

MEMORANDUM OF SOCIETY

1. NAME OF THE SOCIETY :
The name of the society shall be:

K. K. EDUCATION SOCIETY

2. REGD. OFFICE OF THE SOCIETY :
The registered office of the society shall remain in the National Capital Territory of Delhi, and at present it is at the following address:

B-44/3, 11/15 DIPANSHU COLONY, JHARODA PART-3, BURARI DEHI-110084

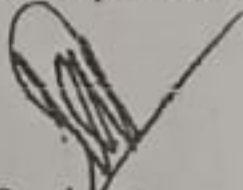
3. AREA OF WORKING

Area of working shall be all over in India.

4. AIMS AND OBJECTS:

The aims and the objects of the society, for which the same is established, shall be 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, take over or manage and maintain schools, with an object to provide sound pre-primary, primary, secondary and senior secondary education to children by seeking recognition and affiliation from the education departments and concerned Govt. authorities.
- c) To establish, promote, set up, run, maintain, assist, finance support and/ or aid to or help in the setting up and /or maintaining and /or running other institution orphanages, handicapped widows, homes, lunatic asylums, poor houses, or other establishments for relief and /or help to the poor, old and infirm people and/ or destitute.
- d) To undertake developmental activities independently or in collaboration with other voluntary agencies.
- e) To provide scholarship for bright & intelligent student for attaining higher standards into education of spiritual academic and technical natural.
- f) To print publishing, sell or distribute books predicates, leaflet photographs illustrating journal, magazines, periodical news letter / paper and other publication on no profit no loss basis for the promotion of the society.
- g) To raise or borrow money required for the purpose of trust/society on a mortgage or pledge of the trust a state or any port therefore with or without any security and at a such rate of interest and on such term as the trust shall think fit.
- h) To arrange and manage the training institutions in Typing, Shorthand, Computer, Fine Arts, Music, Painting, Modeling, Dancing, Yoga, Physical Education and in other professional training subjects.
- i) To arrange/ organize discussions, seminars, conference and other lawful gathering for the promotions of Aims and Objects of the Society.
- j) To establish and manage various kinds of Educational, Vocational, Industrial, Agriculture Research and Training institutions to introduce and develop the professional course and also to arrange/ provide all kinds of educational facilities to the students, scholars, trainees and to other needy candidates.
- k) To establish, manage, and develop such out of school activity-centers for the children of the underprivileged class/section of society where they could have the benefits and joy of participating in sports, games, artistic activities, like clay and wood work, music, dance, painting and also organize educational trips.
- l) To impart free education to the poor, helpless and needy children/students.
- m) To offer prizes and grant scholarship to the deserving students.


President


Secretary


Treasure

15. ELECTION :

The General Body in its Annual Meeting will elect its President and all the office bearers and also the Executive Members of the Governing Body after every five years, by secret ballot papers or by show of hands as the election officer may decide. The Election Officer will be appointed by the Governing Body Meeting called for this purpose. The powers of the Elections Officer shall be framed in the same meeting to complete the election proceedings.

16. BRANCHES OR THE SUB-COMMITTEES :

The Governing Body in its meeting shall form the branches or the Sub-Committee all over in India and abroad to attain the Aims of the Society

The Governing Body from time to time shall make the Rules and General Directions for those Branches and Sub-Committees.

17. POWERS AND DUTIES OF OFFICE BEARERS & EXECUTIVE MEMBER:

PRESIDENT:

Except or otherwise provided the President shall be subject to the control and supervision of the Governing body, have the power of General Direction and Management of the affairs relating to the society and shall preside over all the meeting of Governing Body and the General Body.

- 17 (a) In the course of any proceedings or meetings of the Governing Body or the General Body, the decision of the President shall be considered as final in case of dispute as to the meaning or interpretation or any Rule.
- 17 (b) At time of vote on any subject (except election) if the total votes of the groups of members happen to be equal in number, the President has the power to cast an extra vote to decide the issue.
- 17 (c) The President shall have the power to allow inclusion of any subject/ matter in the agenda for the discussion in the course of proceeding/meeting.
- 17 (d) In case it is necessary to decide any point urgently and there is no time to call the Governing Body Meeting President have the powers to decide the issue/matter, but he/she shall bring the matter to the notice of the Governing Body, as early as possible.
- 17 (e) In the event of any office bearer/ seat falling vacant the powers and functions of that office bearer/executive member would vest in the President.
- 17 (f) He/she will sign on behalf of the society to conduct its correspondence.

VICE-PRESIDENT:


There shall be one Vice-President to assist the President of the society.

The President may delegate all or any of his powers to the Vice-President in the Event of his long absence.

SECRETARY:

- 17 (g) He/she will prepare the entire necessary document called by the Governing Body or by the President.
- 17 (h) He/she will summon and attend the meetings of the Governing Body and the General Body, with the direction of the President of the society.
- 17 (i) He/she will prepare the Membership Register showing full particulars of all members of the society.
- 17 (j) He/she will record the minutes of proceeding of meeting of the Governing Body and General Body and have them duly signed by the members who attend the meeting.


President


Secretary


Treasurer

9. FUNCTIONS OF GENERAL BODY:

(i) MEETING:

The annual General Body Meeting shall be called in the month of March. (Or as and when the Governing Body will decide in the Governing Body Meeting called for this purpose) every year.

(ii) NOTICE:

Not less than 15 days clear notice shall be given to the members before the Date of General Body Meeting, enclosing the agenda specifying Date, Time, Place and the General nature of Business to be discussed at such meeting.

(iii) QUORUM:

The quorum of the General Body Meeting shall be $2/3^{\text{rd}}$ of the total Strength of General Body members. If the required quorum is not attended in any meeting it shall be adjourned for a further period of 15 days. At such adjourned meeting, no quorum shall be required / necessary.

10. GOVERNING BODY:

The management and administration of all affairs of the present society including the management and control of all the branches or regional offices or Run-up or under institute and the control and supervision of other activities taken up by society together with all its property of any nature or sort shall rest in the Hands of the Governing body.

FOUNDER MEMBER:

The office bearers and the Executive Members of the 1st Governing Body shall be considered as the Founder Members

STRENGTH:

The strength of the Governing Body shall not be less than 7 (seven) and not more than 21 (twenty-one).

TERM:

The term of every Governing Body shall be five years.

NOTICE AND QUORUM:

Minimum Seven Days clear notice shall be required for the Governing Body Meeting enclosing the agenda specifying Date, Time Place and the General Nature of Business to be discussed at such Governing Body Meeting.

URGENT MEETING:

The Urgent Governing Body Meeting may be called by the 24 hours notice but quorum for the same Urgent Governing Body Meeting shall be $2/3^{\text{rd}}$ or the total strength of the Governing Body of the society.

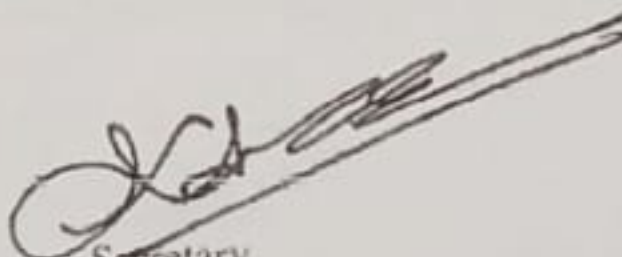
GOVERNING BODY MEETING:

Governing Body Meeting shall be held once in three months regularly (or as and when the Governing Body may decide from time to time)

QUORUM OF THE MEETING:

The quorum of the every Governing Body Meeting shall be $2/3^{\text{rd}}$ (two- Third) of the total strength of Governing Body.



President

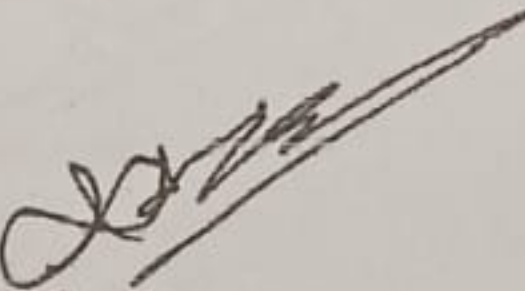

Secretary


Treasurer

- n) To accept donations, grants, presents, and other offering (in the shape of moveable or immovable properties) and the same shall be utilized for the promotion of Aims and objects of the society.
- o) To conduct research in education and other disciplines on the different subjects relating to education.
- p) To arrange and organize social, religious, cultural, and educational Functions / programs from time to time.
- q) To publish books, Charts, illustrations, journals, magazines, periodicals news letter/paper and other publications on different languages for the promotion of above Aims and Objects of the above society.
- r) To conduct coaching classes for preparation of the various competitive examinations.
- s) To start/run the various management & other professional courses.
- t) To make correspondences in lawful manner to solve the problems of the society like recognition of the schools/institutions managed or run by above society.
- u) To construct, alter, maintain all or any part of the property/building of above society necessary or convenient for purpose of the attainment of the society's subjects.
- v) To do perform any other act which may be incidental or conducive to the attachments of any of the object of the above society?
- w) All the incomes, earnings, movable / immovable properties of the society shall be solely utilized and applied towards the promotion of its aims and object only as set forth in the Memorandum of the society and no profit, thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, profits or in any other manner whatsoever to the present or past members of the society or to any person claiming through any one or more of the present or the past members.

No member of the society shall have any personal claim on any moveable or immovable properties of the society or make any profits, whatsoever, by virtue of this membership.


President


Secretary


Treasurer

- 17 (k) He/she will get the accounts of the society by the qualified auditor, appointed by the Governing Body.

JOINT SECRETARY:

There shall be one Joint Secretary to assist the Secretary of the society in his/her work. The Joint Secretary shall discharge such duties as may be delegated to him/her by the Secretary of the society in absence of the Secretary.

TREASURER:

- 17 (l) All the assets and funds of the society shall remain under the care and under management of Treasurer of the above society.
- 17 (m) He/she shall make disbursement in accordance with the directions of the Governing Body of the society.
- 17 (n) He/she shall maintain the accounts of all money which is received or/and paid by his/ her on behalf of the society.
- 17 (o) The Treasure will ordinarily hold a cash balance not exceeding of Rs/- (or the amount which may be fixed by the Governing Body of the society from time to time) to meet the emergent needs relating to the society. All cash in excess of the above amount shall be deposited in any Bank/Banks, selected by the Governing Body Meeting.

EXECUTIVE MEMBER:

The member of the Governing Body shall be called as Executive Member or the Governing Body Meeting as will the Meeting of General Body regularly. He/she is bound to inform the society in writing if he/she is not able to attend any particular meeting or the meetings of the Governing Body. He/she will be terminated (under the clause No. 5-g of these Rules) if he/she has not attended three consecutive meeting of the Governing Body without any written information to the society.

18. **ADVISORY BOARD :**

The Governing Body is authorized to appoint/nomination any time Advisor Board to solve any matter/issue.

19. **SOURCES OF INCOME OF THE SOCIETY :**

- (i) Admission Fees,
- (ii) Subscriptions,
- (iii) Donations,
- (iv) Special Contributions.

All the income of the society received from all the sources shall be utilized for the promotion and upliftment of the Aims and Objects of the society.

20. **FINANCIAL YEAR :**

The financial year of the society shall start from the First day of April to 31st Day of March, every year.

21. **MANAGEMENT OF FUNDS:**

All the income of the society shall be deposited in the Bank/Banks.

22. **BANK ACCOUNT OPERATIONS:**

The Bank account/accounts of the society shall be operated by the Joint Signatures of Treasurer and any one out of President and the Secretary of the society.

23. **ANNUAL LIST OF GOVERNING BODY:**

Once in every year a list of the office bearers and Executive Members (of the Governing Body Managing committee) shall be filed in the office of the "REGISTRAR OF SOCIETIES, DELHI" as it is required/ necessary under section 4 of the SOCIETIES REGISTRATION ACT OF 1860, as applicable to the National Capital Territory of Delhi.


President


Secretary


Treasurer

11. FUNCTIONS & POWERS OF GOVERNING BODY :

- 11 (a) The Governing Body shall responsible for the management and administration of the affairs of the society. The Governing Body is authorized to appoint any member to look after any particular function/ institute or the property of the society.
- 11 (b) All the decisions shall be taken by the majority votes of the office bearers and the executive member present.
- 11 (c) Any person/persons member/members, executive member/members or the office bearer/office bearers (authorized by Governing Body) shall execute all agreements and contracts and sign bonds as well as receipts or legal documents on behalf of the society.
- 11 (d) The Governing Body may appoint 'Honorary Patron' or/and patrons.
- 11 (e) The Governing Body shall have all powers as are powers of the society mentioned in the Memorandum of the Society and these Rules & Regulations. The Governing Body shall have also the following powers:
- 11 (f) To prepare plans and programs for the upliftment of the Aims and Objects of the Society.
- 11 (g) To receive, to have keep in custody of and to expend the funds/ moveable properties and to manage the same.
- 11 (h) To appoint control and terminate such staff as may be required for effective and efficient management of the affairs of the society, Governing Body shall appoint Election Officer to complete the election process.
- 11 (i) To arrange finance, if required from Bank(s), Institutions (or/and) Individual on reasonable terms and conditions and the Governing Body as a whole is liable for its return.
- 11 (j) To publish literature and to propagate the system to approach the public pertaining to upliftment/ attainment of the aims and objects of the society.
- 11 (k) To accept donations, charities, loans, grants, properties etc. from the members, public, other Associations Agencies and from Govt. or/ and Semi Government department.

12. RE-ADMISSIONS :

In case, any member of the society is expelled by the Governing Body on the reason of non payment of the Subscription he can be re-admitted provided the member concerned pays all up to date dues with the permission of the Governing Body.

13. COMPOSITON OF THE GOVERNING BODY :

The Governing Body shall consist the Executive Member and the Office bearers as under:

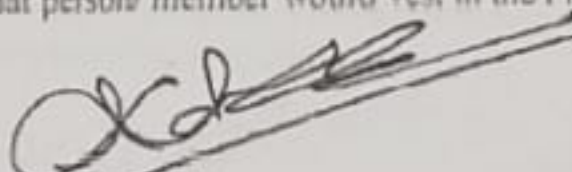
- i) President One.
- ii) Vice- President One.
- iii) Secretary One.
- iv) Join-Secretary One.
- v) Treasurer One.
- vi) Members (Executive) from Two to Sixteen.

14. FILLING UP OF CASUAL VACANCIES:

Any casual vacancy amongst the Office bearers and Executive Members of the Governing Body arising from death or otherwise shall be filled by the resolutions passed by the majority of votes by the Governing Body and such appointment or the appointments shall be confirmed by the General Body Meeting.

In the event of any Executive Member or office bearer's seat falling vacant, the powers and functions (except voting right) of that person/ member would vest in the President.


President


Secretary


Treasurer

"RULES AND REGULATION"

1. NAME OF THE SOCIETY :

The name of the society shall be: **K. K. EDUCATION SOCIETY**

2. DEFINITIONS :

In these "Rules and Regulation", unless there is anything repugnant in the subject or context

2 a) The 'Governing Body/ Executive Committee or the Managing Committee or the Managing Committee of the society.

2 b) The 'General Body' means: - the General Body of the society.


2 c) The Executive Member means: - the member of the governing body. / Society.

2 d) The Member' means: - the member of the General Body / society.

3. MEMBERSHIP :-

The membership of the society is open to any person who has attained the age of maturity and fulfils the terms & conditions of the society but the subject to the approval of Governing Body.


President


Secretary


Treasure

NOTE: The reason of refusal for the membership shall be communicated to the person/people concerned.

1. ADMISSION FEE & SUBSCRIPTION -

The Admission Fee and the Subscription shall be as under unless otherwise revised by the Governing Body of the society:

- 4 a) Admission Fee Rs 300/- at the time of admission, and
- 4 b) Subscription Rs 100/- per month.

2. TERMINATION OR CESSATION OF MEMBERSHIP :

The Governing body of the society shall have the powers to expel/terminate a member or/ and members from the membership of the above society on the following grounds:

- 5 a) on his/ her death,
- 5 b) on his/ her written resignation,
- 5 c) If he/she is found to be involved in any anti-social activity.
- 5 d) If he/she is found guilty by the Governing Body by means of anti propaganda of the activities of the society.
- 5 e) If he/ she is adjudged by a competent court of law to be a criminal offender or unsound mind.
- 5 f) If he/she fails to pay the subscription of contributions for three months from the due date.
- 5 g) If he/ she has not attended three consecutive meetings without proper intimation to the society.
- 5 h) If he/she disregards the Rules and Regulations or the decisions of the Governing Body.
- 5 i) If five (or more than five) members of the society make a written complaint against any member the Governing Body of the society is authorized to take the decision of terminating of such member from the membership of the society.

3. GENERAL BODY :

All the members of the society will constitute the 'GENERAL BODY' of the society.

4. RIGHTS & PRIVILEGES OF MEMBER :

All and every member of the society:


- 7 a) Have one vote at every meeting.
- 7 b) Shall be entitled to participate in the meetings cultural or/ and educational functions and other lawful gatherings, called/ arranged by the society.
- 7 c) Have right to collect the identity card after depositing the required/prescribed fee (fixed by the Governing Body).

5. DUTIES OF THE MEMBERS :

All and every member of the society shall:

- 8 a) administer the oath of the office and loyalties to the society and/or its constitution.
- 8 b) Elect the Governing Body of the society.
- 8 c) attend the General Body meetings.
- 8 d) give the necessary information's to the society pertaining to any matter which is necessary to be known by the society.


President


Secretary


Treasurer

24. DISSOLUTION:

If the society needs to be dissolved it shall be dissolved as per provisions laid down under the section 13 & 14 of the "SOCIETIES REGISTRATION ACT. OF 1860, as applicable to the National Capital Territory of Delhi.

25. LEGAL PROCEEDINGS:

The society may sue and/or be used in the name of the President as per provisions laid down under section-6 of the "SOCIETIES REGISTRAION ACT. OF 1860," as applicable to the National Capital Territory of Delhi.

26. AUDIT:

The accounts of the society shall be audited by a qualified auditor (chartered accountant)/auditor appointed by Governing Body after every year.

27. AMENDMENT :

Any amendment in memorandum Rules and Regulation of the society Will be carried out in accordance with section 12 and 12-A of the 'SOCIETY REGISTRATION ACT, 1860" as applicable to the National Capital Territory of Delhi.

28. APPLICATION OF THE ACT:

All the provisions under all the sections of the "SOCIETIES REGISTRATION ACT, 1860" as applicable to the National Capital of Territory, of Delhi, shall apply to this society.

29. ESSENTIAL CERTIFICATES:

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

PRESIDENT

SECRETARY

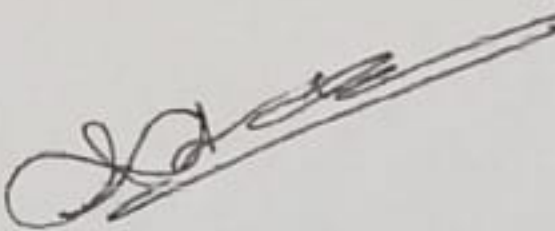
TREASURER

Kik-Sharma

Akhilush Sharma

mamta Sharma


President


Secretary


Treasure