



# FORM - VII

Revised Certificate of Registration issued under Section 9 (4) of the Haryana Registration and Regulation of Societies Act, 2012 upon allotment of a new registration number (See rule 2 and rule 8)

## Revised Certificate of Registration of Societies

I hereby certify that Society Of Pilsa, Punjab- Haryana registered vide Registration Number 92 on 1979-80 registered with District registrar/Registrar Chd. has been allotted a new Registration Number as undermentioned on this 11 day 09 month 2013 year under the Haryana Registration and Regulation of Societies Act, 2012 (Haryana Act No. 1 of 2012).

State code		District Code			Year of Registration				Registration Number				
H	R	0	1	1	2	0	1	3	0	0	3	3	5
Name of the Society								Registered Office Address					
Society Of Pilsa, Punjab- Haryana.								St. Joseph's High School, Mandi-Dabwali, Distt. Sirsa Haryana.					

Issued under my hand at Sirsa. this 11 day of (month) 09 (Year) 2013.

Seal :

Station :



District Registrar of Societies  
SIRSA (Haryana)

Certified to be a True Copy

District Registrar of Firms & Societies  
SIRSA (Haryana)



# SOCIETY OF PILAR, PUNJAB-HARYANA

## BYE-LAWS OF THE SOCIETY (MULTI-PURPOSE) (WITHOUT COLLEGIUM)

1.	Name of the Society:
	<i>Society of Pilar, Punjab-Haryana.</i>
2.	The registered Office of the Society shall be at
	<i>St. Joseph's High School, Mandi-Dabwall, Sirsa District, Haryana - 125 104</i>
3.	The Society shall carry out its major activities
	The Society shall carry out its major activities in all the Districts within the territory of the State of Haryana, Jammu & Kashmir, Uttaranchal, Delhi, Rajasthan, Himachal Pradesh, Punjab and Uttar Pradesh.
	INTERPRETATION - In these rules and regulations, unless the context otherwise requires:-
a)	"The Society" shall mean the Society of Pilar Punjab - Haryana.
b)	"Governing Body" shall mean the Governing Body of the Society constituted as provided by the Rules and Regulations.
c)	"The Act" shall mean the Haryana Societies Registration and Regulation Rules, 2012 or any modification thereof for the time being in force.
d)	"The Chairman" shall mean the Superior General for the time being of the Society of the Missionaries of St. Francis Xavier, Pilar, its Mother House in Pilar, Goa. (quasi-religious institute of Priests and Brothers founded according to Canons 731-746 of Code of Canon Law of the Catholic Church).
e)	"The President" shall be the head of the Governing Body, duly elected to the post by the members of the Society and the President shall be working under the overall guidance and control of the Chairman. He holds the office during the pleasure of the Chairman who has the absolute unfettered right to transfer or suspend or dissolve the Governing Body and order fresh election.
f)	"Constitutions" shall mean the constitution of the religious institute of "Society of the Missionaries of St. Francis Xavier", Pilar, Goa.
g)	"Secretary and Treasurer" shall mean the member of the Governing Body of Society of Pilar-Punjab Haryana duly elected to the said posts according to rules and regulation of the above Society.
h)	"The Parent Society" shall mean the Society of the Missionaries of St. Francis Xavier, Pilar, (Society of Pilar) with its Mother House in Pilar, Goa.
i)	Words importing the singular number shall be deemed to include the plural and vice versa.
4.	Membership
(1)	The Society shall have a maximum of 100 members including the founder members/ original subscribers.
(2)	Eligibility: In order to be admitted as a member of the Society, a person:
(a)	Has to be a member of the Society of the Missionaries of St. Francis Xavier, Pilar, with its Mother House in Pilar, Goa.

President  
Society of Pilar, Punjab & Haryana



	(b)	Must be 21 years of age on the date of admission;
	(c)	Should subscribe to the aims and objects of the Society;
	(d)	Must not be an insolvent and of unsound mind; and
	(e)	Must not have been convicted of an offense involving moral turpitude involving imprisonment of one year or more.
(3)		<b>Kinds/ Types / Categories of Members:</b> The Society shall consist of three different categories of members as under:
	(i)	<b>Founder Members</b> – A member who has been admitted as a founder member at the time initial of registration of the Society. The number of founder members shall not exceed 7. The founder members shall always remain the member of the Society unless the membership has been terminated by the Chairman or voluntarily resigns from membership.
	(ii)	<b>Ordinary Member</b> – The Society shall have a total of 80 ordinary members. An ordinary member would hold membership for a term varying from three to six year(s), liable to be renewed for successive terms, unless revoked or terminated earlier by the Governing Body or Chairman as the case may be.
	(iii)	<b>Honorary Member</b> – The Governing Body may admit individuals of distinguished talent and merit or whose association is deemed to be beneficial to the Society or who has rendered services of outstanding merit to the Society or who is a distinguished citizen of India or any other country as Honorary Member of the Society, after obtaining consent of the individual. The number of such honorary members shall not exceed 13. The Honorary members shall be entitled to attend the meetings and contribute to the deliberations but shall have no right to vote.
(4)		<b>Membership Fee &amp; Annual Subscription:</b>
		No admission fees or Subscription fees will be charged for membership for being a religious person, he has no personal income to pay the admission fees and Subscription fees as he has taken the vow of poverty.
(5)		<b>Admission Procedure (for members other than the subscribers):</b>
	(a)	Membership of the Society is restricted and cannot be claimed as of right
	(b)	The admission of a person as a member of the Society shall be decided by its Governing Body from time to time;
	(c)	An individual willing to be a member of the Society has to submit an application in prescribed form and along with such supporting documents as required to the Secretary duly filled in and signed and recommended by a regular member of the Society.
	(d)	The Secretary shall examine the application and place the same before the Governing Body for a decision
	(e)	The Governing Body may accept or reject the application and the decision of the Governing Body in this regard shall be final. It shall not be bound to assign any reason for its decision.
	(f)	The approval of the Governing Body 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 Society.
(6)		<b>Identity Card for every member:</b> 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 Society.

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Pilar, Punjab & Haryana



(7)	<b>Rights &amp; Obligations of Members:</b>
(a)	All the members of the Society shall be bound by the rules and regulations of the Society as contained in its byelaws and amended from time to time;
(b)	Every member, except an Honorary member, shall have a right to cast his vote at the elections of the Society.
(c)	Every member of the Society shall have the right to inspect the books of accounts, books containing the minutes of proceedings of the general meetings, meetings of the Governing Body and register of members of the Society on any working day by giving a notice of seven days;
(d)	Every member shall inform the Society about any change in his address, which shall be duly recorded in the register of members of the Society and upon which the Society shall issue a fresh Identity Card to such member.
(8)	<b>Cessation of Membership:</b> Any person admitted as a member shall cease to be a member of the Society in the following events:
(a)	Attracts the provisions contained in Section 22 of the Act;
(b)	Dies, or leaves, or is excluded from the religious institute, or permanently leaves India.
(c)	Tenders his resignation, in writing, to the Society.
(d)	His membership is terminated as provided by these Rules and Regulations.
(e)	Upon such member being found guilty of a financial misappropriation of the funds of the Society or of any criminal acts and charge sheet being framed against him.
(f)	Upon indictment and directions for removal of the Chairman or if the Governing Body, decides so by passing a resolution in this behalf, reasons need to be assigned or communicated nor is any show cause notice required to be sent to the concerned person.
(g)	An Honorary member shall cease to be a member of the Society, if the Governing Body, decides so by passing a resolution in this behalf.
(9)	<p><b>Status and powers of the Chairman</b></p> <p>The Superior General for the time being of the Society of Missionaries of St. Francis Xavier, Pilar, Goa, shall be the Chairman of the Society as previously defined in clause No.3 (d). The Chairman shall have overall control of the affairs of the Society with power to veto and annul any resolution taken either by the General Body or by the Governing Body if he feels that the said resolution is not in the best interest of the Society. Whenever the Chairman is of the opinion that the affairs of the Society are not being properly managed or that decision are being taken which are prejudicial to the interest of the Parent Society i.e. Society of Missionaries of St. Francis Xavier, Pilar, Goa, then the Chairman has the absolute power to suspend or even dissolve the Governing Body and/ or order fresh elections. During the period of suspension or Dissolution of the Governing Body, the affairs of the Society shall be run by an Administrator to be appointed by the Chairman. The Chairman shall also be the Appointing Authority of the Administrator who will function as a Returning Officer to conduct the periodical elections to the Governing Body of the Society. The Chairman will also wield such powers as are enumerated elsewhere in other provisions of the Bye-laws.</p>
5.	<b>General Body:</b>
(a)	Every person admitted as a member shall be a member of the General Body of the Society and every such member except honorary member shall be entitled to cast his



		vote for the election of the Governing Body of the Society.
	(b)	Every member shall cast his vote in person and no proxy voting shall be allowed
<b>6.</b>	<b>Meetings of the General Body:</b>	
	(a)	A meeting of the General Body of the Society will be held as and when required. However, at least one meeting of the General Body of the Society, called as the Annual General Meeting (AGM) will be held in a year, within seven months of the close of the financial year for consideration and adoption of the duly audited annual accounts of the Society in addition to transaction of any other business of the Society as may be required.
	(b)	The Governing Body or the Chairman or President can call an extraordinary meeting of the Society whenever, in their or his opinion, they or he may deem it necessary to do so.
	(c)	For any meeting of the General Body except extraordinary meeting of the Society, a clear notice of at least 7 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.
	(d)	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.
	(e)	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 President of the meeting and the Secretary of the Society.
<b>7.</b>	<b>Powers, Functions &amp; Duties of the General Body -</b>	
	(a)	To guide the Society in determining and fulfilling its aims and objects
	(b)	To decide policy matters such as change of name of the Society, amendment in the Memorandum of Association and the Byelaws of the Society, approval of annual accounts of the Society, approval for disposal of immovable assets of the Society etc. and all such other acts as may be required under the Haryana Registration and Regulation of Societies Act & Rules, 2012.
	(c)	To elect the members of the Governing Body.
	(d)	To remove any member from the Governing Body and according approval to the continuation of a person appointed as a member of the Governing Body against a casual vacancy.
<b>8.</b>	<b>Governing Body:</b>	
	(1)	Composition: The Governing Body of the Society shall consist of 5 (five) members of whom one will be the President, one Vice-President, one Secretary and one Joint Secretary, one Treasurer elected at the Annual General Meeting of the Society.
		a) President b) Vice-President c) General Secretary /Secretary d) Joint Secretary e) Treasurer
	(2)	Election of the Governing Body:



(a)	The normal term of the Governing Body shall be three years which shall hold office during the pleasure of the Chairman who has the absolute unfettered right to suspend or dissolve the Governing Body and order fresh election.
(b)	The Administrator appointed by the Chairman shall be the Ex-officio Returning Officer responsible for conducting the periodical election of the Governing Body as and when necessitated either by expiry of tenure or otherwise.
(c)	As and when elections are called either by the Governing Body or the Chairman, as the case may be, 30 days' notice shall be given to the members about the election. The Chairman shall immediately appoint the Administrator who will take charge of the affairs and record of the Society and from that day the Governing Body shall cease to exercise the Authority. The Administrator shall be the Ex-officio Returning Officer authorized to conduct the election to the Governing Body. The Administrator shall publish the provisional list of the eligible members entitled to participate and vote in the election which list shall be issued by him within 3 days of his taking charge. Objection to the provisional list for inclusion and exclusion may be filed before the Returning Officer within next 3 days. Decision of the Returning Officer shall be final and conclusive.
(d)	That thereafter the Returning Officer shall invite nomination for various posts of the office bearers/executive members. Schedule for nominations, scrutiny and withdrawal, if any, shall be separately notified. For a nomination to be valid it must be screened and approved by the Chairman. The nomination received by Returning Officer shall be immediately forwarded by him for scrutiny and approval of the Chairman and decision of the Chairman shall be conveyed within 3 days.
(e)	Returning Officer will display a list of the eligible candidates for various posts on the notice Board of the Society and will conduct the election on the notified date. The voting shall take place by secret ballot and the voters would cast their votes in person alone and not through proxy.
(f)	After closing hours on the date of the poll, the Returning Officer will declare the results and constitute the Governing Body of the Society. A list of the elected office-bearers and the executive members of the Governing Body, 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.
(g)	The office-bearers of the Society shall not be entitled to any remuneration for rendering services to the Society except the maintenance allowance.
(3)	<b>Filling of any Casual Vacancy on the Governing Body –</b>
	Any vacancy arising on account of resignation or death of any member of the Governing Body or for any other reason, may be filled-up by the Governing Body, if required, from amongst the members of the General Body on adhoc basis till the holding of next Annual General Meeting of the Society. Such adhoc member of the Governing Body shall cease to be a member of the Governing Body 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 Governing Body.
(4)	<b>Meetings of the Governing Body -</b>
(a)	The meetings of the Governing Body will be held as and when required. However, the



		Governing Body shall meet at least once in every quarter and there will be minimum four meetings of the Governing Body in a financial year.
	(b)	A clear notice of three days of every such meeting will be given by the Secretary of the Governing Body to the office bearers and members before the date appointed for the meeting. However, the Governing Body 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 Governing Body shall be at least 40% of the total members of the Governing Body, subject to a minimum of 3 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 Governing Body will be recorded in the proceedings book separately maintained for this purpose. Such minutes shall be signed by the President of the meeting and the Secretary of the Society. In case the President or the Secretary is not available to sign the minutes, these will be signed by any two members present in the meeting as may be authorised by the Governing Body.
	(e)	The minutes of every meeting of the Governing Body will be placed for confirmation in the succeeding meeting of the Governing Body.
	(f)	A circular resolution issued by the Secretary on any subject which deems urgent and signed by a majority of the members of the Governing Body shall in all respects be as valid and binding as a resolution passed at a meeting of the Governing Body duly convened and constituted and such resolution shall not be deemed invalid by reason of want of notice or any other cause whatsoever.
	(5)	<b>Powers, Functions &amp; Duties of the Governing Body-</b>
	(a)	In case the Chairman is ever of the opinion that the affairs of the Society are not being properly managed or action or decision taken by this Society is prejudicial to the interest of the Parent Society, then the Chairman has the absolute power to suspend or even dissolve the Governing Body and direct holding of fresh election of the Governing body. During the period the chairman shall appoint an Administrator to run the affairs of the Society during its suspension or dissolution and such appointed Administrator shall also act as Returning Officer of the Society responsible for conducting of periodical elections and he shall also act as the Administrator of the Society during the period of its suspension/dissolution.
	(b)	The Governing Body will be competent to raise funds and purchase property, movable and immovable, on free-hold or lease basis in its name on as decided by it.
	(c)	The Governing Body shall have full charge of all immovable properties and moveable assets belonging to or vested in the Society and these will be managed in such a manner as it considers appropriate subject to the overall control and directions of the General Body of the Society.
	(d)	The Governing Body shall be competent to invest the funds in the manner it considers appropriate in the best interests of the Society, however, as permitted by the income tax law, for the time being in force or the Societies Registration Act as applicable to Haryana and it shall be competent to borrow or mortgage or hypothecate the



	properties on behalf of the Society in the manner decided after obtaining permission of the Chairman.
(e)	To constitute various standing or adhoc Committees for looking after such functions as may be assigned from time to time.
(f)	To create provision for engagement of regular or part-time employees of the Society to look after the secretarial, accounting and other functions in a seamless manner.
(g)	For any of the objects and purposes of the Society to employ and procure the assistance of, and to suspend, discharge and dismiss teachers, instructors, lecturers, professors, medical practitioners, managers, secretaries, nurses, attendants, religious and lay workers and other personnel or staff either for remuneration or gratuitously and on such terms as the Governing Body may deem fit.
(h)	To establish, take over, endow, conduct, maintain, administer, carry on, develop, equip improve, alter and close down or dispose of, institutions for the diffusion of useful knowledge, chapels, churches, seminaries, infirmaries, dispensaries, technical institute, work guilds, hostels, poor houses, social institutes, libraries, sodalities, recreation centres, gymkhanas, retreat houses and other educational, medical, cultural, social, scientific technical, religious and charitable institutions works amenities and activities of all kinds in any part of India.
(i)	To take, receive, hold, spend, administer and use any gift, bequest or foundation, in kind or money, or any other property, whether subject to the Society and to accept and carry out the offices, duties, and functions of the trustees, managers and administrators either solely or jointly with another or others for the respect of the gifts, bequests, donations, trusts, endowments 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 specifically mentioned therein.
(j)	To negotiate and enter into any agreement with any Government, State, University or any other public or private authority, body or Association which may seem beneficial or conducive to any of the objects of the Society.
(k)	To build, construct and maintain houses, buildings, tenements and structures and to alter, extend, improve, repair, enlarge, modify, demolish, pull down, reconstruct or otherwise deal with the same to provide and equip the same with all such instruments, appliances, amenities and necessities as the Governing Body may deem fit.
(l)	To manage, improve, develop, alter, demolish, repair, sell, alienate, lease, mortgage, charge, pledge, hypothecate, dispose of and otherwise deal with all or any of the property funds, assets rights and privileges of the Society with prior written permission of the Chairman.
(m)	To open and operate on accounts of any descriptions with any bank or banks on such terms and in such manner as the Governing Body may deem fit.
(n)	To promote, maintain, control, give or lend money or other property or assistance to and to conduct, support or subscribe to any Societies, associations, companies or institutions whether incorporated or not and whether trading or profit making or not having objects altogether or in part similar to the objects of the Society or otherwise deemed beneficial to the Society.
(o)	To make, draw, execute, accept, endorse, discount, buy, sell, transfer, pledge and otherwise deal with bills of exchange, promissory notes, cheques, bills of lading, railway receipts registered or insured letters or parcels, postal receipts, savings certificates, warrants, debentures, Government, Municipal or Port Trust Loan notes, stocks and shares and other negotiable commercial or transferable instruments



(p)	To grant aid to and to provide for the welfare of persons employed by or connected with the Society and the dependants of such persons by establishing and contributing to the provident and benefit funds and by giving pensions, gratuities, bonuses or allowances or grants of money or otherwise as the Governing Body shall think fit.
(q)	To subscribe to or otherwise aid educational, benevolent, religious, philanthropic or otherwise institutions or subjects of public character which have any moral or otherwise claim to support or aid by the Society by reason of the locality of their operations or otherwise.
(r)	To commence, prosecute, defend, appear to, conduct, continue, compromise, abandon, contrast or submit to decrees, order or judgement or arbitration any civil, criminal, administrative, revenue municipal income-tax, conciliation or other proceeding or inquiry.
(s)	To engage, employ transfer and remove headmasters, teachers, experts, specialists, architects, doctors, lawyers, auditors, accountants, engineers, contractors, brokers, agents and others for any of the purpose of the Society for such remuneration and on such terms as the Governing Body shall deem fit.
(t)	To establish, maintain, control, conduct and close down branches, representatives or agencies of the Society for such remuneration and on such terms of the Governing Body may from time to time deem expedient or necessary
(u)	To enter into and carry out arrangements for joint working or for amalgamation with other association Society or institution having object similar to the objects of the Society or to dispose the capital goods of the Society for the creation of institutions with objects similar to the objects of the Society.
(v)	To appoint such person or persons as the Governing Body may deem fit for the purpose of representing the Society and of the Governing Body in any legal or other proceedings to be instituted by or against the Society and of the Governing Body.
(w)	To appoint and remove to delegate all or any power of the Governing Body to such 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.
(6)	<b>Powers, Functions &amp; Duties of individual members of Governing Body-</b>
(a)	<b>President:</b>
(i)	To preside over all the meetings of the General Body and of the Governing Body and regulate the proceedings of such meetings.
(ii)	In the event of any differences of opinion among the members of the Governing Body on any matter, such matter shall be referred by him for decision to the Chairman who shall decide the matter according to the Constitutions, this decision being final and binding on the Governing Body.
(iii)	To do such acts, deeds and things as may be authorized by the General Body from time to time.
(iv)	To allow or disallow discussion on any matter which is not included in the Agenda.
(v)	To ensure proper & transparent functioning of the Society/ Governing Body.
(vi)	To ensure strict compliance of the provisions of the Haryana Registration and Regulation of Societies Act, 2012 and the rules made thereunder.
(vii)	To supervise and guide the overall activities/ achievement of aims & objectives of the Society.



(viii)	With the consent of the Chairman, the President shall be entitled on behalf of the Society to sign and complete all contracts, conveyances mortgages, leases, licenses, surrenders, transfers, and other documents necessary to purchase, take on lease give out on leave and licence, pledge, mortgage, charge, hypothecates, surrender transfer negotiate or otherwise dispose of or deal with movable or immovable property shares, stocks, securities, savings certificates, negotiable or commercial instruments debentures or bonds of any kind whatsoever for and on behalf of the Society.
(b)	<b>Vice-president:</b>
(i)	To assist the president in carrying out his duties.
(ii)	In absence of the President, to act on his behalf and perform all duties and exercise all the powers of the President.
(c)	<b>General Secretary/Secretary:</b>
(i)	To conduct, organize, supervise and manage all the affairs of the Society and do all such acts and perform all such duties for the working of the Society as may be assigned by the President/Governing Body.
(ii)	To receive, scrutinize and place applications for membership of the Society before the Governing Body and to enter the names of the members, if approved, in the register of members under his initials and to intimate the members about the same and issue identity cards to the members as admitted.
(iii)	To convene meetings of the General Body/Governing Body with the consent of the President and serve proper notices as prescribed under these byelaws.
(iv)	To attend all the meetings of the General Body and the Governing Body and assist the President in conducting the meetings and record proceedings of all the meetings.
(v)	To prepare annual report of the Society and place it before the Governing Body along with audited annual accounts of the Society, for approval to place the same before the General Body in the Annual General Meeting.
(vi)	To keep and preserve the records of the Society/ Governing Body.
(vii)	To help and assist the President in looking after the complete affairs of the Society and in attaining aims & objects of the Society.
(viii)	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 there under.
(ix)	To be the custodian for safe custody of common seal of the Society and affix the same, wherever required, as per the authorisation of the Governing Body.
(x)	To conduct correspondence on behalf of the Society/ Governing Body and to sign letters and papers on its behalf and to ensure that all statutory registers and records



		are properly kept and maintained.
	(xi)	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 Governing Body.
	(xii)	Act as the overall in-charge of the administration and execution of all the programmes of the Society as may be necessary in the furtherance of the aims & objects of the Society in accordance with the delegations by the Governing Body from time to time and where no such delegation is specifically made, in consultation with the President of the Society.
	(d)	Joint Secretary
	(i)	To assist the Secretary of the Society in carrying out his functions and duties;
	(ii)	To discharge the functions and duties of the Secretary of the Society in his absence to the extent authorised by the Governing Body;
	(iii)	To look after such functions and duties and exercise such powers as may be assigned and delegated by the Governing Body of the Society from time to time.
	(e)	Treasurer
	(i)	To keep accounts of all financial transactions of the Society and of all the sums of money received and spent by the Society and maintain records of receipts and expenses relating to such matters, of assets, credits and liabilities/ including financial affairs on behalf of the Governing Body 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 Society in accordance with the delegations by the Governing Body from time to time and where no such delegation is specifically made, in consultation with the President of the Society.
	(ii)	To get the accounts of the Society audited by the chartered accountant appointed by the Governing Body at the close of the Financial year, every year.
	(iii)	To submit to the Governing Body through General Secretary/Secretary, the audited annual accounts of the Society, at least one month prior to the date of annual general meeting.
	(iv)	To act as the overall custodian of all the books of accounts of the Society, financial statements, receipt books, expense vouchers, bank pass books & cheque books, cash etc.
	(7)	Cessation of members of the Governing Body- An office-bearer/ executive member of the Governing Body shall cease to be an office-bearer or executive member:
	(a)	upon submission & acceptance of his resignation by the Chairman;
	(b)	If he ceases to be a member in accordance with sub-clause (8) of Clause 4 of these byelaws;

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	(c)	If he is removed by a resolution passed in the meeting of the General Body subject to the approval of the Chairman.
	(8)	<b>Exclusions from the Employment of a Society:</b>
	(a)	No member of the Society shall be in full-time or part-time employment of the Society.
	(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 Society 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 Society is his close relative
9.		<b>Amendments in the Memorandum of Association, Byelaws, Name of the Society, etc.</b>
		The Memorandum of Association of the Society and these Rules and Regulations and any rules and regulations hereafter made by the Society, with written approval of the Chairman before it is placed on the agenda of the General Body Meeting, may from time to time be varied, added to or revoked by a majority of not less than three fifths of the members of the Society present at the General Meeting called for the purpose of such variation, addition or revocation. After adoption, the amendment shall be got approved from the Chairman and only then this amendment shall become valid and operative. The intimation of any such amendment or change, along with attested copy of the requisite document, shall be filed in the office of the District Registrar by the Secretary within such time as may be prescribed under the Haryana Registration and Regulation of Society's Act 2012 and the rules made there under.
10.		<b>Management of Assets and Funds of the Society</b>
	(1)	All the income and property, movable and immovable of the Society from wheresoever's derived, shall be spent solely on the objects of the Society as set forth in this Memorandum of Association and no portion thereof shall be distributed among its members by way of profits, dividends, bonuses, etc., provided that nothing herein contained shall prevent the payment in good faith or remuneration to any officer or employee of the Society or to any member of the Society or other person for any service actually rendered.
	(2)	The property and income of the Society shall be applied solely towards the promotion of the objects of the Society as set forth in its Memorandum of Association, and no portion thereof shall be paid or transferred directly or indirectly by way of dividend or otherwise howsoever to the members of the Society provided that nothing herein contained shall prevent the payment in good faith or remuneration to any officer or employee of the Society or to any member of the Society or other person for any services actually rendered.
	(3)	The Governing Body will prepare and approve an annual budget of the Society 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.
	(4)	The Bank accounts of the Society will be jointly operated by such members/ office bearers as may be decided by the Governing body from time to time
	(5)	All assets and funds will belong to the Society and vest in the Society.
11.		<b>Accounts of the Society:</b>
	(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.
	(2)	The books of accounts of the Society shall be open to inspection during the business hours by the Chairman, President of Society of Pilar, Punjab Haryana or Governing Body Members of Society of Pilar, Punjab-Haryana
	(3)	The annual accounts of the Society will be signed by any two authorised office-bearers of the Society.
	(4)	The Governing Body will appoint a chartered accountant, who shall not be a member of the Governing body or family member of any member of the Governing Body, for auditing the accounts and filing of income tax return of the Society for each financial year, at such remuneration as may be determined by the Governing Body.
12.		<b>Common Seal:-</b>
		The Society will have a common seal which shall be kept in safe custody of the Secretary and shall be affixed whenever it is required in accordance with the authorisation by the Governing Body.
13.		<b>Amalgamation of the Society</b>
		After obtaining due permission from the Registrar, the Society may amalgamate itself with any other Society established with the identical aims and objects or allow any other Society to amalgamate with itself by a Special Resolution passed in this behalf in accordance with the provisions contained in Section 51 of the Act and rule 25 made there under.
4.		<b>Dissolution of the Society:</b>
	(a)	With the prior written approval of the Chairman, the Society may be dissolved by a resolution passed by a majority of at least three-fifths of the members of the Society present at a General Meeting called for the purpose of such dissolution and in such case the provision of the Act shall apply. After meeting all debts and liabilities of the Society, the property and assets of the Society shall belong to the Parent Society i.e. the Society of Pilar registered under the Societies Registration Act, 1860, in the office of the Registrar, Panjim Goa, under the serial no. 150., for the promotion of the objects similar to those of the Society or to any other Society decided by the Governing Body of the Parent Society.
	(b)	In the event of dissolution of the Society, no assets of the Society shall devolve on or distributed amongst the members of the Society;



We, the several persons whose names & addresses are subscribed hereunder, certify the above to be the true copy of the Bye-laws of the Society.

Sr. No.	Name	Father's/ Husband's name	Address	Occupation	Signatures
(i)	Fr. Peter G. T. Melo Fernandes	Mr. Simao F. S. L. P. Melo Fernandes	Provincialate, Pilar Niwas, N-32, Jangpura Extension, NEW DELHI.	Priest	<i>[Signature]</i>
(ii)	Fr. Maria Michael R.	<i>S. Rajammanan</i>	Provincialate, Pilar Niwas, N-32, Jangpura Extension, NEW DELHI.	Priest	<i>Fr. Maria Michael</i>
(iii)	Fr. Amaro Martins	Mr. Joaquim G. P. Martins	Provincialate, Pilar Niwas, N-32, Jangpura Extension, NEW DELHI.	Priest	<i>Fr. Amaro</i>
(iv)	Fr. John M. Fernandes	Mr. Joaquim Fernandes	Mata Mariam Jan Seva Vidyalaya, Post Box No. 6, Nasibpur, Narnaul, HARYANA - 123 001	Priest	<i>J. Fernandes</i>
(v)	Fr. Christopher Masih	Mr. Umar Masih	St. Mary's Catholic Church, Tehsil Batala, Sri Hargobindpur Dist. Gurdaspur, PUNJAB - 143515	Priest	<i>[Signature]</i>

*[Signature]*

PRINCIPAL,

Affiliation Code C.E.S.A. 58719

St. Xavier's Senior Secondary School

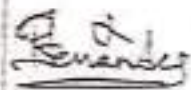
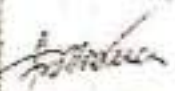
Railway Colony, SIRSA (Hry.)



Certified to be a True Copy

District Registrar of Firms & Societies  
SIRSA (Haryana)

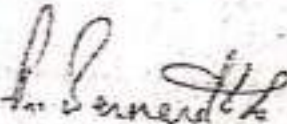


Sr. No.	Name	Father's/ Husband's name	Address	Occupation	Signatures
(vi)	Fr. Rangan Fernandes	Mr. Castano Fernandes	Provincialate, Pilar Niwas, N-32, Jangpura Extension, NEW DELHI	Priest	
(vii)	Fr. Marden Pereira	F. Pereira	Holy Rosary Church, Railway Colony, SIRSA (HARYANA)	Priest	



  
President  
of Pilar, Punjab & Haryana

*Witness*



Certified to be a True Copy  
Principal,  
Affiliation Code C.B.E.T. 550719  
St. Francis's Senior Secondary School  
Railway Colony, SIRSA (Hary.)  
District Registrar of Punjab & Haryana  
SIRSA (Haryana)



# SOCIETY OF PILAR, PUNJAB-HARYANA

*Registered Under Societies Registration Act XXI 1860 (Punjab Amendment Act 1957)*

St. Joseph High School,  
Mandi Dabwali,  
Sirsa District  
Haryana.

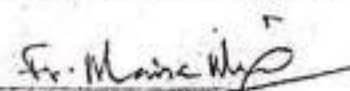
August 17, 2013

SPPH/005/2013

Name of the Society: Society of Pilar, Punjab - Haryana.  
Year to which it relates: 2013 - 2014  
Date of Election: 17<sup>th</sup> August, 2013  
Registration no.: 92 of 1979-80  
Date of Registration: 20<sup>th</sup> July 1979

## LIST OF MEMBERS OF THE GOVERNING BODY FOR 2013 - 2014

SIGNATURE/NAME	ADDRESS	OCCUPATION	DESIGNATION
1.  Fr. Peter G. T. Melo Fernandes, sfx	Pilar Niwas, House No. N-32 Jangpura Extension New Delhi - 110 014	Priest	President
2.  Fr. Maria Michael R. sfx.	Mata Mariam Jan Seva Vidyalaya, Post Box No. 6, Nasibpur, Narnaul, HARYANA - 123 001	Priest	Secretary
3.  Fr. Amaro Martins sfx.	Pilar Niwas, House No. N-32 Jangpura Extension New Delhi - 110 014	Priest	Treasurer
4.  Fr. John M. Fernandes, sfx.	Mata Mariam Jan Seva Vidyalaya, Post Box No. 6, Nasibpur, Narnaul, HARYANA - 123 001	Priest	Member
5.  Fr. Christopher Masih sfx.	St. Mary's Catholic Church, Tehsil Batala, Sri Hargobindpur Dist. Gurdaspur, PUNJAB - 143515	Priest	Member

  
Fr. Maria Michael R. sfx.  
Secretary  
(Society of Pilar, Punjab-Haryana)

Secretary

Society Of Pilar, Punjab-Haryana, St. Joseph High School, Mandi-Dabwali, Sirsa District, Haryana

President  
of Pilar, Punjab & Haryana



Certified to be a True Copy

District Registrar of Firms & Societies  
SIRSA (Haryana)



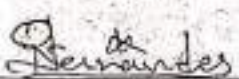
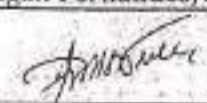
# SOCIETY OF PILAR, PUNJAB-HARYANA

Registered Under Societies Registration Act XXI 1860 (Punjab Amendment Act 1957)

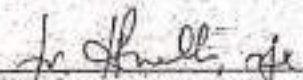
St. Joseph High School,  
Mandi Dabwali,  
Sirsa District  
Haryana.

SPPH/008/2013

August 17, 2013

SIGNATURE/NAME	ADDRESS	OCCUPATION	DESIGNATION
6.  Fr. Reagan Fernandes, sfx	Pilar Niwas, House No. N-32 Jangpura Extension New Delhi - 110 014	Priest	Member
7.  Fr. Marden Pereira sfx.	Holy Rosary Church, Railway Colony, Sirsa, HARYANA - 125 005	Priest	Member

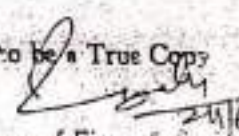


  
(Fr. Peter G. T. Melo Fernandes, sfx.)  
President  
Society of Pilar, Punjab & Haryana

Witness

PRINCIPAL,  
Affiliation Code C.B.S.E. 530719  
St. Xavier's Senior Secondary School  
Railway Colony, SIRSA (Hry.)

Certified to be a True Copy

  
District Registrar of Firms & Societies  
SIRSA (Haryana)

Society Of Pilar, Punjab-Haryana, St. Joseph High School, Mandi-Dabwali, Sirsa District, Haryana



स्थायी लेखा संख्या

/PERMANENT ACCOUNT NUMBER

AABTS4674B



नाम /NAME

SOCIETY OF PILAR PUNJAB HARYANA

निगमन/बनने की तिथि /DATE OF INCORPORATION/FORMATION

20-07-1979

*Namita Singh*

आयकर आयुक्त, रोहतक

COMMISSIONER OF INCOME-TAX, ROHTAK

इस कार्ड के खो / भिल जाने पर कृपया जारी करने  
वाले प्राधिकारी को सूचित / वापस कर दें  
आयकर आयुक्त,  
आयकर भवन, जिला परिषद् बिल्डिंग,  
रोहतक - 124 001.

In case this card is lost/found, kindly inform/return to  
the issuing authority :

Commissioner of Income-tax,

Aayakar Bhawan,

Zila Parishad Building,

Rohtak - 124 001.



OFFICE OF THE  
COMMISSIONER OF INCOME TAX  
HARYANA, ROHTAK.

Dated, Rohtak the 14.3.1980

F.No.227(81-S)/79-80/J

15

Society of Pilāar Punjab-Haryana

C/o St. Joseph's School, Mandi Dabwali.

\* \* \*

as constituted by the Trust Deed/Memorandum of Association and registration with the Registrar of Firms and Societies on 20.7.1979 has filed the registration application under Section 12A(a) of the Income-tax Act, 1961 in the prescribed form on 4.1.1980 i.e., within the stipulated time limit.

2. The application has been entered at No. 81-S in the Register of Applications under Section 12A(a) maintained in this office.

Sd/

( T.R.AGGARWAL )  
COMMISSIONER OF INCOME TAX  
HARYANA, ROHTAK.

Copy to:-

REGD.A.D. 1. The Chairman, Society of Pilāar, Punjab & Haryana  
C/o St. Joseph's School, Mandi Dabwali.

Regd. 2. The Income-tax Officer, C/o St. Joseph's School, Mandi Dabwali, Rohtak  
alongwith copy of Trust Deed and Form No.10A

3. The Inspecting Assistant Commissioner  
of Income-tax, Rohtak

( V. P. SIKKA )  
( J. J. GILLANI )

INCOME TAX OFFICER (JUBL.)  
COMMISSIONER OF INCOME TAX.

FOR



# SOCIETY OF PILAR, PUNJAB-HARYANA

Registered Under Haryana Registration and Regulation of Societies Act, 2012

(Haryana Act No.1 of 2012)

(Reg. No. 00335)

## ANNEXURE 2

St. Joseph High School,  
Mandi Dabwali,  
Sirsa District,  
Haryana.

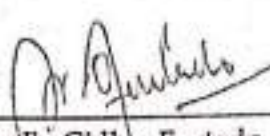
SPPH/49.1/2017

21 September, 2017

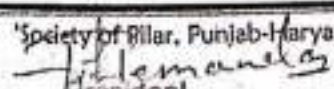
Name of the Society: Society of Pilar, Punjab - Haryana.  
Year to which it relates: 2017 - 2018.  
Registration No.: No. 00335 of 2013.  
Date of Registration: 11<sup>th</sup> July 2013.

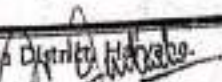
### LIST OF MEMBERS OF THE GOVERNING BODY FOR 2017 - 2018

Sr. No.	NAME	DESIGNATION	PAN	ADDRESS
1	Fr. John M. Fernandes	President	ACHPF1574B	Pilar Niwas, N-32, Jangpura Extension, New Delhi - 110014.
2	Fr. Maria Michael	Vice President	CFEPM5067G	Mata Mariam Jan Seva Vidyalaya, P.O. 6, Nasibpur Tehsil, Narnaul, Dist. Mahendragarh, Haryana - 123001.
3	Fr. Amaro Martins	Treasurer	CHGPM7929H	Pilar Niwas, N-32, Jangpura Extension, New Delhi - 110014.
4	Fr. Cidley Furtado	Secretary	ABRPF7925P	Pilar Niwas, N-32, Jangpura Extension, New Delhi - 110014.
5	Fr. Adrian Fernandes	Member	ACSPF6723D	Xaverian Niketan, Power House Road, Bathinda, Punjab - 151001.
6	Fr. Remy Cardozo	Member	AVHPC1094Q	St. Xavier's High School, Rampuraphul, Punjab - 151 103.
7	Fr. Jerry Paul Lobo	Member	ALXPL591R	St. Joseph's School, Mandi Dabwali, Haryana - 125104.

  
Rev. Fr. Cidley Furtado, SFX  
(Secretary)  
Society of Pilar, Punjab - Haryana



  
Fr. John M. Fernandes  
President  
Society of Pilar Punjab Haryana

  
Fr. Remy Cardozo  
Secretary  
Society of Pilar Punjab Haryana