



Patrician Alumni Association

FORM NO I

(See Rule 7 of the Tamil Nadu Societies Registration Rules, 1978)
**APPLICATION FOR THE ISSUE OF CERTIFICATE OF REGISTRATION UNDER
SECTION 10 OF THE TAMIL NADU SOCIETIES REGISTRATION ACT, 1975
(TAMIL NADU ACT 27 OF 1975)**

From

The President / Secretary
PATRICIAN COLLEGE ALUMNI
ASSOCIATION - CHENNAI
DOOR NO.3, CANAL BANK ROAD,
GANDHI NAGAR OPPOSITE TO
KOTTURPURAM RAILWAY STATION,,
Adayar (Part 1), Guindy Taluk, Chennai
District, Tamil Nadu, Pincode - 600020,
India

To

The Registrar of Societies,
Chennai South

Sir,

- 1) A society by name **PATRICIAN COLLEGE ALUMNI ASSOCIATION - CHENNAI** has been formed on **06/11/2019**.
- 2) I enclose herewith the Memorandum and Bye-laws of the said society.
- 3) I remit herewith a sum of Rs.5100/- being the fee for the registration of the Society.
- 4) I am a member of the Committee of the Society.
- 5) I have been duly authorized in this behalf by the Committee of the Society.
- 6) The society may be registered and the Certificate of Registration be issued.

Place :

Date :

Signature of Applicant

List of Executive Committee Members

PATRICIAN COLLEGE ALUMNI ASSOCIATION - CHENNAI - DOOR NO.3, CANAL BANK ROAD, GANDHI NAGAR OPPOSITE TO KOTTURPURAM RAILWAY STATION,

Sr No.	Name	Designation	Occupation	Address
1.	MEENAKSHI SIVALINGAM	President	Employee	DOOR NO.568, SRIGANESH NAGAR,, VAZHUTHAREDDY , Villupuram Taluk, Villuppuram District, Tamil Nadu, Pincode - 605401, India
2.	ROBINSON REX D	Vice President	Employee	DOOR NO.45, 4TH STREET, TELEPHONE COLONY, Madhavaram_50, Madhavaram Taluk, Chennai District, Tamil Nadu, Pincode - 600051, India
3.	B KARTHIK	Secratory	Employee	DOOR NO.15/27, SOUTH KESAVAPERUMALPURAM, RAJA ANNAMALAIPURAM, Mylapore (Part 1), Mylapore Taluk, Chennai District, Tamil Nadu, Pincode - 600028, India
4.	KALAISELVAN H	Treasure	Employee	DOOR NO.15, PERIAMET, NAVAL HOSPITAL ROAD,, Vepery, Pursawalkam Taluk, Chennai District, Tamil Nadu, Pincode - 600007, India
5.	DANIEL FELIX JOSEPH CHALKE	EXECUTIVE COMMITTEE MEMBER	Employee	DOOR NO.12/23, SHANTHI STREET, T V K NAGAR VETRI NAGAR EXTENSION, JAWAHA NAGAR,, Purasawalkam (Part 1), Pursawalkam Taluk, Chennai District, Tamil Nadu, Pincode - 600082, India
6.	AHAMED RASOOL S	EXECUTIVE COMMITTEE	Employee	DOOR NO.5/104, 3RD CROSS STREET, WORKER ESTATE,,

		MEMBER		NEELANGARAI, Sholinganallur Taluk, Chennai District, Tamil Nadu, Pincode - 600041, India
7.	J MARTIN BASKAR	EXECUTIVE COMMITTEE MEMBER	Employee	DOOR NO.3/37, 3RD PERIYAR STREET, GANDHI NAGAR, PALAVAKAM, Sholinganallur Taluk, Chennai District, Tamil Nadu, Pincode - 600041, India

Memorandum

1. Name of the Society : PATRICIAN COLLEGE ALUMNI
ASSOCIATION - CHENNAI
DOOR NO.3, CANAL BANK
ROAD, GANDHI NAGAR
OPPOSITE TO KOTTURPURAM
2. Address of the society : RAILWAY STATION,, Adayar
(Part 1), Guindy Taluk, Chennai
District, Tamil Nadu, Pincode -
600020, India

This Association will support the
mission and promote the interests
of Patrician College, establish
3. Main objective : mutually beneficial relations
between the College and its
alumni maintain among its former
students

FORM NO. V

(See Rule 15 of the Tamil Nadu Societies Registration Rules, 1978)

**NOTICE OF SITUATION/CHANGE OF SITUATION OF THE REGISTERED OFFICE
OF THE SOCIETY UNDER SUB-SECTION (1) OF SECTION 13 OF THE TAMIL
NADU SOCIETIES REGISTRATION ACT, 1975
(TAMIL NADU ACT 27 OF 1975).**

1. Name of the Society	:	PATRICIAN COLLEGE ALUMNI ASSOCIATION - CHENNAI
2. Date of Registration	:	
3. The Registration No and year of registration	:	-
4. Presented By	:	-

To

The Registrar of Societies,

South Chennai,

Chennai South

Sir,

PATRICIAN COLLEGE ALUMNI ASSOCIATION - CHENNAI hereby gives you notice under sub-section(1) of Section 13 of the Tamil Nadu Societies Registration Act, 1975 (Tamil Nadu Act 27 of 1975), that the registered office of the society situated at **DOOR NO.3, CANAL BANK ROAD, GANDHI NAGAR OPPOSITE TO KOTTURPURAM RAILWAY STATION,, Adayar (Part 1), Guindy Taluk, Chennai District, Tamil Nadu, Pincode - 600020, India** was changed from **DOOR NO.3, CANAL BANK ROAD, GANDHI NAGAR OPPOSITE TO KOTTURPURAM RAILWAY STATION,, Adayar (Part 1), Guindy Taluk, Chennai District, Tamil Nadu, Pincode - 600020, India** toon the..... day of.....

Designation of position in
Relation to the society

Dated the..... day of..... ,.....

FORM NO. VI

(See Rule 16 of the Tamil Nadu Societies Registration Rules, 1978)
**REGISTER OF MEMBERS TO BE MAINTAINED UNDER SUB-SECTION (1) OF
SECTION 14 OF THE TAMIL NADU SOCIETIES REGISTRATION ACT, 1975
(TAMIL NADU ACT 27 OF 1975).**

REGISTER OF MEMBERS

1. Name and Address of the Society : **PATRICIAN COLLEGE ALUMNI
ASSOCIATION - CHENNAI, DOOR
NO.3, CANAL BANK ROAD,
GANDHI NAGAR OPPOSITE TO
KOTTURPURAM RAILWAY
STATION,, Adayar (Part 1),
Guindy Taluk, Chennai District,
Tamil Nadu, Pincode - 600020,
India**

2. Date Of Registration :

3. The Registration number and Year of registration : -

Sr No.	Name of the member	Full Address of the member	Occupation	Date of Enrolment	Date of Resignation or Removal	Remarks
1.	MEENAKSHI SIVALINGAM	DOOR NO.568, SRIGANESH NAGAR,, VAZHUTHAREDDY , Villupuram Taluk, Villuppuram District, Tamil Nadu, Pincode - 605401, India	Employee	06/11/2019	-	-

2.	ROBINSON REX D	DOOR NO.45, 4TH STREET, TELEPHONE COLONY, Madhavaram_50, Madhavaram Taluk, Chennai District, Tamil Nadu, Pincode - 600051, India	Employee	06/11/2019	-	-
3.	B KARTHIK	DOOR NO.15/27, SOUTH KESAVAPERUMALPURA M, RAJA ANNAMALAIPURAM, Mylapore (Part 1), Mylapore Taluk, Chennai District, Tamil Nadu, Pincode - 600028, India	Employee	06/11/2019	-	-
4.	KALAISELVAN H	DOOR NO.15, PERIAMET, NAVAL HOSPITAL ROAD,, Vepery, Pursawalkam Taluk, Chennai District, Tamil Nadu, Pincode - 600007, India	Employee	06/11/2019	-	-
5.	DANIEL FELIX JOSEPH CHALKE	DOOR NO.12/23, SHANTHI STREET, T V K NAGAR VETRI NAGAR EXTENSION, JAWAHA NAGAR,, Purasawalkam (Part 1), Pursawalkam Taluk, Chennai District, Tamil Nadu, Pincode - 600082, India	Employee	06/11/2019	-	-
6.	AHAMED	DOOR NO.5/104, 3RD	Employee	06/11/201	-	-

	RASOOL S	CROSS STREET, WORKER ESTATE,, NEELANGARAI, Sholinganallur Taluk, Chennai District, Tamil Nadu, Pincode - 600041, India		9		
7.	J MARTIN BASKAR	DOOR NO.3/37, 3RD PERIYAR STREET, GANDHI NAGAR, PALAVAKAM, Sholinganallur Taluk, Chennai District, Tamil Nadu, Pincode - 600041, India	Employee	06/11/201 9	-	-

BYE-LAWS

1. Name of society:The name of the Society is "PATRICIAN COLLEGE ALUMNI ASSOCIATION - CHENNAI"

2. Registered office of society:The Registered office of the Society is situated presently at DOOR NO.3, CANAL BANK ROAD, GANDHI NAGAR OPPOSITE TO KOTTURPURAM RAILWAY STATION, ADYAR, CHENNAI 600 020.

3. Date of formation of the society: The Society was formed on 06/11/2019

4. Jurisdiction of the registrar of society: The Society is situated within the jurisdiction of the Register of Society & Register of Societies & Registrar of Assurances

5. Business hours of the society:The business hours of the Society shall be between Morning 10.00 A.M to Evening 5.00 P.M.

6. Objects of the society:The objects of the society are those mentioned in the Memorandum of Association and in Particular the following :- 1) This Association will support the mission and promote the interests of Patrician College, establish mutually beneficial relations between the College and its alumni; maintain among its former students a spirit of communication, fellowship and service; and enhance financial resources beneficial to the College's Sustainability and growth. 2) Adopt the Alumni Association Core Values of excellence, lifelong relationships and learning, inclusiveness and diversity, global citizenship, advocacy and Patrician pride. 3) Enthusiastically communicate the mission and purpose of the college and Alumni Association to the wider alumni population. 4) Support a strong relationship between the Alumni Association and Current student. 5) Assist current students and alumni in career planning and transitions. 6) Promote the college within one's sphere of

influence, wherever the opportunity arises.

7. Activities in furtherance of the objects:1) This Association will support the mission and promote the interests of Patrician College, establish mutually beneficial relations between the College and its alumni; maintain among its former students a spirit of communication, fellowship and service; and enhance financial resources beneficial to the College's Sustainability and growth. 2) Adopt the Alumni Association Core Values of excellence, lifelong relationships and learning, inclusiveness and diversity, global citizenship, advocacy and Patrician pride. 3) Enthusiastically communicate the mission and purpose of the college and Alumni Association to the wider alumni population. 4) Support a strong relationship between the Alumni Association and Current student. 5) Assist current students and alumni in career planning and transitions. 6) Promote the college within one's sphere of influence, wherever the opportunity arises.

8. Suits:The Society shall sue or to be sued in the name of the Secretary of the Society.

9. Person competent to give directions:The President of the Society unless otherwise provided hereunder is empowered to give directions in regarding to the business of the Society.

10. Enrollment of member:

10.1 Eligibility:

CHENNAI PATRICIAN COLLEGE STUDENTS above age 18 years only can admitted as member of the Society.. The Executive Committee can accept or reject the members of the association without any explanation or any prior notice.. Every member of the association shall have one vote. Any member who is unable to attend the meeting shall authorize in writing to the president, his representative to vote on his behalf.. 10.2 Admission and Subscription fee:. Every member applying for membership shall pay an entrance fee of Rs.100/-monthly subscription of Rs.100/- within 10th of Every Month. The Executive committee shall also collect Donations

from the public for the Expenses of the association.. 10.3 Dates to collect the Payment and to define Penalties:. 10th of Every Month.

11. Removal of members:

If any membership is in arrears of the subscription for more than Three months shall automatically cease to be a member of the association.. A member's connection with the society shall terminate in anyone of the following ways: -. (a) By cancellation of his/her membership due to non-payment of subscription.. (b) By withdrawal/resignation.. (c) By conviction by a Court of Law.. (d) Declared as insolvent..

12. Rights, Obligations and privileges of members:

- a) Every member is entitled to enjoy and to avail the facilities provided by the society.
- (b) Every member shall have the right to take part in General Body Meeting and shall have one vote at such meetings.
- (c) Every member is entitled to contest for the membership in the Executive Committee.
- (d) Every member shall abide the rules and regulations laid down in the byelaws and also strive hard to promote the objects of the Society.
- (e) Every member shall maintain the spirit de corps and have cordial relation with the members either personally or in profession.
- (f) If any member causes loss or damages to the properties of the society in a manner otherwise in discharge of the duties is liable to make good the loss or damages caused such member.

13. Transaction of Bussiness:

- 1.) The Executive Committee shall transact its business through the Executive Committee.. 2.) The Executive Committee has the power to appoint staff for Executive Work of the Association and to frame service rules for such staff.. 3.) The Treasurer of the Association authorized to have sum not exceeding to

Rs.5,000/- for day transaction. The funds of the Association will be deposited in any Nationalized Bank or banks as decided by the Executive Committee in accordance with Rule No.24 of The Tamil Nadu Societies Registration rules.

14. Executive committee:

14.1 Constitution: The Executive Committee consists of One President, One Vice President, One Secretary, One Treasurer, Three Executive Committee Members, in all total 7 Executive Committee Members. 14.2 Appointment of Executive Committee

Members:.. (i) All the members of the Executive Committee shall be appointed by a resolution passed by a majority of the members entitled to vote at the General Body meeting in pursuance of the election conducted straightway to the designations specified above.. (ii) Any interim vacancies in the Executive Committee shall be filled up only by the General Body and the term of office of such members shall be on par with other members of the executive committee. No co-option/nomination of members can be made to the Executive Committee. 14.3 Term of Office of the

Executive Committee Members:.. (i) The term of office of the Executive Committee members will be three years. 14.4 Eligibility For the executive Committee Members:..

(a) The Persons contesting for the executive Committee shall possess clear all the dues to the association. (b) No member shall contest for more than one post in the executive committee.. (c) The person contesting for the executive committee must be in live member as on already having a membership as per the register of

members.. 14.5 Powers of the Executive Committee:.. (a) It shall be competent for the executive committee to form such sub committee(s), as it may deem fit and to assign from time to time such functions and duties and delegate such powers on any particular issue that may be of interest to the society and make representations or to represent the society before any other organization or appear before any authority and make such steps as may be necessary in pursuance thereof. The president and secretary will be ex-officio members of such sub-committee(s).. (b) The proceedings of the committee shall not be invalidated on account of any vacancy or vacancies in the committee which may remain unfilled or defect in the committee..

(c) Any member of the executive committee may at any time resign from office by

sending his/her any time resign from office by sending his/her resignation to the president or secretary but such resignation shall take effect only from the date on which it is accepted by the committee.. (d) It shall be competent for the members of the committee to expel or remove at any time any member of the committee for breach of the provisions of the byelaws or such member's activities are detrimental to the objects and development of the society.. (e) Where a member of the executive committee absents himself for three consecutive meetings of the committee without leave of absence, action will be taken by the executive committee to remove such member from the executive committee .provided that no such removal shall be made unless the person concerned is given an opportunity to show because why he should not be removed from the executive committee..

14.6 Meeting of the Executive Committee: (a) The Executive committee shall meet as often as necessary and at least once a month. (b) Seven days clear notice shall be given for meetings of the executive committee except the emergency meeting for which three day's notice is enough and such notice shall be sent by post as well as email .The quorum for the meeting of the committee shall be five members .if at the appointed hour for the meeting, the required quorum is not present, the meeting shall be adjourned to the next half an hour and the meeting will be conducted.No quorum is required for the adjourned meeting.. (c) A resolution in writing signed by circulation by the majority of the members of the executive committee shall be a valid and effectual as if the same had been passed at the meeting of the said executive committee regularly convened and held.Such resolution shall be ratified at the subsequent executive committee meeting..

14.7 Powers of the Office Bearers: (A) President: (a) Shall have general control and general powers of supervision over the affairs of the Society.. (b) Shall ordinarily preside at all meetings of the committee and of the General Body, and shall maintain order.He shall declare the decision of the meeting in accordance with the opinion of the majority of members present and voting.In case of equality of votes, the President shall have a casting vote.In his absence person presiding the meeting will exercise the casting vote.. (c) Shall be competent to pass for payment of bills jointly with Treasurer in respect of expenditure incurred in connection with the activities of the society and to authorize expenditure upto a

limit of Rs.. (B) Vice President:. (a) If the president post is vacant for want of appointment, the vice president will be in charge of the president and carry out the duty of President. He has to assist the President in the day to day activities of the society.. (C) Secretary:. a) Attend to all correspondence and maintain the connected file in proper order.. b) Maintain the minutes of the proceedings of all Executive Committee and General Body meeting.. c) Shall carry on other functions not assigned to any other member.. d) Convene meetings of the Executive Committee/A.G.M./E.G.M.. e) Prepare Agenda for the meetings and communicate minutes of the meeting to all members.. f) Generally responsible for carrying out the resolutions of the General Body and Executive committee.. g) Maintain the Register of Members in Form No.VI and carry out the removal, resignation etc in the said Register then and there.. h) File the necessary returns, statements and forms as laid down in the Act before the Registrar of Societies.. (D) Treasurer:. a) Receive all money intended to be paid to the Society and issue receipts thereafter.. b) Pay to the secretary such sums as may be authorized by the President.. c) Shall submit once in a month to the Executive Committee, Monthly statement of receipts and Expenditure of the preceding month, if any.. d) Shall maintain all books of accounts, receipt books including the voucher file.. e) No amount shall be disbursed by him without receipt of vouchers.. 14.8 Elections:. a) The Executive committee shall appoint returning officer for the conduct of election before 15th May of the year in which the term of the office expires.. b) Notifications for the elections of the Executive committee shall be issued before the 1st June of the said year.. c) In case, no notification is issued before 15th June of the said year, 1/3rd of the members of the society may call for an extra-ordinary general body meeting for appointing a returning officer to conduct the election as per the rules.. d) The election shall be conducted, before 30th September of the said year.. e) Mode of forwarding the nomination form, last date of receipt of nomination and withdrawal shall be issued to members in advance.. f) Members must contest direct to the post in the Executive committee.. g) Election shall be by secret ballot voting..

15. Preparations and filing of returns, statements etc:

a) Under Tamil Nadu Section Registration Rules and Regulations under Sub- Section 16(3)(b) Sub- Section 17 (2) Section 26 and Section 27 also other provision notices to be the Society Registrar and they should be filed before the Registrar.. b) The Society has to convene the General Body Meeting in the financial year within six months(i.e.) within 30th September During this meeting, the Society's previous financial year accounts (Assets and Liabilities) under Sub- Section 16 (1) Societies yearly income and expenditure within Rs.2500/- these accounts of the society should be audited by members of the General Body who have passed tenth standard, by two members.. If the income and Expenditure of the Society exceeds Rs.2500/- and within the limit of Rs.10,000/- the audit should be done by two graduate members who are not member of the Executive committee but from the members of General Body.. If the Income and Expenditure of the Society exceeds from Rs.10,000/- the accounts of the society should be audited by a Chartered Accountant under Sub- Section 21 (2).The above audited accounts should be placed before the General body to get approval.If there are no Graduate members, the accounts should be audited only by a Chartered Accountant afterwards the audited accounts should be filed before the Registrar within six months.. c) The Society has to give a declaration that according to Section 16 (3) (b) (iii) the previous year's functions of the Society were effectively done.. d) At the end of the previous financial year, the member of the Society, their names, profession and address list in Form No.VI should be forwarded to the Registrar.. e) During the previous financial year if there is any change in the Executive committee that change under Sub- section 17 (ii) should be filed to the Registrar within 3 months in Form No.VII along with a Special Resolution.. f) It is the duty of the General Secretary to keep ready for inspection by Registrar or any enquiry officer appointed by him, the records, books and files of the Society according to Section 35. g) According to Section 34 (1),after the inspection of the books by registrar, if he requires by order Section 34-A(2) it is the duty if the Society or Committee Member or members of the Society to give information or explanation to the Registrar.. h) According to Section 36 (7), it is the duty of the member or members of the Society to submit the necessary books, records, accounts and other documents required by the Registrar on enquiry

officer.. i) According to Section Section 13 (2), the clear name of the Society shall be placed in the entrance, in TAMIL.. j) According to Rule 15, the situation of the Registered office of the Society or any change in the situation shall be intimated in Form No.V to the Registrar within 3 months.. k) According to Section 30 Sub-Section 32 (1), it shall be the duty of every registered society's, General Secretary to file mortgage or details of any other liabilities of the society if Form No.VIII and Section 32 Sub- Section (2), in form No.IX to the Registrar within one month.

16. Audit of accounts:

(A) BUSINESS OR ACCOUNTING YEAR OF THE SOCIETY:. The business year of the society shall be:

01st April to 31st March. (B) ACCOUNTS AND AUDIT:. At the expiration of each financial year, Society shall prepare a receipt and expenditure account and a balance-sheet and shall cause them to be audited by an auditor or by two or more members of the registered society (not being the members of the committee), appointed by the registered society and possessing the prescribed qualifications.. (C) ACCOUNTS AND BOOKS:. a) The following account books and files shall be maintained and the same shall be kept only in the registered office of the society:-. b) Cash book showing daily receipt and expenditure, and the balance at the end of each day.. c) Receipt book, containing forms in duplicate, one of each set to be issued with details for money receipt by the society and other to serve as counterfoil.. d) Vouchers file, containing all vouchers for contingent and other expenditure incurred by the society, numbered serially in Red Ink and filed chronologically;. e) Ledger showing consolidated and separate account of all items of receipts and expenditure, member wise as well as item wise;. f) Monthly register of receipts and disbursements.

17. Supply of copies of byelaws, receipts and expenditure account and the balance sheets:

The copies of byelaws, receipt and expenditure and balance sheet shall be supplied to members on application at a cost of Rs.1/- for each copy of the above.

18. Fine/Action to be taken on members who violated bye-laws or rules:

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

19. Mode of custody,application and investment of the funds of the society:

- 1) No part of the funds of a registered society shall be divided by way of bonus or dividend or otherwise among its members:
- 2) save as provided in sub-section(2), no payment shall be made out of the funds of a registered society to be president or any other officer of the society by way of honorarium for any service rendered by him to the society.

Investments of funds:

A registered society may, to such extent and under such conditions as may be permitted by its bye-laws, from time to time, invest or deposit any portion of its funds not immediately required,

- 1) upon immovable properties ;or
- 2) in securities of the Government or in National Savings Certificates or other securities of the Government of India ; or
- 3)in the post office saving Bank Account or
- 4) in a special account opened by the registered society for the purpose in a -
 - a) corresponding new bank as defined in the Banking Companies (Acquisition and Transfer of Undertakings) Act.1970(Central Act 5 of 1970) ; or
 - b) society registered or deemed to be registered under the Tamil Nadu Co-Operative Societies Act, 1961 (Tamil Nadu Act LVIII of 1961), the primary object or principal business of which is the transaction of banking business; or
- 5) in such other mode of investment as may be prescribed.

20. Earmarking of funds:

No funds will be earmarked for the dependents of the deceased or disabled members of the Association.

21. Day to day business of the society:

The Treasurer shall have an imprest amount of Rs.5,000/-for a day to day transactions.Any amount exceeding the above shall be deposited into the bank account.. 21.1 STAFF :

If the staff is required for carrying out the day to day business of the society, such staff may be appointed by a resolution passed by a majority of the members of the Executive Committee.The committee is also empowered to frame service conditions, salary or honorarium of such staff.

22. Preside and proceedings of the meetings:

Every meeting shall be chaired by the President, if he is present, or one elected to chair the meeting by those present at the meeting.. Every proceeding of the meeting shall be recorded in the Book of Minutes and shall be signed by the Chairman of the meeting at which the proceedings were held or by the Chairman of the next succeeding meeting.

23. General Body meeting:

23.1 ANNUAL GENERAL BODY MEETING:.. The Annual General Body Meeting shall be held within 6 months from the date of closing of business of the year of the society for the purpose of:.. a) Consideration of the Annual Report of the working of the Society.. b) Consideration and approval of the Report of the Annual Accounts of the preceding year of the Society.. c) Consideration of the budget for the current year.. d) Appointment of the Auditor(s) to audit the accounts of the ensuing year and to fix remuneration.. e) Consideration of any motion, notice of which has been given in writing by a member atleast 7 days in advance from the date of the meeting to the Secretary.. f) Such other business as may be brought forward with the permission of the chairman which would be granted after obtaining the approval of the majority of the members attending the meeting who are entitled to vote.. g) Election of the members of the committee, if the same is due, if not conducted by a separate meeting.. 23.2 EXTRA ORDINARY GENERAL BODY MEETING:.. The

Executive Committee may call for extra-ordinary General Body meeting at any time and also to convene such meeting within one month from the date of receipt of requisition from not less than one third of the members on the roll addressed to secretary stating the subject for which such meeting is to be convened. If the extra-ordinary General Body meeting is not called for in accordance with such requisition within the above such period, the requisitionists themselves can convene such meeting duly adopting the procedures laid down in these byelaws..

23.3 NOTICE REGARDING GENERAL BODY MEETING:. For all General Body meetings, a notice stating the venue, date, time and agenda of such meetings shall be communicated to all members in advance of 21 days. Such 21 days will exclude the date of postage and date of meeting

The notice shall be served in the following manner:-. a) By local delivery or. b) By Circulation among the member; or. c) By publication through Press. Apart from the above copy of such notice shall also be affixed in the notice board of the Society..

23.4 Quorum and adjournment:. The quorum for all General Body meeting shall be 1/3rd of the total members

In the event of such quorum is not present at the appointed hour the meeting shall stand adjourned for the next Half Hours at the same place and of such adjourned meeting the members present shall constitute a quorum.

23.5 Decision at the General Body meeting:. All questions before any meeting shall be decided by majority of votes except the one which is to be passed by special resolution

In case of equality of votes, the Chairman of the meeting shall have his casting vote (except for Special Resolution).. In case if confusion arises in counting the votes by hand showing, the same will be decided by making arrangement for sitting of favouring the motion on one side and the opposition persons on the other side.

24. Special Resolution:

24.1 Definition:

Special Resolution means a resolution passed by a majority of not less than three-fourths of such members of a registered Society entitled to vote as are present in person at a General Meeting of which a notice of not less than 21 days, specifying

the intention to propose the resolution as a special resolution, has been duly given. Provided that, if all the members entitled to vote at any such meeting so agree, a resolution may be passed as a special resolution at a meeting of which a notice less than 21 days under this rule has been given.

24.2 Requirements of Special Resolution The Special Resolution is required for the following matters:-

- a) To carry on the administration of the Society more economically or more efficiently;or
- b) To attain its main purpose by new or improved means;or
- c) To amalgamate with any other registered society having similar objects;or
- d) To divide the Society into two or more societies; or
- e) To amend the byelaws; or
- f) To change the name of the Society; or
- g) To dissolve the Society.

25. Inspection of records and accounts books etc:

The Register of the Members, the Minute Books and the Books of accounts including receipts books and voucher file and bank accounts shall be kept and maintained only at the registered office of the society and shall be available for inspection during business hours by the members of the society free of cost without any application.

26. Dissolution:

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

Signatures to the Memorandum hereby certify that the Byelaws is the correct copy.

S.No	Member's Name	Occupation	Address	Signature
1.	MEENAKSHI SIVALINGAM	Employee	DOOR NO.568, SRIGANESH NAGAR,, VAZHUTHAREDDY , Villupuram Taluk, Villuppuram District, Tamil Nadu, Pincode - 605401, India	
2.	ROBINSON REX D	Employee	DOOR NO.45, 4TH STREET, TELEPHONE COLONY, Madhavaram_50, Madhavaram Taluk, Chennai District, Tamil Nadu, Pincode - 600051, India	
3.	B KARTHIK	Employee	DOOR NO.15/27, SOUTH KESAVAPERUMALPURAM, RAJA ANNAMALAIPURAM, Mylapore (Part 1), Mylapore Taluk, Chennai District, Tamil Nadu, Pincode - 600028, India	
4.	KALAISELVAN H	Employee	DOOR NO.15, PERIAMET, NAVAL HOSPITAL ROAD,, Vepery, Pursawalkam Taluk, Chennai District, Tamil Nadu, Pincode - 600007, India	
5.	DANIEL FELIX JOSEPH CHALKE	Employee	DOOR NO.12/23, SHANTHI STREET, T V K NAGAR VETRI NAGAR EXTENSION, JAWAHA NAGAR,, Purasawalkam (Part 1), Pursawalkam Taluk, Chennai District, Tamil Nadu, Pincode - 600082, India	
6.	AHAMED RASOOL S	Employee	DOOR NO.5/104, 3RD CROSS STREET, WORKER ESTATE,,	

			NEELANGARAI, Sholinganallur Taluk, Chennai District, Tamil Nadu, Pincode - 600041, India	
7.	J MARTIN BASKAR	Employee	DOOR NO.3/37, 3RD PERIYAR STREET, GANDHI NAGAR, PALAVAKAM, Sholinganallur Taluk, Chennai District, Tamil Nadu, Pincode - 600041, India	

Signed in our presence this _____ day of _____, _____

. Name : A RAJA
 Father's Name : ABEL
 Address : DOOR NO.15 (3/100), AVANI
 STREET, CHELLIYAMMAN
 NAGAR,, Nerkundram,
 Maduravoyal Taluk, Chennai
 District, Tamil Nadu, Pincode
 - 600107, India

Signature :

. Name : S HABEEBUR RAHMAN
 Father's Name : SYED BASHA
 Address : DOOR NO.2/414, PERUMAL
 KOIL STREET, B SANTHI
 NAGAR, ALAMATHI,
 Madhavaram_50, Madhavaram
 Taluk, Chennai District, Tamil
 Nadu, Pincode - 600052,
 India

Signature :