for the adjourned meeting shall not be less than 25% of the total members subject to a minimum of four. Further, in case such meeting is adjourned for a second time for want of the quorum of 25%, the quorum for such adjourned meeting shall be 15% of the members entitled to vote and present in person subject to a minimum of four. The General Body shall be competent to transact all business in such adjourned meeting except the consideration of any special resolution. Any special resolution can be passed in such adjourned meeting only if at least 25% of the total members of the Society are present.
 - (vi) The proceedings of all meetings of the General Body will be recorded in the minutes-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.
7. **Powers, Functions and Duties of the General Body:-**
- (i) To guide the Society in determining and fulfilling its aims and objects.
 - (ii) To decided policy matters such as change of name of the society, amendment in the Memorandum of Association and the Byelaws of the Society, approval of annual account of the society, approval for


President


Secretary




Treasurer

Krishna Devi Education Society
Dharmapuri Dist. Kuvempu (HR)

Krishna Devi Education Society
Dharmapuri Dist. Kuvempu (HR)

KDE
HR


President

Krishna Devi Education Society
Dharmapuri Dist. Kuvempu (HR)

disposal of immovable assets of the society etc. and such other acts may be required under the Haryana Registration and Regulation of Societies Act & Rules, 2012.

- (iii) To elect the members of the Governing Body.
- (iv) To remove any member from the Governing body and according approval to the continuation of a person appointed as a member of Governing Body against a casual vacancy.

8. Governing Body:-

- (1) **Composition:-** The Governing Body of the society shall consist of a total of 12 Office – bearer and members as under:-

- (a) President (b) Vice – President (c) General Secretary / Secretary
- (d) Joint Secretary (e) Treasurer
- (f) Seven Executive Members, including co-option of any Honorary Members by the Governing Body.

- (2) **Election of the Governing Body:-**

- (i) The Terms of the Governing Body shall be three years from the date of approval of its election by the District Registrar.
- (ii) The Governing Body will declare the schedule of elections and appoint the returning officer for conduct of elections and also notify/display a list of members of the General Body entitled to vote at least 45 days prior to the holding of the General Meeting for conduct of the elections. The Governing Body shall also send notices for holding elections of the Governing Body to all the members, conveying the date, time and the manner. The Information w.r.t. holding of election for the Governing Body shall also be sent to District Registrar to appoint an observer, if he desires.
- (iii) Any objections qua the list of members of the Society entitled to vote shall be decided by the Returning Officer in consultation with the office bearer of the society. However, the decision of the returning officer shall be final in the event of any difference of opinion. The returning officer shall, thereafter, invite nominations to file within the prior prescribed in the schedule of elections, scrutiny and withdrawal of nominations, if any, for election of the office bearer and executive members of the General Body.

[Signature]
President

President
Krishna Devi Education Society
Dharuhera Dist. Rewari (HR)

[Signature]
Secretary

Secretary
Krishna Devi Education Society
Dharuhera Dist. Rewari (HR)

[Signature]
Treasurer

Treasurer
Krishna Devi Education Society
Dharuhera Dist. Rewari (HR)

[Signature]
President

Krishna Devi Education Society
Dharuhera Dist. Rewari (HR)

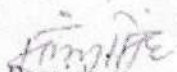
- (iv) The Returning Officer will display a list of the contesting members on the notice board of the society. The returning officer will conduct the election on the notified date. The members eligible to vote will be allowed to cast their vote in person, and wherever disputed, on production of the identity card issued by the society.
- (v) After closing hours on the date of the poll, the returning officer will declare the result and constitute the Governing Body of the society. A list of the elected office bearer and the executive members of the Governing Body, duly signed by the returning officer, will be filed with District Registrar within 30 days, who shall accord his approval of the same upon his satisfaction.
- (vi) The office bearer of the Society shall not be entitled to any remuneration for rendering services to the society.

(3) Filling of any Casual Vacancy on the Governing Body:-

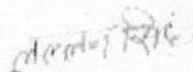
Any vacancy arising on account of resignation or death of any member of the Governing Body or for any other reason, may be filled up the Governing Body, if required, from amongst the members of the General Body on adhoc basis till the holding of next Annual General Meeting of the Society. Such adhoc member of the Governing Body shall cease to be a member of the Governing Body on the date of next Annual General Meeting, if his appointment is not approved in the Annual General Meeting by a majority vote for the balance term of the Governing Body.

(4) Meeting of the Governing Body

- (i) 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 for meetings of the Governing Body in a financial year.
- (ii) A clear notice of three days of every such meeting will be given by the Secretary of the Governing Body of the office bearers and members before the date of appointed for the meeting. However, the Governing Body may meet at shorter notice, wherever so required, with the consent of at least fifty percent of its members.


President

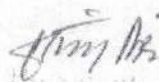
President
Krishna Devi Education Society
Dharampura Dist. Rewari (H.R.)


Secretary

Secretary
Krishna Devi Education Society
Dharampura Dist. Rewari (H.R.)

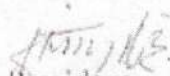

Treasurer

Treasurer
Krishna Devi Education Society
Dharampura Dist. Rewari (H.R.)




Secretary
Krishna Devi Education Society
Dharampura Dist. Rewari (H.R.)

- (iii) The quorum of the meetings of the Governing Body shall be at least 40% of the total members of the Governing Body, subject to a minimum of 4 members. In case quorum is not present, the meeting shall be adjourned to another date for which a proper notice shall be issued. The member present in the adjourned meeting, subject to a minimum of three members, shall form the quorum for the adjourned meeting.
- (iv) The proceedings of every meeting of the Governing Body will be recorded in the proceeding book separately maintained for this purpose. Such minutes shall be signed by the Chairman of the meeting and the Secretary of the Society. In case the Chairman or the Secretary is not available to sign the minutes, these will be signed by any two members present in the meeting as may be authorized by the Governing Body.
- (v) The minutes of every meeting of the Governing Body will be placed for confirmation in the succeeding meeting of the Governing Body.
- (5) Powers, Functions and Duties of the Governing Body:-
- (i) The Governing Body will be responsible for achieving the aims & objectives of the Society and shall work in the best interest of the Society, for which it shall be empowered to deploy the funds and assets of the society for the stated objectives.
- (ii) The Governing Body will be competent to raise funds and purchase property, movable and immovable, on free hold or lease basis in its name, as decided by it.
- (iii) The Governing Body shall have full charge of all immovable properties and moveable assets belonging to or vested in the Society and these will be managed in such a manner as it considers appropriate subject to the overall control and directions of the General Body of the Society.
- (iv) The Governing Body shall be competent to invest the funds in the manner it considers appropriate in the best interests of the Society and it shall be competent to borrow or mortgage or hypothecate the properties on behalf of the Society in the manner decided.
- (v) To constitute various standing or adhoc Committees for looking after such functions as may be assigned from time to time.


President

President
Kishna Devi Education Society
Dharaheru Dist. Rewari (HR)


Secretary

Secretary
Kishna Devi Education Society
Dharaheru Dist. Rewari (HR)



Treasurer

Treasurer
Kishna Devi Education Society
Dharaheru Dist. Rewari (HR)


President

Kishna Devi Education Society
Dharaheru Dist. Rewari (HR)

(vi) To create provision for engagement of regular or part-time employees of the Society to look after the secretarial, accounting and other functions in a seamless manner.

(vii) To outsource certain functions e.g. cleaning, security and similar other maintenance activities of the premises of the society.

(6) Power, Functions & Duties of individual members of Governing Body.

(i) President

(a) To preside over all the meetings of the General Body and of the Governing Body and regulate the proceeding of such meetings.

(b) To do all such acts, deeds and things as may be authorized by the General Body and /or the Governing Body from time to time.

(c) To allow or disallow discussion on any matter which is not included in the agenda.

(d) To ensure proper & transparent functioning of the Society/Governing Body.

(e) To ensure strict compliance of the provisions of the Haryana Registration and Regulation of Societies Act, 2012 and the rules made there under.

(f) To supervise and guide the overall activities / achievement of aims & objectives of the Society.

(ii) Vice – president

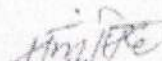
(a) To assist the president in carrying out his duties.

(b) In absence of the President, to act on his behalf and perform all duties and exercise all the powers of the President.


(c) To do all such acts, deeds and things, as may be authorized by the Governing Body.

(iii) General Secretary /Secretary

(a) To conduct, organize, supervise and manage all the affairs of the Society and do all such acts and perform all such duties for the working of the Society as may assigned by the President / Governing Body.


President

President
Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)


Secretary

Secretary
Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)




Treasurer

Treasurer
Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)


President

President
Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)

- (b) To receive, scrutinize and place applications for membership of the Society before the Governing Body and to enter the name of the members, it approved, in the register of members under his initials and to intimate the members about the same and issue identity card to the members so admitted.
- (c) To convene meeting of the General Body / Governing Body with the content of the President and serve proper notice as prescribed under these byelaws.
- (d) To attend all the meetings of the General Body and the Governing Body and assist the President in conducting the meeting and record proceedings of all the meetings.
- (e) To prepare annual report of the Society and place it before the Governing Body along with audited annual accounts of the Society, for approval of place the same before the General Body in the Annual General Meeting.
- (f) To keep and preserve the records of the Society / Governing Body.
- (g) To help and assist the President in looking after the complete affairs of the Society and in attaining aims & objects of the Society.
- (h) To ensure timely filing of all statutory returns/documents in the office of the District Registrar and such other authorities as may be prescribed under the Haryana Registration and Regulation of Societies Act, 2012 and the rules made there under.
- (i) To be the custodian for safe custody of common seal of the Society and affix the same, wherever required, as per the authorization of the Governing Body.
- (j) To conduct correspondence on behalf of the Society / Governing Body and to sign letter and papers on its behalf and to ensure that all statutory registers and records and properly kept and maintained.
- (k) To prepare before announcing of the date of election and the Annual General Meeting the list of all the members eligible to vote, duly updated and to place it before the Governing Body.

[Signature]
President

[Signature]
Secretary



Krishna Devi Education Society
Dharampura Distt. Rewari (Haryana)

Krishna Devi Education Society
Dharampura Distt. Rewari (Haryana)

[Signature]
President
Krishna Devi Education Society
Dharampura Distt. Rewari (Haryana)

[Signature]
Secretary
Krishna Devi Education Society
Dharampura Distt. Rewari (Haryana)

- (i) Act as the overall in-charge of administration and execution of all the programmes of the Society including financial affairs on behalf of the Governing Body including certain of posts, fixation of salaries / remuneration / allowances etc., make appointments/engagement of staff, make purchases and do all other such things as may be necessary in the furtherance of the aims and objects of the Society in accordance with the delegations by the Governing Body from time to time and where no such delegation is specifically made, in consultation with the President of the Society.
- (iv) **Joint-Secretary**
 - (a) To assist the General Secretary / Secretary of the Society in carrying out his functions and duties.
 - (b) To discharge the functions and duties of the General Secretary / Secretary of the Society in his absence to the extent authorized by the Governing Body.
 - (c) To look after such functions and duties and exercise such powers as may be assigned and delegated by the Governing Body of Society from time to time.
- (v) **Treasurer:-**
 - (a) To keep accounts of the financial transactions of the Society and of the sums of money received and spent by the Society and maintain record of receipt and expenses relating to such matters and of assets, credits and liabilities.
 - (b) To get the accounts of the Society audited by the chartered accountant appointed by the Governing Body at the close of the Finance year, every year.
 - (c) To submit to the Governing Body through General Secretary / Secretary the audited annual accounts of the Society at least one month prior to the date of annual general meeting.
 - (d) To act as the overall custodian of all the books of accounts of the Society, financial statement, receipt books, expense vouchers, banks and cheque books, cash etc.

[Signature]
President

President
Krishna Devi Education Society
Dharuhera Dist. Rewari (HR)

[Signature]
Secretary

Secretary
Krishna Devi Education Society
Dharuhera Dist. Rewari (HR)



[Signature]
Treasurer

Treasurer
Krishna Devi Education Society
Dharuhera Dist. Rewari (HR)

[Signature]
President


Krishna Devi Education Society
Dharuhera Dist. Rewari (HR)

- (7) **Cessation of members of the Governing Body:-** An office bearer / executive member of the Governing Body shall cease to be office bearer or executive member:
- (a) Upon submission & Acceptance of his resignation.
 - (b) If he cease to be a member in accordance with sub-clause (8) of Clause 4 of these byelaws.
 - (c) If he is removed by a resolution passed in the meeting of the General Body.
- (8) **Exclusion 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 dependant or family member or close relative of the office bearers and members of the Governing Body shall be engaged as employee of the Society during its terms.
 - (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.
- (9) **Amendments in the Memorandum of Association, Bylaws, Name of the Society, etc.** Any amendment in the Memorandum of Association and Bylaws, 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 document, shall be filed in the office the District Registrar by the General Secretary/ Secretary within such time as may be prescribed under the Haryana Registration and Regulation of Societies Act, 2012 and the rules made there under.
- (10) **Management of Assets and Funds of Society**
- (i) The sources of income of the society will include receipts on account of membership fee, annual subscription, rent from property/ assets, interest, consultation fees, donation, gifts, grants, etc. The society can also raise funds through interest-free short term loans from its Members or from scheduled banks on interest. Loan from


President

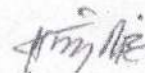
President

Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)


Secretary

Secretary
Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)


Treasurer



Krishna Devi Education Society
Dharuhera Distt. Rewari (HR)

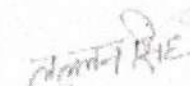
scheduled banks on interest will be taken only for purchase or creation of capital assets and not for meeting any recurring revenue expenditure under any circumstances.

- (ii) The Governing Body will prepare and approve an annual budget of the Society on the basis of its estimated income and the capital & revenue expenditure during the first quarter of the financial year and shall also place a copy thereof before the General Body in its Annual Meeting for information.
- (iii) The Bank account of the Society will be jointly operated by President, Secretary & Treasurer.
- (iv) All assets and funds will belong to the Society and vest in the society.
- (v) All receipts and payments of the Society shall be made through Bank Instruments (i.e. DD/Pay Order /Cheques/ Bank Transfers /RTGS) including all receipts towards the Membership Fees and annual subscription from the members. However, the Governing Body may determine the limits of financial transactions which may be conducted in cash in certain other cases.

(11) Accounts of the Society:

- (i) The Treasurer of the Society will be responsible for keeping and maintaining proper books of accounts i.e. cash book, ledger etc. as required under the Income Tax laws and /or any others authority including the Institute of Chartered Accountants of India, at its Registered Office with respect all sums of money received and expended by the Society and the assets and liabilities of the Society.
- (ii) The books of accounts of the Society shall be open to inspection during the business hours by the Registrar General, Registrar, District Registrar or any officer authorized by them and by any member of the Society.
- (iii) The annual accounts of the society will be signed by any two authorized office-bearers of the Society.


President


Secretary





K. M. Jadhav
District Registrar (11/1/14)

- (iv) The Governing Body will appoint a chartered accountant, who shall not be a member of the Governing body or family member of any member of the member of the Governing Body, for auditing the accounts and filing of income tax return of the society for each financial year, at such remuneration as may be determined by the Governing Body.

(12) Common Seal:-

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

(13) Amalgamation of the Society:-

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.

(14) Dissolution of the Society:-

- (i) 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 becomes insolvent or for any other pressing and unavoidable reasons;
- (ii) In the event of dissolution of the Society, no assets of the society shall devolve on or distributed amongst the members of the Society.
- (iii) Its assets and properties shall be first used to liquidate any liabilities and the left-over properties/ assets, if any, shall be considered for transfer to any others Society established with identical aims and objects or to the District Collector for use thereof in the general public interest.

[Signature]
President

[Signature]
Secretary

Secretary
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Dharuhera Dist. Rewari (HR)



[Signature]
President
Krishna Devi Education Society
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[Signature]
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