

FORM II

CERTIFICATE OF FILING

No. 619 Dated 23.06.2022 Reg.no. 1239 / 20.05.2010 OFFICE OF THE ADDITIONAL  
REGISTRAR OF FIRMS AND SOCIETIES, MANDI GOBINDGARH, DISTT.  
FATEHGARH SAHIB.

The Registrar of firms and Societies, Punjab acknowledge the receipt of  
the under mentioned documents relating to "**Diya School of Education Society**"  
**Sector-9 Ram Nagar, Mandi Gobindgarh District Fatehgarh Sahib.**

(Description of documents(s).

**List of G. Body = 2022**

Station : Mandi Gobindgarh.

Dated : 08.07.2022

Additional Registrar of Societies  
Addl. Registrar of Firms and Societies,  
Mandi Gobindgarh, Distt. Fatehgarh Sahib

# MEMORANDUM OF ASSOCIATION

OF

## DIYA SCHOOL OF EDUCATION SOCIETY

### NAME OF THE SOCIETY

1. The name of the Society shall be **DIYA SCHOOL OF EDUCATION SOCIETY**

### REGISTERED OFFICE:

2. The Registered Office of the Society shall be at Sector-9, Ward No.19, Behind Kisco Castings, Ram Nagar, Mandi Gobindgarh. and area of operation will be within Mandi Gobindgarh

### AIMS AND OBJECTIVES OF SOCIETY

The aims and objectives of the Society for which the Society is established are as under.

1. To establish, maintain, charitable hospitals, nursing homes for medical relief, aid and treatment of all types of diseases
2. To provide all types of facilities to the general Public for physical growth and Nourishment.
3. To organize medical camps throughout the city for needy patients
4. To establish educational institutions on modern lines for modern & advanced studies & preparing the new generations to become better citizens.
5. To provide education to the poor/needy, handicapped students & Orphans.
6. To deal in different educational fields like English speaking & French Speaking.
7. To provide boarding and lodging facilities to the poor/needy students.
8. To provide free education, medical aid and other assistance to the poor/needy students and also to the students who are otherwise incapable or handicapped.
9. To establish and maintain libraries, reading rooms etc. for the use and convenience of students and general public.
10. To award prizes, medals and scholarship to encourage students for higher and better education.
11. To do all acts which are ancillary and incidental to the attainment of the above objects of the Society.
12. Borrowing or raising money for receiving donations for various college projects, such as purchase of land, building and play field etc. for the development of the college/society.
13. To distribute books, stationery, uniforms etc to poor and needy students and other related works for the welfare of orphans and needy/ poor/ handicapped students who are in need of job oriented education and skilled job.
14. To encourage and help the rural student for self employment and help them at different level for competition exams
15. To run vocational courses in various fields to generate self employment.
16. To promote awareness of Para-medical sciences through modern and latest technological methods.

Additional Registrar of Societies  
Mandi Gobindgarh  
Distt. Fatehgarh Sahib. (Punjab)

President

*Amrit Kumar*

Vice-President

*Sapna Kaur*

General Secretary

*Manoj Kaur*

8/1/22

## RULE AND REGULATIONS

### 1. EXECUTIVE COMMITTEE/GOVERNING BODY:-

That the Seven members shall constitute the Executive Committee.

#### OFFICE BEARERS:-

1.	President	1
2.	Vice- President	1
3.	General secretary	1
4.	Secretary	1
5.	Cashier	1
5.	Executive Members	2

## FUNCTIONING OF SOCIETY

- (c) The Society shall work within the ambit of Societies Registration Act, 1960 as amended upto date.
- (d) The funds of the Society shall be spent for such purpose only as have been defined as charitable under the Income Tax Act, or any other law governing exemption for Charitable purposes.

### GOVERNING BODY:-

It shall manage all the affairs of Society with the help of executive committee. Governing Body and executive committee shall do everything, deed and act for the attainment of aims and objectives of the Society

### EXECUTIVE COMMITTEE:-

It shall help the Governing body in management of affairs of the Society

### ELECTION

The office bearers shall be elected by the members in a meeting convened by the General Secretary after giving 15 days clear notice after every three years.

### TENURE

The tenure of the office bearer(s) shall not be less than one year and not exceeding three year at one time, or as may be resolved at the time of electing the office bearer(s) by the members of Society.

### STRENGTH

The total number of executive committee shall not exceed twenty one in any case.

### QUORUM

The quorum of the executive committee shall be minimum of five members.

### ELIGIBILITY OF MEMBERSHIP

A citizen of India will be eligible to become a member of this Society subject to the consent of one third of the majority of the present members

### MEMBERSHIP FEES

A member is required to pay a sum of Rs. 100/- (Rs. One Hundred only) as membership fees per month which can be increased subject to the consent of the 1/3<sup>rd</sup> majority of the members.

### TERMINATION OF OFFICE BEARER(S):-

8. Office bearer(s) can be removed by the 2/3<sup>rd</sup> majority of the total strength of the members in a general house meeting convened by the general secretary for this purpose.

*Amrit Kumar*

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*manoj kumar*

*Subhar Kumar*  
*Cauly Copy*

Additional Registrar of Societies  
Mandi Gobindgarh  
Distt. Patiala Sahib, Punjab  
8/1/22

2.(i) On the death of office bearer

(ii) On the resignation of office bearer

(iii) On being involved in offence of moral turpitude, embezzlement, stealing, purloin resulting in conviction

(iv) On going abroad for a continuance period of two years without prior permission of governing body and executive committee.

(v) On his removal by the 2/3<sup>rd</sup> majority of the total strength of the members in a general house meeting held for that purpose

(vi) On ceasing to be a Citizen of India.

#### TERMINATION OF MEMBERSHIP

The membership of a member shall be terminated/cancelled if:-

(c) He fails or does not pay the membership fee for four months continuously.

(d) He does not obey, follow the rules, regulations of the Society or resolutions passed by governing body.

#### FILLING OF VACANCIES

That in case of vacancy arising amongst the office bearers, it shall be filled and appointed on co-option by the executive committee by a simple majority of the total strength of the executive

#### MEETINGS

The Governing body and executive committee shall meet at least four times in a calendar year one of which shall be held in January of each year and the executive committee shall meet once in a month.

#### FILING OF LIST OF MEMBERS OF GOVERNING BODY

The list of members of Governing body with the detail of the names, addresses, occupation of the members of Governing body shall be filed with the Registrar of the Joint Stock Companies once in every year on or before the fourteenth day succeeding the day on which according to the rules of Society the general meeting is held.

#### OPERATION OF BANK ACCOUNTS

Any number of saving, fixed deposit, current or loan account(s) shall be opened, maintained and operated in the name of Society on the signatures of the Chairman.

#### PROPERTY OF SOCIETY

The movable and immovable property (ies) belonging to Society shall be vested for the time being in the governing body.

#### PROSECUTION

Any member of the Society, who shall, purloin or embezzle any money or other property or willfully and maliciously destroy or damage or injure any property or shall forge any deed, shall be subject to the same prosecution and if convicted shall be liable to be punished in like manner, as any person not a member would be subject and liable to the like offence.

#### AMENDMENTS

Whenever it shall appear to the governing body it is advisable to alter, extend, abridge, modify, such purpose(s). Such propositions can be carried into effect by the decision of three fifth of the members present in the meeting specially called for by the governing body after supply/sending the written/printed report of proposition(s) by post to the members of Society ten days previous to that special meeting.

#### DISSOLUTION

Any number of Members not less than 3/5<sup>th</sup> of its total members may determine that it shall be dissolved, thereupon it shall be dissolved forthwith, or at any time then agreed upon, and all

Sabrina Parvi

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Amir Khan

Additional Registrar of Societies  
Muzoi Ghatwari  
Distt. Fatehgarh Sahib, 12<sup>th</sup> March  
8/7/22

necessary steps shall be taken for the disposal and settlement of the property of Society, its claims and liabilities according to the rules or as the governing body shall find expedient, in the event of any dispute arising among the said governing body or the members of its Trust / Society, the adjustment of its affairs shall be referred to the principal Court of original Civil Jurisdiction of the district, and the Court shall make order in the manner as it shall deem requisite. Provided the Society shall not be dissolved unless 3/5<sup>th</sup> of the total members shall express a wish for dissolution by their votes delivered in person or by proxy at a general house meeting for that purpose.

#### POWER AND DUTIES OF THE GOVERNING BODY

- I. By simple majority decision deal all matters regarding the administrative, management, finance etc. of the Society
- II. By 2/3<sup>rd</sup> majority decision, being a unanimous decision of not less than four office bearer, to mortgage, sell, lease, transfer, to obtain loan, movable or immovable property (ies) of the Society.
- III. By a simple majority decision, authorise any one or more of the members to execute, sign, present, file and get registered the documents of mortgage, lease, sale or transfer of movable and immovable property (ies) of the Society.
- VI. All other matters necessary for and annexed to the functioning of the Society.

#### DUTIES AND POWERS OF THE OFFICE BEARER (S)

##### PRESIDENT

1. The President shall preside over the meeting of the Society and the meeting of the Governing Body.
9. He shall be the custodian of the property and interests of the Society.
10. The President with the consent of Vice-President reserves the rights to remove any member of the Office Bearer.
11. The President shall have all the powers relating to financial matters.
12. The President shall have the right to take such immediate action in any matter of grave emergency as he may deem fit and proper.
13. The President will suggest ways & means for the benefit of the Society to the Office Bearers & other members.
14. The President will have a casting vote in addition to his ordinary vote, in case of tie amongst the other members/office bearers in a particular meeting which casting vote can exercise in that eventuality.
8. He shall preside over the meeting(s) of the governing body, executive committee and of general house and shall see that the resolutions passed in the meeting(s) are carried out

##### VICE-PRESIDENT

In the absence of the President, Vice president shall assume the powers and duties of the President. The Vice President shall have such powers and duties as may be delegated to him in writing by the President, when the President himself is present.

##### GENERAL SECRETARY

To file and defend, sue, and be sued, in any nature of application, petition, suit, criminal complaint, execution, arbitration, partition, before any authority, office, arbitrator, court, registrar and the like from the lowest to the highest level of including financial commissioner, High Court and Supreme Court for and on behalf of the Society and governing body pertaining to all matters, things and deeds, connected directly or indirectly with the Society, its institution(s), governing body etc

*Ami Kumar*

*Subma Panni*

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Mandi Gobindgarh  
Distt. Ferozshah Sahib. (Punjab)  
19/08/2021  
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## SECRETARY

15. He shall be in charge of the office record and shall conduct all necessary correspondence.
16. Keep all registers all the meeting at their proper Time and place and with concurrence of the manager. He shall record the Proceedings and resolutions of meeting in minute book which shall be sign by the office bearers and the members present in the meeting.
17. He shall perform all those duties as are given to him by the Governing Body.
18. To maintain proper accounts and supervise the same, while assuring that all income including donation and subscriptions received by the Society are properly received and accounted for, in the account books of the Society.
19. To lay guidelines and procedure for the employees and accounts department for proper utilisation of the Society's income and expenditures.

## CASHIER

- (c) He shall perform all those duties as are given to him by the Governing Body.
- (d) To maintain proper accounts and supervise the same, while assuring that all income including donation and subscriptions received by the Society are properly received and accounted for, in the account books of the Society To lay guidelines and procedure for the employees and accounts department for proper utilisation of the Society's income and expenditures

## EXECUTIVE MEMBERS

They will be member of Managing Committee and will help the committee as and when required.

## DIVERSIFICATION

That in case of this Society becoming redundant or defunct for some reasons or the other, the Governing Body shall be at liberty to pass by 2/3<sup>rd</sup> majority of its total strength a resolution to give, transfer, gift or emerge or amalgamate this Society with any other Society being run for the same purposes, objectives etc. as it thinks fit and proper.

## PREVAILANCE

That in case of any dispute regarding the inconsistency between the covenants of the rules and regulations and the provisions of the Societies Registration Act, the covenants of these rules and regulations shall prevail.

## RESIDUE PROVISIONS

That any other matter which has been specifically dealt with in these rules and regulations shall be governed by the provisions of the Societies Registration Act as long as it does not amount to contravening the basic structure and terms of the covenants of the Aims and Objectives as well as rules and regulations of the Society

## STATUS OF BOARD OF MEMBERS

- (iii) The Governing Body by a unanimous decision of the total strength of its members, can undo, delete, cancel, modify, alter, add and override any of the resolution(s) or proceeding(s), minute(s), act(s), thing(s) or decision(s), passed, taken or done by either the Governing Body, Executive Committee of the Society, earlier thereto in the larger interest of the Society
- (iv) Any decision, act(s), order(s), direction(s) and like of any office bearer(s) of the Society, Can be undone, reverted, cancelled, modified, altered and the like by a unanimous resolution of four members of Governing Body, when the said decision(s) etc. are found to be against the interest of the Society and its functioning.

## INSPECTION

Any member of the Society or any person claiming through the member(s) can inspect any record of the Society at any time.

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*Certified Copy*  
Additional Registrar of Societies  
Masudi Gobindgarh  
Distt. Ferozshah Sahib, (Punjab)  
8/1/22

*Amrit Kumar*

*Sabna Rani*

*mgaji Rani*



# DIYA SCHOOL OF EDUCATION SOCIETY

Sec 9-B, Ram Nagar, Near KISCO Castings, Mandi Gobindgarh-147301(Pb.)

Dated 10/5/2022

I. No. DIS/CSSE/22-23/137

## List of members of Diya school Of Education Society 2022-23

S.no	Name & Address of members	Occupation/ Age	Designation	Signature
1.	Raj Kumar S/o Sh. Ganga Ram R/o H.no 348, Adarsh ngr. MGG	Retried / 58	President	
2.	Sapna Rani W/o Kamal kumar, +H.no 348, Adarsh ngr. MGG	Self Employed/34	Vice President	
3.	Bharti chopra D/o Tarsemlal verma R/o H.no 115, 4B, MGG	House wife/41	General secretary	
4.	Jaspreet Kaur W/o Jagdeep singh R/o H.no 229, 24B, Dalip Nagar, MGG	Teacher/31	Secretary	
5.	Lovepreet kaur W/o Jasvir singh R/O Dadheri	Clerk /34	Cashier	
6.	Kiran w/o Sanjeev kuamr R/o Ward no 12, H.no 184, Kaccha Dalip ngr, MGG	House wife /34	Member	
7	Abhijit Singh S/o Balwant singh R/o H.no-186, Sec-4A, Gur Nanak Colony, MGG	Teacher /40	Member	

Witness No 1

Nikhil Bakshi w/o Amandeep Kumar, H.No-144, Street no-7 sec-20c, Subash Nagar, Mandi Gobindgarh dist - Fatehgarh Sahib  
79732, 85633

Witness No 2

Anjali Bhatia w/o Sanjeev Bhatia H.No-281 Gandhi Nagar  
M.No - 9501947885

Additional Registrar of Societies  
Mandi Gobindgarh  
Distt. Fatehgarh Sahib.

For DIYA School of Education Society

President