

## Department of Industries &amp; 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 **Bhagwan Shri Krishan College of Education** (name of the society) registered vide registration number 83 on 0000-00-00 00:00:00 Registered with District Registrar has been allotted a new Registration Number as undermentioned on this 25 day Mar month 2019 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	1	1	2	0	1	9	0	2	5	7	3
Name Of the Society							Registered Office Address					
Bhagwan Shri Krishan College of Education							Colony Road Mandi Dabwali Distt Sirsa					

Issued under my hand at [Sirsa] this [25] day of (month)[Mar] (Year)[2019] having Unique Identification Number 42001133085



## 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/societyexistingregistration/d/133085>

*S. G. Guleri*  
President  
B.S.K. College of Education  
Mandi Dabwali (For Women)

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## Governing Body of the Society

SNo.	Name of Member	Membership Number	Full Address	Date of Enrollment	Designation	Mobile Number
1	S.C. Gupta	12	Rajiv Nagar Mandi Dabwali Distt Sirsa	2018-12-11	President	
2	Shashi Prabha Aggarwal	13	Babu Nanak Chand Aggarwal Street Mandi Dabwali Distt Sirsa	2018-12-11	Vice President	
3	Arun Jindal	14	Babu Nanak Chand Aggarwal Street Ward No. 3 Mandi Dabwali Distt Sirsa	2018-12-11	General Secretary	
4	Raj Kumar Garg	15	Rajiv Nagar Mandi Dabwali Distt Sirsa	2018-12-11	Joint Secretary	
5	Pushpa Jindal	16	Babu NBank Chand Aggarwal Street Mandi Dabwali Distt Sirsa	2018-12-11	Treasurer	
6	P.K. Aggarwal	17	Colony Road Mandi Dabwali Distt Sirsa	2018-12-11	Executive Member	
7	KrishanJindal	18	Bathinda Road Mandi Dabwali Distt Sirsa	2018-12-11	Executive Member	

## Members of the Society

SNo.	Name of Member	Membership Number	Full Address	Date of Enrollment	Aadhar Number	Mobile Number
1	S.C. gupta	12	Rajiv Nagar Mandi Dabwali Distt Sirsa	1988-09-10	481453345819	9416435656
2	Shashi Prabha Aggarwal	13	Babu Nanak Chand Aggarwal Street Mandi Dabwali Distt Sirsa	1988-09-10	226414538698	9417053734
3	Arun Jindal	14	Babu Nanak Chand Aggarwal Street	1988-09-10	769691451745	9416165230

S. C. Gupta  
President  
B.S.K. College of Education  
Mandi Dabwali (for Women)

B.S.L. Registration Number

4	Raj Kumar Garg	15	Ward No. 3 Mandi Dabwali Distt Sirsa Rajiv Nagar Mandi Dabwali Distt Sirsa	1988-09-10	261243407647	9996122157
5	Pushpa Jindal	16	Babu Nanak Chand Aggarwal Street Mandi Dabwali Distt Sirsa	1988-09-10	550230593114	8901300555
6	Pawan Kumar Aggarwal	17	Colony Road Mandi Dabwali Distt Sirsa	1988-09-10	638529701393	9416289694
7	Krishan Jindal	18	Bathinda Road Mandi Dabwali Distt Sirsa	1988-09-10	449886969757	941200088
8	M.L. Bhagla	19	Colony Road Mandi Dabwali Distt Sirsa	1988-09-10	210959977276	9896295129
9	Surinder Pal	20	njab Palace Killianwali	1988-09-10	272817091002	9316850944
10	Anil Goel	21	1515 Ekta Nagari Mandi Dabwali Distt Sirsa	1988-09-10	293846211105	9416077299
11	Neeraj Jidal	22	Babu Nanak Chand Aggarwal Street Ward No. 3 Mandi Dabwali Distt Sirsa	1988-09-10	699014655170	9814322550
12	Anil Jindal	23	Bathinda Road Mandi Dabwali Distt Sirsa	1988-09-10	539935071989	9416300055
13	Sourabh Garg	24	Rajiv Nagar Mandi Dabwali Distt Sirsa	1988-09-10	267545445067	9416047615
14	Vikram Gupta	25	Rajiv Nagar Mandi Dabwali Distt Sirsa	1988-09-10	209561306492	9812122156

S.C. Gubla  
President  
B.S.L. College of Education  
Mandi Dabwali (for women)

**Revised Memorandum of Association  
under the provision of HRRS Act 2012**

1. NAME OF THE SOCIETY                      **BHAGWAN SHRI KRISHAN COLLEGE OF  
EDUCATION SOCIETY**
2. REGISTERED OFFICE                      **COLONY ROAD, MANDI DABWALI**
3. JURISDICTION                              **MANDI DABWALI, DISTRICT SIRSA (HRY.)**

4. AIMS & OBJECTS OF THE SOCIETY                      **is as under:-**

- i) To open college of education at Mandi Dabwali to promote female education and to provide means of giving commercial and vocational education.
- ii) To manage the said society for Education, Research and Training.
- iii) To start, Establish, run, takeover, manage, maintain educational Institutes, for Pre-Primary, Primary, Secondary, Sr. Secondary, educational and of Higher Level Education, Medical Education, Technical Education, Paramedical Education and Professional Education and seek recognition from Board/University and Counsel of State and Central Govt.
- iv) To arrange/organize discussions, seminars conference and other lawful gathering for the promotion of aims and objects of the society.
- v) To arrange and manage the short term courses, training programmes for professional courses like computer, typing, short hand, fine arts, music, painting, drama, yoga classes.
- vi) To establish libraries evening colleges, hostels, boarding school/house free or otherwise to facilitate the promotion of the student community.
- vii) To establish and manage various educational vocational training Institutions to generate the employment opportunities for unemployed youths.
- viii) To offer prizes and scholarship for deserving students.
- ix) To publish books, Illustrations, magazines, periodicals and other journals for the promotion of aims and objects of the society.



*S. Gupta*  
PRESIDENT

*[Signature]*  
TREASURER

*[Signature]*  
SECRETARY

*S. Gupta*  
President  
B.S.K. College of Education  
Mandi Dabwali (For Women)

- x) To construct, alter maintain all or any part of the property/building of the above society necessary or convenient for the purpose of the attainment of the society objectives.
- xi) To create sense of social Harmony, brother hood and national Unity amongst the students and the people and to seek affiliation/permission/NOC from Govt. bodies (Central or State), boards, counsels, corporation and other statutory bodies setup under law for carry out above said purpose.
- xii) To open educational, Sports Training institutions, consumer clubs, NGO and SHG or all round development of students and for social welfare.
- xiii) To provide Food, Cloths, Medical Aid, Stationary, Transportation, Libraries, Laboratories, reading rooms, hostels, Playgrounds, riding, swimming pool and other possible facilities to students .
- xiv) To engage, employ or hire appropriate staff, workers, legal experts and other professionals, attorneys, managers and agents for the work and furtherance of the aims and objects of the society and to pay their wages, salaries, stipends or fees.
- xv) To Purchase/acquire the land and/or the building in the name of the society and make construction thereupon. Society will also receive the land on lease basis.
- xvi) To obtain sanction. privileges. advantages. reliefs. co-operations from any authority in the interest of the College/Education Institution run by the Society.

**MODALITIES**

To generate funds by way of loan, Gift and grants, Public Donations, Interests, Subscription fees and other lawful acceptance.

To seek loans from banks, Public or Private financial institutions, Individuals for creation of moveable and Immoveable assets for the purpose of the society.

The Society can apply for issue of bank guarantee to any scheduled Bank or financial institution in favour of State Govt. and/or Central Govt. and/or any department of Govt.



*S.C. Gupta*  
PRESIDENT

*[Signature]*  
TREASURER

*[Signature]*  
SECRETARY

*S.C. Gupta*  
President  
B.S.K. College of Education  
Mandi Dabwali (For Women)



## MANAGEMENT:-

- a. The management of the affairs of the society is entrusted to the existing Governing Body/Executive Committee elected for the term 3 Years and fresh election will be conducted for new Governing Body/Executive Committee in accordance with Rules & Regulations (amended under the provision of HRRS Act, 2012). The present members of existing society are as below:-

Sr. No	Name & Father's Name	Age	Occupation	Designation	Sfgn.
1.	Sh. S.C. Gupta S/o Sh. Raj Kumar Gupta # 44, Rajiv Nagar, M.Dabwali	74	Advocate	President	<i>S.C. Gupta</i>
2.	Smt. Shashi Prabha Aggarwal W/o Sh. Madan Mohan Aggarwal Babu Nanak Chand Aggarwal Street, M.Dabwali	70	Advocate	Vice-President	<i>Shashi Prabha Aggarwal</i>
3.	Sh. Arun Jindal S/o Sh. Ved Parkash Jindal Babu Nanak Chand Aggarwal Street, W.No.3. M.Dabwali	52	C.A.	Gen. Secretary	<i>Arun Jindal</i>
4.	Sh. Raj Kumar Garg Sh. Raghuvver Chand Rajiv Nagar, M.Dabwali	45	Retired Bank Employee	Treasurer	<i>Raj Kumar Garg</i>
5.	Smt. Pushpa Jindal W/o Sh. Ved Parkash Jindal Babu Nanak Chand Aggarwal Street, M.Dabwali	77	Business	Member	<i>P. Jindal</i>
6.	Dr. P.K. Aggarwal S/o Colony Road, M.Dabwali	60	Doctor	Member	<i>P.K. Aggarwal</i>
7.	Sh. Krishan Jindal S/o Sh. Mool Chand Bathinda Road, M.Dabwali	75	Business	Member	<i>Krishan Jindal</i>

## DECLARATION:

- a. We the authorized persons whose names & address are hereunder subscribed are desirous of getting our existing society renewed with Bye-laws & Regulations-2016 (amended under the provision of HRRS Act, 2012).

Sr. No	Name & Father's Name	Age	Occupation	Designation	Sfgn.
1.	Sh. S.C. Gupta S/o Sh. Raj Kumar Gupta # 44, Rajiv Nagar, M.Dabwali	74	Advocate	President	<i>S.C. Gupta</i>
2.	Smt. Shashi Prabha Aggarwal W/o Sh. Madan Mohan Aggarwal Babu Nanak Chand Aggarwal Street, M.Dabwali	70	Advocate	Vice-President	<i>Shashi Prabha Aggarwal</i>

*S.C. Gupta*  
President  
B.S.K. College of Education  
Mandi Dabwali (For Women)



3.	Sh. Arun Jindal S/o Sh. Ved Parkash Jindal -Babu Nanak Chand Aggarwal Street, W.No.3, M.Dabwali	52	C.A.	Gen. Secretary	<i>[Signature]</i>
4.	Sh. Raj Kumar Garg Sh. Raghuvver Chand Rajiv Nagar, M.Dabwali	45	Retired Bank Employee	Treasurer	<i>[Signature]</i>
5	Smt. Pushpa Jindal W/o Sh. Ved Parkash Jindal Babu Nanak Chand Aggarwal Street, M.Dabwali	77	Business	Member	<i>p.n.</i>
6	Dr. P.K. Aggarwal S/o Colony Road, M.Dabwali	60	Doctor	Member	<i>[Signature]</i>
7	Sh. Krishan Jindal S/o Sh. Mool Chand Bathinda Road, M.Dabwali	75	Business	Member	<i>[Signature]</i>
8	Dr. M.L. Bhagla S/o Sh. Dinanath Bhagla Colony Road, M.Dabwali	50	Doctor	Member	<i>[Signature]</i>
9	Sh. Surinder Pal S/o Krishan Lal C/o Punjab Palace, M.Killianwali	59	Business	Member	<i>[Signature]</i>
10	Sh. Anil Goel S/o Sh. O.P. Goel # 1515, Ekta Nagari, M.Dabwali	46	Advocate	Member	<i>Anil Goel</i>
11	Sh. Neeraj Jindal S/o Sh. Ved Parkash Jindal Babu Nanak Chand Aggarwal Street, W.No.3, M.Dabwali	50	Business	Member	<i>[Signature]</i>
12	Sh. Anil Jindal S/o Sh. Krishan Kumar Jindal, Bathinda Road, M.Dabwali	48	Member	Member	<i>[Signature]</i>
13	Sh. Sourabh Garg S/o Sh. Raj Kumar Garg, Rajiv Nagar, M.Dabwali	44	Business	Member	<i>[Signature]</i>
14	Sh. Vikram Gupta S/o Sh. S.C.Gupta, #44, Rajiv Nagar, M.Dabwali	40	Business	Member	<i>[Signature]</i>

Place/Honors = *[Signature]*  
dated = 11-12-2018

We know the above said person personally and have signed in our presence

*[Signature]*  
PRESIDENT

*[Signature]*  
TREASURER

*[Signature]*  
SECRETARY



*[Small text, possibly a note or signature]*

ATTESSED  
*[Signature]*  
NOTARY, SIRS,

*[Signature]* 24-11-18  
President  
B.S.K. College of Education  
Mandi Dabwali (For Women)



**Revised Bye Laws for a Society Amended under  
the provision of HRRS Act 2012**

1. Name of the Society            Bhagwan Shri Krishan College of Education Society  
2. Registered Office            Colony road, Mandi Dabwali  
3. Area of Operation            Mandi Dabwali, District Sirsa (Hry.)

**4. MEMBERSHIP**

1) The Society shall have a maximum of 250 members including the founder members/original subscribers.

**2) ELIGIBILITY**

- i) A person who has attained age of 21 years.
- ii) A person should subscribe to the aims and objects of the society.
- iii) A person must have deposited the admission fee and 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) A person must not be an INSOLVENT and of UNSOUND MIND.
- v) A person must not have been convicted of an offence involving moral turpitude involvind imprisonment of one year or more.

**3) KINDS OF MEMBERS**

The Society shall consist of four difference categories of members as under:-

- i) FOUNDER MEMBERS            ii) LIFE MEMBERS
- iii) ORDINARY MEMBERS        iv) HONORARY MEMBERS

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 the founder members shall not exceed 10 (Ten). The



*S. K. Gupta*  
PRESIDENT  
*S. K. Gupta*  
President  
B.S.K. College of Education  
Mandi Dabwali (For Women)  
TREASURER

*A. Arora*  
SECRETARY

- ii) founder members shall also be deemed to have become LIFE MEMBERS of the society and shall have the privilege of being members of the collegium without election in case the total number of the society exceeds 250.
- iii) 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 number of the society for his life. The total number of Life members shall not exceed 14.
- iv) ORDINARY MEMBER- The Society shall have a total 200 (Two hundred) ordinary members who shall continue to enjoy their membership only so long as they are not in arrears of payment of their annual subscription fee. An ordinary members may be admitted as a tenure members, say for a period of two to five years 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.
- v) HONARARY MEMBER- The Governing Body may admit individuals of distinguished talent and merit or whose association is deemed to be beneficial to the society or who has rendered services of outstanding merit to the society or who is a 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 10 (Ten). The Honorary members shall be entitled to attend the meetings and contribute to the deliberations but shall have no right to vote.

#### 4) MEMBERSHIP FEE AND ANNUAL SUBSCRIPTION

i) The rate for membership of the society and the annual subscription shall be as under:-

Sr.No.	Type of Member	Admn Fee	Annual Subscription
1	Founder Member	Nil	Nil
2	Life Member	Rs. 31000/-	Nil
3	Ordinary Member for 3 year	Rs. 5100/-	Nil

ii) The payment of annual subscription of a member shall become due as on 1st of April of every year, which may be paid latest by the 30<sup>th</sup> of June of such year. The membership of a defaulting members shall be deemed to be under suspension after the due date 30<sup>th</sup> June and

*Sc. Gupta*  
PRESIDENT

*Sc. Gupta*  
TREASURER  
President  
B.S.K. College of Education  
Mandi Dabwali (For Women)

*A. Arora*  
SECRETARY



such member shall not be 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 alongwith 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.

#### 5) ADMISSION PROCEDURE (for members other than the subscription)

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

ii) An individual willing to be a member of the society has to submit an application in prescribed form and alongwith supporting documents to the secy. 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 found 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 Regulations Rules 2012 and he/she will be issued on Identity Card of the society.

#### 6) IDENTITY CARD FOR EVERY MEMBER

Every person admitted as a member shall be issued an Identity card containing his/her photography, bried particulars and membership category duly signed by the Individual members and the General Secretary of the society.

#### 7) RIGHTS & OBLIGATIONS OF MEMBERS

i) All the members of the society shall be bound by the rules and regulations of the society contained in its byelaws amended from time to time.

*Sc Gulbis*  
PRESIDENT

*Sc Gulbis*  
TREASURER  
President  
B.S.K. College of Education  
Mandi Dabwali (For Women)

*Sc Gulbis*  
SECRETARY



ii) Every member, except as Honorary members shall have a right to cast his vote at the elections of the society provided such member is not a defaulter 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 books of accounts, books containing the minutes of proceedings of the General meetings meeting of the Governing Body and register of members of the society on any working day by giving a notice of seven days.

iv) Every member shall inform the society about any change in his address, which shall be fully recorded in the register of members of the society and upon which the society shall issue a fresh Identity Card to such member.

#### 8) CESSATION OF MEMBERSHIP/RESIGNATION AND EXPULSION OF MEMBERS:-

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 32 of the act.
- ii) Upon his/her acting contrary to the aims 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 Societies.
- 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.

#### 9) GENERAL BODY


i) 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, including the annual subscription.

ii) Every member shall cast his vote in person and no proxy voting shall be allowed.

#### 10. MEETING OF THE GENERAL BODY

i) A meeting of the General body of the society will be held as and when required. However at

  
PRESIDENT

  
TREASURER  
S. K. Gupta  
President  
B.S.K. College of Education  
Mandi Dabwali (For Women)

  
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least one meeting of the General Body of society called as the Annual General meeting 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 receipts of written requisition along with reasons for convening such meeting from at least 1/10<sup>th</sup> of the members of the General body.

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

iv) A meeting of General body may also be convened at a short notice, if agreed to by a majority (at least above 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 10% of the total members, subject to a minimum of three. 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 proceeding of all meetings of the General body will be recorded on 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.

## 11. POWER, FUNCTIONS & DUTIES OF THE GENERAL BODY

i) To guide the society in deterring and fulfilling its aims and objects.

ii) To decide 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 accounts of the



*S. K. Kulkarni*  
PRESIDENT

*S. K. Kulkarni*  
TREASURER  
President  
B.S.K. College of Education  
Mandi Dabwali (For Women)

*Mandol*  
SECRETARY

society, approval for disposal of immovable assets of the society etc and all such other acts as may be required under the Haryana Registration and regulations of Societies Act and 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 the Governing Body against a casual vacancy.

## 12 GOVERNING BODY

1) Composition:- The Governing Body of the society shall consist of a total of 07 office bearers and members as under:-

- a) President
- b) Vice President
- c) General Secretary/Secretary
- d) Joint Secretary
- e) Treasurer
- f) Two members, including Co-option of any Honorary Member by the

Governing body.


### 2) ELECTION OF GOVERNING BODY

- i) The term of the Governing Body shall be three years from the date of approval of its election by the Distt Registrar.
- ii) The Governing body will declare the schedule of Elections and appoint the RETURNING OFFICER for conduct of elections and also entitled to vote at least 45 days prior to the holding of the General Meeting for conduct of the elections. The said information giving 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 Distt. Registrar to appoint an observer if he so 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 officers 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 be filed within the period prescribed in the schedule of elections.

  
PRESIDENT

  
TREASURER

  
SECRETARY

  
S.C. Gahlis  
President  
B.S.K. College of Education  
Mandi Dabwali (For Women)

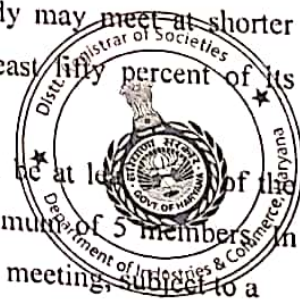
- iv) The returning officer will display a list of the contesting members on the notice board of the society. The returning officer will conduct the election on the notified date. The members eligible to vote will be allowed to cast their vote in person and whenever disputed on production of the Identity 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 body, duly signed by the Returning Officers, will be filed with Dist Registrar within 30 days, who shall accord his approval of the same upon his satisfaction.
- vi) The officer bearers of the society shall not be entitled to any remuneration rendering services to the society.

**3) FILING 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 Governing 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 the 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 four meeting of 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 to the office bearers and members before the date 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.
- iii) The quorum of the meeting of the governing body shall be at least ~~one~~ <sup>two</sup> of the total members of the governing body, subject to a minimum of 5 members. In case quorum is not present the meeting shall be adjourned meeting, subject to a



S. C. Gubla  
PRESIDENT

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TREASURER  
President  
B.S.K. College of Education  
Mandi Dabwali (For Women)

A. S. D. S.  
SECRETARY

- minimum of the three members shall form the quorum for the adjourned meeting.
- iv) The proceeding 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 are 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) POWER AND FUNCTIONS OF THE GOVERNING BODY

- i) The Governing body will be responsible for achieving the aims and 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, moveable 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 for adhoc committees for looking after such functions as may be assigned from time to time.
- vi) To create provisions for engagement of regular or part time employees of the society to look after the secretarial accounting and other functions in the same manner.
- vii) To outsource certain functions e.g. cleaning, security and similar other maintenance activities of the premises of the society.



*S. G. Gubla*  
PRESIDENT

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PRESIDENT  
B.S.K. College of Education  
Mandi Dabwali (For Women)

*S. G. Gubla*  
SECRETARY



## 6) POWER AND DUTIES OF THE OFFICE BEARERS

### PRESIDENT

- a) To preside over all the meetings of the General Body and of the Governing Body and regulate the proceedings of such meetings.
- b) To do all such acts, deeds and things as may be authorized by the General Body from time to time.
- c) To allow or disallow discussion on any matter which is not included in agenda.
- d) To ensure proper and 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 thereunder.
- f) To supervise and guide the overall activities of the society.

### VICE PRESIDENT

- a) To assist the President in carrying out his duties.
- b) In the absence of the President he will look after the work of the president and do any other work of the president and do any other work as authorized by the Governing body/president.
- c) To do all such acts, deeds and things as may be authorized by the Governing Body.

### GENERAL SECRETARY /SECRETARY)

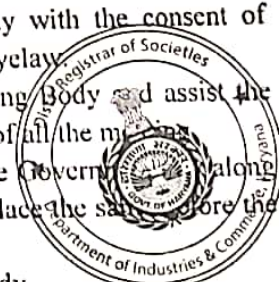
- a) To conduct, organize, supervise and manage all the affairs of the society and do all such acts and perform all such duties for the working of the society as may be assigned by the President/Governing body.
- b) To receive, scrutinize and place application for membership of the society before the governing body and to enter the name of the members it approved, In the register of members under his initial and to intimate the members about the same and issue identity cards to the members so admitted.
- c) To convene meeting of the General Body /Governing body with the consent of President and serve proper notices as prescribed under these byelaws.
- d) To attend all the meeting of General body and the Governing Body and assist the president in conducting the meetings 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 account of the society, for approval to place the same before the General Body in the annual General meeting.
- f) To keep and preserve the records of the Society/Governing body.

*S. Gupta*  
PRESIDENT

*S. Gupta*  
TREASURER

*S. Gupta*  
SECRETARY

*S. Gupta*  
President  
B.S.X. College of Education  
Mandi Dabwali (For Women)



- g) To help and assist the president in looking after the complete affairs of the society and in attaining aims and 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 authorisation of the Governing Body.
  - j) To conduct correspondence on behalf of the society/Governing body and to sign letters and papers on its behalf and to ensure that all statutory registers and records are 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.
- l) Act as the overall incharge of the administration and execution of all the programmes of the society/including financial affairs on behalf of the Governing body including creation of the posts, fixation of salaries/remuneration/allowances etc make appointments/engagement of staff make purchase and do all other such things as may be necessary 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.

#### JOINT SECRETARY

- a) To assist the General Secretary/ Secretary of the society in carrying out his functions and duties.
- b) To discharge the function and duties of the General secretary/Secretary of the society in his absence to extent authorized by the Governing Body.
- c) To look after such function and duties and exercise such powers as may be assigned and delegated by the Governing Body of the society from time to time.

#### TREASURER

- a) To keep accounts of all financial transactions of the society and of all the sums of money received and spent by the society and maintain records of receipts and expenses relating to such matter and to 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 financial year, every year.
- c) To submit to the Governing Body through General Secretary/Secretary the audited annual account 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, bank pass book and cheque books cash etc.



*S. Gupta*  
PRESIDENT

*S. Gupta*  
TREASURER  
President  
B.S.K. College of Education  
Mandi Dabwali (For Women)

*S. Gupta*  
SECRETARY

7 **CESSATION OF MEMBERS OF THE GOVERNING BODY**— An office bearer / Executive member of the Governing Body shall cease to be an office bearer or executive member.

- a) Upon submission & Acceptance of his resignation.
- b) If he ceases to be a 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. EXCLUSIONS FROM THE EMPLOYMENT OF A SOCIETY

- a) No member of the society shall be in full time or part time employment of the society.
- b) No dependent or family member or close relative of the office bearers and members of the Governing Body shall be engaged as an employee of the society during its terms.

#### 9. AMENDMENTS IN THE MEMORANDUM OF ASSOCIATION BYE LAWS, NAME OF THE SOCIETY ETC.

Any amendment in the Memorandum of Association and bye laws or change of name, amalgamation or division of the society will be done only with the approval of the General Body by way of a special resolution. The Intimation of any such amendment or change, along with attested copy of the requisite documents, shall be filled in the office the District Registrar by the General Secretary/Secretary within such time as may be prescribed under the Haryana registration and regulations of Societies Act 2012 and the rules made there under.

#### 10. MANAGEMENT OF ASSETS AND FUNDS OF THE SOCIETY

- (i) The source of income of the society will include receipts on account of membership fee, annual subscription, rent from property/assets, interest, consultation fees, donations, gifts, grants etc. the society can also raise fund through interest free short loans from its members or from Scheduled Banks, on interest loan from the Scheduled Banks on interest will be taken only for purchase of 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 and revenue expenditure during the first quarter of the financial year and shall place a copy thereof before the general Body in its annual General meeting for information.
- (iii) The bank account of the society will be jointly operated by such member/officers as may be decided by the government body from time to time.
- (iv) All assets and funds will belong to the Society and vest in the society.
- (v) All receipt 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 fee and

*S. Gupta*  
PRESIDENT

*[Signature]*  
TREASURER

*[Signature]*  
SECRETARY

*S. Gupta*  
President  
B.S.A. College of Education  
Mandi Dabwali (For Women)

the 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 & maintain proper books of accounts i.e. Cash, ledger etc as required under the income tax Law and / our any other authority including the institute of CHARTERED ACCOUNTANTS OF INDIA ,at its Regd office with respect to 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 Distt 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.

## 12. COMMON SEAL

The Society 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. AMANGAMATION OF THE SOCIETY

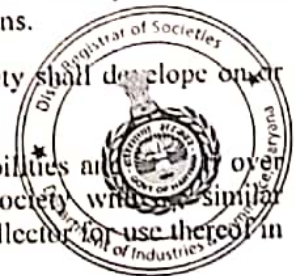
The Society may amalgamated itself with any other society established with the identical aims and objects or allow any other society to amalgamate with itself by a special resolution passed in this behalf in accordance with the provisions contained in Section 51 of the Act and rules 25 made thereunder.

## 14 DISSOLUTION

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

In the event of dissolution of the society, no assets of the society shall develop or be distributed amongst the members of the society.

Its assets and properties shall be first used to liquidate any liabilities and over properties/assets, if any shall be consider for transfer to any other society with similar objectives established with identical aims and objects or to the Distt. Collector for use thereof in the general Public interest.



*S. K. G. G. G.*  
PRESIDENT

*S. K. G. G. G.*  
TREASURER  
President  
B.S.K. College of Education  
Mandi Dabwali (For Women)

*A. D. D.*  
SECRETARY

## DECLARATION:-

We the authorised persons, whose names and addresses are hereunder subscribed, certify that above to be true copy of the bye laws of the society as amended under the provision of HRRS Act, 2012 and shall be applicable to the society from the date of approval by the authority and supersede the existing rules & regulations.

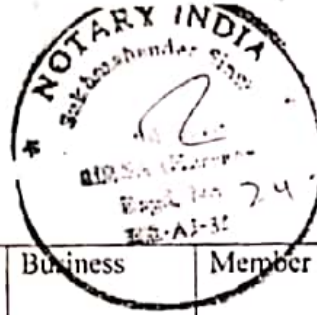
Sr. No	Name & Father's Name	Age	Occupation	Designation	Sgn.
1.	Sh. S.C. Gupta S/o Sh. Raj Kumar Gupta # 44, Rajiv Nagar, M.Dabwali	74	Advocate	President	Sc. Gupta
2.	Smt. Shashi Prabha Aggarwal W/o Sh. Madan Mohan Aggarwal Babu Nanak Chand Aggarwal Street, M.Dabwali	70	Advocate	Vice-President	Shashi Prabha Aggarwal
3.	Sh. Arun Jindal S/o Sh. Ved Parkash Jindal Babu Nanak Chand Aggarwal Street, W.No.3, M.Dabwali	52	C.A.	Gen. Secretary	Arun Jindal
4.	Sh. Raj Kumar Garg Sh. Raghuvver Chand Rajiv Nagar, M.Dabwali	45	Retired Bank Employee	Treasurer	
5	Smt. Pushpa Jindal W/o Sh. Ved Parkash Jindal Babu Nanak Chand Aggarwal Street, M.Dabwali	77	Business	Member	P.N.
6	Dr. P.K. Aggarwal S/o Colony Road, M.Dabwali	60	Doctor	Member	
7	Sh. Krishan Jindal S/o Sh. Mool Chand Bathinda Road, M.Dabwali	75	Business	Member	Kr. Jindal
8	Dr. M.L. Bhagla S/o Sh. Dinanath Bhagla Colony Road, M.Dabwali	50	Doctor	Member	M.L. Bhagla
9	Sh. Surinder Pal S/o Krishan Lal C/o Punjab Palace, M.Killianwali	59	Business	Member	
10	Sh. Anil Goel S/o Sh. O.P. Goel # 1515, Ekta Nagari, M.Dabwali	46	Advocate	Member	Anil Goel
11	Sh. Neeraj Jindal S/o Sh. Ved Parkash Jindal Babu Nanak Chand Aggarwal Street, W.No.3, M.Dabwali	50	Business	Member	N.J.

B.S.K. College of Education  
Mandi Dabwali (For Women)

Sc. Gupta  
PRESIDENT

TRIASURER

Arun Jindal  
SECRETARY



12	Sh. Anil Jindal S/o Sh. Krishan Kumar Jindal, Bathinda Road, M.Dabwali	48	Business	Member	<i>[Signature]</i>
13	Sh. Sourabh Garg S/o Sh. Raj Kumar Garg, Rajiv Nagar, M.Dabwali	44	Business	Member	<i>[Signature]</i>
14	Sh. Vikram Gupta S/o Sh. S.C.Gupta, #44, Rajiv Nagar, M.Dabwali	40	Business	Member	<i>[Signature]</i>

Place / Station = *[Handwritten]*  
 dated = 11-12-2018

We know the above said person personally and have signed in our presence

*[Signature]*  
 PRESIDENT

*[Signature]*  
 TREASURER

*[Signature]*  
 SECRETARY

*[Small text, possibly a note or disclaimer]*

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ATTESTED  
*[Signature]*  
 NOTARY, SRS/  
 24-11-18



*[Signature]*  
 President  
 B.S. College of Education  
 Manu Dabwali (For Women)