

## HANS RAJ MEMORIAL EDUCATIONAL SOCIETY JALANDHAR

Name: The name of the society is **Hans Raj Memorial Educational Society**-Hereinafter referred to as society.

Registered Office: The registered office of the society is situated in the state of **Punjab**

Present address:- Sahota Building, first floor, Model Town Road, Jalandhar

Aims and Objects: The aims and objects for which the Society is established are:

- A) To establish educational and vocational training institutions (Schools, Colleges, University and foundations) for imparting and advancement of general and technical education including vocational training e.g. dance, music, fine arts and other cultural activities either directly and/or in cooperation/collaboration with another educational Society or Trust, provided that any similar institution run by another Society or Trust, so associates and/or affiliated may be agreed to be managed by this Society.
- B) To establish libraries and build up collections of education books, periodicals and papers for the advancement of knowledge in the educational field.
- C) To provide facilities for exchange of information and opinion on various subject, practices and trends for stimulating thought and effort in developing sound solutions to problems through lectures, conferences, seminars and demonstrations.
- D) To arrange, dramas, meetings and competitions etc. For the advancement of artistic and cultural knowledge of the citizens.
- E) To co-operate with other Educational Societies in India and abroad with the intention of furthering the objectives of the Society and with this end in view to affiliate groups and bodies.
- F) To grant scholarships and studentships and to supply books free to deserving students.
- G) To undertake studies, surveys, research projects and to arrange instructors for the advancement of knowledge.
- H) To acquire and/or obtain on lease land and buildings for the purposes of the Society.
- I) Generally to do all such lawful things as are conducive or incidental to the attainment of the above objects.
- J) To provide free/concessional education to poor/needy/weaker section of the Society.

The Executive Committee of the Society shall be the committee constituted under the Rules and Regulations.

The affairs of the Society (Hans Raj Memorial Educational Society) be managed by an executive Committee formed in accordance with the Rules and Regulations of the Hans Raj Memorial Educational Society of which the first members including office bearers shall be as under:

SR. NO.	NAME	OCCUPATION	DESIGNATION
1.	Sh. Ajay Bhatia	Business	President
2.	Sh. Deenak Bhatia	Business	General Secretary
3.	Sh. Ravindra Nath Pandit	Business	Sr. Vice President
4.	Sh. B.R. Shetty	Business	Vice President
5.	Sh. Veenu Chopra	Business	Secretary
6.	Mrs. Saroj Bhatia	Retired	Member
7.	Monika Bhatia	House Wife	Member
8.	Mona Bhatia	House Wife	Member
9.	Lalita Soni	House Wife	Member

We the following persons, whose names and signatures are appended herewith are desirous of forming into Society in pursuance to this Memorandum of the Association.

SR. NO.	NAME	ADDRESS	OCCUPATION	DESIGNATION
1.	Sh. Ajay Bhatia	EQ 86 Pacca Bagh Jalandhar	Business	President
2.	Sh. Deepak Bhatia	EQ 86 Pacca Bagh Jalandhar	Business	General Secy.
3.	Sh. Ravindra Nath Pandit	P.O. Box 170, Abudhabi, UAE	Business	Sr. Vice President
4.	Sh. B.R. Shetty	P.O. Box 6222 Abudhabi, UAE	Business	Vice President
5.	Sh. Veenu Chopra	P.O. Box 46006 Abudhabi, UAE	Business	Secretary
6.	Mrs. Saroj Bhatia	EQ 86 Pacca Bagh Jalandhar	Retired	Member
7.	Monika Bhatia	EQ 86 Pacca Bagh Jalandhar	House Wife	Member
8.	Mona Bhatia	EQ 86 Pacca Bagh Jalandhar	House Wife	Member
9.	Lalita Soni	EQ 86 Pacca Bagh Jalandhar	House Wife	Member

**RULES AND REGULATIONS  
OF HANS RAJ MEMORIAL EDUCATIONAL SOCIETY**

**1. MEMBERSHIP:**

- A) Only those adults can become ordinary members of the Society who pay Rs. 1000/- as annual membership fee, subject to the approval of the Executive Committee.
- b) A person who fails to pay the membership fee within the first quarter of the financial year shall cease to be a member unless otherwise permitted by the Executive Committee.
- c) The Executive Committee may exempt a member from the payment of membership fee for special reasons.
- d) A member of the family of Late Hans Raj who pays Rs. 10000/- (Rupees Ten Thousand only) as life membership fee shall be a life member. A descendant of Hans Raj Bhatia who pays Rs. 10000/- (Ten thousand only) as life membership fee is eligible to become a life member subject to the approval of the executive committee.
- e) The following persons shall be treated as life members without paying membership fee:
  - 1. Ajay Bhatia
  - 2. Deepak Bhatia
  - 3. Monika Bhatia
  - 4. Mona Bhatia

**2. EXECUTIVE COMMITTEE**

- a) There shall be three office bearers:
  - i) President ii) Sr. Vice President iii) G. Secretary
  - iv) Vice President and V) Secretary
- b) The Executive Committee of the Society shall consist of not less than seven or more than fifteen members including the office bearers, elected by the members of the Society in an Annual General Meeting and shall hold office for a period of three years or for such time their successors are elected and hold their office.
- c)
  - i) The present President of the Society is Ajay Bhatia. He will continue to be the life President of the Society unless he himself retires.
  - ii) In case of his retirement or in case of the post falling vacant otherwise, the next President of the Society will be Sh. Deepak Bhatia.
  - iii) In case of any further vacancy occurring in the office of the President due to retirement, resignation or otherwise the vacancy will be filled in by any one of the life members of the Society to be elected by those life members only who are themselves descendants of Sh. Hans Raj Bhatia.
- d) The vice President and two members of the Executive Committee will be elected by the life members of the Society from amongst themselves.
- e) A member of the Executive Committee ceases to be so if he/she dies, resigns, becomes of unsound mind or insolvent, is convicted of a criminal offense involving moral turpitude or is removed by the members of the Society.
- f) A member may resign from his office by a letter addressed to President and such resignation shall take effect as soon as it is delivered. The President may resign by a letter addressed to Vice President.

### 3. GOVERNING BODIES OF THE INSTITUTIONS RUN BY THE SOCIETY

- a) The Society may appoint Boards of Governors of the Schools/ Institutions run by it., The office bearers and members of the Board of Governors, consisting of seven but not more than 15, will hold office for a period of three years or till their successors are appointed by the Society and they hold their office. Provided that any vacancy occurring during the normal term may be filled by the President by nomination for the remaining term.
- b) The President and the G. Secretary of the Society shall be ex-officio President and Secretary of the Board of Governors.
- c) In the case of Schools/institutions recognised by the Educational Department of the State in which these are located, the Boards of Governors shall be constituted According to the Rules of the Department.
- d) The Board of Governors may make their own Rules for the conduct of their business subject to any directive issued by the Society or its Executive Committee and with its approval including any scheme or Management required for the purpose.

### 4. SUB-COMMITTEE

- a) The Society/Executive Committee may appoint one or more sub-committees to assist it or for any special purpose.
- b) The President and the General Secretary shall be ex-officio members of every Sub-Committee.
- c) Every Sub-Committee shall have a convener to call its meetings and record its proceedings

### 5. POWERS OF THE EXECUTIVE COMMITTEE

- a) The Executive committee shall have all powers, which may be necessary or expedient for the proper management and administration of the Society.
- b) Without prejudice to the generality of power conferred on the Executive Committee under clause (a) above, the Executive Committee shall have the following powers:
  - i) To receive grants, subscriptions/donations for the Society provided that no such grants, subscriptions/donations shall be accepted if they are accompanied by conditions inconsistent with the aims and objects of the Society.
  - ii) To regulate the expenditure of the Society.
  - iii) To make rules and Regulations for the conduct of meetings and affairs of the Society and adopt and vary them from time to time
  - iv) To appoint necessary staff.
  - v)
    - a) To co-opt. Members on the Executive Committee
    - b) To nominate members against any vacancy arising during the term, for the remaining period of the said term,
  - vi) To purchase, take on lease or accept as gift or otherwise land or building which may be necessary or convenient for the purposes of the Society on such terms and conditions as it may deem proper,
  - vii) To sell, exchange, lease out or otherwise dispose off any moveable or immovable property of the Society on such terms as it may deem fit.
  - viii) To execute conveyances, transfers of governments securities, reconveyances, mortgages, leases, bonds and agreements in respect of moveable or immovable property belonging to the Society or to be acquired by it.

- ix) To raise and borrow money on bonds, mortgages, promissory notes or other obligations or securities founded or based upon all or any of the properties or assets of the Society or without any securities, upon such terms and conditions as it may think fit.
- x) To invest the funds of the Society in such securities as it may deem fit and from time to time transpose any investment.
- xi) To make such grants as it may deem for the benefits of the employees of the Society.
- xii) To determine and to receive payment for any special work done or service rendered by the Society.
- xiii) To close any school or institution run by the Society.
- xiv) To frame and amend service and leave Rules and code of conduct for its own employees and those at the institutions run by it

## 6. MEETING

### A) GENERAL BODY

1. The Annual General Meeting of the Society will be called by the General Secretary /President by giving one week's notice to conduct the following business:
  - i) Consideration of the Annual Report
  - ii) Consideration of the Annual Accounts and Audit Report
  - iii) Passing the Annual Budget
  - iv) Election of the Executive Committee including the office bearers, if due.
  - v) Appointment of the Boards of Governors of the institutions run by the Society, if due.
2. Special meetings may be called by giving one week's notice by not less than one fourth of the members of the Society or by the President on his own.

### B) EXECUTIVE COMMITTEE, BOARDS OF GOVERNORS & SUB-COMMITTEES

1. Ordinary meeting may be called by the Secretary /President /Governor by giving two day's notice.
2. Emergent meetings may be called by giving only one day's notice.

### C) REQUISITIONED MEETING

If one-third of the members want a special meeting to be called for consideration of any special question, they shall submit a written requisition stating therein the question to be discussed and the General Secretary/ President shall have to call a meeting within one month of the receipt of such requisition. In case the General Secretary/ President fails to call such a duly requisitioned meeting without reasonable cause, the requisitionists shall have the right to call a meeting by giving seven day's dear notice.

## 7. QUORUM

- a) General Body: One fifth of the members or five whichever is less.
- b) Executive Committee: One third of the members with a minimum of three.
- c) Board of Governors; One third of the members or as provided in the rules of the Education Department in the case of Institutions recognised by it.
- d) Sub-Committees: One third of the members or two whichever is more.

- e) If at a General Body Meeting, a quorum is not present within half an hour of the time of commencement of the meeting the same shall stand adjourned and will meet again after half an hour. At such meetings, the members present shall be competent to transact the business of the meeting whether a quorum is present or not. If in respect of a meeting convened on requisition, the quorum is not present within half an hour of the time of commencement thereof, the meeting shall stand dissolved; unless the President considers that the matter to be considered is of urgent and of special nature, he may for reasons to be recorded in writing, direct that the meeting shall stand adjourned and will meet again after half an hour, when the meeting will be held even without any quorum.

**8. BY LAWS**

The Executive Committee shall have powers to make such bye laws as it may deem fit for the regulation of the business of the Society, especially the presentation and sanction of budget estimates, sanctioning of expenditure entering into contracts and investment of the funds of the Society subject to the approval of the Society.

**9. FUNDS OF THE SOCIETY**

The Funds of the Society shall be deposited in banks approved by the Executive Committee. The Banking accounts of the society shall be operated jointly by any two persons nominated by the Executive Committee. Such funds of the Society as are not required for current expenses may be held and dealt with in such manner as the Executive Committee may deem fit.

**10. FUNDS OF THE INSTITUTIONS RUN BY THE SOCIETY**

The Funds of the institutions run by the Society shall be deposited in banks approved by the Executive Committee of Society and the accounts operated and directed by it.

**11. ALTERATION, EXTENSION OR ABRIDGEMENT OF THE PURPOSES OF THE SOCIETY**

The Memorandum of Association of the Society may be altered/amended in accordance with Section 12 of the Societies Registration Act, 1860 as amended from time to time i.e.

"Whenever the Governing Body desires to extend or abridge the purposes of the Society or to change its name or to amalgamate it with any other Society it shall submit the proposal to the member\* of the Society in a written or printed report at least ten days in advance for consideration at the Special General Meeting. If approved and passed by three-fifty of the member\* present and passed at a Second special General Meeting convened after an interval of one month after the first meeting, it shall be carried into effect\*.

**12. ALTERATIONS IN THE RULES AND REGULATION OF THE SOCIETY**

The Rules and Regulations of the Society may be altered in an ordinary or special General Meeting of the Society by a simple majority.

**13. WINDING UP**

The Society can be wound up by two-third majority of the members present in a Special General Meeting called for the purpose and the assets of the Society will be handed over to an educational or charitable institution having objects similar to the present Society as decided by the majority of the members present in such special General Meeting. No part of such surplus or assets shall be distributed to members of the Society

1.4. SOCIETIES REGISTRATION ACT TO APPLY :

Wherever the Articles of the Society are silent, the provision of the Society Registration Act, 1860 as applicable shall apply.

We the following members of the Executive Committee certify that the above is a correct copy of the Rules and Regulations of the Society.

S.R. NO.	NAME	ADDRESS	OCCUPATION	DESIGNATION
1.	Sh. Ajay Bhatia	EQ 86 Pacca Bagh Jalandhar	Business	President
2.	Sh. Deepak Bhatia	EQ 86 Pacca Bagh Jalandhar	Business	General Secy.
3.	Sh. Ravindra Nath Pandit	P.O. Box 170, Abudhabi, UAE	Business	Sr. Vice President
4.	Sh. B.R. Shetty	P.O. Box 6222 Abudhabi, UAE	Business	Vice President
5.	Sh. Veenu Chopra	P.O. Box 46996 Abudhabi, UAE	Business	Secretary
6.	Mrs. Saroj Bhatia	EQ 86 Pacca Bagh Jalandhar	Retired	Member
7.	Munira Bhatia	EQ 86 Pacca Bagh Jalandhar	House Wife	Member
8.	Hona Bhatia	EQ 86 Pacca Bagh Jalandhar	House Wife	Member
9.	Lalita Soni	EQ 86 Pacca Bagh Jalandhar	House Wife	Member



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**MEMORANDUM**

and

**Bye Laws of**

**HANS RAJ MEMORIAL  
EDUCATIONAL SOCIETY**

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Issuing Office: District Industries Centre, Jalandhar

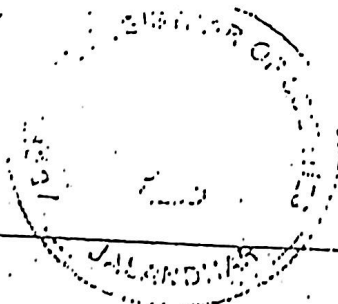
**CERTIFICATE OF REGISTRATION OF SOCIETIES  
(ACT XXI OF 1860)**

No. DIC/JAL/76 of 1999-2000 Date: 1<sup>st</sup> February, 2000

I hereby certify that HANS RAJ MEMORIAL EDUCATIONAL SOCIETY, SAHOTA BUILDING, FIRST FLOOR, MODEL TOWN ROAD, JALANDHAR has this day been registered under the Societies, Registration Act, (XXI of 1860) and as amended by Punjab Amendment Act, 1957.

Given under my hand at Jalandhar this 1<sup>st</sup> day of February, Two thousand

Fee Rs. 500/-



ADDITIONAL REGISTRAR OF SOCIETIES JALANDHAR

For Cambridge International School  
For Cambridge International School

For Girls

Director

Cambridge International School For Girls  
Urban Estate, Phase-II, Jalandhar.

Director

For Cambridge International School  
Cambridge International School For Girl  
Urban Estate, Phase-II, Jalandhar.

Principal

Principal

Issuing Office: District Industries Centre, Jalandhar

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Recd No. 506-



*W. M. M. M.*  
Additional Registrar of Societies  
JALANDHAR