



സൊസൈറ്റി രജിസ്റ്റർ ചെയ്യുന്നതു സംബന്ധിച്ച സർട്ടിഫിക്കറ്റ്

(1860-ലെ സൊസൈറ്റീസ് രജിസ്ട്രേഷൻ ആക്ട് XXI)

ക്രമ നമ്പർ PKD/CA/112/2021

വർഷം 2021

1860-ലെ സൊസൈറ്റീസ് രജിസ്ട്രേഷൻ ആക്ട് XXI അനുസരിച്ച് SREEPATHY ALUMNI ASSOCIATION

ഇന്നേ ദിവസം രജിസ്റ്റർ ചെയ്തതായി ഞാൻ ഇതിനാൽ സാക്ഷ്യപ്പെടുത്തുന്നു.

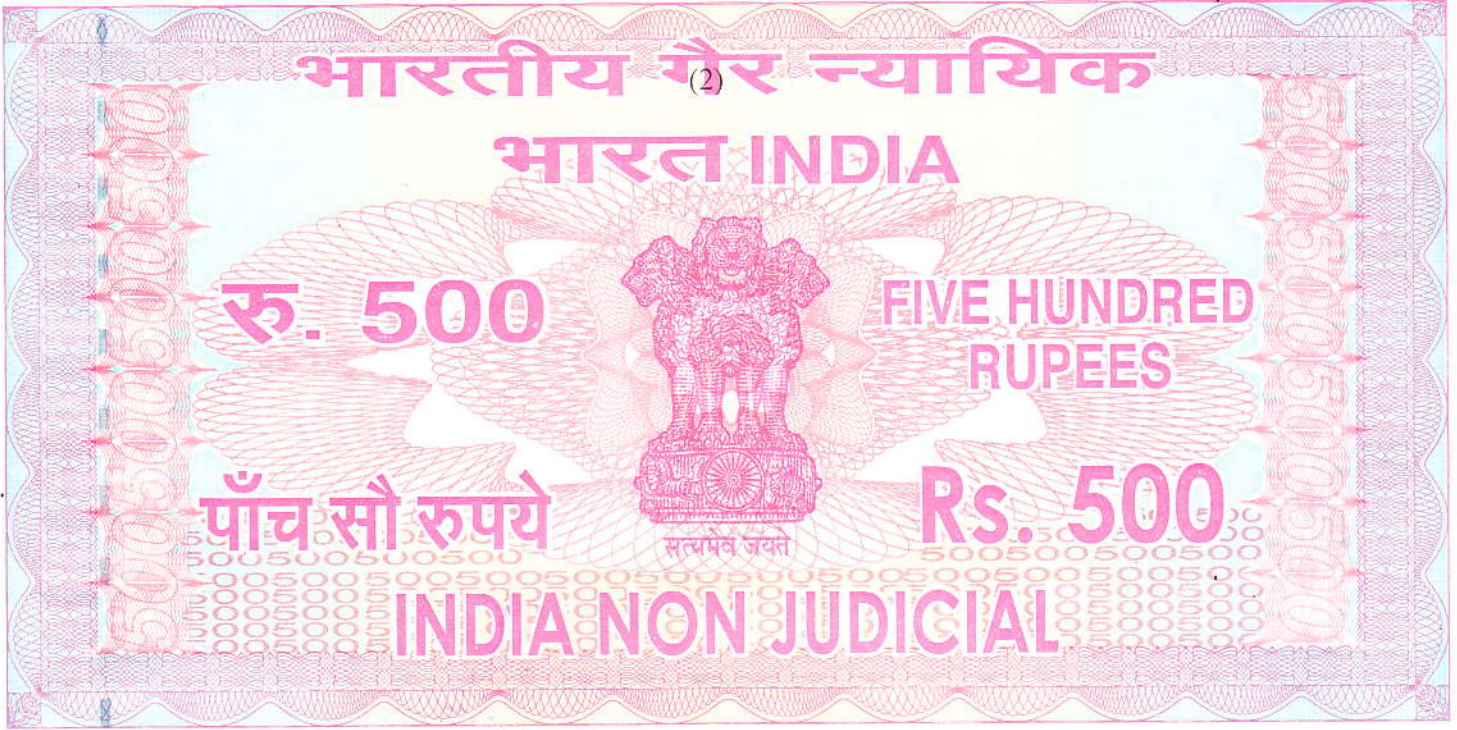
2021 വർഷം 3 മാസം 24 തീയതിയായ ഇന്ന് ഞാൻ

കൈയൊപ്പു വച്ചു നൽകിയിരിക്കുന്നു

ജില്ലാ രജിസ്ട്രാറുടെ ആഫീസ് തീയതി



Handwritten signature in green ink, followed by the printed name 'സംഘം രജിസ്ട്രാർ' and 'സംഘം രജിസ്ട്രാർ പാലക്കാട്' in blue ink.



കേരളം കേരल KERALA

G 583074

MEMORANDUM OF ASSOCIATION

1. NAME OF THE ASSOCIATION: The name of the association shall be SREEPATHY ALUMNI ASSOCIATION. (SAA)
2. ADDRESS OF THE ASSOCIATION: The address of the association will be Sreepathy Institute of Management And Technology, Vavanoor, Koottanad, Palakkad, Kerala- 679 533
3. Area of Operation :The area of operation shall be All Kerala.

*Amal*  
10/7/2020  
President

*Johny*  
10/7/2020  
Secretary

*Dilish*  
10/7/2020  
Treasurer

നമ്പർ 4898

08.07.2020

വില 500/-

വിധി Dr. G. GEORGE-C.T, Principal,

*V. M. M. M.*  
Temp. Stamp Vendor  
Koottanad  
Sreepathy Institute of  
Management and Technology  
Vavanoor.



### AIMS AND OBJECTIVES


- a. To adopt the Alumni Association core values of excellence, life long relationship, lifelong learning, inclusiveness and diversity.
- b. To promote ethical standards in nursing.
- c. To provide financial help to poor students in education irrespective of caste, creed, and religion.
- d. To support a strong relationship between the Alumni Association and current students.
- e. communicate the mission and purpose of the Alumni Association to the wider Alumni population.
- f. To participate actively in strategic and long range programme planning to promote Alumni awareness, engagement and commitment to the university.
- g. Remain constantly informed about the Alumni Association's mission, services, priorities and programmes.
- h. Recognize fellow Alumni who are distinguished by their loyalty, professional achievement and community service.
- i. Assist current students and Alumni in career planning, placement and transitions.
- j. Develop strong working relationships with other Alumni Council members.
- k. Institute, maintain and grant prizes, certificates and other awards and distinction.
- l. To provide opportunity for former students to come in contact with their Alma mater and with one another
- m. To foster and keep alive a spirit of loyalty to the college and a continuing concern for the welfare.
- n. To raise funds and organize beautiful programs for general purpose
- o. To communicate with the authorities of the college on matters of mutual interest.
- p. To foster understanding good will and friendship among the alumni members and the students of the college
- q. To contribute to the further growth of college and alumni members by maintaining beneficial membership between the college and each alumni through cooperative planning and working together.

(4)




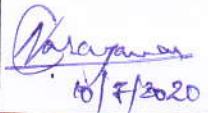
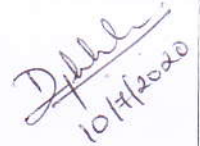
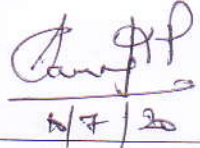
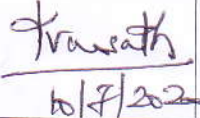
We the undersigned executive members of the association elected by the general body meeting conducted on 24.02.2020 and as per the decision of above said General body is desirous of firming an Association in the name Sreepathy Alumni Association in accordance with provisions continued in the Societies Registration Act, XXXI of 1860).

  
10/7/2020  
President

  
10/7/2020  
Secretary

  
10/7/2020  
Treasurer

(5)

Sr. no.	Address	Employment	Position in Association	Signature
1	Arun K S Kooliyattu house Kottapadi P.O Choolpuram, Thrissur - 680505	Electrical Engineer	President	 10/7/20
2	Praseena K Kattambil Ottapilavu, Korattikkara P O Thrissur - 680543	Assistant Professor	Secretary	 10/7/2020
3	Sarath Babu T Thekkoot house, Chazhiyattiri P.O via, Peringodu Palakkad - 679535	Piping Engineer	Vice President	 10/7/2020
4	Narayanan T Thiruvallloor illam, North nada, Guruvayoor Thrissur - 680101	Software Engineer	Joint Secretary	 10/7/2020
5	Dugralakshmi K M Kottapurath house, Santhynagar Bylane Ayyanthole, Thrissur - 680003	Assistant Professor	Treasurer	 10/7/2020
6	Sanoj K.P Karuvangattu puthenveetil Kappur P.O Palakkad - 679535	Software Engineer	Executive member	 10/7/20
7	Vaisakh K Kunnamthodi house Perinthalmanna Malappuram - 679 322	Civil engineer	Executive member	 10/7/2020

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  - n. To raise funds and organize beautiful programs for general purpose
  - o. To communicate with the authorities of the college on matters of mutual interest.
  - p. To foster understanding good will and friendship among the alumni members and the students of the college
  - q. To contribute to the further growth of college and alumni members by maintaining beneficial membership between the college and each alumni through cooperative planning and working together.
1. Membership
- (a) Patron - Institutions, corporate bodies or individuals shall be patrons of the

*Amy F*  
10/7/2020  
President

*Ashwin*  
10/7/2020  
Secretary

*Dhish*  
10/7/2020  
Treasurer

association on the approval of the executive committee.

(b) There shall be two types of individual members:

(i) Life Members:

All former students of the College, who have undergone the course in the college who pay a onetime fee, as fixed by the general body from time to time shall be life members of the Association.

(ii) Honorary Members:

All the members of the teaching staff of the College, except alumni of the College, shall be eligible to become honorary members of the Association. All former members of the teaching staff and other men of eminence or leaders of the profession may be invited to become honorary members. The Executive Committee shall have the power to nominate such members.

Cessation of Membership:

A member of the society shall cease to be a member:

(i) If he/she shall die or found to be of unsound mind, or

(ii) If he/she is an undischarged insolvent or has applied to be adjudicated insolvent or,

(iii) If he/she has been convicted by a court or tribunal of competent jurisdiction for any offence involving moral turpitude or,

(iv) On tendering his/her resignation or,

(v) If he/she act against or subverts the activities of the association/ society or engages himself/herself on acts which are prejudicial to the interests of the association/society.

(vi) If he/she has defaulted in payment of Annual Subscription in continuation for Five years

## 2. Bodies of Association/society

### 1. General Body:


(a) Formation: The general Body of the society shall be constituted of all the members mentioned herein before.

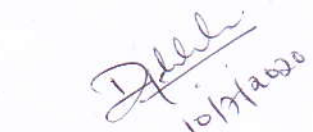
(b) Meetings: The General Body meeting shall be held at least once in a year. Extra ordinary meeting or special meeting may be held as and when necessary.

(c) Notice: Notice for meetings shall be served by the Secretary of the Association in writing by email or post (or posted on the College website) to all the members not less than fifteen days prior to the date of the meetings.

(d) Agenda: The agenda of the general body meeting shall be settled by the Executive committee in an earlier meeting.

  
10/12/2020  
President

  
10/17/2020  
Secretary

  
10/17/2020  
Treasurer

(8)

(e) Quorum: Presence / majority of 1/3 rd members of the general body or 25 (Twenty) members whichever is less would constitute the quorum of the meeting.

(f) Voting: All questions arising at a meeting shall be decided by a majority of votes of the members present. Each member shall have one vote. Member has voting rights only if he has paid up all the dues at the time of voting.

(g) Annual General Meeting: The Executive committee shall determine the date, time and venue of the annual general meeting.

(h) Duties & Powers: The general body of the society shall elect/nominate the Executive committee. The general body shall fulfill and carry out the aims and objects of the society and take part in the annual meetings of the society and shall also pass the various resolutions put forward by the Executive committee.

## 2. Executive committee

(a) The administration of the association shall vest in an Executive Committee consisting of a President, a Working President, a Vice president, a Secretary, a Joint Secretary, a Treasurer and 7 other members to be elected/ nominated as per the following conditions.

(b) All the office bearers, except working President shall be Alumni of the college. The president shall be an alumnus working outside the college, the working President shall be the Director/ Principal of the college and the Secretary shall be an alumnus working inside or outside of the college. The Joint Secretary shall be an alumnus working outside the college.

(c) The Chairman of the college shall be the Ex- officio Patron of the Association.

(d) A Staff member nominated by working president shall act as a coordinator.

(e) In the absence of the president, the working president shall assume the powers of the president.

(f) Meetings: The Executive committee shall meet at half yearly (06 months) to review the affairs of the society. Normally the meetings of Executive committee shall be called by the President / Secretary.

(g) Notice: The members of the Executive committee shall be notified in writing or by email of the meeting not less than Seven days prior to the appointed date of meeting and shall specify the venue, date and hour of the meeting.

(h) Agenda: The agenda of the meeting shall be the agenda settled by the President and Secretary or any one member of the committee.

(i) Quorum: The Quorum of the Executive committee including the President / Secretary shall constitute minimum 5 members.

President

*Amr*  
10/11/2020

Secretary

*Basim*  
10/11/2020

Treasurer

*D. H. H.*  
10/11/2020



(9)

(j) Voting: All questions arising at a meeting shall be decided by a majority of votes/votes of members of the Executive committee present in person at the meeting. Each member shall have the right of casting one vote only.

(k) Terms: The term of the Executive committee shall ordinary be for one year. The members of the Executive committee shall be elected after every year by the General Body.


(l) Appointments: Appointments of any vacancies in the Executive committee due to the death of a member or otherwise would be made by the members of the Executive committee.


(m) Powers and Duties of Executive Committee: The Executive committee shall subject to these and by laws made from time to time by the society, conduct and manage all the business and affairs of the society. Moreover the business and affairs of the society exercise such powers, Executive committee shall exercise such powers, do such acts only for the benefit of the society.

The Executive committee shall have the following special powers and duties.

1. To conduct all types of the meetings.
2. To determine the duties of the office bearers and employees subject to these regulations.
3. To appoint, remove and suspend paid officers and servants and to fix their salaries and duties.
4. To maintain all of the accounts.
5. To look after and manage all the property of the society.
6. To determine the policies and the priorities of the society.
7. To issue general instruction and guidelines to the members of the society on any matter concerning the policy of the society.
8. To frame rules and regulations for the proper conduct of the business from time to time of the society.
9. To coordinate the work of the society at all the locations and levels.
10. To promote the aims and the objectives of the society and the execution of direction and guidelines formulated by the general body from time to time.

  
President  
10/17/2020

  
Secretary  
10/17/2020

  
Treasurer  
10/17/2020

8. Powers and Duties of Office Bearers:

(i) Patron:

The Chairman of Sreepathy Institute Of Management And Technology is a Patron(ex-officio) of the Executive committee and the General Body of the Sreepathy Alumni Association and is a permanent Invite to all meetings of the Executive Committee and general body. To act as a mediator between Sreepathy Institute Of Management And Technology and its Alumnus. In case of disagreement between the members of the Executive committee the dispute may be referred to the Patron for his opinion. The Patron will have access to the Book of Accounts of Association at any point of time.

(ii) President:

To preside over the meeting and to see that the meeting is conducted properly and is responsible for the working of the society/Executive committee with all members. To supervise and guide the overall activities of the society.

(iii) Working President:

The working president shall perform the duties of the President in his absence or when the President so authorizes

(iv) Vice President:

The Vice president shall assist the President in the performance of duties and shall perform the duties of the President in his/ her absence or when so authorized by the Executive Committee/ Secretary.

(v) Secretary:

To call meeting of general body/managing Committee with the consent of President/ Chairman. To attend the meetings, keep minutes of all the meeting of both the bodies. To carry on correspondence on behalf of the association / society / Executive Committee.


(vi) Joint Secretary:


The Joint Secretary shall assist the Secretary in the performance of duties and shall perform the duties of the Secretary in his/ her absence or when so authorized by the Executive Committee/ Secretary.

(vii) Treasurer:

The treasurer shall maintain the accounts of the society, Treasurer shall also get

  
President

  
Secretary

  
Treasurer

it audited from the auditor annually. He has to keep the accounts Bank a/c ledger of the association/society and to sign all the documents of the accounts. The accounts shall be kept separately of all foreign donations/grants/ contributions if any.

(viii) Staff coordinator

The staff coordinator shall advice and helps the Executive Committee on matters concerning the working of the association.

9. Elections:

#### ELECTION BYE-LAWS

##### General

1. These bye laws shall be called 'Election Bye Laws' and shall govern the conduct of elections of members of Executive Committee hereinafter called 'EC' of Sreepathy Alumni Association hereinafter called 'SAA'.

- (a) These bye laws shall be read in conjunction with the Constitution of SAA.
- (b) Elections shall be held at every alternative AGM. Term of the EC shall begin at the AGM and last till the next Election AGM.
- (c) All members of the EC shall be elected from amongst the members of SAA. The election will be by secret ballot, and the electorate shall be all members of the SAA. Each member shall cast only one vote for any one position being contested.
- (d) When elections are due, the sitting EC shall appoint a Returning Officer who shall be responsible for the successful conduct and declaration of the election results. The Returning Officer shall be the Chairman of Sreepathy Institute Of Management And Technology.
- (e) The Returning Officer may co opt other members of the Association for the smooth conduct of the elections.
- (f) The EC shall provide all logistic support for the work of the Returning Officer, but shall not otherwise interfere, control or direct the Returning Officer in the discharge of his duties.
- (g) The Election for the incoming EC will be conducted by the Returning Officer and his team under the last item of the Agenda for the AGM, which will be "To elect a new EC for the ensuing term (2019 20, 2020 21 ..... as the case may be)."

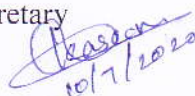
Notes:

Preferably a minimum of 5 EC members shall be women. In the event of women candidates not coming forward male members may be elected to fill in the vacancy.

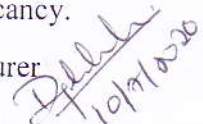
President

  
10/13/2020

Secretary

  
10/7/2020

Treasurer

  
10/17/2020

EC should ensure that any candidate with a criminal record should not be allowed to contest the elections for which a mandatory undertaking shall be taken from all prospective candidates.

#### 10. Financial Powers

The Executive Committee of the Association/Society has the power to budget an amount of upto Rs. 2,50,000/- (Rupees Fifty Thousand Only) annually for the purpose of Alumni association expenditure. However, it shall be the endeavor of the Executive Committee to meet the expenses exceeding the above mentioned limit through sponsorships, advertisement and donations etc.

#### 11. Amendments:

Any amendments in the aims and objects or the rules and regulations of the society may be made in accordance with section 12 of the Societies Registration Act, 1860.

#### 12. Funds:

The funds of the society would normally be kept with any of the Bank and the bank account shall be operated by following jointly

- (a) Working President (b) Secretary.

#### 13. Audits

The books of accounts of the society shall be audited by a Chartered Accountant who shall be appointed by the Executive Committee for the purpose

#### 14. Legal Proceedings:

The society may sue or be sued in its name through the President / Secretary as per the provisions of the Societies Registration Act, XXXI of 1860)

#### 15. Books to be maintained

1. Membership Register 2. Minute Books 3. Cash Book 4. Ledger 5. Dispatch Register
6. Any other register and documents required for the said purpose

#### 16. Dissolution

The society shall be dissolved as per the provisions laid down under the Societies Registration Act, XXXI of 1860)

President

Secretary

Treasurer


*[Signature]*  
10/7/2020


*[Signature]*  
10/7/2020

*[Signature]*  
10/7/2020

17. Others:

All the incomes, earnings, movable and immovable properties of the association/society shall be solely utilized and applied towards the promotion of its aims and objectives only as set forth in the memorandum of association and no profit thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, profits or in any manner whatsoever to the present or past members. No member of the association/society shall have the personal claim in any movable or immovable properties of the society or make any profit whatsoever by the virtue of its membership.

  
President 10/7/2020

  
Secretary 10/7/2020

  
Treasurer 10/7/2020