

MEMORANDUM OF ASSOCIATION
OF
RAM PARTAP SHARMA MEMORIAL EDUCATIONAL SOCIETY
MAMDOT, DISTT. FEROZEPUR
(AMENDED AS ON 01.02.2019)

1. NAME OF THE SOCIETY.

The name of the Society is 'Ram Partap Sharma Memorial Educational Society.'

2. REGISTERED OFFICE

The Regd. office of the Society shall be situated at Sh. Ram Partap Sharma Memorial, City Heart School, Mamdot, Distt. Ferozepur.

3. AREA OF OPERATION

The Area of operation shall be whole of Distt. Ferozepur

4. THE OBJECTS OF THE SOCIETY ARE:

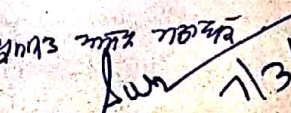
The object of the society will be to serve as Public educational charitable institution without profit motive by any or all the following modes or any other mode incidental thereto :-

1. To run, develop or improve any school, college or others educational institution or adopt assist or help any existing educational institution for the benefit of the public in India.
2. To organize, start, run or assist any programme either by itself or by assisting or co-ordinating with other educational or other institutions for coaching, guidance and counseling, vocational training, physical training to ensure sound mind in a sound body or training for preparation for any entrance or competitive tests for recruitment for jobs including all India and state service examination or for admission to professional or other educational institutions.
3. To impart real education with competence and distinction and to inculcate in the children "real spirit of service sacrifice & high standards of morality, culture and character".
4. To start, run or assist programmes for weaker section of the society, women, children, bonded labour and other sections of the society for the promotion of legal assistance, legal awareness, training of para-legals, human rights, Civil rights and other matters concerned with overall development of these sections of society.


(President)


(Secretary)


(Cashier)


Additional Registrar of Societies
FEROZEPUR

5. To run workshop programme, seminars etc. for the educated unemployed and the rural youth in c-ordination with other organizations.
6. To run computer training courses for the development of integrated personality of the youth of the country.
7. To promote and foster education among poor and deserving students, whether of primary, secondary, graduate, post-graduate or vocational courses by all means and make such education available to weaker sections of the community.
8. To promote communal harmony, emotional integration, secular outlook among the students and ensure all round development of head and heart and enforce initiation and leadership.
9. To infuse spiritual sense with young and plastic mind of growing generation with spirit of patriotism and love for mankind.
10. To give donations to educational institutions which are run on non-profit basis subject to such conditions consistent with the objects of the society.
11. To constitute scholarships to poor and deserving students to enable them to continue their studies and to give grants for fees and other charges or reimbursement for costs of books, instruments and other educational aids for their educational pursuits.
12. To help establishment of students hostel or to give other assistance for poor and deserving students to find inexpensive living accommodation to enable them to prosecute their studies.
13. To constitute prizes for outstanding achievements of students in educational institutions either in the examinations, sports, general knowledge or such other proficiencies.
14. To give loans at nil or subsidized low rate of interest to students to enable them to complete/pursue higher studies.
15. To undertake these and other incidental activities without profit motive which are consistent with the above objects and are not inconsistent with the object of the society being promotion of education.
16. The money disbursed for the purposes of education in pursuance of the above objects will be confined to Indian shores.

Arshad
(President)

Arshad
(Secretary)

Arshad
(Cashier)

Additional Registrar of Societies
FEROZEPUR

17. To do all such other things as incidental or conducive to the attainment of the above mentioned aims and objects of the society.
18. The income and property of the society whereas over derived shall be applied solely towards the objects of the society as set forth in this Memorandum of Association and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to the person who at any time are or have been members of the society or to any of them or any persons claiming through any of them provided that nothing herein contained shall prevent the payment in good faith of remuneration of any officers or servants of the society or to any member thereof or to any person in return for any services actually rendered to the Society nor shall prevent the application of the income towards the payment of the expenses actually incurred in discharge of their duties.
19. If any of the above objects/ or any clause of rules & regulations is found to be inconsistent with the objects of a public educational charitable institution under Sec 11 and/or provision of section 10 (23), or any other section(s) of the Income Tax Act , 1961 or any other law applicable to such society as now enacted or as may be enacted, the objects stated above/clause will be treated as so modified to accord with such law or amended law so that any concessions, privileges, conditions or regulations available and applicable to public educational institutions will be available or applicable to this society as well as that this institution will continue to retain its character as a public educational charitable institution without profit motive with public character within the meaning of Sec 11 and/or section 10(23), of the Income Tax Act, 1961 or any other analogous provisions under provision of the Income Tax Act.

[Signature]
(President)

[Signature]
(Secretary)

[Signature]
(Cashier)

[Signature]
Additional Registrar of Societies
FEROZEPUR

5. Governing Body:

The names, addresses, occupations and designations of the present members of the Governing body to whom the management of the Society is entrusted as required under the Societies Registration Act, 1860 as follows:

S.N	Name	Address	Occupation & Age	Designation	Signatures
1.	SMT. AMAR SHARMA W/O ASHOK KUMAR	BHAN SINGH COLONY FZR ROAD, FARIDKOT	EDUCATIONIST	PRESIDENT	
2.	SMT. RAJNI D/O SH. YASH PAL SHARMA	MAMDOT, DISTT. FEROZEPUR.	SERVICE	PRINCIPAL	
3.	SMT. RAVI KANTA D/O SH. JAGAN NATH	MAMDOT, DISTT. FEROZEPUR.	HOUSEHOLD	SECRETARY /MANAGER	
4.	MUKESH SHARMA W/O SH. MOHAN LAL SHARMA	BHAN SINGH COLONY FZR ROAD, FARIDKOT	EDUCATIONIST	CASHIER	
5.	SHANKAR DASS S/O SH. RAM CHAND	BHAN SINGH COLONY FZR ROAD, FARIDKOT	RETIRED TEACHER	EDUCATIO NAL ADVISOR	
6.	LEKH RAJ BEHAL S/O SH. RAM PARKASH	MAMDOT, DISTT. FEROZEPUR.	BUSINESSMAN	MEMBER	
7.	LAVEKESH KUMAR S/O SH. SHAM LAL	MODEL TOWN FEROZEPUR.	BUSINESSMAN	MEMBER	
8.	ASHOK KUMAR S/O SH. RAM PARKASH	GOBIND NAGARI FEROZEPUR.	BUSINESSMAN	MEMBER	
9.	SANTOSH RANI W/O SH. ASHOK KUMAR	GOBIND NAGARI FEROZEPUR.	HOUSEHOLD	MEMBER	
10.	VEENA RANI W/O SH. PARVEEN KUMAR	MAMDOT, DISTT. FEROZEPUR.	PARENTS	MEMBER	
11.	CHHINDER PAL TIWARI S/O SH. KASTURI LAL SHARMA	BHAN SINGH COLONY FZR ROAD, FARIDKOT	BUSINESSMAN	MEMBER	
12.	ANITA SHARMA W/O SH. BHARAT BHUSHAN SHARMA	BHAN SINGH COLONY FZR ROAD, FARIDKOT	PRIVATE TEACHER	MEMBER	
13.	RAM PARKASH S/O SH. BACHAN LAL KATARIA	BHAN SINGH COLONY FZR ROAD, FARIDKOT	BUSINESSMAN	MEMBER	
14.	DARGESH KUMAR S/O SH. SHAM LAL SHARMA	GURU NANAK COLONY, FARIDKOT	BUSINESSMAN	MEMBER	

WITNESS NO.1

President
Nagar Panchayat
Mamdot (F...)

WITNESS NO.2

Additional Registrar of Societies
FEROZEPUR

Distt. Education Officer (S.E.)
Ferozepur
12/12/19

RULES & REGULATIONS

OF

RAM PARTAP SHARMA MEMORIAL EDUCATIONAL SOCIETY

MAMDOT, DISTT. FEROZEPUR

(AMENDED AS ON 01.02.2019)

1. NAME OF THE SOCIETY.

The name of the Society is 'Ram Partap Sharma Memorial Educational Society.'

2. REGISTERED OFFICE

The Regd. office of the Society shall be situated at Sh. Ram Partap Sharma Memorial, City Heart School, Mamdot, Distt. Ferozepur.

3. AREA OF OPERATION

The Area of operation shall be whole of Distt. Ferozepur.

4. That the activities of the Society shall be carried out with a view to benefit the public at large and not for the benefit of specific individuals.

5. OBJECTS

The objects of the Society are mentioned in the memorandum of Society.

6. MEMBERSHIP :-

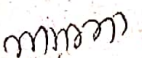
a) Any person who has attained the age of majority may become the member of the society irrespective of any religion, caste, colour or creed but subject to the approval by the Governing Body. The person who intends to become a member of the society shall subscribe for Rs. 250 annually unless otherwise revised by the Governing Body of the society and undertake to abide by the rules and regulations framed by the society for its governance from time to time.

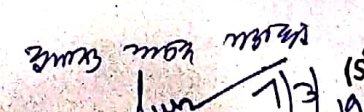
b) Every application for membership of the society will be considered by the Governing Body. Decision of the Governing Body to enroll the person as a member or not shall be final and binding.


However no person being :-

- i. An undischarged insolvent or
- ii. Convicted for an offence involving moral turpitude or
- iii. Of unsound mind or
- iv. A minor

Shall become a member of the society.


(President)


(Secretary)


Additional Registrar of Societies
FEROZEPUR


(Cashier)

7. CESSATION OF MEMBERSHIP:-

A person shall be ceased to be the member of the society in the following cases:-

- a) If he/she dies.
- b) If the member fail to attend three consecutive meetings.
- c) If he/she becomes bankrupt.
- d) If he/she fails to pay membership fee as prescribed by the Governing Body from time to time.
- e) If he/she becomes insane or otherwise become incapable to act
- f) If he/she resigns from his office.
- g) If he/she disregards the Rules & Regulations of the society or disobey the decision of the Governing Body .

8. GENERAL BODY

All the members of Society shall constitute to General Body of the Society and shall have the right to participate in meeting and all other Courses/functions and Lawful Gatherings organized by the society.

9. RIGHTS AND PRIVILEGES

Every person who is enrolled, as a member of the society shall have the following rights:-

- a) Right to take part in the management of the society.
- b) Right to conclude before any decision is taken
- c) Right to the access to the account.
- d) Right to cast vote in the election of the members of the Governing Body.

10. DUTIES AND FUNCTIONS OF THE MEMBERS

Every member of the society shall:-

- a) Elect the Governing Body of the Society.
- b) Attend the General Body meeting regularly.
- c) Not to indulge in activities which are prejudicial to the aims and objects and/or rules and regulations of the society.

11. GENERAL MEETING:-

a) NOTICE:-

Minimum 15days notice shall be given to the members, before the date of general Body Meeting, enclosing agenda specifying date, time, place and issues to be discussed.

b) The society shall hold a annual general meeting of its members every year within nine months of the close of its accounts in which the annual accounts as audited by the auditors and their report and annual report of the Governing Body for the working of the year etc. are to be placed before the members and are to be adopted by them in this meeting.

c) Quorum of General Meetings:-

The quorum of General Meeting shall be 1/2 of total members or 7 members, whichever is lesser, shall be the quorum for the general meeting. If at a general body meeting a quorum is not present & the meeting is adjourned then in the adjourned meeting present members shall form the quorum.

[Signature]
(President)

[Signature] (Secretary)

[Signature]
(Cashier)

[Signature]
Additional Registrar of Societies
FEROZEPUR

12. EXTRAORDINARY GENERAL MEETING:-

On the request of 2/3rd of total members, president has to call an Emergency or Extraordinary General Meeting on a particular date and the Resolutions passed in this meeting are called Special Resolutions. The Extraordinary General Meeting can be called with a prior notice of 21 days and by circulating a copy of the resolution to be passed.

13. Governing Body:-

- a. **Strength:** - The strength of Governing Body (including office bearers and executive members) shall not be less than 7 and not more than 15.
- b. **Term:** - The term of all office bearers shall be five year.
- c. **Meeting:** - The meeting of the General body shall be held once in a year and that of Governing body shall be held once in a quarter or whenever called by the Secretary/president and will maintain the proceeding in a Bound Register or other permissible mode.
- d. **Notice:** - Minimum 7 days notice shall be required for every Governing Body Meeting of the Society but Emergency Meeting can be called by 24 hour notice.
- e. **Quorum:** - Quorum of every Governing Body Meeting shall be 2/3rd of the total strength of the Governing Body Meeting Body or 5 Members whichever is less. NO decision shall be taken in the meeting having no quorum and in case if adjourned meeting, the present member shall form the quorum.

14. FUNCTIONS AND POWERS OF THE Governing Body:-

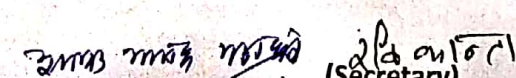
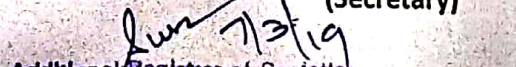
- a. Governing Body shall be responsible for all management and administration of all affairs of the society, and President is authorized to appoint any office bearer/executive members to look after the affairs of any particular activity.
- b. All the matters pertaining to the activities of society shall be discussed in the Governing Body and the decision shall be taken by the majority votes present in the meeting.

15. COMPOSITION OF Governing Body:-

The Composition of Governing Body shall be as under:-

- a. President
- b. Secretary
- c. Cashier
- d. Educational Advisor
- e. Members-up to 11.


(President)


(Secretary)

Additional Registrar of Societies
FEROZEPUR


(Cashier)

16. SUB COMMITTEE:-

- a. The Governing Body shall have the power to appoint separate Sub Committee to run the institutions in more effective manner and each Sub Committee shall work under the control(s) and guidance of the President and Secretary.

17. PRESIDENT & POWER AND DUTIES OF OFFICE BEARERS:-

A) President:-

- Apart from calling meetings. He will have a right to suspend any member of the staff and Governing body with the consent of Secretary
- President will sign all the Papers/Documents or authorize any person on his/her behalf of Society to conduct its day to day affairs/correspondence.
- In the absence of President in any meeting the Secretary will exercise all the powers of the President.

B) Secretary:-

- He will manage the administration and financial outlook of the school.
- He will have the power for withdrawal and disbursements of funds, correspondences and to ensure the smooth running of the school.
- He will preside over the meetings and act as a line of authority during the absence of the president.

C) Cashier:-

- The cashier will maintain the accounts and lay before the meetings of the Governing Body.

D) Other Office Bearers & Executive Members:-

- Every member shall have a right to vote and to discuss or raise any issue concerning the society.
- They will assist the Governing Body in managing the affairs of the society more efficiently and will work as per direction and for the interest/benefit of the society and as directed by the President.

18. FINANCIAL YEAR:-

Financial year of the society shall start from 1st April to 31st March every year.

(Signature)
(President)

(Signature)
(Secretary)

(Signature)
(Cashier)

(Signature)
7/3/19
Additional Registrar of Societies
FEROZEPUR

19. ACCOUNTS & AUDIT:-

The Society shall maintain proper accounts for all its Income & Expenditure and the capital outlays and these accounts shall be audited by the Chartered Accountant, to be appointed by the Governing Body.

20. ELECTIONS:-

Elections shall be held after every five years and the new appointments shall be made from the members on rolls of the society. However in case of any office falling vacant due to any reasons the President shall have the power to elect any member for vacant post for rest of the period. In case of emergency the elections can be held earlier or can be deferred.

21. OPENING OF BANK ACCOUNT(S) & BORROWING POWERS:-

- a. The Governing Body shall ensure that the bank account / accounts in the name of the society is/are opened with any bank/banks. President & Secretary shall operate the said bank account(s) jointly or as decided by the Governing Body from time to time.
- b. The members of the Governing Body are hereby authorized by passing a resolution to borrow/raise funds from any bank and/or any other financial institution required for the society with or without security in the name of the society.

22. PETTY CASH:-

To meet the day to day petty expenses of the society, the Secretary of the society will be given the amount of Rs. 5000/- .The amount may increase from time to time as decided by the President. However the Secretary will keep the record as to the expenses incurred by them and will intimate to the President.

23. SALARIES & REMUNERATION:-

The funds and the income of the Society shall be solely utilized for the achievement of its objects and no portion of it shall be utilized for payment to the Society/members by way of profit, Interest, Dividends etc. However the members may be reimbursed the expenses incurred by them in or execution of any of the duties of the society under these present including travelling expenses out of the funds of the society as decided by the Governing Body in the meeting from time to time

24. FILLING OF LIST OF MEMBERS OF Governing Body:-

Whenever there is change in the Governing Body, Office Bearers and the Executive Members shall be filled in the office of the Registrar of the Societies as it is required under Section 4 of the SOCIETIES Registration Act, 1860.

(President)

(Secretary)

(Cashier)

Additional Registrar of Societies
FEROZEPUR

25. SOURCE OF INCOME:-

All the income of the society shall be utilized only for promotion and achievements/furtherance of the aims & objects of the society. Annual subscription from the members, donation and special contribution shall form source of income of the society. Donations made to the society with the specific direction that it is made towards the corpus of the society will be kept intact and only the accretion thereof by way of interest etc. will be applied towards the object of the Society.

26. LEGAL PROCEEDINGS:-

Societies may sue and/or be sued in name of President or Secretary/ or any authorized office bearer as per provisions laid down in the Societies Act, 1860.

27. ALTERATION, EXTENSION OR ABRIDGEMENT OF THE PURPOSE OF THE SOCIETY:-

The Memorandum of Association of Society may be altered/amended in accordance with the Societies Registration Act, 1860 as amended from time to time i.e. whatever the Governing Body desires to extend or abridge the purpose of society or to change its name, it shall submit the proposal to Members of Society in accordance with the Provisions of the Societies Registration Act.

28. ALTERATION IN THE RULES & REGULATION OF THE SOCIETY:-

The Society in a General meeting/Extraordinary General Meeting called for the purpose with prior circulation of proper resolution and with the majority of the members present, may amend, alter or add its Bye laws/rules & regulation of the society.

29. WINDING UP & DISSOLUTION:-

The society shall be Irrevocable. However if for any reason the Governing Body in its meeting finds that it is not possible to run the society any more or if it found that it is not serving its objects, it may call an extraordinary general meeting of its members and may dissolve the society by passing an extraordinary or special resolution passes by not less than 2/3rd of its members present in person or by proxy.

On dissolution no part of the movable or immovable assets of the society shall be distributed among the members of the society or any of them, but any property left after satisfaction of all its debts & liabilities shall be given/ contributed to some other society/trust carrying similar objects or to the govt. as approved by the members of the society.

30. APPLICATION OF THE ACT :-

All the provisions under all the section of the "Societies of Registration Act, 1860 shall be applicable to this Society.

(Signature)
(President)

(Signature)
(Secretary)
(Signature)
Additional Registrar of Societies
FEROZEPUR

(Signature)
(Cashier)

RAM PARTAP SHARMA MEMORIAL EDUCATIONAL SOCIETY

SH. RAM PARTAP SHARMA MEMORIAL, CITY HEART HIGH SCHOOL, MAMDOT, DISTT. FEROZEPUR.

Ref. No. R.P.S./2018

Dated: 10-05-2018

LIST OF GOVERNING BODY FOR THE YEAR 2018-19 (RAM PARTAP SHARMA MEMORIAL EDUCATIONAL SOCIETY, SH. RAM PARTAP SHARMA MEMORIAL, CITY HEART HIGH SCHOOL, MAMDOT, DISTT. FEROZEPUR HAVING REGD. NO. 152-2F-2000-1)

S.N	Name	Address	Occupation & Age	Designation	Signatures
1.	SMT. AMAR SHARMA W/O ASHOK KUMAR	BHAN SINGH COLONY FZR ROAD, FARIDKOT	EDUCATIONIST	PRESIDENT 98883-68415	
2.	SMT. RAJNI D/O SH. YASH PAL SHARMA	MAMDOT, DISTT. FEROZEPUR.	SERVICE	PRINCIPAL 94635-05881	
3.	SMT. RAVI KANTA D/O SH. JAGAN NATH	MAMDOT, DISTT. FEROZEPUR.	HOUSEHOLD	SECRETARY/ MANAGER 98149-44184	
4.	MUKESH SHARMA W/O SH. MOHAN LAL SHARMA	BHAN SINGH COLONY FZR ROAD, FARIDKOT	EDUCATIONIST	CASHIER 96468-00464	
5.	SHANKAR DASS S/O SH. RAM CHAND	BHAN SINGH COLONY FZR ROAD, FARIDKOT	RETIRED TEACHER	EDUCATIONA L ADVISOR 98722-19977	
6.	LEKH RAJ BEHAL S/O SH. RAM PARKASH	MAMDOT, DISTT. FEROZEPUR.	BUSINESSMAN	MEMBER 94651-02700	
7.	LAVEKESH KUMAR S/O SH. SHAM LAL	MODEL TOWN FEROZEPUR.	BUSINESSMAN	MEMBER 94658-00019	
8.	ASHOK KUMAR S/O SH. RAM PARKASH	GOBIND NAGARI FEROZEPUR.	BUSINESSMAN	MEMBER 98146-12335	
9.	SANTOSH RANI W/O SH. ASHOK KUMAR	GOBIND NAGARI FEROZEPUR.	HOUSEHOLD	MEMBER 87259-00171	
10.	VEENA RANI W/O SH. PARVEEN KUMAR	MAMDOT, DISTT. FEROZEPUR.	PARENTS	MEMBER 81948-13620	
11.	CHHINDER PAL TIWARI S/O SH. KASTURI LAL SHARMA	BHAN SINGH COLONY FZR ROAD, FARIDKOT	BUSINESSMAN	MEMBER	
12.	ANITA SHARMA W/O SH. BHARAT BHUSHAN SHARMA	BHAN SINGH COLONY FZR ROAD, FARIDKOT	PRIVATE TEACHER	MEMBER	
13.	RAM PARKASH S/O SH. BACHAN LAL KATARIA	BHAN SINGH COLONY FZR ROAD, FARIDKOT	BUSINESSMAN	MEMBER	
14.	DARGESH KUMAR S/O SH. SHAM LAL SHARMA	GURU NANAK COLONY, FARIDKOT	BUSINESSMAN	MEMBER 92170-00012	

WITNESS:-1

Nagar Panchayat

WITNESS :-2

Additional Registrar of Societies
FEROZEPUR

Distt. Education Officer (S.E.)
Ferozepur