

**MEMORANDUM OF ASSOCIATION
OF
ALUMNI ASSOCIATION OF V.Y.W.S's PROF. RAM MEGHE
INSTITUTE OF TECHNOLOGY AND RESEARCH, BADNERA.
(FORMERLY: COLLEGE OF ENGINEERING, BADNERA)**

1. NAME OF THE SOCIETY: ALUMNI ASSOCIATION OF PROF. RAM MEGHE INSTITUTE OF TECHNOLOGY AND RESEARCH, BADNERA.

2. OFFICE ADDRESS OF THE SOCIETY: OFFICE OF THE ALUMNI ASSOCIATION, PROF. RAM MEGHE INSTITUTE OF TECHNOLOGY AND RESEARCH CAMPUS, BADNERA-AMRAVATI (MS)-444701.

3. AIMS AND OBJECTS OF THE SOCIETY:

i) EDUCATIONAL:

- a) To encourage students and ex-students of the Institute, and those belonging to economically weaker section, to seek carrier in higher education and services.
- b) To provide assistance, guidance, training and coaching to prepare the alumni members and students for various examinations .
- c) To guide and advice unemployed students in finding employment, self-employment, in establishing cottage industries and small scale industries etc.
- d) To organize programmes on personality development, interview techniques, leadership development, education on health, science, yoga, culture, literature, sports and similar other activities.
- e) To establish library, study center and new laboratories to help engineering students.
- f) To conduct and encourage research activities in the national interest.
- g) To publish bulletin, periodicals, notes for engineering students up to post-graduate level.
- h) To serve engineering fraternity in general.

PRESIDENT

VICE-PRESIDENT

SECRETARY

ii) CULTURAL:

- a) To organize cultural programmes to educate students in different cultural background.
- b) To arrange programmes and competitions for development of art, science, culture, literature and value education.

iii) GENERAL:

- b) To implement and support Government and Semi Government Programmes on Education, Research, Science, Engineering, Technology and Culture.
- b) To do all such kinds of acts which are just, proper and necessary for fulfilling objects and aims of the organization.

4) Full Names, addresses, designation, occupations and nationality of the first managing committee to whom management and administration of Alumni Association of Prof. Ram Meghe Institute of Technology And Research Badnera is entrusted as per Rules and Regulations of the said Society are given as under:

Sr.No.	Full Name & Address	Designation	Age	Nationality	Occupation
1)	Dilip Sahebrao Ingole 57, Rathi Nagar, Amravati-444 603	President	46	Indian	Service
2)	Hemant Shankarrao Jadhao Mangilal Plot, Camp, Amravati – 444 602	Vice- President	40	Indian	Business
3)	Vivek Ramkrishna Raut 78, Ganapati Nagar, Nr. St. Francis High School, MIDC By-pass Road, Amravati- 444607	Secretary	42	Indian	Service
4)	Chandrashekhar Ramesh Patil Vimal Colony, Farshi Stop, Amravati – 444607	Joint- Secretary	38	Indian	Service

PRESIDENT

VICE-PRESIDENT

SECRETARY

Sr.No.	Full Name & Address	Designation	Age	Nationality	Occupation
5)	Shashank Shridhar Deshpande Manas, Plot No.2, Yogayog Coloney, Chhatri Talao Road, Dastur Nagar, Amra vati-444607	Treasurer	42	Indian	Service
6)	Avinash R. Padole Near Varhade Mangal Karyalaya, Morshi Road, Amravati-444602	Executive Member	40	Indian	Business
7)	Abhishek Khaitan 'Khaitan Niwas', 25, Tilak Road, Raniganj, West Bengal – 713347	Executive Member	29	Indian	Service
8)	Ms. Anjali Raut c/o S.V.Dahake, 5, Shakuntal Colony, VMV Road, Amravati - 444604	Executive Member	32	Indian	Service
9)	Ms. Shubhada Thakare Lav-Kush, Laxmi Vihar, Ganesh Colony, Shilangan Road, Amravati - 444605	Executive Member	32	Indian	Service
10)	Umesh Borkhade C/o Hotel Shripad Continental, Morshi Rd, Amravati – 444601	Executive Member	40	Indian	Business
11)	Principal, Prof. Ram Meghe Institute of Technology and Research, Badnera.	Honourary Member	--	Indian	Service

PRESIDENT

VICE-PRESIDENT

SECRETARY

5) DECLARATION

We, the undersigned members of Alumni Association of Prof. Ram Meghe Institute of Technology and Research Badnera do hereby declare that we have formed the above mentioned Society for public charitable purpose on _____ and we are desirous to register it under the Societies Registration Act, 1860. For this purpose, we have signed this declaration.

Sr.No.	Full Name & Address	Designation	Signature
1)	Dilip Sahebrao Ingole 57, Rathi Nagar, Amravati-444 603	President	-----
2)	Hemant Shankarrao Jadhao Mangilal Plot, Camp, Amravati – 444 602	Vice- President	-----
3)	Vivek Ramkrishna Raut 78, Ganapati Nagar, Nr. St. Francis High School, MIDC By-pass Road, Amravati- 444607	Secretary	-----
4)	Chandrashekhar Ramesh Patil Vimal Colony, Farshi Stop, Amravati – 444607	Joint- Secretary	-----
5)	Shashank Shridhar Deshpande Manas, Plot No.2, Yogayog Coloney, Chhatri Talao Road, Dastur Nagar, Amravati-444607	Treasurer	-----
6)	Avinash R. Padole Near Varhade Mangal Karyalaya, Morshi Road, Amravati-444602	Executive Member	-----
7)	Umesh Borkhade C/o Hotel Shripad Continental, Morshi Rd, Amravati – 444601	Executive Member	-----
8)	Ms. Anjali Raut c/o S.V.Dahake, 5, Shakuntal Colony, VMV Road, Amravati – 444604	Executive Member	-----

PRESIDENT

VICE-PRESIDENT

SECRETARY

Sr.No.	Full Name & Address	Designation	Signature
9)	Ms. Shubhada Thakare Lav-Kush, Laxmi Vihar, Ganesh Colony, Shilangan Road, Amravati – 444605	Executive Member	-----
10)	Abhishek Khaitan 'Khaitan Niwas', 25, Tilak Road, Raniganj, West Bengal – 713347	Executive Member	-----
11)	Principal, Prof. Ram Meghe Institute of Technology and Research, Badnera.	Honorary Member	-----

Place:

Date:

I know the persons mentioned above and they have signed this declaration in my presence.

Signature

Advocate
Recognized Auditor, Amravati.

PRESIDENT

VICE-PRESIDENT

SECRETARY

**RULES AND REGULATIONS
OF
ALUMINI ASSOCIATION OF PROF. RAM MEGHE INSTITUTE OF
TECHNOLOGY AND RESEARCH, BADNERA.**

1. DEFINITIONS:

A) SOCIETY: Society means ‘Alumni Association of Prof. Ram Meghe Institute of Technology and Research, Badnera.’

B) MEMBER: Member means a person who is admitted by the Managing Committee by resolution and who has paid the membership fees as written hereinafter and who has not resigned or removed, shall be the member of the society.

C) MEETING: Meeting means a Meeting of office bearers and/or Members of the society in which resolutions are passed either unanimously or by majority for carrying out the management and affairs of the society. Such meeting shall be treated as Meeting of the society.

D)

1) PRESIDENT:

President means a person who is elected and working as per the Rules & Regulations and has power to preside over Meetings of the Society and conduct affairs of the society according to rules and regulations, shall be called President of the of Society.

2) VICE-PRESIDENT:

Vice-President means a person who looks after work of President in his absence and shall be called as Vice-President of the society.

3) SECRETARY:

Secretary means a person who manage s the affairs of the Society with the permission of the President and shall be called as Secretary of the Society.

4) JOINT SECRETARY:

Join Secretary means a person who looks after the work of secretary in his absence. He shall be called a Joint Secretary of the society.

PRESIDENT

VICE-PRESIDENT

SECRETARY

5) TREASURER:

Treasurer means a person who prepares and maintain accounts of the society and place before the secretary and extends necessary help in the working of the society. He shall be called as Treasurer of the society.

6) EXECUTIVE MEMBER:

Executive member means a person who extends necessary help in the working of the society, shall be called a executive members of the society.

7) HONOURARY MEMBERS (Ex -Officio):

Principal, Prof. Ram Meghe Institute of Technology & Research, Badnera will be the ex-officio honorary member who will look after smooth functioning and make available the infrastructure and extend necessary co-operation & overall co-ordination of activities, increasing moral and boost up deep sense of belonging to the Institute.

E) JURISDICTION:

Jurisdiction means an area for which the society carry out its activities. It shall be called jurisdiction of the Society.

2) JURISDICTION:

The Jurisdiction of this society shall be all over India.

3) ACCOUNTING YEAR:

The Accounting year of this society shall be from 1st April to 31st March.

4) MEMBERSHIP AND MODE OF ENROLMENT:

Any Indian citizen who is student / ex-student of PRMIT&R Badnera,aged 18 years or above, will be eligible to become member of this society. Desirous person may make application to the society for the membership. The said application may be accepted in the meeting of the managing committee. After Approval of the Managing committee, the person will be enrolled as a member. Membership fees can be accepted from him.

5) CATEGORIES OF MEMBER:

a) LIFE MEMBER:

Any person who is accepted as Life Member by the Managing Committee and who pays membership fees of Rs._____ will be called as life member of the society.

PRESIDENT

VICE-PRESIDENT

SECRETARY

b) DONAR MEMBER:

Any person who is accepted as donor member by the managing committee and who donates sumptuous amount above Rs. 5000 /- for the purpose of scholarship, awards in the form of medal and sponsoring programmes conducted by association will be called as donor member of the society.

6) CANCELLATION OF MEMBERSHIP:

- a) If the member resigns voluntarily, his resignation will be accepted in the meeting of the managing committee by majority.
- c) If the Office Bearers of the managing committee and executives' members of the society remain absent in three consecutive meetings of the society without reasonable cause, their executive membership will be cancelled.
- d) The managing Committee shall have power to cancel membership of office bearers or members of the society acting against the interest of the society or doing misconduct.
- e) The membership of the society will be cancelled if it is proved that the member is a lunatic, insolvent or otherwise disqualified by law.
- f) In the event of death of a member of society his membership will be automatically cancelled.

7) GENERAL BODY MEETING, ITS POWERS AND FUNCTIONS:

General Body of the society shall be supreme authority of the society and its decision shall be treated as final. In the general body meeting, the office bearers of the society or all other members of the society will be entitled to take part. No amount of society should be outstanding against the member, if there is any amount outstanding against the member, he will not be eligible to take part in this meeting.

- A) The general body shall supervise the working of the managing committee and see whether resolution passed by the general body have been implemented by the managing committee or not.
- B) To discuss and approve the previous year's report of the society and its annual accounts and to grant its approval.
- C) To accord sanction to the budget of New Year.

PRESIDENT

VICE-PRESIDENT

SECRETARY

- D) To amend the existing rule or to substitute new rules and regulation of the society by two- third majority of member of the society.
- E) To discuss subjects on agenda or other subjects that may come for discussion with the permission of the chairman and to take decision regarding approval or rejection of such subjects.
- F) To elect the managing committee. The members elected in the managing committee will elect the office -bearers of the society in the first meeting.
- G) General body meeting will be held at least once a year.

8) NOTICE OF GENERAL BODY MEETING AND QUORUM:

- A) Notice of the general body meeting shall be given to the members prior to 15 days of the meeting.
- B) Notice of the meeting shall accompany agenda for the meeting.
- C) Notice of the meeting shall be served to the members by register post or under certificate of posting.
- D) Presence of two-third members in the general body meeting shall be necessary to complete the quorum.
- E) If the meeting is adjourned for want of quorum the adjourned meeting will be held on the same date and place after half an hour. Notice should contain necessary provision regarding adjourned meeting. No quorum will be required for adjourned meeting.

9) EXTRA-ORDINARY GENERAL BODY MEETING AND ITS FUNCTIONS:

- A) Extra-ordinary general body meeting of all the members of the society will be convened as / and when required. Subjects on the agenda will alone the discussed and necessary resolutions to that effect will be passed in the said meeting.
- B) Eight days notice will be given to the members for holding extra ordinary general body meeting. It will be necessary to send agenda along with the notice of the meeting.
- C) Notice of the meeting will be served to the members by registered post or under certificate of posting.
- D) Presence of two- third members in the extra ordinary general body meeting will be necessary to complete the quorum.
- E) If the meeting is adjourned for want of quorum, the adjourned meeting will be held on the same date and same place after half an hour. It will be necessary to incorporate necessary provision regarding meeting in the notice. No quorum will be required for adjourned meeting.

PRESIDENT

VICE-PRESIDENT

SECRETARY

10) STRENGTH OF OFFICE- BEARERS OF MANAGING COMMITTEE:

The managing committee of the society shall consist of **ELEVEN** members as under:

President	: 1
Vice-President	: 1
Secretary	: 1
Joint – Secretary	: 1
Treasurer	: 1
Executive Members	: 5
Honorary Member (Ex-officio)	: 1

11) TENURE OF MANAGING COMMITTEE AND MODE OF ELECTION:

- A) Tenure of managing committee shall be of three years.
- B) Election of managing committee will be made in the general body meeting by secret ballot.
- C) The members of first managing committee of the society are founder members.
- D) After every three years, general body meeting shall elect ten members of managing committee.

12) OFFICE BEARERS OF MANAGING COMMITTEE AND THEIR DUTIES:

Managing committee shall consist of following office bearers.

A)	President	: 1
B)	Vice-President	: 1
C)	Secretary	: 1
D)	Joint – Secretary	: 1
E)	Treasurer	: 1
F)	Executive Members	: 5
G)	Honorary Member (Ex-officio)	: 1

A) PRESIDENT:

- 1. To conduct the proceedings of managing committee, general body, extra ordinary meeting of the society as a chairman.
- 2. To issue necessary orders in the interest of society and to exercise control over management of society and its institutions.

B) VICE-PRESIDENT:

To look after the work of President in his absence. To extend necessary help in the working of the society.

PRESIDENT

VICE-PRESIDENT

SECRETARY

C) SECRETARY:

1. To convene meeting of managing committee by issuing notices.
2. To deal with complaints and to supervise the working of the society.
3. To frame necessary rules in consultation with the managing committee.
4. To deal with litigation matters in the interest of society.
5. To look after and sign day-to-day accounts and approve payment bills.
6. To prepare annual accounts of the society and place report before the general body.
7. To appoint staff for the society in consultation with managing committee. To exercise control over the staff. To solve their difficulties and provide the necessary help.
8. To supervise properties of the society.
9. To implement resolution of managing committee or general body.
10. To carry out various activities in the interest of society.
11. To deal with correspondence of the society with the government and other agencies.
12. To receive govt. grant for the society.
13. To help in the working of the president, vice-president & treasurer. In case of dispute, between governing body and staff, give necessary advice to the governing body in the interest of the society.
14. To deal with financial transactions of the society and make arrangements of staff salary.
15. To convene general body meeting in consultation with the president.
16. To fix the date, place & time of general body meeting, managing committee meeting, urgent meeting and extra-ordinary meeting in consultation with the president of the society.
17. The secretary will consult the president while doing any work.
18. The secretary may keep with him Rs.1000 as cash in hand for meeting necessary expenses of the society.

D) JOINT –SECRETARY:

To do the work of secretary in his absence. To help the secretary in the working of the society.

E) TREASURER:

1. To exercise control over financial position of the society.
2. To write or get written accounts.

PRESIDENT

VICE-PRESIDENT

SECRETARY

3. To put up accounts before secretary after completion.
4. To prepare annual reports for accounts books.
5. To comply with irregularities pointed out by auditor in the accounts.

F) EXECUTIVE MEMBERS:

To remain present in managing committee meeting, general body meeting, extra ordinary general body meeting & urgent meetings. To vote at the time of election and make necessary help in the working of the society.

G) HONOURARY MEMBER (Ex-officio):

To remain present in managing committee meeting, general body meeting, extra ordinary general body meeting & urgent meeting. Principal, Prof. Ram Meghe Institute of Technology and Research, Badnera, will be the ex-officio honorary member. He will make available the infrastructure and extend necessary co-operation and overall co-ordination of activities, increasing moral and boost up deep sense of belonging to the institute.

H) OTHER MEMBERS:

To remain present in general body and extra ordinary general body meeting. To vote at the time of election and to help in the working of the society as per orders.

13. MEETING OF MANAGING COMMITTEE AND REQUISITION MEETING:

Meeting of managing committee will be held once in four months to manage the affairs of the society. The president or secretary will call managing committee meeting if demanded by members of managing committee. If 1/3 members make demand for calling meeting, that meeting will be called a requisition meeting or urgent meeting. Requisition meeting should be called by president or secretary.

14 NOTICE OF MANAGING COMMITTEE AND REQUISITION MEETING AND QUORUM:

- A) Notice of managing committee meeting will be given prior to seven days and notice of requisition meeting will be given prior to three days to the members.
- B) It will be necessary to send agenda with the notice.
- C) Notice of the meeting will be served to the office bearers and members of the managing committee of the society by registered post or under certificate of posting.

PRESIDENT

VICE-PRESIDENT

SECRETARY

- D) Presence of 2/3 members will be necessary for the requisition meeting or managing committee meeting to complete the quorum.
- E) If the meeting is adjourned for want of quorum the adjourned meeting will be held on the same day and same place after half-an hour. Notice will contain this provision, no quorum will be required for adjourned meeting.

15. RULES REGARDING ELECTION OF MANAGING COMMITTEE.

- A) Managing committee will appoint election officer prior to 15 days of the election.
- B) Seven days notice in writing will be given regarding date of election.
- C) Member will be eligible to contest election only after he completes one years period as a member. Similarly, he will get a right of voting.
- D) A member will be disqualified for contesting election or exercising his right of franchise, if any amount of society is outstanding against him.
- E) Election will be held by secret ballot.

16. RULES REGARDING FILING OF VACANCIES IN MANAGING COMMITTEE:

- A) RESIGNATION: If the office bearers, members of the managing committee and other members of the society have to resign they will submit resignation either to the president or secretary of the society.
- B) ACCEPTANCE OF RESIGNATION: Resignation will be placed before the managing committee and accepted by majority. Post of office bearers will remain in force until resignation is accepted.
- C) If any vacancy rises on account of death, resignation or cancellation of membership of office bearers or member of the society, the same will be filled in by majority of the managing committee.

17. POWERS AND DUTIES OF MANAGING COMMITTEE:

- A) To carry out the working of the society as per its objects and rules and regulation.
- B) To keep supervision and control over the activities of the society and to all types of works of the society.
- C) To appoint employees for the society. To keep control over them. To dismiss the employees who are acting against the interest of the society or committing misconduct.

PRESIDENT

VICE-PRESIDENT

SECRETARY

- D) To frame necessary rules, sub-rules etc. for day -to -day activities of the society and to place them before the general body for approval.
- E) To entertain complaint and to take necessary action.
- F) To appoint sub-committee and to give special power to a member for doing particular work.
- G) To comply with resolution of general body.
- H) To keep control over other branches of the society.
- I) To maintain accounts of receipts and expenditures. To get them audited and place them before the general body for approval.
- J) To work in the interest of society to frame a scheme.
- K) To submit list of managing members every years in the office of Assistant Registrar alongwith the copy of resolution.
- L) To keep list of members. To maintain service books of employees and their service condition as per law and to submit information in behalf in Schedule II to the office of Assistant Registrar of societies, every year.
- M) If there is any change in the governing body or in the property of the society, necessary change report will be submitted in the office of the Dy. Charity Commissioner of the region.

18) FUNDS OF THE SOCIETY, INCOME AND INVESTMENT:

- A) Life membership, Annual membership subscription and donation.
- B) Donations received to the society in cash or kind.
- C) Government grants.
- D) Income of the society will be spent over the objects of the society.

19. OBJECTWISE PROVISION FOR EXPENDITURE:

Object wise provision for expenditure shall be as under: -

Educational Objects	65%
Cultural Objects	15%
Administrative & other Objects	20%

20. PROVISION REGARDING LOAN OR DEPOSITS:

If the society is in need of loan, it will raise from any individual or society in the form of loan or deposit. For this purpose, it will be necessary to pass resolution of managing committee and to seek necessary prior permission of joint charity commissioner.

PRESIDENT

VICE-PRESIDENT

SECRETARY

21. PROVISION REGARDING SALE/PURCHASE OF IMMOVABLE PROPERTY OF SOCIETY:

Managing committee will have to rights to dispose off unwanted property of society. For that purpose it will be necessary for the managing committee to obtain resolution of general body and to seek necessary prior permission of joint charity commissioner.

22. BANK ACCOUNT:

The amount of society will be deposited in the name of society in any nationalized bank. The amount deposited can be withdrawn by joint signatures of secretary or president or treasurer. Out of president, secretary , treasurer any two can operate bank account.

23. PROCEDURE REGARDING LIST OF MEMBERS:

- A) List of persons who have become members as per section 15 of societies registration act, 1860, will be maintained in Schedule-VI of Rule 15 of Maharashtra Societies Registration Rules 1971.
- B) List of office bearers of the managing committee will be maintained in Schedule –I of Rule 7.
- C) Statement regarding service conditions of employees appointed by the society and list of employees will be maintained in Schedule-II of Rule 8.

24. PROVISION REGARDING AMENDMENT OF RULES AND REGULATION:

If the society intends to make necessary changes in the rules, it may amend rules , substitute new rules or delete existing rules by passing resolution of general body by 2/3 majority. For that purpose society will have to follow procedure prescribed by Section 12 of Societies Registration Act.1860.

25. PROVISION FOR MAKING CHANGES IN RULES AND OBJECTS:

If the society intends to change the name of the society or its objects or to amalgamate with any other society, it will follow procedure prescribed by Section 12 and Section 12 A of the Societies Registration Act.1860.

26. DISSOLUTION OF SOCIETY:

If the society intends to close down the activities and to dissolve the society, it will pass resolution of general body by 2/3 majorities. The society will complete all accounts of receipts and payments. Surplus, if any, will be donated to other society. Society will comply with procedure for dissolution as laid down in Section 13 &14 of Societies Registration Act, 1860.

PRESIDENT

VICE-PRESIDENT

SECRETARY

CERTIFICATE

CERTIFIED that this is the true and correct copy of constitution of V.Y.W.S's Prof.Ram Meghe Institute of Technology & Research, Badnera, Alumni Association. Dist – Amravati.

Sr.No.	Name	Designation	Signature
1)	Dilip Sahebrao Ingole	President	-----
2)	Hemant Shankarrao Jadhao	Vice-President	-----
2)	Vivek Ramkrishna Raut	Secretary	-----

Place: Amravati

Date: