# BAL VATIKA EDUCATIONAL SOCIETY

1. **Name of Society**
The name of the society shall be "**BAL VATIKA EDUCATIONAL SOCIETY**"

2. **Location of the Regd. Office**
The Regd office of the society shall be situated at G.T.ROAD, Near Radha Swami Satsang Bhawan, Fatehabad

3. **Area of the operation**
The Area of the operation of the society shall be spread all over HARYANA.

4. **Aims & Objective**
The aims & objects of the society shall be as under :-
(a) To Promote education in all subjects & other activities by opening of institution in various subjects/ field of study for general welfare of the public and to manage the institutions run by the above society.
(b) To Construct and run School, College and Library for use of general Public
(c) To manage the Temples Developments, Health Educational, Natural Science, Computer Science institutions run by the above society.
(d) To provide adequate training for unemployed youth and to help them for setting up under self-employment schemes.
(e) To encourage the people to adopt the latest technology in the field of education.
(f) To run Uncompleted Temples, manage, administer, people awareness programs, hospitals diagnostic centers, research centers, scan centers, clinical pathological testing laboratories, X- Ray & E.C.G. Clinics.
(g) To act as the consultants and advisors, providing technical know how, technical service and allied services for the establishment, operation and improvement of Para Medical Institutions, diagnostic centers and laboratories.
(h) To grant scholarships, stipend, prizes and other types of the assistance to the needy and brilliant students.
(i) To give guidance for the advancement of the education to all deserving persons of the society of any country irrespective of the religion, caste, creed, sex and region.
(j) To do all the acts to fulfill the above aims of the society.
(k) To promote health and health behavior and to import useful knowledge in different fields.
(l) To arrange facilities for good quality , basic and higher education for the youths in general and poor students in particular.

President

Secretary

Treasurer

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# BAL VATIKA EDUCATIONAL SOCIETY

(m) To promote institution to impart technical, medical education and physical training and yoga training. physical training

(n) To work for the betterment and welfare of staff and students of the institutions run by the above society and to manage the scholarships and educational schemes.

(o) To purchase, take on lease or in exchange, hire or otherwise acquire any property , including vehicels, movable or immovable, necessary or convenient for the purpose of the society and to improve, develop, manage, sell, lease, mortgage, dispose or turn to account or take loan from any bank, financial institution, person, firm etc. For the above purpose and to procure funds for running the society by way of donations gifts, subscription etc.

(p) To work for the benefit of woman, street children's handicapped and animals.

(q) To run courses of MPHW for men & women, training center for woman & men for any field of education.

(r) To run teacher training centers, computer centers, coaching centers etc. at any place.

5. **CONDITIONS**

(a) The income and property of the society shall be applied solely towards the promotion of the object of the society as set forth in the memorandum of Association and no portion there of shall be paid or transferred directly or indirectly, to the member of the society.

(b) No members of the governing body of the society, shall be appointed to any salaried office of the society, or any office of the society paid by free, that no remuneration shall be given by the society to any members of such Governing body except for providing technical / managing services to any institutions run by the society and interest or money lent or rent for premises / demises to the society.

(c) The Society by its constitutions is required to apply its profits, if any, or other income in promoting its objects.

(d) If upon the winding up or dissolution of the society there remains after satisfaction of all its debits and liabilities any property whatsoever the same shall not be paid to or distributed among the members of the society , but shall be given or transferred to some other institution having objects similar to the objects of the society to be determined by the members of the society at or before the time of dissolution,

President

Secretary

Treasurer

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# BAL VATIKA EDUCATIONAL SOCIETY

**The Management**

The management of the affairs of the society is enstrusted in accordance with the rules & regulations of the society to a governing Body of which first members are

| Name&Address of the Members | Designation | Signature |
|---|---|---|
| RAJAN MEHTANI S/O SH CHIRANJIV LAL<br>R/o Model Town, Fatehabad | President | |
| BRAHMA NAND S/o SH MURLI DHAR<br>R/o H.NO FARIDABAD DISTT FARIDABAD | Vice President | |
| NARENDER KUMAR S/O SH LILA KRISHAN<br>R/O BHIWAN BASTI, FATEHABAD | Secretary | |
| RISHI RAJ S/o Sh RAJEEV KUMAR<br>R/O Model Town, Fatehabad | Treasurer | |
| DR RAJESH CHOPRA S/O SH HARBANS LAL<br>R/o H.NO. JALANDHAR,DISTT JALANDHAR | Joint Secretary | |
| SAKET MEHTA S/o Sh SURESH MEHTA<br>R/o Geeta Mandir Road, Model Town, Fatehabad | Member | |
| RAMESH JINDAL S/O SH PYARE LAL JINDAL<br>R/O MODEL TOWN, FATEHABAD | Member | |

Registrar of Firms & Societies FATEHABAD

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# BAL VATIKA EDUCATIONAL SOCIETY

**Declaration**

We the several persons whose named & addresses and hereunder subscribed are desirous of being framed to a society in pursuance of thus Memorandum of associates

| Name&Address of the Members | Designation | Signature |
|---|---|---|
| RAJAN MEHTANI S/O SH CHIRANJIV LAL<br>R/o Model Town, Fatehabad | President | |
| BRAHMA NAND S/o SH MURLI DHAR<br>R/o H.NO FARIDABAD DISTT FARIDABAD | Vice President | B. N. Mehta |
| NARENDER KUMAR S/O SH LILA KRISHAN<br>R/O BHIWAN BASTI, FATEHABAD | Secretary | |
| RISHI RAJ S/o Sh RAJEEV KUMAR<br>R/O Model Town, Fatehabad | Treasurer | |
| DR RAJESH CHOPRA S/O SH HARBANS LAL<br>R/o H.NO. JALANDHAR,DISTT JALANDHAR | Joint Secretary | Rajesh Chopra |
| SAKET MEHTA S/o Sh SURESH MEHTA<br>R/o Geeta Mandir Road, Model Town, Fatehabad | Member | Saket Mehta |
| RAMESH JINDAL S/O SH PYARE LAL JINDAL<br>R/O MODEL TOWN, FATEHABAD | Member | |

District Registrar of Firms & Societies FARIDABAD

Place:-Fatehabad

Date:- 30/6/10

I know the above persons and they have signed in my presence

AJAYGILHOTRA
ADVOCATE
GALI CENTRAL BANK OF INDIA
4-MARLA COLONY,
MOB-9416355978

Ajay Kumar Gilhotra
Advocate
~~B. Com.~~ L.L.B.
Fatehabad-125050
30/6/10

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# BAL VATIKA EDUCATIONAL SOCIETY

## Rule & Regulations

1. **Introduction:**
The name of the society shall be **BAL VATIKA EDUCATIONAL SOCIETY, G.T.ROAD, FATEHABAD** & object of the society are severally explained in the Memorandum of the society.

2. **Term & conditions for the members:**
Any person who attained age of 18 years and is otherwise considered suitable can become a member of the society on payment of prescribed subscription Rs. 100/- per Year, after his/her name has been approved of the governing body.

3. A Fine of Rs. 10/- will be charged annually from the member on non payment of Subscription fee.

4. Fine and forfeiture to be imposed on any members for non-payment of annual dues.

5. **Categories:**
There will be two categories of the member of the society.

(1) **Life member**
A person can become a life member on payment of Rs. 1100/- as membership Fees.

(II) **Ordinary members:**
Any person who was attained the age of 18 years is otherwise considered suitable can Become a member of the society on payment of prescribed subscription after the name Has been approved by the governing body.

6. **Resignation and explulation of members:**
a) if he/she dies or resigns
b) if he does not pay minimum subscription with in the one month from the date of enrolment.
c) If he does not attend three executive meetings.
d) If he is found to be deficient to working character and moral turpitude.
e) If he work against the Rule & Regulations of the society, the person concerned can be removed from the membership of the society.

**President** **Secretary** **Treasurer**

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# BAL VATIKA EDUCATIONAL SOCIETY

7. **Formation of the General Body :**

(i) The General Body will consist of not less then 11 members.

(ii) All the life members and ordinary members will be from the general body of the society.

8 **Power and functions of the general body:**

(a) Shall make rule and necessary changes in the constitutions as and when required.

(b) Shall create funds for the society etc.

(c) Shall collect funds through Govt. grants, public donations interest, subscriptions and fees etc.

(d) The governing body will be responsible for actual management of all the affairs of the society subject to the formal approval of the general body.

(e) Amendment in rules & regulations and the memorandum of general body may be done with in 2/3rd majority.

9 **Quorum :**

(a) General body will meet at least once in a year but in special case this may be called whenever necessary with the permission of the chairman.

(b) Quorum for the meeting will be 3/5th.

(c) A fortnight notice will be essential for the general body meeting. Under special circumstances meeting may be called by the secretary with the approval of chairman in week's notice.

10. **Formation of governing body.**

(a) The governing body shall consist of not less then and more then 7 members.

(b) The superintendence, control and directions of the affairs of the society its income and property , (Moveable and immovable) shall be entrusted to the governing body.

(c) The term of the governing body shall be three years. A member whose term expires shall be eligible for re-election.

11. **Strength of the governing body.**

There will be 7 members including the secretary.

12. **Mode of Election of the governing body:**

The members of the governing body shall be elected unanimously. Show of the hands with majority in the meetings of general body or by ballot in case of dispute. Election will be conducted after every three years.

**President** **Secretary** **Treasurer**

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# BAL VATIKA EDUCATIONAL SOCIETY

## 13. Powers and functions of governing body: -

(a) Shall make rules and necessary change in the constitution as and when required.
(b) Shall create funds for the society, institution etc.
(c) Shall manage development of Temple and other grants for promotion of the development of Village and other charitable works.
(d) Shall collect funds through Govt. grants, public donation, interest subscription, etc.

## 14. Meeting/Quorum, notice of the governing body.

(a) The governing body shall ordinarily meet once in every three months.
(b) The notice of the meeting will be served at least 7 days ahead in special circumstances the secretary with the consent of the chairman will have power to call the meeting by giving 3 days notice.
(c) The Quorum of the governing body 2/5 o the total.

## 15. PRESIDENT

(a) To president over all the meetings and seen that the meeting is conducted properly.
(b) To be responsible for the working of the society/ Governing body with all members.
(c) To Supervise and guide the overall activities of the society.
(d) Chairman will be responsible for issuing Cheques.
(e) He will be the custodian of the society records and the property etc
He will sign the document to transact business and sigh all the vouchers and
(f) document on behalf of the Society.

**Vice President:**

In the absence of the chairman he will look after the work of the chairman and do any other work as authorized by he governing Body/Chairman.

## 16. Secretary

a) The secretary will call meetings of the society with consent of the president as and when required.
b) He can incur the necessary expenditure to the extent of Rs.5000/-
c) He will maintain and produce the record of the society in the meeting
d) He will make the arrangement for holding meeting include issue of circular, Agenda of meetings with the approval of the president.

**President** **Secretary** **Treasurer**

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e) He will take a lot of discussion & Decision of the meetings.
f) He will scrutinize all the bill/vouchers.
g) He will be the appointing & dismissing authority for the staff.
h) He will look after the property of the institution run by the society.
i) He will deal with the Govt. . & Other institutions functioning under the society.
j) He will incur expenditure taking the financial position in to the consideration for the fulfillment of genuine demand of the institution.
k)He will receive grant from the got, donation from the public and other charitable Institutions.

**Joint Secretary .**

In the absence of secretary he will look after the work of the secretary and do any other works as authorized by the governing body/Chairman.

**The Treasurer**

(a) The treasurer will maintain the account books and get them checked by the Secretary or chairman.
(b) The treasurer will get accounts audited annually.
(c) The treasurer will keep the secretary in touch with the financial position o f the society.
(d) The treasurer will present financial report and budget of the proceeding years in annual general meetings of the society.
(e) The treasurer will prepare budget for the current year in consultation with the secretary of the society.

18. Records like proceeding register, cash book, ledger, Journal etc. shall be Maintained. Financial year of the society shall be from 1st April to 31st march every year.
The managing committee shall appoint a Chartered Accountant for the checking of the accounts, balance sheet , utilization certificate or any other financial statement as may be needed.

19. **Dissolution**
The society shall be dissolved as per society registration act 1860 with the consent of 2/3 members. All the immovable Properties of the society shall be handed over to another society pursuing similar activities as decided by the governing body after payment of all the liabilities.

**President** **Secretary** **Treasurer**

District Registrar of Firms & Societies FATEHABAD

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Fatehabad (Haryana)

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