

# GOVERNMENT OF ANDHRA PRADESH



## Certificate of Registration of Societies

Act 35 of 2001

Society No. 272 of 2009

I here by certify that CHITRA EDUCATIONAL SOCIETY,  
DWARAKANAGAR, VISAKHAPATNAM

has this day been registered under the Andhra Pradesh Societies Registration  
Act 2001 (Act 35 of 2001) Given under my hand at Visakhapatnam  
this 31<sup>st</sup> day of March Two thousand nine

Visakhapatnam

Date: 31-3-09



*[Signature]*  
31/3/09  
REGISTRAR OF SOCIETIES  
AND  
DISTRICT REGISTRAR  
VISAKHAPATNAM

**CHITRA EDUCATIONAL SOCIETY**  
**DWARAKANAGAR, VISAKHAPATNAM**

1. Name: a) The Name of the society shall be the :  
CHITRA EDUCATIONAL SOCIETY.
- b) And it shall here in after be referred to as society.
2. Office: The office of the society shall be located in D.No: 47-10-27,  
Dwarakanagar, Visakhapatnam - 530 016.
3. Aims and Objects:
- a) For imparting education without any distinction of caste or creed or religion and to bring education within easy reach of all sections of society and thus promote their physical, oral, cultural, intellectual and social development.
- b) To provide for instruction and diffusion of knowledge and develop civic consciousness among the students.
- c) To provide homes for street children, orphans and also for old age people. Community health centers to bring awareness of good health. To serve for the dreadful Aids disease and work in areas where such people exist and create awareness among young generation.
- d) To establish Educational Institutions like from Montessori, Primary, Upper Primary, High Schools and Colleges.
- e) To undertake/running educational institutions for/on lease/long lease, for achieving aims and objects of the society.
- f) To maintain educational and other allied institutions in all subjects to impart education at all stages for the benefit of public.
- g) To establish and maintain schools, colleges, and other professional educational institutions apart from vocational training centres and hostels for students pursuing their studies.
- h) To undertake projects, programmers from Govt., and non-govt. agencies and also national and international agencies for the development of rural poor and areas;
- i) To organize discourses, elocution contests, debates, lectures, dramas, music painting programmes for cultural advancement:

  
Principal

POLLOCKS INTELLI SCHOOL  
VISAKHAPATNAM-530 047  
CBSE AFF. No. 130509



  
CHAIRMAN  
POLLOCKS INTELLI SCHOOL  
Paradesipalem, Marikavalasa  
Medburawada, Visakhapatnam-530 047

- j) To establish training instructions in the courses of DMLT, 1V1PHW (F&M), general nursing, B. Sc, Nursing, M.Sc Nursing , Sanitary Inspectors, ITC, Polytechnic for increasing self employment;
- k) To establish medical colleges, engineering colleges, dental colleges, research centers for the benefit of the public.
- l) To conduct literacy campaigns and establish night schools, adult education centre, creche centers balwadies. balavihars. Balandams to eradicate illiteracy;
- m) To establish institutions for orphans, mentally retarded childrens, child labour and to give them free feeding clothing shelter, education and all types of facilities;
- n) To establish and organize all types of computer education centers to increase employment production and for the benefit of youngsters;
- o) To do all such other lawful things as are incidental or conducive for the attainment of the objectives of the society;

### CERTIFICATES

1. "Certified that the association is formed with no profit motive and no commercial activity is involved in its working"
2. "Certified that the office bearers are not paid from the funds of the society for sparing their valuable time for the benefit of the society".
3. "Certified that the association would not engage in agitational activities to ventilate grievances"

*C. Sivakar*

*April*

POLLOCKS INTELLI SCHOOL  
VISAKHAPATNAM-530 047  
CBSE AFF. No. 130509



CHAIRMAN  
POLLOCKS INTELLI SCHOOL  
Paradesipalem, Marikavalasa  
Madhurawada, Visakhapatnam-530 047

Contd...

### PRESENT GOVERNING BODY

Name and father's/husband's name	Designation in the society	Address
(1)	(2)	(3)
1. CHITRA DIWAKAR S/o. Sri Chitra Narasinga Rao	President	T-1, 9-36-14/6, Darshan Residency, Pithapuram colony, Maddilapalem, Visakhapatnam – 530 003
2. AYYALASOMAYAJULA RAVI KUMAR S/o. A. Suryanarayana Murthy	Vice-President	Plot No. 93, Sector – 12, M.V.P. Colony, Visakhapatnam – 530 017
3. CHITRA SANDEEP SRINIVAS S/o. Sri Chitra Diwakar	Secretary & Correspondent	T-1, 9-36-14/6, Darshan Residency, Pithapuram colony, Maddilapalem, Visakhapatnam – 530 003
4. CHITRA RAJINI D/o. Dasari Anand	Treasurer	T-1, 9-36-14/6, Darshan Residency, Pithapuram colony, Maddilapalem, Visakhapatnam – 530 003
5. SURYA PRASAD CHOUDHURY S/o. Ramananda Choudhury	Member	Plot No. 92/A, D.No. 13-1-3/3/3/1, Yerragadda, Glass Factory Road, Avanthinagar thota, Hyderabad – 500 018
6. SARAGADAM SATYANARAYANA RAJU S/o. Late S. Gangadhara Rao	Member	D.No. 44-34-19, Nandagiri Nagar, Akkayyapalem, Visakhapatnam – 530 016.
7. ANDREW EDWARDS S/o. F.D. Edwards	Member	D.No. 44-27-1/3, Railway New colony, Visakhapatnam – 530 016.

*C. Sivakar*

Signature of the President



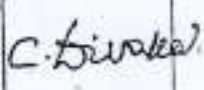
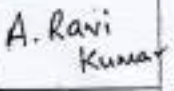


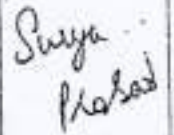
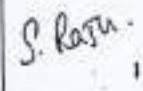

CHAIRMAN  
POLLOCKS INTELLI SCHOOL  
Paradesipalem, Manikavalasa  
Madhurawada, Visakhapatnam-530 047

Contd...

*H. Pillai*  
Principal  
POLLOCKS INTELLI SCHOOL  
VISAKHAPATNAM-530 047  
CBSE AFF. No. 130509

**DECLARATION:**

We, the under signed persons in the Memo have formed into an association and responsible to run the affairs of the association and desirous of getting the society registered under The A.P. Societies Registration Act.

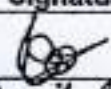
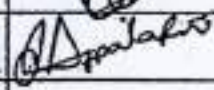
Name of the Office Bearer (In Block letters)	Designation in the society	Address	Signature
(1)	(2)	(3)	(4)
CHITRA DIWAKAR o. Sri Chitra Narasinga Rao	President	T-1, 9-36-14/6, Darshan Residency, Pithapuram colony, Maddilapalem, Visakhapatnam – 530 003	
AYYALASOMAYAJULA RAVI KUMAR o. A. Suryanarayana Murthy	Vice-President	Plot No. 93, Sector – 12, M.V.P. Colony, Visakhapatnam – 530 017	
CHITRA SANDEEP SRINIVAS o. Sri Chitra Diwakar	Secretary & Correspondent	T-1, 9-36-14/6, Darshan Residency, Pithapuram colony, Maddilapalem, Visakhapatnam – 530 003	
CHITRA RAJINI o. Dasari Anand	Treasurer	T-1, 9-36-14/6, Darshan Residency, Pithapuram colony, Maddilapalem, Visakhapatnam – 530 003	
SURYA PRASAD CHOUDHURY o. Ramananda Choudhury	Member	Plot No. 92/A, D.No. 13-1-3/3/1, Yerragadda, Glass Factory Road, Avanthinagar thota, Hyderabad – 500 018	
SARAGADAM SATYANARAYANA RAJU o. Late S. Gangadhara Rao	Member	D.No. 44-34-19, Nandagiri Nagar, Akkayyapalem, Visakhapatnam –530 016.	
ANDREW EDWARDS o. F.D. Edwards	Member	D.No. 44-27-1/3, Railway New colony, Visakhapatnam –530 016.	

  
Principal  
POLLOCKS INTELLI SCHOOL  
VISAKHAPATNAM-530 047  
CBSE AFF. No. 130509

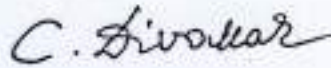
  
CHAIRMAN  
POLLOCKS INTELLI SCHOOL  
Paradesipalem, Marikavaiasa  
Madhurawada, Visakhapatnam-530 047

Contd...

WITNESSES :

Name (in block letters)	Occupation	Address	Signature
1. Ch. Satish Kumar No Raju		24-3-11/5 Old post office use	
2. Ch. Appala Raju No Naga Raju		44-22-70 Railway road day Ch	

  
Principal  
POLLOCKS INTELLI SCHOOL  
VISAKHAPATNAM-530 047  
CBSE AFF. No. 130509

  
Signature of the President

  
CHAIRMAN  
POLLOCKS INTELLI SCHOOL  
Paradesipalem, Marikavelasa  
Medhurawada, Visakhapatnam-530 047

**CHITRA EDUCATIONAL SOCIETY**  
**DWARAKANAGAR, VISAKHAPATNAM**

**CONSTITUTION**

1. Name: a) The name of the society shall be the  
CHITRA EDUCATIONAL SOCIETY  
b) And it shall herein after be referred as society.
2. Office: The office of the society shall be located in D.No: 47-10-27,  
Dwarakanagar, Visakhapatnam - 16.
3. Membership: Any person who has completed the age of 21 years and is  
interested In serving the society by giving education awareness in the public for  
better living shall be eligible for the membership of the society.
4. The society may consist of the following classes of Members:
  - 1) Founder members
  - 2) Patrons.
  - 3) Donors
  - 4) Life members
  - 5) Ordinary Members

**5. Founder Members:** These persons who are the members of the first  
executive body-shall be the founder members of the society and they shall not  
be liable for payment of any membership subscription during their lifetime.  
Following are the founder members.

1. Chitra Diwakar
2. Ayyalasomayajula Ravi kumar
3. Chitra Sandeep Srinivas
4. Chitra Rajini
5. Surya Prasad Chowdary
6. Saragadam Satyanarayana Raju
7. Andrew Edwards.

**6. Patrons:** Such persons as the executive body may invite from time to time  
may be accepted on invitation and become the patrons of the society on  
payment of Rs.12, 000/- or more as a donation to the society. Patrons shall be  
entitled to all rights and privileges as enjoyed by the ordinary members of the  
society.

**7. Donors:** Such persons as the executive body may invite from time to time may  
on invitation become the donors of the society on payment of Rs.5,000/- or more  
as A donation to the society. Donors shall be entitled to all the rights and  
privileges as enjoyed by the ordinary members of the society.

*ttmills*  
Principal

POLLOCKS INTELLI SCHOOL  
VISAKHAPATNAM-530 047  
CBSE AFF. No. 130509

*C. Sivatar*

 Contd...

CHAIRMAN  
POLLOCKS INTELLI SCHOOL  
Paradesipalem, Marikavalasa  
Madhurawada, Visakhapatnam-530 047

8. **Life Member:** Any persons who pays Rs.1.500/- or more and is otherwise eligible for membership of the society may be admitted by the executive body as a life member. Life members shall be entitled to all the rights and privileges as enjoyed by the ordinary members of the society

9.

10. **Ordinary Member:** Any person who is otherwise eligible for the membership of the society may be admitted by the executive body by paying the admission fee of Rs. 125/- or such sum as may be prescribed by the executive body from time to time. This annual subscription shall always be in terms of to the official year of the society and it shall be paid in.

11. **Mode of admission of members:** Every person for admission as a member of the society shall be proposed by one and seconded by another member of the society. The proposal for the membership shall be in such form as the executive body may prescribe from time to time.

11. **Disqualification for continuing as member of the society:** A member shall cease to be a member of the society in the following-circumstances.

- a) On resignation or death,
- b) If he is adjudged as insolvent by a competent court or sentenced to imprisonment for any period involving moral-turpitude.
- c) On his failure to pay arrears or subscriptions, for a period of one year due to the society in case of ordinary members.
- d) Any persons found working against the aims and objectives of the society whether directly or indirectly, to be decided by the executive body.

12. **Subscription:** No withstanding any thing contained in these articles the executive body may at any time and from time to time determine to increase, reduce, alter, modify or vary the admission fee, annual subscription and subscription for life members, donors, patrons.

13. **General Body:** The general body of the society shall consist of all classes of members mentioned in articles 4 (clause II to V).

14. **General Body Meeting:** The general body of the society shall meet at least once in a year i.e. in the month of May for the purpose of consideration of :-

- a. The annual report of executive body on afford of the society.
- b. Election of the members of the executive body every third year.
- c. Such other proposals or matters as the executive body may make or bring before the general body.

15. **Notice of the General body meeting:** Notice shall be given at least 7 (seven) days before the general body meeting.

Contd...

*H. Miller*

Principal

POLLOCKS INTELLI SCHOOL  
VISAKHAPATNAM-530 047  
CBSE AFF. No. 130509

*C. Sivapalar*

CHAIRMAN

POLLOCKS INTELLI SCHOOL  
Paradesipalem, Marikavalasa  
Madhurawada, Visakhapatnam-530 047



**16. Quorum of the general body:**

1. The quorum for a meeting of the general body shall be half of the total strength.

2. Once the general body meeting of the general body is postponed for want of quorum 2/3 the condition of quorum shall not be necessary for the subsequent meeting.

**17. Emergency General Body Meeting:**

1. The president on behalf of himself or on the written requisition of the one third members of the executive body or general body shall convey the emergency general body- meeting.

2. The decision taken by an emergency general body meeting shall have the same force and effect as that of Annual General Body meeting.

**18. Standing for voting:** A member who has a standing of at least one full year as

member of the society and is not in arrears of his subscription, shall be entitled to vote at the general body meeting.

**19. Academic year:** Academic year of the society shall be from June to May or such

other period as may be prescribed by the executive body from time to time.

**20. Accounting Year:** The Accounting year of the society shall be from 1<sup>st</sup> April to 31<sup>st</sup> March.

**21. The establishment, supervision and management of the CHITRA EDUCATIONAL**

**SOCIETY be exercised by the executive body. The executive body shall consist of**

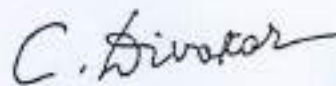
members as detailed below:-

1. President
2. Vice- president
3. Secretary & Correspondent
4. Treasurer
5. Executive Member
6. Executive Member
7. Executive Member

**22. Election of executive members:** the following office bearers of the executive body namely president, vice-president, one secretary and a treasurer and three executive members shall be elected by the members, of general body for a period of three years.

  
Principal

POLLOCKS INTELLI SCHOOL  
VISAKHAPATNAM-530 047  
CBSE AFF. No. 130509

  
CHAIRMAN

POLLOCKS INTELLI SCHOOL  
Paradesipalem, Marikavalasa  
Madhurawada, Visakhapatnam-530 047

**23. Term of the executive body:** The term of office of the elected members of the executive body shall be for a period of three years and shall continue until such further time as a new election takes place. The retiring members of the executive body shall be eligible for re-election.

**24. Vacancy in Executive Body:** If any vacancy arises in the executive body for any reason it shall be filled through appointment by the executive body and such appointment shall continue until the expiry of the term of the executive body.

**25. Meeting of the executive body:** the executive body shall meet at least once in every six months.

**26. Quorum of the executive body:** The quorum for any meeting of the executive body shall be 2/3rds of total number of its members.

**27. Functions of the executive body:**

1. To sanction the scale of fees to be collected from the students.
2. To appoint or remove teaching and non teaching staff of the society.
3. To manage and improve the financial conditions of the society.
4. To submit to the general body the annual reports of the income and expenditure and of the working and progress of the society.
5. To convince a meeting of the general body at least once in a year and whenever necessary.
6. To collect funds, endowments and accept any gift or the property with or without conditions for any one of the objects of the society.
7. To raise and canvass loans to relieve the financial stringency of the society and to make necessary arrangements for repayment of such loans with or without interest.
8. To take such other steps as may be necessary in the interest of the society and to further the aims and objects thereof.

**28. Functions of the president:** It shall be among the duties of the president,

1. To preside over the meeting of the general body and as well as those of executive body.
2. To convene extraordinary meetings when a written requisition is made by one-third members of the executive body or general body

**29. Functions of the Vice - President:** The vice-president shall in the absence of the president exercise the powers of the president.

**30. Functions of General Secretary and Correspondent:** The functions of the general secretary among other shall be :-

1. To prepare the agenda and convene the meeting of the general body and executive body.
2. To record and maintain minutes of all meetings of the general body and of the executive body.

3. To keep general supervision in the affairs of the society and support upon their affairs of the executive body from time to time.
4. To incur expenditure within the budget allotment.
5. To place orders and pass bills relating to the requirements of the society and report the same to the executive body at its next meeting for approval.
6. To dispose of pending applications for all kind of leaves from the staff of society
7. To fine, suspend or take any other disciplinary measure against the members of the staff of the society and report the same to the executive body as its next meeting for approval.
8. To carry on all correspondence.
9. To attend to all other matters and things not herein specifically provided for.

**31. Functions of the Treasurer:**

1. To receive amounts
2. To arrange to deposit the cash balance of the society in a bank and not to retain more than Rs. 5000/- in his custody. Excluding the office impress which will be with the secretary. He shall pay amounts as per sanction of the secretary.
3. To secure the pass book and cheque books and keep cash balance in safe custody and reconcile and tally the cash balance with the day book at least once in a month.

**32. Acquisition of Properties**

The society may purchase, take on lease or otherwise acquire in any other manner, both movable or immovable properties for the trust at any time as they think fit.

**33. Maintenance of Properties:**

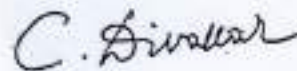
The members of the society may pay all the charges payable in respect of any immovable property acquired hereafter for the time being forming part of the trust fund and may carry out repairs required to be done to the same and keep the same incurred against loss or damages and may incur all other costs, charges, expenses and incidental to the administration and management of the property of the society for the time being belonging to the society as they in their absolute discretion, think fit. The members of the society may raise or borrow money required for the purpose of society on a mortgage /pledge properties of the society or any part thereof, with or without any securities at such rate of interest and on such terms as they may in their absolute discretion think fit.

**34. Sale of Properties of the society:**

The members of the society shall be at liberty to sell the whole or any part of the society properties either movable or immovable and account for those sale considerations in the looks of the society immediately after completion of sale transaction for the purpose to execute all the necessary conveyance, transfers or other assurances, and to pass valid and no effectual receipts and discharge for all monies received by them.

  
Principal

POLLOCKS INTELLI SCHOOL  
VISAKHAPATNAM-530 047  
CBSE AFF. No. 130509



Contd...

  
CHAIRMAN

POLLOCKS INTELLI SCHOOL  
Paradesipalem, Marikavalasa  
Madhurawada, Visakhapatnam-530 047

**35. No Remuneration to the members of the society:**

The society shall not be entitled to pay any remuneration for their services put in by them in connection with the management of the society

**36. Legal Matters:**

The governing body of the society shall have full power to institute suite, claims or other proceedings and to compromise or compound all actions, suits and other proceedings and all differences and disputes touching the society properties and to adjust and settle all accounts relating to the society properties and to do all other acts and things as if they were absolutely entitled to the society's properties.

**37. Assets and finance:** all the assets and properties and funds of the society shall vest in the executive body. The secretary or treasurer shall be in-charge of their management. Bank accounts of the society shall be operated by the secretary and at the time of emergency, and in the absence of the secretary the president is authorized to operate bank transactions solely.

**38. Audit:** The executive body appoints an auditor or auditors who shall audit the accounts of the society and put before the general body of the society for consideration and adoption.

**39. Liabilities of the Members:** the members of the society shall not be personally liable for the reimbursement of any debts and liabilities of the society.

**40. Amendment of the rules:** No amendments or alterations shall be made in purpose of association unless it is voted by 2/3 of members present in general meeting conveyed for the purpose and confirmed by 2/3 of the members present at the second special meeting.

**41. ARBITRATION:** The dispute if any arising between the members will be referred to an arbitrator agreeable and appointed by the members to the dispute in which case they or their decision will be final, failing which the provisions of Indian Arbitration Act in force will apply.

42. The funds shall be spent only to the attainment of the objects of the society and no portion hereof shall be paid or transferred directly or indirectly to any of its members through any means.

43. In case if the society dissolves any time in the future, all assets and liabilities of the society as on that date should be transferred to some other society which is having same/similar aims and objects of this society and registered as society under section 24 and 25 of A.P. Societies Registration Act, 2001, by passing necessary resolution in the general body of the society to that extent.

  
Principal

POLLOCKS INTELLI SCHOOL  
VISAKHAPATNAM-530 047  
CBSE AFF. No. 130509

C. Divakar

Contd...

  
CHAIRMAN

POLLOCKS INTELLI SCHOOL  
Paradesipalem, Marikavalasa  
Madhurawada, Visakhapatnam-530 047

**44. JURISDICTION:** Every matter arising out of this society's constitution and all transactions covered by it are subject to the Jurisdiction of Visakhapatnam court only.

In case of the society has to be wound up the property and funds of the society that will remain after the full satisfaction of the liabilities of the society will be transferred or paid to some other institution with similar aims and objects.

Certified that copy to be correct.

<u>Name of the Office Bearer</u>	<u>Designation</u>	<u>Signature</u>
1. CHITRA DIWAKAR	President	<i>C. Diwakar</i>
2. AYYALASOMAYAJULA RAVI KUMAR	Vice-president	<i>A. Ravi Kumar.</i>
3. CHITRA SANDEEP SRINIVAS	Secretary & Correspondent	<i>[Signature]</i>
4. CHITRA RAJINI	Treasurer	<i>[Signature]</i>
5. SURYA PRASAD CHOUDHURY	Member	<i>Surya Prasad.</i>
6. SARAGADAM SATYANARAYANA RAJU	Member	<i>S. Raju</i>
7. ANDREW EDWARDS	Member	<i>[Signature]</i>

WITNESSES :

<u>Name (In block letters)</u>	<u>Occupation</u>	<u>Address</u>	<u>Signature</u>
1. Ch Balash Kumar S/o Raju		24-2-115 old post office Gp	<i>[Signature]</i>
2. Ch Appala Raju S/o Raju		44-12-70 Railway station	<i>[Signature]</i>

Place: VISAKHAPATNAM,

DATE:

*[Signature]*  
Principal  
POLLOCKS INTELLI SCHOOL  
VISAKHAPATNAM-530 047  
CBSE AFF. No. 130509

*C. Diwakar*

Contd...

*[Signature]*  
CHAIRMAN  
POLLOCKS INTELLI SCHOOL  
Paradesipalem, Marikavolu  
Madhurawada, Visakhapatnam-530 047