

OLD COTTIC. :S'ANS ASSOCIATIO (INDIA)

MEMORANDUM OF ASSOCIATION

1. NAME:

The name of the Society is "Old Cottonians AssociationOndia), here inafter called the "association".

2. REGISTE}(<.ED OFFICE:

Registered office of the Association is situated at 1, Sri Aurobindo Marg,New Delhi 110 016 for the time being, or at a place to be decided

••
from time to time.

3. OBJECTS:

The objects for which the Association is established are:

(a) to endeavour to live up to the motto of the Bishop Cotton School,Simla,viz."overcome Evil with Good".

(b) to establish a bond of union among Old Cottonians, and between them and Bishop Cotton School,Simla to foster a spirit of comradeship promote co-operation and to extend mutual help to the old students of the school.

(c) to organize and develop activities on matter of cultural,social, economic and educational, to keep alive a spirit of devotion,education, and a continuing concern for the welfare and development, especially the welfare of members of the Association .

(d) to help, encourage and assist the spread of education and to render assistance, award scholarships to deserving students and for this purpose, to take all such steps as may be necessary.

(e) to help in finding avenues of employment or occupation, and in acquiring facilities for technical, vocational and professional training to students in India.

(f) to affiliate, associate, or co-operate with any other society or association of the same or similar objects, in such manner and to such extent, as may be desirable and possible.

4. To carry out aforesaid objects, the Association is empowered to do or to perform the following acts:

(a) to hold and manage all funds and gifts of land, property or endowments for the realization of the objects of the Association:

(b) to raise funds for the Association, and to borrow from banks, bankers or other persons, as and when necessary, on the security of moveable and immoveable property of the Association.

(c) to purchase, take, lease or accept as gift or otherwise acquire any real or personal property and any rights there is or privileges attaching, thereto, which are necessary or expedient.

(d) to invest the funds and money of the Association on such terms and conditions as may be deemed expedient, and to operate upon the accounts of the Association with any bank, bankers or Corporate or Societies.

(e) to buy, sell, endorse, negotiate, or transfer all government or other securities and to realise and collect interest, rent, dividend, bonus or profit on such securities or on other property of the Association, whether moveable or immoveable.

.. 3

(g) to do all such other acts or things as may be incidental or conducive to the attainment of any or all of the objects mentioned herein above.

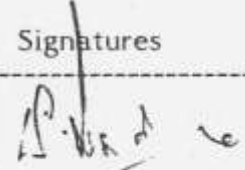


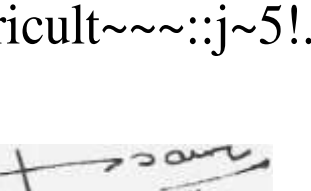

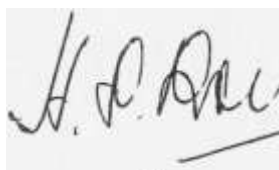

5. The names, addresses, occupations and designations of the present members of the Association, to whom the management of affairs of the Association is entrusted, as required under Section 2 of the Societies Registration Act, XXI of 1860 and Punjab Amendment Act, 1957 (as extended to the Union Territory of Delhi), are as follows:-

Sr.No.	Name {full in capital)	Addresses	Occupation	Designation in the Society)
1.	MR.D.C.ANAND	I, Sri Aurobindo Marg, New Delhi		PRESIDENT
2.	COL.S.M.JAIN	B- 272(A)FF, Greater Kailash-I New Delhi		HON.SECRET AR Y
3.	MR.RA VI SA WHNEY	31, Rabindra Nagar, New Delhi		MEMBER
4.	MR.MUKHINDER SINGH	G-I, Maharani Bagh New Delhi		MEMBER
5.	MR.H.S.BAWA	6, Hailey Road New Delhi		MEMBER
6.	MR.H.S.SIDHU	8-A, Bahadur Shah Zafar Marg, New Delhi		MEMBER
7.	L T.GEN.M.N.BATRA	B-402, Som Vihar Apts., R.K.Puram New Delhi		MEMBER

.. 4

6. We, the undersigned, are desirous of forming a Society named "OLD COTTONIANS ASSOCIATION(INDIA) Delhi under the Societies Registration Act,XXI of 1860 and Punjab Amendment Act, 1957(as extended to the Union Territory of Delhi) in pursuance of this Memorandum of Association:-

4.

Sr.No.	Name & Address	Occupations	Signatures
1.	Mr.D.C.Anand 1 Sri Aurobindo Marg New Delhi	Business	
2.	Col.S.M.Jain B- 272(A)FF Greater Kailash-I New Delhi	Army Officer IAS	
3.	Mr.Ravi Sawhney 31 Rabindra Nagar New Delhi		
4.	Mr.Mukhinder Singh G- I, Maharani Bagh New Delhi	Business/ Agricult	
5.	Mr.H.S.Bawa 6,Hailey Road New Delhi	Business	
6.	Mr .H.S.Sidhu 8- A,Bahadurshah Zafar Marg New Delhi	Company Executive	
7.	L t.Gen.M.N.Batra B- 402 Som Vihar Apts., New Delhi	Retd Army Officer/ Consultant	

Signature of all the members mentioned above are attested:

Sd/-

Sd/-

OLD COTTONIANS ASSOCIATION(INDIA)

RULES AND REGULATIONS

I. The Society shall be a body registered in the name of OLD COTTONIANS ASSOCIATION(INDIA)Delhi having a perpetual succession and common seal.

2. **MEMBERSHIP:**

A person who has been a pupil at Bishop Cotton School,Simla for one full academic year, agreeing with the objects of the Society, (as set in the Memorandum of Association), and paying the required subscription prescribed, for any of the following categories, shall become a member:

(a) Ordinary Member: Any Cottonian paying Rs.10/- annually shall be an "Ordinary Member" as long as he continues to pay.

(b) Life Member: Any Cottonian paying Rs.50/- in lumpsum shall be "Life Member" of the Society for his life time, subject to the approval of the Executive Committee.

(c) Honorary Member: Any distinguished person acknowledged for his outstanding work in the field of education, cultural or social activity, and whose membership is considered beneficial for the Society, may be nominated as an Honorary Member of the Society.

"Ordinary" or "Life" member shall not be eligible to contest the election to membership of the Executive Committee or any other office till he has been a member for five years.

5. **GENERAL BODY:**

All members of the Association mentioned in Rule No.2 shall form the General Body of the Association •

4. **MEETING OF THE GENERAL BODY:**

(a) The General Body shall meet at least once a year to consider the progress made by the Association during the past year, as also to give such directions to the Executive Committee as may be deemed necessary.

(b) The following business shall be transacted at an Annual General Meeting:

(i) Confirmation of the minutes of the last annual general meeting:

(ii) to adopt the annual report of the Secretary:

(iii) to approve the audited accounts.

(iv) to pass the financial estimates(budget) for the ensuing year.

(v) to examine any proposal duly approved by the Executive Committee:

(vi) to elect members of the new Executive Committee;and

(vii) to conduct any other business with the permission of the Chair.

(c) As far as possible the Annual General Meeting of the Association shall be held in the month of February each year, and, if this is not possible for any reason, then within 15 months of the last Annual General Meeting .

5. **EXECUTIVE COMMITTEE:**

The management of the affairs of the Association, its investments and the power of development, payment and disbursement of its funds and properties shall vest in the Executive Committee,

which will consist of 5 members, excluding one President and one Secretary, all of whom are to be elected by the General Body. The President-elect and Secretary-elect must be residents of the Union Territory of Delhi or live within 15 miles thereof.

3

6. **TERM OF THE EXECUTIVE COMMITTEE:**

All the signatories to this Memorandum of Association, being members of the first Executive Committee shall continue in office till the next Executive Committee is duly elected by the General Body within one year of the registration of the Association, or as laid down In Rule No.4(c) above.

- (b) The term of the Executive Committee shall, ordinarily, be for one year, but
- (a) all its members shall be eligible for re-election.

..

7. **POWERS & RESPONSIBILITIES OF THE EXECUTIVE COMMITTEE:**

- (a) to manage the Association and Funds under its control, and apply the income of the Association for the objects of the Association.
- (b) to constitute separate sub-committees by whatever names called, for the management of the funds under the control of the Association, and for any other purposes as may be considered necessary.
- (c) to accept on behalf of the Association, bequests, donations, grants and transfer of properties from the public, society or . . . 4

institutions for the objects of the Association.

- (d) to enter into, vary, carry out, confirm and cancel contracts on behalf of the Association.
- (e) to invest any money belonging to the Association, upon accounts in the name of the Association, with such banks and other institutions as it may think fit from time to time, and to authorise the President and Secretary jointly to operate such accounts under their joint signatures.
- (f) to keep proper accounts of the Association and to have the same audited by a Chartered Accountant or by a firm of Chartered Accountants, duly appointed by the General Body .
- (g) to delegate its powers wholly or partially In matters of appointments or dismissal of the staff, legal proceedings and such other matters of daily routine to any of its members or committees constituted for the control of the Association or to any Sub-committee.s.
- (h) to fill up any casual vacancy in the Executive Committee that may arise at any time, but only for the remaining life of the said Executive Committee.
- (i) to determine all questions of general policy.
- (j) to make recommendations for framing further rules and regulations for the proper management of the Association and to recommend changes therein for the approval of the General Body.
- (k) to exercise such powers and perform such duties as may be necessary for the furtherance or execution of the objects set out in the Memorandum of Association.

8. **OFFICE BEARERS:**

The President, Secretary and 5 Members of the Executive Committee having been elected by the General Body, the Executive Committee may delegate specific responsibilities to the 5 Members of the Executive Committee as may be found necessary from time to time •

9. **DUTIES OF OFFICE BEARERS:**

- (a) President: (i) to preside over all meetings and to exercise general control and supervision over all affairs of the Association.
(ii) He shall be entitled to vote, and in case of a tie, he shall command a casting vote.
(iii) in the absence of the President at a meeting, a Chairman for that meeting will be selected from amongst the Executive Committee members by general consensus.

- (b) Secretary: (i) to keep and preserve records of the Association and conduct all correspondence relating to the Association. (ii) to maintain all records of the proceedings of the General Body and Executive Committee, and call meetings of the General Body and the Executive Committee.
(iii) to prepare the annual report of the working of the Association. (iv) to execute and implement decisions and resolutions of the Executive Committee and General Body, subject to the overall control and direction of the Executive Committee.
(v) have powers of appointment, removal, dismissal, discharge, leave arrangements, suspension, increments, demotion, promotion, of the staff of the Association as directed by the Executive Committee.
(vi) to represent the Association in all legal proceedings whatever if no other person is specifically delegated by the Executive Committee for the purpose.

10. **CEASING TO BE A MEMBER OF THE EXECUTIVE COMMITTEE:**

- A person shall cease to be a member of the Executive Committee, if,
- (a) he resigns from the Committee, or
 - (b) he ceases to be a member of the Association, or

- (c) he is removed by the General Body, or
- (d) he absents himself from three consecutive meetings of the Executive Committee without seeking leave of absence, or (e) he is declared insane, insolvent or bankrupt, or
- (f) he is convicted of an offence involving moral turpitude by a Court of Law.

11. **MEETINGS OF THE EXECUTIVE COMMITTEE:**

- (a) The Executive Committee shall meet at least three times in each year.
- (b) The Secretary shall, ordinarily, circulate among the members a notice of each meeting of the Executive atleast seven days before the date fixed for each meeting, together with an agenda for such meeting.
- (c) In case of emergency, the President may direct a meeting to be called by a shorter notice which shall not be of less than two days.
- (d) If requisitioned in writing, by at least three members of the Executive Committee, the President may direct a meeting to be called for specific purpose.
- (e) Any resolution, circulated to all members of the Executive Committee, (then present in India) and to which the assent of at least two-thirds of their members is recorded in writing, shall be considered as valid and affectual, as if it was passed at a regular meeting of the Committee.

12. **QUORUM FOR MEETINGS:**

- (a) The quorum for a meeting of the Executive Committee shall be four members. If a quorum is not complete within half an hour of the time of the meeting, the meeting shall be adjourned to any other convenient day and time decided upon. No other agenda except that for adjourned meeting will be taken up at such meeting .

- (b) A requisitioned meeting of the Executive Committee or of the General Body shall be dissolved, if a quorum is not attained, and a fresh requisition shall be essential for the next meeting.
- (c) A quorum for the Annual General Meeting shall be 20 members present in the meeting at any time.

13. **MINUTE BOOK:**

The Executive Committee shall record all the proceedings in a Minute Book, specially mentioning:-

- (a) the name of members present at each meeting;
- (b) all decisions taken by the Executive Committee;
- (c) all resolutions and proceedings of General Body and the Executive Committee meetings;
- (d) all appointments and dismissal of the staff and the appointment of sub-committees for any specified purposes;
- (e) minutes of every meeting shall be signed by the President and the Secretary.

14. **REPRESENT A NON ON THE SCHOOL BOARD OF GOVERNORS:**

- (a) The President of the Association duly elected at the Annual General Meeting shall be one representative on the Board of Governors of Bishop Cotton School, Simla.
- (b) The Executive Committee of Association shall, in consultation with and with the concurrence of the Board of Governors of Bishop Cotton School, Simla, nominate two Old Cottonians, in addition to its President, to the Board of Governors of the School for such term and period as the statutes of the School provide •

(c) In the event of a representative of the Association resigning or vacating his membership on the Board of Governors of Bishop Cotton School, Simla, a fresh appointment to fill in such a vacancy, shall be made at a meeting of the Executive Committee of the Association.

15. **FUNDS AND FINANCES:**

(a) The income of the Association from its properties whenever derived shall be applied solely towards the promotion of the objects of the Association, and no portion thereof shall be paid or transferred directly or indirectly by way of bonus or otherwise to the persons who at any time are or have been member of the Association or to any of them or any person claiming through any of them, provided that nothing herein contained shall prevent the payment in good faith, or remuneration to any of its employees or to any member of the Association, or to any other persons in return for any services rendered to the Association. All deed of transfer, lease, and other documents relating to immoveable property shall be in the name of the Association and shall be signed jointly by the President

(b) _ and the Secretary.

The books of account and other record of the Association



shall be kept at the Registered Office of the Association, or at such other place as the Executive Committee may decide from time to time, and shall be opened for inspection by any of its members of the Executive Committee during office hours.

(d) No member or members of the Managing Committee shall be answerable for any loss arising from the adminis-tration or application - of said Association's funds or

sums of money or fees or any damage to or deterioration of the said Association's property or securities unless such loss, damage or deterioration is caused by or through wilful default or breach of trust or culpable negligence on his or their part.

16. AMENDMENTS TO THESE PRESENTS:

The General Body of the Association may, after considering the views of the Executive Committee, amend or alter these Rules and Regulations at a meeting after giving fifteen days clear notice, by a majority of not less than 2/3rd members present. Other business may also be transacted in such meeting .••

17. MISCELLANEOUS:

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

18. Once in every year, on or before the fourteenth days succeeding the day on which according to these Rules & Regulations the Annual General Meeting of the Association is held, a list of names, occupations and addresses of the members of the Executive Committee s~atl be filed with the Registrar of Societies, Delhi.

19. The Association shall always comply with the provISiOns of the Societies Registration Act XXI of 1860 and the Punjab Amendment Act,1957 (as extended to the Union Territory of Delhi), for the time being then in force.

20. If, upon dissolution of the Society, there shall remain after the satisfaction of all its just debts and liabilities, any property whatever, the same shall not be paid or distributed among the members of the Association or any of them, but shall be given or transferred to some other institution, society or trust,

to be determined by votes of not less than three fifth of the members of the Association at the time of dissolution or, in default thereof, by a competent Court of Law.

Sr. No.	Names of Members	Signatures	Members Signatures of Witness
1.	Mr.D.C.Anand Chairman,Gabr iel	/i.. ..''' ~(~	~ ~ J ~) ~
2.	Col.S.M.Jain Hon.Secretary	/i.. ..''' ~(~	~ ~ J ~) ~
3.	Mr.Ravi Sawhney, IAS	/i.. ..''' ~(~	~ ~ J ~) ~
4.	Mr .Mukhinder Singh	/i.. ..''' ~(~	~ ~ J ~) ~
5.	Mr .H.S.Bawa	/i.. ..''' ~(~	~ ~ J ~) ~
6.	Mr .H.S.Sidhu	/i.. ..''' ~(~	~ ~ J ~) ~
7.	L t.Gen.M.N.Batra PVSM,~(Retd)	/i.. ..''' ~(~	~ ~ J ~) ~

OLD COTTONIANS ASSOCIATION(INDIA)**LIST OF FOUNDER MEMBERS**

Sr.No.	Name	Address
1.	Mr. D C Anand , Chairman, Gabriel	1,Sri Aurobindo Marg New Delhi
2.	Col. S M Jain, Hon. Secretary	B-272(A)FF Greater Kailash-I New Delhi
3.	Mr. Ravi Sawhney, IAS	31 Rabindra Nagar, New Delhi
4.	Mr. Mukhinder Singh	G-I,Maharani Bagh New Delhi
5.	Mr. H S Bawa	6, Hailey Road New Delhi
6.	Mr. H S Sidhu	Cable Corporation of India Ltd. 8- A,Bahadurshah Zafar Marg New Delhi
7.	L t.Gen. M.N .Batra PVSM,A VSM(Retd)	B-402,Som Vihar Apts., R.K.Puram, New Delhi

For Old Cottonians Association(India)

~ ~ f ~ ~ ~

■

(COL.S.M.JAIN)
Hon.Secretary,Alumni

OLD COTTONIANS ASSOCIATION(INDIA)

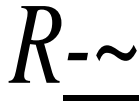


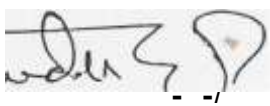
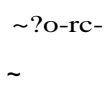

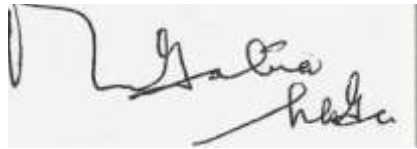
LIST OF OFFICE BEARERS


Sr.No.	Name	Address
	Mr .D.C.Anand,Chairman,Gabriel	1 Sri Aurobindo Marg, New Delhi
2.	Col.S. M. Jain,Hon.Secretary	B-272(A)FF, Greater Kailash-I New Delhi
3.	Mr.Ravi Sawhney,IAS	31 Rabindra Nagar, New Delhi
4.	Mr.Mukhinder Singh	G-I,Maharani Bagh New Delhi
5.	Mr .H.S.Bawa	6, Hailey Road New Delhi
6.	Mr .H.S.Sidhu	Cable Corporation of India L td 8- A,Bahadurshah Zafar Marg New Delhi
7.	Lt.Gen.M.N.Batra PVSM,A VSM(Retd)	B-402,Som Vihar Apts., R.K.Puram New Delhi

For Old Cottonians Association(India)

A~r.. /'(
Qil. v-v"

(COL.S.M.JAIN)
Hon.Secretary,Alumni

Sr.No.	Name and address	Occupations	Signatures
1.	Mr .D.C.Anand I,Sri Aurobindo Marg New Delhi	Business	
2.	Col.S.M.Jain B-272(A),FF Greater Kailash-I New Delhi	Army Officer	
3.	Mr .Ravi Sawhney 31,Rabindra Nagar New Delhi	IAS	
4.	Mr .Mukhinder Singh G-I Maharani Bagh New Delhi	Business/ Agriculture	
5.	Mr.H.S.Bawa 6,Hailey Road New Delhi	Business	
6.	Mr .H.S.Sidhu 8-A, Bahadur Shah Zafar Marg New Delhi	Company --Executive	
7.	L t.Gen.M.N.Batra B-402, Som Vihar Apts., R.K.Puram New Delhi	Retd.Army Officer / Consultant	

Sr.No.	Names of Members	Signatures	Signatures of Witness
2.	Mr .D.C.Anand,Chairman Gabriel,President	a~	4,,:} ~ /) .
3.	Hbn.Secretary	Col.S.M.Jain,Army Officer	
4.	Mr.Ravi Sawhney,IAS	~.....~ f	
5.	Mr.Mukhider Singh,Business Mr .H.S.Bawa,Business ~-;) cv-n-	~L~~-jJ~ <u>D</u> r	..
6.	L t.Gen.M.N.Batra,		
7.	Mr .H.S.Sidhu,Company Executive PVSM,~(Retd) Consultant		