

# GOVERNMENT OF ANDHRA PRADESH

Registration & Stamps Department  
Under Andhra Pradesh Societies Registration Act, 35 of 2001  
Certificate of Registration

I hereby certify that Sai Vagdevi Educational Society  
Narasaraopet, Narasaraopet Mandal, Guntur District  
has this day been Registered as No. 109 of 2013 under the Andhra  
Pradesh Societies Registration Act, 2001.

Given under my hand and Seal at Narasaraopet, on Thirteenth day of  
March Two thousand and Thirteen  
9th Chaitra 1193 S.E

Office of the District Registrar and Registrar of Societies  
NARASAROPET

Date : 30-3-2013



  
Registrar of Societies  
and  
District Registrar  
Narasaraopet Registration District  
NARASAROPET

S.No. 46 Serial C.No. 32 Dec 2017



5189/23-09-2017 Rs-10/- Sai Vagdevi Educational Society - President -  
ఆంధ్రప్రదేశ్ రాష్ట్రం ANDHRA PRADESH 83AA 850110  
K.R.Koteswaram Rao S/o Purniah - Narasaraopet.

Subba Shrinani Kiran Kumar  
Licensed Stamp Vendor  
L.No. 07-31-024/2017  
R.L.No. 07-31-022/2018  
Ramreddypet,  
NARASARAOPET-522 601.  
Cell : 9840306006

Certified true copy of Minutes  
dated 25-6-2017, and 25-7-2017 along with  
Revised Memorandum of Association  
and Rules and Regulations of  
Sai Vagdevi Educational Society.  
Narasaraopet 10/8/2018.

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Sheet No. of Certificate is 4. Extra copy of the document

NH

తే. 25-06-2017 వ తేదీన 11 నాలుగవ వార్షిక సమావేశం  
 జరిగింది. సభా/సభ్యులైన 8.వం 109/2013 వార్షిక (తొలి) సభ  
 సభ్యుల సమావేశం. సభ్యుల (ప్రతినిధుల) సంఖ్య 100  
 కంటే ఎక్కువగా ఉంది. సభ్యుల సంఖ్య 6200 గా ఉంది.  
 సభ్యుల సంఖ్య 6200 గా ఉంది. సభ్యుల సంఖ్య 6200 గా ఉంది.  
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| 1) సభ్యుల సంఖ్య 6200 గా ఉంది.  | ప్రతినిధుల సంఖ్య 6200 గా ఉంది. | K. Rama / K. R. |
| 2) సభ్యుల సంఖ్య 6200 గా ఉంది.  | ప్రతినిధుల సంఖ్య 6200 గా ఉంది. | K. Rama / K. R. |
| 3) సభ్యుల సంఖ్య 6200 గా ఉంది.  | ప్రతినిధుల సంఖ్య 6200 గా ఉంది. | K. Rama / K. R. |
| 4) సభ్యుల సంఖ్య 6200 గా ఉంది.  | ప్రతినిధుల సంఖ్య 6200 గా ఉంది. | K. Rama / K. R. |
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| 6) సభ్యుల సంఖ్య 6200 గా ఉంది.  | ప్రతినిధుల సంఖ్య 6200 గా ఉంది. | K. Rama / K. R. |
| 7) సభ్యుల సంఖ్య 6200 గా ఉంది.  | ప్రతినిధుల సంఖ్య 6200 గా ఉంది. | K. Rama / K. R. |
| 8) సభ్యుల సంఖ్య 6200 గా ఉంది.  | ప్రతినిధుల సంఖ్య 6200 గా ఉంది. | K. Rama / K. R. |
| 9) సభ్యుల సంఖ్య 6200 గా ఉంది.  | ప్రతినిధుల సంఖ్య 6200 గా ఉంది. | K. Rama / K. R. |
| 10) సభ్యుల సంఖ్య 6200 గా ఉంది. | ప్రతినిధుల సంఖ్య 6200 గా ఉంది. | K. Rama / K. R. |

For SAI VADDEVI EDUCATIONAL SOCIETY

K. Rama / K. R.

President/Secretary/Treasurer

SAI VADDEVI EDUCATIONAL SOCIETY

K. Rama / K. R.

President/Secretary/Treasurer

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 విద్యార్థుల పాఠశాల ప్రయాణం  
 DRAP.

- | Sl. No. | Topic                            | Speaker           | Remarks |
|---------|----------------------------------|-------------------|---------|
| 1       | English                          | K. Ramesh Babu    |         |
| 2       | Maths                            | M. Srinivasulu    |         |
| 3       | Science                          | P. S. Srinivasulu |         |
| 4       | History                          | S. Srinivasulu    |         |
| 5       | Geography                        | K. Ramesh Babu    |         |
| 6       | Art                              | M. Srinivasulu    |         |
| 7       | Music                            | P. S. Srinivasulu |         |
| 8       | Physical Education               | S. Srinivasulu    |         |
| 9       | Computer                         | K. Ramesh Babu    |         |
| 10      | Language                         | M. Srinivasulu    |         |
| 11      | Health                           | P. S. Srinivasulu |         |
| 12      | Environment                      | S. Srinivasulu    |         |
| 13      | Information Technology           | K. Ramesh Babu    |         |
| 14      | Communication                    | M. Srinivasulu    |         |
| 15      | Management                       | P. S. Srinivasulu |         |
| 16      | Business                         | S. Srinivasulu    |         |
| 17      | Finance                          | K. Ramesh Babu    |         |
| 18      | Marketing                        | M. Srinivasulu    |         |
| 19      | Human Resources                  | P. S. Srinivasulu |         |
| 20      | Operations                       | S. Srinivasulu    |         |
| 21      | Production                       | K. Ramesh Babu    |         |
| 22      | Quality Management               | M. Srinivasulu    |         |
| 23      | Project Management               | P. S. Srinivasulu |         |
| 24      | Supply Chain Management          | S. Srinivasulu    |         |
| 25      | Logistics                        | K. Ramesh Babu    |         |
| 26      | Transportation                   | M. Srinivasulu    |         |
| 27      | Warehousing                      | P. S. Srinivasulu |         |
| 28      | Inventory Management             | S. Srinivasulu    |         |
| 29      | Procurement                      | K. Ramesh Babu    |         |
| 30      | Sales                            | M. Srinivasulu    |         |
| 31      | Distribution                     | P. S. Srinivasulu |         |
| 32      | Customer Relationship Management | S. Srinivasulu    |         |
| 33      | Marketing Research               | K. Ramesh Babu    |         |
| 34      | Advertising                      | M. Srinivasulu    |         |
| 35      | Promotions                       | P. S. Srinivasulu |         |
| 36      | Public Relations                 | S. Srinivasulu    |         |
| 37      | Corporate Social Responsibility  | K. Ramesh Babu    |         |
| 38      | Business Ethics                  | M. Srinivasulu    |         |
| 39      | Leadership                       | P. S. Srinivasulu |         |
| 40      | Team Management                  | S. Srinivasulu    |         |
| 41      | Conflict Management              | K. Ramesh Babu    |         |
| 42      | Decision Making                  | M. Srinivasulu    |         |
| 43      | Problem Solving                  | P. S. Srinivasulu |         |
| 44      | Time Management                  | S. Srinivasulu    |         |
| 45      | Stress Management                | K. Ramesh Babu    |         |
| 46      | Emotional Intelligence           | M. Srinivasulu    |         |
| 47      | Self-awareness                   | P. S. Srinivasulu |         |
| 48      | Empathy                          | S. Srinivasulu    |         |
| 49      | Communication Skills             | K. Ramesh Babu    |         |
| 50      | Writing Skills                   | M. Srinivasulu    |         |
| 51      | Speaking Skills                  | P. S. Srinivasulu |         |
| 52      | Listening Skills                 | S. Srinivasulu    |         |
| 53      | Reading Skills                   | K. Ramesh Babu    |         |
| 54      | Thinking Skills                  | M. Srinivasulu    |         |
| 55      | Feeling Skills                   | P. S. Srinivasulu |         |
| 56      | Doing Skills                     | S. Srinivasulu    |         |
| 57      | Being Skills                     | K. Ramesh Babu    |         |
| 58      | Having Skills                    | M. Srinivasulu    |         |
| 59      | Knowing Skills                   | P. S. Srinivasulu |         |
| 60      | Understanding Skills             | S. Srinivasulu    |         |
| 61      | Applying Skills                  | K. Ramesh Babu    |         |
| 62      | Evaluating Skills                | M. Srinivasulu    |         |
| 63      | Creating Skills                  | P. S. Srinivasulu |         |
| 64      | Problem Solving Skills           | S. Srinivasulu    |         |
| 65      | Decision Making Skills           | K. Ramesh Babu    |         |
| 66      | Team Management Skills           | M. Srinivasulu    |         |
| 67      | Conflict Management Skills       | P. S. Srinivasulu |         |
| 68      | Leadership Skills                | S. Srinivasulu    |         |
| 69      | Communication Skills             | K. Ramesh Babu    |         |
| 70      | Writing Skills                   | M. Srinivasulu    |         |
| 71      | Speaking Skills                  | P. S. Srinivasulu |         |
| 72      | Listening Skills                 | S. Srinivasulu    |         |
| 73      | Reading Skills                   | K. Ramesh Babu    |         |
| 74      | Thinking Skills                  | M. Srinivasulu    |         |
| 75      | Feeling Skills                   | P. S. Srinivasulu |         |
| 76      | Doing Skills                     | S. Srinivasulu    |         |
| 77      | Being Skills                     | K. Ramesh Babu    |         |
| 78      | Having Skills                    | M. Srinivasulu    |         |
| 79      | Knowing Skills                   | P. S. Srinivasulu |         |
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| 81      | Applying Skills                  | K. Ramesh Babu    |         |
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| 84      | Problem Solving Skills           | S. Srinivasulu    |         |
| 85      | Decision Making Skills           | K. Ramesh Babu    |         |
| 86      | Team Management Skills           | M. Srinivasulu    |         |
| 87      | Conflict Management Skills       | P. S. Srinivasulu |         |
| 88      | Leadership Skills                | S. Srinivasulu    |         |
| 89      | Communication Skills             | K. Ramesh Babu    |         |
| 90      | Writing Skills                   | M. Srinivasulu    |         |
| 91      | Speaking Skills                  | P. S. Srinivasulu |         |
| 92      | Listening Skills                 | S. Srinivasulu    |         |
| 93      | Reading Skills                   | K. Ramesh Babu    |         |
| 94      | Thinking Skills                  | M. Srinivasulu    |         |
| 95      | Feeling Skills                   | P. S. Srinivasulu |         |
| 96      | Doing Skills                     | S. Srinivasulu    |         |
| 97      | Being Skills                     | K. Ramesh Babu    |         |
| 98      | Having Skills                    | M. Srinivasulu    |         |
| 99      | Knowing Skills                   | P. S. Srinivasulu |         |
| 100     | Understanding Skills             | S. Srinivasulu    |         |

for SAI VAGGHI EDUCATIONAL SOCIETY  
K. Ramaiah  
President/Secretary/Treasurer.

## MEMORANDUM OF ASSOCIATION

1. NAME OF THE SOCIETY:

### **SAI VAGDEVI EDUCATIONAL SOCIETY**

2. REGISTERED OFFICE:

**FLAT NO:401,SWETHA APPARTMENTS, PRAKASH NAGAR,  
NARASARAOPET-522601**

3. AREA OF OPERATION:

The area of operation and activities of the Society shall be restricted to in India only, no part of its activities shall be carried out anywhere outside India. The benefit of the society shall be open to all irrespective of caste, community, religion, etc.,

4. AIMS AND OBJECTIVES

- a. Funding poor pupil education and merit scholarships to brilliant students without caste, sect, sex and religion. It can aid in cash or kind to schools, for this the society can establish schools, colleges, libraries, reading rooms, laboratories, research and other institutions of the like nature for use of the students and staff for the development and advancement of education and diffusion of useful knowledge amongst the public in general.
- b. To promote, develop and extend educational, social and cultural patriotic activities in all the aspects and branches of education including research facilities, socio-cultural activities to all citizens of India regardless of cast, creed, religion or place.
- c. To promote, start, establish and run educational and cultural institutions such as Schools, Colleges, Colleges of Nursing, health, B.Ed., Arts, Sciences, Fine Arts and Commerce, Day Schools or Residential Schools in any place of Andhra Pradesh State for the promotions of education and also to promote Athletics for student's health.

For SAI VAGDEVI EDUCATIONAL SOCIETY

*K. Rama Kishore Reddy*

President/Secretary/Treasurer.

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- d. To promote, establish and run institutions of professional courses such as Engineering, Medical, Vocational etc., in any place or places in the State of Andhra Pradesh and impart education to help to cater the needs of the citizens and the country.
- e. To take over or run any existing educational institutions, or institution in any place or places of the State of Andhra Pradesh.
- f. To promote, establish and run research institutions in any branch or branches of education including scientific and technical in any place or places of the State of Andhra Pradesh to help the increasing needs and to accelerate speedy scientific and technological development of the country.
- g. To publish and circulate books, periodicals and magazines etc., which are of educational and cultural value or importance and also to provide free legal aid to the needy, to impart legal knowledge by organizing legal literacy campaign.
- h. To get, receive charities for aid from the State and Central Governments and Philanthropic Institutions or Persons.
- i. To do all things and to perform all such acts or activities as may be necessary and proper for the promotion and development of educational institutions and for the attainments of any or all of the above subjects and aims of the society.
- j. To carry out research in the fields of Medical, Engineering, Agricultural, Bio-Sciences and other fields from time to time feels necessary by the General Body.
- k. To provide research facilities for carrying out research, basic and applied in all systems and disciplines of medical and surgical knowledge, keeping in view the of Socio-Medical and Socio-Economic needs of the afflicted community.
- l. To found, establish or take-over and/or otherwise conduct research institutions in all discipline of Medical, Engineering, Agriculture and Bio-Sciences knowledge etc.,
- m. To encourage and develop biological and pharmacological standardization of indigenous medicinal plants.

For SAI VAGDEVI EDUCATIONAL SOCIETY

K. Ramesh Babu  
President/Secretary/Treasurer.

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- n. To conduct and provide health care and health awareness educational programmes and programmes to improve the lives of working classes and to serve the poor and poorest of the society.
- o. To provide roads, bridges, drinking water facilities in rural areas.
- p. To establish schools, colleges, hospitals, dispensaries, old age homes, which are useful to general public.
- q. The object and purpose of the Society do not include and strictly prohibit any activity for profit within the meaning of the Income Tax Act, 1961.
- r. The activities not inconsistent with the objects and purpose of the society, are permitted and those inconsistent with the object and purpose of the society are prohibited.
- s. The Byelaws of the society that "Name of the society is irrevocable".

For SAI VAGDEVI EDUCATIONAL SOCIETY  
K. Rama Rati R.  
President/Secretary/Treasurer.

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## CERTIFICATE

1. Certified that there is no profit motive, no commercial activity involved in its working.
2. Certified that the Association could not engage in agitational activities and trade union activities and to ventilate grievances.
3. Certified that the office bearers are not paid from the funds of the Society.
4. Certified that this society is having no property so far.

PRESIDENT

For SAI VAGDEVI EDUCATIONAL SOCIETY

K. K. K. K. K.  
President/Secretary/Treasurer.

Place:

Date:

Handwritten signature in red ink.

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Handwritten signature in green ink.

WE THE UNDERSIGNED PROPOSE TO DRAFT THE BY-LAWS OF THE  
SOCIETY CALLED

**SAI VAGDEVI EDUCATIONAL SOCIETY, NARASARAOPET-522601.**

WITH THE ABOVE MEMORANDUM OF ASSOCIATION UNDER THE SOCIETY  
REGISTRATION ACT XXXV OF 2001 AND DESIRE  
TO GET IT FILED AS A BY-LAW [Revised Memorandum]

|   | Name                               | Name of<br>Father/Husband   | Occupation          | Office held<br>in the<br>Association<br>if any | Address                                                                                                                    | Signature          |
|---|------------------------------------|-----------------------------|---------------------|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|--------------------|
| 1 | KATLA<br>RAMA<br>KOTESWAR<br>A RAO | PUNNAIAH                    | Private<br>Teacher  | President                                      | D.No:10-5-<br>3/1,Arundelpet,<br>Narasaraopet-<br>522601                                                                   | K. Rama Rao        |
| 2 | MADDULA<br>KOTESWAR<br>A RAO       | THIRUPATHA<br>IAH           | Business            | Vice-<br>President                             | D.No:12-13-16,<br>Prakash Nagar,60<br>feet road, Sri<br>Srinivasa<br>Apartments, Plat<br>n:504,<br>Narasaraopet-<br>522601 | M. Srinivas Rao    |
| 3 | RAYALA<br>SRINIVASAR<br>AO         | SRIRAMULU                   | Business            | Secretary                                      | D.no:12-3-50,<br>Prakash Nagar,<br>Swetha Residency,<br>Narasaraopet                                                       | R. Ramulu          |
| 4 | SUDA<br>SURESH<br>BABU             | VEERANJANE<br>YULU          | Private<br>Employee | Joint-<br>Secretary                            | D.No:13-<br>163/4,Sudavari<br>Street, Ramalayam<br>Temple,<br>Chilakaluripe                                                | S. Suresh Babu     |
| 5 | KAPILAVAI<br>RAJENDRA<br>PRASAD    | GURUNADHA<br>M              | Private<br>Employee | Treasurer                                      | DNo:3-11-10,<br>Pathuru,<br>Narasaraopet-<br>522601                                                                        | K. Rajendra Prasad |
| 6 | KAPILAVAI<br>RAJASANKA<br>RA RAO   | VENKATA<br>SUBBAIAH<br>RAJA | Business            | Member                                         | D.No:3-6-<br>22,Pathuru,<br>Narasaraopet-<br>522601                                                                        | K. Rajasankar      |
| 7 | KADIYALA<br>RAMESH<br>BABU         | KOTESWARA<br>RAO            | Business            | Member                                         | D.No:2-52,<br>Eallamanda,<br>Narasaraopet-<br>522601                                                                       | K. Ramesh Babu     |
| 8 | PASAM<br>KRISHNA<br>RAO            | ANJALIAH                    | Business            | Member                                         | D.No:12-3-<br>50,Swetha<br>Appartment,<br>Prakash Nagar,<br>Narasaraopet-<br>522601                                        | P. Krishna Rao     |
| 9 | ISKEPAELI<br>RAJA                  | RAJA                        | Business            | Member                                         | D.No:3-31-27,<br>Lenin Nagar                                                                                               | E. Krishnakumar    |

### Singularity of witnesses

Witness

Signature

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A. Sanku Phaul

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Narajungem

president

President/Secretary/Treasurer.

For SAI YAGDEVI EDUCATIONAL SOCIETY

K. S. [Signature]  
President/Secretary/Treasurer.

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## RULES AND REGULATIONS

1. NAME OF THE SOCIETY:

**SAI VAGDEVI EDUCATIONAL SOCIETY**

2. REGISTERED OFFICE:

**FLAT NO:401,SWETHA APPARTMENTS, PRAKASH NAGAR,  
NARASARAOPET-522601**

3. MEMBERSHIP DETAILS:

A. MEMBERS:

The membership of the Society is open to any person upon fulfilling of the following conditions:

- He / She should be an Indian citizen.
- He / She should attain the age of majority.
- Persons who applied for the membership subject to the approval of an on the terms and conditions determined by the executive committee of the Society if it considers that their association would be beneficial to the Society.

B. ADMISSIONS FEE & SUBSCRIPTION:

- Admission fee and subscription shall be as under unless otherwise revised by the executive body of the Society.
- Admission fee Rs. 1000-00 at the time of admission.
- Subscription Rs. 100-00 per annum.

A. TERMINATION OR CESSATION OF MEMBERSHIP:

The executive body of the society shall have the powers to terminate any member from membership of the above Society on the following grounds *after ratified in General Body.*

- On death.
- On written resignation.
- If found to be involved in any anti-social activities.
- If adjudged by any court of law to be a criminal offender.

For SAI VAGDEVI EDUCATIONAL SOCIETY  
*K. Rama Koteswara Rao*  
President/Secretary/Treasurer.

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- e) If found guilty by means of anti-propaganda of the aims and objectives of the society.
- f) If fails to pay the subscription of contribution within 3 months of due date.
- g) If has not attended three consecutive meetings.
- h) If disregards rules and regulations or disobeys the decisions of executive body.
- i) Any member resigns by giving intimating in writing to the President and the Executive Committee by a resolution accepts his resignation. *In General body*

### 3. GENERAL BODY:

- a) The general body of the Society shall constitute all its members.
- b) The general body must ordinarily meet at least once in a year. It will be called Annual General Body Meeting. The meeting will be conducted in the month of July of every year.
- c) A special meeting of the General Body i.e., Extra-Ordinary General Body Meeting will be held on request of 1/3 of the total number of the members of the General Body. All such requisitions shall go to the Chairman.
- d) **Notice:** Minimum 15 days notice shall be given to the members, before the date of General Body Meeting enclosing agenda specifying date, time, place and issues to be discussed.
- e) **Quorum:** The quorum of General Body Meeting shall be 2/3<sup>rd</sup> (two third) of the total strength of the General Body Members of the Society.

### 5. RIGHTS & PRIVILEGES OF THE MEMBERS OF THE GENERAL BODY:

All and every member of the Society:

- a) Shall be entitled to participate in meetings, cultural/educational functions and other lawful gatherings, called/arranged by the society.
- b) Have right to collect the Identity Card after paying the required/prescribed fee (fixed by the Governing Body of the society from time to time).

For SAI VAGDEVI EDUCATIONAL SOCIETY

*K. Ravi K. Ravi*  
President/Secretary/Treasurer.

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6. DUTIES OF THE MEMBERS OF THE GENERAL BODY:

All and every member of the Society shall:

- a. Elect the Executive Body of the Society.
- b. Attend the General Body meetings regularly.
- c. Give the necessary information to the society pertaining to any matter which is necessary to be known by the Society.
- d. Not indulge in activities which are prejudicial to the aims and objects and/or the rules & regulations of the Society.

7. EXECUTIVE BODY:

- a. **Strength:** The Executive Body shall consist of the

|                              |      |
|------------------------------|------|
| President                    | One  |
| Vice President               | One  |
| Secretary and Correspondent  | One  |
| Joint Secretary              | One  |
| Treasurer                    | One  |
| Executive Members            | Five |
| Total Executive Body Members | Ten  |

- b. **Term:** All the ten members shall be in the Executive Committee for a period of 5 years. The General Body may re-elect all the members into the Executive Body.
- c. **Meeting:** The Executing Body shall meet at least once in every month.
- d. All matters shall be decided by a majority vote.
- e. **Notice:** The Chairman shall ordinarily give 7 days notice of the meeting of Executive Body, and in case of urgency he may give 24 hours notice of the meeting.

8. FILLING UP THE VACANCY:

- a. Any vacancy arise due to any of the causes shall be filled up with the approval of the remaining Executive Body.
- b. The vacancy shall be put up before the next Annual General Body for ratification.

9. POWER AND FUNCTIONS OF THE EXECUTIVE BODY:

- a. The Executive Body shall have control over the management and administer all the Educational Institutions including research projects

for SAI VAGDEVI EDUCATIONAL SOCIETY

K. Ramu K. S. S. S.  
President/Secretary/Treasurer.

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and other allied establishments specified in the memorandum of Association established and run by the Society and also the institutions taken over by the Society.

- b. The Executive Body shall manage and administer all the assets and liabilities of the Society and of the individual institutions established by the Society.
- c. The Executive Body shall have the power to purchase, sell, mortgage or lease out or otherwise dispose off the properties of the Society by a resolution passed by it after ratification of General Body.
- d. The Executive Body shall have power to appoint personnel such as teaching staff, office staff and other necessary staff members in all the institutions and establishment run by the Society.
- e. The Executive Body shall have power to appoint or dissolve any adhoc or sub-committees and terminate the services of teaching personnel and other staff members employed in the institutions of the society after due inquiry.
- f. The Executive Body shall have the power to do anything or things necessary for the good working progress of the Society and all the other institutions run by Society.

10. **PRESIDENT:**

- a. The president will preside over the meetings of the General Body, Executive Body and any Adhoc or Sub-committee.
- b. He shall guide the affairs of the Society with the co-operation of the members of the Executive Body.
- c. At the times • voting on any matter/subject if the total votes of the groups of members happen to be equal in number, the President has the power to cast an extra vote to decide the matter/subject.
- d. President will sign all the papers/letters and minutes of the meetings on behalf of the society, to conduct the correspondence regarding the conduct of the meetings.
- e. The President shall have General Supervision on the matters connected with the Society.
- f. The President shall be the custodian of all the records including minutes books.

For SAI VASDEVI EDUCATIONAL SOCIETY

*K. Ravi K. Ravi*

President/Secretary/Treasurer.

- g. The President shall have the power to appoint the staff temporarily in the Institutions, Schools and Colleges maintained by the Society subject to approval of the Executive Body as and when it meets.

11. VICE-PRESIDENT:

The Vice-President of the Society shall enjoy all the powers of the President in his / her absence.

12. SECRETARY AND CORRESPONDENT:

- a. The secretary shall be the chief executive of the Society.
- b. The secretary shall be incharge of all the records of the Society and all other institutions established and run by the Society. He shall be incharge of the management and administration of the society in and all other institutions established by the society.
- c. The secretary shall act as correspondent to correspond with the State or Central Governments and all other Non-Government Institutions, Agencies or Persons on behalf of the Society.
- d. The secretary shall perform such duties as may be allotted to him by the executive committee and shall implement the decisions of the executive committee and the general body and be guided by the President in his duties.
- e. The secretary shall convene meeting of the General body, Executive Committee, adhoc or sub-committee in accordance with rules and regulations as directed Chairman.
- f. The secretary shall prepare the Annual report regarding the affairs of the Society and present it to the Executive Committee for placing it before the General Body for its consideration and approval.

13. JOINT SECRETARY:

The Joint Secretary of the Society shall enjoy all the powers of the Secretary and Correspondent in his/her absence.

14. TREASURER:

- a. The treasurer shall be incharge of and responsible for the funds of the Society and all other institutions established and run by the Society.
- b. The treasurer shall maintain accounts up to date.
- c. He / She shall incharge for the receipts and payments of the Society.

For SAI VAGDEVI EDUCATIONAL SOCIETY

*K. Rama / K. R.*

President/Secretary/Treasurer.

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- d. He / She shall get the accounts audited and place the audit report before the Executive Body for placing the same before the General Body for its consideration and approval.

15. MEMBERS OF THE EXECUTIVE BODY:

- a. The members of the Executive Body shall participate in the meetings of the Executive Body and General Body and will give their concerned opinion.
- b. They shall carry on the duties that may be allotted to them by the Executive Body.

16. FUNDS:

- a. Funds of the Society shall consist of the Admission and Subscription fee made by the Executive Body members and General Body members and donations, subscriptions, contributions collected from the members, public, charitable institutions and from State and Central Government/ Governing agencies or from any person.
- b. The investments of the funds of the Society shall be in accordance with the provisions of Sec 13(1) (d) read with Sec 11 (5) of the Income Tax Act, 1961.
- c. The income or funds of the Society shall be solely utilized for furtherance of the objects of the society no part of it shall be distributed among the members of the society by way of profit or dividend or otherwise.
- d. Funds of the Society shall be kept in any of the bank decided by the Executive Body.
- e. Funds of the Society shall be spend according to the decisions of the Executive Body for the attainment of the aims and objects of the Society.
- f. The secretary and Correspondent shall have the power to spend up to Rs. 25,000-00 without prior approval of the Executive Body in case of need and get the expenditure ratified by the Executive Body within one month.
- g. A reserve fund may be created from out of the receipts and collections made for the society as decided by Executive Body.
- h. If any members have the requisite qualifications for a specific post he / she may be considered for that post and he may hold that post without

For SAI VASDEVI EDUCATIONAL SOCIETY  
*K. Ramesh K. Ramesh*  
President/Secretary/Treasurer.

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detriment to his duties as a member of the Executive Body without taking any salary / remuneration.

- i. For the working of the objects of the Society or institutions founded and run by the Society if any finances are required the Secretary and Correspondent with the approval of the Executive Body after ratification by General Body may borrow money from banks or private concerns including members and repay the same from the funds of the Society.

#### 17. BANK OPERATIONS:

The bank accounts shall be opened in the name of the Society and shall be operated by either Secretary & Correspondent of the Society or President of the Society individually.

#### 18. BANK BORROWINGS

That in the case of need of funds for the development of the Society same can be borrowed from any banks (i.e., Public or Private banks) / Financial institutions or from others for this either the Secretary or President <sup>as it is</sup> ~~will be~~ given exclusive powers to borrow funds from the above singly with the mutual consent of all the members of the Society.

#### 19. AUDIT:

The accounts of Society shall be audited by a Chartered Accountant who is duly qualified according the rules and regulations of the Institute of Chartered Accounts of India.

#### 20. FINANCIAL YEAR:

Financial year of the Society shall start from 1<sup>st</sup> April and ending with 31<sup>st</sup> march of the next year.

#### 21. QUORUM:

- a. The quorum for any meeting of General Body shall be  $\frac{2}{3}$ <sup>rd</sup> of the total members who attended the meeting.
- b. The quorum for any meeting of the Executive Body shall be  $\frac{2}{3}$ <sup>rd</sup> of the total members of who attended the meeting.

For SAI YAGDEVI EDUCATIONAL SOCIETY

*K. Ram Lakshmi*  
President/Secretary/Treasurer.

*AK*

22. POWER TO AMEND RULES AND REGULATIONS:

The rules and regulations of the Society may be altered, replaced or by laws made or substituted or added in a meeting of the General Body by a vote of 3/5 majority of the members present. But no amendments to the aims and objects of the Society shall be carried out without the prior approval of the Commissioner of Income Tax.

23. LEGAL PROCEEDING:

The Society may sue or may be sued in the name of the Secretary and Correspondent.

23. WINDING UP:

- a) In case of decisions in terms of a resolution by a 3/5<sup>th</sup> majority of the members present in a meeting of the General Body to dissolve the Society, the Society shall be dissolved and wound up the remaining assets, after satisfaction of all debts and liabilities of the Society shall be transferred with the following sub-rule (b) mentioned below.
- b) All the remaining assets, after satisfaction of all debts and liabilities of the Society in the event of dissolution of the Society the funds remaining after satisfaction of all its liabilities shall be transferred to such another Society or institution or trust having similar aims and objects and enjoying benefit under sec 12A of the Income Tax Act 1961 of the Society.

For SAI VAGDEVI EDUCATIONAL SOCIETY

*R. Karan / G. R.*  
President/Secretary/Treasurer.

17<sup>th</sup>

Sheet No. of Corrections is: Xerox copy of the document

*MA*

We under signed certified / declare that this the correct copy of revised rules and regulations of Sai Vagdevi Educational Society. Narasaraopet Reg No . 109/2013.

| S.No | Signature          | Designation | Occupation          | Address                                    |
|------|--------------------|-------------|---------------------|--------------------------------------------|
| 1    | K. Rama Krishna    | President   | Teacher             | 10-5-3/1,<br>Arundelpet,<br>Narasaraopet.  |
| 2    | R. Srinivasulu     | Secretary   | Business            | 12-3-50,<br>Prakashnagar,<br>Narasaraopet. |
| 3    | K. Rajendra Prasad | Treasurer   | Private<br>employee | 3-11-10,<br>Pathuru,<br>Narasaraopet.      |

Signature of witness.

| S.No | Signature       | Father's name            | Occupation     | Address                                    |
|------|-----------------|--------------------------|----------------|--------------------------------------------|
| 1    | K. Rama Krishna | K. Venkata<br>Sambaswamy | Private<br>job | 10-5-3-10,<br>Arundelpet,<br>Narasaraopet. |
| 2    | R. Srinivasulu  | R. Srinivasulu           | Teacher        | 12-3-50,<br>Prakashnagar,<br>Narasaraopet. |

*[Handwritten signature]*

WE THE UNDERSIGNED PROPOSE TO DRAFT THE BY-LAWS OF THE  
SOCIETY CALLED

**ISLAMIC RESEARCH & DAWAH CENTRE, NARASARAOPET-  
522601.**

WITH THE ABOVE ARTICLES OF ASSOCIATION UNDER THE  
SOCIETY REGISTRATION ACT XXXV OF 2001 AND DESIRE  
TO GET IT FILED AS A BY-LAW

| Signature                                             | Name          | Occupation       | Office held in the Association if any | Address                                                                                               | Photo                                                                                 |
|-------------------------------------------------------|---------------|------------------|---------------------------------------|-------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| KATLA RAMA KOTESWARA RAO                              | PUNNAIAH      | Private Teacher  | President                             | D.No:10-5-3/1,Arundelpet, Narasaraopet-522601                                                         |   |
| MADDULA KOTESWARA RAO                                 | THIRUPATHAIAH | Business         | Vice-President                        | D.No:12-13-16, Prakash Nagar, 60 feet road, Sri Srinivasa Apartments, Plot n:504, Narasaraopet-522601 |  |
| RAYALA SRINIVASARAO                                   | SRIRAMULU     | Business         | Secretary                             | D.no:12-3-50, Prakash Nagar, Swetha Residency, Narasaraopet                                           |  |
| SUDA SURESH BABU For SAI VAGDEVIL EDUCATIONAL SOCIETY | VEERANJAN     | Private Employee | Joint-Secretary                       | D.No:13-163/4,Sudavari Street, Ramalayam Temple.                                                      |  |

19th

Sheet No of Corrections to: Xerox copy of the documents

*AM* *Dr*

|                                 |                             |                     |           |                                                                                                      |                                                                                       |
|---------------------------------|-----------------------------|---------------------|-----------|------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| KAPILAVAI<br>RAJENDRA<br>PRASAD | GURUNADH<br>AM              | Private<br>Employee | Treasurer | D.No:3-11-10,<br>Pathuru,<br>Narasaraopet-<br>522601                                                 |    |
| KAPILAVAI<br>RAJASANKARA<br>RAO | VENKATA<br>SUBBAIAH<br>RAJA | Business            | Member    | D.No:3-6-<br>22,Pathuru,<br>Narasaraopet-<br>522601                                                  |    |
| KADIYALA<br>RAMESH BABU         | KOTESWAR<br>A RAO           | Business            | Member    | D.No:2-52,<br>Eallamanda,<br>Narasaraopet-<br>522601                                                 |    |
| PASAM<br>KRISHNA RAO            | ANJALIAH                    | Business            | Member    | D.No:12-3-<br>50,Swetha<br>Appartment,<br>Prakash Nagar,<br>Narasaraopet-<br>522601                  |   |
| ISKEPALLI<br>KRISHNA<br>KISHORE | RAJA                        | Business            | Member    | D.No:3-31-27,<br>Lenin Nagar, 2 <sup>nd</sup><br>Line, Peddha<br>Cheruvu,<br>Narasaraopet-<br>522601 |  |
| OGURI<br>NAGESWARA<br>RAO       | KOTESWAR<br>A RAO           | Private<br>Employee | Member    | D.no:2-<br>31,S.Pet,Oppicheri<br>n-Guntur                                                            |  |

For SAI VAGDEVI EDUCATIONAL SOCIETY  
K. Koteswar A Rao  
President/Secretary/Treasurer.

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Prepared by } S. Saide Reddy  
Examined by } 14/11/16

OFFICE OF THE DISTRICT REGISTRAR  
NARASARAOPET



Registrar of Societies  
and District Registrar  
Narasaraopet Registration District  
NARASARAOPET