

CERTIFICATE OF REGISTRATION OF SOCIETIES

(ACT XXI OF 1860)

No. DIC / SAHIBZADA AJIT SINGH NAGAR U357 / ²⁰¹²⁻²⁰¹³ ~~2011-2012~~ Date 04-10-2012

I hereby certify that JAI VIDHYA MEMORIAL EDUCATIONAL


SOCIETY, #806, SECTOR-91, S.A.S. NAGAR.

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 Sahibzada Ajit Singh Nagar this 04th day of OCTOBER 2012.



Fee Rs. 500/-


Additional Registrar of Societies
SAHIBZADA AJIT SINGH NAGAR

JAI VIDHYA MEMORIAL EDUCATIONAL SOCIETY, MOHALI
(PUNJAB).

Memorandum of Association

WITNESS

[Handwritten Signature]
RAVINDER
SINGH
D-34 Mohali
P.I. Mohali

1 NAME :

The name of the Society shall be Jai Vidhya Memorial Educational Society. The Registered Office of the Society shall be situated at Kothi No. 806, Sector 91, Mohali (Punjab). Area of operation S.A.S. Nagar.

2 MAIN AIMS AND OBJECTS :

The Aims and Objects of the Society shall be as under:

- (i) To raise, own, manage and administer School / Institutions for imparting Job-Oriented education so as to help the youth to seek job-oriented and self-employed occupations to make them the ideal citizens of our nation. The main aims of the Society would be to open such Institutions in the State of Punjab or elsewhere in India or abroad.
- (ii) To raise infrastructure to impart such education as has been dealed to the Backward Classes, Scheduled Castes and Scheduled Tribes as well as economically backward communities of our nation.
- (iii) The Society will formulate programs related directly to the Educational needs, interests, aspirations of the budding youth which would be useful for the coming generations.

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P. Man Singh

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ਪ੍ਰਮਾਣਿਤ ਸਰਕਾਰ ਨੁਕਲ

ਅਫ਼ੀਸਰਲ ਚੀਫ਼ ਆਫ਼ਿਸ ਆਫ਼ ਸੁਲਫ਼ਿਟੀਜ਼
ਜ਼ਿਲ੍ਹਾ ਫ਼ਿਰੋਜ਼ਪੁਰ ਫ਼ੋਰ
ਸੀ.ਐਸ. ਟੀ. ਐਸ. ਨਗਰ (ਪੰਜਾਬ)

12/10/12

Suzender Kaur

For Jai Vidhya Memorial Educational Society

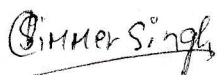
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Chairman

- (iv) To open educational Institutions, to arrange for the upkeep and education of the destitute and poor children, especially girls and make arrangements for their survival, protection and all round development through charitable schemes.
- (v) To create facilities and infrastructure to raise the educational and moral standards of the youth through education and extra curricular activities.
- (vi) To create Health-Care Service for the poor, down-trodden and weaker sections of the Society through its Branches on no-Profit No-Loss basis.
- (vii) To create and establish Hospitals and Dispensaries for the propagation of the Medical Education and so also the Engineering and Polytechnic Institutes.
- (viii) To establish good libraries and reading rooms to inculcate the habit of reading and writing amongst the children.
- (ix) To print, publish and distribute literature, books, magazines etc. to propagate the purposes for which the Society stands.
- (x) To do any other thing which may be conducive to the interests of the Society.
- (xi) To develop Rural Development Fund and manage the same for the upliftment of the Society as a whole.


Anant Singh




Ginner Singh

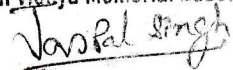


ਪ੍ਰਮਾਣਿਤ ਸਹੀ ਨਕਲ

ਅਫੀਸਲ ਚੀਫ ਓਫਿਸਰ ਆਰ ਸੁਸਾਇਟੀਜ਼
ਸਿਲਾ ਉਦਯੋਗ ਏਂਟਰ
ਐਸ.ਏ.ਐਸ. ਨਗਰ (ਪੁਲਾੜ)

11/12

For Jai Vidhya Memorial Educational Society


Jaspal Singh

Chairman

Surender Kaur

3 OBJECTS ANCILLARY AND INCIDENTLY TO THE MAIN OBJECTS :

- (i) To get contributions in the form of subscriptions and corpus/donations from the Members of the Society and others in order to achieve the main objects of the Society.
- (ii) To get help and recognition from the Central & State Governments for the upliftment of the Society.
- (iii) To sell or mortgage property of the Society for the upliftment of the Society.
- (iv) To acquire property by purchase, mortgage, lease and gifts and to seek concessions from the Government in getting property required for the purposes of the Society.
- (v) To seek financial help/assistance from the Government Institutions, Banks and other bodies for the upliftment of the Society.
- (vi) To seek advice from the top academicians of the Country to achieve excellence in the field of technical education and all round upliftment of the Society.
- (vii) To propagate extension of Educational Services, Consultancy and transfer of technology to the needy persons or organizations.

4 MEMBERS OF THE SOCIETY

- (a) Four members of the Society will be life members unless the Governing Body decides otherwise. In case of resignation, death or inability (legal/physical) of any of the life members of the Society, the

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Amant Singh
 ਪ੍ਰਮਾਣਿਤ ਸਹੀ ਨਕਲ
 ਅਫੀਸਰਲ ਰਜਿਸਟਰਾਰ ਆਫ ਸੁਸਾਇਟੀਜ਼
 ਜਿਲ੍ਹਾ ਵਿਦਯੇਸ਼ ਕੇਂਦਰ
 ਐਸ.ਏ.ਐਸ. ਨਗਰ (ਮੁਕਤਸਰ)
 21/10/12

Surender Kaur

For Jai Vidhya Memorial Society

Jaspreet Singh

Chairman

nominee / one of the legal heir(s) of the concerned member shall have to submit the name of his/her nominee at the time of his/her induction as a member of the Society. The existing members shall submit their nomination now, if not submitted earlier.

- (b) In case of the any members resigns from the Society who had not nominated anyone in his/her place, the Society shall neither be dissolved nor shall be effected in any manner by virtue such resignation. The Governing body of Society members may induct one of the legal heirs of such member as a member on production of succession certificate by him / her. Provided further that if there is no nominee / legal heir of the member or such nominee / legal heir refuses to accept the membership of the Society, the Governing body of Society members may induct any other suitable person as a member by passing a resolution by 2/3rd majority of the members present and voting in the meeting.

5 WORKING AND MANAGEMENT OF THE SOCIETY

- (i) The Council of Society members mean all the members of the Society and it shall consist of not more than 9 members and less than 7 members.

In the Governing Body of the Society there shall be 4 members only .

- | | |
|----------------------|------------------|
| 1. Jaspal Singh | Chairman |
| 2. Surinder Kaur | Vice Chairperson |
| 3. Gurpreet Singh | Secretary |
| 4. Simmerpreet Singh | Joint Secretary |

Simmer Singh

Surinder Kaur

ਮਾਹੀਮਾਨ ਕਮਿਸ਼ਨਰ ਜਾਂ ਮਾਫ਼ਿਕ
ਜਿਲ੍ਹਾ ਵਿਕਾਸ ਏਕਾ
ਮੋਮ.ਏ.ਮੀ.ਮਾਮ ਮਿਸਰ
4/10/12

Surinder Kaur

For Jai Vidhya Memorial Educational Society

Jaspal Singh

Chairman

Quorum :

The quorum for the meeting of the Governing Body shall be 2/3rd of the members of the Governing Body. Every item shall be decided by a majority vote and in case of equality of votes, the chairman shall have a right of casting vote.

- (ii) in case the Chairman is not present in the meeting of the Society, the meeting shall be chaired by the Vice-Chairman.
- (iii) None of the members of the Society will claim any benefit/profit from the Society.
- (iv) In the event of dissolution of the Society, the assets of the Society will be transferred to any other registered Society/Trust having similar aims and objects to be determined by members of the Society by 3/5th majority.

ਪ੍ਰੋ-ਵਿਦਿਆ ਮੈਮੋਰੀਅਲ ਸੋਸਾਇਟੀ
 ਅਫੀਸ਼ਨਲ ਚੇਅਰਮੈਨ ਆਫ ਪ੍ਰੋ-ਵਿਦਿਆ
 ਸਿਨੂ ਊਦਯੋਗ ਫੰਡ
 ਐਸ. ਏ. ਐਸ. ਨਗਰ (ਪੰਜਾਬ)
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Amant Singh
Amant Singh

P. M. Singh

For Jai Vidhya Memorial Educational Society

Jaspal Singh

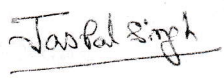


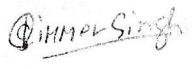


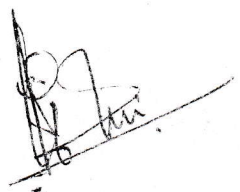
Chairman

Surendar Raur

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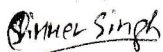
We, the following members of the Society set our hands.

~ List of General Body ~

S.No.	Name & Address	Age	Designation	Occupation	Signature
1	Mr. Jaspal Singh S/o. S. Jaimal Singh. H.No.295, Phase 4 Mohali.	56	Life Member Chairman	Educationist	
2	Mrs. Surender Kaur D/o. S. Ishwar Singh. H.No.295, Phase 4, Mohali	52	Life Member Vice Chairman	Social Worker	
3	Mr. Gurpreet Singh S/o. S. Jaspal Singh. H.No.295, Phase 4, Mohali.	29	Life Member Secretary	Professional	
4	Mr. Simmer Preet Singh S/o. S. Jaspal Singh. H.No.295, Phase 4, Mohali.	26	Life Member Joint Secretary	Technocrat	
5	Mr. Amarjit S Raina S/o. S. Gopal Singh. H.No.1560, Sector 48-B Chandigarh	63	Member	Professional	
6	Mr. R. P. Singh S/o. S. Maghar Singh. H.No.283 Phase IV Mohali.	50	Member	Educationist	
7	Col. Kulbir Singh S/o. S. Partap Singh. H.No.748 Phase II Mohali	60	Member	Professional	

WITNESS


RAVINDER
SINGH

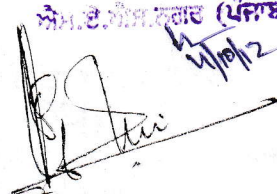


ਪੰਜਾਬ ਯੂਨੀਵਰਸਿਟੀ

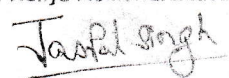
ਮਾਹਿਰਾਨਾ ਗੋਬਿੰਦ ਕੁੰਵਰ ਯੂਨੀਵਰਸਿਟੀ

ਸਿੱਖ ਯੂਨੀਵਰਸਿਟੀ

ਸੋਮ. ਡੀ. ਐਸ. ਕਲਾਸ (ਪੰਜਾਬ)



For Jai Vidhya Memorial Educational Socie



Chairm


Surender Kaur

RULES AND REGULATIONS OF JAI VIDHYA MEMORIAL EDUCATIONAL SOCIETY, MOHALI.

1. SHORT TITLE AND COMMENCEMENT :

These rules may be called the "JAI VIDHYA MEMORIAL EDUCATIONAL SOCIETY RULES AND REGULATIONS".

2. DEFINITIONS

In these rules and regulations unless the context otherwise requires:

- (i) Society means Jai Vidhya Memorial Educational Society.
- (ii) Registered Office of the Society shall be at Kothi No.806, Sector 91,, Mohali (Punjab).
- (iii) Members means Council of Society member's .
- (iv) Year means period commencing from 1st April to 31st March of the next year.
- (v) Governing Body means Chairman, Vice-Chairman, Secretary and Joint Secretary.

3. MEMBERSHIP OF THE SOCIETY

Following will be the permanent members of the Society:

- (i) Mr. Jaspal Singh
- (ii) Mrs. Surender Kaur
- (iii) Mr. Gurpreet Singh
- (iv) Mr. Simmerpreet Singh

All the above members will be life members of society.

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P. N. Mar Singh

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ਪ੍ਰਮਾਣਿਤ ਮਹਾਂ ਕੌਂਸਲ
 ਮਹੀਸ਼ਕ ਕਮਿਊਨਿਟੀ ਆਫ ਮਹਾਂ-ਇੰਟੀਜ਼
 ਨਿਯੁਕਤ ਮੈਂਬਰਾਂ ਦੇ ਵੱਲੋਂ
 ਸੋਮ. ਟੀ. ਐਸ. ਕਲਰ, (ਪੰਜਾਬ)
 14/10/12

For Jai Vidhya Memorial Educational Societ

Jaspal Singh
 Surender Kaur

Chairman

4. FORMATION AND POWERS OF THE COUNCIL OF SOCIETY

1. For the time being there shall be 7 members of the Society known as Trustees. All the members taken together will be termed as the Council of Society. The number of Society shall not be less than 7 at any time.
2. In case of any vacancy occurring in the said Council of members by virtue of resignation, death or disability (legal/physical) of any member, the nominee of the concerned member shall automatically become the member of the Society. In case the member has not nominated anybody in his/her place, the Society shall neither be dissolved nor shall be effected in any manner by virtue of such resignation, death or disability. The Council of Members may induct one of the legal heirs of such member as a member on production of succession certificate by him / her. Provided further that if there is no nominee/legal heir of the member or such nominee/ legal heir refuses to accept the membership of the Society, the Council of Members may induct any other suitable person as a life member by passing a resolution by 2/3rd majority of the members present and voting in the meeting.
3. The Chairman of the Governing Body of the Society shall be the Chairman of the Council of the Members.
4. The Chairman shall preside over all the meetings of the Society and conduct the same as Chairman. In his absence, the Vice-Chairman shall preside over the meetings.
5. The quorum for the meeting of Council of Member's shall be 2/3rd of the total members. Provided that no such meeting shall valid unless attended by at least two members of the Governing Body also.

Pinner Singh

[Signature]

ਪ੍ਰਮਾਣਿਤ ਸਦੀ ਨਕਲ

ਅਭੀਸ਼ਨਕ ਰਜਿਸਟਰਡ ਆਰ ਸੁਸਾਇਟੀ
ਜਿਲ੍ਹਾ ਵਿਦਿਆ ਕੇਂਦਰ
ਮੋਗਾ, ਡੀ. ਐਸ. ਨਗਰ (ਪਿੰਡਰਾ)
110012

[Signature] For Jai Vidhya Memorial Educational Society
Surender Kaur

Jaspal Singh

Chairman

6. All the decisions of the Council of Member's shall be 2/3rd of the total members. Provided that no such meeting shall be valid unless attended by at least two members of the Governing Body also.
7. Any amendments, if deemed necessary to the Rules and Regulations of the Society can only be made by two third majority of the Council of members.
8. Every member shall be entitled for the reimbursement of traveling expenses or daily expenses incurred during the process of achieving the objectives of the Society with the approval of the Governing Body. However, no profit shall be taken by any Society members.
9. Without prejudice to the above provisions, any member who works whole time in the Society may be paid such remuneration as may be fixed by the Governing Body from time to time.
10. The Governing body of society shall be empowered to institute, conduct, defend compromise or abandon any legal proceedings by or against the Society / Institute(s) or its employees.

5 FORMATION AND POWERS OF THE GOVERNING BODY

1. The Governing Body shall consist of 4 members from amongst the members of the Council of Members. The Council of Members, if so desires, may also nominate upto two persons from amongst the educationists of national / international repute who have made significant contribution in the area of education as members of the society for a specified period.

Amrinder Singh

Gurpreet Singh

[Signature]

ਪ੍ਰਭਾਕਰ ਸਿੰਘ ਨਗਰ

ਅਭਿਆਸਕਰ ਕਮਿਸ਼ਨਰ ਆਫ ਹੁਮਾਇਟੀਜ਼
ਸਿੱਖੂ ਵਿਦਿਆ ਕੇਂਦਰ
ਸੈਸ. ਟੇ. ਐਸ. ਨਗਰ (ਪੰਜਾਬ)

12/10/12

[Signature]


Surender Raur


For Jai Vidhya Memorial Educational Society
Jasdeep Singh

Chairman

2. The general management and control of the Society for the purpose of managing the Society affairs and properties of the Society and carrying out the objects of the Society shall be vested in the Governing Body.
3. The four office bearers of the Governing Body shall be designated as the Chairman, Vice-Chairman, Secretary and Joint Secretary.
4. In case of any casual vacancy in the Governing Body the remaining body shall govern the affairs of the Society.
5. In case of any vacancy occurring in the Governing Body of the Society by virtue of resignation, death or disability of any office bearer, the Council of Members will fill up that vacancy by way of election.
6. Chairman, Vice-Chairman, Secretary Or Joint Secretary are jointly empowered to accept or reject any application for the membership.
7. The Chairman shall preside over all the meetings of the Governing Body and conduct the same as Chairman. In his absence, the Vice-Chairman will preside.
8. All decision of the Governing Body shall be taken by a simple majority and in case of equality of votes, the Chairman will have casting vote in addition to his normal vote.
9. In case of the Governing Body fails to take decision on any issue, the matter will be placed before the Council of Members for approval.
10. The Chairman of the Governing Body shall be competent to do all acts, deeds and things necessary to protect the interests of the Society and its aims & objects.

Gurpreet Singh


 Anand Singh
 ਪ੍ਰਮਾਣਿਤ ਸਕੱਤਰ
 ਸਿੱਖੀ ਵਿਦਿਆ ਮੈਮੋਰੀਅਲ ਸੋਸਾਇਟੀ
 ਸਿੱਖੀ ਵਿਦਿਆ ਕੇਂਦਰ
 ਸੀ. ਡੀ. ਡੀ. ਕਲਰ (ਪੰਜਾਬ)
 11/10/12


 For Jai Vidhya Memorial Educational Society
 Surender Kaur
 Jaspal Singh
 Chairman

11 The Chairman of the Governing Body may appoint, suspend, remove, punish or dismiss any employee in the interest of efficient working of the Society to achieve the aims and objects of the Society and shall its concerns.

12 Any conveyance, mortgage, re-conveyance, lease or any other deed, document and assurance, whatsoever signed/executed and registered by any one or more of the Members authorized by a resolution of the Governing Body passed by 2/3rd majority shall be deemed to be signed and executed and registered by or on behalf of the Society.

13 The Chairman, duly authorized by the Governing Body, by passing resolution shall be competent to buy, sell, posses, mortgage, and hypothecate, any movable or immovable property of the Society.

14 The Governing Body may borrow or raise funds for the objects and purposes of the Society and enter into agreement for the same.

15 The Society may print, publish and distribute literature, books, and magazines to propagate the purposes for which the Society stands.

16 The Governing Body shall maintain year-to-year accounts, according to the financial year, of the Societies properties or in relation to the carrying out of the aims and objects of the Society.

17 The Governing Body shall appoint a Chartered Accountant to act as Auditor of the Society and get the accounts audited annually.

18 The Governing Body may invest the Society funds in such manner as it may deem fit and proper, from time to time, in conformity with law.

19 The Governing Body may decide to open new institutes in India or abroad with the prior approval of Council of Members.

Chander Singh

Amal Singh
ਪ੍ਰਭਾਕਰ ਸਿੰਘ ਕੌਰ
ਨਵੀਨਕਲ ਚਰਿਅਕਾਰੀ ਚਿੰਤਕ ਸੁਲਾਹਿਣੀ
ਸਿੰਘ ਵਿਦਿਆ ਮੈਮੋਰੀਅਲ ਸੋਸਾਇਟੀ
ਸੀ. ਡੀ. ਐਸ. ਨਗਰ (ਮੁਕਤਸਰ)
4/10/12

Surender Kaur
For Jai Vidhya Memorial Educational Society
Jasbal Singh
Chairman

20 The Society may also award scholarships to the deserving candidates to achieve the aims and objects of the Society.

21 In order to achieve the goals in the spheres of education and social service the Governing Body, if it deems fit, may seek the guidance from or appoint advisors who have made their mark in the field of education, sports, social service and spirituality.

22 The decision of the Governing Body shall be subservient to the decision of the Council of Members and in case of any difference or dispute, the decision of the majority of the Council of Members shall prevail.

6 OFFICE BEARERS, THEIR FUNCTIONS AND POWERS

1 CHAIRMAN

1. He / She is authorized to call ordinary and emergent meetings of the Society.
2. The Chairman shall preside over all the meetings of the Governing Body and of the Council of Members and conduct the same as Chairman. In his absence, the Vice-Chairman shall preside over the meetings.
3. He / She is authorized to use a casting vote in addition to his normal vote in case the members are equally divided on any matter.
4. It shall be obligatory on the part of the Chairman to certify and append a certificate in respect of each meeting in the Minutes Book which shall be maintained for recording the Minutes and shall be numbered and initiated by him / her.

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ਪ੍ਰਮਾਣਿਤ ਸਹੀ ਨਕਲ

ਮਹਾਂਸਕਲ ਸੰਗਠਨਾਂ ਦੇ ਸੇਵਾ ਸਮਿਟੀ
 ਸਿੱਖ ਚਿੰਤਨ ਕੇਂਦਰ
 ਸੀ. ਟੀ. ਮੀ. ਨਗਰ (ਪੰਜਾਬ)

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 4/10/12

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Surender Kaur

For Jai Vidhya Memorial Educational So

Jaspal Singh

Chair

5. It would be in his / her power to check the accounts, correspondence and other papers of the Society / Institute(s) at any time.
6. He / She in order to make arrangement for the development and progress of the Society, can take any decision in the interest of the Society subject to the approval of the Governing Body.
7. He / She will sign on behalf of the Society and conduct its correspondence.
8. He / She will summon the other members to attend meetings of the Council of Members, Governing Body and / or any other Committee from time to time.
9. He / She will control the staff of the Society.
10. He / She can incur expenditure for running day to day business of the Society / Institute(s).

2 VICE-CHAIRMAN

1. In the absence of the Chairman, the Vice-Chairman is authorized to exercise the powers, exercisable by the Chairman.

NOTE : Absence of the Chairman shall mean that the Chairman is unable to attend his office for a period of 10 days and an intimation in writing to this effect has been sent to the office.

3 SECRETARY

1. The Secretary shall keep all the documents, papers and Proceeding Books etc. of the Society in its Registered Office.

Dimmer Singh

[Signature]

ਪ੍ਰਮਾਣਿਤ ਕਰਕੇ

ਮਹੀਬਨ ਕੌਰ
ਸਿੱਖੂ ਵਿਦਿਆ ਮੈਮੋਰੀਲ
ਸੋਸ. ਟੇ. ਸੋਸ. ਕਲਾ (ਪੰਜਾਬ)
4/10/12

[Signature]

For Jai Vidya Memorial Educational Society

Jaspal Singh

Surender Kaur

Chairman

2. He / She be responsible for keeping an accurate record of the proceedings of the meetings and for carrying out all correspondence on behalf of the Society.
3. He / She shall be responsible for calling the meetings of the Governing Body / Council of Members and circulate the notice for such meetings alongwith the agenda to the members, in time, in consultation with the Chairman.
4. The Secretary shall follow up the Minutes of meetings without prejudice to the powers of the Chairman. A copy of the proceedings of the meeting would be supplied to all the Members and the Resoultion passed would be signed by the members present in its draft / final form. It will be the responsibility of the Secretary to enter the resolution in the minutes book and get it signed by the Chairman.

4 SECRETARY / JOINT SECREATRY

1. He/ She shall be responsible for keeping an accurate day to day account of the income and expenditure of the Society and all its concerns and make entries in the books of accounts i.e. Cash Book, Ledger, Receipt Book, Vouchers etc.
2. All the receipts and vouchers of income and expenditure shall be approved by him / her and the Chairman.
3. He / She shall be responsible to do all acts as directed by the chairman from time to time in respect of the accounts and handling of the funds of the Society

Amant Singh

Amant Singh

Amant Singh

ਪ੍ਰਮਾਣਿਤ ਸਹਾ ਨਕਲ

ਅਭੀਲਾਸ ਚੀਫ਼ ਆਫ ਫਿਨੈਂਸ ਅਤੇ ਮੁਕਾਬਲੇ
ਜਿਲ੍ਹਾ ਵਿਕਾਸ ਕੇਂਦਰ
ਕੋਸ.ਏ.ਸੀ.ਐਲ.ਨਗਰ (ਪੰਜਾਬ)

4/10/2

Surender Kaur
Jai Vidya Memorial Educational Society

Surender Kaur

Jaspal Singh

Chairman

7 SUPERINTENDENCE, CONTROL AND MAINTENANCE OF THE SOCIETY PROPERTIES.

1. Society is the sole owner and custodian of all the movable and immovable properties purchased or created by the Society and the Institutes(s). it will be the duty of the Governing Body to look after all such properties anywhere in India or abroad.

8 MEETINGS

1. Meetings shall be either ordinary or emergent.
2. The meetings of the Council of Members shall normally be held after every 6 months or at such time and place as the Chairman may direct. However, the emergent meetings may be held whenever requisitioned by at least 2/3rd members of the Council of Members.
3. The Chairman shall preside over all the meetings of the Governing Body / Council of Members and conduct the same as Chairman. In his absence, the Vice-Chairman preside over the meeting of the day.
4. The quorum for the meeting of the Council of Members and the Governing Body shall be 2/3rd members. Every meeting of the Council of Members shall include at least two members of the Governing Body.
5. The meetings of the Governing Body may be held monthly, or at such time and place as the Chairman of the Governing Body may direct but the emergent meetings may be held as and when requisitioned by a 2/3rd members of the Governing Body.

Amant Singh

P. H. M. Singh

[Signature]

ਪ੍ਰਮਾਣਿਤ ਕਰਕੇ ਨਕਲ

ਅਧਿਕਾਰ ਵਾਲੇ ਮੈਂਬਰਾਂ ਨੂੰ ਸੂਚਿਤ
ਸੋਲਾ ਏ. ਐਸ. ਕਾਲਜ (ਪਿੰਡਾਬ)

11/10/12

[Signature]

For Jai Vidhya Memorial Educational Societ

Surender Kaur

Jaspal Singh

Chairman

6. At least 10 days clear notice specifying the date, time, place and agenda for an Ordinary meeting of the Council of Members and 24 hours notice for an emergent meeting shall be given to all the members of the Governing Body / Council of Members as the case may be. The agenda will be sent to members of the Society alongwith the notice of the meeting at their registered address in the record of the Society through post or by circulation of the agenda / notice.
7. All matters shall be decided by majority of votes. In case of equality of votes, the Chairman of the meeting will have a casting vote in addition to his normal vote.
8. In case the quorum is not completed at any meeting within one hour, the meeting shall be adjourned by the Chairman to some other suitable time, date and place and for the adjourned meeting, the quorum shall be 50% of the total membership of the Governing Body / Council of Members.
9. The decision of the Chairman on any point of order shall be final and conclusive.
10. Those members who are not able to attend any meeting of the Council of Members may send their proxy duly filled in so as to reach the registered Office of the Trust at least 48 hours before the meeting. No proxy is allowed in the meeting of the Governing Body.
11. The minutes of the proceedings of every meeting shall be entered in a book kept for that purpose and signed by the Chairman of the meeting. The minutes will be read over in the next meeting by the Chairman before the commencement of the meeting, for approval.
12. Separate minute books shall be maintained for the meetings of the Governing Body and the Council of Trustees.

BHUPAL Singh

[Signature]

ਪ੍ਰਮੋਦ ਕੌਰ ਕੌਰ

ਮਹਿਲਾ ਸਕੱਤਰ
ਜੈ ਵਿਦਯਾ ਮੇਮੋਰੀਅਲ ਐਜੂਕੇਸ਼ਨਲ ਸੋਸਾਇਟੀ
(ਪੰਜਾਬ)

Surender Kaur

[Signature]

For Jai Vidhya Memorial Educational Society

Jasjit Singh

Chairman

9 OPERATION OF ACCOUNTS

1. All the bank accounts of the Society shall be operated by the Chairman OR Vice-Chairman.

10. GENERAL AND FINANCIAL RULE

1 No profit shall be taken by any of the Members of the Society. However, Members shall be entitled to claim, TA / DA for attending the meetings of the Trust as may be fixed by the Governing Body.

1. All the payments above Rs.5000/- would be paid through account payee cheques only.
2. The annual account of the Society shall be got audited by the Chartered Accountant duly appointed by the Governing Body.
3. The Governing Body is empowered to call for and check the monthly statement of accounts showing Receipts and Expenditures, Assets and liabilities etc. from the Managing Committee(s) of the Institute(s).
4. Any discrepancy in the accounts or in the other working of the Trust, noticed by any member would be brought to the notice of the Governing Body.

11 MISCELLANEOUS

1. A member will render him / herself disqualified to remain a Member in case he / she acts/behaves in a manner which contravenes the objects of the Society, or dishonestly handles, misuses or

Pinner Singh

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ਪ੍ਰਮਾਣਿਤ ਜਾਂ ਨਕਲ

ਅਧਿਕਾਰਤ ਚੈਰਮੈਨ ਅਤੇ ਮਨਾਇਟੀਜ਼
ਜਿਲ੍ਹਾ ਵਿਭਾਗ ਫਿਰਕਾ
ਸੋ.ਏ.ਐ.ਫ.ਕ. (ਪੰਜਾਬ)

Surender Kaur

[Handwritten signature]

For Jai Vidhya Memorial Educational Society

Jaspal Singh

Chairman

misappropriates the funds or property of the Society or otherwise misconduct himself/herself, provided that two/third members of the Council of Society take such a decision in a duly convened meeting which shall be final and conclusive in this respect.

2. A person shall be disqualified for being appointed or for continuing as a Member :
 - a) If he/she is found to be a person of unsound mind or
 - b) If he/she has been convicted for any offence involving dishonesty or moral turpitude' or
 - c) If he/she has at any previous occasion been removed from the office or has been removed by an order of a competent Court from any position of the Society either for mismanagement or corruption.
3. A person shall cease to be a Member if he/she becomes insane or otherwise becomes incapable to act.
4. Any amendments, if necessary to these Rules and Regulations can only be made by 2/3rd majority of the Council of Members.
5. None of the members of the Society will claim any benefit/profit from the Society.
6. In the event of dissolution of the Society, the first charge on the assets will be for any liabilities which have been incurred by the member and the balance assets will not be distributed or paid to any of the Members but shall be given to some other Society or Trust having similar aims and objects as the Society may determine by 3/5th majority of the Members.

Amend Singh

Chander Singh

[Signature]

ਪ੍ਰਭਾਕਰ ਸਿੰਘ ਕੌਰ

ਮਹਿਲਾ ਸੀਨੀਅਰ ਮੈਂਬਰ ਜੁਗਿੰਦਰ

ਜਿਯੂ ਕੌਰ ਸਿੰਘ

ਸਿ.ਏ.ਸੀ.ਕਾ. (ਸਿ.ਏ.ਸੀ.ਕਾ.)

[Signature]
Sunder Kaur
4/10/12

For Jai Vidhya Memorial Educational Society

[Signature]
Jaspal Singh

Chairman

We, the undersigned Members have subscribed to these Rules and Regulations of the Society and certify the same to be correct.

12 MANAGING COMMITTEE

1. The Managing Committee shall govern and administer the Institution(s) of the Society and will run the day-today affairs of the Institution(s) of the Society.

WORKING AND MANAGEMENT OF THE COMMITTEE

2. The Managing Committee shall consist of the following members of the Governing Body :
 - (i) Chairman
 - (ii) Vice-Chairman
 - (iii) Secretary
 - (iv) Joint-Secretary
 - (v) Member Secretary (To be appointed by the Governing Body from amongst the prominent persons of the Institute(s) of the Society.
3. In case any of the above said five members resigns/suffers from any disability or dies, of the Council of Members shall be held within 30 days of the vacancy falling vacant to fill up such vacancy for the remaining term- The affairs of the Institute shall be run by the remaining members of the Managing Committee by passing a resolution for the intervening period of 30 days or till fresh elections are held. However, no major policy decision shall be taken by the remaining members during those 30 days.

Amrit Singh
ਪ੍ਰਭਾਕਰ ਸਿੰਘ ਨਕਸਲ

ਪ੍ਰਭਾਕਰ ਸਿੰਘ ਨਕਸਲ

ਮਾਹੀਕਾਨ ਹਰਿਮੰਦਰ ਸਮਾਜਿਕ ਸੇਵਾ ਸੰਸਠੀ

ਸਿੰਘੂ ਵਿਭਾਗ ਫੋਰਮ

ਸੇ. ਐ. ਐ. ਸਿੰਘ (ਪੰਜਾਬ)

4/10/12 *Surender Kaur*

RSB

For Jai Vidya Memorial Educational Society

Jas Pal Singh

Chairman

Pinner Singh

[Signature]

Quorum for the meeting of the Managing Committee shall be 2/3rd of the members of the Managing Committee. If the quorum is not completed within one hour, the meeting shall be adjourned to another suitable date, time and place and if the quorum is not completed on the adjourned date also, then 50% of the members will form the quorum.

13 FUNCTION AND POWERS OF THE OFFICE BEARERS OF THE MANAGING COMMITTEE

A. CHAIRMAN

- (i) He / She is authorized to call ordinary and extra ordinary meeting of the Committee.
- (ii) He/ She is authorized to use a casting vote in case the members are equally divided on a matter.
- (iii) It shall be obligatory on the part of the Chairman to certify and append a certificate in respect of the meetings in the Minutes book which shall be maintained for recording the minutes of every meeting of the Managing Committee. The Minutes Book so maintained shall be numbered and initiated by him/her.
- (iv) It would be in his/her power to check the accounts, correspondence and other papers of the Institute(s).
- (v) He / She shall make arrangements for the development and progress of the Institution.
- (vi) He/ She is empowered to take appropriate legal / positive action against the erring employee(s), both Teaching and Non-Teaching in consultation with any of the office bearers of the Managing Committee : Vice-Chairman, Secretary, Joint Secretary and Members of the Committee into confidence.

Ommer Singh

Surinder Kaur
 ਮੁਖੀ ਕਮਿਟੀ
 ਮਹਿਲਾ ਵਿਭਾਗ
 ਐਮ. ਐ. ਐ. ਸਕੂਲ (ਪੰਜਾਬ)

Jaspal Singh
 For Jai Vidhya Memorial Educational Society

Chairman

B. VICE-CHAIRMAN

In the absence of the Chairman, Vice-Chairman of the Managing Committee is authorized to exercise the powers, exercisable by the Chairman.

NOTE : Absence of the Chairman shall mean that the Chairman is unable to attend his office for a period of 10 days and an intimation to that effect has been sent to the office.

C. MEMBER SECRETARY

- 1) The Member Secretary shall keep all the documents and papers of the Institute(s) in the safe custody.
- 2) He will regulate the accounts of Income and Expenditure and put the same before the Managing Committee in its meetings.
- 3) In consultation with the Chairman, he/she will call ordinary and extra ordinary meeting of the Managing Committee. The notice of the ordinary meetings along with the agenda shall be served upon every member under the signature of Member Secretary. A ten days notice for the meeting shall be given to all the members of the Committee.

The Members Secretary shall record and carry out the Minutes of the meeting without prejudice for the powers of the Chairman.

Amrinder Singh

ਪ੍ਰਮਾਣਿਤ ਸੇਵਾ ਕਰਕੇ

ਮਾਹੀਕਾਨ ਵੀਡਿਆ ਮੈਮੋਰੀਅਲ ਸੋਸਾਇਟੀ
ਜਿਲ੍ਹਾ ਹੁਸ਼ਿਆਰ ਪੋਸਟ
ਮੋ.ਟੀ. ਪਿੰਡ. ਕਲਾਂ (ਪੰਜਾਬ)

4/10/12

Ommer Singh

Ommer Singh

Surender Raur

Surender Raur

For Jai Vidhya Memorial Educational Society

Jasbal Singh

Chairman

A copy of the proceedings of the meeting would be supplied to concerned members and the resolution passed would be signed by the members present in its crude form.

GENERAL AND FINANCIAL RULES

- (i) Bank Account(s) –(Fees): All the Bank Account(s) of the Institute(s) shall be opened / maintained in any Scheduled bank(s) and shall be operated by the Chairman / Vice-Chairman of the Society.
- (ii) Bank Account(s)-(Others): for day to day working of the Institution(s) shall be opened / kept in any of the Scheduled banks and will be operated jointly by the Principal of the Institute alongwith one other person as nominated by the managing Committee from time to time.
- (iii) All the income will be deposited in the Bank Accounts(s).
- (iv) All payments beyond Rs 5000/- shall be made through account payee cheques only. In emergent situations the payments may be made in cash with the approval of Chairman and one of the members of the Managing Committee.
- (v) All the bills. Including the pay bills, would be prepared by the Accountant, signed by the Superintendent / Bursar and counter signed by the Principal, would be sent to the Society Chairman at least 5 working days before the date of payment so that the salary of the staff and amount of other bills would be paid accordingly.
- (vi) The TA/DA and other bills of the members will be paid on mutual and reciprocal basis after proper scrutiny and verification by any member of the Governing Body.

Prerna Singh

Amrit Singh
ਪ੍ਰਮਿਤ ਸਿੰਘ ਕੌਰਲ

Surinder Kaur

ਮਾਡੀਅਰਲ ਕਮਿਟੀ ਮੈਂਬਰ ਸੁਰਿੰਦਰ ਕੌਰ
ਜਿਲ੍ਹਾ ਵਿਭਾਗ ਮੁਕਤ
ਸ਼੍ਰੀ. ਡੀ. ਡੀ. ਸਿੰਘ (ਪੰਜਾਬ)

4/10/12 Surinder Kaur

For Jai Vidhya Memorial Educational Society

Jaspal Singh

Chairman

- (vii) The accounts shall be properly maintained and the statement of accounts shall be duly sent to the Society every month which shall form part of the accounts of the Society.
- (viii) The Annual Accounts of the Managing Committee shall be audited by the Chartered Accountant duly appointed.
- (ix) The Member Secretary in consultation with the Society Chairman shall invite Budget proposals from the Head(s) of the Institute(s) in the Governing Body meeting. The proposed Budget must be got passed before the 15th of March every year.
- (x) The Chairman of the Managing Committee will arrange funds from the Society/Institute(s) for the payment of salaries and other recurring and non-recurring expenses for every financial year as per the budget proposals passed.
- (xi) Any discrepancy in the accounts or in other working of the Institute, noticed by any member of the Managing Committee shall be brought to the notice of the Managing Committee in writing.
- (xii) All the decision will be taken and finalized and come into force only after the same are approved and signed by Managing Committee.
- (xiii) In case the Chairman of the Managing Committee is not present in the meeting of the Committee, the meeting shall be chaired by the Vice-Chairman of the Managing Committee and in case both of them are absent the members present shall elect one of the members from amongst themselves to chair the meeting of the day.

Primer Singh

Amant Singh
 ਮੁਖਿਯਕ ਸਮੇਤ ਕਰਮਚਾਰੀਆਂ
 ਅਭੀਲਾਸ਼ਾ ਕਮਿਟੀ ਦੁਆਰਾ ਮੁਨਾਇਫੀਜ਼
 ਜਿਲ੍ਹਾ ਵਿਕਾਸ ਮੰਡਲ
 ਐਸ. ਟੀ. ਐਸ. ਕਲੱਬ (ਪੰਜਾਬ)
 4/10/12

Jabal Singh
 For Jai Vidhya Memorial Educational Society

Chairman

Surender Raur

We, the following members of the Society set our hands.
 "List of General Body"

S.No.	Name & Address	Age	Designation	Occupation	Signature
1	Mr. Jaspal Singh S/o. S. Jaimal Singh. H.No.295, Phase 4, Mohali.	56	Life Member Chairman	Educationist	<u>Jaspal Singh</u>
2	Mrs. Surender Kaur D/o Ishwar Singh. H.No.295, Phase 4, Mohali	52	Life Member Vice Chairman	Social Worker	<u>Surender Kaur</u>
3	Mr. Gurpreet Singh S/o. S. Jaspal Singh. H.No.295, Phase 4, Mohali.	29	Life Member Secretary	Professional	<u>Gurpreet Singh</u>
4	Mr. Simmer Preet Singh S/o S. Jaspal Singh H.No.295, Phase 4, Mohali.	26	Life Member Joint Secretary	Technocrat	<u>Simmer Singh</u>
5	Mr. Amarjit S Raina S/o S. Gopal Singh. H.No.1560, Sector 48-B Chandigarh	63	Member	Professional	<u>Amarjit Singh</u>
6	Mr. R. P. Singh S/o S. Maghar Singh. H.No.283 Phase IV Mohali.	50	Member	Educationist	<u>R. P. Singh</u>
7	Col. Kulbir Singh S/o S. Pardeep Singh. H.No.748 Phase II Mohali	60	Member	Professional	<u>Kulbir Singh</u>

WITNESS

Ravinder Singh
Abhishek Singh

Simmer Singh

Amarjit Singh
Kulbir Singh

Surender Kaur

For Jai Vidhya Memorial Educational Society

Jaspal Singh

Chairman