

CAPTAIN GURDEEP SINGH SOCIETY (REGD)

AIMS AND OBJECTIVE OF THE ORGANISATION Amended

1. **NAME OF SOCIETY----- CAPTAIN GURDEEP SINGH SOCIETY**

2. **REGISTERED OFFICE**

**The Registered Office of the Society shall be :- 236/237,NATIONAL CITY HOMES,
BACKSIDE NISSAN CAR AGENCY,, NEAR DABOURJI BYEPASS, G.T ROAD AMRITSAR,**

3. **TERRITORY/ Area of Operation**

UNION OF INDIA

4. **MAIN OBJECTS-**

THE SOCIETY REGISTERED UNDER ACT 1860 SECTION 20 ONLY FOR CHARITABLE PURPOSE

1. **To start, establish, run, takeover or manage and maintain school, with an object to provide sound pre- primary, primary, middle, secondary, senior secondary and higher education to children by seeking recognition, affiliation, of any of its institutions with any Society, Government / Semi Government Institutions, Commissions, Govt. departments as and when so required.**
2. **To establish institutions, school, colleges, universities, pathshalas any where in India for furtherance of education amongst the masses and establish the industrial, academic, technical, vocational, trade, professional i.e. Engineering, Medical, Legal, Commercial training centers in any language recognized by the constitution of India or any other national or foreign language whatsoever, to train the youths to empower them establish various village/cottage/small scale industries in accordance with law.**
3. **To arrange and manage the training institutions in Typing, Shorthand, Computer, Fine Arts Crafts, Music, Painting, Modeling, Dancing, Yoga, fashion Designing, Physical Education and in other professional training subjects.**
4. **To establish, run and get recognition / affiliation with different boards of Junior High School, High School and Intermediate education, ICSE and ISC Delhi Board and colleges with Hindi / English medium for boys as well as girls from K.G., Nursery, Basic, Junior to Higher education standard and also Adult education including those from the minority community, backward, scheduled castes and tribal as per policy of government from time to time.**

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5. To establish and run all types of coaching centres for the poor and the needy one including those preparing for higher services of India and Abroad, P.M.T. and entrance examination to Engineering and Professional / Vocational courses.
6. To establish hostels and residential boarding houses for poor and needy students in general particularly for schools, colleges, universities and other institutions run by the society.
7. To conduct various games and sports, establish gymnasiums, health club, swimming pools, stadiums, play grounds, fields and sports centre for the people specially youths to generate the teams spirit and integrity amongst them.
8. To establish libraries, reading rooms, lecture / conference halls, arrange and collect books, magazines, periodicals, study materials, computers and connect with internet media, update the students, teachers with knowledge of global standard.
9. To promote literary, cultural and other social activities awareness programmes, adult education, classes, lectures, essay competitions, exhibitions, symposiums, cultural programmes, press conferences and seminars, audio - visual and mass media services, etc. in accordance with and in furtherance of the objective of the society.
10. 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.
11. To arrange and organize various kind of child welfare programme / activities.
12. To purchase / acquire the land and or the building in the name of the society and make construction there upon for the upliftment and fulfillment of the aims and objectives of the society.
13. To give scholarships, financial aid and assistance to the students, poor and needy, establish book bank, provide books, copies, stationary to the poor and meritorious students of backward and weaker section of the society.
14. To create, construct, alter, maintain, sell, lease, mortgage, transfer, improve, develop, manage and central all or any part of the property or the building of the society necessary or convenient for the purpose of the attainment of the aims and objectives of the society which are especially mend for the poors .
15. To take up effective but reasonable and lawful steps for the eradication of social evils such as dowry system, wastage of money in various functions, use of intoxicated drugs, child marriage (balvivah) and child labour, etc.
16. To create a sense of brother hood, cooperation, mutual harmony love and affection amongst the members of the society and also amongst the general public.
17. To open, found, establish, promote, setup, run, maintain, assist, finance, support and / or help the various community development programmes / activities and also construct and develop the community halls, shochalay, charitable dispensaries, hospitals, libraries and other buildings / institutions for use and welfare of the general pubic.

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18. To accept and collect donations in cash and kind for activities of relieves during natural calamities like floods, droughts, famines, earthquakes, and other calamities and start, maintain and assist in relieve measures with the help of other voluntary and government agencies for development activities and programmes.
19. To establish centre for development of Information and Technology and centre for Transfer of Technology in various field like Leather, Fashion, Bio, Herbal, Food, Agro, Medical, Health, Culture, Sanitation, Education etc.
20. To educate the children, women, rural and urban people by setting up Computer centers, Cyber Café and other audio - visuals about the objects of the society for the upliftment of their moral and social life and these centres help the poor to make them independent .
21. To encourage the people for the use of Bio - Gas Plant, Solar Energy System, Gobar Gas Plant, Wind Mills as natural energy sources to save the other costly and rapidly lasting sources of energy
22. To make, distribute and exhibit Films, Tele-Films, and Documentary-Films etc. to support the objective of the society and to encourage the people about them.
23. To educate the children and persons about the rights and necessitations / promote ancient Indian Culture, Language, Religion, Performing Art and Development of Buddhist / Tibetan Culture, promotion and strengthening of Museum / Art, Folk Art, Literacy, Visual and Performing Art etc.
24. To promote, establish, run, improve, diversify and develop agriculture sector with a view to help the growth and modernization of Agriculture, Sericulture, Horticulture, Vamiculture, Floriculture, Forestry, Apiculture, Poultry Farming, Pig Farming, Sheep Farming, Milk and Dairy Farming, Fish Farming, Agro Based Industries, Plantation and Handloom Development.
25. To promote and organize, awareness campaign to maintain, for development of food processing industry especially for Fruit and Vegetable, Bakery and Confectionary, Fish, Meat, Poultry and Egg, Milk and Dairy Product, Oil Processing, Mushroom Spawn Production and Processing, Grain Processing and Consumer Industries - Chocolate, Confectionary, Soft / Aerated Viverage / Drinks.
26. To get establish, run, improve and to provide technical marketing skill for development of village industries on Metal Based, Forest Based, Agriculture Based, Chemical Based Industries, Engineering and Non-Conventional Energy, Garment, Service, etc. in accordance with the manner laid down by Khadi And Village Industries / Board / Commission. To make the efforts for betterment of rural and the persons belonging to such areas regarding to their socio-economic welfare.
27. To arrange, conduct industrial fair and business fair on National, Provisional and Local levels.
28. To arrange / accept loans, advances, subsidies, donation / grants, presents, gifts, contributions, from State Government, Central Government, Semi-Government

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Organizations, Nationalized Banks, Schedule Banks, Cooperative Banks, Financial Institutions, Foreign Government and Bodies, Bank, Trust or Individuals with or without conditions, department of social welfare, Capart, Nabard, Sidbi, Ministry of Human Resources, Dwera, Unicef, Duda, Suda, Apeda, Ireda, Sifpsa, Kadhi, and village industries board / commission, different ministries and from individuals in cash or kind, movable and immovable properties in or out side India for carrying out the object of the society and create charge against the assets of the society for the same for security the payment of loans to make the needy ones to lead their life smoothly.

- 29. To do such other things / acts / activities which are necessary and which may be incidental or conducive for the attainment of any of the object of the society.**
- 30. To provide for all activities for improving the moral standards of all the people, promoting respect for all religious or tolerance and cordial feeling between men and main irrespective of difference of Caste, Colour, Creed or Religion.**
- 31. To award prizes, medals and that like in Universities, Colleges, Schools etc. to encourage students for the higher and better education.**
- 32. To undertake, carry out, promote, sponsor, assist, manage, cooperate, encourage and care publication of any Books, Literature, Newspaper, Magazines, Newsletters and Bulletins in any language or any subject and to organize Lectures, Conferences, Seminars, Workshops, Training Programmes etc. and to do all incidental acts and things necessary for the attainment of the object of the society.**
- 33. To conduct Short-Term Vocational Training Courses and Entrepreneurship Development Programmes in various trades / vocations for youths both for boys / girls.**
- 34. To construct Day Care Centres, Houses, Hostels and Old Age Homes for old people and to rehabilitate them.**
- 35. Supply of safe drinking water & basic sanitation, using technology that the people can afford & Concentrating on developing rural health infrastructure.**
- 36. Concerted action to combat wide spread malnutrition-promotion of food supply & proper nutrition.**
- 37. To mobilise women in small viable groups and make facilities available through training and access to credit. To provide training for skill upgrading. To enable groups of women to take up employment-cum-income generation programmes by providing backward and forward linkages and work for women empowerment in all sects of society..**
- 38. Research into alternative method of health care delivery & low cost health technologies.**
- 39. Look after specifically the vulnerable and weaker Section of the community.**
- 40. Create & maintain a healthy environment both at home as well as working places.**

41. The main aim of the Society is to assist in improvement of standard of

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Management and Technical Education in the country as a whole, Taking into account the experience gained, the Society may well extend to schools & educational institutions outside India.

In general the Society shall function “on no profit-no loss” principle. However its affairs shall be managed in such a way that it becomes self supporting in due course and is able to meet all its expenses and liabilities on its own.

44. To promote and participate in setting up of other public charitable institutions which have objects & aims similar to this society in India or outside
45. To do all such other things as may be necessary for or incidental to, or conducive to the objects of the society or allied thereto and which are not against the Societies Registration Act, 1860.

The benefits of the Society are open to all irrespective of caste, creed, community, religion, etc, and it shall work regardless of race, religion, culture or political belief and activities of the Society are carried out within the jurisdiction of India.

The objects incidental or ancillary to attainment of Main objects of the Society:

- i) To maintain a fund to which the funds provided by any public institution and any other amount received in the form of aids, grants, and gifts, donations, benefactions, bequeath or transfers, fees, charges etc will be credited in accordance with the rules and regulations of the Society.
- ii) To arrange and provide sufficient amount as corpus fund so that the Society may proceed for achieving its aims and objects confidently.
- iii) To solicit, receive and accept funds, aids, grants, services and contributions in kind from individuals, companies, foundations, governmental departments and agencies, other agencies and sources and in accordance with the rules and regulations of the Society, in furtherance of the aims and objects of the Society, subject to the applicable laws.
- iv) To acquire, purchase, hire, take on lease, exchange, construct or acquire in any other manner property movable or immovable which may be necessary or convenient for the objects of the Society.
- v) To borrow and raise monies on mortgages, promissory notes or other securities founded or based upon all or any of the properties and assets of the Society or without any securities.
- vi) To open and operate bank accounts in any of the Scheduled Banks, draw, accept, endorse, discount and negotiate cheques, bills of exchange, promissory notes and other negotiable instruments.
- vii) To invest funds of the Society in such manner, as proposed by the Society and in accordance with its rules and regulations.
- viii) To create depreciation fund, sinking fund, insurance fund, whether for depreciation or for repairing, improving, replacing, renewing, financing, extending, or maintaining any of the properties of the Society or for any

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- other purpose whatsoever deemed beneficial to the Society and as per rules and regulations of the Society.
- ix) To pay all expenses preliminary or incidental to formation and registration of the Society and for its management and administration out of its fund.
 - x) To pay out of the funds of the Society or out of any particular part of such funds, all expenses for carrying out any of the objects of the Society including payments of salaries and payments to persons employed or hired, if any.
 - xi) To impose and recover fees and charges for the services rendered by the Society.
 - xii) To meet expenses of the Society out of its funds to buy materials/store that may be required to maintain the services of the Society as mentioned in the main objects as well as building and equipment belonging to the Society.
 - xiii) To negotiate and enter into contracts on behalf of the Society and vary or rescind such contracts and sign, execute and deliver such contracts, deeds and instruments as may be necessary.
 - xiv) To constitute such committee or committees as it may deem fit for the disposal of any business of the Society and tendering advice in any matter pertaining to the Society.
 - xv) To delegate any of its powers to the Governing Council of the Society or any of the committee or committees constituted by it.
 - xvi) To promote, support, take-over, affiliate, amalgamate or merge with any other institution or body having object wholly or in part similar to those of the Society.
 - xvii) To make rules and regulations and bye-laws for the conduct of the affairs of the Society and to add, amend, vary or rescind them from time to time.
 - xviii) To print, publish, distribute reports, studies and brochures and other publications pertaining to the activities of the Society.
 - xix) To promote or associate with any other person, authority or body whether incorporated or otherwise for attainment of the objects herein stated and on that behalf also to invest funds of the Society.
 - xx) To subscribe money for any national, charitable and benevolent object useful for general public or for any exhibition or to any institution, club, Society or fund, but not intended for any political party or class.
 - xxi) To institute, conduct, defend or compromise legal proceedings by or against the Society or its officers or employees in respect of any matters affecting the Society directly or indirectly.
 - xxii) To do all such other lawful things as are conducive or incidental to the attainment of any or all of the above objects and for furthering the purposes and growth of the Society or its resources.

5. INCOME AND PROPERTY OF THE SOCIETY

The income and property of the Society, howsoever derived, shall be applied towards the promotion of the aims and objects thereof as set forth in this Memorandum of Association. No portion of the income and property of the Society shall be paid or

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transferred as dividends, bonus or by way of profits or otherwise, to any person who at any time are or have been members of the Society or to any one claiming through them, provided that nothing herein contained shall prevent the payment in good faith of honoraria, perquisites, facilities of any nature to the officers and employees as the Governing Council thinks fit in return of any services rendered to the Society.

6. Members of the Society:

We the several persons, whose names, address, occupation and designation are as under, are desirous of being formed into a Society in pursuance of the memorandum of Society

S. NO	NAME OF THE MEMBERS	ADDRESS	OCCUPTION	STATE	DESIGNATION & PHONE NUMBERS	PHONE NO	SIGNATURE
1	LATE .. SUKHBI R KAUR	H.NO.31, GALI NO. 6, NEW GURNAM NAGAR	HOUSE WIFE	PUNJAB	FOUNDER	LATE....	
2	BARINDER KAUR	DEOWAN MARO PART NATUN PALLI KHARAGPUR TOWN PASCHIM MEDINIPUR 721304	BUSINESS WOMEN	WEST BENGAL	CHAIRMAN	090466 12205	
3	RUPINDER KAUR DEOL	KRISHNA NAGAR, SHAHEED UDAM SINGH NAGAR	TEACHER	PUNJAB	VICE CHAIRMN	981527 3375	
4	RUPINDER KAUR SANDHU	236-237, NATIONAL CITY HOMES , BACKSIDE NISSAN CAR AGENCY,G.T ROAD AMRITSAR	BUSINESS WOMEN	PUNJAB	PRESIDENT	950114 1111	
5	CHARNJIT KAUR	167,LAMBA, LAMBHA 155, CHIMMON RATIA FATEHABAD ,HARYANA 125051	SOCIAL WORKER	HARYANA	SEN. VICE PRESIDENT	941678 4564	
6	HARPREET	HOUSE NO 11-A, GALI NO -2,	BUSINESS MAN	PUNJAB	VICE PRESIDENT	987227 2828	

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	SINGH	JODH NAGAR, SULTANWIND ROAD AMRITSAR					
7	RUPINDER SINGH	HOUSE NO .3772, WARD NO -6, HISAR ROAD, BHUNA 63, BHUNA,FATEHABAD HARYANA 125111	CEO OF COMPANY,AKC	HARYANA	CO-ORDINATOR	9914499307	
8	KAMAL KUMAR	PINDI DASS,2492A, GALI NO -5, SHAREEFPURA, AMRITSAR,PUNJAB -143001	BUISENESS MAN	PUNJAB	CASHIER	9779228326	
9	BALWINDER KAUR	H.NO-319,BACKSIDE POLICE CHONKI KOTKHALSA, AMRITSAR 143001	SOCIAL WORKER	PUNJAB	EXECUTIVE MEMBER	9646513913	
10	NARESH VEID	H.NO-398, MEHATA ROAD MEHTA ,JANDIALA BYEPASS AMRITSAR	ACCOUNTANT	PUNJAB	EXECUTIVE MEMBER		
11	MANVINDER KAUR	H.NO-140B RIGHT SIDE VILLAGE-SANGATPURA, DISTT, AMRITSAR	TEACHER	PUNJAB	EXECUTIVE MEMBER	8556052159	
12	RAMAN DEEP SINGH	VILL- NANGAL, MEHTA ROAD , MEHTA,	AGRICULTURIST	PUNJAB	ADVISORY MEMBER	9814727378	
13	NEERU	H.NO-4041(15)CHOTTA HARIPURA AMRITSAR	JOURNALIST	PUNJAB	ADVISORY MEMBER		
14	SAWRAJ SINGH	FATEHGHAAR CHURIAN AMRITSAR	ACCONTANT	PUNJAB	PROJECT MANAGER	8283832162	
15	DIDAR SINGH	VILL- MANAN, NEAR BABA BHUDA JI ADDA CHHABAL, AMRITSAR	RETD. ARMY CAPTAIN	PUNJAB	EXECUTIVE MEMBER	8054628911	

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Amended Rules and Regulations of

CAPTAIN GURDEEP SINGH SOCIETY

NAME OF THE SOCIETY: The name of the Society shall be "**CAPTAIN GURDEEP SINGH SOCIETY**"

REGISTERED OFFICE OF THE SOCIETY: -----The Registered Office of the Society shall be situated 236/237, NATIONAL CITY HOMES, BACKSIDE NISSAN CAR AGENCY,, NEAR DABOURJI BYEPASS, G.T ROAD AMRITSAR,

1. . The Society shall be working at National Level and the branches of the society shall be opened out of the Punjab region at the desire and need of the Society.
2. The Society is formed on..... .
3. The aims and main objects of the Society shall be as set out in the Memorandum of Association.
4. In these Rules and Regulations, the language shall be interpreted according to its ordinary meaning provided, however, that unless the context necessarily indicates otherwise.
5. Definitions: For the purpose of these Rules and Memorandum of Association of the Society;
 - i) "Rule" means any of the Rules, regulations and bye laws of the Society, set out herein or in Memorandum of Association..
 - ii) "Society" means the CAPTAIN GURDEEP SINGH SOCIETY as registered.
 - iii) "Act" means the Societies Registration Act, 1860 (as relevant).
 - iv) "Governing Body" means Committee in terms of the Societies Registration Act, 1860 to which the management of the affairs of the Society shall be entrusted.
 - v) "Annual General Meeting" means the meeting of the members of the Society held once in a Year within six months after closing of the financial year of the Society for adopting the accounts of the Society, appointing auditors and discussing such other issues as may be brought before the meeting.
 - vi) "Registrar" means the Registrar of Societies, Punjab.
 - vii) "Special Resolution" means resolution passed by a majority of not less than three fourth of Society members present and entitled to vote.

GENERAL BODY OF THE SOCIETY

6 Founder members

The subscribers to the Memorandum of Association of the Society shall, on registration of the society under the Societies Registration Act, 1860, be enrolled in the Register of Members as the founder members of the society.

7-- Admission

- i) Membership of the society shall be open to any adult Indian citizen who subscribes to the objects of the society.**
- ii) Any person who subscribes in writing to the objects of the society and submits an application for membership may be considered for admission to membership of the society.**
- iii) The society shall have the absolute right to determine the admission of any person falling in clause (a) or clause (b) supra as member thereto. It may, in its discretion, accept or reject any nomination or application for membership without assigning any reason.**
- iv) Membership of the society shall not be less than seven.**

6. Subscription Fee

- i) No admission fee is payable to the society on a person being admitted as member of the society.**
- ii) No subscription is payable by a member, either periodically or otherwise.**

7. Tenure

Membership shall not be for any fixed tenure.

8. Duties

- i) Members are expected to actively involve themselves in achieving the objects of the society.**
- ii) Members shall bring matters of importance to the general body, referred to at rule 11 infra, for its consideration.**

9. Termination

A person shall cease to be a member of the society-

- i) on his attaining age of seventy 95; or**
- ii) on tendering his resignation in writing to the president of the society; or**
- iii) on his death; or**
- iv) if he is found to be of unsound mind; or**
- v) if he has applied to be adjudicated insolvent or is an undischarged insolvent; or**
- vi) if he has been convicted by a court or Tribunal or competent jurisdiction of any offence involving moral turpitude; or**
- vii) if he absents himself from three consecutive annual general meetings of the society without obtaining proper leave of absence from the president of the society; or**
- viii) if he is found to conduct himself in a manner unbecoming a member of the society by two-thirds of the other members presents and voting at a**

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meeting of the society called for the purpose of considering the conduct of the said member whenever is earliest.

- ix) For permanent removal 3/4th majority of the total members present shall be required. The member however shall have the right to appeal before the governing council within 7 days of removal

10. *Readmission*

Any person who has ceased to be a member of the society otherwise than as specified in items (i) and (iii) of rule 13 supra, shall be eligible for readmission as member, at the discretion of the society.

11. *Liability of members*

A member shall not be liable personally for any expenditure or liability of the society or any loss of the society's income or assets, unless he is guilty of fraud or gross negligence.

12. The resignation of a member shall be tendered to the Society through the Secretary and shall not be effective till it has been accepted in writing by the Chairman of the Governing Council on behalf of the Society.

13. The general body shall comprise all the members of the society.

14. The Society shall keep a roll of members with their addresses and occupations and every member shall sign the same.

15. If a member of the Society changes his address, he shall notify his new address to the Secretary and the entry in the roll shall be changed accordingly. If such member fails to notify his address, the address in the rolls of the Society shall be deemed to be his address.

MEETINGS OF THE SOCIETY

16. There shall be two meetings of the Society, namely:

- i) Annual General Meeting.
- ii) Extra Ordinary General Meeting

17. Annual General Meeting

- a) The Annual General Meeting of the Society shall be held not later than six months after the expiry of each financial year at such date and time and place as may be determined by the President in consultation with the Governing Council.
- b) The business of the Annual General Meeting shall be:
 - i) To receive and adopt the audited statements of accounts prepared for the preceding financial year and the annual report of the Society;
 - ii) To consider the budget estimates and the action plan of the Society for the next financial year prepared by the Secretary and approved by the Governing Council, and to adopt the same;
 - iii) To appoint auditors of the Society;

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- iv) To transact such other business that may be brought before the meeting by the Governing Council;
- v) To select members of the society; and
- vi) To determine time and place of the next AGM.

18. The President can at any time summon an extra ordinary general meeting of the Society, if considered necessary for transacting business of important nature or if so requisitioned, by not less than five members or 25% of the total members of the Society, which ever is higher, by request in writing and specifying the reasons for the requisition within one month from the date of request of requisition.

19. Except as otherwise provided in these Rules and Regulations, all meetings of the Society shall be called by notice under the hand of the Secretary who shall act in accordance with the directions of the Chairman in this regard. However in the event of Secretary's non availability, or for any other good and sufficient reason, the notice may be issued by the Chairman.

20. Notice of Meeting

- i. Every notice calling meetings of the Society under Rule 18 shall state the date, time and place at which such meeting will be held and be served upon every member of the Society not less than 10 clear days before the day appointed for the meeting.
- ii. The accidental omission to give or non-receipt of such notice by any member shall not invalidate the proceedings of any such meeting.
- iii. A notice may be served upon any member of the Society either personally or by sending it by post in an envelope addressed to such member at his address as mentioned in the roll of members.
- iv. Any notice so served by post shall be deemed to have been served on 4th day following that on which the envelope containing the same was posted and prove that the envelope containing such notice was properly addressed and duly posted.

21. Procedure at Meetings.

- i. No business shall be transacted at any meeting unless the requisite quorum of members in present.
- ii. Five members shall constitute the quorum.
- iii. If, with in half an hour from the time appointed for holding the meeting a quorum is not present:-
 - a. The meeting , if called by requisition of members, shall stand dissolved, and
 - b. In any other case, the meeting shall stand adjourned for two hours at the same place or to such other day and at such other time and place as the members present may determine. If at the adjourned meeting a quorum is not present with in half an hour of the time appointed for the meeting, the members present shall be a quorum.

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- iv. **The President of the society shall preside at every meeting of the society. In his absence the Vice-President shall preside over the meeting. If both the President and Vice-President are not present within half an hour of the time appointed for holding the meeting, or if for any reason they are unwilling to preside over the meeting, the members present shall elect one of their numbers to be chairman of the meeting.**
- v. **Every member shall have one vote.**
- vi. **In case there is difference of opinion among members in respect of any member under consideration at a meeting of the society, it shall be put to vote and majority view shall prevail. In case of equality of votes, the Chairman of the meeting shall have a casting vote.**
- vii. **The Secretary shall record the minutes of the meeting of the society in a minutes book to be maintained for the purpose and obtain the signature of the Chairman in token of its correctness as early as possible after the meeting, and in case, within a month of the date of the meeting.**

22. Special Resolution

- a) **In respect of the following business of the Society a special resolution would be required to be passed:**
 - i. **Amendment of the Memorandum of Association and Rules & Regulations;**
 - ii. **Change in the name of the Society, subject to approval of the Registrar;**
 - iii. **Amalgamation and division of the Society; and**
 - iv. **Manner of distribution of any property left undistributed on dissolution of the Society.**
- b) **A copy of the special resolution shall be filed with the Registrar within 30 days from the date of passing of such resolution signed by the President of the Society.**

23 GOVERNING COUNCIL

- a) **The affairs of the Society shall be administered, directed and controlled by a Governing Council in accordance with its Rules and Regulations.**
- b) **The members of the Governing Council shall become ipso facto members of the Society on their admission.**
 - The members of the Governing Council shall not be less than 4 and more than 10, always including the office bearers as indicated in these Bye-law**

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24-- The Governing Council shall be constituted as under:

- a) The General Body shall elect from among its members a President to preside over the meetings of the society and also to act as the Chairman of the Governing Council.**
- b) The General Body shall also elect from among its member a Vice-President, a Secretary and a Treasurer/cashier.**
- c) Other members of the Governing Council shall be elected by the General Body in accordance with the limits mentioned at Para 27 (c).**

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-The terms of the aforementioned functionaries shall be three years at a time. However, after the expiry of three years they shall be eligible for re-election to the same or any other office as may be found suitable by the general body.

26

a) The members of the Governing Council, shall loose his/her membership on the following grounds and the Governing Council is empowered to take such decision:

- i) if they do not attend three consecutive meetings of the Governing Council without sufficient cause or leave of absence granted to them by the Chairman;**
- ii) if they resign, become of unsound mind or insolvent and are convicted of a criminal offence involving moral turpitude;**
- iii) if in the opinion of the Governing Council of the Society continued association of any member is not conducive to the interest of the Society and an order in writing is made to that effect.**

27 The resignation of a member of the Governing Council shall be tendered to the Secretary and shall not be effective till it has been accepted in writing by the Chairman of the Governing Council on behalf of the Society.

POWERS, FUNCTIONS AND RESPONSIBILITES OF THE GOVERNING COUNCIL

- a. The Governing Council shall have the power to appoint any persons as its member in case of a casual vacancy is caused.**
- b. With a view to attaining the aims and objects of the Society, the Governing Council shall discharge such duties and responsibilities, exercise such powers and undertake to carry out such activities as are considered essential in general and with particular reference to the following:**
 - i) To prepare and execute plans, programmes and to carry on the administration and management of the Society.**
 - ii) To receive grants and contributions and to have custody of the funds of the Society.**

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- iii) To prepare the budget estimates of the Society each year and sanction expenditure within the limits of the budget approved by the Society at the Annual General Meeting.
- iv) To prepare and maintain accounts and other relevant records and annual statements of accounts including the Balance sheet of the Society.
- v) To fix, levy and receive such fees and other charges for service rendered by the Society.
- vi) To make, inform, adopt, amend, vary or rescind from time to time rules and byelaws with the approval of General Body of the Society for regulation of any purpose connected with the management and administration of affairs of the Society and for the furtherance of its aims and objectives.
- vii) To perform such additional functions and carry out such duties as may from time to time be assigned to it by the Society.
- viii) To establish procedure in respect of services and technical advice to be rendered by the Society and the levy and collection of charges for the same.
- ix) To institute and award scholarship, prizes and medals.
- x) To co-operate with any other organization in the matters of education, training management and allied subjects.
- xi) To enter into arrangements for and on behalf of the Society.
- xii) To sue and defend all legal proceedings on behalf of the Society.
- xiii) To appoint committee or committees for disposal of any business of the Society or for advice in any matter pertaining to the Society.
- xiv) To delegate to such extent it may deem necessary any of its powers to any officer or committee of Governing Council, but not the powers for:
 - a) altering, extending or abridging the aims and objects of the Society;
 - b) amalgamating either wholly or partially with any other Society having same or similar aims and objects;
 - c) altering, extending or abridging the Rules and Regulation;
 - d) making capital investment exceeding the approved budget;
 - e) borrowing money except for working capital exceeding the approved budget;
 - f) transferring by way of mortgage, pledge, hypothecation or otherwise any assets, movable or immovable, except as security for working capital;
 - g) appointing bankers and auditors and
 - h) generally anything extraordinary and of major importance.
- xv) To consider and pass such resolution on the annual report, the annual accounts and the financial estimates of the Society as it thinks fit.
- xvi) To determine admissions in the educational institutions run by the Society.

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- c. **The Governing Council shall be the sole authority for resolving any doubts as to the interpretation of these provisions and its ruling shall be final and binding.**
- d. **Subject to the provisions of the Act, no member of the Governing Council shall be held personally liable for any loss damage or harm that may be caused by reason of any act or omission done by him in good faith, in course of discharging his functions and powers.**
- e. **No member of the Governing Council shall in that capacity be entitled to receive remuneration except travel allowance for attending the meeting the quantum for which shall be fixed from time to time by the Governing Council with the approval of the Society.**

MEETINGS OF THE GOVERNING COUNCIL

- f. **The meetings of the Governing Council shall be held as frequently as is considered necessary by the Chairman but in any case not less than one meeting every three months for considering the progress of the Society, solving problem, if any, that may arise in the way of achieving the desired aims and objects as mentioned in the Memorandum of Association of the Society and planning future course of action.**
- g. **The agenda for all meetings shall include confirmation of the minutes of the preceding meeting and shall be prepared by the Secretary in consultation with Chairman of the Society.**
- h. **Notice of Meeting of the Governing Council**
 - a) **Members of the Governing Council shall be served notice in writing 5 days before the date of all the meetings. The Chairman shall have powers to reduce the notice period if the circumstances so warrant.**
 - b) **The notice of the meeting shall set out the date, time and venue of the proposed meeting of the Governing Council and shall be accompanied by the agenda of the meeting.**
 - c) **Any accidental omission and /or non receipt of the notice for any meeting shall not itself invalidate the proceedings of any meeting of the Governing Council.**
- i. **Procedure at the Meetings**
 - a) **The quorum for all the meetings of the Governing Council shall be one third of the total number of its members. In case the figure is a fraction, the same shall be increased to the next complete number.**
 - b) **Where the quorum is not present within half an hour after the time fixed for the meeting of Governing Council, the meeting shall stand adjourned and may be held at the same place after half an hour following the adjournment. No quorum shall be necessary for such adjourned meeting.**
 - c) **The Chairman shall preside over all the meetings of the Governing Council.**

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- d) If the Chairman is unable to attend a meeting of the Governing Council, the Vice Chairman will preside over the meeting.
 - e) If there is no Chairman / Vice Chairman or the Chairman/ Vice Chairman is not present within half an hour of the time appointed for the meeting, the members present shall choose one of themselves to function as acting chairman of that meeting.
 - f) All questions in the meeting of the Governing Council where unanimity can not be reached, shall be decided by a majority of votes.
 - g) In case of equality of votes for and against a particular issue, the Chairman shall have a casting vote in addition to his ordinary vote.
- j. The Chairman of the Governing Council may himself call or by resolution in writing signed by him require the member secretary to call a meeting of the Governing Council at any time.

AUTHORITIES OF THE SOCIETY

THE CHAIRMAN

- k. The Chairman shall have the following powers, functions and responsibilities:
- a) The Chairman shall provide vision to the Society.
 - b) The Chairman may direct the Secretary to call a special meeting at a short notice in case of emergency.
 - c) The Chairman shall see that the affairs of the Society are run efficiently in accordance with the provisions of the Memorandum of Association, Rules & Regulation and bye laws of the Society as may be framed.
 - d) On such matters, which the Chairman thinks are of sufficient importance and urgency and can not wait for being placed in the next meeting of the Governing Council, and which he anticipates would get the approval of the Council, the Chairman shall take decisions and place the same before the Governing Council at its next meeting.
 - e) The Chairman shall be the sole and absolute authority to judge the validity of the votes cast by the members of the Governing Council and General Body.
 - f) The Chairman may in writing delegate such of his powers as he may consider necessary to the Secretary.
 - g) The Chairman shall be entitled to invite any other person to attend the meeting of the Governing Council but such person shall not have power to vote.
 - h) The Chairman shall have the authority to review periodically the work and progress of the Society and to order inquiries into the affairs of the Society and to pass necessary orders on the recommendations of the inquiry committee.

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- i) **The Chairman shall plan, direct and coordinate the overall working, of the Society.**

THE MEMBER SECRETARY

- I. **The duties, responsibilities & powers of the Secretary shall be as follows:**
 - a) **The Secretary will be member secretary to the Society as well as the Governing Council and shall, in consultation with, the Chairman prepare agenda for the meetings of the General Body and Governing Council, convene such meetings, keep a true and accurate record of the proceedings of the same and forward all such documents, papers and related information as may be required in the discharge of his duties.**
 - b) **The Secretary shall be charged with the responsibility of day to day management and administration of the Society.**
 - c) **The Secretary shall perform his duties and functions and exercise his powers under the overall direction, superintendence and control of the Chairman of the Governing Council under the Rules and Regulations, of the Society.**
 - d) **In discharge of his functions, duties and powers, the Secretary, shall in particular do the following:**
 - i) **plan, direct, co-ordinate, organise and supervise day to day work of the Society.**
 - ii) **prepare concrete operational plan of action for the year together with the revolving action plan for subsequent period of time to be determined by the Governing Council and budget estimates for the concerned period.**
 - iii) **report to the Governing Council on policy matters and achievements and delegate responsibilities to other officers, if required.**
 - iv) **present report of the Governing Council in the annual general meeting of the Society.**
 - v) **submit audited statements of accounts of the preceding year not later than three months after the close of the Financial Year.**
 - vi) **submit all such other reports as may be required by the Governing Council or otherwise.**
 - vii) **report to the Governing Council on all capital and recurring expenditure.**
 - viii) **sanction and incur expenditure in accordance with the procedure laid down in the bye laws framed for the purpose and within the authority as may be delegated by the Governing Council.**
 - ix) **sign all deeds and documents for and on behalf of the Society**
 - x) **sign all documents and proceedings requiring authentication by the Society.**
 - xi) **with the approval of the Governing Council delegate any of his powers and functions and duties to any member the staff of the Society which are not inconsistent with the provisions of these rules.**

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- xii) do all such things as may be required for day to day management and administration of the Society

FUNDS & PROPERTY OF THE SOCIETY

- m. The funds of the society may be invested as decided by the governing body. However, all investment shall be in accordance with section 11(5) of the Income-Tax act, 1961.
- n. Bank Account
 - a) The bankers of the Society shall be the bank as may be decided by the Governing Council and prescribed by the Central Government in the instructions issued from time to time.
 - b) All funds shall be paid into accounts of the Society which shall be operated upon by such officer(s) as may be duly authorized by the Governing Council.
- o. All the properties of the Society shall be acquired and registered in the name of the Society.
- p. All funds and properties of the Society shall be used only for the aims and objects of the Society.
- q. No property of the Society shall be disposed of except on the recommendations of the Governing Council. Disposal of any immovable property shall be approved by the Society as well.

ACCOUNTS, AUDIT & ANNUAL REPORT

- r. The following provisions are applicable in respect of the Accounts, Audit & Annual Report:
 - a) The Society shall maintain proper accounts and other relevant records and prepare annual statements of accounts for each of the financial year ending 31st March in such form as may be prescribed by the auditors appointed by the Society.
 - b) The audited accounts of the Society shall be placed before Annual General Meeting within six months from the date of closing of Financial year for approval and the reports shall be filed with the Registrar within three months from the date of conducting the Annual General Meeting of the Society.
 - c) Books of accounts of the Society shall be kept at the Registered Office of the Society and shall be open to inspection of any member free of charge during the business hours.
 - d) The accounts of the Society shall be audited annually by auditors and any expenditure incurred in connection with the audit of accounts of the Society shall be payable by the Society.
 - e) Every member of the Society on an application made and payment of prescribed fees shall be entitled to receive a copy of the bye-laws, balance sheet and receipts and expenditure account

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A draft of Annual report and the yearly accounts of the Society shall be prepared by the Secretary for consideration and approval of the Governing Council and shall thereafter be placed before the General Body at its Annual General Meeting for consideration and adoption.

- f) Copies thereof as finally approved by the Society shall be supplied to the members of the Society.
- g) The Books and Registers of the Society shall be kept ready for inspection by Registrar at all reasonable hours.

ALTERATION OF THE AIMS AND OBJECTS OF THE SOCIETY AND THE RULES AND REGULATIONS/ AMENDMENTS BY 2/3RD MAJORITY OF TOTAL MEMBERS PRESENT

- s. Whenever it appears to the Governing Council that it is advisable to alter, extend or abridge the aims and objects of the Society either wholly or partially, the Governing Council may take necessary action in accordance with the provisions of the Societies Registration Act.

AMALGAMATION WITH OTHER SOCIETIES

- t. If in the opinion of the Governing Council it is desirable to amalgamate the Society either wholly or partially with any other Society having similar aims and objects, it can be done as per provision of the Societies Registration Act and with the prior consent of the Registrar.

SEAL OF THE SOCIETY

- u. The Governing Council of the Society shall provide a seal and also its safe custody and the seal shall never be used except with the authority of Governing Council previously given and one member of the Council shall sign every instrument to which the seal is affixed and every such instrument shall be countersigned by the Secretary or by some other person appointed by the Council.

DISSOLUTION OF THE SOCIETY

- v. The Society shall not be dissolved without the consent of the General Body and upon such dissolution, the assets of the Society shall be dealt with in accordance with the provisions contained in the these bye-laws and the Societies Registration Act as applicable.

SUBMISSION OF ANNUAL LIST

- w. Once in every year a list of members shall be filed with the Registrar of Societies as per provisions of the Societies Registration Act. The same shall be accompanied with the copy of the minute books.

LEGAL PROCEEDINGS

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- x. **The Society may sue or may be sued in the name of the Chairman or the Secretary of the Society as per provisions of the Societies Registration Act.**
- y. **The Society shall function notwithstanding that any person who is entitled to be a member by reason of his office is not a member of the Society and notwithstanding any other vacancy in its body whether by non-appointment or otherwise and no act or proceedings of the Society or its Governing Council shall be deemed to be invalid merely for the reasons of any vacancy or defect in the constitution of the General Body, Governing Council or Committee as the case may be.**

CERTIFIED THAT THIS IS THE CORRECT COPY OF THE RULES AND REGULATIONS OF THE SOCIETY

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