



सत्यमेव जयते

CERTIFICATE OF REGISTRATION

SOCIETIES REGISTRATION ACT XXI OF 1860

Registration No. S. 41058 of 2001

I hereby certify that H. C. Gupta Educational
Society

located at 6/842, Main Bazar

Mehrauli New Delhi-110030

has been registered under the " SOCIETIES REGISTRATION ACT - ACT XXI
of 1860"

Give under my hand at DELHI on this 19th day
of December Two Thousand One.

Registration Fee of Rs. 50/- paid.



K.S. Meena
19/12/01
(K. S. MEENA)

REGISTRAR OF SOCIETIES
Govt. of N.C.T. of Delhi.

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MEMORANDUM OF THE SOCIETY

1. NAME OF THE SOCIETY:- The name of the society shall be 'H.C. GUPTA EDUCATIONAL SOCIETY'.
2. REGISTERED OFFICE:- The office of the society shall remain in the National Capital Territory of Delhi and at present it is at the following address:-
6/842,
Main Bazar, Mehrauli,
New Delhi-110030.
3. AIMS AND OBJECTS:- The aims and objects for which the society is established are as under:-
 - a. To work for the educational upliftment of the rural and general public irrespective of caste, sex, creed and religion.
 - b. To start, establish, run or manage and maintain schools with an object to provide sound pre-primary, primary, secondary and senior secondary education including vocational and technical education to children by seeking recognition and affiliation from the educational departments/concerned government authorities.
 - c. To make, necessary changes and widen the prevalent liberal school educational system and to cater to the numerous new vocations that are being created increasingly with the explosion in the areas of science and technology.
 - d. To adopt systems in the school education which would promote and stress 'Learning by Doing' through the introduction of science laboratories and workshops in all the areas of learning.
 - e. To develop and establish such out of school activity centres for the children of the underprivileged class of society where they could have the benefit and joy of participating in sports, games, artistic activities like painting, clay and wood work, music, dancing and develop skills in debating, elocutions, participate in excursions, educational trips and such other activities.
 - f. To encourage arts and culture of all kinds and to arrange cultural programmes from time to time.
 - g. To impart free education to the poor, helpless and needy children/ students.
 - h. To establish reading rooms, libraries to the members of the society, students and general public.

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4. GOVERNING BODY:- The names, address, occupations and designations of the present members of the governing body to whom the management of the society is entrusted as required under section 2 of the societies registration act 1860, as applicable to the National Capital Territory of Delhi are as follows :-

S.No.	Name and Address	Occupation	Designation
1.	SAHDEV 6/842, Mehrauli, New Delhi-30	Industrialist	President
B 2.	JAIDEV 6/855, Mehrauli, New Delhi-30.	-do-	Secretary
B 3.	KAPIL GUPTA 6/842, Mehrauli, New Delhi-30.	-do-	Treasurer
Sister 4.	MAYA DEVI 6/844, Mehrauli, New Delhi-30.	House wife	Executive Member
no 5.	ANJOO GUPTA 6/855, Mehrauli, New Delhi-30.	-do-	-do-
no 6.	PROMILA 6/845-46, Mehrauli, New Delhi-30.	-do-	-do-
Neph 7.	SACHIN 6/844, Mehrauli, New Delhi-30.	-do-	-do-

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5. DESIRIOUS PERSONS : - We the undersigned are desirous of forming a society namely 'H.C. GUPTA EDUCATIONAL SOCIETY' under the societies registration act 1860, as applicable to the National Capital Territory of Delhi in pursuance of this Memorandum of Association of the society.

S.No.	Name and Address	Occupation	Signature
1.	SAHDEV 6/842, Mehrauli, New Delhi-30.	Industrialist	<i>Sahdev</i>
2.	JADEV 6/855, Mehrauli, New Delhi-30.	-do-	<i>Jadev</i>
3.	KAPIL GUPTA 6/844, Mehrauli, New Delhi-30.	-do-	<i>Kapildev</i>
	MAYA DEVI 6/844, Mehrauli, New Delhi-30.	House wife	<i>Maya</i>
	ANJOO GUPTA 6/855, Mehrauli, New Delhi-30.	-do-	<i>Anjoo Gupta</i>
6.	PROMILA 6/845-46, Mehrauli, New Delhi-30.	-do-	<i>Promila</i>
7.	SACHIN 6/844, Mehrauli, New Delhi-30.	-do-	<i>Sachin</i>



V. S. MALIK
Notary Public
Regd. No. Judl. F 25/81

Wg. Attested *[Signature]*
Notary Public Delhi

20 NOV 2001

1. NAME OF THE SOCIETY :- The name of the society shall be
'H.C. GUPTA EDUCATIONAL SOCIETY'

2. MEMBERSHIP :- The membership of the society is open to any person who has attained the age of majority and has interest in the development of the society and abide by the terms and conditions of the society without discrimination of the religion, caste, colour or creed but subject to the approval of the Governing Body. The Governing Body of the society have the right to appoint any distinguished/ eminent person as Patron of the society.

3. SUBSCRIPTION :- The rate of subscription for all the members shall be Rs 100/- per year and admission fee Rs 100/-.

4. REFUSAL :- The Governing Body of the society may refuse any person for the membership provided reason for refusal shall be communicated to the person concerned in writing with reason.

5. TERMINATION :- The Governing Body of the society may terminate any member from the society on the following grounds :-
 - a. On his/her death.
 - b. If the member fails to pay the timely subscription continuously for one year from the due date of paying the subscription.
 - c. If the member works against the aims and objects of the society.
 - d. If the member tenders his/her resignation.
 - e. By non-confidence motion by 2/3rd majority of votes in the Governing Body meeting.

The reasons of termination shall be communicated to the concerned member. Every such expelled member shall have a right to appeal before the General Body which may or may not be accepted.

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- i. To establish and maintain institutions for the handicapped and for adult education with the consent of concerned authorities.
- j. To publish books on educational and social subjects, organise discussions and seminars to promote knowledge and understanding amongst the people.
- k. To publish books, charts, illustrations, journals, magazines, periodicals and other publications in different languages for the propagation of above aims and objects.
- l. To open institutions for fine arts, computer, electronics, home management for women and special courses such as cutting, tailoring etc. with the approval of concerned government authorities.
- m. To make correspondences in lawful manner to arrange meetings, conferences, seminars with the concerned government authorities for the solution of social/civic problems of members of the society and general public.
- n. To raise funds through grants, donations, subscriptions, loans, gifts, etc. for fulfilment of aims and objects of the society.
- o. To purchase/acquire land for schools and other establishment and to construct buildings thereon for the cause of the society.
- p. To manage, sell, transfer, pledge dispose of or deal with moveable, immoveable properties of the society keeping in view of the aims and objects of the society.
- q. To perform all such acts as may be necessary for the achievement and accomplishment of the above mentioned aims and objects and allied social activities and services.

All the incomes, earnings, moveable, immoveable, properties of the society shall be solely utilised and applied towards the promotion of its aims and objects only as set forth in the memorandum of association and no profit on thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, profits or in any manner whatsoever by the present or the past members of the society or to any person claiming through anyone or more of the present or the past members. No member of the society shall have any personal claim on any moveable or immoveable properties of the society or make any profits whatsoever by virtue of this membership.

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6. APPEALS : - All the appeals shall be preferred to the General Body of the society, the decision of the General Body shall be final. The reason for rejection shall be communicated to the member concerned. This clause will be applicable to the termination clauses.
7. RE-ADMISSION : - In case of member expelled by the General Body the same person can be readmitted provided the member concerned pays all upto date dues. The decision of the General Body shall be final. This clause will be applicable for termination clauses.
8. RIGHTS & PRIVILEGE OF MEMBERS : - Every member shall have right to participate in the General Body meeting and shall also be entitled to inspect the record of the society with prior approval of governing body. Besides, this he/she shall have also right to vote in the meetings of the society. Every member shall be entitled to participate in the meetings, functions and get-together programmes of the society. To inform the society pertaining to any matter of the society.
9. GENERAL BODY : - There shall be a general body of the society consisting of all the members. The meetings of the general body shall be held after every one year with 2/3rd quorum. No quorum shall be required in the adjourned meeting. An emergent meeting of the general body may also be summoned on the written request of 3/4 member with ten days prior notice for such meetings. The notice period of general body shall be fifteen days. The following business shall be transacted in these meetings :-
- a. To prepare annual programmes and policies.
 - b. To discuss and to decide all such other matters and issues which are directly or indirectly related to the affairs of the society.
 - c. To pass annual budget of the society.
 - d. To appoint a qualified auditor who will annually audit the accounts of the society's funds.
 - e. To consider any business brought forwards by the Governing Body.

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10. GOVERNING BODY: - There shall be a Governing Body of the society to look after and to manage the day to day affairs of the society. It shall consist of minimum 7 and maximum 15 members including the office bearers. The meetings of the Governing Body shall be held after every month with 2/3rd quorum. No quorum required in the adjourned meeting. An emergent meeting of the governing body may also be summoned on the written request of 3/5 members by 5 days notice of the meeting. The notice period of the Governing Body shall be 10 days. The following business shall be transacted in these meetings :-

- a. To take the necessary steps for the implementation of all the programmes and policies drawn by the General Body.
- b. To pass the necessary expenditure to meet the day to day requirements of the society.
- c. To take decisions on applications for membership.
- d. To appoint committee for disposal of any business of the society or for advice in any matter pertaining to the society.
- e. To arrange finance, if required from other bank(s), institution or individual on reasonable terms and conditions and the Governing Body as a whole is liable for its return.
- f. To appoint, terminate and fix duties of any staff.
- g. To receive, to have custody or and to expand the funds of the society and to manage the properties of the society.
- h. To sue and defend all legal proceedings on behalf of the society.
- i. To take all such other legal steps which may appear beneficial for the smooth and better management of society.
- j. The following is the present structure of the Governing Body:-

i)	President	...	One
ii)	Secretary	...	One
iii)	Treasurer	...	One
iv)	Executive Members	...	Minimum Four and Maximum Twelve.

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11. OFFICE BEARERS AND THEIR DUTIES :-

i. PRESIDENT :-

- a. He/She shall preside over all the meetings of General Body and Governing Body.
- b. In case of equality of votes in any meetings he/she shall tender his/her casting vote.
- c. He/She shall supervise work of other office bearers from time to time.
- d. To summon the special meetings of the General Body.
- e. To correspond with other agencies on behalf of the society.
- f. To take other necessary steps in order to carry out the aims and objects of the society.

ii. SECRETARY :-

- a. He/She shall represent the society in all public and private offices.
- b. He/She shall keep all types of record of the society including the register of the members containing there in the names, addresses and other brief particulars.
- c. He/She shall undertake all types of correspondence on behalf of the society.
- d. He/She shall convene the meetings of General Body, Governing Body and he/she shall also inform every member regarding time, date and place of the meeting through a ten days earlier written notice.
- e. Verify and pass the bills.
- f. Any other duties in the welfare of the members of the society and general public.

iii. TREASURER :-

He/She shall collect subscriptions, gifts, grants-in-aid and donations from the members and the general public. He/She shall also be responsible for keeping and maintenance of a true and correct accounts of the society's funds.

iv. EXECUTIVE MEMBERS :-

They shall assist in the day to day work of the society's as directed by the President and Secretary.

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12. FINANCIAL YEAR-- The financial year of the society shall be from 1st April to 31st March every year.

13. SOURCE OF INCOME AND UTILISATION:-

Subscriptions, donations, grants-in-aid and gifts from the members and the general public shall be the source of income of the society. All the income of the society shall be utilized towards the aims and objects of the Society.

14. BANK ACCOUNT OPERATION :-

The funds of the society shall be kept in a scheduled bank. The bank account of the society shall be operated by the Treasurer and any one of the President or Secretary.

15. AUDIT :-

The accounts of the society shall be audited by the qualified auditor every year.

16. FILLING UP CASUAL VACANCIES:-

The casual vacancies may be filled up by the resolution passed by majority of votes by both the Governing Body and General Body upto the next election.

17. ELECTION :-

The governing body of the society shall be elected for a term of Five Years in the general body meeting. The raising hands shall be the mode of election. The newly elected governing body list should be attested by three out going office bearers and it will be filed with Registrar of Societies, Delhi.

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18. ANNUAL LIST OF MANAGING/GOVERNING BODY (Section 4 of Act)

Once in the month of April every year a list of the office-bearers and members of the governing body of the society shall be filed with the Registrar of Societies, Delhi as required under section 4 of the Societies Registration Act 1860.

19. LEGAL PROCEEDINGS (Section 6 of the Act)

The society may sue or be sued in the name of the President/Secretary as per provision laid down under section 6 of the Societies Registration Act 1860, as applicable to the National Capital Territory of Delhi.

20. AMENDMENT (Section 12 and 12-A of the Act)

Any amendment in the Memorandum or Rules will be carried out in accordance with procedure laid down under section 12 and 12-A of the Societies Registration Act 1860.

21. DISSOLUTION AND ADJUSTMENT OF AFFAIRS (Section 13 & 14 of Act)

If the society need to be dissolved it shall be dissolved as per provision laid down under section 13 and 14 of the societies registration act 1860, as applicable to the National Capital Territory of Delhi.

22. APPLICATION OF THE ACT : -

All the provisions under all the sections of the societies registration act 1860, as applicable to the National Capital Territory of Delhi shall apply to the Society.

23. ESSENTIAL CERTIFICATE : -

"Certified that this is the correct copy of Rules and Regulations of the society".

Pahder
PRESIDENT

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SECRETARY

TREASURER

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