

**MEMORANDUM OF ASSOCIATION OF GOVERNMENT
ARTS, COMMERCE AND SCIENCE COLLEGE,
KACHHAL ALUMNI ASSOCIATION.**

1. NAME OF THE TRUST/ SOCIETY:

The name of the Trust/ Society shall be "GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL ALUMNI ASSOCIATION" which shall be registered under the Bombay Public Trust Act of 1950 and/ or the Societies Registration Act of 1860 and the rules framed thereunder.

2. REGISTERED OFFICE OF THE TRUST/ SOCIETY:

The registered office of GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL ALUMNI ASSOCIATION shall be situated at GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL Ta. MAHUVA. However, the Executive Committee of the Trust/ Society shall be eligible and entitled to change the registered office of the Trust/ Society and/ or establish such number of branches/ units across the Country, as it may deem fit and necessary.

3. JURISDICTION OF THE TRUST/ SOCIETY:

The jurisdiction/ area of the Trust/ Society shall be expanded all over India.

4. AIMS AND OBJECTS OF THE TRUST/ SOCIETY:

The aims and objectives of the Trust/ Society shall be carried out and implemented without any discrimination of caste, creed, gender, color or religion. The Trust/ Society shall frame and develop the programs/ schemes for development of socio-capital resources i.e., human resources and work for the effective implementation of poverty alleviation and self-employment schemes sponsored by the Central Government/ State Government, own bodies, agencies, corporations, etc. through orientation and skill development programmes. The Trust/ Society shall also establish training institute for rural development and self-employment in order to encourage development and upliftment of different fields of the society as enumerated hereunder: -

- (a) To promote and encourage the members of GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL ALUMNI ASSOCIATION to take active part in the activities and programmes undertaken by GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL.



- (b) To promote and encourage all the members of GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL ALUMNI ASSOCIATION for establishing and maintaining friendly relations amongst the members.
- (c) To keep GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL ALUMNI ASSOCIATION well-informed about the alma mater.
- (d) To provide financial aid to GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL for better future and development of the College and also provide requisite help in academics as well as extra-curricular activities undertaken by the College.
- (e) To train and encourage the youth by imparting requisite knowledge and skills for taking-up self-employment ventures.
- (f) To train the youth and encourage them in developing an understanding about the need and importance of working in rural areas, rural development projects, etc.
- (g) To award scholarship and aid to the meritorious and deserving students of GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL.
- (h) To conduct training programmes and seminars, either independently or in collaboration with other organizations working for or in the field of education, rural technology, rural development and/ or entrepreneurship development.
- (i) To provide requisite guidance and assistance of the experts to other institutions, organizations, individuals, etc., as the case may be, for their betterment and upliftment.
- (j) To take over and manage any existing unit working in the field of education, rural technology, rural development and/ or entrepreneurship development, with or without obligations, as the Executive Committee of GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL ALUMNI ASSOCIATION may deem fit and proper.
- (k) To work for the development of the villagers and to improve the quality of life of the villagers.

We, the undersigned members of Executive Committee are desirous of forming and registering the Trust/ Society namely "GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL ALUMNI ASSOCIATION", in accordance with the law for the time being in force and as per the present memorandum of association read with the rules and regulations of the Trust/ Society. The name, addresses and details of occupation of the members of the Executive Committee are as follows:



Sr. No.	Name of the Member	Address of the Member	Occupation of the Member	Signature
1.	Pritikumari Anilbhai Patel	Hanuman Faliyu, Shekhpur, Ta- Mahuva, Dist- Surat	Student	
2.	Tejal Rajeshbhai Patel	Mogra Faliyu, Beda Raipura, Ta- Dolvan, Dist- Tapi	Student	
3.	Hiral Dineshbhai Patel	Mogra Faliyu, Beda Raipura, Ta- Dolvan, Dist- Tapi	Student	H. D. Patel
4.	Chaudhari Hetal Harshadbhai	Zanzarvadi Faliyu, Shekhpur, Ta- Mahuva, Dist- Surat	Student	
5.	Dharmishtha Kanubhai Chaudhari	Darjipatel Faliyu, Mordevi, Ta- Valod, Dist- Tapi	Student	
6.	Chaudhari Vaishnavi Hemantbhai	At & Po. Algat, Ta- Mahuva, Dist- Surat	Student	
7.	Chaudhari Darshnakumari Gulabbhai	At Naladhara, (Aarnli Faliya), Ta- mahuva, Dist- Surat	Student	
8.	Chaudhari Krinalben Manubhai	At Po Umra, Chaudhari Faliya, Ta- Mahuva, Dist- Surat	Student	
9.	Trushna Keshavbhai Patel	At Po Kalkava (Godavann Faliya), Ta- Dolvan, Dist- Tapi	Student	

Date: 01/01/2023

Place: GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL TA. MAHUVA DIST. SURAT

The above stated signatures have been done before me.

PRINCIPAL
Govt. Arts-Com. & Science
College Kachheliya (Kachhali)
Ta. Mahuva, Dist. Surat.

RULES AND REGULATIONS OF GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL ALUMNI ASSOCIATION.

1. MEMBERS:

All the members of GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL who have obtained any degree from GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL or are studying in the final year of post-graduation course as well as any present or retired teaching staff of GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL shall be eligible to be enrolled as a member of GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL ALUMNI ASSOCIATION.

(a) There shall be the following classes of members in the Trust/ Society:

(i) Founder Members:

All the members of the Foundation Committee shall be treated as the founder members of the Trust/ Society.

(ii) Ex-officio Members:

The present principal of GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL as well as one or two members from the present teaching staff of GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL, as may be nominated by the principal in writing, shall be enrolled as the ex-officio members of the Trust/ Society.

(iii) Life Members:

A member of the alumni of the College, who applies for the membership and whose application is approved by the Executive Committee of the Trust/ Society, shall on payment of life-time membership fees of Rs. 0 , be enrolled as a life member of the Trust/ Society.

(iv) Associate Members:

The present as well as retired professors of GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL shall be entitled to be enrolled as associate members of the Trust/ Society on payment of fees of Rs. 0.

(v) Honorary Members:

As an exception, on recommendation of the Executive Committee and after approval by the general body, any alumni who have attained a huge distinction at state, national and/ or international



level may be conferred with honorary membership of the Trust/ Society without any payment of membership fees.

(b) The Trust/ Society shall maintain an up-to-date register of members with their names, addresses and other relevant particulars and details as may be necessary and prescribed by the Executive Committee.

(c) All the members of the Trust/ Society shall constitute a general body of the Trust/ Society.

(d) **CESSATION OF MEMBERSHIP:**

A member shall cease to be a member of the Trust/ Society in the following scenarios:

(i) On submission of a resignation, in a written form, addressed to the President of the Trust/ Society.

(ii) On being declared insolvent or on becoming a person with unsound mind, in case of an individual.

(e) **RIGHTS AND OBLIGATIONS OF MEMBERS:**

Each and every member of the Trust/ Society shall have the following rights and/ or obligations:

(i) To elect and to be elected in any election of the Trust/ Society.

(ii) To submit suggestions on any matter for discussion to the Executive Committee and/ or any Sub-Committee, as may be constituted in accordance with the rules and regulations of the Trust/ Society.

(iii) To inspect the books of accounts of the Trust/ Society after obtaining due permission from the concerned authority.

(iv) To inform about the change of address.

(v) To obey and adhere to the rules and regulations of the Trust/ Society.

(f) **EXPULSION AND REMOVAL OF MEMBERS:**

The Trust/ Society shall reserve its rights for expelling any member of the Trust/ Society by way of a resolution to this effect, who/ which is found to be acting against the interests of the Trust/ Society. However, no such resolution for expulsion of a member shall be effective unless:

- A member is given a reasonable opportunity of being heard for explanation of their case; and

- The resolution to such effect has been passed by 3/4th majority of the members present and voting, in a meeting of the Executive Committee called for the said purpose.

2. EXECUTIVE COMMITTEE:

The affairs of the Trust/ Society shall be controlled, managed and supervised by the Executive Committee. The number of members of the Executive Committee shall not be less than 7 (seven), but shall not even exceed 25 (twenty-five) including office bearers.

(A) Election of Executive Committee Members:

The members of the Executive Committee shall be elected every 5 (five) years in the general body meeting. Interim Vacancy, if any shall be filled by the members of the Executive Committee for the remaining period.

3. OFFICE BEARERS:

All office-bearers shall be elected/nominated, for every five years, from amongst the Executive Committee by the Executive Committee. Interim vacancy, if any shall be filled by the Executive Committee.

There shall be the following office bearers in the Trust/ Society:


- (a) PRESIDENT: Chaudhari Krinalben Manubhai
- (b) VICE-PRESIDENT: Tejal Rajeshbhai Patel
- (c) SECRETARY: Pritikumari Anilbhai Patel
- (d) JOINT SECRETARY-CUM-TREASURER: Hiral Dineshbhai Patel

During the tenure of the membership, when any member of the Executive Committee or any other member so appointed in the Trust/ Society; disclaims or dies or leaves India for a continuous period of six months without the permission of the Ld. Charity Commissioner or leaves India permanently for residing abroad or is declared insolvent or is convicted in any offence involving moral turpitude or desires to be discharged from the Trust/ Society or becomes, in the opinion of the Court, unfit/ physically incapable to act in the Trust/ Society or resigns and/ or stands so declared unfit by a Competent Court to act in the benefit and welfare of the Trust/ Society; then the remaining members of the Executive Committee can fill the casual vacancy of the member(s) of the Trust/ Society from the persons holding the office as mentioned in the regulation of the Trust/ Society.

4. MEETINGS OF THE EXECUTIVE COMMITTEE:

- (a) The Executive Committee shall meet from time to time as it may deem fit, necessary and proper. However, the Executive Committee shall hold a minimum number of two meetings every year.
- (b) The quorum for a meeting shall be one-half (1/2) of the total number of members of the Executive Committee. Though, no quorum shall be required for simply adjourning a meeting for the want of quorum.



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- (c) Any decision of the Executive Committee shall be taken by a majority of the votes of the members present and voting. That in case of equality of the votes, the chairman of the meeting shall have a second or casting vote.
- (d) The President may himself or through the Secretary, convene a meeting of the Executive Committee. A notice of the meeting of the Executive Committee along with the agenda of the business to be transacted at such meeting shall be sent to all the members of the Executive Committee at their registered addresses, atleast 30 (*thirty*) days prior to the date of meeting.
- (e) Any five or more members of the Executive Committee may request the President and/ or the Secretary to convene a meeting of the Executive Committee specifying the business proposed to be transacted at such meeting. In case where the President/ Secretary fails to convene a meeting within 21 (*twenty-one*) days of the receipt of such request, the requesting member may themselves convene a meeting of the Executive Committee. Provided that no business other than that for which such meeting had been called for shall be transacted at the meeting.
- (f) The President or in his absence, the Vice-President of the Executive Committee shall preside over all the meetings. However, in absence of the President as well as the Vice-President, the members of the Executive Committee may elect one amongst themselves to be the chairman of such meeting and the member so elected shall preside such meeting.
- (g) The Executive Committee may, from time to time, frame such rules and regulations as it may deem fit for the conduct, management and administration of the meetings of the Executive Committee.
- (h) For transacting urgent or routine business, the decision of the Executive Committee may be taken by circulation, if the same is agreed by all the members who are present in India.

5. POWERS AND DUTIES OF THE EXECUTIVE COMMITTEE:

The Executive Committee shall have all powers that are appropriate and necessary for the fulfilment and achievement of the objects of the Trust/Society and/ or are necessary and appropriate for the effective and efficient administration of the properties and affairs of the Trust/ Society.

Without affecting the generality of such powers and duties, the Executive Committee shall *inter alia* perform the following functions:



- (a) Accept donations, contributions, grants, loans, subscriptions or any audit assistance or help in cash or in kind from any person, firm, company, trust, society, body corporate, etc.
- (b) Apply and/ or appropriate whole or part of the income of the Trust/ Society or accumulation thereof, corpus or any property of the Trust/ Society towards funding and achievement of one or more objects of the Trust/ Society as the Executive Committee may deem fit and necessary from time to time.
- (c) Invest and keep invested the funds of the Trust/ Society in movable properties, immovable properties, securities, etc., strictly in conformity and in accordance with the relevant provisions of the *Gujarat Public Trust Act, 1950*, the *Income-tax Act, 1961* or any other law for the time being in force. The Executive Committee may, at its own discretion, alter, vary or redeem such investments from time to time.
- (d) Acquire any immovable property, by way of ownership, lease, leave and license or on rent or accept grant or by any other means as may be deemed fit and appropriate and/ or Let-out on demise any immovable property held in the fund of the Trust/ Society for the time being on such rent and on such other terms and conditions as the Executive Committee may decide and think fit and just in the benefit and interest of the Society/ Trust.
- (e) Open and operate account(s) with any Bank(s), give instructions to such Bank(s) and operate such account(s) through any two or more of the members of the Executive Committee or through any constituted attorney of the Executive Committee.
- (f) Adjust, settle, compromise, compound and/ or refer to the arbitration, all the actions, suits, claims, demands, disputes, differences and proceedings with respect to the properties held in the name of the Trust/ Society.
- (g) Appoint constituted attorneys, agents or servants; delegate all or any of the powers vested in the Executive Committee to such attorneys, agents or servants; remove such attorneys, agents or servants; appoint new attorneys, agents or servants in their place and fix the duties, responsibilities and other terms and conditions of appointment of the attorneys, agents and servants.
- (h) Appoint or constitute a sub-committee of members of the Executive Committee and/ or other person to attend, supervise and/ or conduct specified jobs or functions in such manner and subject to such rules and regulations as the Executive Committee may prescribe.



- (i) Make, alter, amend, modify or repeal rules and regulations and bye-laws for carrying out the objects of the Trust/ Society and for running the institution in furtherance of the objects of the Trust/ Society.
- (j) Set aside whole or any part of the income or corpus of the Trust/ Society for fulfilment of any of the objects of the Trust/ Society.
- (k) The members of the Executive Committee shall not be entitled to receive any remunerations in their capacity as members. However, such members shall get reimbursement of any expenses actually incurred by them in order to carry out any of the activities of the Trust/ Society or for fulfilling their duties in relation thereto.
- (l) The member(s) of the Executive Committee shall be responsible only for such moneys, stocks, funds, securities, income and/ or any other properties of the Trust/ Society that have actually been dealt with the member(s). That no member shall be answerable or accountable for the neglect, default, acts, omission or commission of the other members or any other person with whom the properties/ securities of the trust/ society have been deposited or entrusted.
- (m) Without affecting the generality of the powers of the Executive Committee under these provisions, the Executive Committee shall have absolute powers for prescribing the membership fees for the different categories of the members, from time to time.
- (n) Change the office(s) and/ or open such other sub-office(s) at any place in India, as may be deemed necessary.
- (o) Delegate any power of the Executive Committee or entrust any duty or work to any other member(s) of the Executive Committee.
- (p) Frame policies for any training centers, institutions, Sansthan, colleges, schools, etc., either established or to be established by the Trust/ Society.
- (q) Appoint director(s)/ member(s) of the committees for any training centers, institutions, Sansthan, colleges, schools, etc., either established or to be established by the Trust/ Society.
- (r) Form guidelines for exercising of the financial powers by the office bearers of the Trust/ Society for conducting the day-to-day affairs of the Trust/ Society.

6. ACCOUNTS:

- (a) The Executive Committee shall keep true and correct accounts of all the moneys received as well as spent; account for all the assets, credits and properties of the Trust/ Society and shall also account for all the matters

in respect of managing the properties of the Trust/ Society and in relation to carrying out the objects of the Trust/ Society.

- (b) The accounting year of the Trust/ Society shall start from 1st April and end on 31st March for the time being, which may be altered/ changed by the general body as may be deemed fit and necessary.
- (c) The accounts of the Trust/ Society shall be audited every year by such auditor, being a chartered accountant, as may be appointed by the members in the annual general meeting of the Trust/ Society.

7. MEETINGS OF THE GENERAL BODY:

- (a) An annual general meeting of the Trust/ Society shall be held once in every year within six months of the closure of the accounting year. That atleast 10 (*ten*) days prior notice shall be served to each and every member of the Trust/ Society specifying the date, time and place of the meeting.
- (b) The quorum for the annual general meeting shall be one-fourth ($1/4^{\text{th}}$) of the members on the roll of the Trust/ Society on the date of issuance of the notice of the annual general meeting.
- (c) If the quorum is not present within half-an-hour from the time fixed for holding the annual general meeting of the Trust/ Society, then the meeting shall be adjourned for a minimum of 7 (*seven*) days and a maximum of 15 (*fifteen*) days. The date, time and place of the adjourned meeting shall be decided by the members present on the scheduled date of the annual general meeting. No quorum is required for a meeting, which is simply adjourned for the want of a quorum.
- (d) The President or in his absence, the Vice-President of the Executive Committee shall preside over the annual general meeting. However, in absence of the President as well as the Vice-President, the members of the Executive Committee may elect one amongst themselves to be the chairman of such meeting and the member so elected shall preside such meeting.
- (e) The following are the businesses that shall be transacted at the meetings of the general body:
 - To confirm the minutes of the last annual general meeting and/ or extraordinary special general meeting, if any.
 - To adopt, with or without modifications, the annual report of the Executive Committee.
 - To appoint/ reappoint auditors.
 - To approve the accounts of the Trust/ Society.



- To appoint the members of the Executive Committee other than the ex-officio members.
- To transact any other business after obtaining prior approval/permission of the chairman of the meeting.
- (f) All meetings other than the annual general meeting of the general body shall be called special or extraordinary general meeting.
- (g) The Executive Committee may direct the President or Secretary to convene a special general meeting as and when considered necessary and appropriate.
- (h) All the provisions regarding notice, quorum and adjournment of the annual general meeting shall be the same as in the case of Annual General Body Meeting.

8. MINUTES OF THE MEETING:

The minutes of the meetings of the Executive Committee as well as the general body shall be prepared and placed for confirmation at the immediately next meeting and if the minutes are confirmed in such meeting, then it shall be signed by the chairman of the meeting.

9. DUTIES OF THE OFFICE BEARERS:

- (a) PRESIDENT: He/ She shall:
- Preside over all the meetings of the Trust/ Society.
 - Take all the disciplinary actions for removal and/ or dismissal of the employees of the Trust/ Society in the consultation with the governing body.
 - Advise the Secretary in any matter requiring urgent attention.
 - Call meetings.
 - Look after the day-to-day management of the Trust/ Society; take decision with respect to the urgent matters and carry out day-to-day affairs and other routine work of the Trust/ Society.
- (b) VICE-PRESIDENT: He/ She shall:
- Carry out all the duties and powers of the President in his/ her absence.
 - Carry out such other duties as may be desired and prescribed by the Executive Committee.
- (c) SECRETARY: He/ She shall:
- Convene all the meetings of the Trust/ Society.
 - Maintain minutes book and agenda book of all the meetings held of the Trust/ Society.



- Issue general circulars and notices.
- Receive all the applications for membership which shall be placed before the Executive Committee.
- Sign the receipts or the sums received as subscriptions, on behalf of the Trust/ Society.
- Sign and give pay order(s) on all the bills or payments of subscriptions, donations, etc.
- Get the accounts of the Trust/ Society audited by the Chartered Accountant.
- Ensure compliance with all the statutory requirements.
- Transact all other businesses, subject to the directions of the Executive Committee.
- Collect and receive all sorts of subscriptions, donations, deposits of money and grant receipts thereof.
- Keep and maintain Cash Book and such other accounts as are necessary.

(d) JOINT SECRETARY:He/ She shall:

- Carry out all the duties and powers of the secretary in his/ her absence.
- Carry out such other duties as may be desired and prescribed by the Executive Committee.

10. SOURCE OF INCOME:

Donation, subscription, grants, gifts, loans, amount received by organizing charity shows, etc.

11. SUITS AND LEGAL PROCEEDINGS:

All the suits and legal proceedings by or against the Trust/ Society shall be in the name of the Trust/ Society.

12. ALTERATIONS, AMENDMENTS AND/ OR MODIFICATIONS IN RULES AND REGULATIONS:

In case where it is found necessary to alter, modify and/ or amend any of the provisions of this rules and regulations, the Executive Committee shall resolve unanimously to convene general meeting for this purpose, or minimum 25 (twenty-five) members of this association shall give proposal with reasons and send it to the Executive Committee with their signatures, for such alteration, modification and/ or amendment.

Any clauses of rules and regulations of this association can be amended by two-third ($2/3^{\text{rd}}$) majority of present members in general body meeting. The quorum of such meeting will be of minimum 30 (thirty) members.

Notice of the proposed amendment shall be furnished to all the members at least 30(thirty) days prior to the meeting. Such a notice shall contain details of the rule (s) desired to be amended, proposed text of the changed rule and the reason for seeking amendment. Mandate for amendment shall be sought by circulation or electronic mode also.

13. TO MAKE RULES:

The governing body may be empowered to make rules for the implementation, proper management and administration of the Trust/ Society and the memorandum and Rules and Regulations may be altered, modified, rescinded or added to by special resolution passed by in a general meeting called for the purpose subject to the provisions of the *Society Registration Act, 1860*.

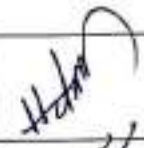

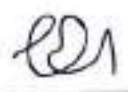
14. DISSOLUTION OF THE SOCIETY/ TRUST:

The dissolution of the Trust/ Society shall be carried out in accordance with the relevant provisions of the *Bombay Public Trust Act, 1950* as well as the *Societies Registration Act, 1860*. After meeting all debts of the Trust/ Society at the time of dissolution, the remaining properties and assets of the Trust/ Society shall be given to the other Charitable Trust/ Society having similar objects as may be decided by members of the Trust/ Society.


Date: 01/01/2023

Place: GOVERNMENT ARTS, COMMERCE AND SCIENCE COLLEGE, KACHHAL
TA. MAHUVA DIST. SURAT

Signatures along with Names:

1	Dr. Hetal S Tandel, Principal, Government Arts, Commerce & Science College Kachhal, Ta- Mahuva, Dist- Surat,	
2	Mr. Urvik Patel, Asst. Professor, Government Arts, Commerce & Science College Kachhal, Ta- Mahuva, Dist- Surat	
3	Dr. Gunjan Shah, Asst. Professor, Government Arts, Commerce & Science College Kachhal, Ta- Mahuva, Dist- Surat	

The above stated signatures have been done before me.


PRINCIPAL
Govt. Arts-Com. & Science
College Karcheliya (Kachha
Ta. Mahuva, Dist. Surat.