

SAINT HARDYAL EDUCATIONAL AND ORPHANS WELFARE SOCIETY

SHEOWS

MEMORANDUM OF ASSOCIATION

A. Objective:

- a) **The name of the Society** is Saint Hardyal Educational and Orphans Welfare Society
- b) **The Registered office** of the Society shall be F/A-19 (KH NO 1286 to 1288) Abul Fazal Enclave, New Delhi 110025 in the National Capital Territory of Delhi. The Society may have branch offices at any place in India as the Governing Body may decide from time to time.
- c) **Area of Operation** -All over India
- d) **The Objectives of the Society are: -**

1. To help Senior Citizens and people in the communities they live in, who are in need of help, financially or otherwise, irrespective of caste, color or creed.

Explanation: The expression Senior Citizens means any person whether a male or female who is above 60 years or disabled Senior Citizen as defined in various schemes of the Government of India.

2. To help prepare all citizens of India for their old age as the number of senior citizens is likely to increase exponentially in the years to come.
3. To establish, conduct, manage, maintain, equip, administer, close or dispose of institutes, hostels, hospitals, retreat houses, libraries and other related institutions for the benefit of the needy aged throughout the country.
4. A. For the above purpose and or in pursuance thereof to undertake, execute, support and assist any program(s) or project(s) with no profit motive mentioned below: -
 - a. To provide food, shelter and clothing for the needy aged.
 - b. To establish, operate and maintain old age center (s) for the needy aged.
 - c. To establish, operate and maintain medical care center(s)/hospitals for the needy and to address major health problems which have serious consequences for the patients.
 - d. To provide educational, recreational or social facilities for the needy aged.
 - e. To provide employment opportunities for the needy aged.
 - f. To create public awareness of and about the needs of the aged.
 - g. To research and study into the problems of the aged.
 - h. To publish books, magazines, periodicals, pamphlets, brochures etc. in furtherance of the object of the Society;
 - i. To provide assistance by policy advocacy and dialogue with the government, donor agencies and other organizations on issues concerning the aged through study circles, conferences, seminars and other events; and
 - j. To establish, operate and maintain day care centre for senior citizen.

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Society for Human Education & Welfare

- k. To establish and operate diagnostic and rehabilitation centers like Path Lab etc.
5. To arrange, establish and run elementary nonformal education, adolescences, primary, middle and/or Senior Secondary Schools and/or educational, and vocational schools/institutions and to provide the general education to the students of all sections and also to bring the education of best standard within the reach of poor and backend children.
6. To provide libraries and arrange discussion/seminars to promote knowledge and understanding about the problems of society and its solutions amongst the children and general public.
7. To make correspondence in lawful manner to solve the problem of the society live recognition of schools managed by the society.
8. To arrange and organize social, cultural, religious and educational functions/programmes from time to time and establish and operate center.
9. To provide food, clothing, medical aid, stationary, transport and other educational facilities to students/ orphans' children and also to the needy section of society.
10. To establish and manage the training institutions typing shorthand, computer, fins set crafts, sic, painting, modeling, caning and physical education, tailoring, nursing and paramedical college(s).
11. To provide caregivers training to take care of helpless and sick elderly.
12. To develop and operate and maintain all types of skill development centers.
13. To develop, operate and maintain geriatric research and training center.
14. To establish, run and maintain Institutions for boys and girls, to diffuse the general Knowledge/instructions regarding to appear in different competitive examinations.
15. To establish, run and maintain Yoga, naturopathy and holistic treatment centers.
16. To start and maintain orphans, infant children, home welfare and general.
17. To help poor, orphans, destitute and mentally ill people.
18. To give aids to the poor, orphans and weaker section of the society.
19. Orientation and training to community-based organizations, needy persons to focus themes on care of the needy aged through disaster mitigation, community development and poverty alleviation.

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20. To reduce vulnerability of aged by improving disaster preparedness and working on disaster prevention/ mitigation through mobilization, publicity, training, natural resource management and intervention in shelter food, medical aid and public utilities.
21. To enable the community to take better care of the aged to work on institutional development, human rights issues and social services (including health, water, sanitation and shelter) for deprived communities within which the aged population resides.
22. Funding, capacity building and other support to individuals, NGOs, educational and training institutions, research bodies and other civil organizations for the welfare of the needy aged.
23. To develop and maintain Gaushala and engage in Dairy Production for welfare and supporting the centers.
24. To create health awareness and provide health facility to the needy community also organize health checkup camps etc.
25. To provide succor and relief for victims of natural or man-made calamities to all persons irrespective of age, IRMS & SOC
26. To the same extent as the natural persons might or could do, to acquire by purchase, lease, mortgage, loan, gift, grant, legacy, bequest, exchange, right, privilege, or otherwise from any person, company, society, government or institution or body whatsoever and to hold all or any part of the moveable and immoveable properties of all description.
27. To erect buildings, dormitories, hostels and other types of buildings or structures whatsoever to further any purposes of the Society and to maintain, deal with, manage, control, administer, develop, improve, alter, repair, demolish thereof. or reconstruct the same or any portion or portions
28. In addition to above, our objectives shall also include:
 - a. **No Poverty:** We are dedicated to eradicating poverty by supporting communities with essential services and resources to improve their quality of life.
 - b. **Zero Hunger:** We are committed to addressing hunger by ensuring access to nutritious food and promoting food security for all.
 - c. **Good Health and Well-being:** we promote good health and well-being by providing healthcare services, supporting healthy lifestyles, and improving access to medical care.
 - d. **Quality Education:** We advocate for inclusive and equitable quality education, ensuring that all individuals have access to learning opportunities that enable personal and professional growth.
 - e. **Gender Equality:** We advocate for gender equality by ensuring that our programs and services provide equal opportunities and support to all individuals, regardless of gender.

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Amended as on 05/12/24

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- f. **Clean Water and Sanitation:** Our organization strives to provide access to clean water and proper sanitation facilities, contributing to the health and well-being of the communities we serve.
 - g. **Affordable and Clean Energy:** We support the use of affordable and clean energy solutions to reduce environmental impact and improve energy access.
 - h. **Decent Work and Economic Growth:** We promote economic growth and decent work conditions by creating opportunities and supporting economic development within the communities we engage with.
 - i. **Industry, Innovation, and Infrastructure:** We embrace innovation and infrastructure development to enhance our service delivery and contribute to sustainable industrial practices.
 - j. **Sustainable Cities and Communities:** We work towards building sustainable cities and communities by fostering inclusive, safe, and resilient environments.
 - k. **Reduced Inequalities:** We strive to reduce inequalities by ensuring equitable access to resources and opportunities for all individuals, regardless of their background.
 - l. **Responsible Consumption and Production:** We advocate for responsible consumption and production practices, aiming to reduce waste and promote sustainability in our operations.
 - m. **Climate Action:** We are committed to addressing climate change by adopting sustainable practices and raising awareness about environmental issues.
 - n. **Life Below Water:** While not directly focused on marine life, SHEOWS supports the importance of protecting aquatic ecosystems and promotes conservation efforts.
 - o. **Life on Land:** Our organization contributes to the protection of terrestrial ecosystems and biodiversity through sustainable practices and environmental stewardship.
 - p. **Peace, Justice, and Strong Institutions:** We uphold principles of peace, justice, and strong institutions by ensuring transparency, accountability, and fair practices in all our operations.
 - q. **Partnerships for the Goals:** We collaborate with diverse stakeholders and partners to enhance our impact and work collectively towards achieving the Goals.
29. To take or receive any gift, whether money or property, movable or immovable or donations and grants-in-aid in any form or whether by gift of the person living including Firms, Joint-Stock companies, Trusts, Foundations, State or Central Govt. or any other body or legal entity or by legacy, bequest, will or foundation and whether subject to any special trust or not for any one or more of the objects of the Society or for works connected therewith; providing executorship services and to accept the office of and to act as member of the Governing Body or Governing Body, Managers or Administrators, whether solely or jointly with others or another for or in respect of any gift or any property whether vested in the Governing Body of the Society or otherwise and whether subject to any Trust and notwithstanding that the carrying out of such trusts, management and administration would involve the exercise by the Society of powers not specifically mentioned in these presents and moreover, to take such steps for securing of such contributions to the funds of the Society as may from time to time be deemed expedient and moreover, to take such steps by way of written appeals, public meetings or otherwise for the securing of such contributions to the funds of the Society as may be deemed expedient.

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30. To receive/raise money and funds for furthering the objectives of the Society by undertaking and carrying out any activity or any income generating/resource mobilization activity such as soliciting and procuring insurance business as corporate agent/broker, selling of financial products as agents of reputed Banks and corporations, merchandising, franchising operations, direct marketing or greeting cards and other stationery items, conducting entertainment programmes and shows, running pay and stay hostels and homes for the old, by organizing fundraising and other programmes in schools and other institutions, from Corporate bodies, business and other institutions, from Corporate bodies, business houses and other entities including foreign citizens (particularly of Indian origin) in India and abroad, by pay roll giving, by organizing events like auction of paintings, holding of fashion shows, cultural evenings, by conducting and imparting pre-retirement training programmes and other trainings /workshops on various subjects of general public importance, by putting up donation boxes at appropriate locations and place and offices and other similar mediums or any other revenue generating activity which the Society deems fit. All surpluses from any of the activities described in this clause and any other activity permitted by the clause to be undertaken for the same purpose, shall be applied for furtherance of the objectives of the Charitable work for which this Society has been established, either by way of addition to its corpus or by way of use of its day-to-day work.
31. To alienate by way of sale, mortgage, lease, license, release, loan, charge, hypothecate, pledge, exchange, hiring out, gift, or otherwise with or without security, any or all the properties or funds of the Society or any portion or portions thereof including the making or giving of subscriptions, or assistance, pecuniary or otherwise to charitable, educational, benevolent, or other institutions, bodies, or persons as from time to time seem necessary or appropriate.
32. To invest, lay aside, deposit in banks, or otherwise deal with the moneys or funds of the Society not immediately required for the objects of the Society and to subscribe for, purchase, acquire, hold, sell, endorse and negotiate in every way, debentures, stocks, shares, and securities of every description of the money markets.
33. For furthering the objects of Society borrow and raise funds, with or without security, in any manner the Society may think fit and to repay the same.
34. To negotiate with and to enter into arrangements with any Government or authority, whether Supreme, State, District, Municipal, University, Local or otherwise or public or private body or with any other Society, Foundation or any other party having along with which was filed with any legal entity or any individual as may seem conducive to the promotion or accomplishment of the objects of the Society or any of them; and to apply for, obtain, collect, receive, or recover from any such Government or authority or body such grants, allowances, rights, concessions and privileges as may seem from time to time desirable and to obtain, carry out, exercise, comply with, and utilize the same

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35. To use all the income from the property, moveable and immoveable, or from the woks of the Society such as wheresoever derived solely for the advancement of the objects of the Society as set forth in this Memorandum of Association and that no portion thereof be distributed among its members by way of profits, dividends or bonuses.
36. To do or cause to be done any or such acts as shall be conducive to the social, moral ethical, cultural, civil, patriotic, or physical welfare of the people of India, provided such acts or things be not contrary to nor inconsistent with the spirit and principles of this constitution, nor to the laws under which this Society has been organized and registered, more particularly such acts, deeds and things which are incidental to the attainment of the objects of the Society.

Succession: Society shall have perpetual succession by its corporate name. But, if, in course of time, there should be a dissolution of the Society, and if at that time, there shall have remained, after the satisfaction of the Society's just debt and liabilities, any assets or property, movable or immovable, of any nature whatsoever, the same shall not be paid out to or distributed among the Members of the Society or any of them but shall be given to some other Society, which Society is to be determined by the votes of not less than three-fifth of the Members of the Society present, personally or by proxy, at a General Meeting of Society convened for this purpose at the time of the said dissolution or in default thereof by the Principal Court of Original Civil Jurisdiction of the District in which the Registered Office of the Society is situated.

37. The following are the members of the Governing Body of Saint Hardyal Educational and Orphans Welfare Society (SHEOWS) at present.



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MEMBERS OF THE GOVERNING BODY

S. N	Name	Address	Designation
1	Dr. Girdhar Prasad Bhagat	House no-3219 D, Sector-57, Gurugram, 122002	Chairman
2	Mr. Rakesh Kumar	House no -658, near Community center Sector-38, Gurugram, Haryana -122001	Vice Chairman
3	Ms. Jyoti Narula	B-31/B, Kalkaji, New Delhi-110019	Treasurer
4	Mr. Bhupender Kumar Sood	House no-1733, GF, Sector -29, Noida, UP - 201303	Member
5	Mr. Shyam Narayan Pandey	House no -B 77, Flat UG-1, Gali No.11-B, Block -B, Sewak park, Delhi-110059	Member
6	Mrs. Aparna Das	House no -942, Gautampuri Phase-1, Badarpur, New Delhi- 110044	Member
7	Mr. Shubham Vivek Shishodia	F-96, Railway Bungalow, Kalyan West District- Thane, Maharashtra - 421301	Member
8	Mr. Ajay Seth	House no -571, Gali Bagh Wali, Tunda Talab, Amritsar-I, Punjab-143001	Member
9	Mr. Banshi Dhar	Badri Vihar Phase3, Dulhe Puri Uttarakhand- 244715	Member
10	Mrs. Aruna Sharma	Flat No. 802, 31, Takhte Shahi Road, Keshav Pearl Palacia, Kanota Bagh Jawahar Nagar, Jaipur, Rajasthan- 302004	Member
11	Mr. Prabhat Kumar Mehrotra	Ward N 44, Makan N 38, L. I.G Colony Dindayal Puram, Khandwa East Nimar, Madhya Pradesh- 450001	Member
12	Mrs. Neha Bhagat	House no-2390, first floor A block, green field colony, Faridabad, Haryana- 121001	Ex- Officio Member
13	Mrs. Monica Mahajan	47- Friends Colony East, New Delhi, 110065	Member
14	Mrs. Rama Tandon	B-428, Ground Floor, New Friends Colony, New Delhi, South Delhi- 110025	Member



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B. RULES & REGULATIONS

1. **Name:** The name of the Society shall be SAINT HARDYAL EDUCATIONAL AND ORPHANS WELFARE SOCIETY
2. **Membership:** Those who are signatories to this Memorandum of Association of the Society and remain members thereof shall be "the Founder Members". Other persons who shall have attained the age of majority and who endorse the objects and purposes of the Society, may on the recommendations of the Governing Body, be appointed by the Chairman as members of the Society and the entry of eligible person(s) Signature(s) along with countersignatures of the Chairman or Vice-Chairman in the Membership Roll of the Society shall "ipsofacto" be deemed conclusive proof of such members appointment and admission into the Society. Likewise, such members may on the recommendation of the Governing Body be suspended, retired or expelled from the Society by the Chairman without assigning any reason for such action and the cancellation or deletion of such signatures in the Membership register substantiated by the initials of the Chairman or Vice-Chairman shall be deemed conclusive proof of such member's resignation, retirement, suspension or expulsion from the Society.

2.1. READMISSION

A member, who has ceased to be a member shall be eligible for re-admission to membership on a fresh application.

2.2. MEMBERSHIP REGISTER

The Society shall keep the register of all its member's containing their names, addresses, occupations and designations. The Register shall be up-dated from time to time. The Register shall be open to inspection by any member at the office of the Society during the normal working hours provided he/she must have obtained the written permission of the Chairman of the Society.

2.3. MEMBER'S RIGHTS AND PRIVILEGES

Every member duly enrolled as a member shall enjoy all rights and privileges assured by the Constitution of the Society and the rules framed therein.

3. **Termination of Membership:** A member shall cease to be member of the Society in any of the following events:

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- 3.1. If he shall cease to be a member of the Society by reason of death, lunacy or insolvency or if he is convicted of an offence involving moral turpitude.
- 3.2. Upon receipt by the Society of notice in writing of his intention to resign from membership and signed by a member.
- 3.3. Upon a member failing to observe any rules, bye-laws, regulations, rulings, resolutions or decisions of the Society and/or if a member acts against or which is detrimental to the interest of the Society, and resolution having been passed by two-third majority of the members of the Governing Body that such member shall cease to be a member; provided that before a resolution is passed as laid down under sub-clause
- 3.4. ante an opportunity shall be given to the member concerned to appear and explain his position with regard to the point in issue at a meeting of the Governing Body at which resolution is to be moved but that in the event of his not availing himself of the opportunity or the meeting not accepting his explanation, there shall be no question with regard to the validity and effectiveness of a resolution passed in the manner laid down.
- 3.5. If a member other than Founder Member is ~~suspended~~, expelled or retired on the recommendation of the Governing Body by the Chairman of the Society under Rule 2 above.
4. **Powers and Functions of Office Bearers:**
- 4.1. **CHAIRMAN.**
- The post of the Chairman shall be elected by the Governing Body out of their own members. The Chairman shall preside over the meetings of the Governing Body and of the General Body. In case of equality of votes, the Chairman shall have a casting vote.
- The affairs of the Society shall be directed by the Chairman on behalf of the Governing Body within the framework of the constitution, the bylaws of the Society and guidelines, if any, laid down by the Governing Body.
- 5.2 In the absence of the Chairman, the Vice Chairman of the Society shall preside at the meetings of the Governing Body and/or General Body. If both of them are absent, then the members of the Governing Body shall elect one of them to preside over the meeting.
5. **Patron:**
- 5.1. The Governing Body may invite one or more distinguished people to be the patrons of the Society.
- 5.2. The Governing Body may elect any person among the Patrons of the Society as the Patron-in-Chief of the Society and may define the period of tenure of such Patron -in-Chief and extend the same from time to time as it thinks fit.
6. **Vice-Chairman** shall be elected by the Governing Body out of their own members for a term of three years but eligible for re-election. If for any reason, the Chairman is unable to discharge his functions

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SCHOOL OF HUMANITIES & COMMUNICATIONS

as such, the Vice Chairman shall be responsible for discharging of all the responsibilities and exercise all powers of the Chairman.

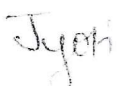
7. Governing Body:

- 7.1. The affairs of the Society shall be managed by the Governing Body of the Society, the members of which shall be elected by the General Body of the Society.

Effective 1 July, 2024 the new members joining the GB (Governing Body) shall have a maximum tenure of five years. The existing members will have the option to continue.

The Governing Body shall consist of not less than Seven Members and not more than fifteen Members. The Chief Executive Officer will be an ex-officio member of the Governing Body

- 7.2. All properties movable and immovable of Society shall vest in the Society for the use by the Governing Body in accordance with the Rules and Regulations of the Society.
- 7.3. All deeds, agreements, leases, releases, mortgages or documents of whatsoever nature relating to or affecting the properties or interest of the Society, shall be taken and stand in the name of the society.
- 7.4. All documents mentioned in Rule 5.2 shall be jointly executed for and on behalf of the Society by any two members of the Governing Body or in such manner as shall from time to time be determined by resolution of the Governing Body and all acts, deeds and things done by virtue of these rules and regulations shall be binding on the Governing Body and the Society.
- 7.5. The office of the member of the Governing Body shall fall vacant, if
- a. He dies, or voluntarily resigns his office;
 - b. b) He becomes incapacitated by reasons of illness; lunacy or insolvency or if he is convicted for an offence involving moral turpitude,
 - c. c) He ceases to be member of Society;
 - d. d) He is removed from the Governing Body because he fails to observe any rules, bye-laws, regulations, rulings, resolutions or decisions of the Society and/or if he acts against the interest of the Society and resolution having been passed by a majority of 2/3 or more of those present at a meeting of the Governing Body, specifically called for the purpose by at least seven days' notice.
8. Any vacancy arising in the Governing Body due to a resignation, or expulsion before the completion of the full term shall be filled by the Governing Body and a member so elected to fill the vacancy/vacancies shall continue as member of the Governing Body during the unexpired term of their predecessor/predecessors.
9. Any other member co-opted to the Governing Body prior to AGM will cease to be a member of the Governing Body at the next AGM when he may seek re-election. The existence of any vacancy on



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the Governing Body shall not invalidate the decision/decisions taken by the rest of the members of the Governing Body.

10. **Powers of Governing Body:** Without prejudice to the generality of the powers of the Governing Body as mentioned in Rule 9.1 above, the Governing Body shall have the following powers:

10.1. Open, close and re-open such accounts in the name of Society with such bank(s) or other institution(s) as it may think fit, from time to time. Chairman and any member of the Society approved by Governing Body can operate such account(s).

10.2. Thus, the governing body may authorize any of its members to open and operate bank accounts for any online and digital transactions.

10.3. Defray the expenses of the Society and make contributions from funds or property of the Society to any other Institutions, Trust or Society having objects like those of the Society

10.4. Invest or deposit such funds of the Society as may not be immediately required, in all or any of the securities and investments as are approved under the relevant provisions of Income Tax Act, 1961 or any statutory modification or re-enactment thereof;

10.5. Borrow, raise or secure the payment of any sum or sums of moneys for the purpose of the Society and, if necessary, create lien, charge or mortgage over the assets and properties (both movable and immovable) of the Society for the purpose of such terms and conditions as it may think fit.

10.6. Appoint and employ at its discretion and remove or suspend employees of all categories of the Societies and from time to time determine their powers and duties and fix their salary(is) or emoluments and to acquire securities in and instances and to the amounts it may think fit.

10.7. To constitute Committees from time to time for the purposes and the objects of the Society consisting of such members (who may or may not be the Members of the Governing Body) and subject to such terms and conditions as the Governing Body may think fit and to delegate any of its power (including the power to sub-delegate) to such Committee(s) as it may consider necessary from time to time.

10.8. To purchase, take on lease, hire or otherwise acquire for the Society and to sell and to let or lease or otherwise use or dispose or alienate any property (both movable and immovable) rights or privileges which the Society is authorized to acquire or dispose of at such price and/ or such consideration and on such terms and conditions as they think fit and also construct, build, operate, manage, develop, alter, repair or demolish any type of building(s) or construction(s) or to make contracts or agreements for such building(s) construction(s) or operation and to carry on any or all such transactions of whatsoever nature, financial or otherwise relating to or affecting the properties of the Society.

10.9. To institute, conduct, defend, compound or abandon any legal proceedings by or against the Society or otherwise concerning the affairs of the Society and to compound and allow time for

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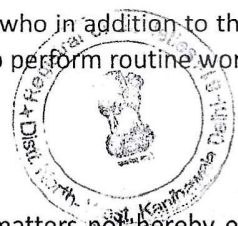
payment or satisfaction of any debts, claims, demands by or against the Society and to submit to arbitration any dispute in which the Society is involved.

10.10. To appoint agent(s) or attorney(s) for any specific and/or general purpose relating to the business(es) transaction(s) of the Society;

1. Consideration and approval of the Budget for the following year;
2. Generally, to do such acts or things as they may consider necessary or expedient for the purpose of carrying out objects of the Society;

It is expressly agreed and declared that the Members of the Governing Body shall be entitled to be paid their actual travelling, boarding, lodging and other expenses which may be incurred by them in the performance of their duties as such members including all expenses for attendance of their meetings.

Governing body members including Chairman who in addition to the functions/roles of Governing body attend office on regular basis for the full day to perform routine works of SHEOWS, shall be paid rational salary for their works.



11. Powers to make Sub-rules

The Governing Body may, in respect of any matters not hereby expressly provided for, from time to time, make such rules with regard to the conduct of the business or management of the affairs of the Society as they may think proper or necessary for the discharge of their duties from time to time with power to add or alter, amend, abridge or substitute or delete any provisions of such rules.

12. Meeting and Quorum:

12.1. The Governing Body may meet from time to time as they may deem fit for which a notice of at least twenty-one days shall be given by the Secretary. Any urgent meeting can be called on a notice of 24 hours with the approval of the Chairman and in his absence by the Vice-Chairman. Such meetings shall be convened at the request of the Chairman or at least by three members of the Governing Body One third but not less than four of the total members shall form the quorum. In the absence of the quorum, the meeting shall stand adjourned and shall be held again as determined by the members present. This shall be circulated by the Secretary to the Members.

12.2. The Governing Body shall take decisions by a majority vote. Every member shall have one vote and in case of equality of votes, the Chairman or Vice Chairman, as the case may be, presiding at the Meeting in addition to his own vote, shall have a casting vote.

12.3. A resolution signed by most of the members of the Governing Body after circulation amongst all members shall be as effective and binding as a resolution passed at a meeting of the Governing Body.

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SAINT HARDYAL EDUCATIONAL AND ORPHANS WELFARE SOCIETY**13. Secretary:**

- 13.1. The Governing Body may appoint a Secretary of the Society who need not be a member of the Society and hold office, in a salaried capacity for such period as the Governing Body shall decide.
- 13.2. The Secretary shall perform such functions as may be entrusted to him by the Governing Body and shall more particularly be responsible for secretarial work.
- 13.3. The Secretary shall be the ex-officio Secretary of all Committee(s) constituted by the Governing Body.

14. Treasurer: The Treasurer be appointed in General Body meeting from amongst its members and shall-

- 14.1. Oversee the Society's funds and dispose them of under the direction of the Governing Body.
- 14.2. Supervise the income and expenditure as also assets and liabilities of the Society; and
- 14.3. Cause the Account Books to be maintained and arrange for submission of the Annual Accounts, duly audited, at the Annual General Meeting(s) under the supervision of the Governing Body

15. There shall be a Chief Executive Officer (CEO) of the Society in salaried capacity, to be appointed by the Governing Body, on such terms as it may decide. The Chief Executive Officer shall be responsible to run, manage and administer day to day affairs of the Society under the guidance of the Governing Body through the Chairman. The Chief Executive Officer shall be responsible for timely compliance of all legal obligations and formalities well in time, as are applicable to the Society under any/all laws for the time being in force. The Chief Executive Officer shall report to the Chairman and keep him informed of all matters and developments of the Society on a regular basis.**16. General Meeting**

- 16.1. In addition to any other general meeting the Society shall each year have an Annual General Meeting of the Members of the Society having the right to attend and vote.

Annual General Meeting

- 16.2. The Annual General Meeting of the Society shall be held not later than six months from the close of the financial year of the Society. A notice of 21 clear days for the holding of such meeting shall be sent by post to all the members of the Society having the right to attend and vote at such meetings at the addresses registered with the Society along with the time(s) and place(s) where such meeting(s) is (are) to be held.

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Extra-ordinary General Meeting

16.3. Extra-Ordinary General Meeting(s) of the members having right to attend and vote may be called at such place(s) and at such time(s) from time to time by the Governing Body or by the Secretary at the request of the Chairman or on requisition by members having right to attend and vote sufficient in number to constitute a quorum.

Business at Annual General Meeting

16.4. At the Annual General Meeting, apart from any other item of business set by the Governing Body, the following business shall be transacted:

- a) Consideration and adoption of the audited Society Accounts.
- b) Consideration and adoption of Annual Report of the Governing Body regarding the working of the Society.
- c) Election of Members of the Governing Body shall be due in 5 years.

16.5. Quorum: The quorum necessary for a General Meeting shall be 2/3rd of total members in person or their alternates or by proxy having the right to attend and vote.

Video Conferencing/ Proxy at General Meeting:

16.6. A member entitled to attend and vote may be present in person or through Video conference or by proxy. Only a member of the Society may be appointed a proxy by an instrument of proxy in the form to be prescribed by the Governing Body.

16.7. The Annual General Meeting, Extra-Ordinary General Meetings, Meetings of the Governing Body and its Committees may be held through audio/video conferencing whenever required subject to the convenience of the members.

17. **Change of Purposes/Rules:** The Members of the Society having the right to attend and vote may alter, extend, or abridge any object or objects of the Society, or modify any of its rules and regulations for the time being in force, in accordance with the procedure prescribed by the Act and provided such resolutions is supported by three quarters of the votes cast.

18. **Accounts:** The Governing Body shall cause true accounts to be kept of all sums of money received and expended by the Society. The General Body shall cause to be prepared and laid before the Annual General Meeting, a balance Sheet and Income & Expenditure Account duly audited and certified by a Chartered Accountant, who shall be appointed by the Governing Body.

19. **Financial:** The Financial Year of the Society shall unless otherwise resolved by the Governing Body be from 1st April to 31st March.

[Signature]

[Signature]

[Signature]

SAINT HARDYAL EDUCATIONAL AND ORPHANS WELFARE SOCIETY

SHEOWS

20. **Annual List to be filed with the Registrar:** Once in every year, a list shall be filed with the Registrar of Societies of National Capital Territory of Delhi of the names, addresses and occupation of the members of the Governing Body then constituted.
21. **Minutes:** The Governing Body shall cause minutes of the meeting of the General Body, the Governing Body and the Committee (s) to be entered in the books kept for the purpose and the entry therein duly signed by the person presiding at the same or the next meeting shall prima facie be the evidence of the matters stated therein.
22. **Contingency:** Any contingency not covered by the rules may be decided upon by the Governing Body in such a manner as it may think fit.
23. **Income not to Revert:** If upon the dissolution of the Society there shall remain, after satisfaction of all just debts, all liabilities, any property whatsoever the same shall not be paid to or distributed among any members of the Society, but shall be given or transferred to some other Society (ies), Trust(s), or Institution(s) having objects similar to those of the Society.
24. **Funds:** All cheques, drafts, bills or other orders for Payment of money or notes issued in the name of the Society shall be signed by such persons as may be authorized by the Governing Body from time to time.
25. **Audit of Accounts:** The Governing Body shall appoint a firm of Chartered Accountants as Auditor, who shall audit the accounts of the Society each year. The appointment of Auditors shall be done maximum for three years and can be subsequently extended as per the decision of Governing Body.
26. Necessary provisions of the Societies Registration Act of 1860:

Legal proceedings under Section 6: Society may sue or may be sue or be sued in the name of the Chairman as per Section 6 of Societies Registration Act of 1860.

Society can file Public Interest Litigations (PIL) for elderlies facing atrocities and discrimination to ensuring their protection and upholding their rights.

Amendment under Section 12 and 12 A: Amendment in the Memorandum of the Society shall be made as per Section 12 and 12 A of the Societies Registration Act, 1860.

27. All the provisions of the Societies Registration 1860 applicable in National Capital Territory of Delhi shall be applicable to the Society.
28. **Essential Certificates:** We the following members certify that the Rules and Regulations of the Society Given above are a correct copy thereof:





Amended as on... 05/12/24

SAINT HARDYAL EDUCATIONAL AND ORPHANS WELFARE SOCIETY

SHEOWS

Name and Address Designation

1. Dr. Girdhar Prasad Bhagat
House no-3219 D, Sector-57,
Gurugram, 122002

2. Mr. Rakesh Kumar
House no -658, near Community center
Sector-38, Gurugram, Haryana -122001

3. Ms. Jyoti Narula
B-31/B, Kalkaji, New Delhi-11001

Signature

Chairman

Vice- Chairman

Treasurer

