

RULES AND REGULATIONS

1. Name of the Trust : SAPTHAGIRI EDUCATIONAL TRUST.
2. Registered Office of the Trust : 14, Railway Border Road, T.Nagar, Madras-600 017.
3. Date of formation : 10.03.1994
4. Jurisdiction and Registration District : Madras South
5. Business Hours of the Trust : 9 A.M. to 5 P.M.

I. ITS OBJECTS ARE:

1. To open, run and continue agriculture, Research Institutes, Colleges, including Arts, Commerce, Engineering, Medical Colleges, Technical Institutions or Polytechnics or Vocational Schools for the said purpose.
2. To engage Scholars, Professors, Instructors, Demonstrators, experts in agriculture, moral Characters and Teachers and conduct able to impart efficiently and economically up to date and modern instructions to the students and pupils.
3. To establish, maintain and run a boarding and lodging house and residential institutions for the students and those connected with the Institution.
4. To public or arrange for the publication of books, Journals, Periodicals etc., and other allied subjects in Tamil, English and Hindi and such other languages, to achieve and furtherance of the objects stated above.



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- 4.a. To acquire lands by purchase or lease in the name of Trust for the construction or buildings for running School/Colleges and other educational purposes.
5. To build or acquire buildings or lands for Kalyana Mandapam and to give them at a nominal rent for celebration of marriages and other functions to deserving persons.
6. To build or acquire buildings for running hospitals nursing home or clinic and to render free medical aid to the poor or on minimum charges.
7. To construct or maintain orphanages, Dharmasalas and Institutions and for relief of human suffering and eradication of poverty.
8. To encourage sportsman and adventurous spirit in the pupils and those connected with the institution and coming in contact with them and to participate in games and skill and prowess.
9. To purchase, own sell lease and to make agreement of lands, gardens, agricultural farms, buildings, laboratories, libraries, dispensaries, hospitals, Nursing homes and such other things as may be conducive to the best interest of the Educational Trust.
10. To sell, exchange, lease, mortgage or otherwise deal with all or any part of the property of the Trust.
11. To borrow or raise money for the purposes of Trust.
12. To purchase or otherwise acquire and take over all or any part of the properties and liabilities of any person having objects similar to those of this Trust.
13. To do such other thing as are conducive to the attainment of the above objects.

Y. R. Srinivasan



1. The Trust shall consist of patrons, Life Members, Ordinary Members and Honorary Members.

Provided further that the income of the Trust shall be spent exclusively for the said purposes.

subject to the rules and regulations of the Trust the management of the affairs of the Trust shall be conducted by a Board consisting of not less ~~XXXX~~ than 9 Members and the following Genetlemen/Women shall form the first Committee Members.

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	NAME	ADDRESS	OCCUPATION
1.	Mr. M. JOTHIFRAKASAM	33/1, Bazullah Road, T.Nagar, Madras-600 017.	Business
2.	Mr. M. VASU	10, Rangarajapuram 1st Street, Madras - 600 024.	-do-
3.	Mr.S.S. RAMA RAO	4, Angalamman Koil East Mada Street, Choolai, Madras - 600 112.	-do-
4.	Mr.K.M. SAMIKKANNU	88/4, South West Boag Road, T.Nagar, Madras - 600 017.	Manager
5.	Mrs. J.KALAISELVI	46, Madipakkam Main Road, Thiru Mu.Karunanidhi-puram, Madras - 91.	House Wife
6.	Mr. G. VINAYAGAM	7, Sri Lakshmi Street, Nanganalloor, Madras - 600 061.	Asst. Superintendent.
7.	Mr.K.G.M.KEERTHIRAJ	75, Flat No.8-A, 3rd Floor, L.D.G.Road, Little Mount, Saidapet, Madras-600 015.	Business
8.	Mr. B. MOORTHY	34, 1st Cross Street, West C.I.T.Nagar, Madras - 600 035.	-do-
9.	Mr. G.CHIDAMBARAM	Hanumanthapuram Village, PIN: 603 108. Chengai M.C.R.Dist.	Ex.Karnam



	NAME	POST	SIGNATURE
1.	M. JOTHI PRASAD	PRESIDENT	<i>M. Jothi Prasad</i>
2.	M. VASU	SECRETARY	<i>M. Vasu</i>
3.	S.S. RAMA RAO	JOINT SECRETARY	<i>S.S. Rama Rao</i>
4.	K.M. SAMICKANNU	TREASURER	<i>K.M. Samickannu</i>
5.	J. KALAISELVI	COMMITTEE MEMBER	<i>J. Kalaiselvi</i>
6.	G. VINAYAGAM	-do-	<i>G. Vinayagam</i>
7.	K.G.M. KEERTHIRAJ	-do-	<i>K.G.M. Keertiraj</i>
8.	B. MOORTHY	-do-	<i>B. Moorthy</i>
9.	G. CHIDAMBARAM	-do-	<i>G. Chidambaram</i>

M. Jothi Prasad

SPINIVASAN, H. A.
M-887, 2nd
Cross, 1st St
Tasara, N. India
Madras 600 020

II. SUBSCRIPTIONS:

Every member applying membership shall pay annual subscriptions of Rs.120/- and also entrance fee of Rs.100/-.

(a) LIFE MEMBER:

Life member shall be those who contributes Rs.1,000/- or more to the permanent funds of the Association.

PATRONS:

Patrons means, who makes permanent arrangement of college buildings, or hostel buildings or one lumpsum contributions of Rs.5,000/- to the trust.

HONORARY MEMBERS:

Ordinary members shall be those who admitted as such and service oriented mind.

The Trust shall have powers to admit or reject any application for membership without assigning any reasons.

NO PERSONS shall be admitted unless by a resolution passed by a majority of 75% of the members of the roll.

IV. BUSINESS DIRECTIONS:

The President is empowered to give directions regarding the business of the trust.

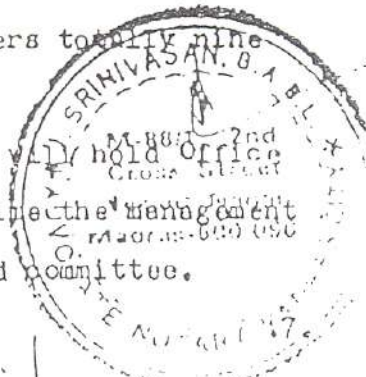
V. TRANSACTION OF BUSINESS OF THE TRUST:

The transaction of the business shall be carried through the office bearers of the Executive Committee of the Trust.

EXECUTIVE COMMITTEE:

a. The administration of the Trust is vested in the Executive committee which consists of nine members, One President, One Secretary, One Joint Secretary, One Treasurer and Five Committee Members totaling nine Members.

The aforesaid committee now appointed will hold office for 6 months only, During which time the management will hand over to the duly elected committee.



- The above members shall be elected by the General Body among its members at the General Body Meeting.
- c. The term of the member of the Committee shall be Three years.
 - d. The Meeting of the Executive Committee shall be held once in every year to discuss important objects.
 - e. The notice for the Executive Committee meeting shall be issued 7 days prior to the meeting. The quorum for the meeting shall be 6 members.

VI. POWER AND FUNCTION OF THE OFFICE BEARERS:

a. PRESIDENT:

- i. He shall be the head of the Trust for all its Functions.
- ii. He shall preside over the meetings of the Committee.
- iii. He shall be the Chairman of the all committee.
- iv. He shall be responsible for the implementation of all decisions taken by the E.C. and the General body.
- v. He shall receive donations aids and funds from patrons, donors development funding agencies and well wishers.

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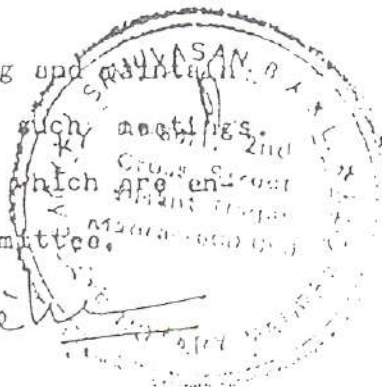
- vi. He shall be alone or shall be the joint signatory

- vii. He shall be responsible for all functions of the Trust in the absence of either the Secretary or Joint Secretary or the Treasurer or of both and shall nominate any member of the E.C. to hold the position temporarily or for the remaining term of period shall also convene meetings by himself if necessary.

b. SECRETARY:

- i. He shall carry on all correspondence on behalf of the Trust.
- ii. He shall issue notice of the meeting and keep records of the minutes of all such meetings.
- iii. He shall carry out the other duties which are entrusted by the President and the Committee.

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TREASURER:

1. He shall maintain accounts books, vouchers, receipt book and other connected records.
- ii. He shall issue receipt for all sums received
- iii. He shall prepare a statement of the annual income and expenditure statements for approval by the committee at its meetings.

VII. POWER OF EXECUTIVE COMMITTEE:

- a. shall carry out general ~~and~~ policies laid down by the general body.
- b. Shall consider and recommend reports, statements of audited accounts and budget estimate of the Trust for adoption and approval of the General Body.
- c. Shall take decision on all matters of importance subject of the General Body.
- d. Shall frame rule not inconsistent to the bye-laws of the Trust for running Trust smoothly and efficiently in a disciplined manner.

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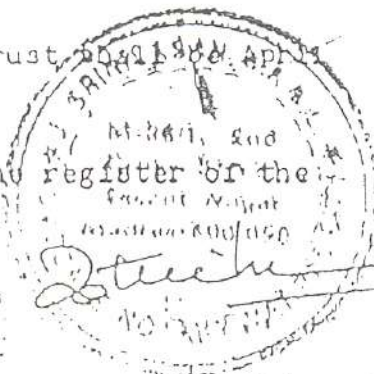
The Trust shall sue or sued in the name of the President or Secretary or Joint Secretary.

VIII. PREPARATION AND FILING OF RETURNS:

The necessary returns, registers, records and statements required to be filed with the Register concerned shall be prepared and filed by the Secretary or Joint Secretary.

IX. ACCOUNTS AND AUDITS:

- a. The financial year of the Trust shall be from April to March.
- b. The Trust shall maintain the register of the



accounts of members and other records in accordance with rule 13 of the Act and full be kept for inspection by members free of charges.

- c. Qualified Audit/Auditors to audit the accounts of the ensuing year will be appointed at the Annual General Body Meeting and remuneration will be fixed by the General Body.

X. FINE/ACTION TO BE TAKEN ON MEMBERS WHO VIOLATED BYE-LAWS OR RULES:

Members found guilty of violation of all or any of the bye-laws of the Trust or Rules framed by the Executive Committee will be removed from the Trust by a resolution passed by the majority of the members of the Committee.

XI. DAY TO DAY TRANSACTION OF THE TRUST SHALL BE DONE BY THE COMMITTEE:

- a. The Executive Committee/The President has the power to appoint staff for the executive work of the Trust and also to frame service rules to such staff.
- b. The treasurer of the Trust is authorised to have sum not exceeding Rs.500/- for day to day transaction.

XII. GENERAL BODY MEETINGS:

a. Annual General Body Meeting:

- a. Atleast One General Body Meeting will be held once in three months after the expiration of financial year, which is called Annual General Meeting (i.e.,) within the month of September.

a. The following business will be transacted in the above meeting:

1. To elect members of the Executive committee once in 3 years.
11. To appoint auditor / auditors for the ensuing financial year.



- iii. To adopt and consider the audited statements of accounts of the preceding years.
- iv. To pass the budget of the society for the ensuing year.
- v. Any other resolution (Ordinary) received from the member three weeks before the meetings.

b. Extra Ordinary General Body Meetings:

The Executive Committee/the president may at any time call an extra ordinary General Body Meeting off the Trust with 21 days notice shall call in accordance with such requisition, the requisition shall have power to call such meetings, duly complying with all the requirements.

c. Notice of any General Body Meeting:

1. Notice of every such General Body Meeting shall be given to all members 21 days before the meeting. The Notice shall contain the day hour and place and the object of the meeting and in case of any amendment of bye-law or object of the meeting and in case of any amendment of the bye-law or object of the Trust as contained in the Memorandum in intended the Proposed shall contain copy of every such amendment.
2. The Notice shall be sent to the member by one or more of the following mode, viz.,
 1. By local delivery or by post or by circulation by the members or by publication through press. The quorum of all general body Meeting shall be 1/4th. The Notice of the Trust.

11. QUORUM:

The Quorum of all General Body Meeting shall be 1/4th of the total members.



XIX. REMOVAL OF MEMBERS:

- a. Any member who does not take any interest in the actives of the affairs of the trust will liable to be removed from the trust and the decision of the General Body shall be final.
- b. In such cases aggrieved person shall have a right to appeal to the General Body and the decision of the General Body will be final and binding on all.

XX. DISSOLUTION:

The Trust may by special resolution determine that it shall be dissolved and there upon the society shall be dissolved forthwith. If upon the dissolution there shall remain after the satisfaction of all its debts and liabilities and property whatsoever, the same shall not be paid or distribute the amount to the members but shall be given to some other registered Trust having the same or similar objects to be determined by the Trust. The Trust shall stand dissolved as per procedures laid in Section (41) & (42) of the Tamil Nadu Societies Registration Act, 27 of 1975.



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S. K. S. S. S. S. S.
M-EE 1, 2nd CROSS, CHENNAI
REGD. NO. 099

Funds for the implementation of the aims and objectives, of the trust shall be collected from patrons, donors, development funding agencies, well wishers, The funds shall be spent only for the purpose of attaining the objects of the trust and no portion thereof shall be spent, paid or transferred directly or indirectly to any member or association through any means, Funds granted for special purpose or to carryout agreed development measures and projects are not the property of the trust and the trust is only an instrument to carryout those measures or projects. Other resources raised by the trust through its own activities will be the direct property of the trust and can be used according to the decisions of the governing body.

XVI. ADJOURNMENT OF MEETING:

If required quorum is not present at the present hour the meeting shall be adjourned for the next week of the same day. No quorum is required for the adjourned meetings whereas the meeting is called on requisition from the member, shall stand dissolved if quorum is not present at the appointed time.

XVII. If any of the Committee members or office bearers fail to does not attend three consecutive meetings without any written request he/she will automatically cease to be a member.

XVIII. For matters mentioned in the above, specifically mentioned or the bye-law, the provisions of the Tamil Nadu Societies Registration Act, 1978 and rule made thereunder will apply.

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