

In the o/o SDM Solan

Distt - Solan

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file no — SDM/SLN/287-2015

Title :: Shoolini Alumni  
Association .

Certified Copy of Complete file

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# REGISTRATION CERTIFICATE

(UNDER SOCIETIES REGISTRATION ACT, 2006)

No. SDM/SLN/287-2015

Dated 23/06/2015

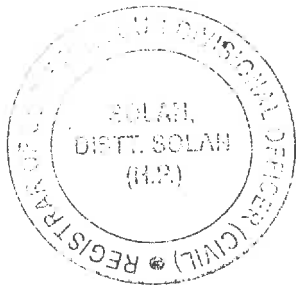
This is certified that the "SHOOLINI ALUMNI ASSOCIATION(SAA)" located at Shoolini University, Village Bajhol, Tehsil Solan of Solan District has been registered under the Himachal Pradesh Societies Registration Act, 2006 (No. 25 of 2006) on the 23<sup>rd</sup> Day of June, 2015.

Registration fees, Rupees Five Hundred Only

Challan No...C-24...

Date...23/06/2015

Seal.



  
Deputy Registrar of Societies.  
Sub Divisional Officer (Civil)  
Solan District Solan (H.P)



Composed by ml

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SDM,

DC office,


Solan.

Sub: - Regarding registration of Shoolini Alumni Association (SAA)

Sir,

I wish to submit that for the benefits of the Alma matter of the Shoolini University, there to need to register Alumni Association under Solan. We have framed the bye- laws and aims and objectives of the Society. I also assure you no association with the same name has been registered in this office. Kindly allow us to get this society registered.

Yours sincerely,

  
Anshul Sharma

President, SAA.

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SHOOLINI ALUMNI ASSOCIATION  
SHOOLINI UNIVERSITY  
SOLAN

BY LAWS  
AND  
RULES AND REGULATIONS

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## Memorandum for Registration of Society

1. **The Name of the Society:** - Shoolini Alumni Association (SAA).
2. **Registered Office:** -The registered office of the Association shall be situated at the Administrative Block/Office of Shoolini University, Village Bhajol, Ouchghat – Kumarhatti Road, Tehsil and Distt- Solan, Himachal Pradesh -173229.
3. **The Aims and Objectives of the Society:-**
  - 3.1 To bring together all the alumni of Shoolini University and provide a forum to interact with present students and sharing of knowledge.
  - 3.2 To engage alumni in seminars, conferences, workshops, guest lectures conducted by the university.
  - 3.3 To keep the alumni in contact with the association through the use of activities, events, programs, publications and placements.
  - 3.4 To identify and promote alumni success and achievements to advance the credibility and reputation of the University.
  - 3.5 To engage them in Social activities which contribute towards the development of society and nation as well.
  - 3.6 To keep the Alumni engaged with the university through Social Media which helps in strengthening the network of association.
  - 3.7 To inspire Alumni to contribute to the development of the University and the promotion of its good name and reputation, locally and internationally.
  - 3.8 To mentor alumni and advice them on job opportunities that may come across in their work and real life.
4. **Patron:** - Hon'ble Vice-Chancellor of the Shoolini University shall be the Ex-Officio Patron of Shoolini Alumni Association.

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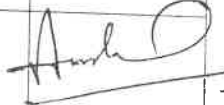

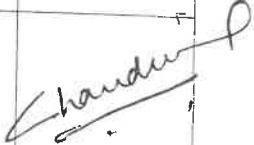

Management of the affairs of the society is entrusted by the regulations of the society of the Governing body, whose names, addresses and occupations are specified below.

S. No.	Name	Address for Correspondence	Designation	Occupation
1.	Dr Anshul Sharma	Shoolini University	President	Teacher
2.	Ms. Shubhika Sharma	Shoolini University	Vice-President	Management Trainee
3.	Mrs Chandrika Attri Seth	Shoolini University	Secretary	Teacher
4.	Dr Sujata Bhattacharya	Shoolini University	Treasurer	Teacher
5.	Mr. Sumit Verma	Shoolini University	Executive member	Management Trainee
6.	Dr. Gaurav Sharma	Shoolini University	Executive member	Teacher
7.	Dr. Sushila Negi	SILB	Executive member	Teacher

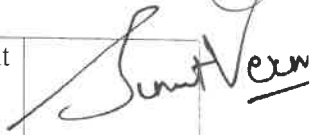


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Today on dated 9 Feb, 2015 a meeting was convened in the presence of following persons at Shoolini University Campus with a view to register a society under the provisions of Himachal Pradesh Societies Registration Act, 2006 for performing charitable and welfare activities. For the purpose the draft byelaws have been read over carefully and adopted by all the members. Therefore, it is unanimously resolved to file the same with the Registrar of Societies Himachal Pradesh along with memorandum for registration under the act ibid. The newly elected President, General Secretary and Treasurer are hereby authorized to make any alteration/deletion and sign all the relevant documents of registration.

S. No.	Name	Permanent address of subscribers	Father/Husband's name	age	Occupation	Signature
1	Dr Anshul Sharma	Shoolini University	President	32	Teacher	
2	Ms. Shubhika Sharma	Shoolini University	Vice-President	26	Management Trainee	
3	Mrs Chandrika Attri Seth	Shoolini University	Secretary	31	Teacher	
4	Dr Sujata Bhattacharya	Shoolini University	Treasurer	30	Teacher	

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5	Mr. Sumit Verma	Shoolini University	Executive members	28	Management Trainee	
6.8.	Dr. Gaurav Sharma	Shoolini University	Executive member	30	Teacher	
7.8.	Dr. Sushila Negi	SILB	Executive member	35	Teacher	

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District Planning Office  
District Solan

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## CONSTITUTION/BYE-LAWS OF

1. **The Name of the Society:** - Shoolini University Alumni Association (SUAA).
2. **Registered Office:** - The registered office of SUAA shall be located at the Shoolini University, Solan.
3. **Area of operation:** Shoolini University, Solan
4. **Membership:-** No person shall be admitted to membership of the society except the following:-
  - (a) An individual competent to contract under section 11 of Indian Contract Act, 1872 (9 of 1872)
  - (b) Such class or classes of persons or associations of persons as may be specified by the society.
  - (c) A person who has subscribed to the membership of the society by paying a subscription of Rs. 200 p.a. (Two Hundred Only)
  - (d) An individual can become a life member with the approval of governing body and subsequent ratification by general body after paying life membership fee of Rs. 1000/- (One Thousand Only)

### Re Admission of the member:-

Any member either expelled or removed by the Governing body can be readmitted provided that the member concerned pays all dues up to the date of such re-admission and any penalty imposed upon him by the Governing body. The application for readmission shall be submitted to the

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president of the Governing body who may be re-admit member and his decision shall be final subject to the approval of the Governing Body.

**Register of the member:-**

The Society shall maintain at its registered office or operating office a register of its member and shall record therein within fifteen days the admission, removal, expulsion and cessation of its membership. The following particulars may be mentioned therein:-

- (i) Name, Address, Age and Occupation of the member.
- (ii) Names of the proposer and seconders and date and amount of admission fee paid
- (iii) The date on which member has been admitted.
- (iv) The specimen signature of the members.
- (v) The date on which the member has been removed, expelled, or ceased to be the member and date of readmission.
- (vi) Any other particulars as required from time to time may also be included therein as decided by Governing Body. Provided further that all conditions imposed by H.P. Societies Registration Act, 2006 shall be complied.

**Rights and duties of the members:-**

All and every member of the society shall:-

- (i) Have one vote in every meeting of the General House.
- (ii) Be entitled to participate in the meetings, functions and gatherings of the society.
- (iii) Inspect the books of account containing minutes of proceedings of general meeting and the Registrar of members of society on any working day by giving reasonable notice but shall have no right to take extracts/notes of the same.
- (iv) Be bound by the rules and regulations, bye-laws, instructions, directions and policy guideline which may be framed from time to time.
- (v) Remain loyal to the Society and its Governing body and the General Body.
- (vi) Have right to take part in the election of the members of the Society.

**5. Cessation of Membership**

- (a) A member ceases to be a member of the society. If he/she
  - (i) Dies or become unsound mind, or declared as bankrupt

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- (ii) Is convicted by any court of law
  - (iii) Willingly resigns from the membership
  - (iv) Fails to attend three consecutive meetings of the general body of the society without leave of absence.
- (b) If he/she does not pay annual subscription fee or fail to pay monthly installments of subscription fee as provided In clause 4 (c) of the bye laws, the governing body of the society with the approval of the general body shall remove such member from its membership after affording him/her opportunity of being heard.
- (c) A member can be expelled from the membership of the society by the President on the advice of governing body subject to the subsequent approval of its general body for carrying out activities prejudicial to the interest of the society after affording him/her opportunity of being heard.
- (d) A member who has not paid full subscription as prescribed shall have no right to vote in the governing body/ general body of the society till such subscriptions are paid in full.

**6. The Liability of Members to Fine and Forfeitures Under Certain Circumstances:-**

Any member of the registered society, who steal, purloin, embezzle any money or other properties, or willfully and maliciously destroy or injure any property of the Society, or forage any deed, bond, security for money receipts or otherwise, or other instrument, whereby the funds of the society may be exposed to loss or indulge in any unlawful, activity shall be subjected to the same prosecution as any other person who is not the member of the society shall be punished under Indian Penal Code and also shall be liable to indemnify the Society to the extent of loss sustained by it and other liabilities and persecutions as laid down under the provisions of Section 25 of H.P. registration of Societies Act, 2006.

Whenever any by-laws duly made in accordance with the regulations of the Society, any pecuniary penalty is imposed for the branch of any regulations or by-Laws of the society. such penalty, when accrued. may be recovered in any court of law having proper jurisdiction which is situated where the defendant resides or where the office of the Society is situated, as the Governing body thereof shall deem fit and expedient and as provisions laid down under Section 26 of the H.P. Societies Registration Act, 2006.

**7. Meetings of the Society:-**

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- (a) The meetings of the governing body of the society shall be held at least once in three months. The society shall at least send 15 days' notice for such meetings to its members along with agenda notes.
- (b) The meeting of the governing body can be called at any time by the President or the signed by General Secretary and on request at least one-third members of the governing body.
- (c) The President, however, may call an emergency meeting, at any time in case of emergency situation in the interest of the society duly informing all members of the governing body.
- (d) The meetings of the general body shall be held at least once in a financial year in accordance with the provisions of Himachal Pradesh Societies Registration Act, 2006.
- (e) A Special General Meeting can be called at any time by the President or on requisition containing proposed agenda and reasons for such meeting in writing of one fifth of the members of the society or at the instance of Registrar of the societies.

**Convening Special Meeting:-**

A special meeting of the General Body shall be convened by the Secretary of the Governing Body with the prior approval of the President and on the receipt of the requisition made by atleast one-third members least one-fourth of the members of the society or whenever the President/Governing Body thinks it fit. The requisition should reach the Secretary at least 30 days before the date of the meeting and the Secretary, after approval from the President/Governing Body shall include them in the Agenda of the meeting. The President/Governing Body, however, may call a special meeting of General Body at as short as deem necessary by him.

**Recording of the proceeding of meeting:-**

The proceeding of every meeting of the Governing Body will be duly recorded by the Secretary in a book under the signatures of the President and Secretary of the Society.

**Quorum and Notice of Meetings:-**

- (a) The quorum for the governing body meeting shall be at least two third of its members.
- (b) The quorum for the general body meeting shall be more than one half of its members.

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- (c) The society shall at least send 15 days' notice for such meetings to its members along with agenda notes. A meeting may be called by serving notice through regular mail, e-mail, fax or any other mode of communication available.

Such minutes of the meetings shall be communicated to all the members within 30 days of the said meeting.

#### 8. Election:-

- (i) The General House shall elect the office bearers of the Governing body in its Annual General Meeting once in three years

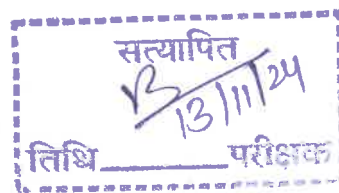
Provided that for initial registration of the Society and to adopt the memorandum of Association and Rules and Regulations of the Society, the general House may elect the interim Governing Body to carry out the special function of registration of society and after the registration of the Society may call to order the General House meeting under the notified Regulations to elect the office bearers of the Governing Body. The interim office bearers shall, for all purposes, be the duly elected office bearers of the Society.

- (ii) The General Body shall elect the following office bearers who shall constitute the Governing Body.

President	One
Vice-President	One
Secretary	One
Treasurer	One

Executive Members Three

- (iii) If the meeting of the general Body is not held to elect the office bearers, the Office Bearers, either elected, shall continue till such time the election are duly held.
- (iv) Every member, including founder member nominees of the Society, shall have the one vote at the meeting to elect the office bearers except honorary, nominated and associate members who have no right to vote.
- (v) Every member desiring to be elected as the office bearers shall make an application to the Secretary in writing and in prescribed Performa. The



- candidature of the candidate shall be proposed by at least five founders, life or ordinary members of the society, who have eligibility to caste, vote in the General Body.
- (vi) The Secretary shall scrutinize the application as per eligibility of the member and if the applicant found eligible the same will be notified as candidate for the post he/she is contesting after consultation with the president.
  - (vii) The election will be held by simple majority and in case of equality of the votes, the President shall have additional casting vote.
  - (viii) The result of the election will be declared in the meeting of the president.
  - (ix) The schedule of the election shall be notified by the Secretary with the approval of the President.
  - (x) All application for candidature for office bearers of the General Body shall be made within 10 days of the schedule of election notified by the Secretary and candidatemay withdrawal his candidature within 7 days after the scrutiny of names and its Notification by the Secretary.
  - (xi) The election to elect office bearers shall be thereafter held in annual meeting of the Society called every three years.
  - (xii) No member shall be allowed to vote, who is in arrears of the Society dues or who has been expelled, suspended or removed from the membership of the Society or debarred to caste vote elsewhere under these regulations.
  - (xiii) The election may be held either through secret ballot or by voice vote in the meeting of the society.
  - (xiv) The President of the Governing Body may appoint a Returning officer for the conduct of the election. On appointment such Returning Officer shall carry out the election process of election.
  - (xv) The result of the election shall be announced by the returning officer so appointed by the president.
  - (xvi) All election documents shall be preserved for six months by the Secretary.
  - (xvii) The office bearers of the Governing body so elected shall also be the office bearers of the General Body.

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H.P.T.R.I.  
(CHALLAN)  
(FOR TREASURY OFFICE USE)

Challan No. ....

Challan Date : .....

(TO BE FILLED IN BY THE TENDER)

Tendered By : Registration of Shoolini Alumni Association  
Particulars : Shoolini University, Solan, H.P.  
AMOUNT (Rs.) : 500/- (Rupees) five hundred only  
*(Signature of Tender)*

(TO BE FILLED IN BY THE DEPARTMENTAL OFFICER OR THE TREASURY)

Treasury Code : 

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DDO Code : 

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(On whose behalf the money is tendered)

Major-Code	Sub-Major	Minor-Code	Sub-Head	AMOUNT											
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(Head of Account) 0425 - Co-op 00 - others Receipts 800 - " " 01 - Misc.				Rs. ....											
				Rs. ....											
				Rs. ....											
				Rs. <u>500-00</u>											

*(Signature of the Officer)*  
Sole and the Money to paid in  
Solan, Distt. Solan (H.P.)

(FOR BANKING TREASURIES ONLY)

ORDER TO THE BANK

Correct Received and Grant Receipt."

Date .....

(FOR NON BANKING TREASURIES ONLY)

Received Rs. ....

(in words) .....

Treasurer

Accountant

Date

Treasury Officer  
Agent

7500  
3 JUN 2015  
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सोलन (हि.प्र.)  
प्रधान कार्यालय

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- (xviii) If, an account of any eligibility or proven misbehavior or misconduct, 3/4<sup>th</sup> members, present in the annual general meeting of the society pass resolution for the removal of the President or the Secretary or any office bearer such President or the Secretary or office bearer shall stand removed from the respective office with immediate effect.
- (xix) The decision of the President, as to the procedure of the Society, the Annual General Meeting and the election meeting shall be final unless contested by 3/4<sup>th</sup> members present in that meeting.
- (xx) All proceeding shall be duly recorded and signed by the President and Secretary.

**9. The Manner of Making, Altering and Rescinding**

No. proposal for the amendment in the Memorandum of Association or regulations thereto shall be done, if such provisions have not been approved by a majority of three-fifth Members present in the general meeting called specially for such purpose and as provisions laid down under Section-9 of H.P. Societies Registration Act, 2006.

**10. Management of the Society:**

**General Body:**

The general body of the society shall be consisting of all type of members and the meeting of such body shall be held one in a year. The following business shall be transacted in the annual General Meeting of the Society and decisions shall be taken by majority of votes.

- 10.1 To receive , consider and adopt the annual report of the Governing Body on the working and affairs of the society in the preceding financial year; and
- 10.2 To receive , consider and adopt the annual audited account for the preceding financial year along with the audit report thereon; and
- 10.3 To elect members of the governing body and announce result; and
- 10.4 To appoint auditors and fix their remuneration;
- 10.5 To consider any other business with permission of the president including consideration of annual budget, constitution and appointment of standing sub-committees approval of any excess in the expenditure over the sanctioned budget of the year, consideration of the schemes, policies and annual plan prepared by the

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governing body for the ensuring year and amendments in the constitution of the society.

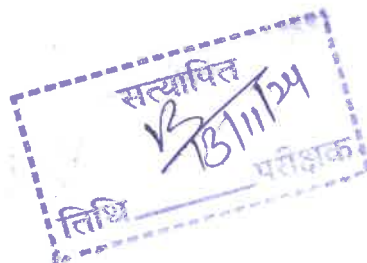
**Governing Body:**

1. The society shall elect a governing body, consisting of at least five members, by resolution passed by a majority of the members present and entitled to vote at an annual general body meeting of the society held in accordance with its bye-laws and provisions of Himachal Pradesh Societies Registration Act, 2006.
2. The general body of the society may increase the number of governing body members as specified in sub-clause (i) of clause (8).
3. The term of the governing body or its members so elected shall be for three years.
4. The constitution of the governing body shall be as under:
  - a. President
  - b. Vice – President
  - c. Secretary
  - d. Treasurer
  - e. Executive Member
5. The governing body shall be vested with the management of the society and shall exercise such powers and perform such functions as may be imposed or conferred by these bye-laws or the Himachal Pradesh Societies Regulation Act, 2006.

**11. Disqualification for Governing Body**

A person shall be disqualified for being a member of the governing body on the date of elections, if he/she:

1. Is disqualified for such appointment by an order of a court or register for causing loss to the society or retaining property or for any other reasons detrimental to the interest of society; or
2. Is in arrears of prescribed subscription fee and a period of 45 days is over after delivering notice to such members to such effect.
3. Has been convicted of a cognizable offence and sanctioned to a term exceeding three months; or

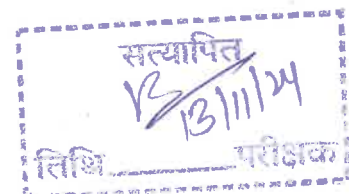




4. Has incurred any of the disqualification's as may be prescribed by the general body.

## 12. Powers and Functions of the Governing Body

1. To admit new members and to remove or expel existing members subject to approval of general body.
2. To raise funds as per provisions of its bye-laws and Himachal Pradesh Societies Registration Act, 2006.
3. To invest funds for furtherance of the objectives of the society.
4. To appoint salaried or non salaried officers for the conduct of the working of the society in accordance with the rules framed by society for the purpose and to define their duties.
5. To institute, defend or compromise legal proceedings etc. subject to approval of general body.
6. To dispose of applications of membership.
7. To maintain true accounts of money received and expended, and accounts of the assets and liabilities.
8. To prepare for submissions to the annual general meetings:
  - a. Balance sheet
  - b. Receipt and disbursement statement.
  - c. Details of movable and immovable property acquired by the society.
  - d. Details of money received and source thereof and money expended and the object or purposes for which sums/money are expended.
  - e. Prepare annual budget and annual report of the society for approval.
  - f. Amendment of bye-laws if any and annual work programme for approval.
9. To prepare statements of accounts required at audit and place them before the auditors.
10. To prepare and submit all statements and returns required by registrar in such form as required.
11. To maintain registrar of members up to date.
12. To facilitate inspection of books and audit of accounts of the society by those entitled to inspect/audit them.
13. To convene annual general meeting in due times.
14. To examine and take prompt action in cases of all arrears and defaults of the society.
15. In general to carry out the management of the society in accordance with its byelaws.



### 13. Officers of the Society:

#### President

1. To provide over the periodical/ quarterly meetings of the governing body/general body of society and to exercise general supervision over the activities of the society and to regulate the proceedings of the meeting to set out the aims and objects of the society and shall also permits for discussion, if necessary, any other subject items moved before him by the members.
2. He shall decide any matter by casting his decisive vote in case of tie. The president shall convene meeting of the society in the event of resignation, insolvency or insanity of any officer/bearer/member within the period of a week of all or 2/3<sup>rd</sup> members of the society along with all other executives of the society shall also be invited for the meeting.
3. He shall give necessary directions and instructions to the general secretary and treasurer for the proper and smooth working, management, supervision, and administration of the society.
4. He may authorize for the expenditure upto Rs. 5000/- for social benefits/activities and the expenditure so incurred should be got approved by the society at its next meeting and the receipt of such expenditure must be present in the meeting for the record of society.
5. He shall keep copies of all official records and documents related to the members of the society and copies of all other important records and documents of the society.
6. If, in opinion of the president, any emergency has arisen which require immediate action, he can take such action as he deems fir and necessary, and inform the same to the members of the governing body and get it ratified in the next meeting in due course.

#### The functions, Powers and Duties of the President

The function, powers and duties of the president are as follows:

1. The president of the society shall be the president of the governing body, who shall act as the chief executive officer of the society and will be assisted by a Governing Body and such staff appointed for the purpose to discharge his administrative and financial functions.

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2. Subject to the regulation and the general control and supervision of the general body and the governing body, the entire executive, administrative and financial authority to manage the affairs of the society shall vest in the president.
3. To preside at all the meetings of the general body and governing body and of all other committees and sub-committees of which she/he is a member, to take votes, to declare the result of voting, to determine the order in which the several proposal should be laid before general body/ governing body and generally to supervise the conduct of business.
4. To countersign cheques issued by the secretary/treasurer of the other authorized officers of the society.
5. To control, supervise, advise and direct all establishment belongings to the society and departments under the control of the society.
6. To carry out day to day administration and all affairs of the society.
7. To appoint temporarily one or more of the life members of the society to act for him, or to delegate all or any functions performed by him to such person(s). The president may co-opt secretary, executive members to function for the society and determine their status and terms of reference.
8. To take upon herself/himself the duties of the absentees.
9. To grant such scholarship awards, honours and commendation as she/he is empowered to do by the condition of the award.
10. To suspend or to fine, take suitable action against any member of the ministerial or officer staff of the society as prescribed from time to time, being appointing authority of the society.
11. To perform such other functions duties as may, from time to time, be entrusted to him by the society/governing body.
12. To sanction all expenditure within the budget or as per delegation by the governing body not covered by the sanctioned budget.
13. The president may, in constitution with the secretary and in anticipation of the approval of the governing body, incur/sanction all or any such expenditure in case of urgency of otherwise, not covered by the sanctioned budget.

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14. In case of office bearers leaving the station or otherwise being unable to attend to her/his work. The president will make necessary arrangements for the performance of her/his duties, till the return of the office-bearer or till the next meeting of the governing body.
15. In addition to powers mentioned above, the governing body, may by rules, guidelines, instructions etc. delegate additional powers to the president, who may make such further delegation, if considered necessary, to any office bearer/head of the department of any officer, as deem necessary by her/him.
16. The decision of the president on any question relating to the conduct of the business at any meeting shall be final unless it is dissented from by 3/4<sup>th</sup> of the members present at the meeting. But votes shall not be taken on any such question by the president unless a prior requisition is made in writing by at least five members present for such voting.

**Vice President:**

In the absence of president, the vice president shall use all the powers of president and perform all such duties assigned to him by the president pr governing body from time to time.

**Secretary:**

1. The secretary shall be overall in charge of the entire administrative records of the society and carry out the correspondence of the society.
2. He shall administer the affairs of the society in consultation with the president.
3. He shall convene and arrange the all periodical and other meetings of the society in consultation with the president.
4. Ha shall prepare and present the annual report together with audited statements of the accounts of the society before the general body meeting of the society.
5. Ha shall maintain a register containing the names and addressed of the all members of the society. issue notice of the meeting in consultation with the president and record the minutes of the meeting. He will be responsible for assigning the work of all activities of the society and shall conduct correspondence on the behalf of the society.
6. He has authority to incur expenditure not exceeding Rs. 1000/- in accordance with the regulation of the society.

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7. The decision of the president, as to the procedure of the society, the annual general meeting and the election meeting shall be final unless contested by 3/4<sup>th</sup> members present in that meeting.
8. All proceeding shall be duly recorded and signed by the President and Secretary.
9. To submit a report pertaining to the working of Society for the preceding year at the annual General Meeting and contracts on behalf on the Society as and when authorized to do so by the Governing Body.
10. To keep and maintain all records (excluding cash transaction and accounts) and perform all correspondence on the behalf of Society.

**Treasurer:**

The treasure shall be for over all In -charge of the cash transactions and accounts of the society

- (i) He shall be responsible for the proper maintenance of the Accounts of the Society i.e. prepare and finalize the Annual of accounts at the end of every financial year and submit it in the annual general body meeting of the society after its approval from the society and duly audited (along with the Auditor's report and comments thereof, if any).
- (ii) To keep update the accounts of the Society on regular basis pertaining all transitions of money received and paid ; and he shall responsible for the proper maintenance of the accounts of the Society and for this purpose he shall record all the receipts /payments of income and expenditure regularly in the cash book and shall place it before the governing body in its next meeting.
- (iii) Shall deal with the Bank (s) and all financial institutions to the directions of the governing body of the society.
- (iv) Shall be responsible for making all making all collections, receipts of cash/cheque from members of society as subscription fees, fines penalties and other payments and receipts of any othe financial and non-financial assistance from the Center or State Government/N.G.O./National or International Agencies. Bank/Company and any other legal entity or individual and issue receipts thereof on the behalf of the society.
- (v) The Treasure may keep cash in hand as prescribed by the governing body of the society and deposit the remaining or surplus amount in the bank..

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#### 14. The Appointment And Removal Of Staff Of The Society

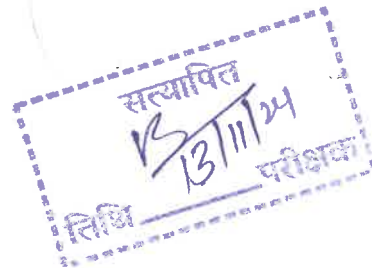
All persons who are paid out funds of the society, regular, or part /time/contractual target based or any other salaried persons shall be the employees of the Society. Such rules, instructions, and guidelines as are issued by the Society or Governing Body or the President from time to time shall govern them. The Governing Body, may appoint such administrative, technical, ministerial or any kind of staff as is required to run the office or offices or other establishments run under or by the Society and to fix such term and conditions of service including pay, allowances benefits etc. as is determined by regulations, instructions, guidelines or other appropriate way as well as the classification, control, conduct and appeal mechanism of the employees from time to time. Provided that the normal age of superannuation of the staff is fifty eight years but President, in the interest of the Society, and with the approval of the General Body, may grant extension in service to deserving employees, from time to time, as consider necessary and appropriate by her/him. No extension shall be granted to any employee beyond the age of 60 years. Provided further that the President may delegate his/her all or specific powers to such officers of the society, for the control of the administration of the staff, as deems fit. The competence for removal of staff and shall vest in the governing body after affording adequate opportunity of being heard, on the following grounds if he/she is found guilty:-

- (i) For misconduct, violation of the Rules and Regulations and misappropriation/embezzlement of fund/properties of the society.
- (ii) On conviction for a cognizable offence and sentenced to a term exceeding 3 months.
- (iii) For in-discipline and breach of interest.

#### 15. Funds

The President/Governing Body shall have full power of supervision and control over the receipts and expenditures, and entire funds of the Society shall be used solely and only for the purpose of the aims and objects of the society.

#### 16. Banking Operations



The society shall open its account in a Nationalized/Cooperative Bank and such account shall be operated under the joint signatures of President and any one out of the Secretary or the Treasurer.

#### 17. Accounts And Audit

- (a) The financial year of the Society shall start from 1<sup>st</sup> day of April to 31<sup>st</sup> day of March of the following year.
- (b) An auditor appointed by the President/Governing Body shall audit the accounts of the Society and subordinate offices at least once in a year.
- (c) Chartered Accountant appointed by the President and approved by the Governing Body meeting will do auditing of accounts. The report shall be submitted to the Registrar Cooperative Societies within a period of 15 days of the audit.

#### 18. Property

The property, moveable or immovable, belonging to the society shall be deemed to be vested in the general body by their proper title. No immovable property shall be acquired or transferred by the way of sale, gift or otherwise without the previous approval of general house and such information shall be passed on and got recorded with the registrar within a period of 15 days.

#### 19. Determination After Dissolution

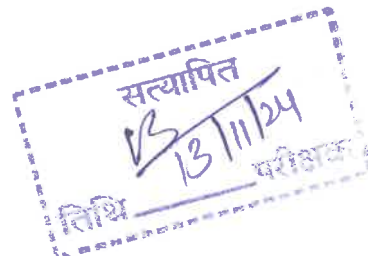
The society dissolved under section-44 any property what so ever remaining after satisfaction of all its debts and liabilities shall be given to government to be utilized in the event of cancellation of the registration of society. All the movable and immovable assets of society or its institutions or centers shall vest in the State Govt. to the extent of assistance, grant, aid or donation may have received from central or state govt.

#### 20. Legal Proceedings

The society may sue or be in the name of the President or the Secretary as the case may be and determined and appointed by the governing body.

#### 21. Application of Act:

All the provisions of the Himachal Pradesh Societies Registration Act, 2006 shall be applicable to the society.





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Certified to be true copy of original, which is in safe custody of the General Secretary of the

*Anshul*  
(President)

*Chandrika*  
(General Secretary)

*Sujata*  
(Treasurer)

We the following persons/officers/officials whose names, addresses and designations are subscribed below are desirous of forming a society under the name and style of ..... in pursuance of the aforesaid Memorandum of Association and have signed the memorandum in the presence of the witness as shown below:-

S. No.	Name	Permanent address of subscribers	Father/Husband's Name	Age	Occupation	Signature
1	Dr Anshul Sharma	Shoolini University	President	32	Teacher	<i>Anshul</i>
2	Ms. Shubhika Sharma	Shoolini University	Vice-President	26	Management Trainee	<i>Shubhika</i>
3	Mrs Chandrika Attri Seth	Shoolini University	Secretary	31	Teacher	<i>Chandrika</i>
4	Dr Sujata Bhattacharya	Shoolini University	Treasurer	30	Teacher	<i>Sujata</i>
5	Mr. Sumit Verma	Shoolini University	Executive members	28	Management Trainee	<i>Sumit Verma</i>
6	Dr. Gaurav Sharma	Shoolini University	Executive member	30	Teacher	<i>Gaurav</i>
7	Dr. Sushila Negi	SILB	Executive member	35	Teacher	<i>Sushila</i>

Dated:-

*Sujata*  
District Planning Office  
District Solan

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No. EDN-SLN(E-III) NOC-Pvt/2015- 8545  
Office of the Deputy Director of Higher Education,  
Solon at Chambaghat, District Solon (H.P.)

Dated Solon the 29-5-2015.


To

Sh. Anshul Sharma  
SSA .

Subject: Regarding NOC for registration of Alumni Association of old students of  
Shoolini University Solon .

Sir,

With reference to your application No. Nil of dated 25/5/2015 on the  
subject cited above. In this context, This office i.e. Deputy Director of Higher Education Solon,  
District Solon (H.P.) has no objection regarding registration of Alumni Association of old students  
of Shoolini University Solon (H.P.) .

  
Deputy Director of Higher Education  
Solon, District Solon (H.P.)

Tele: 0172-230826

email:ddhesolon@rediffmail.com

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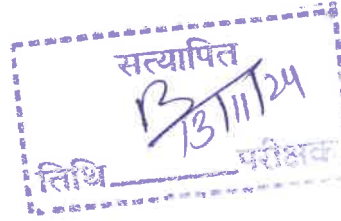
Prof PK Khosla  
Vice Chancellor

No. SUBMS/  
Date: 20-05-2015

**TO WHOM IT MAY CONCERN**

This is to certify that an Alumni Association of the University is being formed in the name of "Shoolini Alumni Association." This University has no objection with regard to any function that the Association may organize at the Campus of this University. This is further to certify that the University has gone through the aims and objectives of the Alumni Association and it has no objection for carrying out the said objectives at the Campus of the University.

  
VICE CHANCELLOR  
20-5-2015







हिमाचल प्रदेश HIMACHAL PRADESH AFFIDAVIT

06AA 487577

We, Anshul Sharma aged about 32 years S/o Late Sh. Ashok Sharma, (2) Shubhika Sharma aged about 24 years D/o Sh. Rakesh Sharma (3) Chandrika Attri Seth aged about 31 year D/o Sh. Ram Gopal Attri (4) Sujata Bhattacharya aged about 29 years D/o Dr. Balam Sharma, (5) Sumit Verma aged about 28 years S/o Sh. Bidhi Singh Verma (6) Gaurav Sharma aged about 30 years S/o Sh. Roop Lal Sharma & (7) Sushila Negi aged about 35 years D/o Sh. Shiv Dev Singh, all members of "Shoolini Alumni Association", Shoolini University, Solan, Tehsil & District Solan H.P., do hereby solemnly affirm and declare as under:-

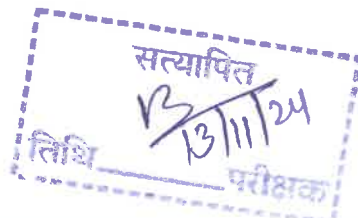
1. That there is no any other society under the name and style of "Shoolini Alumni Association" registered anywhere in State of H.P. or in India.
2. That we have obtained required No Objection Certificate from the concerned authority.

*Anshul* *Chandrika* *Sujata* *Gaurav* *Shubhika* *Sumit Verma*  
Deponents

Verification:

We, the above named deponent do hereby verify that the contents of our above affidavit are true and correct to the best of our knowledge and belief, no part of it is false and nothing has been concealed therefrom.

Verified at Solan on this 8<sup>th</sup> day of May, 2015.



Deponents

5208

Anshul Sharma s/o Lt Sh Ashok.  
Sharma R/o Bilb Anond Campus  
near Road Solan

(Seal)

(Signature)

STAMP VENDOR  
S.No. .... Date 8/5/15  
DELA THAKUR  
Dist. Gurgaon (H #)

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13/11/24  
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