

Regd No 12/19

MEMORANDUM

Name of the Association : "BRO. SIGA ANIMATION CENTRE"

OBJECTS

1. To Animate the youths in job orientation guidance.
2. Together all the area children and youths, make them interest in education, games, culture and social works.
3. To conduct various sports activities for slum area children and youths.
4. To take relief works when the slum dwellers affected by the femine, fire and contagion.
5. To conduct adult education, free education at evening and industrial training centres to the slum peoples.
6. To prevent the healthyless condition in the city slums and villages peoples, take a communication with respective authorities and to take useful classes to the public about the necessity of sanitation.
7. To organise culture programms and awarness camps to prevent Dowry, Defects made by the habit of drinking. Illiterate, Cleanlyless.
8. To educate the youth of the slum area in take care of on Physique self defence to protect our nation and to maintain a physical excercise centre.
9. Making habits of small savings and explain the necessity of family planning to the slum area people.
10. To maintain Schools and Hostels to handicapped.
11. To provide medical aid, cloths and food articles to the poor and sick persons.
12. To make job opportunity to poor, orphan children including the widows.

&&&&&

The name and address, designation of the "Executive Committee of the Association" are as follows:

EXECUTIVE COMMITTEE

S.NO.	NAME	DESIGNATION	OCCUPATION	ADDRESS
1.	V. KALAIMANI	PRESIDENT	MAZDOOR	203 154, B Kalyanapuram, Madras-39.
2.	S. SHANMUGAM	SECRETARY	TYPIST	166, ..
3.	B. GOVINDARAJ	JOINT SECRETARY	STUDENT	406-C ..
4.	G. PARAMASIVAN	TREASURER	CLERK	179-B ..
5.	M. SARAVANAN	COMMITTEE MEMBER		2, Sundaram Street, Madras-39.
6.	SELVI. R. RAJESWARI	..		565-C, Kalyanapuram, Madras-39.
7.	.. KALAIMANI	..		10, Sundaram Street Madras-39.

We the several persons subscribed our signatures hereunder formed "BRO. SIGA ANIMATION CENTRE" and request that this Association may kindly be registered under the Tamil Nadu Societies Registration Act 27 of 1975.

	<u>SIGNATURE</u>	<u>OCCUPATION & ADDRESS</u>
1. V. KALAIMANI	<i>V. Kalaimani</i>	Mazdoor, 154-B, Kalyanapuram, Madras-39.
2. S. SHANMUGAM	<i>S. Shanmugam</i>	Typist, 166 ..
3. B. GOVINDARAJ	<i>B. Govindaraj</i>	Student, 406-C ..
4. G. PARAMASIVAN	<i>G. Paramasivan</i>	Clerk, 179-B ..
5. M. SARAVANAN	<i>M. Saravanan</i>	2, Sundaram Street, Madras-39.
6. SELVI. R. RAJESWARI	<i>R. Rajeswari</i>	565-C, Kalyanapuram, Madras-39.
7. .. KALAIMANI	<i>G. Kalaimani</i>	10, Sundaram Street, Madras-39.

WITNESSES:

1. *John S.* s/o. *P. Sathianathan*

Address:-
48/1031. S.M. Nagar
Vyasarpadi
Madras-39

2. *[Signature]* s/o. *Late R. K. Sundaram*
(*G. S. P. DOMINIC SAVID*)
Address:-
No. 40, Bharathiar St.,
Vivekananda Nagar,
Madras-600 051.

PLACE:

- a) Name of the Centre : "BRO. SIGA ANIMATION CENTRE"
- b) The address of the Registered office of the Centre : S.M. Nagar (Near Police Quarters) Vyasarpadi, Madras-600 039.
- c) The date of formation of the Centre : 1.1.1993
- d) Registrar of the District within whose jurisdiction office of the Centre : Central Madras, Madras
- e) The business hours of the Centre : 10.00 a.m. to 1.00 p.m.
2.00 p.m. to 5.00 p.m.

f) THE OBJECTS OF THE CENTRE:

1. To animate the youths in job orientation guidance.
2. Together all the area children and youths, make them interest in education, games, culture and social works.
3. To conduct various sports activities for slum area children and youths.
4. To take relief works when the slum dwellers affected by the famine, fire and contagion.
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8. To educate the youth of the slum area in take care of on physique self defence to protect our nation and to maintain a physical exercise centre.
9. Making habits of small savings and explain the necessity of family planning to the slum area people.
10. To maintain schools and hostels to handicapped.
11. To provide medical aid, cloths and food articles to the poor and sick persons.
12. To make job opportunity to poor, orphan children including the widows.

G. THE ACTIVITIES OF THE ASSOCIATION IN FURTHERANCE OF ITS OBJECTS:

1. The Association shall strive together more members to take part in the activities of the Association in accordance with their interest.
2. The executive committee of the Association shall chalk out the policies and courses of action from time to time for the progress of the Association.

H. THE NAME OF THE PERSON OR PERSONS, OFFICER, IF ANY AUTHORISED TO SUE OR TO BE SUED ON BEHALF OF THE ASSOCIATION:

The Secretary shall be the person who will sue and be sued for & on behalf of the Association.

I. THE NAME OF THE PERSON OR OFFICER, WHO IS EMPOWERED TO GIVE DIRECTIONS IN REGARD TO THE BUSINESS OF THE ASSOCIATION:

The president shall be responsible to give directions for the activities of the Association.

J. ENROLEMENT OF THE MEMBERS:-

A. CLASSIFICATION OF MEMBERSHIP:

1. All men aged above 21 years shall be eligible to become a member of the Association.
2. An application for membership shall be made in prescribed form and the committee may accept or reject the said application without giving any reason.

B. ENTRANCE FEES & SUBSCRIPTIONS:

1. Ordinary Members: The Monthly Subscription of Rs. **10/-**

2. In addition to the above an entrance fee Rs. **25/-** shall be paid by all members at the time of admission.

K. REMOVAL OF MEMBERS:-

1. Members who fail to remit the subscription consecutively for six months will be removed from the membership.

L. MEMBERS RIGHT & OBLIGATIONS:-

1. Members have right to vote in General Body Meetings.

2. Members are eligible to contest in the executive committee.

M. DAY-TODAY TRANSACTION OF THE BUSINESS:-

A. PRESIDENT:

The President shall be the executive head of the Association. Her advice shall be taken in all matters pertaining to the administration of the association. He shall preside over all meetings conduct the meetings in a democratic manner.

B. SECRETARY:

1. He will:

i) Look after all the affairs of the association.

ii) Convene general body and executive committee.

iii) Do the expenses according to the budget and will produce receipts and accounts thereof in each executive committee meeting.

iv) Try to achieve the aims of the Association.

2. He empowered to be present before authorities to given written petitions to correspond and maintain registers, files etc., of the Association and regularise the aims, plans and activities of the Association.

3. He is also empowered to convene special general body and executive meetings, to set the office, to appoint clerks and personal assistants and to supervies their works and duties, subject to the authorisation by the Executive committee.

C. JOINT SECRETARY:

He will assist the Secretary in his activities. He will act in the absence of the secretary in consultation with the President, do the duties of the secretary temporarily with the permission of the executive committee.

D. TREASURER:

He will be incharge of the account and receipts, have the amount in his custody, get the signatures of the President and Secretary for the disbursements of money, get advance and receipt from the Secretary and to give him money, maintain the accounts, submit the monthly accounts to the Secretary and arrange for the audit of the accounts.

N. CONSTITUTION OF THE COMMITTEE SPECIFIED IN SECTION 15 OF SOCIETIES REGISTRATION ACT:

1. **The Executive Committee shall consists of 7 persons One President, One Secretary, One Joint Secretary, One Treasurer and Three Committee members.**
2. The present governing body shall be for the first **One** year hold the office and there after the committee shall be elected by the general body meeting **annually.**
3. Any interin vacancy arises in the executive committee the same vacancy will be filled up by the committee by **election basis but such elected** members shall automatically retire at the time of nearest next election.
4. The Executive Committee shall meet at least once in a month.
5. The Secretary shall call the meeting by issue the notice to all members concerned of the Executive Committee.
6. The Secretary shall prepare the agenda for the meetings of the Executive Committee.
7. All members of the committee shall attend the meetings without fail. Any member of the committee absenting himself without sufficient cause for three meetings consequitively the member of the committee shall be removed from the committee.

8. Explanation shall be called from the members of the committee and if the explanation shall be removed from the committee. The decision of committee is final.
9. During the committee meeting the income and expenditure of previous month accounts, shall be verified and accepted by the committee.

O. PREPARATION AND FILING WITHIN THE CONCERNED REGISTRAR OF THE REPORTS AND RETURNS:

The Secretary shall be held responsible to prepare and submit all reports and returns to the concerned registrars or authorities annually or as and when called for from time to time.

P. THE FUNDS AUDIT OF ACCOUNTS WITH REFERENCE TO SECTION 16 ACCOUNTING YEAR AND PERSONS APPOINTED TO DO AUDIT:

1. The funds collected from members towards entrance fees, subscriptions, donations.
2. The accounting year of the Association shall be commencing from ~~1st~~ April to 31st March. The accounts will be closed for the year ending and new accounts will be commenced for the next accounting financial year.
3. The General Body shall appoint auditor or auditors as it deems fit. The accounts of the Association shall be audited by a qualified auditor or auditors as per Section (16) (1) & Rule 21(2) of the Societies Registration Act.

Q. SUPPLY OF COPIES ETC:

Every member of the Association can be entitled to get a copy of the rules and regulations audited of Income & Expenditure, Balance Sheet, etc. on payment of Rs. **1/-** per copy on written application to the Secretary.

R. IMPOSITION OF FINE IF ANY:

No fine shall be imposed for any breach of the provision of the bye-laws by any member or officer.

S. DEPOSIT/INVESTMENT OF FUNDS:

1. All moneys of the Association shall be deposited in to any Nationalised Bank as decided by the Executive Committee of the Association, and will open in the name of the Association. The Bank Account will be operated by the **Secretary & Treasurer jointly.**

2. The Treasurer can retain a sum of Rs. **100/-** (Not exceeding) for meeting of the urgent and emergency expenses. Exceeding that the amount shall be remitted to the bank.

T. MEETING:-

1. ANNUAL GENERAL MEETING:

1. Normally the Annual General Meeting shall be held in April within a period of three months after the expiration of the financial year, such meeting shall transact the following business.

2. Adoption of the Annual Report, Income & Expenditure presented by the Secretary.
3. Appointment of auditor or auditors.

2. GENERAL MEETING:

1. Any amendment, alteration cancellation of the existing by-laws shall be done only at generally meeting. Any amendment, alteration, addition cancellation of the constitution shall be taken only at the meeting duly convened for the purpose.
2. The notice specifying the day, hour, place and any amendments in objects or by-laws, shall be intimated along with the copy of the Notice. The Notice in the General Body Meeting shall, be sent by tapal to the members through postal, or local in advance of 21 days clear. The notice shall be sent by Certificate of Posting. A copy of the notice shall be affixed in the notice Board of Association.

3. EXTRA ORDINARY MEETING:

1. The Executive committee can convene extra ordinary general meeting at any time with prior notice for 21 days for such meeting.
2. The extra ordinary general body meeting shall be called when 1/3rd majority of members of the Association made requisition to convene such meeting, the Executive committee shall call such meeting, within one month from the date of receipt of that requisition.

3. If the extra ordinary General Body meeting is not called in accordance with such requisition the requisitionists shall have power to call such meeting themselves.

U. QUORUM:

If the quorum not formed for General Body Meeting, the General Body Meeting shall be postponed to next month, and in respect of the extra meeting, the above meeting shall be postponed to next month. The next meeting shall not be postponed again, the meeting shall be conducted with the members present. An every member may excise his or her vote and in the event of its the president shall have the casting vote.

V. SPECIAL RESOLUTION:

Special resolution shall be passed at General Body by not less than 3/4th of the majority of the members present in person, who are entitled to vote for the following purposes of:

1. Change of name of the Association as per Section (11) of the Association Registration Act.
2. Amendment of by-laws, as per section (12) of the Society Registration Act.
3. Amalgamation and division of Association as per Section (30) of the Society Registration Act.
4. Dissolution of the Association as per Section (41) of the Society Registration Act.

V. INSPECTION OF BOOKS:

The books containing the minute of the Association and the books of account of the Association shall be kept at the registered office of the Association during business hours be open to the inspection of any member by free for charges.

W. DISSOLUTION:

Association may be special resolution determine that it shall be dissolved and there upon the Association shall be dissolved forth with. If upon the dissolution, there shall remain after the satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid or distribute amount the members but shall be given to some other registered Association having the same or similar objects to be determined by the Association. The Association shall stand dissolved as per procedures laid in section (41) & (42) of the Tamil Nadu Societies Registration Act 27 of 1975.

X. FUNDS EARMARKED SPECIALLY FOR THE PURPOSE OF MAKING PROVISION FOR A DEPENDENT OF A DECEASED OR DISABLED MEMBER AS LAID DOWN IN SECTION 25 AND THE QUANTUM OF PAYMENTS TO BE MADE THEREOF:

The quantum of payment to be made to the dependent of a deceased or disabled member shall be approved by the governing body provided that the dependent of the deceased or disabled member, produces proper certificate of dependency.

Y. ARRANGEMENTS FOR TRANSACTION OF DAY-TODAY BUSINESS OF THE ASSOCIATION, THE EXPENDITURE TO BE INCURRED THEREFORE, THE STAFF TO BE EMPLOYED AND THE CONDITIONS OF SERVICE OF SUCH EMPLOYEES:

1. The day today business of the Association and the expenditure to be incurred shall be met from the funds collected as fees, subscriptions and donations.
2. The staff required shall be appointed by the discretion of the Secretary and salary to be paid from the funds of the Association.
3. Any staff employed shall be on probation for six months and shall be governed by the hours of employment rules and regulations.

We the undersigned declare and certify that the above mentioned are true copy of the Rules and Regulations of "BRO. SIGA ANIMATION CENTRE"

	<u>SIGNATURE</u>	<u>OCCUPATION & ADDRESS</u>
1. V. KALAIMANI	<i>V. Kalaimani</i>	Mazdoor, 154-B, Kalyanapuram, Madras-39.
2. S. SHANMUGAM	<i>S Shanmugam</i>	Typist, 166 ..
3. B. GOVINDARAJ	<i>B Govindaraj</i>	Student, 406-C ..
4. G. PARAMASIVAN	<i>G Paramasivan</i>	Clerk, 179-B ..
5. M. SARAVANAN	<i>M Saravanan</i>	2, Sundaram Street Madras-39.
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7. .. KALAIMANI	<i>C Kalaimani</i>	10. Sundaram Street, Madras-39.

WITNESSES:-

1. JOHN.S. *John S* s/o. P. Sethanathan

Address:-

48/1031, S.M. Nagar
Vyasapadi
Madras 39

2. *[Signature]* s/o. Late R.K. Sundaram

Address:-

no. 40, Bharathiar St,
Vivekananda Nagar,
Madras - 600 051

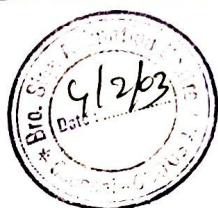
PLACE:

DATE :

**MINUTES OF THE SPECIAL MEETING OF THE GENERAL BODY OF
BRO. SIGA ANIMATION CENTRE HELD ON 4.1.2003 AT 10.A.M**

Resolution to amend the following clauses of the memorandum of By- laws of the Society as follows:

Sl.No	As existing	As amended
1	<u>Memorandum</u> To be inserted before the Clause 1 in Objects	Bro Siga.Animation Centre will carry out the following activities within the Territory of India which are purely charitable in nature and not motivated for profit.
2	<u>Memorandum</u> New Para to be inserted after Clause 12 in Objects	The benefits of the above said objects would be available to the general public irrespective of caste, creed, religion or sex.
3	<u>Rules and Regulations</u> (New Clause)	<u>Clause S-3</u> The funds of the Society would be utilized only towards the objects and no portion of it would be distributed in any manner to the trustees (or) persons defined in Section 13(1) (e) of the I.T.Act.1961.
4	<u>Rules and Regulations</u> (New Clause)	<u>Clause S-4</u> The funds of the Society would be invested as per Sec.11 (5) of I T Act 1961.
5	<u>Rules and Regulations</u> (New Clause)	<u>Clause S-5</u> Not more than 5% of the Income of the society would be applied for any religious purposes or given to religious institutions
6	<u>Rules and Regulations</u> (New Clause)	<u>Clause Z-1</u> Any alienation of immovable property, shall be done with prior approval of the Director of Income Tax (Exemption), Chennai.
7	<u>Rules and Regulations</u> (New Clause)	<u>Clause Z-2</u> Any amendments to the instrument would be carried out only with the approval of Director of Income Tax (Exemptions)
8	<u>Rules & Regulations</u> (Existing Clause N-1) The Executive Committee shall consists of 11 persons One President, One Secretary, One Joint Secretary, One Treasurer and 7 Committee Members	<u>Proposed Change:</u> Clause N-1) The Executive Committee shall consists of 15 persons One President, One Secretary, One Joint Secretary, One Treasurer and 11 Committee Members and 50% must be filled up from women.
9	<u>Rules & Regulations</u> (Existing Clause: S1) All moneys of the Association shall be deposited into any Nationalized Bank as decided by the Executive Committee of the Association and will open in the name of the Association The Bank Account will be operated by the Secretary & Treasurer jointly.	<u>Proposed Change</u> (Clause S-1) All moneys of the Association shall be deposited into any Nationalized Bank as decided by the Executive Committee of the Association and will open in the name of the Association. The Bank Account shall be operated by the Treasurer jointly either with Secretary or Joint Secretary.



S. Shargan
S. SHARGAN

BRO. SIGA ANIMATION CENTRE
A-248, B-Kalyanasotharam Street,
Vyasaripadi, Chennai-600 081.

சமூகத்தின் எண்: 121/93

சமூகத்தின் பெயர்: Brosiga Animation Centre

ஆவணத்தின் பெயர்

வரிசை எண்: 3/3

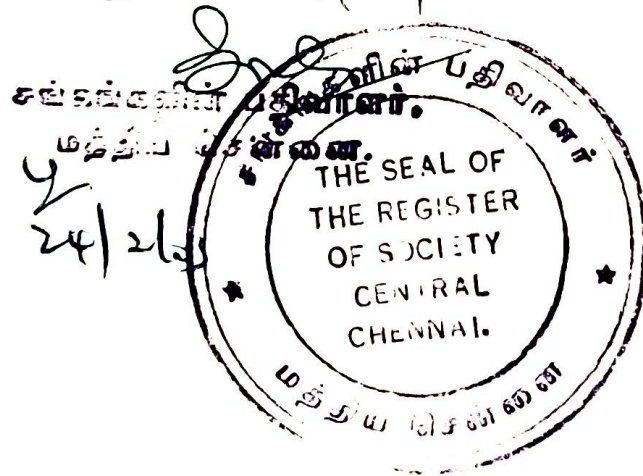
பதிவு செய்யப்பட்டது

முடிவு செய்யப்பட்டது

கோடு செய்யப்பட்டது

COPY of Amendment in Byelaws

24/4/2003



Change of Amendment

N. Constitution of the committee specified in section 15 of Societies Registration Act:

<u>Existing Amendment</u>	<u>Change of Amendment</u>
1. The Executive Committee shall consists of 7 persons One President, One Secretary, One Joint Secretary, One Treasurer and Three Committee Members.	1. The Executive Committee shall consists of 11 persons One President, One Secretary, One Joint Secretary, One Treasurer and Seven Committee Members.



S. Shyam
S. SHYAM
BRO. SGA...
A-242, 6-...
Mysore...