

**SPECIMEN OF RULES & REGULATIONS OF A SOCIETY FORMED FOR
EDUCATIONAL PURPOSE**

Name: Name of the Society shall be "MRS GLOBAL WELFARE SOCIETY"*

[*The name of Society should not contain any words which may express or imply the approval or patronage of the Government and should not be in variance with the Emblem & Name (Prevention of Improper Use), Act, 1950]

1. MEMBERSHIP

The membership of the society is open to any person of repute & good conduct who has attained the age of maturity and fulfills the terms & conditions of the society without discrimination of religion, caste, colour or creed but subject to the approval of the Governing Body. If the membership is refused to a certain person or persons, the reason for refusal shall be communicated to the person concerned.

2. SUBSCRIPTION

- i. Admission fee Rs. 2,000 at the time of admission.
- ii. Subscription Rs. 1000 per month or per annum.
- iii. Lifelong membership fee Rs. 5000.

3. TERMINATION OF MEMBERSHIP

The Governing Body shall have the power to expel a member from the society on the following terms & conditions:-

- i. On his/her death or insanity;
- ii. Non-payment of subscription continuously for more than three months or year (as the case may be from due date);
- iii. On his/her written resignation; and
- iv. If he /she has not attended three consecutive meeting of the general body without any intimation.

4. APPEALS

All the appeals should be referred to the Governing Body. The decision of the Governing Body shall be final. The reasons for rejection shall be communicated to the person concerned.

MRS GLOBAL SCHOOL

sd/-
President

Secretary

sd/-
Manager

Treasurer

5. RE-ADMISSION

In case a member is expelled by the Governing Body, the same can be re-admitted provided the member pays up all the dues to the society. However, the decision of the Governing Body shall be final.

6. GENERAL BODY OF THE SOCIETY

There shall be a General Body of the society consisting of all the members. The meeting of the General Body shall be held atleast once every year with 2/3rd quorum. An emergent meeting of the General Body may also be summoned on the written request of 3/4th members, with 15 days prior notice for such meetings. The notice period of the general meeting of the General Body shall be 30 days. The following business programs shall be transacted in these meetings:-

- i. To prepare annual programs and policies;
- ii. To discuss and decide all such matters and issues which are directly or indirectly related to the affairs of the society;
- iii. To pass annual budget of the society;
- iv. To appoint a qualified auditor for conducting annual audit of the society; and
- v. To consider any other business brought forward by the Governing Body.



7. GOVERNING BODY

The management of the affairs of the society shall vest in the Governing Body consisting of the following:-

- | | | |
|----------------------|---|----------------------|
| i. Chairman | : | One |
| ii. Vice Chairman | : | One |
| iii. Secretary | : | One |
| iv. Treasurer | : | One |
| v. Executive Members | : | <u>3</u> to <u>5</u> |

8. BANK ACCOUNT

The bank account of the society shall be operated by the Chairman & Secretary or Treasurer jointly with severally or as decided by the Governing Body.

sd/-
President

sd/-
Secretary

sd/-
Treasurer

MRS GLOBAL SCHOOL

9. FUNCTIONS OF GOVERNING BODY

- i. To consider any business brought before the Governing Body; and
- ii. There shall be meeting of the Governing Body once in 3 months.

10. SOURCE OF INCOME

The fund of the society shall consist of:-

- i. Admission fee;
- ii. Capital fund;
- iii. Donations and Gifts;
- iv. Subscription and donation from members;
- v. Aid from governments, semi government, charitable trusts, institutions and associations; and
- vi. Aid or donation or gifts from charitable agencies through any other approved and authorized organizations.

11. GOVERNING BODY

The Governing Body's strength shall not be less than 7 & not more than 21. The members of the Governing Body shall hold the office for years. The meeting of the Governing Body shall be held as & when necessary for which 15 days notice will be required & the quorum shall be 2/3rd.

12. ELECTION & QUORUM

The General Body in its annual meeting will elect its chairman & all the office bearers & members in the month of March after 5 year by secret ballot or by raising of hand. The quorum of the General Body & Governing Body shall be 2/3rd.

13. MANAGEMENT OF FUNDS

All the income of the society shall be deposited in the designated bank.

14. POWERS & DUTIES OF THE OFFICE BEARERS:-

a) CHAIRMAN

He/she will be the head of the society & preside over the meeting of the General Body & Governing Body. He /she will have the right of casting vote in the case of tie.

President

sd/-
Secretary

MRS GLOBAL SCHOOL

Manager

sd/-
Treasurer

b) VICE-CHAIRMAN

In the absence of Chairman, the Vice Chairman shall enjoy all powers which are entrusted to the Chairman.

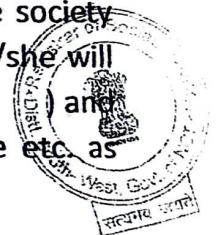
c) SECRETARY

The powers of the Secretary shall be as under:-

- i) To sign on behalf of the society & to conduct its correspondence & record the proceedings of meeting.
- ii) To summon & attend the meeting of General Body.
- iii) To call ordinary general meeting, if desired, on written request of at least 14 members.

d) TREASURER

He/she shall keep accounts of all receipts & expenditures of the society and to furnish necessary information to the Governing Body. He/she will keep with him/her Rs. 5000/- and the balance account will be deposited in the bank / post office etc. as decided by the Governing Body.



15. AUDIT

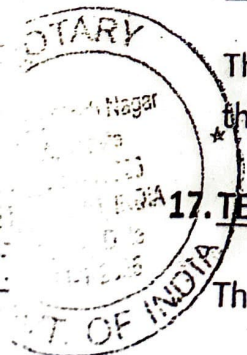
The account of the society shall be audited at least once a year by an auditor appointed by the Governing Body.

16. FINANCIAL YEAR

The financial year of the society shall be from 1st day of the April to 31st day of the March every year.

17. TENURE

The tenure of the Governing Body shall be 3 years.



[Signature]
sd/-
President

[Signature]
sd/-
Secretary

MRS GLOBAL SCHOOL
[Signature]
sd/-
Treasurer

26 JUL 2023

18. AMENDMENT

Any amendment in the Memorandum of Association (MoA) or Rules and Regulations will be carried out in accordance with the procedure laid down under Section 12 & 12-A of the Societies Registration Act of 1860 as applicable to the National Capital Territory of Delhi.

19. LEGAL PROCEEDINGS

The society may sue or be sued in the name of the Chairman as per provision laid down under Section 6 of the Society Registration Act, 1860 as applicable to the National Capital Territory of Delhi.

20. ANNUAL LIST OF GOVERNING BODY

Once in every year a list of the office bearers & member of the Governing Body shall be filed with the Registrar of Societies, Delhi as required under Section 4 of the Societies Registration Act, 1860 as applicable to the National Capital Territory of Delhi.

21. DISSOLUTION

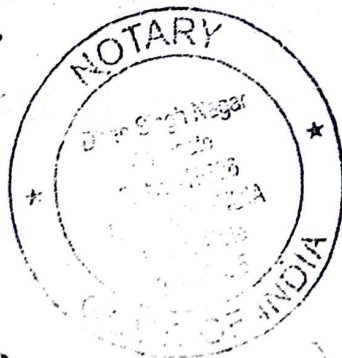
If the society needs to be dissolved, it shall be dissolved as per provisions laid down under Section 13 & 14 of the Societies Registration Act of 1860 as applicable to the National Capital Territory of Delhi.

22. APPLICABILITY OF THE ACT

All the provisions under all the sections of the Societies Registration Act, 1860, as applicable to the National Capital Territory of Delhi, shall apply to this society.

23. ESSENTIAL CERTIFICATE

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



sd/-
President

sd/-
Secretary

sd/-
Treasurer

ATTESTED

MRS GLOBAL SCHOOL

Manager

Registration No. 8RS/DW/SW/2023
Sr. No. of Document MRS Global Society
Name of Document
Date of Filing 4/7/2023
Date of Registration 26/7/2023


Registrar of Societies (DW/S.W.)
Delhi

Registration No.
Sr. No. of Document
Name of Document
Date of Filing
Date of Registration

Registrar of Societies (DW/S.W.)
Delhi