

registration is granted in anticipation of the information it is stated in the documents being correct and true.

## WEST BENGAL ACT XXVI of 1961

51921

No. 39/34 of 20 06-20 07

I hereby certify that Tamuk Holy child  
social welfare society

has this day been registered under the West Bengal Societies Registration Act, 1961.

Given under my hand at 1006 Kala  
this Sixth day of September  
Two thousand and Six



*Lyfe*  
Registrar of Firms, Societies &  
Non-Trading Corporations,  
West Bengal.

Sujit Vishka  
Manager  
Zilla Public School

प्राचार्य / Principal  
जिला पब्लिक स्कूल, तमलुक  
Zilla Public School, Tamruk



**Certificate of Registration of Societies**

**WEST BENGAL ACT XXVI of 1961**

No. SO139134 of 2006-2007

Legacy Registration No. : S/1L/39134

I here by certify that TAMLUK HOLY CHILD SOCIAL WELFARE SOCIETY has this day been registered under the West Bengal Societies Registration Act, 1961.

Given under my hand at Purba Medinipur this 6th day of September Two Thousand and Six.

Signature valid

Digitally signed by SOUMEN MAITY  
Date: 2018.11.14 16:11:49 IST

Digitally Signed by DPO

Registrar of Firms, Societies &  
Non-Trading Corporations,  
West Bengal

ACJP-A 1076-2003-04-1,10,000



5/11/39134

15-7-11



पश्चिम बंगाल WEST BENGAL

46AA 556750

copy applied on 15-7-11  
Prepared on 11-8-11  
Delivered on 19-8-11

बोचकनये। नव बाबु बहा नि  
नर (नगर)। १८८५ वना देवता  
बोचकनये।

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5/11/39134

Tamluk Holy child social welfare society

Memorandum of Association  
Registered on 06/09/06  
Registrar of Firms, Societies &  
Non-Trading Corpora. West Bengal



Principal  
जिला पब्लिक स्कूल, तमलुक  
Zilla Public School, Tamluk

Sujit Biswas  
Manager  
Zilla Public School



WEST BENGAL SOCIETIES REGISTRATION ACT

MEMORANDUM OF ASSOCIATION

"TAMLUK

1. Name of the Society shall be :: HOLY CHILD SOCIAL WELFARE SOCIETY."

2. The Registered Office of the Society shall be situated at. AT.- TOWN SANHARARA, P.O. & P.S. - TAMLUK, DIST.- PURBA MEDINIPUR PIN - 721636, West Bengal, India.

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

- To acquire, establish, start, aid, run, maintain or manage *Primarily* Schools, Libraries and other educational institute for the benefit of the public.
- To arrange and organise lectures, debates, discussions, seminars & Excursions for the diffusion of knowledge.
- To publish or cause to be published useful literature, papers, magazines, books etc. *without profit motive.*
- To study, cultivate and demonstrate the art of recitation.
- To promote and encourage advancement of literary, cultural, political, religious scientific and technical education.
- To help the needy students of all communities for the prosecution of studies.
- To collect the preserve manuscripts, works of art, antiquities, natural history specimens, and mechanical and scientific instruments and designs.
- To help the aged, sick, helpless and indigent persons.
- To manage and assist in each other philanthropic activities and may be deemed appropriate by the Governing Body of the Society.
- ~~To collect donation and subscription for the use of the use of the Society.~~
- To establish residential educational Institution for girls and women of Backward classes.
- To construct, maintain improve, develop or alter any buildings, Houses or other works necessary of convenient for the use of society.
- To do all such acts, deeds, matters and things as may be deemed incidental or conductive to the foregoing objects.
- To do all social welfare activities in the localities for the welfare of the people.
- To promote and undertake the project, on drug prevention/prohibition, protection of civil right, school for



Sujit IVHSKsa.  
6-9-06

REGISTERED OFFICE CO. 191 6. 1  
on 6/9/06  
Registered  
Non-Trading

handicapped children, child labour, science & technology, non conventional energy development, Bio Technology, Community leadership, upgradation of traditional skill, education & culture & bio-gas development for all section.

- p) To establish & maintain schools for the purpose of education of the girls students of backward community, residential school and hostels for boys and girls and also to set up old aged home, day care centre, crech programme early child education, orphanage home Madrasa E.d.s. without any profit motive, ~~after having permission from the Govt. Competent authority.~~
- q) To arrange and organise different types of training by establishing a training centre on different subjects for the betterment of the people.
- r) To launch a movement amongst the religious minorities and other backward classes to evoke their interest in education, culture and religion.
- s) To maintain public libraries and free reading room for the study of students as well as for general people.
- t) To arrange for seminar/workshop, pisciculture, horticulture, animal husbandry etc. for the sake of all round agricultural development and training.
- u) To arrange, different kinds of Training for children welfare and for women development.
- v) To implement the development programme for SC, ST, OBC and all backward classes people.
- w) To do all rural development of minorities development i.e. education health, socio-economy and cultural development.
- x) To organise eye operation camp, blood donation camp, dental camp and such other camps which are needful for the public with the advice of qualified doctors without profit motive.
- y) To impart and develop social awareness among the illiterate women and men by organising awareness camp.
- z) To take sanitation programme, forestry programme etc. for the development of environment and protect environment.
- aa) To implement different scheme with the help of CAPART, Social Welfare Board, Central, State Govt. or any private organisation or foreign country or Agency.

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Sujitkishor  
6-9-06



Sujitkishor

Manager  
Zilla Public School

Principal  
जिला पब्लिक स्कूल, तमलुक  
Zilla Public School, Tamaluk



- bb) To open charitable dispensaries maternity-home, children-clinic mobile unit etc. for free medical treatment by the qualified doctor without profit motive.
- cc) To organise self help groups for the educated youths and women of the backward classes.
- dd) To organised seminar, symposium, workshop etc. about consumers right and fair business practices.

The income and properties of the society whatsoever derived of 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 profit.

4. The name, address and descriptions of the members of the Governing Body:-

| <u>Sl.No.</u> | <u>Name</u>                 | <u>Address</u>   | <u>Description</u> |
|---------------|-----------------------------|--|--------------------|
| 01.           | Sri Arunansu Bera           | Vill.- Dharinda,<br>P.O & P.S.- Tamluk,<br>Dist. Purba Medinipur,  | President          |
| 02.           | Sri Grirish Tewari          | Vill.- Sankarara,<br>P.O & P.S.- Tamluk,<br>Dist. Purba Medinipur, | Vice-President     |
| 03.           | Sri Sujit Mishra            | Vill.- Sankarara,<br>P.O & P.S.- Tamluk,<br>Dist. Purba Medinipur, | Secretary          |
| 04.           | Sri Rajendra Prakash Panday | Vill.- Sankarara,<br>P.O & P.S.- Tamluk,<br>Dist. Purba Medinipur, | Asst. Secy.        |
| 05.           | Smt. Mamta Mishra           | Vill.- Sankarara,<br>P.O & P.S.- Tamluk,<br>Dist. Purba Medinipur, | Treasurer          |
| 06.           | Smt. Malti Shukla           | 189/5, Bhalubasa,<br>Dist.- Jamshedpur,<br>Jharkhand.              | Member             |
| 07.           | Smt. Lalita Panday          | Vill.- Sankarara<br>P.O & P.S.- Tamluk,<br>Dist. Purba Medinipur,  | Member             |

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Sujit Mishra  
6-9-06



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पश्चिम बंगाल WEST BENGAL

46AA 556749

5/11/39/34

Tamluk Holy Child Social Welfare Society

Regulations of Association  
Registered.

Registrar of Firms Societies &  
Non-Trading Companies West Bengal



Principal  
Zilla Public School, Tamluk

Sujit Prakashna.  
Manager  
Zilla Public School



THE WEST BENGAL SOCIETIES REGISTRATION ACT, 1961.

REGULATION OF

"TAMLUK HOLY CHILD SOCIAL WELFARE SOCIETY"

Unless the context otherwise requires words and expressions contained in these Regulations shall bear the same meaning as in the West Bengal Societies Registration Act, 1961 or any statutory modification thereof.

MEMBERSHIP

1. ADMISSION:

- a) The signatories to the Memorandum of Association & the office bearers of the Governing Body of the Society shall be first members of the Society.
- b) The Governing Body may admit to membership any person or any caste, creed or sex who has attained the age of 18 years agreed in writing to be bound by the Memorandum of Association and Regulation of the Society and who is the opinion of the Governing Body will be interested in advancement of the objects of the Society.

Be it noted here that the power to admit members is the sole and absolute power of the Governing Body and the Governing Body may refuse to admit any person as a member without assigning any reason therefore.

2. TYPES OF MEMBERS:

- i) HONOURARY MEMBER: Any person whose connection with the society is deemed to be useful may with the consent of such person be elected as Honourary Member of the Society. Such members shall not however, be eligible to be member of the Governing Body not shall be entitled to vote in any meeting.
- ii) ORDINARY MEMBER: Any person, qualified to be a member and paying prescribed ordinary membership fee may be admitted as ordinary members of the society.
- iii) CESSATION OF MEMBERSHIP: Any member shall cease to be a member (a) on the acceptance of his resignation from membership (b) on his becoming insane or insolvent (c) on his conviction of any offence in connection with the formation, promotion, management conduct of affairs of society or anybody corporate of any offence involving moral turpitude.



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| ON 6/9/                   | 2      |
| Register of               |        |
| Non-Trading               |        |



- iv) REGISTER OF MEMBERS: The Society shall maintain a Register of members containing the 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 in requisition. All entries required to be made there shall be entered with a period of 15 days.
- v) RIGHT AND OBLIGATION OF MEMBERS: Any ordinary members 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 meeting 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.
- vi) EXPULSION & REMOVAL : Frequent actions of any member, if found by the Governing Body is detrimental to the interest and is in violation of the rules and regulation 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-parte 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.



Sujit Mishra -  
5-9-05

Cont'd.....3.

Principal  
जिला पब्लिक स्कूल, तमलुक  
Zilla Public School, Tamluk

Sujit Mishra  
Manager  
Zilla Public School

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GOVERNING BODY

1. Composition, election/appointment, renunciation/removal, term of office:

There shall be Governing Body consisting of not less than 7 (seven) members. The Office Bearers of G.B. shall comprise of President, Vice-President, Secretary, Assistant Secretary, Treasurer, and other Committee members. The office bearers & other committee members shall be elected at the A.G.M.

To resignation and removal of the G.B. members shall be dealt with as has been prescribed as in the case of other members noted here in before.

The term of office of the G.B. shall ordinarily be one year 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 charge which shall under no circumstances be more than 30 days from the date of election.

2. MEETING:

A meeting of Governing Body shall be held at least once in a three months at such place, date and time, as the President or the Secretary may determine. And four members of the Governing Body may requisition the meeting and the Secretary shall summon the same within seven days and failing which the President of the requisitionists may does provided on business other than specified in the notice shall be transacted at such meeting.

3. 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. 1/3<sup>rd</sup> members personally present shall constitute a quorum of the meeting and if a quorum is not present within 30 minutes of the time member present shall adjourn the meeting.

4. 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 question before the meeting will be decided by a majority of Vote each member having one vote. The President or Chairman shall have a second or casting vote in addition to his vote in case of equality of votes.

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5. 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 consider necessary or expedient, (II) to accept donation, Aid, subscription, movable or immovable property for the objects of the society, (III) to sale, 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 a/c. (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 Secretary/Treasurer in the maintenance of account, (VII) to conduct any other business not specified here in for the attainment of the object of the society provided such business is not repugnant to such object. (VIII) To accept or borrow loan, financial assistance and collect subscriptions, donations and grant from Government, Non-Government, Bank, Institutions, Individuals, similar bodies, members, local people, International Funding Agencies, Trust etc. for the use of the Society.

SAFE CUSTODY OF PROPERTIES

1. The Governing Body shall be responsible for the safe custody of the funds, properties and assets of the Society.
2. The funds of the Society shall be kept in bank/post office/mutual funds and be invested in any securities specified under sec.20 of the Indian Trust Act, 1882.

BOOKS OF ACCOUNT & INSPECTION

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

ACCOUNTING YEAR

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

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6-9-06

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सुजित विश्वा -  
Manager

प्राचार्य / Principal, Zilla Public School  
जिला पब्लिक स्कूल, तमलुक  
Zilla Public School, Tamluk

GENERAL MEETINGS

ANNUAL GENERAL MEETING:

NOTICE : The Secretary shall annually call the Annual General Meeting within two months from the end of the last financial year giving at least 14 days notice to all members. The notice shall contain the place, date, day and time of 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. of the Society and of special general meeting if any (b) to adopt with or without modification the report of the working to the mostly 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.

QUORUM OF THE MEETING: 1/3<sup>rd</sup> members personally present at the commencement of the meeting shall constitute the quorum.

MANNER AND METHOD OF VOTING : The chairman of the meeting shall constitute the quorum and shall decide the manner and method of voting at the outset of the meeting.

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 general meeting by placing a requisition signed by 2/3<sup>rd</sup> of total members. In that case the Governing Body shall convene a special general meeting within a month from the receipt of such notice. In default by the Governing Body the requisitions shall hold such meeting provided to 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 of amendment of the memorandum/regulations 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 Regulations be carried out <sup>accept</sup> by the three fourth of the members present at the meeting.



Sujit Ghosh  
5-9-06

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## DUTIES OF THE OFFICE BEARERS

### PRESIDENT:

He shall (a) preside over all meetings of the Society (b) advise the Secretary in any matter requiring urgent attention (c) call emergent meeting.

### VICE-PRESIDENT:

In absence of President, he shall exercise all the Power and right of the President.

### SECRETARY :

He shall (a) Convene all meetings of the Society (b) Maintain minute books of all meetings (c) issue general circular and notices (d) received all application for membership which shall be spaced before the Governing Body (e) Sign. On behalf of the Society all receipts for all sums received and 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) take all disciplinary actions such as removals dismissal etc, (j) Transact all other business subject to the direction of the Governing Body.

### ASSTT. SECRETARY:

In absence of Secretary, he shall exercise all the Right and power of the Secretary.

### TREASURER :

He shall (a) collect and receive all kind of subscription donation and deposit of money and grant receipts thereof (b) maintain and keep each books and such other accounts as are necessary (c) operate account jointly either with the Secretary or the President (d) prepare the budget in consultation with the Secretary for consideration of the Governing Body.

### MAINTENANCE AND AUDIT OF ACCOUNTS:

The society shall maintain books of accounts as required under sec (1) (a) (b) of the Act. The accounts shall be audited by a duly qualified auditor as stated in Sec. 15(2) of the Act.



Sujit Bhattacharya  
5-9-06

Cont'd.....7.  
Sujit Bhattacharya  
Manager  
Zilla Public School

Principal  
जिला पब्लिक स्कूल, तमलुक  
Zilla Public School, Tamruk

SUIT & LEGAL PROCEEDINGS:

All suits and legal proceedings by or against the society shall being the name of the Secretary or such person as shall be appointed by the committee.

ALTERATION OF MEMORANDUM & REGULATIONS:

The memorandum and Regulations may be altered, modified rescind or added to by special resolution passed by the 3/4<sup>th</sup> members in a general meeting called for the purpose.

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.

DISSOLUTION OF SOCIETY:

Subject of the provisions of sections 24 & 27 of the West Bengal Societies Registration Act, 1961 or any statutory modification thereof. The society may be dissolved by resolution to that effect passed 3/4<sup>th</sup> 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 hereby certify that the above is a true copy of the Rules and Regulations of Society.

Signature of three members of the Governing Body :-

**CERTIFIED TRUE COPY**

Designation

- ✓ 1. Gourav Pandey
2. Sujit Khosla
3. Mamta Mishra

President

Secretary

Asst Registrar of Firms, Societies & Non-Trading Corps, West Bengal

Treasurer



Day of APRIL 2006.

Sujit Khosla  
5-9-06

Compared by  
Li 09/08/11