

REGISTRATION UNDER THE W.B. SOCIETIES REGISTRATION ACT, 1961
(W.B. ACT OF XXVI OF 1961)

MEMORANDUM OF ASSOCIATION

ARTICLE-1. Name of the Society shall be:
SEVAYATAN SIKSHAN MAHAVIDYALAYA ALUMNI ASSOCIATION.

ARTICLE-2. The Registered Office of the Society:
SEVAYATAN SIKSHAN MAHAVIDYALAYA
AT + P.O.: SEVAYATAN
P.S.: JHARGRAM,
DIST: JHARGRAM
WEST BENGAL- 721514.

ARTICLE-3. The objects for which the Society is established are:-

- from Chand Beg*
- i) To acquire, establish, start, aid, run, maintain or manage schools, libraries, book banks, charitable dispensaries, sports, schools, Adult library centres youth association etc.
 - ii) To practice of sports events & research literature & culture.
 - iii) To arrange & organise Folk culture & literature for demonstrate the knowledge of Arts.
 - iv) To arrange and organise lectures, debates, quiz, discuss seminars & excursions, for the diffusion of knowledge.
 - v) To help the needy and poor students of all communities and prosecution of studies.
 - vi) To work for promotion of faculties in the field of culture, game, and sports and social values to undertake activities.
 - vii) To study cultivate demonstrate the art of music and dance.
 - viii) To help the physically and mentally handicapped, the old and diseased men in every possible way.
 - ix) To undertake suitable programme for prevailing cruelty to animals.
 - x) To take necessary steps if the Institution (Sevayatan Sikshan Mahavidyalaya) goes against the tradition and heritage.
 - xi) To organise any programme for the benefit of the alumni.
 - xii) The society will not contravene section (2) of the W.B.S.R. Act 1961 in any way. Before commencing the activities the society necessary approval permission will be obtain from the Govt. Or other authorised as and when require.

ARTICLE-4. The income and properties of the society whatsoever derived or obtained shall be applied solely towards the promotion of the object of the society and no portion thereof shall be paid to or divided amongst any of its members by way of profits.

ARTICLE-5. The names, address and description of the members of the Governing Body.

Sl.No.	Name	Address	Designation
1	SRI GUNADHAR MAHATA	Kismatganakkata, Jashpur, Jhargram 721504	President
2	SRI PRADYOT KUMAR SHARANGI	Nutan Dihi (Near Employment Exchange) , Jhargram 721507	Acting-President
3	SRI MAHENDRA NATH MAHATA	377/13 (Oppo Model School) Raghunathpur , Jhargram 721507	Vice-President
4	SRI PROMOD RANJAN MAHATA	Raghunathpur , Jhargram 721507	Vice-President
5	DR. PREM CHAND DEY	Near Model School Raghunathpur , Jhargram 721507	Secretary
6	SRI MUKUL DAS	Raghunathpur, Jhargram 721507	Asst. Secretary
7	SRI SUDIPTA BHUNIA	Near Tara Soap Factory, Raghunathpur , Jhargram 721507	Treasurer
8	SRI ASIS MANNA	Nowgan, Fatechak, Paschim Medinipore 721144	Member
9	SRI TAMAL CHAKRABORTY	Bachurdoba, Jhargram 721507	-do-
10	SRI TAPAS KHAN	145/2, Bachurdoba, Jhargram 721507	-do-
11	SRI DEBASIS SHARANGI	Raghunathpur, Jhargram 721507	-do-

From Hand Book

the several persons whose names, address and occupations are hereunto subscribed are desirous of being formed into an association in pursuance of this memorandum of association.

Sl.No.	Signature	Address	Occupation
1	<i>Gunadhar Mahata</i>	Kismatganakkata, Jashpur, Jhargram 721504	EX- Head Master.
2	<i>Pradyot Kumar Sharrangi</i>	Nutan Dihi (Near Employment Exchange), Jhargram 721507	EX-Asst. Teacher.
3	<i>Mahendranathi Mahata</i>	377/13 (Oppo Model School) Raghunathpur, Jhargram 721507	EX-Asst. Teacher.
4	<i>Pomod Ranjan Mahata</i>	Raghunathpur, Jhargram 721507	EX-Asst. Teacher.
5	<i>Ram Chand Ray</i>	Near Model School Raghunathpur, Jhargram 721507	Govt. Employee
6	<i>Mukul Das</i>	Raghunathpur, Jhargram 721507	Asst. Teacher.
7	<i>Sudipta Palunia</i>	Near Tara Soap Factory, Raghunathpur, Jhargram 721507	Govt. Employee
8	<i>Asis Manna</i>	Nowgan, Fatechak, Paschim Medinipore 721144	Teacher
9	<i>Ram Chakrabarty</i>	Bachurdoba, Jhargram 721507	Asst. Teacher.
10	<i>Tapas Khan</i>	145/2, Bachurdoba, Jhargram 721507	Govt Employee.
11	<i>Debasis Sharrangi</i>	Raghunathpur, Jhargram 721507	Ex Govt Employee.

Ram Chand Ray

Witness to the above signatures

Signature *Saroj Maity*
Name SAROJ MAITY
Address: 367/c Kajibagan, Satyaban Pally,
Jhargram. 721507
Occupation: Service

Dated _____ day of _____ 2022

**RULES AND REGULATION OF
SEVAYATAN SIKSHAN MAHAVIDYALAYA ALUMNI ASSOCIATION
SEVAYATAN , JHARGRAM, 721514**

ARTICLE-6. Interpretation:- Unless the context otherwise required.

- (a) The Society: **Sevayatan Sikshan Mahavidyalaya Alumni Association**
(b) The jurisdiction of the society will be within India territory, but the registered office of the society will be situated in West Bengal in the district of Jhargram.

ARTICLE -7. MEMBERSHIP:-

Qualification and admission, the following persons are eligible for the membership of the society.

- (a) Any Regular Student of Sevayatan Sikshan Mahavidyalaya who has attained the age of 21 years and who agrees in writing to be bound by the Memorandum and regulations of the society.
(b) Organisation working for in promotion of literacy and education in the country can become member of the society as institutional members.

ARTICLE-8. CLASS OF MEMBERS

- (a) Ordinary/General Members
(b) Founder Members
(c) Donor Members
(d) Life Members

(a) **ORDINARY/GENERAL MEMBERS:**

Any regular students of Sevayatan Sikshan Mahavidyalaya who are not the below the 21 year of age and have shown genuine interest in social and educational activities as mentioned 7(c) will apply for the membership of the society.

All such applications shall be submitted to the secretary to his/her consideration. Each applicants shall pay Rs. 500.00 (Rupees Five hundred) only with application of membership. After receiving the reports and enquiry from the secretary, managing committee may consider his/her case.

(b) **FOUNDER MEMBERS:**

- (i) The person those are organise to form the association and signed in the memorandum as a member of first managing committee will be considered founder members.
(ii) Founder members will remain whole life tenure and will be entitled to all rights privilege of membership.

(c) **DONOR MEMBERS:-**

The persons those are financially contributed for starting and runs the institutions, and donated land building and other valuable useful materials, goods for better running t he institutions are considered as donor members.

LIFE MEMBERS:-

Any interested persons those are interested in promotion education and literacy in the society paying not less than Rs. 10,000.00 (Rupees Ten thousand) only in cash at a time shall be the life members of the institutions.

ARTICLE- 9. Cessation of Membership:- Any member shall cease to be member - (a) of the acceptance of his registration from membership, (b) on his becoming insane or insolvent, (c) on his conviction of any offence in connection with the formation, promotion, management or conduct of affairs or society or a body corporate or of any offence involving moral turpitude.

Frequent actions of any members, if found by the Governing Body is detrimental to the interest and is in violation of the rules and regulations of the Society, he may be after due enquiry, censured, suspended or expelled from the membership by the Governing Body. In that case the Governing Body shall first serve the member concerned with a show cause showing therein the charges framed and ask him to submit his statement of defence (within a month). On receipt of the explanation the Governing Body shall have the power to take a suitable action against the delinquent member after allowing him to defend his case. If no reply to the show cause notice is received within a month, the Governing Body may take an ex-prate decision.

For any act of expulsion or termination no such member shall be entitled to prefer any claim for compensation or damage even if proved on subsequent date that such act of expulsion or termination was wrongful and/or unlawful.

ARTICLE - 10: GOVERNING BODY:-

Composition, election/appointment, resignation/removal, terms of office:

There shall be a Governing Body consisting of not less than 7 members. The office bearers of G.B. shall comprise of President, Acting President, Vice President, Secretary, Asst. Secretary and Treasurer and other Committee members. The office bearers and other Committee members shall be elected at the Annual General Meeting.

The resignation and removal of the G.B. members shall be Co-opted in the G.B. meeting from the existing members.

The term of office or the G.B. shall ordinarily be five years unless it is dissolved/ terminated early under unforeseen circumstances. After election, the old Governing Body will continue to function till the new Body takes over charges which shall under no circumstances be more than 30 days from the date of election.

ARTICLE - 11: Rights and Obligations of Members:-

Any ordinary member of the society has the right (a) to elect and to be elected in any election of the society; (b) to submit suggestion for discussion to the Governing body and sub-committee on any matter relating to society; (c) to inspect the accounts and the proceedings of the meetings of the society on appointment with the secretary; (d) to pay his subscription within the prescribed time. Defaulting members shall not be allowed to take part or vote in a meeting; Members shall have one vote each.

ARTICLE -12: Meeting:- A meeting of Governing Body shall be held at such place, date and time as the president or the secretary may determine. Any six members of the Governing Body may requisition the meeting and the Secretary shall summon the same within seven days and failing which the President on the requisitions may do so provided no business other than specified in the notice shall be transacted at such meeting.

ARTIOCLE -13:- Notice and Quorum:- 7 days' notice of the meeting specifying the place, time and the general nature of business to be transacted shall be given to every member of the governing Body. Emergency meeting may be called on 24 hours notice. 1/3rd members personally present shall constitute

quorum for the meeting and if a quorum is not present within 30 minutes of the time, members present shall adjourn the meeting.

ARTICLE -14: Procedure of the meeting:- The president or in his absence the Vice-President shall preside over all meetings of the governing Body and in their absence members present shall elect a Chairman of the meeting. All questions before the meeting will be decided by a majority of votes, each member having one vote. The president or the Chairman shall have a second or casting vote in addition to his own vote in case of equality of votes.

ARTICLE -15:- Power and Duties of the Governing Body:- The Governing Body shall have general power of supervision and conduct over all the affairs of the society and in particular shall discharge the following duties: (i) To appoint sub-committee with such power and duties as may be considered necessary or expedient. (ii) To accept donation, gift, subscription, movable or immovable property for the objects of the society. (iii) To sell, lease, mortgage or otherwise dispose of and deal with all or any part of the property of the society. (iv) To keep proper accounts of the society and to open bank account in the name of the society in one or more banks (v) To co-opt not more than two members to the Governing Body. (vi) To appoint a person or persons on payment to assist the Sect./Treasurer in the maintenance of account, etc. (vii) To conduct any other business not specified herein for the attainment of the object of the society provided such business is not repugnant to such object.

ARTICLE - 16:- ACCOUNTING YEAR:

The accounting year of the society shall be from 1st day of April of each year to 31st day of March of following year.

ARTICLE-17. GENERAL MEETINGS:- The secretary shall annually call the Annual General Meeting and shall hold the General election on the same date if the terms is over.

SPECIAL GENERAL MEETING:- A Special General Meeting may be convened by the Governing Body at any time in view of urgency of the matter. At least 7 days notice shall be given to every member for special general meeting. Members may request the Governing Body for special Meeting by placing a requisition signed by 2/3rd of total members. In that case the Governing Body shall convene a special general meeting within a month from receipt of such notice. In default by the Governing Body, the requisitionists shall hold such meeting provided no business other than those specified in the notice shall be transacted.

Extra-Ordinary General Meeting:- The Governing body may direct to convene an Extra-Ordinary General Meeting for consideration of addition, alteration or amendment of the memorandum/regulation of the society. 7 days notice along with the proposed draft of change shall be sent to members before the meeting. The resolution for change, Amendment etc. Of the Memorandum and Regulation be carried out if accepted by the three fourths of the members present at the meeting.

Agenda:- The business to be transacted at the A.G.M. shall be: (a) to confirm the minutes of the last A.G.M. and of special general meeting if any, (b) to adopt with or without modification the report of the working of the Society for the previous year; (c) to pass audited accounts of the Society for the previous year ended; (d) to appoint qualified Auditor or Auditors; (e) to transact such business as may be fixed by the Governing Body; (f) to transact such other business as may be brought forward by giving 14 days previous notice from any member; (g) to conduct general election.

Register of Membership:- The Society shall maintain a Register of members containing the names, address and their occupations, the date of admission and of cessation of membership. The Register will be kept open for inspection of the members of society on requisition. All entries required to be made therein shall be entered within a period of 15 days.

Param Chand Ray

SAFE CUSTODY OF PROPERTIES:

1. The Governing Body shall be responsible for the safe custody of the ds properties and assets of the society.
2. The funds of the society shall be kept in banks/post office/Mutual Funds and be invested in any securities specified under sec. 20 of the Indian Trust Act 1882.

BOOKS OF ACCOUNTS & INSPECTION:

The books of account and other statutory books shall be kept at the registered office and shall be open to inspection of the members at such time and place as the Governing Body directs on a written request made by any member.

ARTICLE-18: DUTIES OF THE OFFICE BEARERS:

President: He shall (a) preside over all meeting of the society; (b) Advise the Secretary in any matter requiring attention; (c) call emergent meeting.

Acting-President:- Acting President will act as President in absence of the President.

Vice-President:- In absence of the president, Acting President the vice-President shall perform all the duties of the president.

Secretary:- He shall (a) convene all meeting of the society; (b) maintain minute books of all meeting; (c) issue general circular and notice; (d) receive all application for membership which shall be placed before the Governing Body; (e) sign on behalf of Society all receipts for all sums received as subscription etc.; (f) Sign and give pay order on all bills for payments; (g) get the accounts of the society audited by a Chartered Accountant; (h) ensure compliance with statutory requirements; (i) transact all other business subject to the direction of the Governing body.

Asstt. Secretary:- In the absence of the secretary, the Asstt. Secretary shall perform all the duties of the Secretary.

Treasurer:- He shall (a) collect and received all sorts of subscription, donations and deposit of money and grant receipts thereof; (b) maintain and keep cash book and such other accounts as are necessary; (c) operate bank account jointly either with the Secretary or the President; (d) prepares the budget in consultation with the secretary for consideration of the Governing Body.

ARTICLE-19. SUIT & LEGAL PROCEEDINGS:- All suits and legal proceedings by or against the society shall be in the name of the Secretary or such persons as shall be appointed by the committee.

ARTICLE-20: ALTERATION OF MEMORANDUM & REGULATIONS:- The memorandum and Regulation may be altered, modified, rescinded or added to by special resolutions passed by the 3/4th members in a general meeting called for the purpose.

The Governing Body shall have powers to make, alter, modify or rescind such bye-laws & rules as may be considered necessary in the interest of smooth functioning of the society.

ARTICLE-21: Manner and Method of Voting:- The Chairman of the meeting shall decide the manner and method of voting at the outset of the meeting.

ARTICLE-22: MAINTENANCE AND AUDIT OF ACCOUNTING:- The society shall maintain books of accounts as required under sec. 15(1) (a), (b) of the act. The accounts shall be audited by duly qualified auditors as stated in sec. 15(2) of the act.

ARTICLE-23:- DISSOLUTION OF SOCIETY:- Subject to the provisions of Section 24 & 27 of the West Bengal Societies Registration Act, 1961 or any statutory modifications thereof, the society may be dissolved by a resolution to that effect passed by 3/4th members of the society at a general meeting. The said meeting shall also decide the manner of disbursement of the funds and assets of the Association, if any after dissolution.

We the undersigned members of the Governing Body of the Society do here by certify that the above is a true copy of the Regulations of Society.

Signature of three members of the Governing Body.

Pramod Chandra Dey

Asis Mantra

Sudipta Bhowmik