

REVISED DATED

Sanjivani Rural Education Society

Name of the Society
- Sanjivani

Sanjivani Rural Education Society, Karpurgram,
Maharashtra State.

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Date: 11/12

MEMORANDUM OF ASSOCIATION OF THE SANJIVANI RURAL EDUCATION SOCIETY. KOPARDHAR.

1. Name - Sanjivani Rural Education Society, Karpurgram.

2. Registered Office of the Society will be located at Karpurgram, Taluka - Karpurgram, District - Ahmednagar, Maharashtra State.

3. Areas of Operation - All India.

4. Objects of the Society.

Memorandum and Articles of Association and Bye laws of the society

The objects of the Society shall be to promote and to carry out by various institutions, courses, affiliated or un-affiliated to the Government, the following objects, particularly to advance the needs of the rural areas:

(a) To provide, or provide for multi-grade and distance in such branches of learning and courses of studies as the Society may bring into its plan, designed, novel programs for research and advancement and disseminate knowledge and generally cultivate and promote the Technology of agriculture and allied activities, including such low ag-activities and other branches of learning and culture.

(b) To make provision to enable voluntary and voluntary units of the Society to undertake specialized studies in agriculture, wildlife and wildlife laboratory, library, museum and other special activity.

(c) To establish, maintain and manage Colleges, Institutes, halls, Sports and Gymnasiums, and Research and development centres.

(d) To guide the teaching by the Institute by a delegation of teachers from a pool of teachers of the Institute of the Society, and if necessary receive the same in exchange from time to time through temporary visits of other by Institutes.

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Secretary

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संविधान का भाग दशम
अनुच्छेद 19
जनता को अभिव्यक्ति का अधिकार
संविधान का भाग दशम
अनुच्छेद 19

REVISED (AMENDED)

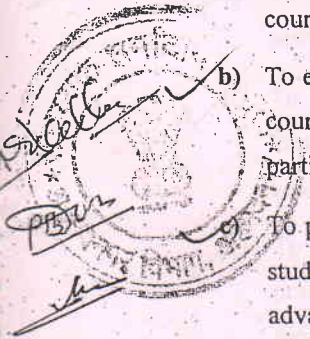
Sanjivani Rural Education Society

Name of the Society :- "Sanjivani Rural Education Society" Kopargaon
Operation :- Maharashtra State

[Signature]
6/11/2012

MEMORANDUM OF ASSOCIATION OF THE SANJIVANI RURAL EDUCATION SOCIETY, KOPARGAON.

- ✓ 1. Name:- Sanjivani Rural Education Society, Kopargaon.
- ✓ 2. Registered Office of the Society will be located at Kopargaon, Taluka- Kopargaon, District- Ahmednagar, Maharashtra State.
- ✓ 3. Area of Operation :- All India
4. Objects of the Society:
 - ✓ a) To impact education by starting conducting taking over and running Schools and College from Primary to University level to the persons belonging to all Castes, Creeds, and communities irrespective of sex. The word "Education " here means and also includes technical, scientific, industrial, medical, defense studies, academic, physical and Agriculture, computer and any course for rural development framed by Government the like.
 - ✓ b) To encourage, promote and spread up education as mentioned in para (a) by starting Institutions, courses, affiliated or non affiliated or act as autonomous course long term or short term, particularly to satisfy the needs of the rural masses.
 - ✓ c) To promote, to provide for instructions and training in such branches of learning and courses of studies as the Society may from time to time determine, make provisions for research and advancement and disseminate knowledge and generally cultivate and promote the Technology of Engineering, Science, Medicine, Commerce and Arts including Fine arts agriculture and other branches of learning and cultural.
 - ✓ d) To make provision to enable constituent and connected units of the Society to undertake specialized studies to organize, maintain and manage laboratory, library, museum and other research activity.
 - ✓ e) To establish, maintain and manage Colleges, Institutes, halls, Sports and Gymnasiums, and Research and development institute
 - ✓ f) To guide the teaching in like institutes by a deputation of teachers from a pool of teachers of the institutes of the Society and if necessary receive the same in exchange from them also arrange refreshers courses of near by industries.



[Signature]
Secretary
Sanjivani Rural Education Society
Kopargaon

- ✓ g) To hold and manage trusts and endowments and institutions and exhibitions and awards scholarships, studentship and prizes etc.
- ✓ h) To make the Society a center of Social and Economic transformation through education as envisaged in the preamble and directive principles and the provisions of the Constitution.
- ✓ i) To make special provision for the benefits and all sided developments of the classes and communities which are socially and educationally backward.
- ✓ j) To make special provision for education to make available to women students handicapped students disabled students as the Society may think necessary.
- ✓ k) To make special provision for spreading of higher need base technical knowledge and education in rural areas and urban areas.
- ✓ l) To fix, demand, receive or recover such fees and contribution, consideration as may be decided by the Society.
- ✓ m) To supervise, control, conduct and regulate residence, conduct and discipline of the students, staff teaching and non teaching of the Society's College and Institutions connected.
- ✓ n) To promote, conduct and patronizes through instructions all activities for the advancement of National integrity and develop a sense of responsibility amongst masses.
- ✓ o) To conduct activities of laboratories, scientific cultural and spiritual, technical and other like activities of charitable education nature.
- ✓ p) To diffuse special knowledge and to promote the above education by printing, publishing literature consistent with the above main objects, conducive to the welfare of the Society as a whole.
- ✓ q) To start, conduct and encourage the institutions in scientific and technical field imparting a practical knowledge, and training to needy persons in rural areas by establishing the laboratories, workshops and other centers.
- ✓ r) To collect and receive donations, gifts, offerings from individuals, institutions and Co-operatives, or all charitable institutions.
- ✓ s) To receive gifts or otherwise and to hold sales or to receive (purchase) money of conveyance, assignment leases or exchange and to administer the property, both moveable and immovable in any part of India and to administer and utilize, all such property wholly and completely in furtherance of the aims and objects of the Society, and any such other activities which the Society think necessary.
- ✓ t) To implement the various schemes declared by Government / Non Government and Semi Government time to time.

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Following 7 members will be the permanent Trustees of the Trust of the Society

<u>Sr. No.</u>	<u>Name, address and description of the signatory</u>	<u>Signature of the signatory</u>
1.	Shri. Shankarrao Genuji Kolhe ✓ Yesgaon, Tal- Kopargaon, Dist-Ahmednagar	Sd/-
2.	Shri. Bajirao Yeshwantrao Warkad ✓ Dehegaon Bolka, Tal- Kopargaon, Dist- Ahmednagar.	Sd/-
3.	Shri. Nitinrao Shankarrao Kolhe ✓ Yesgaon, Tal- Kopargaon, Dist-Ahmednagar	Sd/-
4.	Shri. Pathaji Bagaji Deokar ✓ Takli, Tal- Kopargaon, Dist- Ahmednagar.	Sd/-
5.	Shri. Bipinrao Shankarrao Kolhe ✓ Yesgaon, Tal- Kopargaon, Dist-Ahmednagar	Sd/-
6.	Shri. Amit Nitinrao Kolhe ✓ Yesgaon, Tal- Kopargaon, Dist-Ahmednagar	Sd/-
7.	Shri. Jayram Vishram Gadakh ✓ Maigaondevi, Tal- Kopargaon, Dist- Ahmednagar.	Sd/-


CERTIFICATE

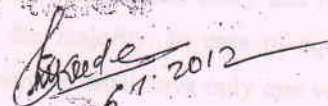
This is to certify that, this is true and correct copy of the memorandum of association of Sanjivani Rural Education Society, Kopargaon, Dist- Ahmednagar.




Secretary
Sanjivani Rural Education Society
Kopargaon


TRUSTEE
SANJIVANI RURAL EDUCATION SOCIETY
KOPARGAON


EXECUTIVE TRUSTEE
SANJIVANI RURAL EDUCATION SOC
KOPARGAON


6.1.2012

संस्था वरुं बाजु बाजु-
संस्थाचे ही नियमावली बाजु
बाजु वरुं बाजु बाजु-
संस्था नियमावली बाजु-

6/11/12

REVISED RULES (AMENDED)

RULES AND REGULATIONS OF THE SANJIVANI RURAL EDUCATION SOCIETY, KOPARGAON, MAHARASHTRA STATE.

PART-I

Section I-

Authorities of the Society-

Following shall be the authorities of the Society:-

1. General Body
2. Board of Trustees
3. Executive Council

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संस्था वरुं बाजु बाजु-
संस्था नियमावली बाजु-

Section II-

Administration of the Society shall be carried on by the Executive Council in accordance with the rules and regulations in conformity with the aims and objects of the Society.

PART II

Section III- GENERAL BODY

- a) The General Body of the Society shall be formed by the trustees, life members and Executive council members.
- b) The following will be the members of the General Body.
 - i. All Board of trustees.
 - ii. All life members.
 - iii. All Executive council members.

Section IV-

(1) Annual Meeting of the General Body will take place at least once in a year by the end of the year of the Society Quorum of the meeting shall be 1/5 of the total members of the Society. For want of such quorum meeting may be with held for ½ hour and continue without the fulfillment of the quorum with the available members same after that period.

(2) President of the Board of Trustees shall preside over the meeting of the General Body. Proceeding of the General Body meeting will be regularly noted and maintained by the Secretary, or authorized person who will be appointed by the Board of Trustees. The Secretary appointed by the Board of Trustees will maintain all proceedings of the General Body and its records. All questions before the meeting shall be decided by the majority. In case of equal voting the Chairman will have a right of casting vote. Every member shall have only one vote. Voting by



proxies shall not be allowed at the meeting of the General Body or any other meeting of the Society.

✓ 2. **POWERS OF THE GENERAL BODY:-**

- a) General Body will receive annual report from the Executive Council for its general approval.
- b) It will also receive the budget of the next year for its consideration, to approve Accounts & expenditure during the year.
- c) General Body may recommend if necessary and suggest any proposal if they deem fit for the purpose of carrying the aims of the Society.
- d) General Body will appoint Auditor, who is registered Chartered Accountant and who is included in the approved list of such registered Chartered Accountants.
- e) General Body may recommend if necessary and suggest any proposal if they deem fit for the purpose of carrying the aims of the Society.

PART- III

✓ **Section V:- BOARD OF TRUSTEE-**

The number of Board of Trustees shall be 5 minimum and 7 maximum.

All the Trustees of the Board of Trustees will be life long i. e. permanent. Meeting of the Board of Trustees will be held at least once in three months. The Board of Trustees will elect Chairman from amongst themselves. The term of the Chairman of the Board of Trustees will be for 5 years. The Chairman of the Board of Trustees will preside over the meetings Board of Trustees and Executive Council of the Society.

✓ The Board of Trustees will appoint a new trustee of the society by the majority to fill up the vacancies of the trustees amongst the life member of the society.

✓ **Section VI:-**

All the members of the Board of Trustees will be ex-officio members of the Executive Council. The Chairman of the Board of Trustees will be the (member) President of the Executive Council. In absence of the president / chairman the Executive Trustee shall preside over may such meeting of Board of Trustees, Executive Council and General Body. Executive Trustee will work as per the direction of the chairman.

✓ Section VII :-

The trustee shall cease to be a trustee-

- a. on his death.
- b. on resignation of his trusteeship or if he becomes insane or he becomes unsound mind or on his becoming insolvent & adjudicated as such by the proper Court.
- c. on his conviction for any offence involving moral turpitude.

Section VIII- DISQUALIFICATION-

The trustee may be expelled from the Trusteeship of the Society by the majority of the Trustees on any of the following grounds:-

- a) If any does any act (calculated) prejudicial to the interest of the Society and its Management.
- b) If he is legally disabled or if he is declared as bankrupt or insolvent.
- c) If he fails to carry out the obligations imposed under the rules.
- d) If he fails to attend three meetings of the Board of Trustees successively, without the permission of the President of the Board of Trustees.
- e) If he acts against the interest of society and does not abide by rules & regulations framed their under & debarred by trustees after hearing. A decision of trustees by $\frac{2}{3}$ majority shall be final in this behalf.

Section IX:- POWERS OF THE BOARD OF TRUSTEES-

The Board of Trustees shall have all the powers, as regards the smooth Management of the Society. The Board of Trustees shall appoint a Principal of the College or Head of any institute unit. The Executive Council shall frame rules regarding his duties.

Board of Trustees shall have power to supervise and check annual reports and Budget and accounts before the Annual General Body's meeting.

The Board of Trustees shall have also the powers to suspend any rules by affirmative vote of the majority of the Trustees of the Board, if the Board of Trustee is satisfied that there arises emergency or emergency exists where by the interests of the Society and its aims and objects are threatened, or serious conflicts and dispute arising out of groupism exists amongst the members where the interests of the Society is likely to be affected, it may by resolution by majority vote make a declaration to that effect. During the emergency, Executive Council will stand dissolved or suspended, and all powers enjoyed by this body will vest in the Board of Trustee. This will continue as long as emergency continue. The Board of Trustees shall have power when emergency is in operation to dissolve the Executive Council and run Society and its Institutions and to take all such steps in the interests of the Society, as it may deem fit. Control and administer the property and funds of the society. Determine the form of common seal for the

society for specific purpose according to approval of Board of Trustee. All permanent funds and valuable documents of the society shall be in the custody (of the society) of the Board of Trustees. All properties of the society, whether moveable, or immovable or any sort or kind shall belong to the society in its corporate, name and character and no member in any other capacity of the trust shall have any portion thereof. All such properties shall be vested and held in the name of the society.

The Board of Trustees can appoint a seven advisory committee for a period as Trustees deem fit. The members in the said committee will not be member of the Trust and they shall have no power of voting in any meeting of the trust and they are not part of the General Body.

Section- X- AMENDMENTS-

Amendments alteration, Modification to the rules & regulation of society may be effected by $\frac{2}{3}$ rd majority of the members of Board of Trustees meeting and voting as per section 12 & 12 A of Society Registration Act 1860.

Section- XI- DISSOLUTION

In case of dissolution of society in accordance with provisions of section 13 & 14 of Society Registration Act 1860. After meeting debts the property & all assets of society shall be given to some other associations of similar objects as shall be decided by Board of Trustees, General Body has no power to dissolve society. The power of dissolution only vest in Board of Trustees.

PART IV

Section- XII- THE EXECUTIVE COUNCIL-

1. The Executive Council shall be the principal Executive Authority of the Society and shall consist of following member viz.
 - a. All members of the Board of Trustees. ✓
 - b. Invitees recommended by Board of Trustees only. ✓
 - c. On the recommendation of Board of Trustees. Any two Principals or head of Institutes run by Society.
2. No employee or invitee shall be eligible for the election to the Executive Council and any other body of the society.
3. Term of the office of elected members of the Executive Council members will be five years.
4. The quorum to constitute the meeting of the Executive Council will be five.
5. The meeting of the Executive Council shall be held once in three months. If necessary the Executive Council can meet at its convenience.
6. Chairman of the Board of Trustees will be the ex-officio Chairman of the Executive Council.

Explanation:-

The words Chairman and the President are synonymous for each other.

Section- XIII- POWER & FUNCTIONS OF THE EXECUTIVE COUNCIL-

Subject to such conditions as are prescribed by or under this constitution of the Society the Executive Council shall exercise the following powers and perform the following duties, namely.

- 1) Make provisions for instructions, teaching, guidance and training in such branches of learning and courses of studies for research & the advancement & dissemination of knowledge as it thinks if.
- 2) Make such provision as may enable the College(s) and Institutions to undertake specialized studies, & organize and make provision for museums and equipment's for teaching and research.
- 3) Establish and maintain College (s) institutions and departments, thereof, halls, hostels, Gymnasiums and institute of research and specialized studies.
- 4) To appoint committee & sub committee for effective management.
- 5) To appoint employee, to take disciplinary action, to remove or suspend employee when necessary.
- 6) Administer funds placed at the disposal of the society for specific purpose according to approval of Board of Trustee.
- 7) Frame annual financial estimates of the society for approval of Board of Trustee.
- 8) Provide buildings, premises, furniture, apparatus and other means needed for the work of the society's institutions.
- 9) Accept on behalf of the society, trust bequests, donations, contributions, gifts or other benevolent payments and transfer of moveable or immovable property to the society.
- 10) Transfer by sale, lease, mortgage or otherwise any movable or immovable property on behalf of the society.
- 11) Manage and regulate finance, accounts, investments, properties, business and other administrative affairs of the society.
- 12) Borrow, lend or invest funds on behalf of the society.
- 13) Manage College (s), institutes, research or specialized studies, laboratories, libraries, museums, halls, Gymnasiums playgrounds maintained by the society.
- 14) Provide if and when it thinks necessary, housing accommodation for teachers and others employees of the society.
- 15) Cause an enquiry to be made in respect of any matter concerning proper conduct, working and finances of College (s) and institutions of the society.



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- 16) Call for reports and returns and other information from College(s), institutions, halls and hostels etc.
- 17) Supervise and control the admissions, residence, conduct and discipline of the students of the society's college(s), institutions and make provisions for promoting their health and general welfare.
- 18) Take disciplinary action when necessary against the students admitted to the College institutions of the society.
- 19) Exercise such other powers and perform such other duties as may be confirmed and imposed on it by the constitution of the society.
- 20) i. The Executive Council may by resolution appoint sub committee or committees to carry out its administrative work and define their constitution, tenure, functions and procedure and may delegate some of its powers to such sub committee as it may deem fit.
- ii. The executive council shall not transfer any immovable property without sanction of the (General Body) Board of Trustees.

Agreed
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PART- V

Section- XIV- THE CHAIRMAN

- a) The Chairman of the Board of Trustees shall be the Chairman of the General Body and the Executive Council. He shall preside over the meeting of these bodies. In his absence, any member present in the meeting elected by the majority of the members Board of Trustees present shall preside over the meeting.
- b) He shall be the Chief Executive authority of the society.
- c) His tenure of the office will be concurrent with that of Executive Council i.e. five years. In case of vacancy of his office by his death, resignation, long term illness, insanity or any other disability to disqualify him to act as such the Board of Trustees shall elect any member amongst Board of Trustee only Chairman by majority for remaining period.
- d) The Chairman shall exercise the power of supervision of control over the administrative affairs of the society and he is also entitled to appoint or select Executive Trustee so long as he wish.
- e) The Chairman shall represent society in respect of all matters constituted with its rules and regulations.
- f) He shall have a right of general supervision and inspection of the colleges, institutes and other branches of the society.
- g) He shall represent the society in contracts, transactions made by the society and legal proceedings instituted by or against the society. He may delegate his powers to represent the society in legal proceedings to the Secretary or Joint Secretary or any other person, if he so desires



- h) The Chairman, thus shall be the principal executive authority of the society.
- i) He shall also have the power to convene meetings of the General Body, Board of Trustees and the Executive Council.
- j) It shall be the duty of the Chairman to ensure that the rules and regulations are faithfully followed. The Chairman shall for this purpose give necessary directions to the Secretary or the Joint Secretary.
- k) The Chairman shall be responsible for the administration of the affairs of the society and its institutes and colleges in accordance with the provisions of the rules and regulations, and shall give effect to the decisions of the Executive Council and bodies of the society which are not inconsistent with the aforesaid provisions.
- l) The Chairman as the principal executive shall regulate the work and conduct of the employees i.e. Principal, Head of the Institute, teaching staff and non teaching staff, through the Secretary by issuing him proper directions if necessary.
- m) The Chairman shall exercise such other powers and perform such other duties as may be required by the rules and regulations of the society.

Section XV:- THE SECRETARY

- a) The Board of Trustee may appoint appropriate person as a Secretary & Joint Secretary as full time / part time employee.
- b) The Secretary appointed by the Board of Trustee will act as a Secretary of the Board of Trustees, Executive Council and General Body. His tenure will be as long as the Board of Trustees decides in the meeting by majority.
- c) The powers and duties of the Secretary or Secretaries shall be prescribed by the Board of Trustee.

Section- XVI:- POWERS AND DUTIES OF THE SECRETARIES-

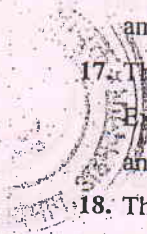
1. The Board of Trustee may appoint a Secretary and Joint Secretary if necessary to be incharge of the Secretarial work of the Executive Council, Board of Trustees and General Body.
2. The Secretary shall issue a notice of the regular and requisitioned meetings of Executive Council, Board of Trustees and General Body within the stipulated period as prescribed by the rules with prior sanction of the Chairman.
3. The Secretary shall prepare the Agenda of the meetings with prior approval of the president or the Chairman of the Executive Council and also prepare notes on each item.
4. The Secretary shall send the notices along with the Agenda to the members of the Executive Council, Board of Trustees and General Body within the stipulated time.

5. The Secretary will be in custodian of all important documents, deeds & seal of the society and keep the record of all the proceedings of the meetings and shall prepare agenda for the approval of the President or the Chairman before circulation to the members for rectification and confirmation by the Executive Council.
6. The Secretary shall perform such other duties and work as may be assigned to him by the President of the Board of Trustee / Executive Council.
7. The Secretary on behalf of the society shall receive funds, donations, gifts, moveable or immovable properties and pass such receipts thereof.
8. He has also to manage all functions of the college(s) and institutions of the society and keep the accounts thereof. He has to look after the day to day affairs & conduct all the affairs of the society and report to the Executive Council & Board of Trustee.
9. He has to make selection of the teaching and non teaching staff with the consultation and approval of the Executive Council by appointing a selection committee, in the consultation of the executive council.
10. The Principal or Head of Institute shall be one of its members of the Selection Committee.
11. The Secretary shall be responsible for the proper management and control discipline in the College and institute. He shall with the approval of the Executive Council appoint or institute an Enquiry Committee to conduct a case of any indiscipline or misconduct by the Principal or any of the teaching or non teaching staff and keep the finding of such committee for final action before the Executive Council & Board of Trustee.
12. The Secretary shall secure the discipline in student community through the Principal or the Head of the institute and direct the Principal whenever necessary to hold enquires in case of indiscipline or mis-conduct by the students.
13. The Secretary may delegate his powers to the Principal or Head of the institute to take necessary action in pursuance of the finding of his own enquiry in case of misuse or mis-conduct.
14. The Secretary shall look after the welfare of the students in general, mess, management of the hostel and arrangement of the playgrounds and their medical care in particular.
15. The Secretary will be always in touch with the circulars and directives of the Government, Universities and various technical departments of the Government and keep the Executive Council informed.
16. The Secretary will be empowered to purchase the necessary instruments, stationery up to the amount of not exceeding Rs. 10,000/- or as may be decided by the Executive Council.
17. The Secretary shall prepare annual report, annual budget for the next year and keep it before the Executive Council for its approval for keeping the same for sanction by the General Body. In its annual report and budget he will take assistance from the Heads of the various institutes.
18. The Secretary shall maintain and supervise the accounts and submit the same to the Charity Commissioner. He shall also get the accounts audited by the Chartered Accountant so appointed by the General Body in its Annual General Meeting.

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19. The Secretary shall with the recommendation of the Principal or Head of the institute place remarks about the scholarships to be awarded to the deserving students in the College(s) and institutes.
20. He can also make such reports and recommend to the Executive Council for making available such amounts for such purposes as mentioned in clause No.19
21. The Secretary in case of any dispute or otherwise shall represent the society in all legal proceedings subject to the approval of Chairman.
22. The Secretary shall also look after the maintenance of the buildings, properties of the society & recommend such plans for its extension or expansion to the Board of Trustee.
23. The Secretary shall also in case of temporary vacancy occurred in College(s) or institutes make a provision for filling up the same in consultation with Executive Council.
24. The Secretary shall also in case of extension of construction or plan for new buildings report to The Board of Trustees & Executive Council for its sanction and execution.

The Executive Council may delegate to him the powers to perform day to day functions of the society as and when it deems fit.

The word Secretary does not includes Joint Secretary. The Secretary with the approval of Executive Council may delegate to him some of powers to perform day to day functions in addition to his secretarial work of society as and when it deem fit.

PART VI

Section XVII MISCELLANEOUS

- a) Before proceeding with the business of a meeting the proceedings of the last meeting and any resolution that might have been passed by circular meeting shall be read and confirmed.
- b) The Secretary have a right to discuss and take part in any meeting.
- c) The Secretary of the society or Joint Secretary shall have no right to vote in any meeting.
- d) The word President means Chairman.
- e) Chairman or the President of the meeting of the bodies of the society will have right of casting vote in case of equal voting on nay subject under consideration.
- f) The service register shall be maintained for the teaching and non-teaching staff by the Principal of the Colleges(s) or the Head of the institutes of the society. In this register the date of appointment, the date of his being made permanent, leave enjoyed, the scale of pay, promotions, amount of allowances and bonus if any, confidential report, date of leaving services, special services rendered by him will be entered.

- g) All questions relating to the discipline in College(s) and institutes of the society shall be absolutely in the hands of the Principal and the Head of the institute, who shall be directly responsible to Secretary and the Executive Council.
- h) The Chairman or the President shall preside over all the meetings of the above named bodies in case of his absence. The Executive Trustee shall preside over such meetings.
- i) The bank accounts of the society shall be operated jointly by the Chairman of the or President of the society along with the Secretary. There shall be also separate accounts maintained for the College and the Institutes respectively maintained by them. These accounts shall be operated jointly by the Secretary and Head of the institute or Principal of the College.
- j) The society is empowered to apply its income and profit for carrying out the above objects of the society.
- k) Every member or officer and servant of the society shall be bound to observe complete secrecy in respect of affairs of the society and not to disclose the same except in the course of official business or in the meeting of the society's body.
- l) Every member of the society, every office bearer, office servant or other employees of the society shall be indemnified by the society in case of losses and expenses incurred by them in or about discharge of their respective duties and services except such as those happened from his willful act amounting to default or misconduct.
- m) No member of the society, office bearer shall be personally liable for any act or omission which has not been caused by his negligence in discharge of his duties.
- n) A written notice of the meeting shall be sent to the members of the society under postal certificate and its various bodies at their registered addresses and it shall be treated as a proper service.
- o) Subject to the provision of the above mentioned rules, the Executive Council shall have the power to frame rules and regulations applicable to the staff, teaching or non-teaching regarding their appointments, pay, promotion, leave, traveling allowance & other allowances, provident fund, medical facilities, and gratuity according to the prescribed rules subject to the approval of Board of Trustee.
- p) The Executive Council shall also have the power to prescribe rules and regulations for holding elections which may be necessary under the rules and for proper conduct of the meetings and for all other matters relating to the administration of the College(s) or institutions.
- q) The Trustee should be a life member of the society.
- r) Any action taken in good faith under the rule shall not be invalidated merely on account of its irregularity of procedure.
- s) The society shall sue or be sued in its corporate name either through the Chairman or any other person or the Secretary in any legal proceedings.
- t) No act of the society or Chairman or any officer done in good faith in pursuance of business of the society shall be deemed to be invalid by reason of some defects discovered in the organization of the

1992 College

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society or in the constitution of the Committee or in the appointment or election or selection of officer or on the ground that such officer were disqualified for his office.

- u) The year of the society will be form 1st April to 31st March of the next year.
- v) Life member means a individual who Contributes to the society by donating Rs. 50,000/- or above may on approval of the Board of Trustees.
- w) Number of life members of the society is restricted for the present to Ten. It may be increased as the Board of Trustees may deem fit.

Following 7 members will be permanent Trustees of the Trust of the Society.

<u>Sr. No.</u>	<u>Name, address and description of the signatory</u>	<u>Signature of the signatory</u>
1.	Shri. Shankarrao Genuji Kolhe Yesgaon, Tal- Kopargaon, Dist-Ahmednagar	Sd/-
2.	Shri. Bajirao Yeshwantrao Warkad Dehegaon Bolka, Tal- Kopargaon, Dist- Ahmednagar.	Sd/-
3.	Shri. Nitinrao Shankarrao Kolhe Yesgaon, Tal- Kopargaon, Dist-Ahmednagar.	Sd/-
4.	Shri. Pathaji Bagaji Deokar Takli, Tal- Kopargaon, Dist- Ahmednagar.	Sd/-
5.	Shri. Bipinrao Shankarrao Kolhe Yesgaon, Tal- Kopargaon, Dist-Ahmednagar	Sd/-
6.	Shri. Amit Nitinrao Kolhe Yesgaon, Tal- Kopargaon, Dist-Ahmednagar	Sd/-
7.	Shri. Jayram Vishram Gadakh Maigaondevi, Tal- Kopargaon, Dist- Ahmednagar.	Sd/-

CERTIFICATE

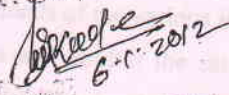
This is to certify that, this is true and correct copy of the Rules and Regulation of Sanjivani Rural Education Society, Kopargaon, Dist- Ahmednagar.


Secretary

Sanjivani Rural Education Society
Kopargaon



TRUSTEE
SANJIVANI RURAL EDUCATION SOCIETY
KOPARGAON


6.11.2012

EXECUTIVE TRUSTEE
SANJIVANI RURAL EDUCATION SOCIETY
KOPARGAON

5. The Secretary will be in custodian of all *important documents, deeds & seal of the society* and keep the record of all the proceedings of the meetings and shall prepare agenda for the approval of the President or the Chairman before circulation to the members for rectification and confirmation by the Executive Council.
6. The Secretary shall perform such other duties and work as may be assigned to him by the President of the Board of Trustee / Executive Council.
7. The Secretary on behalf of the society shall receive funds, donations, gifts, moveable or immovable properties and pass such receipts thereof.
8. He has also to manage all functions of the college(s) and institutions of the society and keep the accounts thereof. He has to look after the day to day affairs & conduct all the affairs of the society and report to the Executive Council & Board of Trustee.
9. He has to make selection of the teaching and non teaching staff with the consultation and approval of the Executive Council by appointing a selection committee, in the consultation of the executive council.
10. The Principal or Head of Institute shall be one of its members of the Selection Committee.
11. The Secretary shall be responsible for the proper management and control discipline in the College and institute. He shall with the approval of the Executive Council appoint or institute an Enquiry Committee to conduct a case of any indiscipline or misconduct by the Principal or any of the teaching or non teaching staff and keep the finding of such committee for final action before the Executive Council & Board of Trustee.
12. The Secretary shall secure the discipline in student community through the Principal or the Head of the institute and direct the Principal whenever necessary to hold enquires in case of indiscipline or mis-conduct by the students.
13. The Secretary may delegate his powers to the Principal or Head of the institute to take necessary action in pursuance of the finding of his own enquiry in case of misuse or mis-conduct.
14. The Secretary shall look after the welfare of the students in general, mess, management of the hostel and arrangement of the playgrounds and their medical care in particular.
15. The Secretary will be always in touch with the circulars and directives of the Government, Universities and various technical departments of the Government and keep the Executive Council informed.
16. The Secretary will be empowered to purchase the necessary instruments, stationery up to the amount of not exceeding Rs. 10,000/- or as may be decided by the Executive Council.
17. The Secretary shall prepare annual report, annual budget for the next year and keep it before the Executive Council for its approval for keeping the same for sanction by the General Body. In its annual report and budget he will take assistance from the Heads of the various institutes.
18. The Secretary shall maintain and supervise the accounts and submit the same to the Charity Commissioner. He shall also get the accounts audited by the Chartered Accountant so appointed by the General Body in its Annual General Meeting.

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19. The Secretary shall with the recommendation of the Principal or Head of the institute place remarks about the scholarships to be awarded to the deserving students in the College(s) and institutes.
20. He can also make such reports and recommend to the Executive Council for making available such amounts for such purposes as mentioned in clause No.19
21. The Secretary in case of any dispute or otherwise shall represent the society in all legal proceedings subject to the approval of Chairman.
22. The Secretary shall also look after the maintenance of the buildings, properties of the society & recommend such plans for its extension or expansion to the Board of Trustee.
23. The Secretary shall also in case of temporary vacancy occurred in College(s) or institutes make a provision for filling up the same in consultation with Executive Council.
24. The Secretary shall also in case of extension of construction or plan for new buildings report to The Board of Trustees & Executive Council for its sanction and execution.

The Executive Council may delegate to him the powers to perform day to day functions of the society as and when it deems fit.

The word Secretary does not includes Joint Secretary. The Secretary with the approval of Executive Council may delegate to him some of powers to perform day to day functions in addition to his secretarial work of society as and when it deem fit.

PART VI

Section XVII MISCELLANEOUS

- a) Before proceeding with the business of a meeting the proceedings of the last meeting and any resolution that might have been passed by circular meeting shall be read and confirmed.
- b) The Secretary have a right to discuss and take part in any meeting.
- c) The Secretary of the society or Joint Secretary shall have no right to vote in any meeting.
- d) The word President means Chairman.
- e) Chairman or the President of the meeting of the bodies of the society will have right of casting vote in case of equal voting on nay subject under consideration.
- f) The service register shall be maintained for the teaching and non-teaching staff by the Principal of the Colleges(s) or the Head of the institutes of the society. In this register the date of appointment, the date of his being made permanent, leave enjoyed, the scale of pay, promotions, amount of allowances and bonus if any, confidential report, date of leaving services, special services rendered by him will be entered.

- g) All questions relating to the discipline in College(s) and institutes of the society shall be absolutely in the hands of the Principal and the Head of the institute, who shall be directly responsible to Secretary and the Executive Council.
- h) The Chairman or the President shall preside over all the meetings of the above named bodies in case of his absence. The Executive Trustee shall preside over such meetings.
- i) The bank accounts of the society shall be operated jointly by the Chairman of the or President of the society along with the Secretary. There shall be also separate accounts maintained for the College and the Institutes respectively maintained by them. These accounts shall be operated jointly by the Secretary and Head of the institute or Principal of the College.
- j) The society is empowered to apply its income and profit for carrying out the above objects of the society.
- k) Every member or officer and servant of the society shall be bound to observe complete secrecy in respect of affairs of the society and not to disclose the same except in the course of official business or in the meeting of the society's body.
- l) Every member of the society, every office bearer, office servant or other employees of the society shall be indemnified by the society in case of losses and expenses incurred by them in or about discharge of their respective duties and services except such as those happened from his willful act amounting to default or misconduct.
- m) No member of the society, office bearer shall be personally liable for any act or omission which has not been caused by his negligence in discharge of his duties.
- n) A written notice of the meeting shall be sent to the members of the society under postal certificate and its various bodies at their registered addresses and it shall be treated as a proper service.
- o) Subject to the provision of the above mentioned rules, the Executive Council shall have the power to frame rules and regulations applicable to the staff, teaching or non-teaching regarding their appointments, pay, promotion, leave, traveling allowance & other allowances, provident fund, medical facilities, and gratuity according to the prescribed rules subject to the approval of Board of Trustee.
- p) The Executive Council shall also have the power to prescribe rules and regulations for holding elections which may be necessary under the rules and for proper conduct of the meetings and for all other matters relating to the administration of the College(s) or institutions.
- q) The Trustee should be a life member of the society.
- r) Any action taken in good faith under the rule shall not be invalidated merely on account of its irregularity of procedure.
- s) The society shall sue or be sued in its corporate name either through the Chairman or any other person or the Secretary in any legal proceedings.
- t) No act of the society or Chairman or any officer done in good faith in pursuance of business of the society shall be deemed to be invalid by reason of some defects discovered in the organization of the

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