

CERTIFICATE OF REGISTRATION OF SOCIETIES

(ACT XXI OF 1860)

Address change from SCF-61, 2nd Floor Ph-7
To House No-3024, Ph-57, Mohali as on
dated 15.2.07

No. 1258 of 2003-04

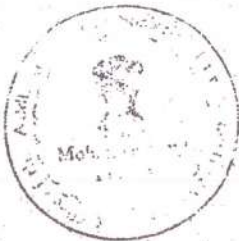
MS. 10
P.A. 0-
Addl Registrar of Societies
District Industries Centre
Mohali, Distt. Ropar (Pb.)
(19/3/07)

I hereby certify that Rayat + Bahra Group of Institutes An Educational & Charitable Society, SCF-61, 2nd Floor Ph-7, Mohali Distt-Ropar (Pb)

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

Given under my hand at Mohali. this 25th
day of November, 2003. (Issue on 19.3.04)

Rupees Five Hundred only.



(Signature)
Addl. Registrar of Societies
District Industries Centre
Mohali, Distt. Ropar (Pb.)

(Signature)
19/3/04

FORM II

Regd No 1258 of 2003-2004 OFFICE OF THE ADDL. REGISTRAR OF SOCIETIES,
PUNJAB.


The Addl. Registrar of Societies, Punjab acknowledge the Receipt of the under mentioned document (s) relating to Rayata Bahra Group of Institutes
An Educational & Charitable Society, H.No 3024, Ph-7
Mohali To V.P.O-Sahauran, CHD Pata Highway, Distt Mohali.

[Descript of document (s)]

1. Amended Memorandum / constitution
Filed By Nirmal Singh Chairman.

Station S.A.S. Nagar

Dated 03-03-2014


Addl. Registrar of Societies, Punjab
- cum - District Manager
District Industries Centre,
S.A.S. Nagar (Mohali)

**MEMORANDUM OF ASSOCIATION
OF
RAYAT & BAHRA GROUP OF INSTITUTIONS**

1. Name

The name of the Society is "Rayat & Bahra Group of Institutes-An Educational & Charitable Society".

2. Registered Office:-

The registered office of the Society shall be shifted from H. No. 3024, Phase VII, Mohali to V. P. O. Sahauran, Chandigarh – Ropar Highway, Distt. Mohali, Punjab – 140103 and Corporate Office S C O 126-127, Level 3 & 4, Sector 34-A Chandigarh for the present and any other place in the Indian Union as may be determined by the Governing body.

3. The Objects of the Society are:-

- a) To do all Charitable works, Projects & Activities.
- b) To establish, promote or to render aid to School(s), Colleges, Educational Institutions, Technical Institutions, Training Institutions in one or all fields of Engineering, Research, Medical, Dental, Nursing, Paramedical, Management, Commerce, Arts or any other system of education.
- c) To promote education, vocational, technical & otherwise the diffusion of useful knowledge medical relief, industrial training including all aspects or rural reconstruction and social welfare projects.
- d) To engage in social welfare activities aimed at improving living conditions & general welfare of the poor and indigent persons of whatsoever occupation, irrespective of race, caste, community or creed.
- e) To promote deeper spiritual values in personal and community life.
- f) To diffuse such useful secular, social & religious knowledge.
- g) To print & publish any newspaper, periodical, books & to utilize other mass communication, radio, film & television for spread of knowledge.
- h) To train, to maintain the personnel to be in charge of different schools and institutions of the Society.
- i) To establish building for such objects, libraries, reading rooms equipped with the necessary supply of books, papers, periodicals, furniture & audio-visual aids.
- j) To receive gifts or money or other properties, both moveable and immovable or any requests for any one or more objects of the Society.
- k) To acquire by purchase, lease, grants or likewise from any person, company, Society, Govt. Organizations moveable or immovable properties of all descriptions deemed necessary or useful for any purpose of the Society & administer the same.
- l) To alienate by way of sale, lease, mortgage, pledge, exchange, gifts or otherwise the properties or funds of the Society or any portions thereof including giving subscriptions, contributions, assistance, pecuniary or otherwise to charitable institutions, bodies or persons as seen necessary or appropriate from time to time.
- m) To invest, lay asides, deposit in banks or post offices otherwise deal with money or funds with Society not immediately required for the objects of the Society.


Gurvinder Singh Bahra
Chairman


Mrs. Mohini Kaur
Secretary


Mrs. Shalinder Kaur
Joint Secretary

- n) To borrow or raise funds from banks and other financial institutions or private parties for the purpose and objects of the Society with or without security in any manner as the society may deem fit and repay the same.
 - o) To use all the incomes from the students by way of fees, boarding & lodging and from other institutions & from property movable or immoveable or from the works of the Society or from staff of the schools or the institutions or from the rent from the building wherever derived from the pursuit of the objects of the Society as set forth in memorandum provided that no portion thereof be distributed among its members by way of profits or dividend or bonus except where payment of usage is allowed to employees, members, office bearers or any other person in lieu of service rendered or agreed to by the Society/institution setup by the Society.
 - p) To collect donations, membership fee & other contribution from the members & others.
 - q) To frame bye-laws, rules and regulations for the smooth working of the institutions and to alter or amend or resubstitute new rules & regulations as the Society may deem fit.
 - r) To sell, mortgage, property of the Society for the upliftment of the Society.
 - s) To promote or to encourage social, cultural and intellectual activities amongst its members on the lines of the community centre.
 - t) To establish, maintain and conduct social and cultural centre and to afford members, privileges, advantages, conveniences and accommodation in the Society.
 - u) To provided free education to poor children.
 - v) To organize free medical camps.
 - w) In case the Society is dissolved, its movable & immoveable assets will be transferred to the organization having similar aims & objects.
4. To provide means for the promotion and advancement of the objectives mentioned in clause 3 above.
 5. To affiliate, manage and support institutions having objects similar to those mentioned in Clause 3.
 6. To do all such other things which are incidental & conducive to the attainment of the above objects or any one of them


Gurvinder Singh Bahra
Chairman


Mrs. Manjit Kaur
Secretary


Mrs. Shalinder Kaur
Joint Secretary

**RULES & REGULATIONS
OF
RAYAT & BAHRA GROUP OF INSTITUTIONS**

1. Name of the Society

The Society shall be known as "Rayat & Bahra Group of Institutes".

2. Head office of the Society

The registered office of the Society shall be shifted from H. No. 3024, Phase VII, Mohali to V. P. O. Sahauran, Chandigarh – Ropar Highway, Distt. Mohali, Punjab – 140103, for the present and any other place in the Indian Union as may be determined by the Governing body.

3. The Objects

The objects of the Society shall be as mentioned in the Memorandum of Association:

4. Governing Body

The Governing Body shall consists of following members:-

- a) Chairman
- b) Joint Secretary
- c)

5. Functions of the Governing Body

Functions of the Governing Body shall be to decide the awarding of the scholarship to the deserving candidates and such decision shall be made as per the policy of the Society.

Governing Body may call meeting to consider the opening of new institutions, Technical or Professional in India or Abroad, to effect its decision so obtained and approved jointly with the mutual consent in writing by all the functionaries i.e. Director Administration, Director, Finance, Director Secretarial and Director Academic & Chief Executive Officer.

The decision of the General Body shall be sub-servient to the decision of the society, that in case of any dispute, the decision of the society shall prevail.

6. Membership of the Society

The following shall be the categories of the members

- i) **Patron Members:** Those who form the society by affixing their names and signatures to the byelaws shall be the patron members and their numbers shall be 7 (Seven).
- ii) **Life Members:** All the patron members shall be life members. The number of life members shall not exceed 7. The Governing Body of the


Gurvinder Singh Bahra
Chairman


Mrs. Manjot Kaur
Secretary


Mrs. Shalinder Kaur
Joint Secretary

Society shall be eligible to appoint life members. A life members shall carry voting rights to appoint Governing Body. In case of death of disability (Legal Physical) of any of the life member of the Society, the nominee of the concerned member would automatically become the life member of the Society, the nominee shall be from own family of the concerned member.

- iii) **Honorary Members:-**The honorary member shall be nominated by governing Body, an honorary member shall have no voting right.

Who can be a member:

- i) A person who is above 18 years and competent to contract is eligible to become a member of the Society.
- ii) Such person shall apply in writing for membership to the Governing Body along with the membership fee in the prescribed Performa.
- iii) On receipt of such application the governing body will have the liberty to accept or reject the application without assigning any reason. No complaint in this respect shall be entertained.

Membership fee:

- | | |
|-------------------------|------------|
| i) Patron & Life Member | Rs. 1100/- |
| ii) Honorary Member | Rs. 1/- |
| iii) Ordinary Member | Rs. 500/- |

No person shall be entitled to become a member of the Society if he/she

- i) Is of unsound mind
- ii) Has been convicted by a court or law for an offence, involving moral turpitude within seven years proceeding the date of admission as member.

7. Management of the Society

- a) The overall management of the affairs of the Society shall be vested with the Governing Body.
- b) Governing Body of the Society shall consists of three members only, namely (i) Chairman, (ii) Joint Secretary (iii) Joint Joint Secretary.
- c) In case of any casual vacancy, the remaining body shall govern the affairs of the Society till the date of filling of the casual vacancy.
- d) Every member of the Governing Body shall have right to case one vote.
- e) Every member of the Governing Body shall have right to be represented in the Governing Body.
- f) Officers shall be mutually decided after the period of 2 (Two) years.
- g) In case, the Chairman of the Society is not present in the meeting of the Society, the meeting shall be chaired by the Chairman of the Governing Body.
- h) All decision will be finalized and will come into force only after approved and signed by all the functionaries of the Governing Body of society.
- i) In case of intentional lapse or misdeed or any other act which is detrimental to the objects of the Society, the members if the Governing Body by majority vote can remove any office bearer ad appoint other member in his/her place.


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Secretary


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Joint Secretary

8. **Power of Chairman of the Society**

- i) He/ she is authorized to call ordinary and extra-ordinary meeting of the Governing Body of the Society.
- ii) He/she is authorized to use a casting vote in case the members are equally divided on a matter.
- iii) It shall be obligatory on the Chairman of the society to certify and append a certificate in respect of the Minutes Book, which shall be maintained for recording the minutes and shall be numbered and initiated by him/her.
- iv) To make arrangement for the development and progress of the Society/Institutions and is empowered after taking the Governing body in confidence, to take appropriate legal/positive action against the person who is harming the interests of the Society.

9. **Power of Chairman of the Governing Body**

- i) He/ she is authorized to call ordinary and extra-ordinary meeting of the Governing Body of the Society.
- ii) He/she is authorized to use a casting vote in case the members are equally divided on a matter.
- iii) It shall be obligatory on the Chairman of Governing Body to certify and append a certificate in respect of the Minutes Book, which shall be maintained for recording the minutes and shall be numbered and initiated by him/her.
- iv) It would be in his/her power to check the accounts, correspondence and other papers of the Society/Institutions(s).

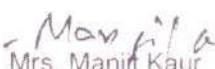
10. **Power of Joint Secretary**

- a) The Joint Secretary shall keep the safe custody of all documents and papers of the Society/Institution(s) at the Regd. Office of the Society.
- b) The Joint Secretary shall have powers to run the affairs of the Society/Institute(s) with the mutual consent and with the advice of the Chairman of the Governing Body.
- c) He/she shall prepare and present the annual report of the Society before the Governing Body every year along with Annual Balance Sheet of the Society.

11. **Powers of Secretary**

- a) The Secretary shall look after the financial matters of the Society and shall present accounts before the Governing Body at the end of every financial year.
- b) All the Assets and funds of the Society shall remain under the care and under the management of treasurer of the above Society.
- c) He/she shall make disbursement in accordance with the directions of the Governing Body of the Society.
- d) He/she shall maintain the accounts of all money, which is received or/and paid by his/her on behalf of the Society.


Gurvinder Singh Bahra
Chairman


Mrs. Manjit Kaur
Secretary


Mrs. Shalinder Kaur
Joint Secretary

12. Quoram, Notice or meeting, periodicity of the meeting of the Governing Body

- a) The meeting of the Governing Body shall be held four times a year and at least once in three calendar months. The place, date and venue shall be decided by the Governing Body. The meeting of the Governing Body will be presided over by the Director Administration & in his absence any member the Governing Body as mutually decided.
- b) The quoram of the meeting of the Governing Body shall be 3/5th of the total members of the Governing Body. In case in any meeting of the quoram is not completed within 15 months of the appointed time. The meeting shall be adjourned for a period of next 15 minutes, after expiry of this period, the requirement of quoram shall not be necessary.
- c) The minutes of preceding every meeting of the Governing Body shall be entered in a book to be kept that purpose and signed by the Director administration of such meeting. The minutes shall be read in the subsequent meeting of the Governing Body and should be approved by the members present three. Approved minutes would be conclusive evidence of the business and other matters transacted in such meeting.
- d) A minimum of three days prior notice in writing from the date of issue of the meeting shall be essential for the meeting of the Governing Body. However, meeting at shorter notice can be held and approved by the quoram of the meeting.
- e) Every notice in the meeting of the Governing Body shall state the agenda for the meeting.

13. Extra-Ordinary Meeting of the Governing Body

- a) In event of any emergency, an extra-ordinary meeting of the Government Body may be called within one day after the service of the notice in writing to the members, the notice shall state type of emergency.
- b) Either minimum three members of the Governing Body or its Director Administration shall be entitled to call an extra-ordinary meeting of the Governing Body.

14. Power, Duties and Functions of the Governing Body

- a) To call the meeting of the Governing Body.
- b) To cast their vote on all major issues, presented before the Governing Body.
- c) To make appointment of any person to run the affairs of the Society.
- d) To make regulations, rules ad by laws for the smooth running of Society.
- e) To approve the accounts of the Society for previous financial year.


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Secretary


Mrs. Shalinder Kaur
Joint Secretary

15 Bank Account

The account of the Society shall be opened and kept with one or more approved banks to be operated by the Chairman of the Governing Body.

16. Financial Year

The Financial year of the Society shall be from 1st April to 31st March of the succeeding year.

17. Audit of Accounts

- a) The accounts of the Society shall be audited every year after the close of financial year by the Chartered Accountant. The auditors of the Society shall be Manmohan Garg & Associates, Chartered Accountants, SCO 52, Sector 20-C, Chandigarh. Remuneration of the Auditors shall be fixed by the Chairman of the Governing Body.
- b) The books of the accounts of the Society shall be kept at the registered office of the Society under the supervision of Joint Joint Secretary.
- c) The Annual accounts of the Society shall be presented by the Joint Secretary before the Governing Body for approval.

18. Dissolution

- a) The Society shall be dissolved if majority of the members of the Governing body feel it is not possible to fulfil the aims and objectives of the Society or there is paucity of funds necessary to run and organize the day to day function and working of the society etc.
- b) In event of the dissolution of the society, the assets and liabilities will be transferred to any other registered Society having similar aims and objectives.

19. Amendments


The Governing Body shall have the power to alter, change, amend or modify the above said Rules & Regulations or by laws by resolution passed by majority of the votes of the Governing Body. The Governing Body can also make new rules for smooth running of the Society by majority or votes of the Governing Body.

20. Arbitrator

In the event of any dispute, the matter of the Society shall be referred to the arbitrator consisting a panel of three members. The names of the three arbitrators will be decided by 3/5th majority of the Governing body. All the members of the Society are debarred to put any matter relating the Society before any court of law. All matters shall be decided by the arbitrators and if the arbitrators are not unanimous in any decision. Majority of arbitrator shall prevail. The arbitrators shall give their award within two months from the day, the matter is referred to them.

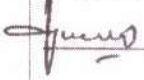
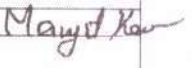

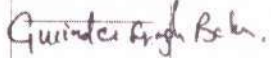
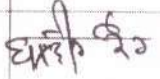
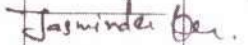
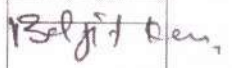

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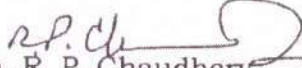

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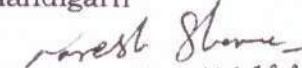
**RAYAT & BAHRA GROUP OF INSTITUTES-AN EDUCATIONAL &
CHARITABLE SOCIETY, (REGD. No. 1258 of 2003-04)**
REGD. OFFICE AT V.P.O. SAHAURAN, TEHSIL KHARAR, DISTT MOHALI
PUNJAB


PRESENT MEMBERS (PATRON) OF THE GOVERNING BODY OF THE SOCIETY
with effect from 06/09/2018

S.No	Name	Address	Occupation	Designation in the Society	Signature
1	S. Gurvinder Singh Bahra S/o Late Sh. Sagli Ram	House No. 202, Sector 21-A, Chandigarh	Educationist	Chairman	
2	Mrs. Manjit Kaur Bahra W/o S. Gurvinder Singh Bahra	House No. 202, Sector 21-A, Chandigarh	Educationist	Secretary	
3	Ms. Sahila Bahra D/o S. Gurvinder Singh Bahra	House No. 202, Sector 21-A, Chandigarh	Educationist	Governing Member	
4	Mr. Gurinder Singh Bahra S/o S. Gurvinder Singh Bahra	House No. 202, Sector 21-A, Chandigarh	Educationist	Member	
5	Mrs Balvir Kaur W/o S. Ajit Singh	House No. 202, Sector 21-A, Chandigarh	Educationist	Member	
6	Mrs. Jaswinder Kaur W/o S. Dalvir Singh	House No. 202, Sector 21-A, Chandigarh	Educationist	Member	
7	Mrs. Baljit Kaur W/o Jaswinder Singh	House No. 202, Sector 21-A, Chandigarh	Educationist	Member	

WITNESS

1 
Sh. R. P. Chaudhary
House No. 1389
Pushpac Complex
Sector 49-B
Chandigarh
7/9/2018

2 
NAREESH SHARMA 7/9/2018
S/o Sh. Nehar Chander.
H.No-2544/3, Sec-49C,
Chandigarh

ਪ੍ਰਮਾਣਿਤ ਕਰਦੇ ਹਨ

ਅਭੀਮੁਖੀ ਨੋਟਰੀਅਰ ਆਫ ਸੁਸਾਇਟੀਜ਼
ਸਿੱਕਾ ਫਿਦਾਏ ਕੇਂਦਰ
ਐਸ. ਟੀ. ਟੀ. ਸ. ਨਗਰ (ਕੈਂਟੋਨਮੈਂਟ)
ਚੰਡੀਗੜ੍ਹ
7/9/2018