

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

No. S-31720 of 1997

I hereby certify that "MUSLIM MINORITY
KOHINOOR EDUCATIONAL
SOCIETY"

has been registered under the **SOCIETIES
REGISTRATION ACT OF 1860 GIVEN
UNDER MY HAND AT DELHI**
on this fifth day of August
one thousand nine
hundred and ninety seven.

Registration Fee of
Rs. 50/- received.



[Signature]
5.6.97
Registrar of Societies
GOVT. OF DELHI
DELHI

Registrar of Societies
Delhi

PLEASE QUOTE THIS NUMBER IN ALL YOUR FUTURE
CORRESPONDENCE

[Signature]
PRINCIPAL
Victoria Public Sr. Sec. School
Brijpuri, Wazirabad Road, Delhi-94

[Signature]
MANAGER
Victoria Public Sr. Sec. School
Brijpuri, Wazirabad Road, Delhi-94

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MEMORANDUM OF ASSOCIATION

OF

MUSLIM MINORITY KOHINOOR EDUCATIONAL SOCIETY

1. NAME OF THE SOCIETY: The name of the organisation shall be

**MUSLIM MINORITY KOHINOOR EDUCATIONAL
SOCIETY** (hereinafter refer to as the
Society).

2. REGISTERED OFFICE: Registered office of the society shall
remain in the N.C.T. OF DELHI, and
at present it is at premises

No. 550, Chhatta Lal Mian,
Behind Delite Cinema, New Delhi

3. AIMS AND OBJECTS: The aims and objects for which society
is established are as under:

i. To Work for Education, upliftment of Muslim Minority Communi-
ty under the provisions of Article 30 of Constitution of India.

ii. To provide Education in all fields such as Literature,
Sciences, Social Sciences, Technical, Industrial, Academic,
Medical and Engineering etc. etc.

iii. To achieve the above mentioned aims and objects the socie-
ty will undertake the following steps:

a. To manage, establish, open and promote Education-
al Institutions, Technical Institutions, Medical Institutions,
Computer Centres, Workshops, Play Grounds, Libraries, Hostels,
Dispensaries etc. etc. and get them recognised from the
concerned.

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To Organise Conferences, Seminars for diffusion of
knowledge in all fields.

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MANAGER

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School
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b. To provide social services to the members of the minority, Community viz Muslims as well as to the General public.

c. To establish hospitals, clinics, dianostic centres and mobile units for providing diagnosis, clinical examination and medical treatment as well as to organise camps for eye treatment and other ailments and blood donation.

iv. To publish journals, magazines, books, brochures, audiovisual aids for eissemination of information and creation of awareness etc. etc.

v. To use the print and the electronic media for creating mass awareness about community Education, Social Service, hygiene, health and environmental care.

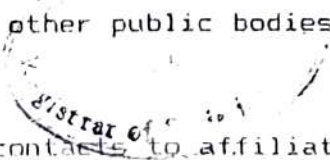
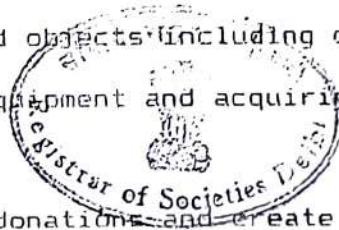
vi. To raise loans from various sources including financial institutions in the Public and Private sectors for various activities, aims and objects including contribution of buildings, purchase of equipment and acquiring of other moveable and immoveable assets.

vii. To receive donations and create endownments from individuals firms, corporate bodies, organisations, governments (Central & States) and other public bodies and financial Institutions.

viii. To establish contacts to affiliate with institutions and organisations having similar activities aims and objects in India and abroad.

ix. To institute awards for excellence in related fields.

x. To receive, accept, purchase, sell, lease, exchange, acquire any moveable or immoveable properties or any right and privilege for fulfilment the aims and objects



[Signature]

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School
Delhi-94

PRINCIPAL

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[Signature]

may be deemed fit or expedient for the fulfilment of aims and objects of the society.

To do all such other acts, deeds and things which are incidental and conducive to the attainment of the aims and objects of the society even which have not been specified above but are necessary to be performed for the purpose but such acts, deeds and things should be legal and not contrary to main aim and object of the society.

All the incomes, earnings, moveable and immoveable properties of the society shall be solely utilised and applied towards the promotion of its aims and objects only, as set forth in the Memorandum of Association and no profit on thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, profit or in any manner whatsoever to the present or past members of the society or to any person claiming through anyone or more of the members claim on any moveable or immoveable properties of the society or make any profits, whatsoever by virtue of this Membership of Societies Delhi.

4. GOVERNING BODY

The names and address, occupation and designation of the present member of the Governing Body to whom the management of the Society is entrusted as required under section 2 of the Societies Registration Act, 1860, as applicable to the National Capital Territory of Delhi are as follows :-

S.NO.	NAME AND ADDRESS	OCCUPATION	DESIGNATION
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MANAGER
Victoria Public Sr. Sec. School
Brijpuri, Wazirabad Road, Delhi-94

1.	MR. LIYAHAT ALI 1331, Gali No. 41, Wazirabad, Delhi-53	Principal Victoria Public Sr. Sec. School Brijpuri, Wazirabad Road, Delhi-94	Agent
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President

WMC

1. MR. JALALUDDIN 550, Moh. Rahmat Ganj, Delhi-53	Business	Vice President
2. MR. PARVEZ AHMED 425, Rakas Ganj, Delhi-53	Service	Gen. Secretary
3. MR. IQBAL AHMED B-337, Gali No. 19, Subhash Vihar, North Ghonda, Delhi-53	Business	Secretary
4. MR. JAVED AALAM D-15, New Jafraabad, Delhi-53	Service	Treasurer
5. MR. ZAFAR IQBAL B-5/391, Yamuna Vihar, Delhi-53	Service	Member
6. MR. EJAJ AHMED C-11/3A, Chandbagh, Delhi-94	Service	Member

5. DESIROUS PERSONS

We the undersigned thke are desirous of forming a society namely MUSLIM MINORITY KOHINOOR EDUCATIONAL SOCIETY under the Societies Registration Act, 1860, as applicable to the National Capital Territory of Delhi, in pursuance of this Memorandum of Association of the Society.

S.NO.	NAME AND ADDRESS	OCCUPATION	SIGNATURES
1.	MR. LIYAKAT ALI 1331, Gali No:41, Jafraabad, Delhi-53	LIC Agent Registrar of Soci	President
2.	MR. JALALUDDIN 550, Moh. Rahmat Ganj, New Delhi	Business	Vice President
3.	MR. PARVEZ AHMED 425, Rakas Ganj, Delhi-53	Service	Gen. Secretary
4.	MR. IQBAL AHMED B-337, Gali No. 19, Subhash Vihar, North Ghonda, Delhi-53	Business	Secretary

Sig. 164 above
attested
K.C. GARG
Advocate
Addl. Standing Counsel
(Govt of India)
F-18/11, Sec. 1, Rohini, Delhi.
Pks 2961752(O) 7277872 (R)

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MR. JAVED AALAM
D-15, New Jafrabad,
Delhi-53

Service

Treasurer J. Aalam

MR. ZAFAR IQBAL
B-5/391, Yamuna Vihar,
Dlehi-53

Service

Member Zfor

7. MR. EJAJ AHMED
C-11/3A, Chandbagh,
Delhi-94

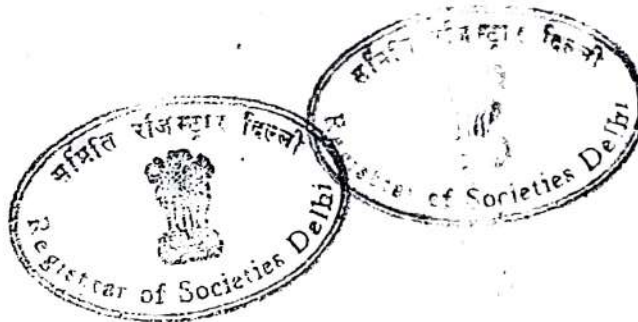
Service

Member Ejaj Ahmed

sig. S to Zabone
all entered

K.C. GARG

Addl. Secy. to Govt.
(Genl. Secy.)
K-10, Connaught Place, Delhi.
PW 29617 (U) 7417072 (E)



Jalil

Manager

Principal

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MANAGER
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NOTE: Every member shall be bound by the rules and regulations and/or bye-laws framed by the society time to time and will not act against the aims and objects of the society.

4. WITHDRAWAL OF MEMBERSHIP;

That the Membership can be withdrawn by express desire to do so through a letter addressed to the General secretary of the Society. But such member shall have no right to demand the refund of the admission fee and any other contribution given by him/her to the society.

5. CESSATION OF MEMBERSHIP

- a. Any member may be removed from the society for his/her deeds not conforming to the aims and objects of the society. The Action for this purpose shall be initiated by the General Secretary and approved by the Governing Body.
- b. Member shall cease membership on his/her death.
- c. Member shall cease membership if he/she fails to attend three General Body meetings continuously.
- d. Member shall cease membership if he/she become insolvent.
- e. General Body of the Society may remove any member from the society without assigning any reason.
- f. Member shall cease membership if he/she has association with unfriendly country/organization/society.
- g. Member shall cease membership if he/she fails to pay subscription or clear his/her dues within three months from the due date.

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NOTE:- IF ANY MEMBER IS REMOVED BY THE GOVERNING BODY, THE REASONS OF REMOVAL SHALL BE INTIMATED IN WRITING TO MEMBER CONCERNED.

6. RE-ADMISSION

Every removed member shall have right to appeal to the General Body for readmission against the reasons for removal and the decision of the General Body shall be final.

On readmission, if considered fit for the purpose by the General Body the member shall have to clear all outstanding dues of the society.

7. GENERAL BODY

a. CONSTITUTION

All members on roll of the society shall constitute the General Body of the Society.

b. MEETINGS

The meeting of the General Body of the Society shall be held at least once in a year and emergency meeting of the General Body may be called by the Governing Body to discuss and decide the emergent business of the society at any time.

c. VENUE OF THE MEETING

The venue and date of the General Body meeting shall be decided by the Governing Body and intimated to all members by the General Secretary.

d. NOTICE

The notice of the General Body annual meeting shall be served to each member at least fifteen days prior to the date of meeting and in case of emergent meeting three days notice will serve the purpose.

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e. QUORUM

The quorum in each General Body meeting shall be ^{7/10} the third of the members on roll of the society. In the absence of requisite quorum the meeting shall be adjourned for half an hour and no quorum shall be required in such adjourned meetings.



f. PRESIDING OF MEETINGS

All meetings of the General Body shall be presided over by the President and in the absence of the President, the same shall be presided over by the Chair person elected/nominated in a particular meeting for that meeting.

NOTE:- THE GENERAL BODY MEETING MAY ALSO BE SUMMONED BY THE GOVERNING BODY ON THE WRITTEN REQUEST OF THREE-FOURTH MEMBERS ON ROLL OF THE SOCIETY.

g. BUSINESS TO BE TRANSACTED

The following business may be transacted in the General Body meetings

- 
- i. To prepare annual programs and policies of the Society.
 - ii. To appoint any committee or sub-committee on any matter.
 - iii. To pass annual budget of the society.
 - iv. To elect and remove office bearers and executive members of the Governing Body of the Society.
 - v. To appoint qualified auditors for auditing the accounts of the society.
 - vi. To alter, add, substitute the various clauses of the Memorandum of Association as well as Rules and Regulations if so desired.
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vi. To discuss and decide any or all such other matters, things and issues which are directly or indirectly relates to the affairs of the society with the permission of the Chair.

vii. All decisions in the General Body shall be taken by simple majority of votes.

3. GOVERNING BODY.

There shall be Governing Body of the Society to lookafter, manage and supervise the day to day affairs of the society.

a. CONSTITUTION

The Governing Body shall consist of minimum 7 members and maximum 11 members including the office bearers of the society.

b. PRESENT STRENGTH

The present Governing Body consist the following strength :-

PRESIDENT.

VICE PRESIDNET.

GENERAL SECRETARY

SECRETARY.

TREASURER

EXECUTIVE MEMBERS



ONE

ONE.

ONE

ONE.

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c. MEETINGS

1. The meeting of the Governing Body shall be held at least once in three months.

ii. The emergency meeting of the Governing Body may be held at any time to discuss the emergent business of the society.

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111. The Governing Body meeting may also be summoned on the written request of 3/4th members on roll of the Governing Body.

d. VENUE OF THE MEETINGS

The time, date and place of the meeting shall be decided by the secretary with the consultation of the President and shall be notified to all members of the Governing Body of the Society in writing with clear notice of seven days.

e. QUORUM :-

The quorum of the Governing Body meetings shall be 2/3rd of the members on roll of the Governing Body in the absence of the requisite quorum the meeting shall be adjourned and no quorum shall be required in such adjourned meetings.


f. FILLING UP OF VACANCIES

In case of any vacancy the President of the society in consultation with the General Secretary may fill up the vacancy by nomination for remaining period of the term of the Governing Body.

g. BUSINESS TO BE TRANSACTED

The following business shall be transacted in the Governing Body meetings:

1. To take up necessary steps for the implementation of all programmes and policies drawn by the General Body of the Society.
- II. To arrange finance from bank, institutions or individuals on reasonable terms and conditions if required by the Society.
- III. To pass necessary expenditure of the society.


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Memorandum of Association as well as in the Rules and Regulations of the Society.

- ii. Shall maintain all records of the Society and also supervise the accounts maintained by the Treasurer.
- iii. Shall submit annual report of the society in the General Body meeting of the society.
- iv. To prepare agenda of the meetings, and circulate the same in the members with the approval of the President.
- v. To call meetings of the Society with the approval of the President and circulate the same timely in the members of the society.
- vi. To organise Press Conferences and assisting the President in this matter.
- vii. To do all acts, deeds and things within the Memorandum of Association as well as Rules and Regulations of the Society to promote the activities of the Society at all levels and to achieve the Aims and Objects of the society.
- viii. The General Secretary shall be competent to pass the expenditure upto Rs.2000/- per item.

NOTE : PER ITEM MEANS, THE ITEM WHICH HAS DIFFERENT INDEPENDENT SPECIFICATION.

d. SECRETARY

In the absence of the General Secretary, the Secretary shall discharge all duties and functions of the General Secretary as assigned hereinabove.

e. TREASURER

- i. Shall keep the accounts of receipts and expenditure of the society in proper books of accounts.

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ii. All receipts shall be deposited in scheduled bank and expenditure met through cheques except petty payments made through imprest cash account.

iii. Shall have the imprest with him/her for a sum of Rs.500/- for petty payments.

iv. All payments shall be made after passing the expenditure by the President or General Secretary of the Society.

10. SOURCE OF INCOME AND UTILIZATION

i. Money collected from the members voluntary contributions, gift, donations shall contribute as a source of income of the society and also the earnings from the movable and immovable properties of the society.

ii. The funds of the society shall be utilized only for the attainment of the aims and objects of the society.

11. OPERATION OF BANK ACCOUNTS

The Bank accounts of the society shall be operated in any scheduled bank by the President or General Secretary and the Treasurer of the society under the joint signatures.

12. FINANCIAL YEAR

The financial year of the society shall be from April to march next year.

13. MINUTES OF MEETINGS

The minutes of the meeting of the General Body as well as of the Governing Body shall be recorded by the Secretary in the minutes books and shall be authenticated under the signatures of the president.

14. AUDIT OF ACCOUNTS

The accounts of the society shall be audited by qualified auditor appointed by the General Body of the Society.

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15. ELECTION

1. The election of the Governing Body shall be conducted by the Election Officer duly appointed by the General Body and the decision of the Election Officer in conducting of the election shall be final until and unless decided otherwise by the General Body by 3/4th majority of votes.

11. The election of all office bearers and executive members shall be held after every two years and the mode of elections shall be through secret ballot papers and the election proceedings shall be submitted to the Registrar of Society.

16. RESPONSIBILITY OF MEMBERS

If any act, deed or thing done beyond the aims and objects of the society by members/office bearers of the society either individually or jointly, the members/office bearers who have not participated in such acts/deeds or things shall not be responsible in any way.

17. INDEMNIFICATION OF MEMBERS

Every member and/or office bearer of the society shall indemnified out of the assets of the society in respect of any liability put on their shoulders while acting as a member/officer bearer in defending any proceedings whether civil or criminal and shall have a first charge/lien over the assets of the society for such indemnify.

18. ANNUAL LIST OF GOVERNING BODY (SECTION 4)

Once in a year a list of office bearers and Executive members of the Governing Body of Society shall be filed with the office of the Registrar of Societies, Delhi as is required under Section 4 of the Societies Registration Act, 1860.

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19. LEGAL PROCEEDINGS (SECTION 6)

The Society may sue or be sued in the name of the President or General Secretary as per provisions laid down under Section 6 of the Societies Registration Act, 1860, as applicable to N.C.T. DELHI.

20. AMENDMENTS (SECTION 12 & 12 A)

Any amendment in the Memorandum of Association and Rules & Regulations shall be carried out as per provisions and procedures laid down under section 12 and 12 A of the Societies Registration 1860, as applicable to N.C.T. DELHI.

21. DISSOLUTION AND ADJUSTMENT OF AFFAIRS (SECTION 13 & 14)

If the society needs to be dissolved it shall be dissolved as per provisions laid down under section 13 & 14 of the Societies Registration Act, 1860 as applicable to N.C.T. DELHI.

22. APPLICATION OF THE ACT

All the provisions under sections of the Societies Registration Act, 1860 as applicable to N.C.T. DELHI., shall be applied to the society.

23. ESSENTIAL CERTIFICATE

Certified that this is true copy of Rules and Regulations of the Society.



PRESIDENT

GENERAL SECRETARY

TREASURER

DRAFTED BY

Old Court, R. S. C. Delhi
Ph 261753(O) 247812(R)

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