



**SREE NARAYANA GURU MEMORIAL EDUCATIONAL AND
CULTURAL TRUST**

THIRUMALABHAGOM.P.O., THURAVOOR.

Reg. No. A.709/2001

office. K.P.XII-280K, Thirumala bhagom.P.O., Thuravoor, Cherthala
phone: 0478-2562230

BYE-LAW

1. Name : SREE NARAYANA GURU MEMORIAL EDUCATIONAL AND CULTURAL TRUST
2. Address : Thirumala bhagom .P.O., Thuravoor, Alappuzha, Kerala.
3. Functional limit : This association is to function with in Alappuzha Dist.
4. Aims & Objects:
 01. The main object of the Trust is to do all activities giiving emphasis for the educational industrial and cultural developments of Kerala State.
 02. Establishment and taking over primary, Higher Secondary, Teachers Training schools and colleges.
 03. Establishment and taking over of Vocational Training Institutions.
 04. Establishment and taking over cultural and education centres and research institutions. Collecting coconut from coconut planters and supplying kernals to Government agencies in accordance with government directives.



Providing financial assistance (Donations, Grant, Loans) for establishing and functioning of educational and cultural institutions as aimed by the trust.

06. 1) Membership: There will be two types of membership.

a) Life time member b) Ordinary member

A) Life time member : Any Indian citizen residing within the territorial limit who have attained 18 years of age, mentally fit and having belief in Sree Narayana can be life time member. Persons interested in becoming life time member is to submit application before the Managing Committee in performa issued by the secretary.

2) Application for life membership shall either be accepted or rejected as per the decision of the President. The decision of the president in issuing membership will be final.

3) If life time membership application is accepted by the president Rupees 2,00,000 is to be remitted as membership fee. No other fee will be charged on life time members.

B) Ordinary members : Any Indian citizen residing within the territorial limit who have attained 18 years of age, mentally fit and having belief in Sree Narayana can apply for membership. Persons interested in becoming ordinary member is to submit application before the Managing Committee in performa issued by the secretary.

2) Application for ordinary membership shall either be accepted or rejected as per the decision of the managing committee. The decision of the managing committee in issuing ordinary membership will be final.

3) On acceptance of the membership by the managing committee admission fee of Rs. 10,000/- is to be remitted and Membership Register to be signed. Ordinary members are to remit Rs. 100/- each as monthly subscription. The managing committee empowered to alter the admission fee and monthly subscription.

4) Each ordinary member is to remit the monthly subscription before the 5th day of every month. On default in payment of three consecutive monthly subscription. the membership will be cancelled and the name removed from the admission register.

5) Any membership cancelled as above said shall be readmitted subject to the decision of the managing committee, on payment of the arrears and submission of application. No admission fee need be paid in case of such admission.

6) The managing committee is empowered to remove any member from the rolls on the ground of any activities contrary to the interest of the association or moral turpitude

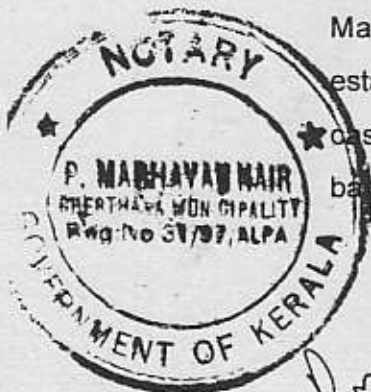


General body

1. Each person enrolled in the admission register shall be a member of the general body.
 2. Members of the general body shall have right to vote
 3. General body shall be convened as required. Annual general body is to be convened in the month of June every year. Date of general body is to be fixed by the president on consultation with the managing committee and notice is to be issued before 15 days. The quorum for the general body will be 2/3rd of the total members.
 - 4) In case of adjournment of the general body for want of quorum, the adjourned general body shall be convened on the next day at the same venue and time. General body adjourned and convened as aforesaid shall not be subject to any quorum.
 - 5) Special general body shall be convened on demand in writing by 2/3rd members of the general body. Three days prior notice for special general body is to be given to the members. Quorum shall be 2/3rd.
- 8) Duties and Powers of General body :
- 1) Electing managing committee members.
 - 2) Adopt Annual Report, Income and expenditure, Budget Balance sheet etc.
 - 3) Amending bye-law by making necessary addition, deletion and amendments.
 - 4) Appointment of Auditors.
 - 5) Giving necessary directives, structures and guidelines for achieving the aims and objects of the trust.
- 9) Office Bearers : Following office bearers of the trust shall be elected by the life time members:

- 1) President 2) Vice-president 3) Treasurer

1. President : The duties of the president shall include presiding the meetings, signing documents and contract, opening account in the bank as decided by the Managing committee etc. President shall be the manager of all institutions established under the auspicious of the Trust. President is empowered to exercise casting vote in case of necessity. President is empowered to raise loans from bank and financial institutions.



2. Vice-president : Vice-president is empowered to perform all duties of the president in his absence.
3. Treasurer : Receiving money for the Trust. Expend money on behalf of trust on acceptance of necessary documents. Maintaining proper income and expenditure accounts. The Treasurer is duty bound to prepare and produce annual income and expenditure account, balance sheet etc. before the general body and managing committee.
- 10) Secretary : The president of the Trust shall appoint a paid Secretary on contract. The Secretary is duty bound to keep in custody all documents and registers of the Trust, do all correspondence work, conduct routine works effeciently, preparing annual reports, issuing notices, for convening committee, consulting with the President all proceedings of the committee, etc. The President is empowered to appoint the Secretary. in service for particular period and in case of necessity extend the service or to terminate the service before the tenure.
- 11) Committee members : The Trust shall have four committee members elected from the annual general body. The committee members are bound to act along with the office bearers in all common activities of the trust.
- 12) Expert committee : The President shall constitute an expert committee by including Sree Narayana believers and eminent personalities who have made proficient contributions in educational and cultural field. The duty of the expert committee shall be to provide necessary advice and directions for the prosperity and development of the trust and to act for the same.
- 13) Managing Committee : The managing committee of the Trust shall have seven members including the president, Vice-president, Treasurer, and four committee members. The tenure of the managing committee is one year.
- 14) Duties of the managing committee:
1. Convene General Body in time.
 2. Recommend to the General Body to adopt the audited annual income and expenditure account, balance sheet, annual report, budget etc.
 3. Prepare and place before the General Body the bey-law amendment, additions and deletion for approval.
 4. Resolve an application for membership.
 5. To take resolutions with respect to all activities of the Trust.
- 15) Managing Committee meeting:
1. The managing committee shall be convened at least once a month for evaluation of the activities of the Trust.
The quorum of the managing committee meeting shall be four.
Three days prior notice of the meeting shall be given to the members.
 4. Urgent committee meeting shall be convened on issuance of 24 hour prior notice in case of urgency. The quorum shall be four.



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- 16) Auditor : The auditor is duty bound to submit audit report before the managing committee after detailed scrutiny of the entire income and expenditure account of the Trust.
- 17) Source of income : The source of income of the Trust shall include admission fee, monthly subscription and donations.
- 18) Application of funds : All expenses approved by the managing committee and general body for the implimentation of the aims and objects of the trust are to be incurred.
- 19) Bank Account : Account in the joint name of the president and treasurer shall be opened in Bank or Banks as decided by the managing committee. The Treasurer is not entitled to keep cash in hand exceeding Rupees 500/-
- 20) Proceedings in a court of law : The president is vested with the right to initiate and prosecute all legal proceedings for and against the trust.
- 21) Resignation : The managing committee shall co-opt a member from the general body in the vacancy arising from resignation of any member from the managing committee.
- 22) Emblem and seal : The trust shall have an emblem and seal as recommended by the managing committee and approved by the general body.
- 23) No-confidence motion : The president shall convene the general body in case 1/4th members of the general body issue to the president no confidence motion in writing. The president is duty bound to dissolve the managing committee, elect new managing committee and hand over charge if the majority of the general body favours the no confidence motion.
- 24) Records : Admission Register, Report book, Notice book, files, documents pertaining to the assets and all other allied documents are to be kept by the secretary, Receipt book, Accounts book, voucher file etc. are to be kept by the treasurer.
- 25) In case of defunct : In case the activities of the Trust becomes defunct all assets of the trust after clearing of the liabilities are to be transferred to any other registered association or to the Government of Kerala. ~~The assets~~ of the trust shall not at any rate be distributed among the members.



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This is a true copy of the bye-law approved by the General body dated 14-09-01.

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|----|------------------|---|--|------|
| 1. | President | : | P. Sanakan
Chingamthara veedu,
Thirumala Bhagom .P.O.,
Thuravoor. | Sd/- |
| 2. | Vice-president | : | S. Soumya,
Chingamthara veedu,
Thirumala Bhagom .P.O.,
Thuravoor. | Sd/- |
| 3. | Treasurer | : | T.S. Omana,
Chingamthara veedu,
Thirumala Bhagom .P.O.,
Thuravoor. | Sd/- |
| 4. | Committee member | : | C.P. Sudarsanan,
Chingamthara veedu,
Thirumala Bhagom .P.O.,
Thuravoor. | Sd/- |
| 5. | Committee member | : | Jasmin. D.,
Chingamthara veedu,
Thirumala Bhagom .P.O.,
Thuravoor. | Sd/- |
| 6. | Committee member | : | C.P. Syamalan,
Shyamalayam,
Thirumala Bhagom .P.O.,
Thuravoor. | Sd/- |
| 7. | Committee member | : | Sadhudharma Prakash,
Chingamthara veedu,
Thirumala Bhagom .P.O.,
Thuravoor. | Sd/- |

18/9/2007

Attested. *[Signature]*
P. Madhavam
Notary

