

# NANAKITES

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ALUMNI ASSOCIATION OF SGND KHALSA COLLEGE  
(DEV NAGAR)

FAMOUS ALUMNI/ALUMNAE ARE

## SGND KHALSA COLLEGE



FACEBOOK PAGE : <https://www.facebook.com/The-Alumni-Society-of-SGND-Khalsa-1631827710425015/>

# Memorandum of Association

## 1. Name of the Association

The name of the Association shall be **(NANAKITES)** The SGND KHALSA COLLEGE Alumni/Alumnae Association.

## 2. Registered Office

The office of the Association will be located in SGND KHALSA College, Dev Nagar, University of Delhi, Delhi or at such other place as the Executive Committee may decide.

## 3. Aims and Objectives

The aims and objectives of the Association are: -

- To work for the development, growth and welfare of the college and its students and to foster the progressive, secular and liberal values enshrined in the Constitution of India.
- To foster friendship and maintain contact amongst the old students and between them and the college.
- To assist in and contribute towards the building, maintenance and modernization of college infrastructure.
- To help organize activities for fund raising for financially weak students and to receive gifts and donations for infrastructure development and other activities of the college.
- To Ensure establishment of a committee that will help past students for further studies .
- To work for the welfare of the past and present students of the college and past teachers and non-teaching staff and to institute scholarships and fellowships for needy and meritorious students.

## 4. Income and Property of the Association

All the income, earnings, movable and immovable properties of the Society shall be solely utilized and applied towards the promotion of its aims and objectives as set forth in the Memorandum of Association and no portion thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, profits or in any manner whatsoever, to the present or past members of the Association or to any person claiming through any one or more of the present or the past members. No member of the Society shall have any personal claim on any movable or immovable properties of the Society or make any profits, whatsoever, by virtue of her membership.

## 5. Executive Committee

There will be an Executive Committee and one or more patrons of the Society. The Executive Committee of the Society will be an elected body and will be constituted every two years in accordance with the Rules of the Association. The Executive Committee may nominate one or more patron(s).

# Rules and Regulations

## 1. Membership

The Membership of the Association will be open to all former students of the College. Former teachers of the College who were not the students of the College can also become Members without any discrimination with respect to the rights to vote or hold any office in the Association.

The membership fee will be Rs.200/- (Rupees two hundred) per annum. The Executive Committee of the Association may revise the membership fee from time to time.

## 2. Executive Committee

There shall be an Executive Committee consisting of eight members as follows:

President (one):	Open to all Alumni/Alumnae/Non-member of College
Vice-President (one):	Open to all Alumni/Alumnae/can be from College
Secretary (one):	Must be a member of the College and has to be Alumni/Alumnae
Joint Secretary (one):	Open to all Alumni/Alumnae/can be from College
Treasurer (one):	Open to all Alumni/Alumnae/Non member of College
Executive Members (Three):	Open to all Alumni/Alumnae/ One member must be from College
Patron:	The Principal of the College

## 3. Election of Office Bearers and Members of the Executive Committee

The President and all other office bearers and members of the Executive Committee shall be elected. Elections will be held every two years at the Annual General Body Meeting of the Association that will be held every year in the month of February. The new Office Bearers and Members of the Executive Committee shall assume office from the first day of April following their election in the Annual General Body Meeting. The conduct of the Election shall be the responsibility of the Election office.

The Executive Committee will hold office for two years. No office bearer of the Committee may seek re-election for more than two consecutive terms for the same post.

## 4. Meetings and Procedures

- The accounting year shall be 1st April to 31st March.
- There shall be at least one General Body meeting every year in the month of February. A 15-day notice shall be given to the members for holding a General Body meeting.
- The audited accounts of the Association for the previous year shall be presented in the General Body Meeting of the Association.
- Executive Committee may at any time call a Special General Body

meeting if it considers an issue that needs to be dealt with urgently and cannot be postponed till the next General Body Meeting. The Executive Committee will be required to call a special meeting of the General Body of the Association if the same is requisitioned in writing by not less than one fifth of the members of the Association to the President/ Secretary specifying the purpose of the meeting. Such a meeting will have to be called within one month of the receipt of the requisition.

- Executive Committee may call its meeting as and when it is required. However, one third members of the Executive Committee may make a written request to the Secretary, specifying the purpose, to convene a meeting of the Executive Committee of the Association. In such a case, the meeting of the Executive will have to be called by the President/Secretary within fifteen days.
- The quorum for the General Body Meeting shall be one third of the total members or fifty members, whichever be less and for the Executive Committee Meeting one third or four members, whichever is less. If there is no quorum, the meeting may be adjourned and reconvened after an hour with members present forming the quorum.

## 5. **Duties of Office Bearers**

### a. **President**

- i. The President of the Association shall preside over all the meetings of the Association and of the Executive Committee
- ii. He/She shall conduct and supervise the activities of the Association.

### b. **Vice - President**

The Vice-President shall act for the President in the absence of the latter or on other occasions if so desired by the President.

### c. **Secretary**

- i. The Secretary shall conduct the day-to-day activities of the Association.
- ii. He / She shall maintain a record of all the proceedings of the meeting of the Association and of the Executive Committee.
- iii. He / She shall issue notices specifying the agenda for the meetings of the Association and its Executive Committee.

### d. **Joint Secretary**

The Joint-Secretary shall assist the Secretary in the conduct of the business of the Association and shall act for the Secretary in her absence or when so desired by the Secretary.

### e. **Treasurer**

He/ She will take care of funds/ Bank account.

## 6. **Audit**

The Auditors appointed by the Executive Committee shall audit the accounts. The auditors shall be Chartered Accountants and the Executive Committee shall decide their tenure.

## 7. **Amendments**

Any amendments to these rules can be made only by the General Body of the Association in a meeting by a two-third majority of the members present. The notice of the proposed amendments shall be sent to the Secretary in writing at least three weeks before the date of the meeting.

## 8. **General**

- i. All funds of the Association shall be deposited in an account maintained in a Scheduled Bank. The President and the Treasurer or the Secretary and the Treasurer shall operate the bank accounts jointly. Petty cash, as decided by the Executive Committee shall be handled by the Treasurer to meet the contingent expenses.
- ii. The Executive Committee may, from time to time, frame regulations for the conduct of the business of the Association. The Executive Committee may also allocate funds for secretarial assistance and such other matters as may be necessary from time to time.
- iii. All documents and deeds relating to the affairs of the Association shall be signed or executed by such office bearers of the Association as may be authorized by the Executive Committee on their behalf.

## **Dissolution**

If the Association needs to be dissolved it shall be dissolved as per the provisions laid down under Sections 13 and 14 of the Societies Registration Act 1860. If upon the dissolution of the Association there remains, after the settlement of its debts and liabilities, any movable or immovable property, this shall not be given to or distributed among the members of the Association but shall rest with College.

## **Application of the Act**

All provisions of the Societies Registration Act XXI of 1860 (Punjab Amendment Act 1957) as extended to the Union Territory of Delhi will apply to the Society.

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