

# DCRUST MURTHAL ALUMNI ASSOCIATION

**Deenbandhu Chhotu Ram University of Science & Technology (Formerly Chhotu Ram State College of Engineering), Murthal, Sonapat (Haryana)**

## **Memorandum**

- 1 Name of Society/Association: DCRUST Murthal Alumni Association.
- 2 The Registered office of the Society/Association shall be at: Deenbandhu Chhotu Ram University of Science & Technology (Formerly C.R. State College of Engineering), Murthal, Sonapat, Haryana, India.
- 3 Jurisdiction: The Association shall work within Sonapat District of the territory of State of Haryana. The activities can be carry out at other places wherever DCRUST Alumni are residing or working, for the fulfillment of aims and objective of the associations.
- 4 The Aims and Objectives:
  - 4.1 To promote and foster mutually beneficial interaction between the Alumni and the Alma Mater. To encourage the formation of chapters to increase the participation of Alumni.
  - 4.2 To help alumni achieve their professional goals.
  - 4.3 To undertake activities of nation building including those of charitable nature.
  - 4.4 To foster linkages amongst the alumni and to promote personal and friendly relations through meetings and get-togethers among members of the Association.
  - 4.5 To facilitate and encourage alumni to contribute towards improvement in the status of the Institute in the areas pertaining to academic infrastructure, industry interactions and in any other area that the alumni and the Institute feel appropriate
  - 4.6 To generate corpus at the Deenbandhu Chhotu Ram University of Science Murthal for creating better residential /educational/recreational facilities for the University/Institute Community.
  - 4.7 To help the members in the hour of crisis-manually as well as financially.
  - 4.8 To exchange professional knowledge, organize conferences, seminars workshops & training courses.
  - 4.9 To undertake all such lawful activities which are conducive to the attainment of the above objectives.
  - 4.10 To patronize the students of the Institute in the matter of training and placement.
  - 4.11 To create and establish endowments to render assistance to students of the Institute through grants, scholarships and prizes or in any other area as deemed appropriate by the Association and the Institute.
  - 4.12 To collect, publish and distribute such information as may be useful to members of the Association.
  - 4.13 To raise or collect funds by subscriptions, contributions, donations, loans or by any other legal means for furtherance of the above objectives of the Association

# DCRUST MURTHAL ALUMNI ASSOCIATION

Deenbandhu Chhotu Ram University of Science & Technology (Formerly Chhotu Ram State College of Engineering), Murthal, Sonapat (Haryana)

## Rules, Regulations and Bye Laws

1. **Name of the Society:** DCRUST Murthal Alumni Association
2. The Registered office of the Society shall be at: Deenbandhu Chhotu Ram University of Science & Technology (Formerly C.R. State College of Engineering), Murthal, Sonapat, Haryana, India.
3. The Society/Association will carry out its major activities in Sonapat District within the territory of State of Haryana. The activities can also be carry out at other places wherever DCRUST Alumni are residing or working, for the fulfillment of aims and objective of the associations.
4. **Defination:**
  - (a) "Association" means the DCRUST Murthal Alumni Association.
  - (b) The Institute and/or DCRUST means Deenbandhu Chhotu Ram University of Science & Technology (Formerly known as Chhotu Ram State College of Engineering), Murthal.
  - (c) The "General Body" means the General Body of the Association.
  - (d) The "Executive Committee" means the Governing Body of the Association.
  - (e) Alumni/Alumnus means an ex-student who has obtained a regular degree/diploma from the Deenbandhu Chhotu Ram University of Science & Technology Murthal or Chhotu Ram State College of Engineering Murthal.
  - (f) The financial year of the Association shall be reckoned from 1st April to 31st March of the following year.
5. **Membership:**
  - 5.1 The Association shall have a maximum of 300 members initially including the original subscribers. In future membership can be exceeded above 300, by forming electoral colleges as per guidelines of Haryana Registration and Regulation of Societies Act, 2012 (Act 1 of 2012).
  - 5.2 The students admitted at DCRUST in year 2010, 2011, 2012 will become eligible to become life member by filling up prescribed form within one month of declaration of their final result, as they have deposited the membership fees at the time of their admission in the University in accordance of old Memorandum and by-laws of association.
  - 5.3 **Eligibility:** All Alumni of the Deenbandhu Chhotu Ram University of Science & Technology Murthal (Formerly Chhotu Ram State College of Engineering, Murthal) are eligible as member of society/association provided, a person:
    - (i) must be 21 years of age on the date of admission;
    - (ii) should subscribe to the aims and objects of the Association;

- (iii) must have deposited the admission fee and annual subscription fee and must not be in arrears of payment of such fee as on the date of annual general meeting for continuing as a member;
- (iv) must not be an insolvent and of unsound mind; and
- (v) must not have been convicted of an offence involving moral turpitude involving imprisonment of one year or more.

5.4 **Kinds/Types/Categories of Members:** The Association shall consist of four different categories of members as under:

- (i) Life Members – A person may be admitted as a life member on payment of the prescribed fees and such person shall continue to be the member of the association for his life. There is no upper cap on total number of life members.
- (ii) Honorary Member –
  - (a) All Alumni of the Deenbandhu Chhotu Ram University of Science & Technology Murthal (Formerly Chhotu Ram State College of Engineering, Murthal) excluding Life Member and Ordinary member.
  - (b) The members at present and Ex- members of Teaching Staff of the Deenbandhu Chhotu Ram University of Science & Technology Murthal (Formerly Chhotu Ram State College of Engineering, Murthal) without payment of any membership or subscription fees. The Honorary members shall be entitled to attend the meetings and contribute to the deliberations but shall have no right to vote.

5.5 **Membership Fee & Annual Subscription:**

The rates for membership of the Association shall be as under:

Sr. No	Type of Member	Admission Fee	Annual Subscription
1	Life Member	Rs. 1000/-	Nil
2	Honorary Member (Alumni)	Nil*	Nil
3	Honorary Member (Member teaching faculty)	Nil	Nil

\*The fees on the account of Alumni Fund will be decided and charged by the University/Institute by maintaining separate account in the University. This fund will utilized to fulfill aims and objectives of association with the approval of Patron (Hon'ble Vice Chancellor) on the recommendations of executive committee of association.

5.6 Admission Procedure (for members other than the subscribers):

- (i) Every Alumni has right to become the member of Association.
- (ii) An individual willing to be a member of the Association has to submit an application in prescribed form, and along with supporting documents to the Secretary duly filled in and signed.
- (iii) The Secretary shall examine the application and place the same before the Executive Committee for a decision.
- (iv) The admission of a person as a member of the Association shall be decided by its Executive Committee from time to time;

- (v) The Executive Committee may reject the application with specific reasons.
- (vi) The approval of the Executive Committee shall be intimated to the member, his name shall be entered in the register of members, to be maintained in such manner & form as prescribed under the Haryana Societies Registration and Regulation Rules, 2012 and he/she will be issued an Identity Card of the Association.

**5.7 Identity Card for every member:** Every person admitted as a member will be issued an identity card containing his/ her photograph, brief particulars and membership category, duly signed by the individual Member and the General Secretary of the Association.

**5.8 Rights & Obligations of Members:**

- (i) All the members of the association shall be bound by the rules and regulations of the Association as contained in its byelaws and amended from time to time;
- (ii) Every member, except an Honorary member, shall have a right to cast his vote at the elections of the association.
- (iii) Every member of the association shall have the right to inspect the books of accounts, books containing the minutes of proceedings of the general meetings, meetings of the Executive Committee and register of members of the association on any working day by giving a notice of seven days;
- (iv) Every member shall inform the Association about any change in his address, which shall be duly recorded in the register of members of the association and upon which the association shall issue a fresh Identity Card to such member.

**5.9 Cessation of Membership:**

Any person admitted as a member shall cease to be a member of the Association in the following events:

- (i) Attracts the provisions contained in Section 22 of the Act;
- (ii) Upon his/ her acting contrary to the aims and objectives of the Association;
- (iii) Upon such member being found guilty of a financial misappropriation of the funds of the association;
- (iv) Upon indictment and directions for removal by the District Registrar/ Registrar/ Registrar General of Societies;
- (v) An Honorary member shall cease to be a member of the Association, if the Executive Committee, decides so by passing a resolution in this behalf.

**3. Patron and Co-Patron:**

The Vice-Chancellor of D.C.R. University of Science & Technology, Murthal shall be Patron (ex-officio) of Alumni Association. The Patron can appoint an adhoc committee of three members including Chairman during the pendency of the elections after the expiry of the tenure of the elected body and also when some abnormality arises. The Registrar of D.C.R. University of Science & Technology, Murthal shall be Co-Patron (ex-officio) of Alumni Association. In absence of Patron, Co-Patron will act as Patron.

#### **4. Organization of the Association:**

- 4.1 General Body-There shall be a General Body of the Association consisting of all members.
- 4.2 Executive Committee-There shall be an Executive Committee to manage the affairs of the Association.
- 4.3 Local Chapters-There may be Local Chapters of the Association in various cities in India and abroad.

#### **5. General Body:**

- 5.1 Every person admitted as a member shall be a member of the General Body of the Association and shall be entitled to cast his vote for the election of the Executive Committee of the Association unless he is in arrears of payment of any dues of the Association, including the annual subscription.
- 5.2 Every member shall cast his vote in person and no proxy voting shall be allowed.

#### **6. Meetings of General Body:**

- 6.1 A meeting of the General Body of the association will be held as and when required. However, at least one meeting of the General Body of the Association, called as the Annual General Meeting (AGM) will be held in a year.
- 6.2 The Executive committee of the association may convene an extra-ordinary meeting of the General Body of the association at any time after giving due notice as prescribed hereunder, either of its own or within 45 days of receipt of a written requisition along with reasons for convening such meeting, from at least 1/10th of the members of the General Body.
- 6.3 For any meeting of the General Body, a clear notice of at least 14 days along with a copy of the agenda of the business to be transacted, date, time & venue of the meeting will be given to the members of the General Body. A copy of such notice will also be endorsed to the District Registrar.
- 6.4 A meeting of the General Body may also be convened at a shorter notice, if agreed to, by a majority (at least above 50% of the total members) of the members of the General Body.
- 6.5 Quorum for the meeting of the General Body will be 40% of the total members entitled to vote and present in person, subject a minimum of four members. In case of a meeting adjourned for want of quorum, the quorum for the adjourned meeting shall not be less than 10% of the total members, subject to a minimum of three. The General Body shall be competent to transact all business in such adjourned meeting except the consideration of any Special Resolution. Any Special Resolution can be passed in such adjourned meeting only if at least 25% of the total members of the Association are present.
- 6.6 The proceedings of all meetings of the General Body will be recorded in the minutes-book (bound or in loose leaves) maintained separately for the purpose by the Secretary and such minutes will be signed by the General Secretary of the Association. The same will be countersigned by the president in next General Body/Executive Committee meeting.

## **7. Power, Functions & Duties of General Body:**

- 7.1 To guide the Association in determining and fulfilling its aims and objects.
- 7.2 To decide policy matters such as change of name of the Association, amendment in the Memorandum, Rules & Regulations and the Byelaws of the association, approval of annual accounts of the association, approval for disposal of immovable assets of the association etc. and all such other acts as may be required under the Haryana Registration and Regulation of Societies Act & Rules, 2012.
- 7.3 To elect the members of the Executive Committee.
- 7.4 To remove any member from the Executive Committee and according approval to the continuation of a person appointed as a member of the Executive Committee against any vacancy.

## **8. Executive Committee/Governing Body**

- 8.1 The Executive Committee of the Association shall consist of:
  - (i) President
  - (ii) Vice-President
  - (iii) General Secretary /Secretary
  - (iv) Joint Secretary
  - (v) Treasurer
  - (vi) Immediate Past Secretary (ex- officio)
  - (vii) Dean students welfare or equivalent (ex-officio)
  - (viii) Fourteen Executive Members, including members nominated by Patron.

### **8.2 Election of Executive Committee:**

- (a) All office bearers and members of the Executive Committee shall be elected/ nominated from amongst the Members of Association.
- (b) The President shall be nominated by the outgoing Executive Committee from amongst the eminent Alumni. In any case, outgoing executive Committee fail to nominate, President will be elected by General body.
- (c) The General Secretary shall be nominated by the outgoing Executive Committee from amongst the members stationed at Murthal (Sonapat). If the member from Sonipat is not available it may be nominated from other members. In any case, outgoing executive Committee fail to nominate, Secretary will be elected by General body.
- (d) Vice President shall be elected by the General Body.
- (e) Joint Secretary shall be elected by the General Body.
- (f) The Treasurer shall be elected by the General Body from amongst the members stationed at Sonapat. If the member from Sonipat is not available it may be elected amongst member of General Body.
- (g) 12 other members shall be elected by the General Body.
- (h) The Patron can nominate two members representing special interests.
- (i) In the eventuality of any seat left vacant, the Executive Committee will have the power to co-opt members to fill the vacancies.
- (j) The procedure for election of the office bearers of the Association shall be regulated according to the Bye-laws of the Association.
- (k) Normally no elected/ nominated office bearer shall hold office for more than two consecutive terms except under exceptional circumstances approved by the Executive Committee.

- (l) Returning officer for the elections will be appointed by the Executive Committee who will conduct the election process.
- (m) The Executive Committee will declare the Schedule of Elections and appoint the Returning Officer for conduct of elections and also notify/display a list of members of the General Body entitled to vote at least 45 days prior to the holding of the General Meeting for conduct of the elections. The Executive Committee shall also send notices for holding elections of the Executive Committee to all the members, conveying the date, time & the manner via public notice at the association website and by Email. The information w.r.t. holding of election for the Executive Committee shall also be sent to District Registrar to appoint an observer, if he so desires.
- (n) Any objections qua the list of members of the Association entitled to vote shall be decided by the Returning Officer in consultation with the office-bearers of the association. However, the decision of the Returning Officer shall be final in the event of any difference of opinion. The Returning Officer shall, thereafter, invite nominations to be filed within the period prescribed in the Schedule of elections, scrutiny and withdrawal of the Schedule of elections, scrutiny and withdrawal of nominations, if any, for election of the office-bearers and the executive members of the Executive Committee.
- (o) The Returning Officer will display a list of the contesting members on the notice board of the association. The returning officer will conduct the election on the notified date. The members eligible to vote will be allowed to cast their vote in person, and wherever disputed, on production of the identity card issued by the association.
- (p) After closing hours on the date of the poll, the returning officer will declare the results and constitute the Executive Committee of the association. A list of the elected office-bearers and the executive members of the Executive Committee, duly signed by the Returning Officer, will be filed with District Registrar within 30 days, who shall accord his approval of the same upon his satisfaction.
- (q) The office-bearers of the Association shall not be entitled to any remuneration for rendering services to the Association.

### **8.3 Cessation of members of the Executive Committee:**

An office-bearer/ executive member of the Executive Committee shall cease to be an office-bearer or executive member:

- (a) upon submission & acceptance of his resignation;
- (b) if he ceases to be a member in accordance with sub clause 5.10 of Clause 5 of these Rules and Regulations;
- (c) if he is removed by a resolution passed in the meeting of the General Body.

### **8.4 Filling of any Vacancy on the Executive Committee:**

Any vacancy arising on account of resignation or death of any member of the Executive Committee or for any other reason, may be filled-up by the Executive Committee, if required, from amongst the members of the General Body for remaining tenure of executive committee. Such member of the Executive Committee shall cease to be a member of the Executive Committee on the date of the next Annual General Meeting, if his appointment is not approved in the Annual General Meeting by a majority vote for the balance term of the Executive Committee.

### **8.5 Meetings of Executive Committee:**

- (a) The meetings of the Executive Committee will be held as and when required. However, the Executive Committee shall meet at-least once in every quarter and there will be minimum four meetings of the Executive Committee in a financial year.
- (b) A clear notice of seven days of every such meeting will be given by the Secretary of the Executive Committee to the office bearers and members before the date appointed for the meeting. However, the Executive Committee may meet at shorter notice, wherever so required, with the consent of at least fifty percent of its members.
- (c) The quorum of the meetings of the Executive Committee shall be at least 40% of the total members of the Executive Committee, subject to a minimum of 5 members. In case quorum is not present, the meeting shall be adjourned to another date for which a proper notice shall be issued. The members present in the adjourned meeting, subject to a minimum of three members, shall form the quorum for the adjourned meeting.
- (d) The proceedings of every meeting of the Executive Committee will be recorded in the proceedings book (bound or in loose leaves) separately maintained for this purpose. Such minutes shall be signed by the Secretary of the Association and countersigned by President in next meeting. In case the Chairman or the Secretary are not available to sign the minutes, these will be signed by any two members present in the meeting as may be authorized by the Executive Committee.
- (e) The minutes of every meeting of the Executive Committee will be placed for confirmation in the succeeding meeting of the Executive Committee.

### **8.6 Powers, Functions & Duties of the Executive Committee:**

- (a) The Executive Committee will be responsible for achieving the aims & objectives of the Association and shall work in the best interest of the Association, for which it shall be empowered to deploy the funds & assets of the association for the stated objectives;
- (b) The Executive Committee will be competent to raise funds to achieve objectives of Association.
- (c) The Executive Committee shall be competent to invest the funds in the manner it considers appropriate in the best interests of the Association.
- (d) To constitute various standing or adhoc Committees for looking after such functions as may be assigned from time to time.
- (e) To create provision for engagement of regular or part-time employees of the Association to look after the secretarial, accounting and other functions in a seamless manner.

## **9. Local Chapters**

- (a) The relationship of the parent Association with the Local Chapters will be governed by bye-laws of the Association.
- (b) The Executive committee may recognize a Local Chapter of the Association in any city provided it has 20 members enrolled. A centre with less than 20 members but more than five members will be recognized as a Sub-Chapter and it will be attached to the Local Chapter.



- (c) Local Chapters will take prior approval of the parent body before organizing events of regional/national/global nature involving members beyond their jurisdiction.
- (d) The Local Chapters shall not be normally, under the financial control of the Parent Association at Murthal. However, if any Local Chapter organizes an activity using the name and patronage of the parent body, they will transfer 20% of the savings from the activity to corpus fund of the parent body at DCRUST Murthal.
- (e) The Local Chapters should normally hold activities pertaining to their jurisdiction only. The jurisdiction of Local Chapters will be defined by the parent body from time to time.
- (f) The Local Chapters may elect President and Secretary to manage the affairs of the Chapter. A meeting of all members of the chapter must be convened at least once a year.
- (g) The Secretary should furnish the names and addresses of the office bearers and a list of members of the Local chapter to the General Secretary once a year.
- (h) The Local Chapters will receive a copy of the Annual General Body Meeting report and other publications of the Association.
- (i) In case annual revenue of a chapter exceeds two lakh, the accounts must be audited and certified copies of the balance sheet and audit report submitted to the parent body at Murthal.

## **10. Responsibilities and duties of office bearers**

### **10.1 President:**

- (a) To preside over all the meetings of the General Body and of the Executive Committee and regulate the proceedings of such meetings.
- (b) To do all such acts, deeds and things as may be authorized by the General Body and/or the Executive Committee from time to time.
- (c) To allow or disallow discussion on any matter which is not included in the agenda.
- (d) To ensure proper & transparent functioning of the Association/Executive Committee.
- (e) To ensure strict compliance of the provisions of the Haryana Registration and Regulation of Societies Act, 2012 and the rules made thereunder.
- (f) To supervise and guide the overall activities/ achievement of aims & objectives of the Association.

### **10.2 Vice-president:**

- (a) To assist the president in carrying out his duties.
- (b) In absence of the President, to act on his behalf and perform all duties and exercise all the powers of the President.
- (c) To do all such acts, deeds and things, as may be authorized by the Executive Committee.

### **10.3 General Secretary:**

- (a) To conduct, organize, supervise and manage all the affairs of the Association and do all such acts and perform all such duties for the working of the Association as may be assigned by the President/ Executive Committee;
- (b) To receive, scrutinize and place applications for membership of the Association before the Executive Committee and to enter the name of

- the members, it approved, in the register of members under his initials and to intimate the members about the same and issue identity cards to the members so admitted;
- (c) To convene meetings of the General Body/Executive Committee with the consent of the President and serve proper notices as prescribed under these byelaws.
  - (d) To attend all the meetings of the General Body and the Executive Committee and assist the President in conducting the meetings and record proceedings of all the meetings.
  - (e) To prepare annual report of the Association and place it before the Executive Committee along with audited annual accounts of the Association, for approval to place the same before the General Body in the Annual General Meeting.
  - (f) To keep and preserve the records of the Association/ Executive Committee.
  - (g) To help and assist the President in looking after the complete affairs of the Association and in attaining aims & objects of the Association.
  - (h) To ensure timely filing of all statutory returns/ documents in the office of the District Registrar and such other authorities as may be prescribed under the Haryana Registration and Regulation of Societies Act, 2012 and the rules made thereunder.
  - (i) To be the custodian for safe custody of common seal of the Association and affix the same, wherever required, as per the authorisation of the Executive Committee.
  - (j) To conduct correspondence on behalf of the Association/ Executive Committee and to sign letters and papers on its behalf and to ensure that all statutory registers and records are properly kept and maintained.
  - (k) To prepare before announcing of the date of election and the Annual General Meeting, the list of all the members eligible to vote, duly updated and to place it before the Executive Committee.
  - (l) Act as the overall in-charge of the administration and execution of all the programmes of the Association including financial affairs on behalf of the Executive Committee including creation of posts, fixation of salaries/ remuneration/ allowances etc., make appointments/engagement of staff, make purchases and do all other such things as may be necessary in the furtherance of the aims & objects of the Association in accordance with the delegations by the Executive Committee from time to time and where no such delegation is specifically made, in consultation with the President of the Association.

#### **10.4 Joint Secretary:**

- (a) To assist the General Secretary of the Association in carrying out his functions and duties;
- (b) To discharge the functions and duties of the General Secretary of the Association in his absence to the extent authorised by the Executive Committee;
- (c) To look after such functions and duties and exercise such powers as may be assigned and delegated by the Executive Committee of the Association from time to time.

### **10.5 Treasurer:**

- (a) To keep accounts of all financial transactions of the Association and of all the sums of money received and spent by the Association and maintain records of receipts and expenses relating to such matters, and of assets, credits and liabilities.
- (b) To get the accounts of the Association audited by the chartered accountant appointed by the Executive Committee at the close of the Financial year, every year.
- (c) To submit to the Executive Committee through General Secretary, the audited annual accounts of the Association, at least one month prior to the date of annual general meeting.
- (d) To act as the overall custodian of all the books of accounts of the association, financial statements, receipt books, expense vouchers, bank pass books & cheque books, cash etc.

### **11. Exclusions from the Employment of a Association:**

- (a) No member of the Association shall be in full-time or part-time employment of the Association;
- (b) No dependant or family member or close relative of the office-bearers and members of the Governing Body shall be engaged as an employee of the association during its term;
- (c) Every office-bearer and member of the Governing Body shall make a declaration in case any person in the employment of the Association is his close relative.

### **12. Amendments**

Any amendment in the Memorandum of Association and Byelaws, or Change of Name, amalgamation or division of the Association will be done only with the approval of the General Body by way of a special resolution. The intimation of any such amendment or change, along with attested copy of the requisite documents, shall be filed in the office the District Registrar by the General Secretary within such time as may be prescribed under the Haryana Registration and Regulation of Societies Act, 2012 and the rules made thereunder.

### **13. Management of Assets and Funds of Society**

- 13.1 The Association shall raise the funds for pursuing the objectives of the association through receipts on account of membership fee, interest, consultation fees, donations, gifts, grants, etc.
- 13.2 Financial year of Association shall be from April 1<sup>st</sup> to March 31<sup>st</sup> of the following year.
- 13.3 The Executive Committee will prepare and approve an annual budget of the Association on the basis of its estimated income and the capital & revenue expenditure during the first quarter of the financial year and shall also place a copy thereof before the General Body in its Annual General Meeting for information.
- 13.4 The Bank accounts of the Association will be jointly operated by such members/office bearers as may be decided by the Executive Committee from time to time. Initially any two from amongst the President, Secretary and Treasurer shall operate the funds of the Association.
- 13.5 The funds of the Association may be invested in reputed Mutual Funds and other financial instruments currently in vogue, Government Securities,

- Bonds and Debentures of reputed public companies, Scheme of Unit Trust of India and Banks.
- 13.6 The service of a reputed investment adviser may be engaged for this purpose on suitable terms.
- 13.7 All assets and funds will belong to the Association and vest in the Association.
- 13.8 For non-budgeted items, the financial powers of the secretary shall be limited to Rs.15000.00 subject to the approval of President.
- 13.9 All receipts and payments of the Association shall be made through Bank Instruments (i.e. DD/ Pay Order/ Cheques/ Bank Transfers/ RTGS) including all receipts towards the Membership Fees and the annual subscriptions from the members. However, the Executive Committee may determine the limits of financial transactions which may be conducted in cash in certain other cases.

#### **14. Accounts of Society:**

- 14.1 The Treasurer of the Society will be responsible for keeping and maintaining proper books of accounts i.e. cash book, ledger etc. as required under the Income Tax laws and/or any other authority including the Institute of Chartered Accountants of India, at its Registered Office with respect to all sums of money received and expended by the Society and the assets and liabilities of the Society.
- 14.2 The annual accounts of the association will be signed by any two authorised office-bearers of the Association.
- 14.3 The Executive Committee will appoint a chartered accountant, who shall not be a member of the Executive Committee or family member of any member of the Executive Committee, for auditing the accounts and filing of income tax return of the association for each financial year, at such remuneration as may be the association for each financial year, at such remuneration as may be determined by the Executive Committee.
- 14.4 The books of accounts of the Association shall be open to inspection during the business hours by the Registrar General, Registrar, District Registrar or any officer authorised by them and by any member of the Association.

#### **15. Suit and proceedings by and against the Association:**

The Association may sue or be sued in the name of Secretary.

- 15.1 No suits or Proceedings shall fail by reason of any vacancy or change in the holder of office of the Secretary.
- 15.2 Every decree or order against the Association in any suit or proceeding shall be executable against the property of the Association and not against the persons or the property of the President, Working President, Secretary or any office bearer.
- 15.3 Nothing herein shall exempt the President, Secretary or other office bearers of the Association from any criminal liability under the act or entitle him/her to claim any contribution from the property of the Association in respect of any claim paid by him on conviction by the criminal court.
- 15.4 No member of the Association may be sued or prosecuted by the Association except for any injury or loss damage, detention or destruction of any property of the Association.

**16. Dissolution of the Association:**

- (i) The Association may resolve to dissolve itself in accordance with the provisions contained in the Act and the rules there under in case it becomes difficult to carry on with the operations of the Association, or it becomes insolvent or for any other pressing and unavoidable reasons;
- (ii) In the event of dissolution of the Association, no assets of the association shall devolve on or distributed amongst the members of the Association;
- (iii) Its assets and properties shall be first used to liquidate any liabilities and the left-over properties/assets, if any, considered for transfer to Deenbandhu Chhotu Ram University of Science & Technology, Murthal, Haryana to utilize the fund as per objectives of Association or considered for transfer to any other Association established with identical aims and objects or to the District Collector for use thereof in the general public interest.