



தமிழ்நாடு எண் : 30375  
நாள் : 17.6.2005  
வாங்குபவர் பெயர் : Sr. Annie  
ஊர் : Regunathapuram  
பெயர் : 20/.

10. 17/6  
N. முருகன்,  
முத்திரைத்தாள் விற்பனையாளர்,  
உரிமம் எண்: 9/97,  
பொது அலுவலக வளாகம்,  
புகக்கோட்டை.

## MEMORANDUM

### 1. NAME OF THE SOCIETY

The name of the society shall be **REGUNATHAPURAM AUXILIUM SALESIAN SISTERS SOCIETY** a charitable institute, hereafter referred to as the society.

### 2. THE OFFICE

The registered office of the society shall be in Regunthapuram, Pudukkottai District – 622 302.

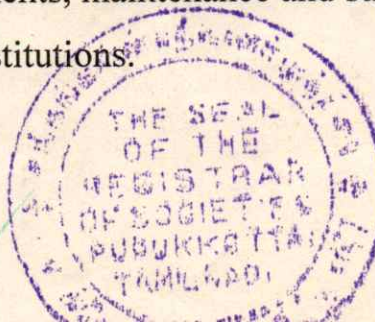
### 3. OBJECTS

The objects for which the society is established are:

- (a) Advancement and propagation of education and learning of all kinds including establishments, maintenance and support of schools colleges and other educational institutions.

தேர்தல்: இயல் ✓

கிடைத்தல்: இயல் ✓





- (b) To make provision to advance the cause of and impart nursery, primary, secondary, High and higher secondary schools, colleges and research centers, commercial industrial, technical, physical and or any other type or kind of education, and promote adult education and to award scholarship and other services.
- (c) To take over from the Saleaian Sisters Society, India, any of the convents, its annexes, aduncts and other connected buildings and all lands appurtenant thereto.
- (d) To establish, maintain, develop, take over management, administer or run any institutions, colleges, research centers engaged in the imparting of the education to students up to any level that maybe found necessary and/ or desirable.
- (e) To establish, run, manage, administer any institution or school or college or research centers, training centers, to train person to be teachers who will impart education to children and / or students in school colleges and other similar institution without any consideration of casts creed or religion so that they may grow to be honest and good citizens.
- (f) To hold, arrange, and organize meetings, lectures talks, discussions, seminars, symposia, workshops, conferences, competitions research, and study visits tours, excursions exhibitions, debates, audio visual and multimedia programs artistic performances and other cultural activities sports and games.

செயல்பாடு : தீர்மானம்



செயல்பாடு : தீர்மானம்

- g) Establishment, maintenance and support of libraries, museums and reading rooms, launches, and distribution of books etc. For advancement of education and knowledge in general.
- h) To provide and meet all expenses of the school and college and other educational institutions.
- i) To establish, maintain and run a boarding house and residential accommodation for student and those connected with institution.
- j) Conduct work houses, or industrial works shop, Centre or orphanages asylums, rural health care centers, welfare centers, crèche, youth centers, and training centers and such similar other charitable works and services for the benefit of the public.
- k) To teach charity and truth for the benefit and uplift of all persons irrespective of religion, race community caste, creed, languages or social status to provide shelter for the destitute in boarding houses to promote charitable purpose and effort and to provide a suitable formation and training to the people for the promotion of the above aims and objects.
- l) To raise and acquire funds local and foreign and use any gift, donation, or foundation and to undertake and carry out the offices, duties and functions of trustees, managers and administrators.
- m) To accept in particular from friends relatives and well wishers abroad any gift parcels of contents of container by Air Mail or Sea Mail and also DONATIONS they may send by Cheque, Demand Draft, International Money Orders without any delay caused by imposition or restriction as these gifts and money go only through our Provincial Office and then to our other institutions for distribution to the poor and needy irrespective of caste or creed.
- n) To engage in social service, cultural and charitable activities aimed at improving the living condition and general welfare of all people.
- o) To charge necessary fees and otherwise recoup themselves for outlay and expenses incurred in the up keep and maintenance of institutions establish by the society.
- p) To train and equip the pupils so as to be self supporting in an honorable and decent way of life and develop in to Good, Healthy and Progressive Citizens.

ಶಿಕ್ಷಣ : ಶಿಕ್ಷಣ

ಶಿಕ್ಷಣ : ಶಿಕ್ಷಣ





**4. ESTABLISHMENTS :-**

- a. To establish, manage, administer, Schools, College Research centers, educational institutions of higher learning, technical Institutions as minority institutions for the diffusion of useful knowledge and cultural, scientific, technical, social charitable or economical institutions so for as in consonant with principles and objects of the society, for the benefit of every one irrespective of race caste, community, religion or social status.
- b. To establish, conduct, manage, administer, develop, such institutions as are found to be expedient or necessary from time to time for implementing, realizing, carrying out the aims and objects such as starting of residential or non-residential training Centres, training schools, colleges, academic and such like similar or other institutions.
- c. To establish rural health care center, Dispensaries, Clinics, Creche, Health Centre, Training Centres and cultural Centres for the benefits of downtrodden people and to focus all such activities especially for the welfares of women and children.
- d. To establish Social Service Centre, rehabilitations Centres for socially abused women and children, training Centres to provide self – employment, Youth Centres to provide active citizenship training, leadership training for youth irrespective of their caste, religion or colour set.

**5. PUBLICITY :**

- a. To print, publish issue and exhibits any journals, magazines, periodicals, books, papers, pamphlets, advertisements, reports lectures and other reading matter for the diffusion of useful knowledge and for the promotion, benefit and advancement of the Educational, cultural, social, scientific, technical, charitable works of the institution, works and activities of the society.
- b. To hold and conduct meetings, lectures talks, conferences, seminars, courses, symposiums, workshops, discussions and competitions and to give scholarships, diploma, certificates as and when considered necessary.

**6. ACQUISITION :**

To acquire and posses any movable or immovable property / properties by way of purchase, lease or licence or on hire any movable property which may be deemed necessary, expedient or desirable for the promotion of the objects of the society.

திரு. சி. சி. சி. : 2011

திரு. சி. சி. சி. : 2011



7. CONSTRUCTION:

To build, construct and maintain buildings and structures of whatever nature and kind as are found to be expedient for the furtherance of the objects of the society and also to alter, improve, renovate such constructions and maintain the same.

To manage, to improve, develop, alter, repair, demolish, sell, alienate, lease, give out on lease or licence, mortgage, charges, pledge, hypothecate, transfer, surrender dispose of and or otherwise deal with all or any of the properties, funds and assets of the Society.

8. ALIENATION :-

To sell, assign, lease or otherwise dispose of the whole or any part of the property of the society either together or in portions for such consideration as may be agreed upon.

9. RAISING FUND :

To raise fund to support the function of the Society activities from within India, and abroad as per the law of the land and to apply for, received, accept, and utilize any Government, University or other Grants from India or abroad.

To receive and accept, hold, expand, administer and use any gift, bequest, grant, donation or foundation in kind or money or any other property for the promotion of any of the objects of the society.

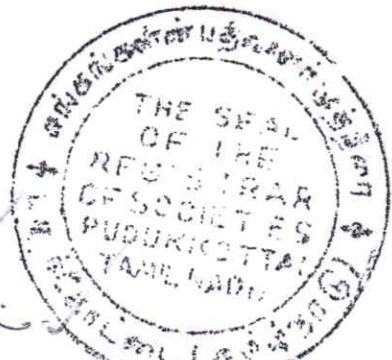
To invest and deal with the funds of the Society not immediately required in such securities and in such manner, as the Governing Body may decide with power to vary the investment at the discretion of the Governing Body, but subject to the provisions of the Income Tax Act, as prescribed in Section 13(1) (d) read with section (1) (5) as amended from time to time.

To apply for, receive, accept and utilize and Government, University or other grants either from India or abroad, aids or allowances in connection with any Institution, education or otherwise, works activities or property held or conducted by the Society or otherwise and to deal with the same in accordance with the terms thereof and to execute such documents thereof over any or all the properties and assets of the Society as may be required.

10. BORROWING :

To borrow money either on promissory notes, bonds and bills of exchange or on security of any of the properties and assets of the Society by deposit of Title Deeds or by the execution of registered documents or mortgage, charge, security or hypothecation as the Governing Body may think fit.

Handwritten signatures and notes in Tamil script, including the word 'செய்தல்' (to do) and 'செய்ய' (to do).





## 11. MANAGEMENT :

To appoint from time to time the personnel or staff and servants required for the Institutions on such terms the Governing Body may deem fit and to give charitable aid and to provide for the welfare of all persons employed by or connected with the said society and their dependents by establishing Provident and Benefit funds and Institute Schemes of Pension, gratuity, allowances, loans and other assistance to such persons in such cases as the Governing Body may deem fit, remove, transfer, terminate, suspend and discharge such persons and also to take disciplinary actions as and when it is required or the Governing Body or its Delegate may deem fit and necessary.

## 12. DONATIONS - GIFTS :

To give donations, to the national defense fund or any other similar fund, either in cash or in kind to provide medical or other relief to the members of armed forces, their widows and children and civilians affected by an action of external aggression from any quarter and to subscribe or to give donations, loans financially or otherwise to aid, help and assist all charitable and other institutions, works, activities or objects which have a moral or other claim for the support, help or aid by the Society within India.

## 13. QUARTER / ACCOMMODATION

To provide residential accommodation, either free of cost or for nominal consideration, and to educate, train and assist financially in the education and training of teachers, social workers, students and other personnel for the purpose of the society, irrespective of caste or creed, sex or language, but subject to their being acceptable to the Governing Body and also to give charitable aid and to provide for the welfare of all persons employed or connected with the said society and their dependents by establishing provident and benefit funds and institute schemes of pension, gratuity, allowances, loans and other assistance to such persons in such case as the Governing Body may deem fit.

To negotiate and enter into and carry out any arrangement or agreements or contract with any Government, State or Central, University, Municipality or other public or private Authority, Body or Association which may seem beneficial or conducive to any of the objects of the Society.

## 14. BANK ACCOUNTS :

To deposit money in any bank or banks or either in saving or current Accounts, fixed deposits or accounts or accounts of any of the description, to withdraw such money, from time to time, and also deposit money in Government Post Offices, co-operative societies and Government companies, as provided in the Income Tax Act and to withdraw such money from time to time or any time, on such terms and in such manner as the Governing Body may deem fit. However, this clauses is subject to provisions prescribed in section 13 (1) (d) read with section 1 (5) of the Income Tax Act, 1961 as amended from time to time.

Handwritten signature and initials.



**15. CORPUS FUND :**

To establish and maintain a corpus fund of such amount as the Governing Body may think fit for the promotion of the activities of the Society and the training of personnel for the purpose of the society.

**16. AMALGAMATION :**

To enter into and carry out arrangements for joint working or for amalgamation with any other Association, Society, or Institution having objects of the Society.

**17. APPOINTMENT / DELEGATION :**

(a) To appoint such person or persons as the Governing Body may deem fit for the purpose of presenting the Society and or the Governing Body in any legal or other proceeding to be instituted by or against the society and/ or the Governing Body.

(b) To appoint, remove or delegate, allot powers of the Governing Body to such committee or committees consisting of such number of members of the Governing Body may form time to time deem necessary or expedient.

**18. GENERAL :**

Generally to do all such other things as may be deemed by the Governing Body to be incidental or conducive to the attainment of all or any of the objects of the Society. All activities of the society shall be carried out only within India.

**The Management of the affairs of the Society is entrusted in accordance with the Rules and Regulations of the Society to the Government Body of the Society of which the names, addresses and occupations of the first members are as follows :**

We the undersigned whose names, address and occupations are subscribed below and are subscribers to the Memorandum of Association are desirous of being formed into an association in pursuance of the said Memorandum and according to Sec. 7(2) of the Tamil Nadu societies Regn. Act of 1975.



செய்தவர்: ஜெ. சிவசுந்தரன்

பொருள் செயலாளர்: ஜெ. சிவசுந்தரன்



S.No.	NAME	ADDRESS	DESIGNATION
1.	Sr. Bernadine Lazar	Mazarello Convent Kodambakkanm Chennai – 24	President
2.	Sr. J. Srirapushpam M	Mazzarello Covent Kodambakkam Chennai – 24.	Vice President
3.	Sr. Annie Panakezham	Regunathapuram Post Kerambakudi Via, Pudukkottai – 62 302.	Secretary
4.	Sr. Mano Ranjeitha Chinnappan	Mazzarello Convent Chennai 24.	Executive member
5.	Sr. Magnificat Soosai	Divyadhanam 4/394 Madurai Main road, Manikandam Trichirapalli – 620 012.	Executive member
6.	Sr. Antonia Rayappan	Kerambakudi Via Pudukkottai Dist – 622 302	Assistant Secretary & Treasurer
7.	Sr. Arul Josephine	Mazzrello Convent Tirupattur Vellore Dt.	Executive member
8.	Sr. Maria Doss Philomena	Auxilium Centre Pudukkottai Road, Thanjavur.	Executive member

**WITNESSES :**

Sr. Marie Bastian  
Divyadhanam  
4/394 Madurai Main road,  
Manikandam  
Trichirapalli – 620 012.

A. Selvaraj  
S/o. Arokiasamy  
Regunathapuram  
Karambakudi (Via)  
Pudukkottai Dt

Bernadine Lazar

Sr. J. Siriapushpam M

Sr. Annie Pankezaham

Sr. Mano Ranjitham Chinnppan

Sr. Magnificat Soosai

Sr. Antonia Rayappan

Sr. Arul Josephine Selvaraj

Sr. Maria Doss Philomena

செயலாளர் : மரியா டாஸ் டில்லொமெனா

பிரேசிடென்ட் : மரியா டாஸ் டில்லொமெனா





## BYE - LAWS

### 1. INTERPRETATION :

In these rules and regulations unless there be any thing in the context repugnant or inconsistent therewith.

- (a) "THE SOCIETY" shall mean "REGUNATHAPURAM AUXILIUM SALESIAN SISTERS SOCIETY" a charitable Institute, hereafter referred to as the Society. The address of the Society shall be Regnathapuram, Auxilium Salesian Sisters Society, Regunathapuram Post, Karabakudi (via), Pudukottai. Pin - 622 302.
- b) "THE DATE OF FORMATION" of the Society being 24.07.2004 from which date the Society came into existence.
- (c) "BUSINESS HOURS" of the Society shall be from 09.00 to 12.00 noon and 02.00 to 04.00 p.m on all days except Sundays and Public holidays, but may be altered by the Governing Body from time to time.
- (d) "GOVERNING BODY" shall mean the Governing Body of the Society constituted as provided by these rules and regulations
- (e) "THE ACT" shall mean the Societies Registration Act XXI, 1860 or any modifications or re-enactment thereof for the time being in force.
- (f) "PRESIDENT, VICE PRESIDENT, SECRETARY" are the member of the Governing Body who is elected as per these rules and regulations of this societies.
- (g) "JURISDICTION" shall mean and comes under the jurisdiction of the District Registrar of societies, Pudukkottai.
- (h) Words imparting the singular number shall be deemed to included the plural and vice versa according to the context.

### 2. AREA OF OPERATION :

There are operation of the society, as for as admission of members in concerned, shall be limited to the jurisdiction of the congregation within the limits of Tamil Nadu.

This restriction shall not however apply to owning or properties movable or immovable, running of institutions or Centres, business, undertaking, which are essential to fulfill the objects of the Society.

திருச்சிபு : ஜி. சிவசுந்தரி

திருச்சிபு : ஜி. சிவசுந்தரி



### 3. MEMBERSHIP :

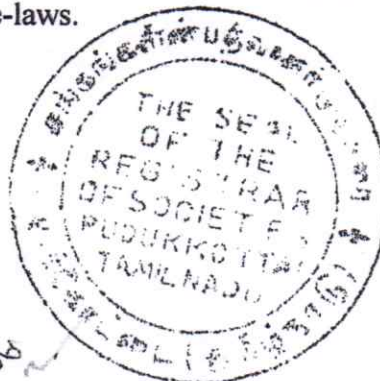
- (a) The members of the society consist of persons who are members of the Salesian Sisters congregation of India, resident and working in India and admitted to the membership of the Society by the governing body
- (b) Every member of the society shall be bound the provisions of the Memorandum of the association of the Society and these rules, regulations, by-laws framed and decisions from time to time made or taken by the governing body and by constitutions and regulations of the congregation of the Salesian sisters of Don Bosco.
- (c) Admission of membership shall be at the absolute discretion of the Governing body.

### 4. REMOVAL OF MEMBERS :

- (a) Automatically on death of the member, or a member leaving India permanently or a member is excluded from the Society or ceasing to be a member of the Salesian Sisters Congregation of India.
- (b) Voluntarily on her resignation of the membership and
- (c) Involuntarily on the termination of her membership of her Governing Body by the resolution duly passed by a majority of votes, should such a course in the Absolute discretion of the Governing Body be deemed necessary and expedient in the Interest of the Society.
- (d) A member ceases to be member if she is absents for more than three consecutive meetings without reasonable cause.

### 5. RIGHTS, OBLIGATIONS AND PRIVILEGES OF MEMBERS :

- i) The members shall be entitled to exercise their voting right in the election of the members of the Governing Body.
- ii) Members shall be entitled to receive the copies of the following Documents of payments of Rs. 1 for each (1) By -laws (2) Audited receipts and Expenditure account for the previous financial year. (3) the balance sheet for the previous Financial year and (4) the copy of the list of members on the roll.
- (iii) The members shall be entitled to receive notice of every general meeting within the period prescribed in these bye-laws.



செய்தல் : சிவசாமி

செய்தல் : சிவசாமி



- (iv) The books containing the minutes of the General Body and of the Governing Body meetings and books of accounts of the society shall be kept in the Registered Office of the society and shall be open to inspection during the business hours for any members free of charge.

#### 6. GOVERNING BODY :

The Governing Body shall take over the assets and liabilities in any other state. The management and control of the society shall be vested in a Governing Body consisting of Eight Members.

Any vacancy occurring in the governing body shall be filled by the Governing Body and persons so elected or nominated shall hold office until the next Annual General Meeting of the society. The Governing Body shall have the power to act notwithstanding any vacancy in its number.

#### 7. POWER OF GOVERNING BODY (MANAGEMENT AND CONTROL) :

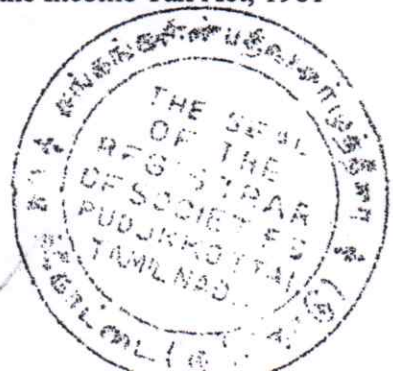
The Governing Body shall have the entire control and management of the business and affairs of the society and shall have all such powers of the society and do all such things to carry generally the objects of the society from time to time, to make vary and repeal Bye-laws for the transaction of itself but no Bye – laws shall be made, varied or repealed by the Governing Body so as to conflicts with or to revoke and subsisting bye-laws made by the Society, and to bring in conformity of Registration Act.

Without prejudice to the generality of the foregoing powers the Governing Body shall have the following powers of the society, namely.

- a) To apply, collect, recover and utilize any Government, Municipal or other grant or allowance in connection with any Institution, work activity or property held or conducted by the Society or otherwise to deal with the same according to the terms thereof.
- b) To solicit, take, receive, hold, administrative and use any gift, donation, bequest, subscription of foundations, in kind or money or any other property whether subject to any Trust or not, for any of the object of the society and to undertake carry out the offices, duties and functions of managers and administrations either solely or jointly with another or other for or in respect of any gifts, bequests, donations, foundations or property whether vested in the society or otherwise, not withstanding that the carrying out of any such trusts may involve the exercise of powers not specials mentioned therein.
- c) To invest and deal with the money of the society not immediately shall be made invested as per the previsions of the Income Tax Act, 1961

திரு. சி. சி. சி. : திரு. சி. சி. சி.

திரு. சி. சி. சி. : திரு. சி. சி. சி.

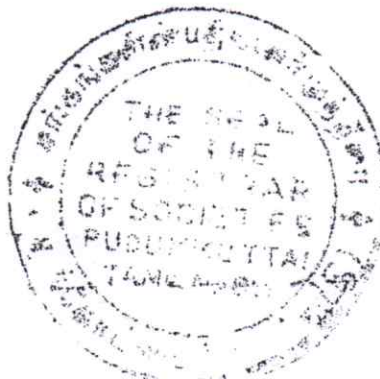




- d) To negotiate, enter into and carry out any arrangement with any Governing State, Municipality or any other public body or association, which may seem Beneficial or conducive to any of the objects of the society.
- e) To purchase, take on lease or in exchange otherwise acquire and to hold, manage, administer and otherwise deal with any movable property in any part of India, rights and privileges which may be deemed necessary expedient or desirable for any of the objects of the society in any association or society / trust, having objects altogether or in part in similar to the objects of the society or otherwise deemed beneficial for the society.
- f) To built, construct and maintain institution and other building and wells and to alter, extend, improve, repair, enlarge, modify, pull down reconstruct or otherwise seal with the same and provide and equip the same with all such plant, machinery, instruments apparatus equipments, appliances, amenities and facilities as the Governing Body may deem fit, in order to obtain the objects of the society.
- g) To manage, improve, develop, alter, repair, demolish, sell, alienate, transfer, lease, mortgage, charge, pledge, hypothecate, donate, dispose off and otherwise deal with all or any of the property, funds, assets, rights and privileges of the society for the Attainment of the objects of the society.
- h) To receive money on deposit upon such terms and with or without Mortgage or other security charged on all or any property, funds, assets, rights, or Privileges of the society present or future as the governing body shall deem necessary
- i) To open and operate on accounts of any description with any bank or Banks on such terms and in such manner as governing body may deem fit.
- j) To promote, maintain, control, give or lend money or other property or assistance to and to conduct, support or subscribe to educational institutions, ashram Societies, association or institutions, having objects of the society or otherwise deemed Beneficial to the society.
- k) To make, draw, execute, accept, endorse, discount, buy, sell, issue, transfer pledge and otherwise deal with bills of exchange, promissory notes, Cheques, Drafts, etc, bills of lading, railway receipts, savings certificates, dock warrants, bonds, government, Municipal, or part trust loan notes, and any other instrument as defined in the Negotiable Instrument Act.
- l) To subscribe to or otherwise aid education, cultural, educational, Technical and charitable or other institutions or objects of a public character which have a moral of other claim to support or aid by the society by reason of the locality of their Operation or otherwise.

१९९० : २०००

१९९० १९९० १९९०





- m) To commence, prosecute, defend, appear, conduct, Compromise, abandon, contest or submit to decreed, order or judgment any civil, criminal, Administrations, conciliation on other proceedings or inquiry for the furtherance of or in Conjunction with any of the objects or function of the society.
- n) To engage and remove experts, specialists, doctors, lawyers, artists, Architects, auditors, accountants, values, contractors, brokers, agents and others for any of the purpose of the society on such terms, as the Governing Body shall deem fit.
- o) To establish, maintain, control, conduct, and close down branches or representations of the society in such places in India and on such terms as the Governing body may from time to time deem necessary or expedient.
- q) To enter into or carry out arrangements for joint working or for Amalgamation with any other society, Centre of learning, Association, society or institution having objects with in or similar to the objects of the society.
- r) To appoint such person or persons as the Governing Body may deem fit for the purpose of representing the society or the Governing Body in any legal or other Proceedings to be instituted by or against the society.
- s) To appoint and remove and to delegate all or any powers of the Governing Body to such committee or committees consisting of such member or members of the Governing Body and (or) another or others as the governing Body may from time to time deem necessary or expedient.
- t) The Governing Body shall have the power to prescribe the establishment and the scale of pay and allowances to the staff of the society and also to sanction other Expenditure as may be necessary to the management of the society within the Budget Allotment sanctioned by the general Body each year. Regulations relating to the service Conditions of the staff, provident fund, Gratuity, leave rules, compensatory allowances, medical reimbursement, Traveling allowances, loans and Security Deposit and other Allied matters shall be laid down by the managing committee from time to time.
- u) The terms of office of the Members of the governing Body shall be three years. They are eligible for re-election.
- v) The service of the members of the Governing Body shall be honorary.

**8. VESTING PROPERTY :**

All property, movable or immovable belonging to the society, if not vested in trustees, shall vest in the Governing Body.



Handwritten signature: *செ. சிவசுந்தரன்*

Handwritten signature: *செ. சிவசுந்தரன்*

## 9. THE FUNCTIONS OF THE MEMBERS OF THE GOVERNING :

### a. PRESIDENT :

- i) She has to preside over the governing Body and general Body meetings and to conduct the business of the meetings.
- ii) She directs the business of the Society.

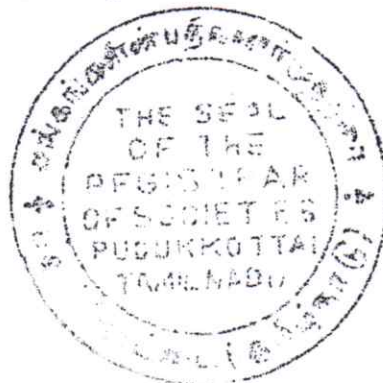
### b. THE VICE PRESIDENT :

In the absence of the president, the vice president presides over the meeting and conducts the business of the meetings and also directs the business of the society.

### c. THE SECRETARY :

The Secretary is responsible to the president, for the organization, administration and the supervision on the activities of the society. She will carry out the following principal duties.

- i) She will arrange for the meetings of the General Body and the General Body after giving sufficient notice and laid down in the bye-laws, she will prepare the Agenda and the reports for those meetings.
- ii) She will maintain a register of the names, occupations, addresses and contribution of the members, together with the date of their admission.
- iii) She will maintain an attendance Register of Members attending the meetings.
- iv) She is responsible for the correspondence, custody of documents and records of the society.
- v) She is responsible for the security of all the properties belonging to the society.
- vi) She is to arrange for the Annual Audit, Annual stock verification and annual budget of the Accounts of the society.
- vii) She is to ensure proper handling over and taking over of charges from among the office bearers.
- viii) The secretary of the Society shall be the person authorized to sue and to be sued on behalf of the society.



செக்ரட்டரி : சிவசாமி

பிரேசிடென்ட் : ஜெ. சிவசாமி



**d. TREASURER :**

The Treasurer of the society is responsible

- i) For the funds of the society. She will ensure that all financial transactions contribute to the betterment of the society.
- ii) She or the president or the Secretary is empowered to open or operate the Bank Account of the society.
- iii) She must ensure that all property, fixed deposit, funds, monies, bank account belonging to the society shall be registered, invested, opened and function in the name of the society only.
- iv) Treasure may keep daily Rs. 50000/- (fifty Thousand Rupees) as cash balance with her for current expenses

**10. ACTIVITIES :**

The Governing Body shall chalk out the Programme for the furtherance of it's objects from time to time.

**11. LEGAL PERSON :**

The society shall sue and be sued and in the name of the secretary.

**12. DIRECTION OF BUSINESS :**

The president or the secretary of the Society is empowered to give directions with regard to the business of the society and to fame resolution for the daily routine of business.

**13. TRANSACTION OF BUSINESS :**

- a) The business of the society shall be transacted by the Governing Body as per the directions of the President.
- b) The Governing Body shall meet at least once in a three months to discuss and review matters relating to the society.
- c) The secretary of the Society shall convene the Governing Body meeting after giving due notice to the members of the Governing Body.
- d) The notice for the meeting of the Governing Body shall not be less than six clear working days.



Handwritten signature and text in Tamil script.

Handwritten signature and text in Tamil script.

- e) The quorum for the meeting of the Governing Body shall not be less than three voting members.
- f) All decisions of the Governing Body shall be by majority of votes of these present and voting. In case of equality of votes, the president or vice president who presides at the meeting will be entitled to exercise his casting vote.

**14. CIRCULAR RESOLUTION :**

If any matter calls for an urgent or immediate it shall be open to the secretary to circulate the resolution to the members and if it is signed by a majority of the members, it shall in all respects be as valid and binding as the resolution passed at a duly convened meeting of the Managing Committee.

**15. GENERAL BODY :**

The General Body of Society will consist of all members of the Society. The ultimate authority in all matters relating to the administration and affairs of the Society shall be General Body members. The General Body shall not however, interfere with the routine administration carried on by the Governing Body or in respect of matters delegated to it under the bye-laws.

**16. NOTICE OF THE GENERAL BODY MEETING :**

Notice of the General Body meeting shall be given to the members at least 21 days before the day appointed for such a meeting excluding the 48 hours required for serving the notice by post.

The notice shall be sent to the members by one or more of the following modes :

- a) by local delivery, or
- b) by ordinary post or
- c) by circulation among the members or
- d) fixing the Notice, to the notice board of the society. The notice shall specify the day, the hour, the place and the object of the meeting and in case any amendment of a bye-law or an object of the society as contained in the Memorandum of Association is intended to be proposed, shall contain a copy of every such amendment.

*Handwritten signature: George S. D. ...*

*Handwritten signature: George S. D. ...*





**17. ANNUAL GENERAL BODY MEETING:**

- a) The annual General Body Meeting of the Society shall be held once a year within six months after the close of the financial year adopted by the society that shall be from 1<sup>st</sup> April to 31<sup>st</sup> March of the following year.
- b) The president of the Society, or the Vice-president, in absence of the president shall preside at the Meeting of the General Body. In their absence, the General Body may choose a chairman from among their member to preside at the meeting.
- c) The following among other matters shall be dealt with by the General Body.
  - i) Election and Removal of Governing Body Membrs.
  - ii) Consideration of the Annual Audited Accounts of the Society.
  - iii) Consideration of Annual Budget.
  - iv) Amendment of repeal of any existing bye-laws or objects or the enactment of any new bye-laws or objects.
  - v) Appeals from any member removed from Membership.
  - vi) Returns that may be prescribed by the local Government.
  - vii) Consideration of any complain which an individual member may prefer against the Governing Body Members.
  - viii) Consideration of the report of the activities of the Society during the preceding year under report.
  - ix) Consideration of any dispute or other matters that may be brought before the General Body by the Members of Governing Body, after giving 21 clear days notice.
- d) Every member present shall have one vote and only one vote. All questions shall be decided by a majority of votes by the members present and voting, Whenever the votes are equal, the chairman of the Meeting shall have a casting vote.

**18. QUORUM FOR A GENERAL BODY MEETING :**

The quorum for a General Body Meeting shall be 1/3<sup>rd</sup> of the members without punes. If the requisite quorum is not formed, the General Meeting shall be adjourned to a later date after giving 21 days notice to the members.

ಶ್ರೀ ೨೨೨೨ : ಸಿ.ಎಂ.ಎ.

ಶ್ರೀ ೨೨೨೨ : ಸಿ.ಎಂ.ಎ.



**19. EXTRAORDINARY FOR A GENERAL BODY MEETING :**

The Governing Body may at time, call an Extraordinary General Meeting of the Society and shall call such a meeting.

- i. after receipt of a requisition in writing from two third of its members.
- ii. or at the instance of the Registrar of Societies.
- iii. or when the Governing Body considers it necessary, an Extraordinary General Meeting of the Society shall be called within one month from the date of such requisition in writing.

If it is not called within the stipulated period the requestionists themselves shall convene such a meeting after giving 21 days clear notice.

**20. SPECIAL RESOULTION :**

Special Resolution shall be passed at a General Body Meeting by not less than three fourth of the Majority of members presenting person or by proxy for the following purpose.

1. Change of name of the Society under section 11 of the Act.
2. Amendment of Memorandum or Bye – law of the Society under section 12 of the Act.
3. Amalgamation of Division of the Society under section 30 of the Act.
4. Dissolution of the Society under the section 40 of the Act.

**21. ELECTION :**

- (a) Any General Body member may invite or purpose any other member of the congregation residing and working in Tamil Nadu as the member to be enrolled in General Body of the Society subject to the approval of the General Body.
- (b) The Governing Body members will be elected from the General Body members The term of office of the members of the committee shall not exceed three years date of their appointment but they can be re-elected.

**22. VOTING BY PROXY :**

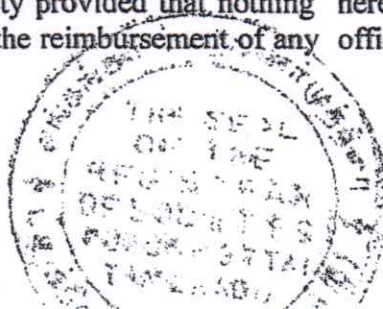
A member who is unable to attend a meeting may authorize in writing another person to vote on her behalf on any resolution put to the vote.

**23. PROPERTY AN INCOME :**

The property and income of the society shall be applied solely towards the promotion of the objects of the society as set forth in the Memorandum of Association and no portion thereof shall be paid or transferred directly or indirectly by way of bonus, divided or otherwise by way of profit to the members of the society provided that nothing herein contained shall prevail in good faith of remuneration to or the reimbursement of any officer or employer of

செயலாளர்: [Handwritten Signature]

கிளையின் செயலாளர்: [Handwritten Signature]





the society or other person for any services actually rendered or expenses previously authorized and actually incurred for the purpose of the Society. At present no funds have been allotted for the disabled persons. *Members (1)*

**24. AUDIT AND ACCOUNT IN A FINANCIAL YEAR :**

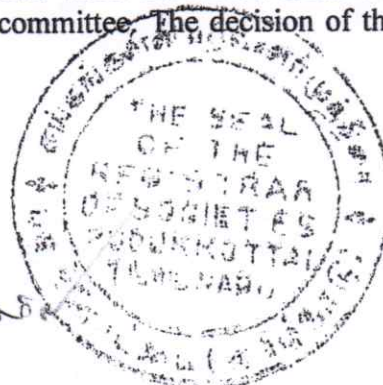
1. The Treasurer shall keep proper books of accounts and at the expiration of each financial year, that runs from the 1<sup>st</sup> April to the 31<sup>st</sup> March of every year succeeding year, prepare a receipt and payment account and the balance sheet and cause them to audited by a qualified chartered Accountant or members of the Society as per rule 21.
2. The auditor or the member appointed shall have access to all the books and accounts of the society and shall examine the receipt and payment accounts and the balance sheet and verify them with the accounts and vouchers relating there to and shall sign them as found by him /her to be correct, duly vouched and in accordance with law or specifically report to the society in what respects he/she them to be incorrect.
3. The treasurer shall place the statement of accounts together with the balance sheet along with the audited report before the General Meeting of the Society earlier to enable to be passed six months of the expiration of the financial year to which the accounts relate.
4. The secretary shall also file within two months after the date of General Body Meeting with the Registrar the following documents :
  - i) an audited copy of the Receipts and payment account, balance sheet and report.
  - ii. Statement of the names, addresses and occupations of the persons who at their expiration of the financial year, were members of the Registered Society and
  - iii) A declaration to the effect that the society has been carrying on business in operation during the financial year.

**25. IMPOSITION OF FINE :**

Any breach or contravention of any of the Bye-laws or rules that may be framed by the society either by any members or officer appointed under clause (g) of Sec. 2 of the Act shall attract such fine or penalty as may be determined by the governing body from time to time.

The member who fails to attend the committee Meeting consecutively for the three meeting or does anything detrimental to the interest of the society, shall cease to be member of the Governing Body. The explanation shall be called from the ceased member and if it is not satisfactory, she should be removed from the committee. The decision of the committee in this regard is final.

*Handwritten signatures and text in Kannada script.*



**26. APPLICATION OF THE FUNDS OF THE SOCIETY :**

The funds of the society shall be applied solely towards the promotion of the objects of the Society.

The funds of the society shall be invested in the modes specified under the provisions of section 13(1) (D) read with section 11 (5) of Income Tax Act, 1961.

**27. AMENDMENTS :**

The memorandum of Association of the Society and these rules and regulations and any rules and regulations hereafter made by the society may from time to time be varied, added or revoked by majority of not less than three – fourth of the members of the society.

No amendments to the Memorandum of Association and rules and regulations shall be made which may proved to be repugnant to the provision of the Income Tax Act. Further, no amendment shall be carried out without the prior approval of the commissioner of Income Tax.

**28. AMALGAMATION :**

In case of amalgamation of the Society, section 30 of the Tamil Nadu Societies Registration Act of 1975 shall apply.

**29. DISSOLUTION :**

In case of dissolution of the society, in accordance with the provisions of section 41 of the Tamil Nadu Societies Registration Act, 1975 after meeting all the debts, the property and all assets remaining as on date of dissolution shall under no circumstances be distributed among the members of the Governing Body, but the same shall be transferred to another society, Charitable Institutions, society of association whose objects are similar to those of this Institute / Society / Association and registered u/s 12 (A) of the Income Tax Act 1961.

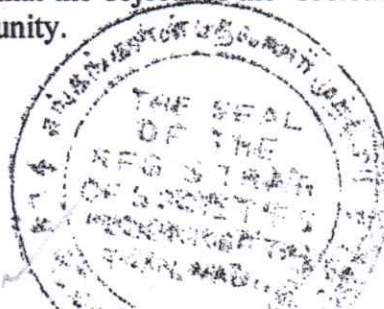
**30. SPECIAL PROVISION :**

For matters not specifically provided for in these bye – laws the provision of the Tamilnadu societies registration act and the rules 1975 & 78 there under shall apply. The society is irrevocable and no part of the funds of the society or income of the society shall be taken directly or indirectly by the members of the society.

It is hereby declared for the removal of doubts that the objects of the societies / trust is not for the benefit of any particular religious community.

தொகுப்பு : சிவசாமி

பிரதான தொகுப்பு : சிவசாமி





We, the undersigned do hereby certify that the above is a true and correct copy of the Bye-laws of the **REGUNTHAPURAM AUXILIUM SALESIAN SISTERS SOCIETY** and are setting our hands in pursuance of section 7(3) of Tamil Nadu Societies and registration act of 1975.

31. The Society formed shall be irrevocable.

32. The activities of the society shall be carried out in the state of Tamil Nadu under the jurisdiction of the Tamil Nadu Society Registered Act and no activities of the society shall be carried out outside India.

33. The Activities of the Societies shall be carried for the uplift of the poor irrespective of Caste Creed and community and no activities shall be carried out with intention of earning profit.

34. The society shall maintain the following records :

- a) Members Register
- b) Minutes Book
- c) Cash Book, Cash Receipts with counterfoils.
- d) Vouchers, acquittance Register and files.
- e) Letters in ward and outward Register.
- f) Day book, ledger and other subsidiary books and all other statutory Records.

35. The average income & expenses of the society is around Rs. 25,000/-

செய்தவர் : [Handwritten Signature]

செய்தவர் : [Handwritten Signature]



**MEMBERS OF THE EXECUTIVE COMMITTEE**

S.No.	NAME	ADDRESS	DESIGNATION
1.	Sr. Bernadine Mr. Lazar	Mazarello Convent Kodambakkam Chennai - 24	President
2.	Sr. Srirapushpam M	Mazzarello Covent Kodambakkam Chennai - 24.	Vice President
3.	Sr. Annie Panakezhthan	Auxilium Convent Regunathapuram Kerambakudi Via, Pudukkottai - 62 302.	Secretary
4.	Sr. Mano Ranjeitha Chinnappan	Mazzarello Convent Kodambakkam Chennai 24.	Executive member
5.	Sr. Magnificat Soosai	Divyadhanam 4/394 Madurai Main road, Manikandam Trichirapalli - 620 012.	Executive member
6.	Sr. Antonia Rayappan	Auxilium Convent Kerambakudi Via Pudukkottai Dist - 622 302	Assistant Secretary & Treasurer
7.	Sr. Arul Josephine	Mazzrello Convent Tirupattur Vellore Dt.	Executive member
8.	Sr. Maria Doss Philomena	Auxilium Centre Pudukkottai Road, Thanjavur.	Executive member

செயலாளர் : ஜெனரல்

தலைவர் : ஜெனரல்





We, the undersigned to hereby certify that the above is a true and correct copy of the Bye-laws of the Regunathapuram Auxilium Salesian Sisters Society.

### Signed

Sr. Antonia Rayappan  
Auxilium Convent  
Kerambakudi Via  
Pudukkottai Dist - 622 302

Sr. Bernadine Mr. Lazar  
Mazarello Convent  
Kodambakkam  
Chennai - 24

Sr. Magnificat Soosai  
Divyadhanam  
4/394 Madurai Main road,  
Manikandam  
Trichirapalli - 620 012.

Sr. Srirapushpam M  
Mazarello Covent  
Kodambakkam  
Chennai - 24.

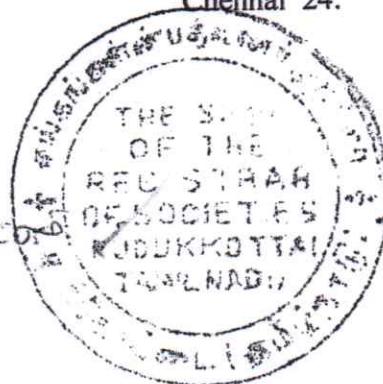
Sr. Arul Josephine  
Mazzrello Convent  
Tirupattur-685 601  
Vellore Dt.

Sr. Annie Panakezhthan  
Auxilium Convent  
Regunathapuram  
Kerambakudi Via,  
Pudukkottai - 62 302.

Sr. Maria Doss Philomena  
Auxilium Centre  
Pudukkottai Road,  
Thanjavur.

Sr. Mano Ranjeitha Chinnappan  
Mazarello Convent  
Kodambakkam  
Chennai 24.

செய்து: [Signature]  
மேலே செய்து: [Signature]



FORM No. V

(See Rule 15 of the Tamil Nadu Societies Registration Rule 1978

NOTICE OF SITUATION OF THE REGISTERED OFFICE OF THE ASSOCIATION UNDER  
SUB - SECTION (1) OF THE TAMIL NADU SOCIETIES REGISTRATION  
ACT, 1975 (TAMILNADU ACT 27 OF 1975)

- |   |   |
|---|---|
| 1. NAME OF THE SOCIETY                                | REGUNATHAPURAM<br>AUXILIUM SALESIAN SISTERS<br>SOCIETY  |
| 2. DATE OF REGISTRATION                               | 12TH DAY OF AUGUST 2004   |
| 3. THE REGISTRTION NUMBER AND<br>YEAR OF REGISTRATION | 48/2004   |
| 4. PRESENTED BY                                       | SR. ANNIE PANAKEZHAM<br>SECRETARY<br>AUXILIUM CONVENT<br>SALESIAN SISTERS<br>REGUNATHAPURAM<br>PUDUKOTTAI DIST. |

TO

THE REGISTRAR OF THE SOCIETY  
PUDUKOTTAI - 622 302.

SIR,

I SR. ANNIE PANAKEZHAM, HEREBY GIVE YOU NOTICE UNDER SUB -  
SECTION (1) OF SECTION 13 OF THE TAMIL NADU SOCIETIES THE REGISTRATION  
ACT 1975 (TAMIL NADU ACT 27 OF 1975) THAT THE REGISTERED OFFICE OF THE  
SOCIETY AT REGUNATHAPURAM, PUDUKKOTTAI, PINCODE - 622 302.

DATE : 24.07.2004

PLACE : PUDUKKOTTAI

*Annie Panakezham*  
SIGNATURE



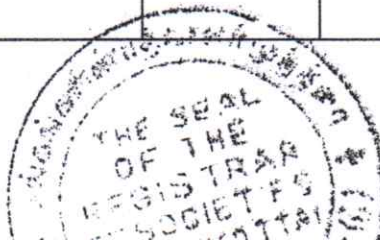
செய்த நாள் : 24.07.2004  
இடம் : பudukkottai



FORM NO.VI (See Rule 16 of the Tamil Nadu Societies Registration Rule 1978) REGISTER OF MEMBER TO BE MAINTAINED UNDER SUB – SECTION (1) OF SECTION 14 OF THE TAMIL NADU SOCIETIES REGISTRATION ACT, 1975(TAMI NADU ACT 27 OF 1975) REGISTER OF MEMBERS	
1. NAME AND ADDRESS OF THE SOCIETY	REGUNATHAPURAM AUXILIUM SALESIAN SISTERS SOCIETY
2. DATE OF REGISTRATION	12TH DAY OF AUGUST 2004
3. THE REGISTRATION NUMBER AND YEAR OF REGISTRATION	48/2004

S. No.	Name of the Member and Father's Name	Full Address of the Member	Occupation	Date Enrolment	Name of the Post Society
1.	2.	3.	4.	5.	6.
1.	Sr. Bernadine Mr. Lazar	Mazarello Convent Chennai – 24	Religious Sister	24.07.2004	President
2.	Sr. Srirapushpam Mr. Mathew	Mazzarello Covent Chennai – 24.	Religious Sister	24.07.2004	Vice President
3.	Sr. Annie Panakezham Mr. Joseph	Auxilium Convent Regunathapuram Pudukkottai – 2.	Religious Sister	24.07.2004	Secretary
4.	Sr. Mano Ranjeitha Mr. Chinnappan	Mazzarello Convent Chennai 24.	Religious Sister	24.07.2004	Executive Member
5.	Sr. Magnificat Mr. Soosai	Divyadhanam Trichy – 12.	Religious Sister	24.07.2004	Executive Member
6.	Sr. Antonia Mr. Rayappn	Auxilium Convent Regunathapuram Pudukkottai – 2	Religious Sister	24.07.2004	Assistant Secretary & Treasurer
7.	Sr. Arul Josephine Mr. Selvaraj	Mazzrello Convent Trrupathur – 1	Religious Sister	24.07.2004	Executive Member
8.	Sr. Philomena Mr. Mariadoss	Auxilium Convent Regunathapuram Pudukkottai – 2	Religious Sister	24.07.2004	Executive Member
9.	Sr. Mary Saroja Mr. Pichai	Maria Anjali Marianathapuram Dindigul – 3.	Religious Sister	24.07.2004	Member
10.	Sr. Maryann Mr. Fernando	Auxilium Convent Madurai – 14	Religious Sister	24.07.2004	Member

9/9/05: 20/0000



11.	Sr. Amali Mr. Devaraj	St. Francis Xavier Convent 209, Broadway Chennai - 108.	Religious Sister	24.07.2004	Member
12.	Sr. Michael Mr. Cruz	Fatima Convent Kodambakkam Chennai - 24.	Religious Sister	24.07.2004	Member
13.	Sr. Irudayamary Mr.B. Asirvatham	Auxilium Centre Pudukkottai Road, Thanjavur-7.	Religious Sister	24.07.2004	Member
14.	Sr. Rodriguez Magdalene Mr. Joseph	St. Maris Covent Vellore - 1.	Religious Sister	24.07.2004	Member
15.	Sr. Arasi Mr. Xavier Raj	Auxilium Convent Regunathapuram Pudukkottai - 2	Religious Sister	24.07.2004	Member

செய்தல்: சிவசாமி



செய்தல் செய்தல்: சிவசாமி





3816  
27.6.05  
SRK

SR. ANNIE  
REGUNATHAPURAM

*[Signature]*  
P. செங்கமலம்,  
உதவித் தாய் விடுபெயர்  
உரிமம் எண் 25197.  
உதவித் தாய் விடுபெயர்

REGUNATHAPURAM AUXILIUM SALESIAN SISTERS SOCIETY  
MEMORANDUM OF ASSOCIATION AND BYE-LAWS

The following amenddments are made in the Memorandum and Bye Laws of the Society with effect from 17.07.2005. With the approval of the members and passed by a special resolution at the General Body Meeting as per clause 17 (iv) of the Rules and Regulations of the Society.

EXISTING CLAUSES

AMENDED CLAUSES

MEMORANDUM

- 3. ~~OBJECTS~~ (1)
- c) To take over form the Salesian Sisters Society, India, any of the convents, its annexes, adjuncts and other connected buildings and all lands appurtenant there to.

DELETED

தலைவர் : (1) தாய்

தலைவர் தலைவர் : (1) தாய்





16. **AMALGAMATION**

To enter into and carry out arrangements  
For joint working or for amalgamation  
With any other Association, Society, or  
Institution having objects of the Society.

**DELETED**

**ADDITION**

19.

The members of the Society shall not make  
any alteration in the Memorandum of  
Association and Bye Laws which may prove  
To be repugnant to the provisions of sections  
2 (15), 11, 12, & 13 and 80-G of the Income  
Tax Act.

**ADDITION**

20.

The activities of the Society shall be carried  
out only in India.

**BYE-LAWS**

2. **AREA OF OPERATION**

There are operation of the society, as  
far as admission of member is  
Concerned, shall be limited to the  
Jurisdiction of the congregation within  
Tamil Nadu.

This restriction shall not however  
apply to owning of properties movable  
or immovable, running of institutions of  
centres, business undertaking which are  
essential to fulfil the objects of the Society.

**DELETED**

with the limits of Tamil Nadu  
This restriction shall not however  
apply to owning of properties movable  
or immovable, running of institutions of  
limits The centres, business undertaking  
which are essential to fulfil the objects of  
the Society

**ADDITION**

with the limits of India

Handwritten notes in Tamil script, including "செய்தல் : 2010" and "செய்தல் : 2010 (1) ஏப்ரல்".





3. MEMBERSHIP

a) The members of the Society consist of persons who are members of the Salesion Sisters Congregation of India, resident and working in India and admitted to the membership of the Society by the Governing Body.

**DELETED**  
who are members of the Salesion Sisters Congregation of India.

b) Every member of the Society shall be bound by the provisions of the memorandum of the Association of the Society, and these rules, regulations, bye laws framed and decisions from time to time made or taken by the Government Body and by the constitutions and regulations of the Congregation of the Salesion Sisters of Don Bosco.

**DELETED**  
and by the constitutions and regulations of the Congregations of the Salesian sisters of Don Bosco.

4. REMOVAL OF MEMBERS

a) Automatically on death of the members. or a Member leaving India permanently or a member is excluded from the Society or ceasing to be a member, of The Salesian Sisters Congregation of India.

**DELETED**  
of the Salesian Sisters Congregation of India.

7. POWER OF GOVERNING BODY (MANAGEMENT AND CONTROL)

q) To enter into or carry out arrangements for joint working or for Amalgamation with any other society, Centre of Learning, Association, society or institution having Objects with in or similar to the objects of The Society.

**DELETED**

Handwritten signatures and a circular official seal. The seal contains the text: "THE SEAL OF THE REGISTRAR OF SOCIETIES AND COOPERATIVE SOCIETIES TAMILNADO".

10. ACTIVITIES:

The Governing Body shall chalk out the Programme for the furtherance of it's objects from time to time.

ADDITION

without changing the basic nature of the Society

The above special amendments are amended in the existing Memorandum and Bye - Laws was passed and unanimously approved.

Mr. Bernadine Pizon  
President

Mr. Anici Panakezhem  
Secretary

Mr. Sivasubramaniam

Sr. Maryam Fernando

Sr. Mamo Rajithan

Sr. Mary Sargis P.

Sr. Magnificat

Sr. Anuli Jeevanaj

Sr. Antonia Kayappan

Sr. Indrapathy B

Sr. Anil Joseph

Sr. Indranya Anasi

Sr. Mariadass Philomena

Sr. Michael Cruz

Sr. Rodriguez. M. Magdalene

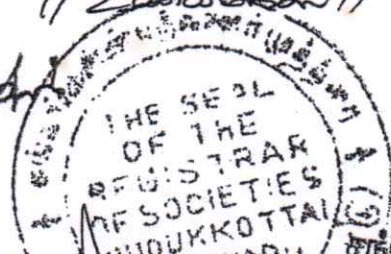
മുഖ്യമന്ത്രിക്ക് അയച്ചു

മുഖ്യമന്ത്രിക്ക് അയച്ചു

|| 2000 ||

മാപ്പിളയുടെ:

|| 2000 ||



|| 2000 ||