

MEMORANDUM OF ASSOCIATION

1) NAME OF SOCIETY :- Senapati Prataprao Gujar Education Society.

2) ADDRESS OF SOCIETY:- Post : Kabadewadi, Tal: Gadhingluj, Dist:
Kolhapur.

3) PURPOSE OF SOCIETY :-

1. To start education societies like: Balwadi, Middle school, high school, etc., for development of education.
2. To start education societies like Vande education society, Professional school and stitching class for rural and urban areas too.
3. To start educational camp, provide books and other related books for overall educational progress.
4. To arrange Debate competitions, Seminars to create educational atmosphere.
5. To start work for degradation of casteism nearby school or any necessary place.
6. To start sports classes and provide facilities for different type of sports like Cricket, Football, Kho-Kho, Kabbadi, etc. for gaining physical strength, Discipline and to make understand the importance of physical training.
7. To appoint trained teachers to the classes considering above various aspects.
8. To celebrate National festivals like 15th August, 26th January, etc.
9. To help poor section of society by giving educational things like Books, Writing material, etc. Below is the list of names of the persons to whom this job is given.

Sr. No.	Name of Member	Address	Designation	Age	Occupation
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1)	Krushnarao Rakhmajirao Desai	Kabadewadi, tal: Gadhingluj	Chairman	39	Agriculture
	Jaysingh Gangaram Shinde	Saroli, tal: Gadhingluj	Secretary	32	Agriculture
	Sakhebaa Babaji Patil	Kumari, tal: Gadhingluj	Vice Chairman	40	Agriculture
	Babasaheb Balwant Desai	Arjunwadi, tal: Gadhingluj	Member	34	Agriculture
	Aapasaheb Mahadev Patil	Arjunwadi, tal: Gadhingluj	Member	45	Agriculture
	Dattatraya Ganesh Patil	Saroli, tal: Gadhingluj	Member	35	Agriculture
	Masun Raoji Sutar	Kene, tal: Ajara	Member	38	Agriculture
	Bageshrao Rakhmajirao Desai	Kabadewadi, tal: Gadhingluj	Member	34	Agriculture
	Tatyasaheb Shivram Desai	Talewadi, tal: Gadhingluj	Member	44	Agriculture
	Maruti Yalaapa Chindake	Kabadewadi, tal: Gadhingluj	Member	40	Agriculture
	Govindrao Sakhaapa Desai	Kabadewadi, tal: Gadhingluj	Member	45	Agriculture

RULES AND REGULATIONS

1) NAME OF SOCIETY :- Senapati Prataprao Gujar Education Society.

2) ADDRESS OF SOCIETY:- Post: Kabadewadi, Tal: Gadhingluj, Dist:
Kolhapur.

3) FINANCIAL YEAR :- Society's audit ending year will be 31st of March.

4) WORKING AREA OF SOCIETY :- Society's working area will be Kolhapur district.

5) MEMBERSHIP : 1) The person who is above the age of 21 yrs and also agree with society's aim and motto will be eligible of the membership. Society's membership fee will be Rs. 2. The person will enjoy all the rights of the membership endowed by society on members when the willing person will fill the complete form and take the suggestion of any two persons in the standing committee and also by getting permission of two-three members. But at the time of voting he must be above or of 21 yrs. Then only he will be eligible to vote. As per rule 15 sub rule 6 of registration of the society 's1971, the standing committee would kept the list of the eligible members.

2) The list of permitted members by this way would be kept by rule 15 sub-rule 6 of registration of society 1971,

3) The copy of 6 is attached with this rules and regulations.

6) TYPES OF MEMBERS :-

1) Founder Members:- The members who are responsible for the foundation of the society and will pay Rs. 100 they will be recognized as the founder member.

2) Common member:- The members who will pay the yearly fee of Rs. 12 and entry fee of Rs.2 will be recognized as common member.

3) Life long members:- The person who is the founder member and will pay Rs. 100 will be recognized as the lifelong member.

4) Sentinel members:- For the purpose of the development of the society, any person who wants contribute Rs. 1000/- as a donation will be called as a sentinel member.

7) RIGHTS OF MEMBERS:-

1) Members of society can participate in all works of society.

2) They can attend the annual general meeting of the society and discuss on society's works, balance-sheet, profit and loss, future plans, and report, voting. And also they can take additional information regarding this. But before taking this they must inform secretary before 5 days.

3) The member who wants to be elected in standing committee should send his candidature by help of proposal after one month after the end of year on 31st March to the office. He should ask the necessary things needed for it to chairman or vice chairman. But for this office will inform before 15 days. If the number of required forms for election is less then the members present in the yearly meeting can choose the candidate.

8) TO CANCEL MEMBERSHIP:-

1) Resignation, Police case or any other crime OR

2) Any member who acts directly or indirectly against the rules, regulations and bylaws of the society, then the membership of such member can be cancelled either temporarily or permanently by the recommendation of the standing committee. Such member will get a chance to place his side before the standing committee.

3) If any member in arrears of the annual fees of the society for continues for 3 years, then the standing committee has power to remove his membership

9) RESTRICTION:-

1) Any member of the society should not disclose any of the confidential news of the society anywhere. If any dispute arises

between any members or with society or with standing committee, then it should be place before the chairman – standing committee or should place before the annual general meeting. And if any of the member is related with the above, than, the one man committee of the senior most member of standing committee should be formed and the decision of the said committee would be binding. In any case the member should not publish such dispute in newspaper, should not take any conference, and before the appointing the moderator to solve the misunderstanding, should not knock the doors of the court and police otherwise such member will be responsible for the cancellation of his membership.

10) STANDING COMMITTEE:-

the standing committee will consists 11 members, chairman, vice-chairman, secretary, treasurer, and auditor these are 5 chairpersons and others will be members of the society.

A suspended chairperson will be allowed to remain present to meeting only after obtaining the prior permission of the chairman. But he will not have right to vote. The selection of the standing committee should be held after every 3 years by electing the members in majority in the general meeting. If any post of the standing committee is become vacant due to some reason than it will be filled up by majority. the said post should be filled within 3 months from the date of vacancy. The list of the all the members of the standing committee should be as per registration of society's act 1860 per section 4 of the byelaws and the same should be sent to the charity commissioner, kolhapur region kolhapur on every year. The proforma of the byelaws is annexed here with this rules.

11) THE AIMES AND RIGHT OF THE STANDING COMMITTEE.

1) To check the day to day functioning of the society, to make appointments of staff, to transfer any employee, or retirement of any employee ,money transactions of the society, and to control the same .to creat new members and to prepare the list of the new members as per rule 5(2)and(3) and work accordingly. The new directors should be elected within one month after the annual general meeting. The chairman of the society will be the chairman of the standing committee.

2] INTERNAL AUDIT:- As per the norms under the regulations of registration of society's Act 1860, the profit and loss account and balance-sheet of the society should be checked through the govt. auditor. Same should be placed in the annual general meeting and got audited through the auditor and same should be submitted to the assistant registrar, kolhapur, in the prescribed form within time.

3] To present the direction for forth coming works and prepare a prediction table and present it in front of the annual general meeting.

4] Create various groups to complete the work decided in annual general meeting and also administer on these groups.

5] To put forth any new rules or regulations or any new type of work in the annual general meeting.

6] To implement the orders, permitted projects and also some things related to regulations passed in the annual general meeting of the society.

7] to send the name of the person who is appointed by the society along with his biodata to the assistant registrar co-operative society's

kolhapur region, kolhapur. To be send as per the proforma prescribed in the registration rule no.8 of regulation 8 of the section 4 (A) of the act.

9] other work should be done as per rule

12) MEETINGS OF THE STANDING COMMITTEE:-

The meeting should be held once in a every two months, and the notice of the same should be send 4 days before to the each and every members, and to consider the day to day functioning of the society. The chair man has a power to call emergency meeting by giving one day notice to the members. If any member does not get the notice send by post too, then in such situation the meeting which held in the absence of the such member shall not be said as illegal one. in case of emergency, when there is a necessity take any decision immediately in such a situation, with the permission of the chairman and secretary the resolution and information shall be sent to the members in writing and there opinion shall be called in writing, and the said resolution will be considered as passed either permitted or not. There should be corm for standing committee meeting and the presence of either secretary or chairman

is necessary. If any member is absent for the meeting continuously for 3 meeting or continuously for the 6 months then his membership will be cancelled.

13) DIRECTORS AND THEIR WORK:-

CHAIR MAN:

- A) To hold annual general meetings , general meetings biasly after accepting the chairman ship
- B) To check and control the day to day functioning of the society.
- C) If there is a tie during the election, than to give proper vote.
- D) if the secretary is fail to perform his duties properly than to call meeting of the standing committee and to take decision regarding secretary.
- E) to sign all documents and also to sign cheques and vouchers of the society.

VICE-CAHIRMAN:-

To handle the charge of the chairman in his absence and help in day to day functioning of the society. To help the day to day functioning as per the notice of the standing committee as per the aim of the society.

SECRETARY:

- A) To work as per the norms and aims of the society daily as per the instructions of the standing committee.
- B) To control the office of the society and to send letters etc. on behalf of the society.
- C) to call meeting s of the society as well as of the standing committee, to send notices and to take note of the same with prior permission of the chairman.
- D) To maintain relation between the standing committee and employees of the society and also control their work.
- E) To deposit the amount of the society with the decided bank and to make a transactions. The secretary can keep amount upto Rs. 100/- with him and can spent amount upto Rs. 200/- with prior permission of the chairman. The standing committee should pass the resolution for the said expenditure.
- F) To keep the record of the day to day expenditure and profit of the society.

- G) To collect the amount of fees, donations, interest, loans and others, to Sanction and passed the bills of expenditure with prior permission of the chairman and standing committee.
- H) To keep the registers and vouchers and cheques of the society and to sign the cheques.
- I) To prepare the monthly and annual profit and loss account, and to prepare the budget of the society and place it before the chairman for sanction.

AUDITOR:-

- A) To audit once in a year.
- B) If there is any wrong entry or correction found during the audit, to report the same to the chairman and to advice to correct the same.
- C) And if there is any correction to check whether it is corrected or not.

TRESEAROR:-

To help the secretary in the financial work.

14) ANNUAL GENERAL MEETING.

A) The society should conduct the annual general meeting after completion of a financial year at least once in a six months. All the members should sincerely take efforts to prepare accounts and progress report of the society for the successful meetings. And in case, if the annual general meeting not called within six months after completion of a year, in such a situation the chairman should call the meeting by using his power.

B) RULES FOR THE ANNUAL MEETING.

- 1) The meeting will be held as per the place, date and time decided by the standing committee.
- 2) If the notice of the annual meeting is published in news paper than it is good but it not binding.
- 3) The notice of the meeting should be given before the 15 days from the date of the meeting.
- 4) If there is correction in the byelaws than notice of such should be given bepre the 15 days.
- 5) If any member not received the notice of the meeting due to which he is absent in the meeting then he will not have right to take objection for any resolution which has been passed in the meeting.

6] Any person who is useful for the meeting can be called with prior permission of the standing committee as a invitee or a exchequer, but he will not cast his vote.

7] 2/5th majority for corm is necessary for meeting for taking any decision, and if the meeting is held-up for corm than after half an hour the meeting will be start without waiting for corm. It is necessary to mention this note in the notice.

15) AGENDA FOR THE ANNUAL GENERAL MEETING:-

1] To sanction the minutes of the earliar meeting, report of the standing committee, profit and loss account and balanecd-sheet, and buget.

2] To select the members of the standing committee.

3] If there is any correction in the byelaws, permission should be obtained for the same.

4] The main purpose and work should be disscuss.

5] To get the work done which is comes up before the standing committee without prior permission of the chairman but after the notice to all the members.

16) ADDITIONAL GENERAL MEETING:-

1] If any important matter is supposed place before the standing committee than the additional meeting can be called for. All rules for such meeting are applicable like the annual general meeting except the corm. If the 1/4th members made and application to the chairman for the purpose of the said meeting. And if the chairman is unable to call said meeting within one month than the applicant should call the meeting by issuing 7 days notice to the main members and chairman.

17) BYE-LAWS AND CORRECTION IN BYELAWS:-

If there is any correction suggested by the member or standing committee in the byelaws than it will be considered by only 3/5th majority of the present members.

18) FUNDS AND ITS UTILISATION:-

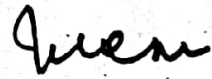
To collect the funds, interests, loans without interest for the purpose of the increase in the funds of the society. If it thinks necessary to sponsor cultural programs like movie, drama, competitions etc.,

The funds of the society should be save or deposit with the banks only. It should not be deposit with any private person or society. Money transactions should be done with the signatures of the chairman. Secretary or treasure any 2 of them. Amount of Rs.100/- and above should be immidaitly dposited with bank.

19) DISSOLUTION OF THE SOCIETY:-

The society should be dissolve as per the provisions of the society's Registraion Act 1860. After completion of the all formalities of the dissolution of the society as per act the society can be dissolve.

This is to certify that the Senapati Prataprao Gujar Sanstha Kavdewadi, this is a true copy of the rules and byelaws of the society and found it true and correct.



Sd/ 

सेनापती प्रतापराव गुजर शिक्षण संस्था,
कावडेवाडी, ता. गडहिंगलज, जि. कोल्हापूर

Senapati Prataprao Gujar Education Society

Kavdewadi TAL. Gad- hingalaj Dist. Kolhapur.