



## Revised Certificate of Registration of Society

I hereby certify that **Asar Bai Charitable Society, 566, Sector-14, Gurgaon** registered vide Registration Number 2995 Year 2001-02 with District Registrar/Registrar, **Firm & Societies Haryana, Chandigarh** has been allotted a new Registration Number as under mentioned on this 18<sup>th</sup> day of April (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 8	2 0 1 3	0 0 5 6 9
Name of the society			Registered Office Address
Asar Bai Charitable Society			566, Sector-14, Gurgaon

issued under my hand at Gurgaon this 18<sup>th</sup> day of (month) April, Year, 2013

District Registrar  
Firms & Societies  
Gurgaon



Station: Gurgaon

MANAGER  
JYOTI PUBLIC SCHOOL  
Dhorka, Sec.- 95, Gurgaon  
(Aff. To CBSE) Aff. No.- 531121

Principal  
JYOTI PUBLIC SCHOOL  
Vill. Dhorka, Pataudi Road,  
P.O. Bhangrolla, Gurgaon (HR)  
Aff. No. 531121

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## समिति पंजीकरण प्रमाण-पत्र

(वर्ष 1860 का इक्कीसवाँ अधिनियम)

क्रमांक 2995 वर्ष 2001-2002.

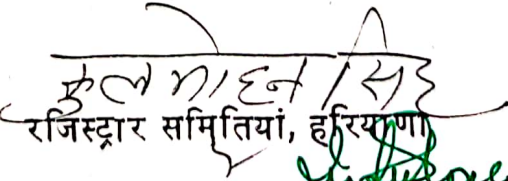
मैं एतद्द्वारा प्रमाणित करता हूँ कि Asar Bai Charitable Society,

566/14, Gurgaon.

नामक समिति को समिति पंजीकरण अधिनियम इक्कीस आफ 1860 (तथा पंजाब संशोधन अधिनियम 1957 द्वारा यथा संशोधित) के अन्तर्गत पंजीकृत किया गया है।

यह प्रमाण-पत्र मेरे हस्ताक्षर से आज दिनांक 29 मास 01 वर्ष 2002 को चण्डीगढ़ में जारी किया गया।

  
MANAGER  
JYOTI PUBLIC SCHOOL  
Dhorka, Sec.- 95, Gurgaon  
(Aff. To CBSE) Aff. No.- 531121

  
रजिस्ट्रार समितियां, हरियाणा  
Principal  
JYOTI PUBLIC SCHOOL  
Vill. Dhorka, Pataudi Road,  
P.O. Bhangrolla, Gurgaon (HR)  
Aff. No. 531121

MEMORANDUM OF SOCIETY

OF

ASAR BAI CHARITABLE SOCIETY

1. Name:-Name of Society shall be **ASAR BAI CHARITABLE SOCIETY**.
2. Registered Office:- Registered office of the Society shall be 566, SECTOR-14, GURGAON-122001 (Hr.)
3. Area of Operation:- The Society will work in Gurgaon and near by areas.
4. The aims and objects for which the Society is formed are:-

a. To start, maintain or otherwise manage schools, hostels, libraries, Vocatation centers, reading rooms, or other centres of similer nature.

b. To Work for the education upliftment of the rural and general public for all classes of citizens of India.

c. To impart computer know how in software, harware, networking and allied services.

d. To provide basic education & training in handicrafts ,cottage Industry ,fashion& textile designing, computer education and other training centres for children by opening school or schools and to instil citizens imbued with love and respect for country and propagate the idea of service to humanity and patriotism.

e. To organize debate, competitons and contest for encouraging study and spread knowledge of all kinds.

f. To facilitate, associate or co-operate with any others Societies or Associations having same and similar aims and objects and in such other manner and to such extent as may be desired or possible.

g. To impart free education, food, clothes to poor, helpless and needy children/students.

h. To do all such things as are incidental or conducive to the attainment of the above objects or any of them which may be conveniently done along with or as subsidiary to the objects.

i. All income of the Society shall be spent on principal the furtherance of the objects of the Society.

MANAGER

JYOTI PUBLIC SCHOOL  
Dhoka, Sec- 95, Gurgaon  
(Aff. To CBSE) Aff. No.- 531121

  
President

  
Secretary

  
Treasurer

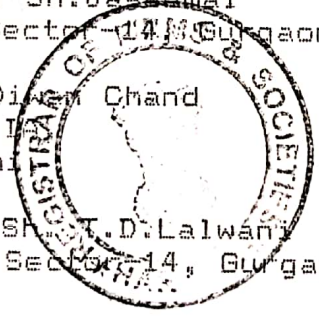
JYOTI PUBLIC SCHOOL  
P.O. Bhangolla, Gurgaon (HR)  
Aff. No. 531121



Few More Aims Objects For Which The Society Is Formed Are:-

- 1) Either the property or income of the Society will be spent only for the benefit of the Society and No part of the Income will be given to any other person/society in the form of Bonus & Dividend.
- 2) All the members of the Society will be honorary and shall not be paid any amount from the Society. Any amount spent for the work of the Society by any member of the working Committee, it will be paid through the Society funds. The Interest on the amount taken from any member(s) of the Society and the rent of the building for the Society shall be paid out of the Society funds.
- 3) The Income and profit of the Society shall be spent for benefit of the Society.
- 4) In the event of the closure of the Society by any reason, No member will be individually responsible for the Property, Assets and the liabilities of the Society, In that case the Society will be handed over to another Registered Society having the same Rules & Regulations.
- 5) The name, address, occupations and designations of the present Members of the Governing Body to whom the Management and affairs of the Society are entrusted as required under Section 2 of the Societies Registration Act of 1860 (Punjab Ammendment Act 1957) as extended to the Union of Haryana is as Follows:-

<u>S.No.</u>	<u>NAME/ADDRESS</u>	<u>OCCUPATION</u>	<u>DESIGNATION</u>
1.	Tirath Das Lalwani S/o. Sh. Jassuamal Age- 75 Yrs. R/o 566, Sector-14, Gurgaon	Business	President
2.	Dharampal Dave S/o Sh. Dinesh Chand Age- 63 Yrs. R/o B-39, II Naraina Vihar, New Delhi	Service	V-President
3.	Leela Ram Lalwani S/o. Sh. T. D. Lalwani Age- 48 Yrs. R/o 582-B, Sector-14, Gurgaon	Consultant	Secretary
4.	Vinod S/o Sh. Ramesh J-39, old Double Story, Lajpat Nagar-IV, New Delhi	Business	Treasurer
5.	Reena Lalwani W/o Sh. Ashok Lalwani Age- 38 Yrs. R/o 40, Kanwar Nagar, Jaipur	House-Wife	Exe-Member
6.	Vikram S/o Sh. Manga Ram Age- 26 Yrs. R/o 107, Asp Ka Bazar, Gurgaon.	Business	Exe-Member
7.	Prakash S/o Late Sh. Lal Chand Age- 37 Yrs. R/o Shop No.-111, Sector-14, Gurgaon	Business	Exe-Member



**MANAGER**  
**JYOTI PUBLIC SCHOOL**  
 Dhorka, Sec.- 95, Gurgaon  
 (Aff. To CBSE) Aff. No. - 531121

*Principal*  
**JYOTI PUBLIC SCHOOL**  
 Cont. Vill. Dhorka, Pataudi Road,  
 P.O. Bhangrolla, Gurgaon (HR)  
 Aff. No. 531121

**ASAR BAI CHARITABLE SOCIETY**

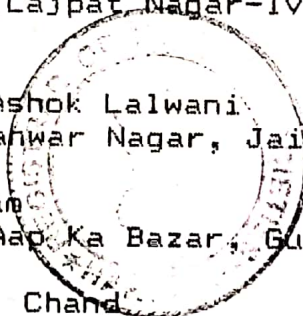
*Signature*  
**President**

*Signature*  
**Secretary**

*Signature*  
**Treasurer**

6) We are the following persons, who have subscribed their names below as the members of the society. We are desirous to form the ASAR BAI CHARITABLE SOCIETY and set our hands in persurance of the Societies Registration Act XXI of 1860 (Punjab Ammendment) Act of 1957 as extended of Haryana in persurance of Memorandum of Association.

<u>S.No.</u>	<u>NAME/ADDRESS</u>	<u>OCCUPATION</u>	<u>SIGNATURE</u>
1.	Tirath Das Lalwani S/o. Sh.Jassumal Age- 75 Yrs. R/o 566, Sector-14, Gurgaon	Business	
2.	Dharampal Dave S/o Sh.Diwan Chand Age- 63 Yrs. R/o B-39, IIA, Naraina Vihar, New Delhi,	Service	
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7.	Prakash S/o Late Sh.Lal Chand Age- 37 Yrs. R/o Shop No.-111, Sector-14, Gurgaon	Business	



All the above persons had signed before me

**PRADEEP KUMAR GUPTA**  
Advocates  
557/4, Jacompura, Gurgaon

**Principal**  
**JYOTI PUBLIC SCHOOL**  
Vill. Dhorka, Pataudi Road,  
P.O. Bhangrolla, Gurgaon (HR)  
Contd. No. 531121

**MANAGER**  
**JYOTI PUBLIC SCHOOL**  
Dhorka, Sec.- 95, Gurgacn  
(Aff. To CBSE) Aff. No.- 531121

Certified to be a true copy  
Registrar of Firms & Societies  
Haryana

**ASAR BAI CHARITABLE SOCIETY**  
  
**President**   
**Secretary**   
**Treasurer**



**RULES AND REGULATIONS OF THE ASAR BAI CHARITABLE SOCIETY**

**GURGAON**

**NAME:—ASAR BAI CHARITABLE SOCIETY** shall be the name of the Society having Common Seal.

The area of operation of the society will be in Gurgaon or in nearby area. The aims and objects and rules of the Society may be altered extended or abridged in accordance with the provisions of Section 12 & 12A of the Societies Registration Act 1860 for the time being in force.

**(1) MEMBERSHIP**

a) Membership of the Association will be open to all sections & classes of people who are citizen of India without any discrimination of caste, religion, language, state, age, sex. Provided the person interested to become member shall have to apply for membership in prescribed form. Application of the intending person shall be considered by the managing committee of the Association and on concurrence only, applicant will be considered to have become member of the Association.

All the provisions of the S.R. Act XXI of 1860 (Punjab Amendment Act 1957) as extended to the Haryana Govt. will apply to this Association.

b) Membership of the Association shall be of following types:-

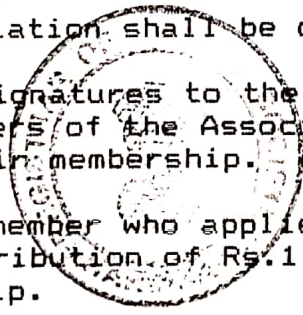
A) **FOUNDER MEMBERS** : The signatures to the Memorandum of Association shall be the Founder Members of the Association for their life time until they resign from their membership.

B) **LIFE MEMBERSHIP** : Any member who applies in prescribed form & is willing to pay a contribution of Rs.1,000/- in lumbsum shall be eligible for such membership.

C) **ASSOCIATED MEMBERS** : Any person who is desirous of serving the Association & whose application for membership is sponsored by any centres engaged into imparting projects for welfare of Society children or adults would be enrolled as associated member of Association, such member shall not be entitled to right to vote.

D) **INSTITUTIONAL MEMBERS** : Any recognised institution, society, organisation, projects centre engaged into multifarious welfare of human beings & established in India, may apply for membership of the Association for representing itself through its representative & such member will have to pay such fee or subscription as may be decided by the managing committee of the above Association from time to time.

E) **HONORARY MEMBERS** : Any eminent scholar, scientist, writer, poet, social worker or specialist in any line would be enrolled as Honorary member by managing committee for such period as it would consider fit.



*Principal*  
Principal

**JYOTI PUBLIC SCHOOL**  
Vill. Dhorka, Rataudi Road,  
P.O. Bhangrolla, Gurgaon (HR)  
Aff. No. 531121  
**President**

*Secretary*  
**Secretary**

Cond. 5/-  
*Treasurer*  
**Treasurer**

**MANAGER**  
**JYOTI PUBLIC SCHOOL**  
Dhorka, Sec.- 95, Gurgaon  
(Aff. To CBSE) Aff. No.- 531121

F) ORDINARY MEMBERS : Any person who pays annual subscription of Rs. 500/- & whose application is accepted by 2/3 majority of managing committee shall be ordinary member.

2) Member can be removed by 2/3 majority subject to approval of General Body of the Association, In case he/she found guilty of working against the interest of school(s) or center(s) running under the Association. The vacancy so occurred shall be filled by other members with the approval of Governing Body.

3) GENERAL BODY

All the members of the Association as mentioned in categories (above) shall form the General Body of the Association.

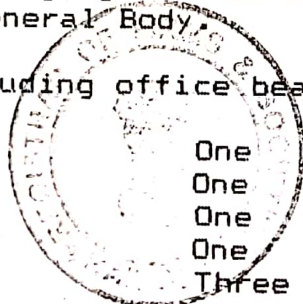
4) MEETING'S OF THE GENERAL BODY

The General Body will meet at least once in a year, less than 15 days notice shall be given to the members before the date of general body meeting enclosing the agenda specifying date, time and place. To watch the progress of the Association and school & centers functioning under the Association, to guide them in their working and smooth running.

5) The General Body in its annual meeting will elect its President and all office bearers every year by secret ballot and the quorum of the general body and managing committee shall be two third of the members present at the General Body.

6) The Governing Body including office bearers. The posts are as under:-

- a) President One
- b) Vice President One
- c) Secretary One
- d) Treasurer One
- e) Exe-Members Three



7) POWERS AND FUNCTIONS OF GENERAL BODY

The Secretary shall call the annual meeting of the Association on any day during the first quarter of the financial year to conduct the following business:-

- a) To adopt annual report of the Secretary.
- b) To adopt audited accounts and to pass the budget.
- c) To Co-Opt any other member, as and when required.
- d) To Appoint Chartered Accountant to audit the accounts.
- e) To elect the Office bearer of the Association.
- f) To conduct any other business with the permission of the chair.
- g) To prepare budget and to arrange funds and finances.
- h) To delegate its power wholly/partially in matters of appointment or dismissal of the staff to any individual of Sub-Committee.
- i) To make rules & regulations for proper management and to alter, amend or repeal the same.

MANAGER  
JYOTI PUBLIC SCHOOL  
Dhorka, Sec.- 95, Gurgaon  
(Aff. To CBSE) Aff. No.- 531121

Principal  
ASAR B. HARITABLE SOCIETY  
Vill. Dhorka, Palaud Road  
P.O. Bhangrolla, Gurgaon (HR)  
Aff. No. 531121  
President Secretary Treasurer



- j) To exercise such other powers and perform such of the duties as may be necessary for the execution of the objects set out in the Memorandum of the Association.
- k) The Association is empowered to raise loans and seek donations for the benefit of the association managed by it. The Governing Body shall pass necessary resolution authorising its any two office bearers to negotiate and execute in case of loans.

8) DUTIES OF THE OFFICE BEARERS

**PRESIDENT:-** To preside over all the meetings and to have a general supervision and control over all affairs of the Association. He shall be entitiled to vote, and in case of tie he shall command a casting vote.

**VICE PRESIDENT:-** To preside over the meetings in the absence of the President and exercise all the powers of the President after obtaining specific sanction for the same by a resolution of the Governing Body.

**SECRETARY:-** To keep and prepare all records of the Association and minute of the General Body or Governing Body, and to conduct all such correspondence relating to the Association. He will call the meeting of the Governing Body of the association. He will exercise powers of appointment, removal, dismissal, discharge, leave arrangements, suspensions, increment with the consultation of the Governing Body members of the Association. The Secretary is fully empowered to reply to any query personally or in court as and when required. He can delegate his powers to any other life member with the approval of the members of the Governing Body.

**CASHIER:-** To maintain accounts of the Society and get the same audited by the Chartered Accountant.

9) BANK ACCOUNTS

The Bank Account will be opened in any Nationalised Bank of India & shall be opened by any two out of the following three Office Bearers.

- 1) President
- 2) Secretary
- 3) Cashier

10) MEETINGS

The Governing Body shall meet at least four times in each year.

A) The Secretary shall circulate among the members a notice of such meeting at least 3 days before the date fixed for such meeting, An emergency meeting can be called on a short notice, which shall not be less than 24 hours.

B) 50% of the members shall form the quorm of every meeting of the Governing Body as well as the General Body.

C) Whenever there is no quorm within half-hour time, it shall stand adjourned, next meeting called for cannot be held for want of quorm.

D) Correct record of the proceedings of every meeting of Governing Body shall be kept by the Secretary.

**JYOTI PUBLIC SCHOOL**  
Dhorka, Sec.- 95, Gurgaon  
Aff. To CBSE) Aff. No.- 531121

*Sh. Anil Kumar*  
**JYOTI PUBLIC SCHOOL**  
 Vill. Dhorka, Palaudi Road,  
 P.O. Bhangron, Gurgaon (HR)  
 Aff. No. 531121  
**President**      **Secretary**      **Treasurer**

Cond. ... 7/8/11  
*Sh. Anil Kumar*  
**Treasurer**



E) In case of any ammendment either in Memorandum and Rules & Regulation of Society for its proper & efficient functioning, the same shall be bought forth in the meeting of the governing body & passed by 2/3 majority.

11) The governing committee shall have full power to expel any member from the Association on the following events:-

-If he has not attended three meetings of the Association without any information, or

-On his written resignation or his death.

12) AUDIT

The Financial year shall be counted from 1st April to 31st March. The Accounts shall be audited by Chartered Accountant appointed on the recommendations of the Goverening Body.

13) INCOME

The Association shall seek subscription, donations & raise loans as per need of the association. Annual Subscriptions & Donations shall be treated as the income of the Association.

The managing committee will arrange Finance if required from other banks, Institutions or individual on reasonable terms and conditions and the Association as a whole is liable for its return. The Association may also raise funds by donations and grants from Govt. departments and other organisations.

14)The managing committee shall be responsible for implementation of the decision taken by the general body and will make plan for the future programmes of the Association.

15)The Managing committee will appoint, terminate and fix duties of any staff.

16)The financial year of the association shall be Ist April to 31st March every year.

17)Dissolution of Association as per Section 13 & 14 of S.R.Act,1860.

The propsal to disolve the Association shall be determined by the 3/4 members of the Association. In the event of any dispute arising among the said Goverening Body or the Members of the Association,the adjustment of its affairs shall be referred to the Principal Court or Orignal Civil Jurisdiction of the District.

The disssolution shall be effected after clearing all its debts and liabilities. Any property whatsoever, the same shall be given to some other Society/Association & will not be distributed, among the members of the Association.The General Body with 3/4 majority shall determine to which Society/Association shall be given the assets of the Association.

Provided further that in these matters, provisions of Societies Registration Act,1860 shall prevail.

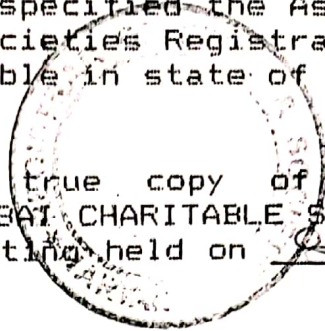
*(Signature)*  
MANAGER  
JYOTI PUBLIC SCHOOL  
Dhorka, Sec.- 95, Gurgaon  
(Aff. To CBSE) Aff. No. - 531121

*(Signature)*  
Principal  
ASAR B. CHARITABLE SOCIETY  
JYOTI PUBLIC SCHOOL  
Vill. Dhorka, Pataudi Road,  
P.O. Bhangrolla, Gurgaon (HR)  
Aff. No. *(Signature)*  
President Secretary

Cond. 8/-  
*(Signature)*  
Treasurer

18) In all other matters not herein specified the Association shall be governed by the provisions of Societies Registration Act, 1860 (Punjab Amendment Act-1958) as applicable in state of Haryana.

Certified that it is Correct and true copy of the Rules and Regulations of the Association, ASAR BAI CHARITABLE SOCIETY, Gurgaon as passed in the special General meeting held on 5th Jan. 2022, and certified on 5th Jan. 2022.



- 1. President. Jindal
- 2. Secretary. [Signature]
- 3. Treasurer. [Signature]

~~Certified to be a True Copy~~

~~Registrar of Firms & Societies  
Haryana~~

[Signature]  
MANAGER

JYOTI PUBLIC SCHOOL  
Dhorka, Sec.- 95, Gurgaon  
(Aff. To CBSE) Aff. No. - 531121

[Signature]  
Principal

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