

Department of Industries & Commerce, Haryana

Form-VII

"Revised Certificate of Registration issued under Section 9(4) of the Haryana Registration and Regulation of Societies Act, 2012 upon allotment of a new registration number"

(See sub-rule (2) of rule 8)

Revised Certificate of Registration of Society

I hereby certify that **S.D. SCHOOL MANAGING COMMITTEE**(name of the society) registered vide registration number **18** on 0000-00-00 00:00:00 Registered with District Registrar has been allotted a new Registration Number as undermentioned on this 30 day Mar month 2017 year under the Haryana Registration and Regulation of Societies Act, 2012 (Haryana Act No. 1 of 2012).

State Code		District Code			Year Of Registration				Registration Number				
H	R	0	0	3	2	0	1	7	0	0	7	6	0
Name Of the Society							Registered Office Address						
S.D. SCHOOL MANAGING COMMITTEE							YAMUNA NAGAR						

Issued under my hand at [Yamunanagar] this [30] day of (month)[Mar] (Year)[2017] having Unique Identification Number - 2001118084



Issuing Authority
District Registrar,
Yamunanagar
(Signature of District Registrar)

SOME IMPORTANT PROVISIONS OF THE HRRS ACT 2012 TO BE FOLLOWED :

- One Flat one vote.
- Videography of each meeting/ election of society is mandatory.
- Collegium Scheme to be approved from District Registrar if members strength is more than 1000.
- Administrator if appointed will not enroll new members, incur capital expenditure and give employment in the society.
- Terms of Governing Body not to be more than 3 years.
- Member to be not less than 21 year age.
- Office bearers of society (Three to twenty one).
- General Body and other meeting should be conducted with quorum i.e 1st meeting - 40%, 2nd meeting - 25% and 3rd meeting - 15%
(see entire Provisions)
- Submission of mandatory Annual Returns i.e. list of members, list of members of collegium, list of office bearers, Annual Report on working, Balance Sheet & Auditors Report, Copy of special resolution otherwise shall attract penalties & fines as per provisions of Act.
- In case of Joint Apartment owners, 1st owner will be eligible to contest the elections.
- Proxy voting not allowed.
- Condominium/ Association covered under Apartment Ownership Act 1983 is to be formed by owners only.
- Election observer may be appointed by District Registrar or on request of Society

Department of Industries & Commerce, Haryana

Form-VII

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SANATAN DHARAM SCHOOL MANAGING COMMITTEE (REGD.)


Jagadhri, Distt. Yamuna Nagar (Haryana)

MEMORANDUM OF SOCIETY 'Revised'

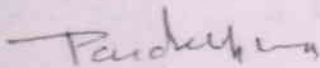
Introduction

SANATAN DHARAM SCHOOL MANAGING COMMITTEE (Regd.) is a society promoted by SHRI SANATAN DHARAM SABHA (Regd.) to run S.D. High School (since renamed S.D. Senior Secondary School), Jagadhri and any other Educational Institute which may be established. It was incorporated under the Societies Registration Act, 1860 which was got registered with the Registrar of Firms and Societies, Haryana vide Registration No. 18 of 1945-46 dt. 07.06.1945 For promotion of education. Now, with the enforcement of new Act namely, the Haryana Registration and Regulation of Societies Act, 2012, the existing Memorandum of Association of the said Society needs to be amended in accordance with the provisions of the new Act. Hence the society has resolved to amend the existing Memorandum of Association as follows: -

1. **Name of the society** : SANATAN DHARAM SCHOOL
MANAGING COMMITTEE
2. **Registered Office** : S.D. Senior Secondary School,
Jagadhri - 135003, Distt. Yamuna Nagar.
3. **Area of Operation** : Whole of India
4. **Aims & objects** : The objects for which the society is established are :
 - a) To establish, maintain, develop and run educational institutes as per the guidelines of SHRI SANATAN DHARAM SABHA (Regd.)
 - b) To run Sanatan Dharam High School (renamed as Sanatan Dharam Senior Secondary School) keeping in conformity with the guidelines issued by Board of School Education, Haryana, Bhiwani and CBSE, New Delhi.


President

S.D. School Managing Committee
JAGADHRI-135003



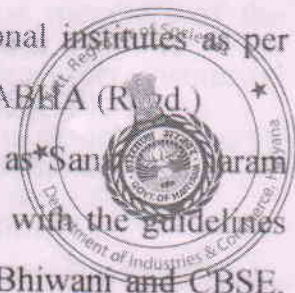
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Gen. Secretary

S.D. School Managing Committee
JAGADHRI-135003


Anil Kumar



- c) To run and manage other schools as per CBSE pattern.
- d) To establish, run and manage any other Institute imparting education in Technical, vocational or any other fields of learning as per the guidelines and established by Sanatan Dharam Sabha (Regd.) under any name as directed by Sabha.
- e) To construct, maintain, alter, improve and develop any building or works necessary or convenient for the purpose of the society.
- f) To establish, maintain, develop and run educational institutes to provide education in the different fields of learning like Primary, Senior Secondary and Secondary level studies, under graduate, Degree level studies, Post Graduate, Engineering & Technology, IT, IT Enabled Services, Management, College of Education, Sports & Physical Education, Medical Education of all types and all types of learning by establishing and running schools, Degree Colleges, Engineering and Technological and IT and IT enabled services Education Colleges, MBA/MCA/B.Ed./M.Ed./Sports College etc. and their branches and to generally promote education, sports activities, cultural knowledge and related activities in the public irrespective of their caste, color or creed.
- g) To establish, maintain and run hostels, boarding houses, residential institutions, recreation centers, gymnasiums, health clinics and out door games facilities etc., for the students and other connected with the society.
- h) To propagate and teach principles of Sanatan Dharam to the students irrespective of their region, caste, color or creed in conformity with the secular Nation Concept as defined in the constitution of India and as per relevant State Government guidelines.



[Signature]

President

S.D. School Managing Committee
JAGADHRI-135003

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[Signature]

Gen. Secretary

S.D. School Managing Committee
JAGADHRI-135003

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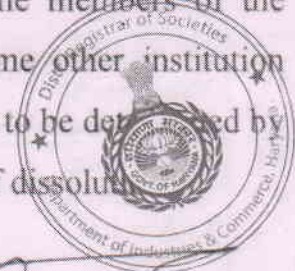
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- i) To take all necessary steps for managing the educational Institutions established by or as per the guidelines of Shri Sanatan Dharam Sabha, Jagadhri (Regd.)

5 CONDITIONS

- a) The income and property of the society shall be applied solely towards the promotion of the objects of the society as set forth in the Memorandum of Association and no portion thereof shall be paid or transferred directly or indirectly, to the members of the society.
- b) No member of the Managing Committee of the Society shall be appointed to any salaried office of the society or any office of the society paid by fees that no remuneration shall be given by the society to any member of such Governing Body except repayment of out of pocket expenses and interest on money lent or rent for premises / demises to the society.
- c) The society by its constitution is authorized to apply its surplus if any, or other income in promoting its aims and objects.
- d) If upon the winding up or dissolution of the society and after satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid or distributed among the members of the society but shall be given or transferred to some other institution having objects similar to the objects of the society to be determined by the members of the society at or before the time of dissolution.



[Signature]
President
S.D. School Managing Committee
JAGADHRI

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Gen. Secretary
S.D. School Managing Committee
JAGADHRI-250002

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Rudra

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6. The management of the affairs of the society is entrusted in accordance with the Rules & Regulations of the Society to a Managing Committee the present members of which are :

S. No	Name & Father's Name	Designation	Age	Occupation	Address	Signature
1	Sh. Nand Lal Garg S/o Sh. Jhandu Lal	President	78	Business	M/s Kumar Steels, Ambala Road, Jagadhri	
2	Sh. Parveen Kumar S/o Sh. Hukum Chand	Vice President	55	Business	M/s Hukum Chand & Sons, Chowk Bazaar, Jagadhri	
3	Sh. Ved Prakash Goel S/o Sh. Madan Lal	General Secretary	76	Business	11, School Road, Jagadhri	
4	Sh. Manoj Kumar Gupta S/o Sh. Inder Sain	Jt. Secretary	52	Business	M/s Inder Sain Manoj Kumar, Jesico Colony, Jagadhri	
5	Sh. Anand Saroop Gupta ji	Manager	65	Business	Backside of Shibhu Mal Makhhan Lal Dharamshala, Jagadhri	
6	Sh. Rajesh Goel S/o Sh. Ved Parkash Goel	Asst. Manager	42	Business	M/s Nikunj Enterprises, School Road, Jagadhri	
7	Sh. Pardeep Kumar Gupta	Treasurer	54	Business	M/s Sunrise Enterprises, Jesico Colony, Jagadhri	
8	Sh. Des Raj Goel S/o Sh. Madho Parsad	Member	78	Business	M/s Desh Metal Works, Jaroda Gate, Jagadhri	
9	Sh. Sushil Gupta S/o Sh. Shanti Saroop	Member	68	Business	M/s Gupta Metal Ind., Gauri Shankar Link Road, Jagadhri	
10	Sh. Arun Kumar Mittal S/o Sh. Mam Chand	Member	55	Business	M/s Mam Chand & Sons, Chowk Bazaar, Jagadhri	
11	Sh. Bhagwat Parsad S/o Sh. Kishori Lal	Member	73	Business	M/s Kishori Lal Balwant Rai, Railway Road, Jagadhri	



President
 S.D. School Managing Committee
 JAGADHRI-136003

4
 Abhishek
 Gupta

Gen. Secretary
 S.D. School Managing Committee
 JAGADHRI-136003

12.	Sh. Sanjeev Kumar Garg S/o Sh. Jai Prakash Garg	Member	43	Business	M/s Savita Metal Industries, Jaroda Gate, Jagadhri	<i>John</i>
13.	Sh. Satish Kumar S/o Sh. Sunder Lal Kansal	Member	65	Business	M/s Laj Metal Industries, Gauri Shankar Link Road, Jagadhri	<i>Sobal</i>
14.	Sh. Vijay Kumar S/o Sh. Lachman Dass	Member	49	Business	M/s Lachman Dass Govind Gopal, Chowk Bazaar, Jagadhri	<i>Vijay</i>
15.	Sh. Laxmi Narayan S/o Sh. Nand Lal	Member	52	Business	M/s Kumar Steel, Ambala Road, Jagadhri	<i>Laxmi</i>
16.	Sh. Abhishek Mittal S/o Sh. Vishnu Saroop	Member	37	Business	M/s Mam Chand Enterprises, Chowk Bazaar, Jagadhri	<i>Abhishek</i>
17.	Sh. Naveen Gupta	Member	37	Business	M/s Sunrise Enterprises, Jesico Colony, Jagadhri	<i>Naveen</i>

Place : Jagadhri

Date : 27/08/2016

Witness No. 1

Param Gupta
PARAM GUPTA
1694, VISHNU GARDEN
JAGADHRI

Witness No. 2

Am
C-2, 1594 Rajan Street
Johypura, Mohalek
Jagadhri.



Am

Param Gupta

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Abhishek
Mittal

Naveen

SANATAN DHARAM SCHOOL MANAGING COMMITTEE (REGD.)

Jagadhri, Distt. Yamuna Nagar (Haryana)

BYE LAWS 'Revised'

Introduction

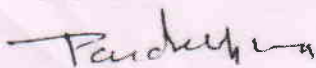
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1. **Name of the society** : SANATAN DHARAM SCHOOL
MANAGING COMMITTEE
2. **Registered Office** : S.D. Senior Secondary School,
Jagadhri – 135003, Distt. Yamuna Nagar.
3. **Area of Operation** : Whole of India
4. **Definitions:** - In these Bye-laws, unless the context otherwise requires:
 - 4.1. The Society means **Santan Dharam School Managing Committee**
 - 4.2. The Act means The Haryana Registration and Regulation of Societies Act, 2012 with amendments;
 - 4.3. The Rules means The Haryana Registration and Regulation of Societies Rules, 2012 with amendments;




President

S.D. School Managing Committee
JAGADHRI-135003



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Gen. Secretary

S.D. School Managing Committee
JAGADHRI-135003

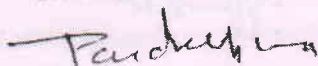


Jagadhri – 135 003 Distt. Yamuna Nagar (HARYANA) or the address where it is changed at any time;

- 4.5. The Aims & Objects / purposes means aims & objects / purposes of the Society as set out in Memorandum of Association and Bye-laws of the Society;
- 4.6. "Committee or Sub-Committee" shall mean any committee set up by the Managing Committee to assist in the furtherance of its objects.
- 4.7. Officers & Staff shall mean every officer and staff member appointed by the Managing Committee to any office in the Society.
- 4.8. Sabha mean SHRI SANATAN DHARAM SABHA (Regd.) Jagadhri
- 4.9. The President means the President of the Society;
- 4.10 The Vice Presidents means the Vice President of the Society;
- 4.11 The Secretary means the Secretary of the Society;
- 4.12 The Joint Secretary means the Joint Secretary of the Society;
- 4.13 The Manager means the manager of the Society
- 4.14 The Asst. Manager means the Assistant Manager of the Society.
- 4.15 The Treasurer means the Treasurer of the Society;
- 4.16 The Institute or Institution means the institutions set up and run by the society;
- 4.17 The State Government means the State Government of Haryana;
- 4.18 The Bye-laws mean the Bye-laws of the Society comprising the constitution of the Society/ as well as its rules and regulations;
- 4.19 The other words and expressions used in the Memorandum of Association and Bye-laws of the Society, but not defined hereinabove shall have the same meaning as assigned to them in the Act & Rules framed there under.

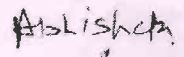

President

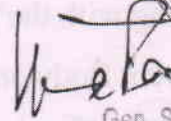
S.D. School Managing Committee
JAGADHRI-135003



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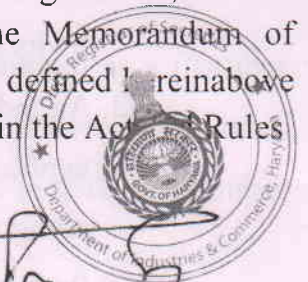
S.D. School Managing Committee
JAGADHRI-135003


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Gen. Secretary



5. Membership :

5.1. **Eligibility:** In order to be admitted as a member of the Society, a person

5.1.1. must be 21 years of age on the date of admission;

5.1.2. should subscribe to the aims and objects of the Society;

5.1.3. must have deposited the admission fee and annual subscription fee and must not be in arrears of payment of such fee as on the date of annual general meeting for continuing as a member;

5.1.4. must not be an insolvent and of unsound mind; and

5.1.5. must not have been convicted of an offence involving moral turpitude involving imprisonment of one year or more.

5.1.6. he should believe in the principles of Sanatan Dharam

5.2 Membership fee & annual subscription :

The current enrollment fee as on date; as decided by the Managing Committee of Parent Body (Sabha) is Rs. 31,000/- (Rupees Thirty One Thousand only) and the annual subscription is Rs. 250/- (Rs. Two Hundred and Fifty only). The enrollment fee and annual subscription may be revised at any time by the Managing Committee and for such revision, there shall be no need to amend the rules & regulations.

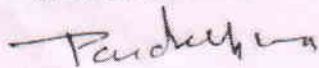
5.3. Admission Procedure (for members other than the subscribers):

5.3.1. The admission of a person as a member of the Society shall be decided by its Managing Committee of Parent Body from time to time;

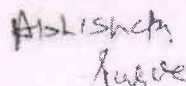
5.3.2. An individual willing to be a member of the Society has to submit an application in prescribed form along with supporting documents and along with the prescribed fee, on provisional basis, to the Secretary of Parent Body only duly filled in and signed.


President

S.D. School Managing Committee
JAGADHRI-135003

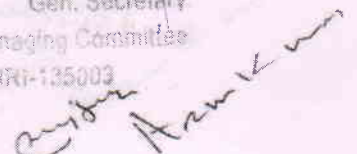


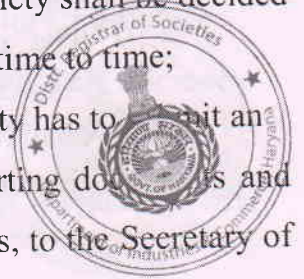
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Gen. Secretary

S.D. School Managing Committee
JAGADHRI-135003


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5.3.3. The Secretary shall examine the application and place the same before the Managing Committee of Parent Body for a decision.

5.3.4. The Managing Committee of Parent Body may accept or reject the application and the decision of the Managing Committee of Parent Body in this regard shall be final. It shall not be bound to assign any reason for its decision.

5.3.5. The approval of the Managing Committee of Parent Body shall be intimated to the member, his name shall be entered in the register of members, to be maintained in such manner & form as prescribed under the Haryana Societies Registration and Regulation Rules, 2012 and he/she will be issued an Identity Card of the Society.

5.3.6. In case of non-approval, his subscription amount will be returned.

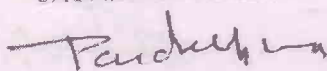
5.3.7 After memberships of more than 1000 of Sabha, then collegium will be made according to the Act. Constitution of electoral colleges and allocation of members to each electoral colleges shall be decided by the Governing Body with the admission of new members and such details shall be communicated to the members and also displayed on the notice board of the Society in its office. The Collegium of the Society shall act as the General Body for all intents and purposes and the members of the Collegium shall in turn elect the Office-bearers and the members of the Governing Body.

5.4. **Identity Card for every member** : - Every person admitted as a member will be issued an identity card containing his / her photograph, brief particulars and membership category, duly signed by the individual member and the Secretary of the Society.

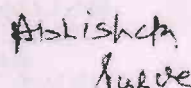



President

S.D. School Managing Committee
JAGADHRI-135003



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Gen. Secretary

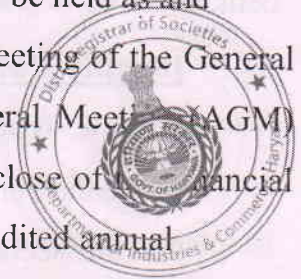
S.D. School Managing Committee
JAGADHRI-135003





- 5.5. **Cessation of Membership:** Any person admitted as a member shall cease to be a member of the Society in the following events:
- 5.5.1. Upon submission and acceptance of his resignation;
 - 5.5.2. If he/she ceases to fulfill the eligibility conditions for being admitted as a member as mentioned in eligibility clause.
 - 5.5.3. Upon his / her acting contrary to the aims and objectives of the Society;
 - 5.5.4. Upon such member being found guilty of a financial misappropriation of the funds of the society;
 - 5.5.5. Upon indictment and directions for removal by the District Registrar/ Registrar/ Registrar General of Societies;
 - 5.5.6. Upon the death of a member;

6. General Body:


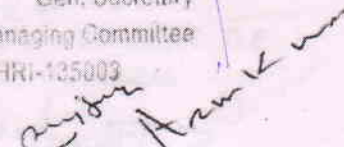
- 6.1. Every person admitted as a member shall be a member of the General Body of the Society and shall be entitled to cast his vote for the election of members of the Managing Committee unless he is in arrears of payment of any dues of the Society, including the annual subscription.
- 6.2. Every member shall cast his vote in person and no proxy voting shall be allowed.
- 6.3. Meeting of the General Body –
 - 6.3.1. A meeting of the General Body of the society will be held as and when required. However, at least one ordinary meeting of the General Body of the society, called as the Annual General Meeting (AGM) will be held in a year, within six months of the close of financial year for consideration and adoption of the duly audited annual




President
S.D. School Managing Committee
JAGADHRI-135003



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Ashish Ch
Treasurer


Gen. Secretary
S.D. School Managing Committee
JAGADHRI-135003


accounts of the society in addition to transaction of other business of the Society as may be required.

6.3.2. The Managing Committee of the society whenever required may also convene an extra-ordinary meeting of the General Body of the society at any time after giving due notice as and when required.

6.3.3. The Managing Committee, in case of requisition meeting, shall convene an extra ordinary meeting of the General Body of the society within 45 days of receipt of a written requisition along with reasons for convening such meeting, from at least 1/3rd of the members of the General Body.

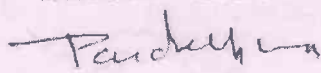
6.3.4. For any meeting of the General Body, a clear notice of at least 14 days along with a copy of the agenda of the business to be transacted, date, time & venue of the meeting will be given to the members of the General Body. A copy of such notice will also be endorsed to the District Registrar.

6.3.5. A meeting of the General Body may also be convened at a shorter notice, if agreed to, by a majority (at least above 50% of the total members) of the members of the General Body.

6.3.6. Quorum for the meeting of the General Body will be 40% of the total members entitled to vote and present in person. In case, a meeting is adjourned for want of quorum, the quorum for the adjourned meeting shall be as per the provisions of the Act & rules. The General Body shall be competent to transact all business in such adjourned meeting except the consideration of any Special Resolution. A Special Resolution can be passed in such adjourned meeting only if at least 25% of the total members of the General Body are present. If there is


President

S.D. School Managing Committee
JAGADHRI-125003




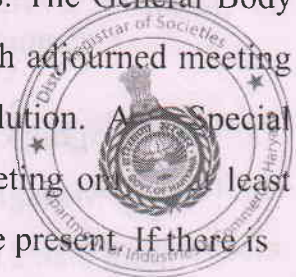
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Gen. Secretary

S.D. School Managing Committee
JAGADHRI-125003





any change in the Act or Rules, the same shall be deliberated and may be adopted by the Managing Committee.

6.3.7. The proceedings of all meetings of the General Body will be recorded in the minutes-book maintained separately for the purpose by the Secretary and such minutes will be signed by the Chairman of the meeting and the Secretary of the Society.

6.3.8. The minutes of every meeting of the General Body will be placed for confirmation in the succeeding meeting of the General Body.

6.4. Powers, Functions & Duties of the General Body

6.4.1. To guide and contribute to the Society in determining and fulfilling its aims and objects.

6.4.2. To recommend or decide policy matters such as amendment in the Memorandum of Association and the Bye-laws of the society, approval of annual accounts of the society, approval for disposal of immovable assets of the society etc. and all such other acts as may be required and permissible under the Haryana Registration and Regulation of Societies Act & Rules, 2012.

6.4.3. To elect the office bearers and the members of the Managing Committee as per the provisions of Act, rules & bye-laws.

6.4.4. To remove any member or accord approval to the continuation of any member appointed against a casual vacancy from the Managing Committee.

7. Managing Committee:

7.1. The Managing Committee shall consist of minimum 7 members but not more than 21 members.




President

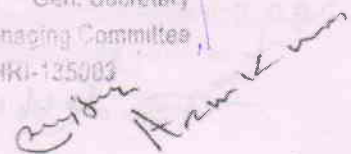
S.D. School Managing Committee
JAGADHRI-135003



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S.D. School Managing Committee
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7.2. Election of the Managing Committee: -

7.2.1. The Term of the Managing Committee shall be three years from the date of approval of its election by the District Registrar;

7.2.2. The Managing Committee will declare the Schedule of Elections and appoint the Returning Officer for conduct of elections. The Managing Committee shall also send notices for holding elections of the Managing Committee to all the members, conveying the date, time & the manner. The information w.r.t. holding of election for the Managing Committee shall also be sent to District Registrar to appoint an observer, if he so desires.

7.2.3. Any objections regarding the list of members of the Society entitled to vote shall be decided by the Returning Officer in consultation with the office-bearers of the society. However, the decision of the Returning Officer shall be final in the event of any difference of opinion. The Returning Officer shall, thereafter, invite nominations to be filed within the period prescribed in the Schedule of elections, scrutiny and withdrawal of nominations, if any, for election of the office-bearers and the executive members of the Managing Committee.

7.2.4. The Returning Officer will display a list of the contesting members on the notice board of the society. The returning officer will conduct the election on the notified date. The members eligible to vote will be allowed to cast their vote in person, and wherever disputed, on production of the identity card issued by the society.

7.2.5. After closing hours on the date of the poll, the returning officer will declare the results and constitute the Managing Committee of the society. A list of the elected office-bearers and the executive members

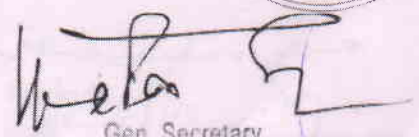



President

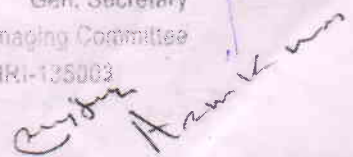
S.D. School Managing Committee
JAGADHRI-135003



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Kulve


Gen. Secretary

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of the Managing Committee, duly signed by the Returning Officer, will be filed with District Registrar within 30 days, who shall accord his approval of the same upon his satisfaction.

7.2.6 No office bearer of the Sabha shall be elected as an office bearer of the Scholl Managing Committee simultaneously. However the President & Secretary of the Sabha shall be *ex-officio* members of the School Managing Committee.

7.2.6. The office-bearers of the Society shall not be entitled to any remuneration for rendering services to the society.

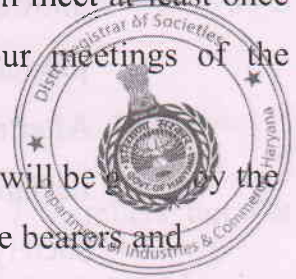
7.3. Filling of any Casual Vacancy on the Managing Committee –

Any vacancy arising on account of resignation or death of any member of the Managing Committee or for any other reason, may be filled-up by the Antring Sabha or Managing Committee of the Sabha i.e. parent body. However if there be any vacancy other than the office bearer in the Managing Committee; the same may be filled up by Managing Committee of the Society itself. This power of the Managing Committee shall be restricted to only two vacancies at a time. If there be more than two vacancies; the same shall be filled up by the Sabha.

7.4. Meetings of the Managing Committee: –

7.4.1. The meetings of the Managing Committee will be held as and when required. However, the Managing Committee shall meet at least once every month. and there will be minimum four meetings of the Managing Committee in a financial year.

7.4.2. A clear notice of one week of every such meeting will be given by the Secretary of the Managing Committee to the office bearers and



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President
Tandeyan

Abhishek
Kumar

Gen. Secretary
Anand

members before the date appointed for the meeting. However, the Managing Committee may meet at shorter notice, wherever so required, with the consent of at least fifty percent of its members.

7.4.3. The President will be empowered to invite any other person or persons whom he considers helpful in achieving the aims of the society as special invitee/s. Such special invitee/s shall not have a right to vote.


7.4.4. The quorum of the meetings of the Managing Committee shall be at least 40% of the total members of the Managing Committee, subject to a minimum of 5 members. In case quorum is not present, the meeting shall be adjourned to another date for which a proper notice shall be issued. The members present in the adjourned meeting, subject to a minimum of three members, shall form the quorum for the adjourned meeting.

7.4.5 Besides, the Managing Committee shall also have one joint meeting with the Antring Sabha or Managing Committee of Shri Sanatan Dharam Sabha (Regd.) once in every three calendar months to review the working and progress of the school. The President and Secretary of Sabha shall be the President and Secretary of such joint meeting. 1/3rd members shall form the quorum of such meeting. In the case of joint meeting of Antring Sabha and School Managing Committee; one week notice shall be given.

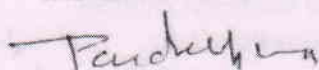
7.4.6. The proceedings of every meeting of the Managing Committee will be recorded in the proceedings book separately maintained for this purpose.

7.5. Powers, Functions & Duties of the Managing Committee: -

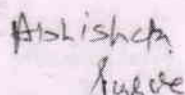



President

S.D. School Managing Committee
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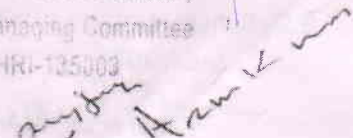


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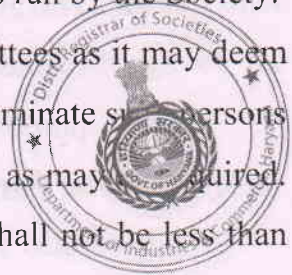

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Gen. Secretary

S.D. School Managing Committee
JAGADHRI-135003


Anil Kumar

- 7.5.1. The Managing Committee will be responsible for achieving the aims & objectives of the Society in accordance with the guidelines of the Sabha and shall work in the best interest of the Society, for which it shall be empowered to deploy the funds & assets of the society for the stated objectives;
- 7.5.2. The Managing Committee will be competent to raise funds and purchase property, movable and immovable, on free-hold or lease basis in its name, as decided by it.
- 7.5.3. The Managing Committee shall have full charge of all immovable properties and moveable assets belonging to or vested in the Society and these will be managed in such a manner as it considers appropriate subject to the overall control and directions of the General Body of the Society.
- 7.5.4. To construct buildings or alteration in the building or to lease or to let any property of the society on the condition as they may think proper.
- 7.5.5. To enter into any arrangements with the Government or any other person / persons for receiving grant for the institutions run by the Society.
- 7.5.6. The Managing Committee shall be competent to invest the funds in the manner it considers appropriate in the best interests of the Society and it shall be competent to borrow or mortgage or hypothecate the properties on behalf of the Society in the manner decided.
- 7.5.7. To carry on the management of all the institutions of Sanatan Dharam Sabha, Jagadhri and other educational and charitable institutions run by the Society.
- 7.5.8. To constitute any number of committees or Sub-Committees as it may deem necessary for smooth functioning of the Sabha and to nominate such persons on the committee out of the members of Antring Sabha as may be required. However, the number of members in such committee shall not be less than three. 2/3rd of the members shall form the quorum.



S.D. School Managing Committee

JAGADHRI-135003

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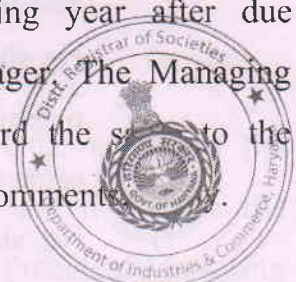
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S.D. School Managing Committee

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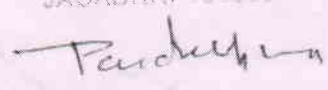
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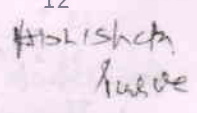
- 7.5.9. To create provision for engagement of regular or part-time employees of the Society to look after the secretarial, accounting and other functions in a seamless manner. To appoint, confirm, promote, suspend or terminate the services of such employees.
- 7.5.10. To outsource certain functions e.g. cleaning, security and similar other maintenance activities of the premises of the society.
- 7.5.11. To sue on behalf of and to defend legal action brought against the Society and to nominate one or two person for the purpose and delegate the power to sue or to defend the Society in the Court of Law to such nominee/s.
- 7.5.12. To enroll new members, to accept the resignation of any member or office bearer and to terminate the membership of any members as per rules.
- 7.5.13. To make such rules and bye-laws as they may from time to time consider necessary for regulating the management of the Society.
- 7.5.14 To open banks account / accounts with banks and to operate such bank account / accounts. Also to deposit all moneys belonging to the Society in such bank accounts or invest the same in specified securities as may be beneficial to the society.
- 7.5.15 To utilize the whole of the income of the society (how so ever derived) towards carrying out the objects of the society.
- 7.5.16 The Managing committee shall consider and adopt the report on the working of the school as submitted by the head of the institute and also the Annual Balance Sheet and budget for the ensuing year after due considering the remarks, if any given by the Manager. The Managing Committee after approval of the same shall forward the same to the Antring Sabha of the Parent Body alongwith its own comments.




President

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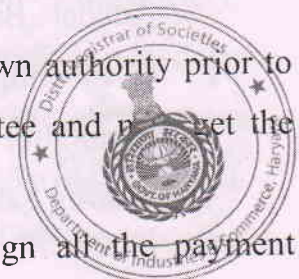



The Managing Committee (Antring Sabha) of the Parent Body; shall approve the same after due consideration within a period of 15 days. However, if need be the Antring Sabha may call for any explanation or clarification and may also direct such changes or amendments which it may deem fit. However, if the Managing Committee of Sabha does not take any action within fifteen days; it shall be presumed that the same are approved.


7.6. Powers, Functions & Duties of individual members of Managing Committee: -

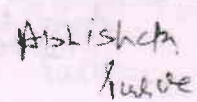
7.6.1. President:

- a) To preside over all the meetings and regulate the proceedings of such meetings.
- b) To do all such acts, deeds and things as may be authorized by the General Body and/or the Managing Committee from time to time.
- c) He shall be the Chief Executive of the Society and shall be responsible for the general administration of the society.
- d) He shall call meetings of the Managing Committee as and when deemed necessary and required by him. He may also postpone or dismiss the meeting and shall be empowered to allow any matter for discussions in the meeting even if the same is not appearing the agenda of the meeting.
- e) He shall give approval of any matter with his own authority prior to placing the same before the Executive Committee and get the same approved from the Antring Sabha.
- f) He shall approve the expenditure and also sign all the payment vouches. He shall also scrutinize all the accounts.

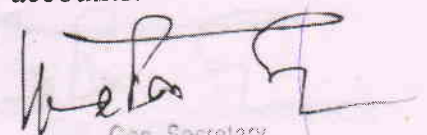




President
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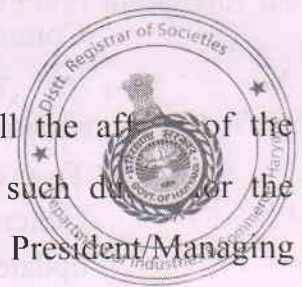
- g) He shall also be empowered to use his casting vote whenever needed. Also, he may direct any member to leave the house for indisciplinary attitude.
- h) He may appoint or dismiss any employee for Society work on the report of the secretary.
- i) He shall have the authority to delegate the duty of any member including that of any office bearer for the purpose of legal consultation and necessary proceedings and pleadings.
- j) To allow or disallow discussion on any matter which is not included in the agenda.
- k) To ensure proper & transparent functioning of the Society/ Managing Committee.
- l) To ensure strict compliance of the provisions of the Haryana Registration and Regulation of Societies Act, 2012 and the rules made thereunder.
- m) To supervise and guide the overall activities/ achievement of aims & objectives of the Society.

7.6.2 Vice President

- a) The Vice President shall perform all the duties of the President in his absence and shall enjoy all the powers of the President in his absence.
- b) The Vice President in general shall perform his work for the maximum benefit of the society.

7.6.3. General Secretary:

- a) To conduct, organize, supervise and manage all the affairs of the Society and do all such acts and perform all such duties for the working of the Society as may be assigned by the President/Managing Committee;

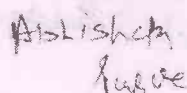


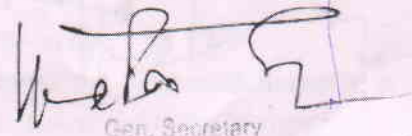

President

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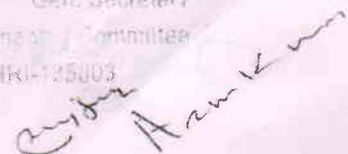


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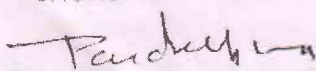
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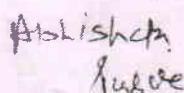
- b) To convene meetings of the General Body/Managing Committee with the consent of the President and serve proper notices as prescribed under these byelaws.
- c) To attend all the meetings of the General Body and the Managing Committee and assist the President in conducting the meetings and record proceedings of all the meetings.
- d) To prepare annual report of the Society and place it before the Managing Committee along with audited annual accounts of the Society, for approval to place the same before the General Body in the Annual General Meeting.
- e) To keep and preserve the records of the Society/ Managing Committee.
- f) To help and assist the President in looking after the complete affairs of the Society and in attaining aims & objects of the Society.
- g) To ensure timely filing of all statutory returns/ documents in the office of the District Registrar and such other authorities as may be prescribed under the Haryana Registration and Regulation of Societies Act, 2012 and the rules made there under.
- h) To be the custodian for safe custody of common seal of the society and affix the same, wherever required, as per the authorization of the Managing Committee.
- i) To conduct correspondence on behalf of the Society / Managing Committee and to sign letters and papers on its behalf and to ensure that all statutory registers and records are properly kept and maintained.
- j) To prepare before announcing of the date of election and Annual General Meeting, the list of all the members eligible to vote, duly updated and to place it before the Managing Committee.


President

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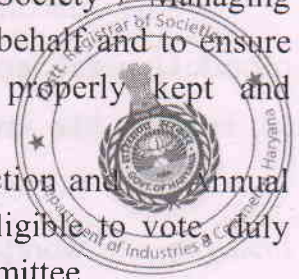
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S.D. School Managing Committee
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Anil Kumar



the Managing Committee including creation of posts, fixation of salaries/ remuneration/ allowances etc., make appointments/ engagement of staff, make purchases and do all other such things as may be necessary in the furtherance of the aims & objects of the Society in accordance with the delegations by the Managing Committee from time to time and where no such delegation is specifically made, in consultation with the President of the Society.

- l) To issue cheques for payment of expenses.
- m) To receive donations.
- n) To assist the President in carrying out his duties.
- o) To do all such acts, deeds and things, as may be authorized by the Managing Committee.


7.6.4. Joint Secretary :

The Joint Secretary shall enjoy the powers of Secretary in his absence. He shall assist the secretary in his day to day working and duties.

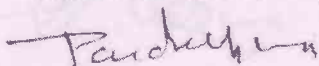
7.6.5 Manager

- a) The manager shall be responsible for the smooth administration and working of the school. He shall get the policies and instructions of Sabha and Managing Committee implemented.
- b) He shall supervise the tuition work of the institute(s) alongwith the head of such institute(s).
- c) He shall have the power to grant leave to any staff member of the institute for a period upto 17 days of his own.

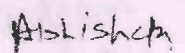


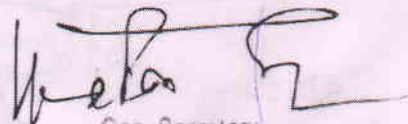

President

S.D. School Managing Committee
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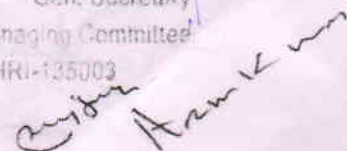


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S.D. School Managing Committee
JAGADHRI-135003


Ankur

- d) He shall have to suspend any employee of the Institute and take immediate action in emergency. However, he shall have to get the same ratified from the Managing Committee.
- e) He can visit the school frequently at any time.
- f) He can introduce any extra curricular facilities in the school including formation of Eco Clubs, amusement clubs, games, co-operative societies, refreshment facilities etc.
- g) He shall receive any type of grants in aid from the State or Central Government and shall make correspondence for the same.
- h) He shall submit his remarks annually about the staff members of the school to the Managing Committee.

7.6.6 Assistant Manager

The assistant manager shall function as manager in the absence of manager.

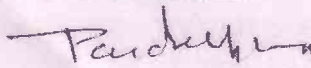
7.6.7. Treasurer:

- a) To make payment of the cheques issued by the Secretary along with any other signatory who is authorized to operate the bank accounts.
- b) To keep accounts of all financial transactions of the Society and of all the sums of money received and spent by the Society and maintain records of receipts and expenses relating to such matters, and of assets, credits and liabilities.
- c) To get the accounts of the Society audited by the chartered accountant appointed by the Managing Committee at the close of the financial year, every year.




President

S.D. School Managing Committee
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Tulve

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Gen. Secretary



- d) To submit to the Managing Committee through Secretary, the audited annual accounts of the Society, at least one month prior to the date of annual general meeting.
- e) To act as the overall custodian of all the books of accounts of the society, financial statements, receipt books, expense vouchers, bank pass books & cheque books, cash etc.

7.7. Cessation of members of the Managing Committee: - An office-bearer/ executive member of the Managing Committee shall cease to be an office bearer or executive member:

7.7.1. upon submission & acceptance of his resignation

7.7.2. if he ceases to be a member in accordance with sub-clause (8) of Clause 5 of these byelaws;

7.7.3. if he is removed by a resolution passed in the meeting of the General Body.

7.8. Exclusions from the Employment of a Society: -

7.8.1. No member of the Society shall be in full-time or part-time employment of the Society;

7.8.2. No dependent or family member or close relative of the office bearers and members of the Managing Committee shall be engaged as an employee of the society during its term;

7.8.3. Every office-bearer and member of the Managing Committee shall make a declaration in case any person in the employment of the Society is his close relative.

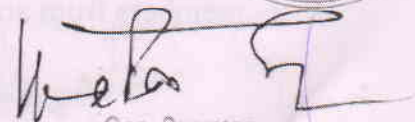



President

S.D. School Managing Committee
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Gen. Secretary

S.D. School Managing Committee
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8. **Amendments in the Memorandum of Association, Byelaws, Name of the Society, etc. –**

Any amendment in the Memorandum of Association and Byelaws, or Change of Name, amalgamation or division of the Society will be done only with the approval of the General Body by way of a special resolution. The intimation of any such amendment or change, along with attested copy of the requisite documents, shall be filed in the office the District Registrar by the Secretary within such time as may be prescribed under the Haryana Registration and Regulation of Societies Act, 2012 and the rules made thereunder.

9. **Management of Assets and Funds of the Society**

9.1. The sources of income of the society will include receipts on account of membership fee, annual subscription, rent from property/ assets, interest, consultation fees, donations, gifts, grants, etc. The society can also raise funds through interest-free short term loans from its members or from scheduled banks on interest. Loan from the scheduled banks on interest will be taken only for purchase of creation of capital assets and not for meeting any recurring revenue expenditure under any circumstances.

9.2. The Managing Committee will prepare and approve an annual budget of the Society on the basis of its estimated income and the capital & revenue expenditure during the first quarter of the financial year and shall also place a copy thereof before the General Body in Annual General Meeting for information.

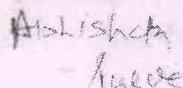
9.3. The bank accounts of the Society shall be operated jointly by any two members from among the President, General Secretary and Treasurer.



President

S.D. School Managing Committee
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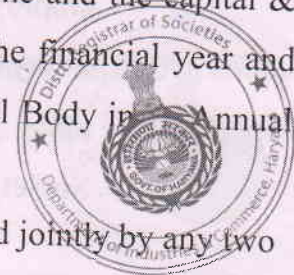
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Gen. Secretary

S.D. School Managing Committee
JAGADHRI-135003


Anil Kumar



9.4. All assets and funds will belong to the Society and vest in the society.

9.5. All receipts and payments of the Society shall be made through Bank Instruments (i.e. DD/ Pay Order/ Cheese/ Bank Transfers/ RTGS) including all receipts towards the Membership Fees and the annual subscriptions from the members. However, the Managing Committee may determine the limits of financial transactions which may be conducted in cash in certain other cases.

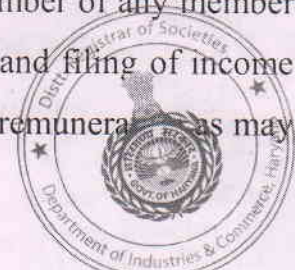
10. Accounts of the Society:

10.1. The Treasurer of the Society will be responsible for keeping and maintaining proper books of accounts i.e. cash book, ledger etc. as required under the Income Tax laws and/or any other authority including the Institute of Chartered Accountants of India, at its Registered Office with respect to all sums of money received and expended by the Society and the assets and liabilities of the Society.

10.2. The books of accounts of the Society shall be open to inspection during the business hours by the Registrar General, Registrar, District Registrar or any officer authorised by them and by any member of the Society.

10.3. The annual accounts of the society will be signed by any two authorized office-bearers of the Society.

10.4. The Managing Committee will appoint a chartered accountant, who shall not be a member of the Managing Committee or family member of any member of the Managing Committee, for auditing the accounts and filing of income tax return of the society for each financial year, at such remuneration as may be determined by the Managing Committee.



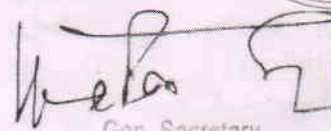

President

S.D. School Managing Committee
JAGADHRI-135003



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Tulve



Gen. Secretary

S.D. School Managing Committee
JAGADHRI-135003



11. Common Seal: -

The Society will have a common seal which shall be kept in safe custody of the Secretary and shall be affixed wherever it is required in accordance with the authorisation by the Managing Committee.

12. Amalgamation of the Society:

The Society may amalgamate itself with any other Society established with the identical aims and objects or allow any other society to amalgamate with itself by a Special Resolution passed in this behalf in accordance with the provisions contained in Section 51 of the Act and rule 25 made there under.



13. Dissolution of the Society:

14.1. The Society may resolve to dissolve itself in accordance with the provisions contained in the Act and the rules there under in case it becomes difficult to carry on with the operations of the Society, or it becomes insolvent or for any other pressing and unavoidable reasons;

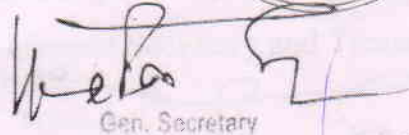

14.2. The Society shall not be dissolved except by majority of at least 3/5th of the total members of the General Body. The matter of dissolution of society cannot be taken in the adjourned meeting of the General Body.

14.3. In case of dissolution, the Managing Committee shall take all the necessary steps for the disposal of the property of the Society and settlement of its claims and liabilities. In the event of dissolution of the Society, no assets of the society shall devolve on or distributed amongst the members of the Society;




President
S.D. School Managing Committee
JAGADHRI-125003


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Gen. Secretary
S.D. School Managing Committee
JAGADHRI-125003


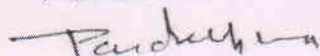
14.4. Its assets and properties shall be first used to liquidate any liabilities and the left-over properties/ assets, if any, shall be considered for transfer to any other Society established with identical aims and objects or to the District Collector for use thereof in the general public interest.

The management of the affairs of the society is entrusted in accordance with the Rules & Regulations of the Society to a Managing Committee the present members of which are :

S.No	Name & Father's Name	Designation	Age	Occupation	Address
1	Sh. Nand Lal Garg S/o Sh. Jhandu Lal	President	78	Business	M/s Kumar Steels, Ambala Road, Jagadhri
2.	Sh. Parveen Kumar S/o Sh. Hukum Chand	Vice President	55	Business	M/s Hukum Chand & Sons, Chowk Bazaar, Jagadhri
3.	Sh. Ved Prakash Goel S/o Sh. Madan Lal	General Secretary	76	Business	11, School Road, Jagadhri
4.	Sh. Manoj Kumar Gupta S/o Sh. Inder Sain	Jt. Secretary	52	Business	M/s Inder Sain Manoj Kumar, Jesico Colony, Jagadhri
5.	Sh. Anand Saroop Gupta ji	Manager	65	Business	Backside of Shibhu Mal Makhan Lal Dharamshala, Jagadhri
6.	Sh. Rajesh Goel S/o Sh. Ved Parkash Goel	Asst. Manager	42	Business	M/s Nikunj Enterprises, School Road, Jagadhri
7	Sh. Pardeep Kumar Gupta	Treasurer	54	Business	M/s Sunrise Enterprises, Jesico Colony, Jagadhri
8.	Sh. Des Raj Goel S/o Sh. Madho Parsad	Member	78	Business	M/s Dosh Metal Works, Janda Gate, Jagadhri
9.	Sh. Sushil Gupta S/o Sh. Shanti Saroop	Member	68	Business	M/s Gupta Ind Gauri Shanti Link Road, Jagadhri
10.	Sh. Arun Kumar Mittal S/o Sh. Mam Chand	Member	55	Business	M/s Mam Chand & Sons, Chowk Bazaar, Jagadhri

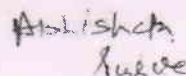

President

S.D. School Managing Committee
JAGADHRI-135003



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Gen. Secretary
S.D. School Managing Committee
JAGADHRI-135003



Abhishek
Treasurer



Anurag


11.	Sh. Bhagwat Parsad S/o Sh. Kishori Lal	Member	73	Business	M/s Kishori Lal Balwant Rai, Railway Road, Jagadhri
12.	Sh. Sanjeev Kumar Garg S/o Sh. Jai Prakash Garg	Member	43	Business	M/s Savita Metal Industries, Jaroda Gate, Jagadhri
13.	Sh. Satish Kumar S/o Sh. Sunder Lal Kansal	Member	65	Business	M/s Laj Metal Industries, Gauri Shankar Link Road, Jagadhri
14.	Sh. Vijay Kumar S/o Sh. Lachman Dass	Member	49	Business	M/s Lachman Dass Govind Gopal, Chowk Bazaar, Jagadhri
15.	Sh. Laxmi Naraiian S/o Sh. Nand Lal	Member	52	Business	M/s Kumar Steel, Ambala Road, Jagadhri
16.	Sh. Abhishek Mittal S/o Sh. Vishnu Saroop	Member	37	Business	M/s Mam Chand Enterprises, Chowk Bazaar, Jagadhri
17.	Sh. Naveen Gupta	Member	37	Business	M/s Sunrise Enterprises, Jesico Colony, Jagadhri


Place : Jagadhri

Date : 24.08.2016

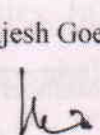

Nand Lal Garg (President)



Parveen Kumar (Vice President)


Ved Prakash Goel (Gen. Secretary)

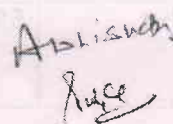

Manoj Kumar Gupta (Jt. Secretary)


Anand Saroop Gupta (Manager)


Rajesh Goel (Asst. Manager)


Pardeep Kumar Gupta (Treasurer)




Abhishek Mittal