

महा. 14/201.
दि 5/1/12

SCHEDULE 'B'

MEMORANDUM OF ASSOCIATION

सहायक संचालक निबंधक

अर्ज क्र. 373/12 कलस

अर्जदाराचे नांव : सविन बनकर

नऊलेचा अर्थ आला तो दिनांक:-

नऊल तयार दि.:- 1. Name of the Society:

नऊल दिली तो दि.:- "ALUMNI ASSOCIATION OF MARATHWADA MITRA MANDAL'S COLLEGE OF ENGINEERING"

2. Address of the Society:

S. No. 18, Plot No. 5/3, Karvenagar, Pune 411 052.

3. JURISDICTION : Jurisdiction of the Society shall be-
All over Maharashtra State.

Objects of the Societies:

- To increase interaction or help to increase the interaction between the past students of Marathwada Mitra Mandal's College of Engineering, Pune and present students undergoing education in the college.
- b. To render consultation or provide services to industries associated with past students, in the field of technical standardization, testing, calibration and in such other fields related to the engineering on chargeable basis.
- c. To enhance, modernize and upgrade the existing facilities at Marathwada Mitra Mandal's College of Engineering, Pune, with the help of past students.
- d. To make available to present students of Marathwada Mitra Mandal's College of Engineering, Pune, the industrial training, placement and other facilities through the help of past students in various industries.
- e. To print, publish and circulate books, papers, periodicals and circulars for the promotion or stimulation of engineering research at Marathwada Mitra Mandal's College of Engineering, Pune.
- f. To grant scholarships to deserving students and to provide interest free loans and other monetary and non-monetary assistance to deserving students of college for higher studies.
- g. To undertake, conduct, carry on, help to carry on scientific/academic study and research in engineering and particularly in disciplines of Marathwada Mitra Mandal's College of Engineering, Pune.
- h. To organize or assist in the organization of lectures, seminars, refresher courses, or conferences, get-together etc.
- i. To retain and / or employ skilled, professional or technical advisors and other staff and workers in connection with the objects of the MMCOE Alumni Association and to pay thereof fees or remuneration.



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President

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Secretary

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Treasurer



- j. To encourage educational, cultural, fund raising, sports and such other activities as Governing Body may deem fit for the objects of the MMCOE Alumni Association.
- k. To prepare and maintain an up to date directory of past and present students of Marathwada Mitra Mandal's College of Engineering, Pune
- l. To give approval for formation of such chapters either in India or outside India Governed by Rules and Regulations of the MMCOE Alumni Association.
- m. To do all such lawful things as are conducive or incidental to the attainment of the above objects.
- n. To recognize the noteworthy achievements of our past students.

05. MEMBERS OF THE FIRST MANAGING COMMITTEE:

The following persons shall be the members of the first Managing Committee of the Foundation and their names, age, occupation, designation and nationality are as under: -

No.	Name & Address	Designation	Age	Nationality	Occupation
1	Mr. Abhishek Arun Jakhade 30, Bharat Kunj, Erandwane, Pune - 38	President	23	Indian	Service
2	Mr. Sanyog Sanjeeva Mohite 'Aishwarya' 112, Cooper Colony, Sardar Bazar, Satara	Vice President	24	Indian	Service
3	Mr. Amit Mukund Sardeshmukh B-9, Snehal Terraces, Bhujbal Township, Kothrud, Pune - 38	Secretary	23	Indian	Service
4	Mr. Gaurav Shrikant Borade 5/21, Vakil Nagar, Patwardhan Baug, Erandwane, Pune - 04	Treasurer	23	Indian	Service
5	Mr. Swapnil Rajan Pawar Nikhi Park, Flat No.5, Hingne Khurd, Sinhagad road, Pune - 38	Member	23	Indian	Service
6	Mr. Vijay Gorakhanath Bagul H 18, Mayura Garden, Kothrud, Pune - 38	Member	23	Indian	Service
7	Mr. Jaideep Nitin Honap 1562, Sadashiv Peth, Pune - 30	Member	23	Indian	Service
8	Mr. Varun Raju Phadnis Flat No. 2, Tejaswini Apt., Plot No. 47, Shriram Soc., Warje, Pune - 52	Member	23	Indian	Service
9	Mr. Pratik Ramdas Bikkad 10, Mamrata Enclave, Vitthal Mandir road, Karvenagar, Pune - 52	Member	23	Indian	Service
10	Ms. Ujawala Parmanand Tambe 9, Sahavihar, 1194/5, off Gole Road, Shivajinagar, Pune - 05	Member	23	Indian	Service
11	Mr. Prashant Bharatbhai Patel B- 6/9, Nirmal Township, Anand Nagar, Sinhgad Road, Pune - 51	Member	23	Indian	Service

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President

[Signature]
Secretary

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6) We hereby declare that with Society as contemplated in the Societies Registration Act. We the undersigned have gathered on 16 / 08 / 2011 and have formed "ALUMNI ASSOCIATION OF MARATHWADA MITRA MANDAL'S COLLEGE OF ENGINEERING" That with a view to go to the said Foundation and have signed below against our names at Pune as per the provisions of the Societies Registration Act, 1860.

NO.	NAME	SIGNATURE
1	Mr. Abhishek Arun Jakhade	
2	Mr. Sanyog Sanjeeva Mohite	
3	Mr. Amit Mukund Sardeshmukh	
4	Mr. Gaurav Shrikant Borade	
5	Mr. Swapnil Rajan Pawar	
6	Mr. Vijay Gorakhanath Bagul	
7	Mr. Jaideep Nitin Honap	
8	Mr. Varun Raju Phadnis	
9	Mr. Pratik Ramdas Bikkad	
10	Ms. Ujawala Parmanand Tambe	
11	Mr. Prashant Bharatbhai Patel	

I know the signatories; they have signed the Memorandum of Association in front of me.

Date:

Place: Pune

A. R. D. SAYED
Notary Public

CERTIFICATE

This is to certify that to best of our knowledge no society or institution with existence of similar name "ALUMNI ASSOCIATION OF MARATHWADA MITRA MANDAL'S COLLEGE OF ENGINEERING" in Pune is registered under Societies Registration Act 1860.

President

Secretary

महा. 14 / 2012/पुणे.
दि. 5/1 /12/पुणे.

सहाय्यक संस्था निबंधक
पुणे विभाग, पुणे



ANNEXURE "C"
RULES AND REGULATIONS OF
ALUMNI ASSOCIATION OF MARATHWADA MITRA MANDAL'S
COLLEGE OF ENGINEERING, PUNE

DEFINITIONS:

1. IN THESE REGULATIONS:

- a) MMCOE ALUMNI ASSOCIATION means "ALUMNI ASSOCIATION of MARATHWADA MITRA MANDAL'S COLLEGE OF ENGINEERING", Karvenagar, Pune.
- b) 'General Body' means the general body of MMCOE Alumni Association.
- c) 'Governing Body' means the body which is constituted to be Governing Body of MMCOE Alumni Association under these Regulations.
- d) 'President' means the President of the Governing Body
- e) 'Secretary' means the Honorary Secretary of MMCOE Alumni Association.
- f) 'Registrar' means the Registrar of Societies, Maharashtra state, Mumbai.
- g) 'Act' means Societies Registration Act, 1860.
- h) 'Teaching staff' means the Principal, Professors, Assistant Professors, Lecturers, Readers employed in Marathwada Mitra Mandal's College of Engineering, Karvenagar, Pune.

2. AREA OF OPERATION:

The Area of operation of the said society is limited to Maharashtra State ~~as well as whole India.~~

S.M. Banker

3. ACCOUNTING YEAR:

The accounting year of the said society shall be commencing on 1st April and ending on 31st March.

4. MEMBERSHIP AND TYPE OF MEMBERS :

- Any past student of MMCOE who is interested in the objects of the Association and has given an application in writing for membership, shall be eligible to become a member of the Association on his/her paying the requisite subscription.
- Who has accepted in writing the Rules and regulations of this Association.
- Whose name has been approved and finalized by the Governing Body, and who has the right to vote at the meeting of the Association.
- A member may resign by giving 7 days notice to the office bearers in writing of his/her intention to do so.

The Association reserves the right to make and enroll new members, and any membership application can be rejected by the Governing Body without giving any reason what so ever.

[Signature]
President

[Signature]
Secretary

[Signature]
Treasurer



There shall be following classes of members:

- A) Patrons. B) Donors C) Life Members D) Associate Members
E) Student Members F) Honorary Member

a. **PATRON:**

Patron shall be a past student of Marathwada Mitra Mandal's College of Engineering, Pune. Patron could be a firm, provided that firm and other business organization is owned by the past student of Marathwada Mitra Mandal's College of Engineering, Pune. The details of this category, including the contributions to be received, etc. would be decided after the formation of the Association. This is decided to enable the Association to work for a period and coolly think on this class of membership.

b. **DONOR:**

A Donor is one who is a past student of MMCOE, Pune. Details of this category including minimum contributions, the strength of this category etc. would be decided subsequent to the formation of the Association. This is decided to enable association to work for some period and think coolly on this class of membership.

c. **LIFE MEMBER:**

A Life Member is one who is a past student of MMCOE, Pune and pays a sum of Rs.1000/- as contribution to the permanent fund of the association. The eligible person would apply for membership, this would be approved by the Governing Body, which is vested with the right to accept or not to accept it, without quoting any reasons therefore.

d. **ASSOCIATE MEMBER:**

Associate member shall be such an individual, who is a member of the teaching staff of MMCOE and who pays a lump sum contribution Rs.500/- . He will remain associate member of MMCOE Alumni Association until he is teaching faculty in MMCOE, Pune.

e. **A STUDENT MEMBER:**

A Student Member is one who is a final year undergraduate or post graduate student of MMCOE, Pune and who pays an annual contribution of Rs.100/- for such membership. The Student Member shall not have any voting right and representation whatsoever in Governing Body of the society.

f. **HONORARY MEMBER:**

The Association by the resolution of the Governing Body cite Honorary Membership to an outstanding faculty or any other outstanding person, who otherwise cannot be enrolled as a member. The citation could be made by the Governing Body to such persons. Honorary Member has no voting right nor can he hold any post as the office bearer.


President


Secretary


Treasurer



6. DISQUALIFICATION OF MEMBERSHIP :

- (1) The 'General Body' unanimously shall have power to remove a member if he is found acting prejudicially to the interest, prestige and working of the ALUMNI. However, sufficient opportunity shall be given to him to submit his explanation within 15 days. And if such explanation is not found satisfactory to the Committee his/her membership shall be cancelled.
- (2) If a Member Resigns his membership in writing and his resignation is so accepted by the 'General Body'.
- (3) If a member does not pay his membership fee as decided by 'General Body' for a continuous period of 3 months his membership will be automatically cancelled however in case if the member pays dues then the 'General Body' can allow him membership from the earlier date. However this does not apply to the Managing Committee members & founder members.
- (4) If a member is convicted of any offence including moral turpitude and prejudicial to the interest of the ALUMNI.

7. GOVERNING BODY :

The Management of the Alumni: For the management of all matters connected with MMCOE Alumni Association society there shall be a Governing Body which shall be constituted as per following provisions.

- 1) One President 2) One Honorary secretary 3) One Honorary Treasurer
 - 4) Other Six members of Governing Body.
 - a. The First Governing Body of MMCOE Alumni Association shall consist of eleven persons, whose names are set out in the Memorandum of Association of MMCOE Alumni Association.
 - b. The members of Governing Body shall ordinarily hold office for a period of three years and shall retire at the conclusion of the Annual General Meeting held next after the conclusion of the financial year in which the above said period of three years has expired.
 - c. A member of Governing Body, of MMCOE Alumni Association resigns from the membership of the Governing Body by giving a notice to the President in writing of his/her intention to do so. The President would convene a meeting of the
 - d. Governing Body ^(can) and request one of the other office bearers to chair and then alone could tender his/her resignation. New member should be elected in this meeting. This is of course under special or extra ordinary circumstances.
- Within 21 days from receipt of the notice of resignation from a Member, the President shall accept the resignation after ensuring that pending matters, if any, concerning his membership of Governing Body are properly discharged.


President


Secretary


Treasurer



8. **PROCEDURE OF GOVERNING BODY MEETINGS:**

- a. Every meeting of Governing Body shall be presided over by the President. If the President is not present at any meeting, the members present shall choose one of them to be the Chairman of the meeting.
- b. Four Members of the Governing Body present in person shall constitute a quorum at any meeting of Governing Body.
- c. If at a meeting convened otherwise than on requisition a quorum is not present within 15 minutes of time of commencement of the meeting, the same shall stand adjourned to any convenient day which shall be informed to other members. At such adjourned meeting the members of Governing Body present shall be competent to transact the business of the meeting irrespective of whether a quorum is present or not.
- d. Notice of the meeting of Governing Body : Not less than seven clear days' notice of every meeting of Governing Body shall be given to each member of Governing Body who is for the time being in India. A meeting may however, be called at a shorter notice.
 - i. If the members of Governing Body unanimously agree to waive the objection
 - ii. If the President thinks there is an emergency and a meeting should be immediately called.
- e. A meeting of Governing Body shall be convened by the Secretary at least once in six months, however that not more than six months shall elapse between any two meetings.
- f. All questions at a meeting of Governing Body shall be decided by a majority of votes and in case of an equality of votes, the Chairman shall have casting vote.
- g. A declaration by the Chairman that Resolution has been carried or not and an entry of that in the books of proceedings of the Governing Body of MMCOE Alumni Association shall be conclusive evidence of that fact.
- h. Business by Circulars: Any business in which it may be necessary for the Governing Body to transact (except such as may be placed before its Annual Meeting) may be transacted by circulation and approved by two third of members signing the circular shall be as effectual and binding as if such Resolutions had passed in a meeting of Governing Body.
- i. Proceedings of all meetings of Governing Body shall be duly recorded in the minutes book to be kept for the purpose.

9. **THE TENURE OF MANAGING COMMITTEE AND MANNER OF ELECTION:**

The First 'General Body is nominated for a period Five Years. After expiry of first Managing Committee the new 'General Body be elected by General body in its General annual body meeting and election shall be by majority or by secret ballot, if necessary the 'General Body in existence will frame rules for election

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The members who want to contest the election for being elected as a member of 'General Body' (Only those persons from the General Body who are having rights of election and holding the membership from a continuous period of one year prior to the election) should submit an application to the secretary ten days in advance prior to the date of General body Meeting which is fixed for election.

10. WAY OF FILLING IN VACANCY :

If any vacancy occurs in the 'General Body on account of death/resignation then the remaining member of the Managing Committee will nominate a member, by co- option.

11. POWER AND FUNCTION OF GOVERNING BODY:

- a. All properties, movable and immovable shall be vested in Governing Body.
- b. The management of business and affairs of MMCOE Alumni Association shall be vested in Governing Body who shall exercise all such powers and authority of MMCOE Alumni Association as are not specifically and expressly vested by the Rules and Regulation in the General Body of MMCOE Alumni Association.
- c. The Governing Body shall have such powers and shall perform all such functions as are necessary and are proper for the achievement and furtherance of the objects of MMCOE Alumni Association.
- d. Without prejudice to the generality of the foregoing provisions, the Governing Body shall have following rights and powers:
 - i. to acquire by gift, purchase, exchange, lease or otherwise, lands, buildings or other immovable property together with all rights appertaining thereto.
 - ii. to construct and maintain buildings, including right to alter or improve them and to equip them suitably.
 - iii. to manage the properties of MMCOE Alumni Association.
 - iv. to accept donation or grants, whether in cash or in kind contributions, subscriptions and endowments on such terms and subject to such conditions as the Governing Body may think proper.
 - v. to establish and collect funds and accept donations in cash or kind and utilize the same and the income for the purpose of MMCOE Alumni Association.
 - vi. to receive money, securities, instruments and/or any other movable property for and on behalf of MMCOE Alumni Association.
 - vii. to enter into agreement for and on behalf of MMCOE Alumni Association.
 - viii. to sue and defend all legal proceedings on behalf of MMCOE Alumni Association.
 - ix. to grant receipts, sign and execute instruments and to endorse discount

[Signature]
President

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Secretary

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- cheques or negotiable instruments directly or through its accredited agents.
- X. to make, sign and execute all such documents and instruments as may be necessary or proper for carrying management of the property or affairs of MMCOE Alumni Association and to draw, make, accept, endorse, discount, execute and issue promissory notes, bills of exchange and other negotiable or transferable instruments.
 - XI. to control and administer the property and the funds of MMCOE Alumni Association. Any surplus funds, not needed for undertaking the objects of MMCOE Alumni Association shall be invested by MMCOE Alumni Association only as per the provisions of Societies Registration Act 1860 and Bombay Public Trust Act.
 - XII. to purchase or take by way of lease, sub lease, gift, hire or otherwise acquire any movable or immovable property and in particular any land, buildings, shop, factories, laboratories, machinery, equipment, furniture, scientific records, experiments data, library, plants apparatuses, appliances and any rights or privileges necessary or convenient for the purpose of MMCOE Alumni Association.
 - XIII. to make suitable grant or donations of money or other assistance to a university, educational institution or other society for conducting or the persuasion of any research or charity investigation or study in a subject in which MMCOE Alumni Association is interested.
 - XIV. to use funds and assets of MMCOE Alumni Association in the employment of persons and use of buildings and instruments, material and appliances and any of the assets of MMCOE Alumni Association for scientific, industrial and engineering research and such other purposes.
 - XV. to grant fellowship, scholarship or the monetary assistance on terms and conditions to the past and present students of Marathwada Mitra Mandal's College of Engineering, Pune.
 - XVI. to manage, sell, transfer or otherwise dispose of any property, movable or immovable of MMCOE Alumni Association.
 - XVII. to assign from time to time such functions and duties and delegate such powers, as it may deem fit, to any person or persons or members of the subcommittees, to grant travel expenses and other out of pocket expenses incurred by them in the performance of their functions.
 - XVIII. to prescribe the powers, functions and duties of President, Treasurer, Secretary and/or any other office bearers.
 - XIX. to borrow money for the purpose of research and to co-operate, amalgamate with other institutions having same or similar object.
 - XX. to start, affiliate, incorporate institutions at different places.
 - XXI. to perform all such acts and do all such things as may be necessary for the

proper management of the properties and the affairs of MMCOE Alumni Association

- XXII. to appoint an auditor or auditors for auditing the account of MMCOE Alumni Association to report thereto.
- XXIII. to create new and abolish existing post paid or otherwise and to appoint, suspend, remove any employee in the office, award any punishment, sanction any promotions or demotions, direct transfers, retirements grant leave, grant extension in office and/or in service.
- XXIV. generally do such things as it may consider necessary or expedient for the purpose of carrying out the objects of MMCOE Alumni Association.
- e. The Governing Body shall have power to make by laws in respect of the Following matters:
- I. the management of the properties, funds, affairs and work of MMCOE Alumni Association.
 - II. the conditions and procedures under and according to which the members of Governing Body are to be elected.
 - III. the conditions and procedures under and according to which several classes of the members of MMCOE Alumni Association may be enrolled.
 - IV. the subscription, if any, to be paid by different classes of the members.
 - V. the rights, duties and privileges of several classes of the members.
 - VI. the procedures for election of members of Governing Body including, if it deems fit, for postal voting and voting by proxy.
 - VII. the procedure for convening and conduct of meetings of Governing Body and such other bodies as may be set up from time to time, including provision of transaction of business by circulation of papers, as may be deemed fit.
 - VIII. Such other purpose as may be found necessary.
- f. The Governing Body alone shall have power to repeal, amend and modify the by laws.
- g. The president shall exercise general control over the affairs of MMCOE Alumni Association and shall give effect to the decisions of Governing Body.

If in the opinion of the President, any emergency has risen which requires that? Immediate

action should be taken, the President shall take action as he deems necessary, inform the members of Governing Body and shall report the same for confirmation at the next meeting of the Governing Body which in the ordinary course, would have dealt with the matter.



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12. **OFFICERS OF MMCOE ALUMNI ASSOCIATION:**

The officers of MMCOE Alumni Association shall be The President, Vice President, Secretary, Treasurer and Members.

A. DUTIES OF THE PRESIDENT:

To preside over and conduct the general body meetings, and the meetings of the 'General Body, To operate bank account and be the bank signatory, to decide all matters/issues by majority of votes, to take such action or to suggest such proposal which he deems fit and proper in the interest of the ALUMNI, the right to call any meeting, to do all acts in order to promote the welfare of the ALUMNI, to supervise the administration of the organization and to keep control over the staff of the organization; the president shall have a casting vote in case of a tie.

B) DUTIES OF THE VICE PRESIDENT:

To assist the President in his work, to act as President in his absence.

C) DUTIES OF THE HONORARY SECRETARY:

The Honorary Secretary shall maintain records of proceedings of MMCOE Alumni Association and Governing Body and shall perform such other duties as President of Governing Body desire.

D) TREASURER:

He will be responsible for all the sums of money which are from time to time received by the ALUMNI, to get the accounts of the ALUMNI audited, and present the statement of accounts the annual general body, to present the budget to the 'General Body' for consideration and sanction.

E) MEMBERS:

Other members of the 'General Body' of the ALUMNI shall do the work for over all development of the ALUMNI.

13. **ACCOUNT AND AUDIT:**

- a. MMCOE Alumni Association shall maintain books of accounts and other books in relation to its accounts in a manner as may be prescribed, by the Auditors of MMCOE Alumni Association.
- b. The financial year of MMCOE Alumni Association shall be from 1st of April each year to 31st March of the next year.
- c. MMCOE Alumni Association shall, prepare a statement of accounts in such a form as the Governing Body may, in consultation with the Auditors of MMCOE Alumni Association determine.
- d. The accounts of MMCOE Alumni Association shall be audited by Auditors that Governing Body may appoint.
- e. The annual accounts of MMCOE Alumni Association together with audit report thereon shall be laid before the General Body as far as practicable, at its annual meetings. If statement of the audited accounts is not ready by the



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President

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Secretary

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Treasurer

date of the annual meeting, it shall be placed before the General Body at a sub sequent meeting called for the purpose.

The income and property of MMCOE Alumni Association however derived shall be applied towards promotion of the objects as set forth in this Memorandum of Association, subject nevertheless in respect of the expenditure of grants or donations made with any specific conditions as may be imposed from time to time by the donor. No portion of income and property of MMCOE Alumni Association shall be paid or transferred, directly or indirectly by way of dividends, bonus or otherwise whatsoever, by way of profits to any persons who at any time are or have been members of MMCOE Alumni Association or to any of them provided that nothing herein contained shall prevent payment in good faith or remuneration to any member or other persons in return for any service rendered to MMCOE Alumni Association.



14. PROVISION FOR LOAN AND INVESTMENT:

- (1) To raise loan, if necessary, on the security of the movable or immovable properties of the ALUMNI by taking necessary permission of the Hon. Joint Charity Commissioner U/s 36A (3) of B.P.T. Act.
- (2) To open, invest and operate all accounts of any description with any Nationalized or scheduled bank or co-operative bank and to invest and deal with any money of the ALUMNI not immediately required for any of its objects under section 35 of the Bombay Public Trust Act, 1950.
- (3) Unanimous decision in 'General Body' is necessary.

15. PROVISION FOR PURCHASE AND SALE OF IMMOVABLE

PROPERTIES:

- (1) To acquire by gift, purchase, exchange, lease, hire or otherwise any lands, buildings, assets, rights of any property, movable and/or immovable and any estate or interest for the ALUMNI.
- (2) To purchase, take on lease or otherwise acquire or to give its property on lease or hire as may be deemed necessary or convenient.
- (3) To sell, dispose off any property or any part thereof as may be considered necessary or convenient in the best interest of the ALUMNI with prior permission of the Hon. Joint Charity Commissioner, U/s. 36 (1) of the B.P.T. Act, 1950.

16. CHANGE AMENDMENT IN THE NAME AND OBJECT:

To alter, extend, amend or change the name and/or the objectives of the SOCIETY, however, provisions of sections 12 and 12A of the Societies Registration Act, 1860 shall be complied with.

Any amendment to the Memorandum of Association will be carried out only with the approval of Asstt. Registrar of Societies, Pune and Asstt. Charity commissioner, Pune. The same shall be informed to the Competent Income Tax

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Authority i.e. Commissioner of Income Tax, Pune, for the purpose of Section 12A of the Income Tax act.



17. **CHANGE IN RULES AND REGULATIONS:**

Any change to be done in the rules and regulations will be done by calling special General Body Meeting and 3/5th of the total number of members should be present for the said meeting and the said change should be accepted in the said meeting by majority, a copy of proposed change(s) in Rules and Regulations shall be sent along-with Notice to the members well in advance.

Any amendment to the Rules and Regulation will be carried out only with the approval of Asstt. Registrar of Societies, Pune and Asstt. Charity commissioner, Pune. The same shall be informed to the Competent Income Tax Authority i.e. Commissioner of Income Tax, Pune, for the purpose of Section 12A of the Income Tax act.

18. **LIST OF MEMBERS:**

The list of persons who are members within the meaning of Section 15 of the Societies Registration Act, 1860, shall be maintained in the form of Schedule VI to the Societies Registration (Maharashtra) Rules, 1971 vide Rules 15 thereof.

19. **ANNUAL GENERAL MEETING:**

- a. The Annual General Meeting of MMCOE Alumni Association shall be held at least once in every calendar year which shall be called Annual General Meeting and not more than 15 months shall elapse between two successive general Meetings. All other General Meetings shall be called Extra Ordinary General Meetings.
- b. Meetings: How convened: General Meeting shall be convened by the Honorary Secretary and shall be at such date and time and place as the Governing Body may decide.
- c. Notice: Fourteen day's notice of the General Meeting shall be given in such a manner as the Governing Body may decide.
- d. Voting Rights: Every member of MMCOE Alumni Association except the student members and the Honorary Members shall have one vote. To exercise this he / she shall be present in person.
- e. Issues to be decided by Majority Vote: Every issue submitted to a General Meeting shall be decided by a majority of votes and in case of equality votes the Chairman of that meeting shall have a second or casting vote. In all cases, voting shall be, by show of hands in the first instance. The poll shall be held in a manner as the Chairman may decide, if necessary.
- f. Chairman of Meetings: The President of the Governing Body, if present shall preside at all General Meetings. In the absence of president, the members