

MEMORANDUM OF ASSOCIATION

AND

RULES AND REGULATIONS

R.V. EDUCATIONAL ASSOCIATION


Principal
MIND TREE SCHOOL
Near Jamuna Apartments
Off Kharar-Kuruli Road,
Khanpur, Kharar, Greater Mohali
Ph.: 09216032222

For R.V. Educational Association


Secretary

CERTIFICATE OF REGISTRATION OF SOCIETIES.

(ACT XXI OF 1860)

No. 2705 of 1997

I hereby certify that R.V. EDUCATIONAL ASSOCIATION.

has this day been registered under the Societies Registration Act (XXI of 1860) and as amended by Punjab Amendment Act, 1957.

Given under my hand at Chandigarh this 15th day of October One thousand Nine Hundred & Ninety Seven.

Fee Rs. 50



REGISTRAR OF FIRMS & SOCIETIES
U.T. CHANDIGARH.

Principal
MIND TREE SCHOOL
Near Jamuna Apartments
Off Kharar-Kurali Road,
Kharar, Greater Mohali

For R.V. Educational Association

Secretary

MEMORANDUM OF ASSOCIATION

1. Name of the Association : R.V. EDUCATIONAL ASSOCIATION
2. Locatiuon of the Association : The Registered Office of the Association shall be in the Union Teritorry of Chandigarh. At present it will be at 39, Sector 28A, Chandigarh
3. Aims & Objects of the Association :
 - a) To develop computer and telecommunication software and to train manpower for software development, office automation and management.
 - b) To start, acquire, manage and run educational, technical, professional, vocational, management, financial, art and other institutes and centres in India.
 - c) To carry out/ or promote research in Social Sciences, Physical and earth sciences, Biological, Ecological and Medical Sciences and any other educational, vocational and allied fields.
 - d) To invest and deal with funds and moneys of the Association.
 - e) To acquire temporarily or permanently any movable and immovable property necessary for, convenient for the furtherance of the objects of the Association.
 - f) To do or get done, all such other things, under the law, as are conducive or incidental to the attainment of its objects.
 - g) To provide free/ concessional education and training to the poor and needy persons.
 - h) The income and property of the Association shall be applied solely towards the promotion of the objects of the Association as set forth in the Memorandum of Association and no portion thereof shall be paid or transferred, directly or indirectly, to the members of the Association.
 - i) No member of the Governing Body of the Association shall be appointed to any salaried office of Association, or any office of the association paid by fees, that no remuneration shall be given by the association to any member of the Governing Body exccpt repayment of out of pocket expenses and interest on money lent or rent for premises/ demises to the Association.


Principal
MIND TREE SCHOOL
Near Jamuna Apartments
Off. Kharar-Kurali Road
Kharar, Kharar, Greater Mohali
Chandigarh

For R.V. Educational Association


Secretary

j) The Association by its constitution is required to apply its profits, if any, or other income in promoting its objects.

k) If upon the winding up or dissolution of the Association there remains after satisfaction of all its debts and liabilities, any property whatsoever the same shall not be paid to or distributed among the members of the Association, but shall be given or transferred to some other institution having objects similar to the objects of the Association at or before the time of dissolution.

4. Governing Committee : The following shall be the members of the first Governing Body of the Association:

S. No.	Name and Address	Occupation	Designation
1.	Mr. Vijay Aggarwal	Industrialist	President
2.	Ms. Smriti Sood	Service	Vice President
3.	Mr. Rajiv Aggarwal	Industrialist	Secretary
4.	Mr. S.K. Jain	Service	Jt. Secretary cum Treasurer

5. We the several persons whose names and addresses given below are desirous of being formed into an association in pursuance of this Memorandum of Association.

S. No.	Name and Address	Occupation	Signature
1.	Vijay Aggarwal 203, Sector 6 Panchkula	Industrialist	Sd/-
2.	Rajiv Aggarwal 73, Sector 28A Chandigarh	-do-	Sd/-
3.	Vinod Aggarwal 73, Sector 28A, Chandigarh	-do-	Sd/-
4.	P.C. Aggarwal 73, Sector 28A, Chandigarh	-do-	Sd/-
5.	Asha Aggarwal 73, Sector 28A, Chandigarh	-do-	Sd/-


Principal
MIND TREE SCHOOL
Near Jamuna Apartments
Off Kharar-Kurali Road,
Khanpur, Kharar, Greater Mohali
Ph.: 0921603222

For R V Educational Association


Secretary

6. Smriti Sood
156, Sector 16A,
Chandigarh

Service

Sd/-

7. S.K. Jain
3002, Sector 20B
Chandigarh

-do-

Sd/-

Place : Chandigarh
Dated : 30.09.1997

Witness: Sd/-
C.B. Gupta
94, Sector 16,
Panchkula -134 109
(Company Secretary)


Principal
MIND TREE SCHOOL
Near Jamuna Apartments
G.T.K. Panchkula Road
Panchkula, District Greater Mohali
Haryana - 151 002

For R.V. Educational Association


Secretary

RULES AND REGULATIONS

1. The name of the Association shall be R.V. Educational Association.
2. The Registered Office of the Association shall be situated in the Union Territory of Chandigarh but branch office may be situated anywhere in the territory of the India in the manner decided by the Executive Committee.
3. The area of operation of the Association shall be whole of India.
4. The Regulations contained in the Societies Registration Act, 1860 shall apply to the Association except so far as they are amended or altered by the following regulations.
5. In these regulations, if there is something in the subject or content inconsistent therewith the under noted expressions shall have the following meanings:
 - a) General Body : This include all those persons who may be entered as members in the register of members at the relevant time and all the honorary office bearers.
 - b) Executive Committee: Means the committee constituted as such by the General Body of the R.V. Educational Association. But the first executive committee shall be elected by the founder members from among themselves.
 - c) Office Bearers : In this would be include the President, Vice President, General Secretary, Joint Secretary cum Treasurer of the Association.
 - d) Members : Means a member of the association whose name has been duly entered in the Register of Members in accordance with these regulations and who has not ceased to be a member.
 - e) Year : Means the period commencing from the 1st of April and ending on 31st of March every year.

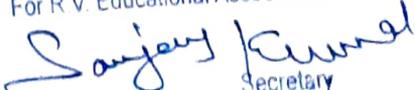
6. MEMBERSHIP:

There shall be five categories of members:

- a) Founder Members
 - b) Permanent Members
 - c) Ordinary Members
 - d) Hony. Members
 - e) Ex-officio Members
7. a) Those persons who are the original subscribers to the memorandum & rules and regulations of the Association are known as Founder Members.


Principal
MIND TREE SCHOOL
Near Janina Apartments
Off. Kharar-Kurali Road,
Khanpur, Kharar, Greater Mohali
Ph: 9914001111

For R.V. Educational Association


Secretary

- b) Members who are approved by the Managing Committee of the Association and pay a lump sum amount of Rs. 500/- are known as Permanent Members.
- c) Ordinary members means a member who is approved by the Executive committee of the Association and pays a subscription of Rs. 100/- p.a.
- d) The General Body of the Executive Committee may elect as Hony. Members of the Association individuals known for their distinguished Public Service.
- e) Ex-officio members means a member of the society who is a member by virtue of his office as described in the Memorandum & Rules and Regulations of the society.
8. All the members of the Association i.e. the Founder Members, Permanent Members and Ex-officio Members shall have one vote each except for Hony. Members.
9. Application for the membership: Any person, firm, company, corporation or association, desirous of enrolling as permanent/ ordinary member of the Association, shall apply in writing to the General Secretary in the application as may be prescribed as may be prescribed, alongwith the entrance fee of Rs. 100/- and membership subscription. The Executive Committee shall have absolute power and discretion to accept or reject any application without assigning any reason thereof.
10. Failure to pay subscription : The membership subscription shall become due on 1st April of every year. If any member fails to pay his subscription within three calender months after it has become due, the secretary shall request such member in writing to pay such subscription within thirty days and if payment is not made within such period, the Executive Committee shall be entitled to remove his name as a member from the register of members. A member who has been so removed shall be eligible for re-admission on payment of admission fee alongwith all his previous arrears.
11. Register of Members : The Association shall cause to keep a Register in which shall be entered :

- (a) the name of each member .
(b) the address of the members given in the application and ,
(c) name and addresses of the persons nominated by a member as his representative.

Every member shall forthwith notify to the secretary any change of address, such altered address and the name of any substituted nominee appointed by a member and sanction by the Executive Committee shall immediately be entered in the register. The address so registered shall be the registered address of the members.


Principal
MIND TREE SCHOOL
Near Jamuna Apartments
Off Kharar-Kurali Road,
Khanpur, Kharar, Greater Mohali
Ph.: 09216032222

For R.V. Educational Association


Secretary

12. Expulsion of a member: If in the opinion of the Executive Committee, a member has been found guilty of conduct detrimental to the interests of the Association, the Executive Committee after giving due notice and hearing to such member may recommend to the general body of the association to terminate the membership of such a member and the General Body of the Association can so terminate his membership by a majority of three fourths of the members present at the General meeting.
13. Termination of membership: A member shall cease to be a member of the association, if
- The member Tenders his resignation which should be accepted by the Managing Committee.
 - The member is terminated under Articals 10 or 12 therof.
 - The member is adjudged or applies to be adjudicated an insolvent .
 - The member is convicted of any offence by a court . Members ceasing to be member of the Association , shall have no right to or claim upon , its property or funds. Any member , who shall for any reason cease to be a member of the Association shall remain liable for and shall pay to the association , all moneys which at the time of such member ceasing to be a member , may be due from such member , to the Association.

14. Executive Committee

The affairs and funds of the association shall be managed by committee elected in the manner outlined herinafter and the committee shall exercise all powers which may be necessary for such management except those which are by these regulations or by statue expressly directed to be done by the association.

The Executive committee shall consist of the

- President
- Vice President
- Secretary
- Joint Secretary - cum- Treasurer

The active members of the association shall every year, elect from amongst themselves, subject this article President, Vice President, Secretary and Joint Secretary cum Treasurer. This Body of four members shall be called executive committee. Each of the members of the Executive Committee shall hold office for a period of one year and until a fresh election is held.


Principal
MIND TREE SCHOOL
Near Jamuna Apartments
Off Kharar-Kurali Road,
Khanpur, Kharar, Greater Mohali
Ph.: 0921603222

For R.V. Educational Association


Secretary

15. Procedure for electing Executive Committee :

- (a) The members of the executive committee shall be elected at the General Body meeting of the Association , specially convened for the purpose.
- (b) The date and time for election shall be fixed by the existing Executive Committee. Normally , the election will be held in the month of February or March . Handing over of the offices of the bearers will be done in the joint Executive committee meeting (New and Old).
- (c) Fifteen days notice regarding the election shall be given to the members of the General Body.
- (d) The procedure for election shall be as under :
 - (i) Nomination papers shall be invited from the members of the General Body , who desire to stand for election to the post of office bearer of the Executive Committee. A member shall send his nomination for not more than one seat. The nomination paper should be proposed and seconded by any two active members of the Association and be delivered to the General Secretary on or before the date fixed for the purpose . In case , the number of nominations exceed the requisite number of posts , there shall be voting which shall be by a ballot . Ballot papers will be sent to all the members who are eligible to vote , seven days before the date of election .

The ballot paper shall be returned duly filled by them in closed envelope marked "BALLOT PAPER " , so as to reach the General Secretary before the time fixed for the election of the office bearers of the Executive Committee .

- (ii) Every member qualified to vote shall have four votes for the four seats , but he shall be required to cast only one vote to each candidate. No member shall be entitled to vote by proxy . No member shall be entitled to vote , unless all sums payable by him , to the Association shall have been paid. In case of equality of votes resulting in a tie the president shall have a casting vote in addition to his own.
- (iii) The Ballot papers will be scrutinised by the Returning officer appointed by the Executive Committee . The decision of the Returning Officer shall be final regarding validity of the ballot papers.
- (iv) The results of the election shall be announced at the same meeting.

16. Vacancy : Any Vacancy , occurring amongst the office bearers and members of the Managing Committee , shall be filled in at the General Body meeting, specially convened for the purpose.


Principal
MIND TREE SCHOOL
Near Jamuna Apartments
Off Kharar-Kurali Road,
Khanpur, Kharar, Greater Mohali
Ph.: 09216032222

For R V Educational Association

Secretary

17. President : The President of the Association and in his absence the vice president shall preside at every meeting of the Association and the Executive Committee. In their absence the members present at the meeting shall elect from amongst, the active members , to preside over that particular meeting.

18. Power of the Executive Committee : The executive committee shall have full powers , to do all such acts and things , as it may deem necessary , conducive or incidental to the attainment and promotion of all or any of the objects of the Association and shall transact all business of the Association and incur any expenditure incidental thereto.

The Executive Committee will be authorised to borrow money/ take loan from banks/ institution for the purpose of acquisition of any assets including construction of building and for working / running of the association .

19. Meetings : A general meeting of the Association shall be called whenever decided by the Executive Committee or in a requisition signed by three members of the association , provided that at least two meetings of the association , shall be held every year . A meeting of the Executive committee shall be called whenever required by the president or the Secretary or on a requisition signed by two members of the Executive committee. Every requisition shall clearly state the objects for which the meeting is proposed to be called. If no meeting is called within thirty days of the requisition being delivered to the General Secretary , the requisitionists to themselves shall be entitled to call a meeting for the purpose mentioned in the requisition.

20. Notice of Meeting : Fifteen days clear notice for a General Body meeting and seven days notice for a meeting of the Executive Committee shall be given to the members. The executive committee shall have the power to call a meeting of the executive committee at a shorter notice , in case of urgency. Such shorter notice be ratified by all the members present at the said meeting.

21. Annual General Meeting : A General Meeting of the Association called the annual General Meeting of the Association shall be held every year not later than six months from the close of financial year to transact the following business :

- I. to receive and adopt the annual report of the executive committee on the work and progress of the association during the year.
- II to receive and adopt the audited accounts for the immediately preceding financial year.
- II. such other business suited for a general meeting with the permission of the chair.

No resolution shall be moved at such an annual general meeting, unless an intimation


Principal
MIND TREE SCHOOL
Near Jamuna Apartments
Off Kharar-Kurall Road,
Khanpur, Kharar, Greater Mohali
Ph. 09216032222

For R V Educational Association

Secretary

in writing, by the members, who propose and second it, shall have been sent to the general secretary, not less than 48 hours before the time appointed for holding of such a meeting.

22. Quorum : Three members present in person shall form a quorum for a meeting of the association. Two members present in person shall form a quorum for a meeting of the executive committee.

There shall be no necessity for a quorum at an adjourned meeting, which may be held half an hour after the scheduled time, if in the first instance no quorum is formed. At such a meeting, only the business notified for the meeting shall be transacted.

23. Resolutions : Every resolution submitted in a meeting shall, in the first instance be decided by a show of hands. The voting may be by ballot, if so decided by the president. A resolution shall be considered as passed, if the votes cast in favour of the resolution exceeds the votes cast against it. In case of equality of votes, the president shall have a second or casting vote. Each member has a right to speak on every subject, which may be submitted for consideration at the meeting. The decision of the president on result of the voting shall be final and binding.

24. Circular Resolution : resolution of the executive committee may also be passed by circular in case of urgency. Circular resolution signed by two thirds of the executive committee shall in all respects be a valid and binding resolution, as if passed at a meeting of the executive committee duly convened and such a resolution shall not be deemed to be invalid, by reason of want of notice or any other cause. The president or the general secretary shall be entitled to decide, whether any matter should be decided by a circular resolution.

25. Sub-Committees : The executive committee may appoint sub committee and may delegate to them or to the office bearers or any of them, from time to time, such of its powers as the executive committee may deem proper or expedient.

26. Staff : The executive committee shall be entitled from time to time to engage and appoint any staff, consultants or advisors, paid or otherwise, on such terms as to salary and appointment, as the said executive committee may deem fit for the furtherance of the objects of the Association provided that the Executive Committee shall always have the power to dismiss any of persons so engaged.

27. Secretaries: The Secretaries shall act under the instruction of the executive committee in all legal proceedings, effect insurances, execute documents and generally transact all executive business of every nature, in such manner as the executive committee may from time to time, determine. The secretaries shall be indemnified to the risk and expenses incurred by them in their capacity as secretaries.


Principal
MIND TREE SCHOOL
Near Jamuna Apartments
Off Kharar-Kuruli Road,
Khanpur, Kharar, Greater Mohali
Ph.: 09216032222

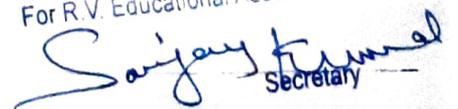
For R V Educational Association


Secretary

28. Accounts and Audit : The Executive Committee shall cause the accounts of the association to be kept in a proper manner. The official and financial year of the association shall be from 1st April to 31st March every year.
29. Auditors : The Executive Committee shall every year appoint the auditors for auditing the accounts of the association. The remuneration and other terms and conditions shall also be decided by the executive committee.
30. Investment : The funds of the association, besides being invested in investment authorised by law for the time being in force, relating to investment of trust funds, may also be invested in the purchase of land and properties of freehold or leasehold tenure, or in the deposits with recognised banks, as may from time to time, be directed by the Executive Committee and such investments may be varied from time to time as may be directed by the executive committee.
31. Funds : all funds of the association, not otherwise invested shall be paid to the secretary, who shall pay the same into an account to be opened with any bank or banks approved by the executive committee, in the name of the association. The account will be operated and all cheques on an account shall be signed by the person (s) authorised by a resolution passed by the executive committee of the association. All cheques and bills received by the association shall be signed or endorsed on behalf of the association by the person (s) authorised by the executive committee of the association .
32. The income and property of the association shall be applied solely towards the promotion of the objects of the association as set forth in the Memorandum of Association and no portion thereof shall be paid or transferred directly or indirectly or indirectly to the members of the association.
33. No member of the governing body of the association shall be appointed to any salaried office of Association, or any office of the Association paid by fees, that no remuneration shall be given by the association to any member of the Governing Body except repayment of out of pocket expenses and interest on money lent or rent for premises/ demises to the association.
34. The association by its constitution is required to apply its profits, if any, or other income in promoting its objects.
35. If upon the winding up or dissolution of the Association there remains after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Association, but shall be given or transferred to some other institution having objects similar to objects of the Association at or before the time of dissolution.
36. Winding up or dissolution : The Association will be dissolved by members if decided by three fourth majority by their votes delivered in person or by proxy, at a general


Principal
MIND TREE SCHOOL
Near Jamuna Apartments
Off Kharar-Kurali Road,
Khanpur, Kharar, Greater Mohali
Ph: 09216032222

For R.V. Educational Association


Secretary

meeting convened for the purpose. If upon winding up or dissolution of the Association, there shall remain after satisfaction of all debts, liabilities etc. any property or funds whatsoever, the same shall be distributed or otherwise disposed of in such manner, as the general body of the members may direct.

37. Alteration of Memorandum and Articles of Association : No alteration of the foregoing Memorandum and Articles of Association shall be valid, unless it shall have been carried by a majority of not less than three fourth of the members present at the General Meeting of the members of the Association and for calling of which at least fifteen days notice shall have been given to all the members of the Association.

38. Arbitration : Wherever any difference arises between the Association on the one hand and any of the members on other hand, the same shall be referred to the arbitration of a Sole Arbitrator, if so agreed to by the parties to the dispute, or two Arbitrators, one appointed by each party as case may be.

Certified to be a correct copy of the Rules & Regulations of R.V. Educational Association

Sd/-
(VIJAY AGGARWAL)
PRESIDENT

Sd/-
(SMRITI SOOD)
VICE PRESIDENT

Sd/-
(RAJIV AGGARWAL)
SECRETARY


Principal
MIND TREE SCHOOL
Near Jamuna Apartments
Off Kharar-Kurali Road,
Khanpur, Kharar, Greater Mohali
Ph.: 09216032222

For R.V. Educational Association


Secretary

Dated: 04-02-2015

List of Executive Committee Members Elected on 24-03-2014 for the year 2014-15

S. No.	Name & Address	Designation	Occupation	Pan
1.	Hirdesh Madan S/o. Sh. K. C. Madan H. No. 1483/2, Sector - 43 B, Chandigarh	President	Business	AGPPM9006M
2.	Sanjay Kumar S/o. Sh. Narsi Dass H. No. 416, Sector - 10, Panchkula	Secretary	Business	AIOPK3848C
3.	Deepak Kumar S/o. Sh. Chander Mohan H. No. 1821, Sector - 21, Panchkula	Treasurer	Business	AEZPK2888K
4.	Baljinder Singh S/o. Sh. Hanwantbir Singh H. No. 1242, Sector - 33 C, Chandigarh	Joint Treasurer	Business	ASAPS2214A
5.	Narsi Dass S/o. Sh. Dattu Ram H. No. 416, Sector - 10, Panchkula	Member	Business	ACTPD8625M
6.	Sonia Mongia W/o. Sh. Deepak Kumar H. No. 1821, Sector - 21, Panchkula	Member	Business	AIJPM8441L
7.	Manisha Madan W/o. Sh. Hirdesh Madan H. No. 1483/2, Sector - 43 B, Chandigarh	Member	Business	AIGPM6092G
8.	Simran Cheema S/o. Sh. Baljinder Singh H. No. 1242, Sector - 33 C, Chandigarh	Member	Business	AWSPC1260E

For R.V. Educational Association

President

For R.V. Educational Association

Secretary

For R.V. Educational Association

Treasurer

Certified to be true copy

Superintendent
Office of Registrar of Firms & Societies
UI, Chandigarh

For R.V. Educational Association

Secretary

Principal
MIND TREE SCHOOL
Near Jamuna Apartments
Off Kharar-Kurali Road,
Khanpur, Kharar, Greater Mohali
Ph.: 0921603222