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HINDALCO EDUCATION SOCIETY
Po: Renukoot, District-Sonebhadra, (UP)

A special meeting of the Governing body of Hindalco Education Society held on 27th November 2017 at Administrative Building, Renukoot under the chairmanship of Mr. Satish Jajoo after giving advance notice of the meeting to all concerned.

Out of seven members of the Governing body Five members are present in the meeting and required quorum is fulfilled.

The following items were discussed and resolutions were passed in the meeting.

- Proposal (01) - Confirmation of the minutes of the last meeting.
- Decision - Unanimously confirmed the minutes of the last Governing body meeting.
- Proposal (02) - Alteration / Amendment in the Memorandum of Association and Rules and Regulations of the society as well as conversion thereof in English language.
- Decision - The secretary informed the Governing body that the memorandum of association as well as rules and regulations of the society are not in tune with the present requirement nor as per law. Hence complete change in memorandum of association as well as rules and regulation are urgently needed. It was also suggested that these documents should be prepared in English language. After long discussion a draft of proposed memorandum of association and rules and regulation of the society in English language was drafted and read out to the members and thereafter it was unanimously accepted.

The proposed draft is as under:-

AMENDED MEMORANDUM OF ASSOCIATION

1. **Name of the society** : HINDALCO EDUCATION SOCIETY
2. **Registered office of the society** : C/o Hindalco Industries Ltd.
At & Post Renukoot-231217
Distt. Sonebhadra (U.P.)
3. **Jurisdiction of the society** : The whole of Uttar Pradesh
4. **Aims and objects of the society** :



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- i. To establish, manage, maintain, run and take over schools, colleges and other educational institutions.
 - ii. To impart various type of vocational and technical training.
 - iii. To impart skill development training.
 - iv. To do all other acts and things which would be conducive to the attainment of aims and objects of the society.
5. The name, address, post and occupations of the office bearers of the Governing body to whom management of the society has been entrusted by this Memorandum of society and rules and regulations of the society are given below:

Sr.	Name	Father's/ Husband's Name	Address	Designation	Occupation
1.	Satish Jajoo	Late Shree Krishan Jajoo	A-2, Administrative Colony, Renukoot, Sonebhadra (UP)	Chairman	Service
2.	Satish Anand	Pishorilal Anand	C-10, Administrative Colony, Renukoot, Sonebhadra (UP)	Vice Chairman	Service
3.	Vinoda Nand Thakur	S.K.Thakur	E-7, Administrative Colony, Renukoot, Sonebhadra (UP)	Secretary/ Manager	Service
4.	Col.Sandeep Khanna	S.B.Khanna	CR-1, Administrative Colony, Renukoot, Sonebhadra (UP)	Dy. Secretary/ Dy. Manager	Service
5.	Kamadev Raulo	Saura Raulo	D-14, Administrative Colony, Renukoot, Sonebhadra (UP)	Treasurer	Service
6.	Dr. Jagpal Singh	Late Bhopal Singh	D-2, Administrative Colony, Renukoot, Sonebhadra (UP)	Member	Service
7.	Nirmalya Sen	S.K.Sen	B-3, Administrative Colony, Renukoot, Sonebhadra (UP)	Member	Service



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We, the undersigned declare that we have constituted a society under the society Registration Act, 1860 by this memorandum and rules and regulations of Society.

Date :

Signature

Signature

Signature

Signature



AMENDED RULES AND REGULATIONS

1. **Name of the Society** : **HINDALCO EDUCATION SOCIETY**
2. **Registered office of the Society** : C/o. Hindalco Industries Ltd.
At & Post Renukoot
Distt. Sonebhadra (U.P.)
3. **Jurisdiction of the Society** : The whole of U.P.
4. **Aims and objectives of the Society** : As mentioned in the Memorandum of Association.

5. **Membership of the Society and type of members :**
Eligibility of Members :

Membership of the Society shall be open to all officials and employees of Hindalco Industries Ltd. / Aditya Birla Group Companies subject to the approval of membership by Governing Body of the Society.

Types of Members :

Annual Members : Employees of Hindalco Industries Ltd/ Aditya Birla Group Companies who are admitted as members to the Society according to the Rules and Regulations and shall have signed the roll of members thereof.

Membership Register : A register of all members of the Society shall be maintained at the Registered Office of the Society.

6. **Termination of Membership** : A person ceases to be a member on the following ground :
 - a) On resignation, when it is accepted by Governing Body, or
 - b) On cessation of employment with Hindalco Industries Ltd / Aditya Birla Group Companies
 - c) On death, or
 - d) On becomes incapable to act, or
 - e) On expulsion or removal through resolution passed by a 2/3rd majority of members of Governing Body, or

7. **Body of the Society :**

The society will consist of two bodies, namely General Body and Governing Body.



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8. **General Body :**

a) **Composition :** The General Body shall consist of Annual members.

b) **Meeting :**

General Meeting : General meeting once in a year as annual conference.

Special Meeting - According to need.

c) **Notice of the Meeting :**

The Secretary shall issue a written notice along with agenda to all Members of General Body, ten days prior to the date of meeting but in the case of Special Meeting, two days prior to the date of meeting. A notice may be serviced on Members of General Body either personally or by post or by fax or by E-mail.

d) **Quorum :** 30% (thirty percent) of the total voting strength shall comprise a quorum for the General body meetings.

e) **Annual Conference :** The Society shall hold its annual conference on such date as may be decided by Governing Body.

f) **Power and Duties of General Body**

i) To receive and adopt audited account of the Society.

ii) To consider resolutions forwarded by Governing Body.

iii) To elect the office bearers of Governing Body.

iv) To do all other Acts and things, which would be essential for running the Society.

9. **Governing Body :**

a) **Composition :** The Governing Body shall consist of the following office bearers : President (1), Vice President (1), Chief Education Officer (1), Secretary (1), Joint Secretary (1), Treasurer (1) and Members (1).

All office bearers shall be elected by General Body and work on honorary basis.

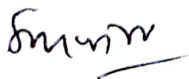
b) **Meeting :**

General Meeting - Once in six months.

Special Meeting - According to need

c) **Notice of the Meeting :**

The Secretary shall issue a written notice along with agenda to all Governing Body members five days prior to the date of general meeting, but in the case of special meeting twenty four hours prior to the time of meeting. A notice may be serviced on members either personally or by post or by fax or by E-mail.












- d) **Quorum** : At least 3 (three) members shall comprise a quorum for any meetings.
- e) **Vacancies** : If any post falls vacant before the completion of the term of Governing Body, the same shall be filled in by Governing Body by simple majority for the remaining period amongst the members of the General Body of the Society.
- f) **Powers and Duties of Governing Body** :
- i) To follow the directions given by General body.
 - ii) To expel or remove members of the Society.
 - iii) To approve membership of the Society.
 - iv) To spend any money which may be necessary for carrying out the aims and objectives of the Society.
 - v) To frame bye-laws for smooth running of schools / educational institutions managed under the society.
 - vi) To adopt and follow the code of conduct and conditions of service for the staff of Aditya Birla Group of Schools.
 - vii) To abide the rules and regulations of affiliating / recognising body for respective educational institutions.
 - viii) To entrust any of its power to President, Secretary and any office bearer of the society.
 - ix) To do all other acts and things which would be essential for running the Society.
- g) **Terms of Office** : The ordinary term of the Governing Body will be three years.

10. **Powers and Duties of the office bearers of the Governing Body :**

- i) **President** :
- a) He/she shall preside over the meetings of the Society.
 - b) He/she shall guide and advice to Society
- ii) **Vice-President** : In the absence of the President, the Vice-President shall look after his work and the work entrusted to him by President.
- (iii) **Chief Education Officer**
- a) Frame, alter and amend byelaws for running of the schools/ educational institutions run by the Society for the approval of Governing Body of the society.
 - b) Issue all sorts of directions to the principals/head of the educational institutions run by the society for its smooth running.

6/11/2024



Signature 1

Signature 2

Signature 3

iv) **Secretary :**

- a) He/She shall issue notices for convening the meeting with consultation of the President.
- b) He/She shall maintain all records of the Society.
- c) He/She shall sign all documents for and on behalf of the Society.
- d) The Society may sue or be sued in the name of the Secretary.
- e) He/She shall be chief executive of the Society.

v) **Joint Secretary :** In the absence of the Secretary, the Joint-Secretary shall look after his work and the work entrusted to him by Secretary.

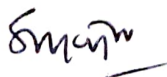
vi) **Treasurer :**

- a) He/She shall keep all financial records of the Society.
- b) At the end of the financial year he shall present an audited statement of the Account and Balance Sheet before General Body.

vii) **Other Governing Body Members :**

Other Members of Governing Body shall attend the meeting of the Governing Body and cast their votes.

11. **Amendments to the Rules and Regulations :** The rules and Regulations of the society shall not be amended unless 2/3rd of the members of the general body shall have passed resolution in a special meeting convened for the purpose.
12. **Fund of the Society :** The cash amount of Society Fund shall be kept in an approved Bank/and in post office or/and in Government Securities. All the Bank accounts or instruments shall be operated jointly by the Secretary and the Treasurer or by those who are authorized by the Governing Body of the Society. The Bank Account of the educational institution(s) run under the Society may be in the name of that particular institution(s) and shall be operated by those who are authorised for the same by the Governing Body of the Society.
13. **Audit of Accounts of the Society :** The account of the Society shall be audited annually by a Chartered Accountant if it requires under Income Tax Laws.









14. **Suits by and against the Society** : The Society may sue or be sued in the name of Secretary.
15. **Records of the Society** : Members Register, Proceedings Books, Cash Books, Ledger and others according to need.
16. **Dissolution of the Society** : The Society shall be dissolved according to the provisions laid down in Section 13 and 14 of the Society Registration Act, 1860, as applicable in Uttar Pradesh.
17. **Special Provisions** : To attain aims and objectives -
- To acquire property movable or immovable by purchase, lease, grant, gift, and exchange or otherwise and to construct, develop, maintain, sell, lease, mortgage, and dispose of all or any part of the property of the Society.
 - To have affiliation/recognition/membership according to need.
 - To do all other Acts and things, which would be conducive to the attainment of aims and objectives of the Society.

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