



सत्यमेव जयते

CERTIFICATE OF REGISTRATION

Under Societies Registration Act XXI of 1860

Regn. No. S-E / 127 / Distt. South East / 2024

hereby certify that "THE SOCIETY FOR PRESERVATION OF Dr. GRAHAM'S HOMES." located at D-142, DEFENCE COLONY, NEAR MAIN ROAD, NEW DELHI- 110024. has been registered under Societies Registration Act 1860.

Given under my hand and seal at Delhi on this 30th Day of August Two Thousand Twenty FOUR.

Fee of Rs. 50/-

SEAL
Registrar of societies
Delhi




30/8/2024

REGISTRAR OF SOCIETIES
SOUTH – EAST DISTRICT
GOVERNMENT OF NCT OF DELHI

**This document certifies registration under the Society Registration Act, 1860. However, any Govt. department or any other association / person may kindly make necessary verification (on their own) of the assets and liabilities of the society before entering into any contract.*

**MEMORANDUM OF ASSOCIATION
OF
THE SOCIETY FOR THE PRESERVATION OF DR. GRAHAM'S HOMES**

1. The name of the society shall be **"THE SOCIETY FOR THE PRESERVATION OF DR GRAHAM'S HOMES"** and governed by the provisions of the Societies Registration Act, 1860.
2. The registered office of the society is located at **D-142, Defence Colony, Near Main Road, New Delhi – 110024.**
3. The primary mission of the Society is the preservation and promotion of Dr Graham's Homes in India, as a leading boarding and day school especially for underprivileged children, following the vision of the founder, Dr John Anderson Graham, and in line with the aims, goals and objectives of the National Education Policy of India. The aim and objectives in particular shall be:
 - 3.1. To preserve, renovate, and maintain the historic buildings, boarding houses, and infrastructure of Dr. Graham's Homes, ensuring they meet modern standards while preserving their heritage value.
 - 3.2. To promote Dr. Graham's Homes as a leading boarding school in India, enhancing its reputation nationally and internationally through marketing, outreach, and strategic partnerships in India and abroad.
 - 3.3. To facilitate the development of new infrastructure and facilities as per the evolving needs of the school community, ensuring a conducive environment for learning and growth.
 - 3.4. To engage in targeted fundraising efforts to support scholarships for underprivileged children and improve school facilities.
 - 3.5. To mobilize resources and garner support from individuals, corporations, and philanthropic organizations aligned with the mission of Dr. Graham's Homes in securing sponsorships and scholarships.

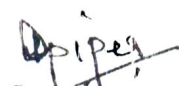
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(PRESIDENT)

[Signature]
(SECRETARY)

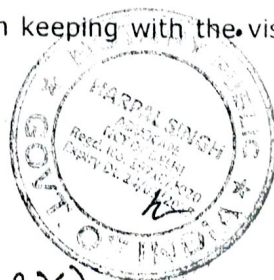


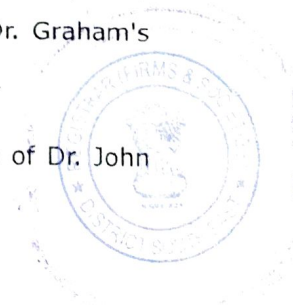
[Signature]
(TREASURER)

- 3.6. To advocate for inclusive educational practices that welcome children from diverse economic, social and religious backgrounds.
- 3.7. To establish educational and recreational facilities within the school estate to support the holistic development and well-being of students and staff.
- 3.8. To invest in infrastructure improvements, technology upgrades, and amenities to provide a safe, conducive, and enriching environment for learning and growth for specially-abled children admitted to Dr. Graham's Homes in India.
- 3.9. To explore opportunities for establishing branches or subsidiaries of Dr. Graham's Homes in other states of India, facilitating the expansion of the school's reach and impact while maintaining consistent standards of quality and ethos.
- 3.10. To actively engage with alumni of Dr. Graham's Homes, fostering a strong sense of community and facilitating their involvement in the ongoing development and support of the school.
- 3.11. To support the school in maintaining and enhancing its academic, extracurricular, and pastoral programs, fostering a holistic educational experience for its students.
- 3.12. To foster transparent and accountable management practices within Dr. Graham's Homes, adhering to ethical standards, financial integrity, and regulatory compliance in all operational aspects of the school's administration.
- 3.13. To establish mechanisms for regular monitoring, evaluation, and reporting of the Society's activities, ensuring efficiency, effectiveness, and alignment with the overarching mission and objectives of Dr. Graham's Homes.
- 3.14. Any other activities at the school in keeping with the vision of Dr. John Anderson Graham and his legacy.


(PRESIDENT)


(SECRETARY)




Kumar Kunal
(TREASURER)

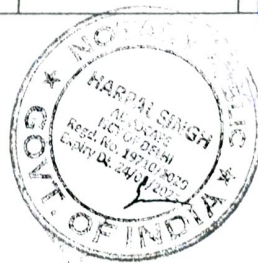
4. All the incomes, earnings, movable or immovable properties of the society shall be solely utilized and applied towards the promotion of its aims and objects set forth in the Memorandum of Association and no profit thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, profits or in any manner whatsoever to the present or past members of the society or to any person claiming through anyone or more of the present or past members. No member of the society shall have any personal claim on any movable or immovable properties of the society or make any profits, whatsoever, by virtue of his/her membership.
5. The following are the members, their addresses, occupations and designations of the present members of the **GOVERNING BODY** of whom the management of the Society is entrusted as required under Section 2 of the Societies Registration Act, 1860: -

| NAME | ADDRESS | PROFESSION | POST |
|-------------------------------|---|---------------------------|------------------|
| RALPH ARTHUR PIPER | F19 D, Sushant Lok 2, Sector 57, Gurgaon Haryana - 122011 | Instructional Designer | PRESIDENT |
| KUMAR KUNAL | Plot No. 100/1, Om Nagar Colony Phase 2, Soyepur, Varanasi, U.P. - 221002 | Consultant | TREASURER |
| SANGPO | House No.9B, Block- 10, Aruna Nagar, Majnu Ka Tilla, Civil Lines, Delhi - 110054 | | SECRETARY |

Ralph Arthur Piper
(PRESIDENT)

Sangpo
(SECRETARY)

Kumar Kunal
(TREASURER)



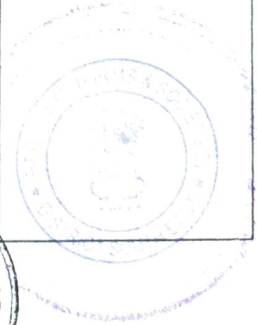
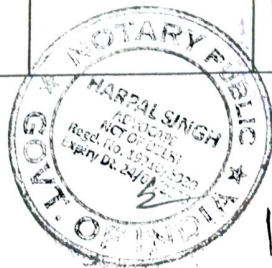
6. The following are the members, their addresses, occupations and designations of the initial/subscribing members of the **GENERAL BODY**: -

| NAME | ADDRESS | PROFESSION | DESIGNATION |
|-------------------------------|--|---------------------------|------------------|
| RALPH ARTHUR PIPER | F19 D, Sushant Lok 2, Sector 57, Gurgaon Haryana - 122011 | Instructional Designer | PRESIDENT |
| KUMAR KUNAL | Plot No. 100/1, Om Nagar Colony Phase 2, Soyepur, Varanasi, U.P. - 221002 | Consultant | TREASURER |
| SANGPO | House No.9B, Block- 10, Aruna Nagar, Majnu Ka Tilla, Civil Lines, Delhi - 110054 | | SECRETARY |
| SUBHADIP BISWAS | C203, Survey Oark, Indine Gas Booth, Santoshpur, Kolkata, West Bengal - 700075 | | MEMBER |
| DANIEL TULLOCH | 1-8-50/2/4A, Plot No. 30, pender Ghasht Road, Near Food World, Krishna Nagar Colony, Secunderabad, Hyderabad - 500003 | | MEMBER |

Ralph Arthur Piper
(PRESIDENT)


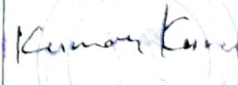
Sangpo
(SECRETARY)

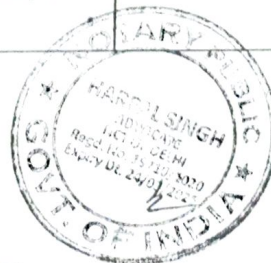
Kumar Kunal
(TREASURER)

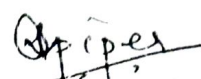



| | | | |
|---------------------------------|--|--|---------------|
| DAVID CONRAD LINUS | Ward No. 11, Triveniganj Bazar, Latauna, Supaul, Bihar - 852139 | | MEMBER |
| PEMA KEYZOM | 56, Tibet Camp-239, Gothangaon, Pratapgad, Gondiya, Maharashtra - 441702 | | MEMBER |
| GARLAND STAR LYNGDOH | 10/6, Bishops Falls Road West, Lower Mawprem, Persara School, Shillong (Mb), East Khasi Hills, Meghalaya - 793002 | | MEMBER |

7. We, the undersigned, are desirous of forming a society namely '**THE SOCIETY FOR THE PRESERVATION OF DR GRAHAM'S HOMES**' under the Societies Registration Act 1860, in pursuance of the Memorandum of Association of the Society.

| NAME | ADDRESS | DESIGNATION | SIGNATURE |
|-----------------------------------|--|--------------------|---|
| RALPH ARTHUR PIPER | F19 D, Sushant Lok 2, Sector 57, Gurgaon Haryana - 122011 | PRESIDENT |  |
| KUMAR KUNAL | Plot No. 100/1, Om Nagar Colony Phase 2, Soyepur, Varanasi, U.P. - 221002 | TREASURER |  |



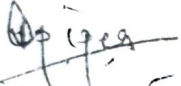

(PRESIDENT)


(SECRETARY)

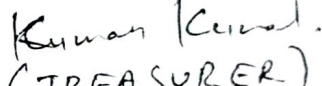
Kumar Kunal,
(TREASURER)

| | | | |
|---------------|--|------------------|--|
| SANGPO | House No.9B, Block-10, Aruna Nagar, Majnu Ka Tilla, Civil Lines, Delhi - 110054 | SECRETARY | |
|---------------|--|------------------|--|

Place: New Delhi
Date:


(PRESIDENT)


(SECRETARY)


(TREASURER)

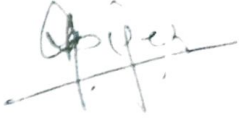



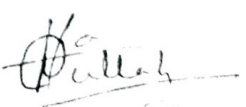


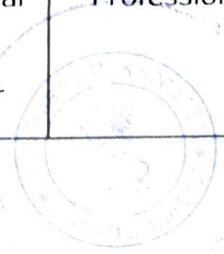
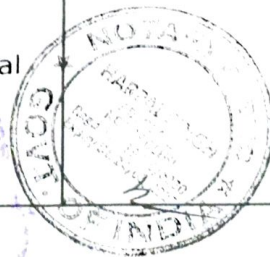
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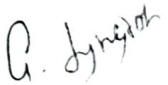
**NOTARY PUBLIC
GOVT. OF INDIA
07 JUN 2024**

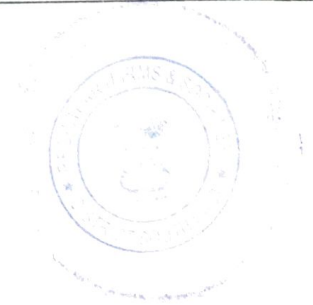


**LIST OF INITIAL / SUBSCRIBING MEMBERS OF THE SOCIETY FOR
THE PRESERVATION OF DE. GRAHAM'S HOMES**


| NAME | ADDRESS | PROFESSION | DESIGNATION | SIGNATURE |
|-------------------------------|---|-------------------------------------|------------------|---|
| RALPH ARTHUR PIPER | F19 D, Sushant Lok 2, Sector 57, Gurgaon Haryana - 122011 | Instructional Designer | PRESIDENT |  |
| KUMAR KUNAL | Plot No. 100/1, Om Nagar Colony Phase 2, Soyepur, Varanasi, U.P. - 221002 | Consultant | TREASURER |  |
| SANGPO | House No.9B, Block-10, Aruna Nagar, Majnu Ka Tilla, Civil Lines, Delhi - 110054 | Self Employed | SECRETARY |  |
| SUBHADIP BISWAS | C203, Survey Oark, Indine Gas Booth, Santoshpur, Kolkata, West Bengal - 700075 | Advertising | MEMBER |  |
| DANIEL TULLOCH | 1-8-50/2/4A, Plot No. 30, pender Ghast Road, Near Food World, Krishna Nagar | Customer Service Professional | MEMBER |  |



| | | | | |
|---------------------------------|--|------------------------------|---------------|---|
| | Colony, Secunderabad, Hyderabad - 500003 | | | |
| DAVID CONRAD LINUS | Ward No. 11, Triveniganj Bazar, Latauna, Supaul, Bihar - 852139 | Freelance English Teacher | MEMBER |  |
| PEMA KEYZOM | 56, Tibet Camp- 239, Gothangaon, Pratapgad, Gondiya, Maharashtra - 441702 | Housewife | MEMBER |  |
| GARLAND STAR LYNGDOH | 10/6, Bishops Falls Road West, Lower Mawprem, Persara School, Shillong (Mb), East Khasi Hills, Meghalaya - 793002 | Teacher | MEMBER |  |



ATTESTED


NOTARY PUBLIC
GOVT. OF INDIA

07 JUN 2024

RULES & REGULATIONS

| | |
|--------------|--|
| NAME: | The name of the Society shall be " Society for the Preservation of Dr Graham's Homes ". |
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1. REGISTERED OFFICE:

1.1. The Registered Office of the Society is located at: -

D-142, Defence Colony, Near Main Road, New Delhi – 110024.

2. DEFINITIONS AND INTERPRETATIONS:

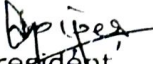
2.1. In these Rules & Regulations unless there is anything repugnant in the subject or context, -

2.1.1. '**Governing Body**' means the Executive Committee or the Managing Committee of the Society, as it may be called or referred to.

2.1.2. '**General body**' means the General Body of the Society.

2.1.3. '**Executive Committee Member**' means the member of the Governing Body, Executive Committee, or the Managing Committee.

2.1.4. '**Board of Trustees**' of the Society means a body of professional experts from various fields including but not limited to legal, academic, business, charity, etc.


President


Secretary




Treasurer

3. MEMBERSHIP:

- 3.1. Membership of the Society is open to any individual above the age of 18 years, residing in India or abroad and who shares a passion for advancing this Society's mission and objectives or is/has been associated with Dr. Graham's Homes, subject to the membership application being approved by the General Body, as per rules prescribed.
- 3.2. The initial/promotor members of the Society will be those who signed the Memorandum of Association.

4. SUBSCRIPTION:

- 4.1. Each Member shall submit a one-time Admission Fee of Rs. 100 upon admission.
- 4.2. In addition to the Admission Fee upon joining the Society, each Member shall pay a Subscription Fee of Rs. 100. Notwithstanding anything contained in Rule 4.3, Members shall pay the Subscription Fee annually, starting from the date of joining, to uphold their membership.
- 4.3. The General Body shall have the right to determine, add or alter any fee, whether annual or subscription, for members of the Society from time to time as deemed necessary. The General Body Members shall have the authority to periodically review, adjust or abolish any fees charged by the Society.


President


Secretary




Treasurer

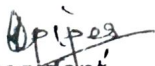
4.4. Any proposed changes to the fees charged by the Society shall be discussed and voted upon during General Body Meetings, with a simple majority of the attending members required for approval. The revised admission fee, once approved, shall come into effect immediately unless otherwise specified.


5. APPOINTMENT OF NEW MEMBERS:

5.1. Subject to qualifications specified in accordance with Rule 3.1, the General Body, at its discretion, may invite Persons to join the Society as Members. Each Person so invited may be inducted into the Society after the invitation has been accepted by the Person and the acceptance is communicated to the General Body.

5.2. Notwithstanding anything contained in Rule 5.1, Persons, who are desirous of being members of the Society, may submit their applications for membership at the Registered Office of the Society either in person or by post. Additionally, they may also have the option to apply online through the Society's official website or any other platform as notified by the Society from time to time. Only those applications which fulfil the criteria specified in Rule 3.1 shall be placed before the Executive Committee. The Executive Committee has the authority to accept or reject applications at its discretion. However, decisions made by the Executive Committee regarding admission or denial of applications can be reviewed and overturned by the General Body, if necessary, by calling a General Meeting in accordance with Rule 11.1 and 11.2 with a simple majority votes of those present.

5.3. Members of the Society are required to pay any admission fee or subscription fee that may be approved at a General Meeting, or any


President


Secretary




Treasurer

other approved fees or contributions as decided by the General Meeting.

6. TERMINATION OF MEMBERSHIP:

6.1. VOLUNTARY TERMINATION BY MEMBER:

- 6.1.1. In the event of the demise of any member of the Society, the membership shall be deemed terminated automatically.
- 6.1.2. If any individual becomes incapacitated or mentally incompetent, their membership in the Society shall be deemed terminated.
- 6.1.3. Any member may voluntarily terminate their membership in the Society by providing written notice to the Society's Executive Committee. Such termination shall be effective upon receipt of the notice by the Executive Committee and its acceptance by the Executive Committee. Acceptance/approval of such notice shall be duly communicated to all members of the Society within 15 days of such acceptance.

6.2. TERMINATION BY EXECUTIVE COMMITTEE:

- 6.2.1 The Executive Committee reserves the right to terminate the membership of any member for reasons including but not limited to:
- Breach of the Society's constitution, bylaws, or code of conduct.
 - Conduct deemed detrimental to the objectives, reputation, or functioning of the Society.


President


Secretary




Kuman Komet
Treasurer

- c. Failure to fulfil membership obligations, including non-payment of dues for three consecutive months.
 - d. Any other justifiable cause as determined by the Executive Committee.
 - e. If the member has not attended three consecutive meetings of the General Body without any intimation.
 - f. If a member is found to be involved in any anti-social activities.
 - g. If a member becomes insolvent or where insolvency proceedings have been initiated against them or their business setup.
 - h. When a member is convicted by any court of law for having committed offences punishable under any Indian or Foreign law.
- 6.2.2. The Executive Body shall have the authority to recommend to the General Body the removal of a member for valid reasons such as non-compliance with obligations or engaging in conduct detrimental to the Society's interests or any grounds as specified in Rules & Regulations.

7. PROCEDURE FOR REMOVAL OF MEMBERS:

7.2. INITIATION OF REMOVAL PROCEDURE:

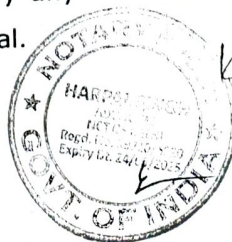
- 7.2.1. The removal process of a member from the Society may be initiated by:

I. COMPLAINTS:

- a. A written complaint filed by any member of the Society alleging grounds for removal.


President


Secretary




Treasurer

- b. Identification of conduct or circumstances by the Executive Committee warranting removal.

II. INVESTIGATION:

- a. Upon receipt of a complaint or identification of grounds for removal, the Executive Committee shall conduct a thorough investigation into the allegations or circumstances.
- b. This may involve gathering evidence, interviewing relevant parties and assessing the situation impartially.

III. NOTICE TO MEMBER:

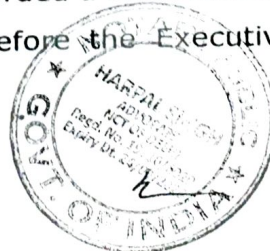
- a. If, after investigation, the Executive Committee determines that there are sufficient grounds for removal, the member in question shall be provided with written notice of the allegations against them and the proposed removal action. The notice shall include:
- i) Specific details of the allegations or circumstances leading to the proposed removal.
 - ii) The date, time, and location of a hearing before the Executive Committee to present their defence.

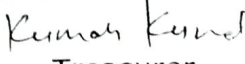
IV. OPPORTUNITY TO RESPOND:

- a. The member shall be afforded a reasonable opportunity to present their defence before the Executive Committee.


President


Secretary




Treasurer

This may include submitting written statements, presenting witnesses, and addressing the committee in person.

V. NOTIFICATION OF DECISION:

- a. The member shall be promptly notified in writing of the decision regarding their removal from the Society. If removal is approved, the notice shall specify the effective date of termination of membership and any further actions required by the member.

VI. APPEAL PROCESS:

- a. The member shall have the right to appeal the decision of the Executive Committee within a specified period (e.g., 30 days) following receipt of the removal notice. The appeal shall be heard by an impartial body designated by the Society, whose decision shall be final and binding.

VII. IMPLEMENTATION OF REMOVAL:

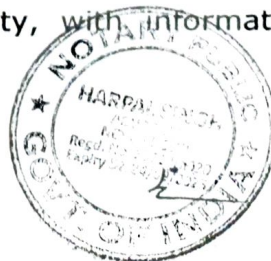
- a. If the removal decision is upheld after the appeal process (if any), the member's membership shall be terminated, and they shall forfeit all rights, privileges, and benefits associated with Society membership.

VIII. CONFIDENTIALITY:

- a. All matters related to the removal of a member shall be treated with confidentiality, with information disclosed

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President

[Signature]
Secretary



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Kumar Kunal
Treasurer

only to those directly involved in the removal process and as required by law.

IX. GENERAL RULES TO BE FOLLOWED DURING REMOVAL/HEARING OF MEMBERS:

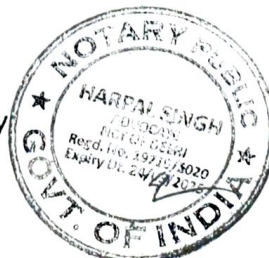
- a. Decision to remove a member shall require a majority vote. i.e 3/4th of the total vote of Governing Body. The decision of the Governing Body shall be final and binding.
- b. The member facing removal shall be promptly notified in writing of the decision, including the reasons for removal.
- c. Accurate records of the removal process, including complaints, investigations, hearings, and decisions, shall be maintained for reference and transparency.
- d. Any member shall be removed only after following due process as mentioned above and following principles of natural justice.
- e. All members shall be treated equally and without discrimination based on factors such as age, gender, race, religion, or nationality.

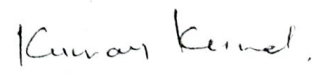
8. CONSTITUTION OF BOARD OF TRUSTEES:

8.1. The Board of Trustees shall consist of a minimum of two (2) members and a maximum of five (5), selected from various professional fields including, but not limited to, legal, academic, business, and charity, as deemed necessary to oversee the


President


Secretary




Kunal Khandelwal
Treasurer

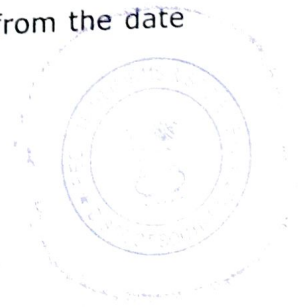
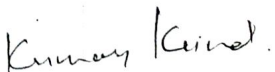
management of the Society and provide guidance to the Executive Body.

- 8.2. The Board of Trustees is vested with the authority for the governance and administration of the Society, including oversight of its operations, financial affairs, and adherence to its mission and objectives. Trustees shall discharge their duties in the utmost good faith, exercising reasonable care, loyalty, and confidentiality.
- 8.3. In accordance with the authority granted to them, the board of trustees shall possess the prerogative to convene meetings of the General Body and shall exercise their discretion in providing counsel to the Executive Body concerning matters pertinent to the utilization of financial resources and related subjects.
- 8.4. The Executive Committee shall recommend candidates for the Board of Trustees.
- 8.5. The appointment of any member to the Board of Trustees shall be subject to ratification by a simple majority vote of the attending General Body Members in a meeting held in accordance with Rule 11.1 or 11.2.
- 8.6. The tenure of every member of the Board of Trustees appointed as per procedure laid down above shall be three years from the date of notification of such appointment.


President


Secretary





Treasurer

9. CONSTITUTION OF GENERAL BODY:

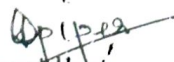
- 9.1 The General Body will comprise all the Members of the Society appointed in accordance with Rule 5. The General Body will comprise of a minimum of eight (8) Members.
- 9.2 Where a person has become a Member of the Society by reason of the office or appointment such person holds with the government or a body corporate or any other Person, their membership with the Society will stand terminated when they ceases to hold such office or appointment.
- 9.3 A roll of Members, giving details of their occupation, address and such other details, as may be specified by the Executive Committee, will be maintained. Their roll will be prepared and updated by the Member Secretary and will be kept at the Registered Office of the Society or at such other office as the Executive Committee may specify.

10. TERM OF MEMBERS:

- 10.1 The General Body will be a permanent body. Unless a Member is removed, or they resigns in accordance with Rule 6, they will remain a Member of the General Body until they attain the age of retirement.

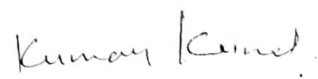
11. MEETINGS OF THE GENERAL BODY:

- 11.1. The General Body shall meet at least once every year (Annual General Meeting"). The Annual General Meeting shall be convened by the President.


President


Secretary



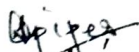

Treasurer

Provided that in case the Annual General Meeting has not been convened for any number of year(s) due to any circumstances, the President of the Society shall, at the subsequent meeting, place before the Members a resolution stating the reasons for the inability to convene the Annual General Meeting for the previous year(s) and in case such a resolution is passed by the General Body, the Society shall be deemed to have been in compliance with this Rule 11.1.

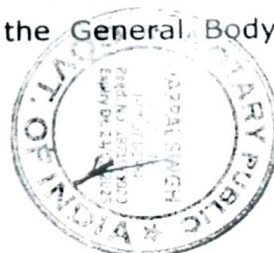
11.2. Extraordinary General Meeting of the General Body may be called by the President by giving a notice of at least twenty-five (25) days in accordance with Rule 29 and such meeting shall consist of minimum 20 members or 1/5th of the General Body members whichever is lower.

11.3. The meetings of the General Body may be held at any place in or outside the Registered Office and may be attended by Members by way of teleconferencing, video conferencing or through any other electronic medium as may be permitted under the Applicable Laws. The Member attending the meeting by way of teleconferencing, video conferencing or any other medium will be deemed to be present for the purpose of that Meeting and will have the same right to vote as the Members present. Such Member shall also be considered for the purposes of fulfilling the quorum requirement specified in Rule.11.6 below.

11.4. Members may attend meetings of the General Body in person or may appoint any other individual to attend the meetings on their behalf by way of a duly constituted power of attorney, provided that one Member can only appoint one individual to attend any meeting on their behalf and that any such duly appointed representative will represent only one Member of the General Body at any given


President


Secretary



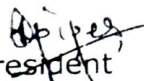

Treasurer

meeting. The Member appointing such an individual will inform the President of such appointment in writing prior to the meeting. Individuals duly appointed by the Members to act on their behalf will have the same voting rights as the Members present in person.

11.5. All meetings of the General Body shall be presided over by the President. In case the President is unable to attend any meeting, the Members present may elect a proxy who shall be referred as 'Chair' for such a meeting and the duly elected Chair will preside only over the said meeting. It is clarified, that while the President is entitled to appoint proxies to attend meetings on his behalf, under no circumstances will such a proxy be entitled to assume the position of Chairman for that meeting.

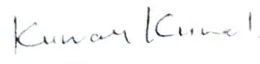
11.6. The quorum for the meetings of the General Body shall be a minimum of 20 members or 1/5th of total number of members on the date of notice of the meeting, whichever is less. For the purposes of determining the quorum, the members present in person, the members attending the meeting in accordance with Rule 11.3 and those who are duly represented through individuals appointed under Rule 11.4, will be taken into account. In case the quorum is not present within 30 minutes of the scheduled time of the meeting, the meeting shall be adjourned for another 30 minutes by the President, or by the Members present, in case the President is not present. In case the quorum is not present even after 30 minutes of adjournment i.e. 60 minutes from the scheduled time of the meeting, the Members present after the adjournment shall be deemed to constitute a valid quorum.

11.7. Provided that, notwithstanding anything contained in Rule 11.6, in case the meeting is convened in accordance with Rule 11.2, the


President


Secretary




Treasurer

presence of all such Members shall be essential to constitute a valid quorum for the meeting and in the absence of any such Member no valid quorum would be constituted.

11.8. Any questions or issues arising at a meeting of the General Body will be decided by a majority vote of the Members present and voting. Each Member will have one vote. In the event of equality of votes, the President or the Chair shall have a second vote. Voting shall be either by show of hands or by secret ballot as may be determined by the President or the Chair.

11.9. The General Body may, with prior written approval of the President, invite any Person other than the Members of the Society to attend any meeting of the General Body and participate in the deliberations of such meeting, provided that no such Person shall have the right to vote in the meeting on any matter.

12. BUSINESS TO BE TRANSACTED AT THE MEETINGS OF THE GENERAL BODY:

12.1. The General Body shall transact the following business at its meetings:

12.1.1. Electing the members of the Executive Committee: The General Body will elect the members to the Executive Committee at its meetings in accordance with Rule 11. The names of the Persons who may be elected to the Executive Committee will be proposed by the Nomination Committee.

12.1.2. Other Businesses as follows;


President


Secretary




Treasurer

- a. Adoption of the minutes of the previous meeting(s) of the General Body,
- b. Consideration and adoption of the Annual Report of the Society,
- c. Ratification of the appointment of auditors as recommended by the Executive Committee for the Society,
- d. Consideration and approval of the audit report,
- e. Ratification of appointment of members to the Audit Committee of the Society, as recommended by the Executive Committee,
- f. Ratification of the appointment of the members to the Nomination Committee as recommended by the Executive Committee; and
- g. Such other business as may be brought forward with the permission of the President.

12.2. The General Body will transact its business in meetings convened in accordance with Rule 12.1. In case any urgent business is proposed by the President or the Executive Committee, the President may circulate a written notice of such business and the consequent resolutions proposed to all Members. For any resolution to be passed by circulation, at least fifty per cent (50%) of the Members shall vote in favour of the resolution in writing.

13. **ATTENDANCE:**

Apiper
President

STDP
Secretary



Arman Kheral
Treasurer

13.1. A member shall be required to be present, in accordance with Rule 11.3, in at least one of three consecutive General Body Meetings for which due notice has been provided. If a General Body member's attendance at meetings has been less than 1 in the 3 pre-decided previous meetings, the President will take note and discuss with the member concerned requesting for greater participation or requesting their resignation keeping in mind their other priorities that might be holding back their participation

14. RIGHTS AND RESPONSIBILITIES OF THE MEMBERS:

14.1. Members have the following responsibilities:

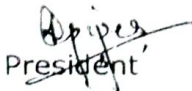
14.1.1. To regularly attend the meetings of the General Body.

14.1.2. To furnish all such information, which concerns the Society in general and its objects in particular; and

14.1.3. To refrain from indulging in or encourage the indulgence of any other Member in, conduct which is likely to be prejudicial to the aims and objects of the Society or the interests of the

14.2. Every Member shall have the right to participate in the General Body meetings and other lawful gatherings arranged by the Society. Subject to the prior approval of the President, a Member will be entitled to speak at the meetings of the General Body.

14.3. Decisions of the Executive Committee will be binding on all Members of the Society and no Member should interfere or challenge the


President


Secretary




Treasurer

decisions duly taken by the Executive Committee in accordance with the Rules and Regulations. The President may permit a Member to attend or participate in any meeting of the Executive Committee but no such Member shall have the right to vote in a meeting of the Executive Committee.

15. EXECUTIVE COMMITTEE

15.1. Unless otherwise provided, the management of the affairs of the Society will be entrusted to the Executive Committee, which is a body elected by the Members of the Society in accordance with the Rules and Regulations.


16. COMPOSITION OF THE EXECUTIVE COMMITTEE

16.1. The Executive Committee will consist of a minimum of five (5) members and a maximum of ten (10) members including the President. The appointees to the Executive Committee must be the Members of the Society.

16.2. The Executive Committee may also invite individuals to attend meetings of the Executive Committee as and when it may deem fit, provided such invitees will not have the right to vote in the meetings of the Executive Committee.

17. ELECTIONS FOR THE EXECUTIVE COMMITTEE:

17.1. The Executive Committee Members will be elected by the General Body. The Nomination Committee will recommend the names of individuals who may be appointed to the Executive Committee


President


Secretary




Treasurer

("Recommendations"). The Nomination Committee would place its formal report before the General Body giving its Recommendations. The General Body would elect the members to the Executive Committee from the Members identified in the Recommendations.

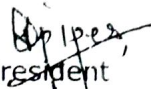
17.2. Resignation or removal of any member from the Executive Committee shall not affect the composition of the Executive Committee or the validity of any actions taken by the Executive Committee.

17.3. Provided that in case any member is removed or resigns from the Executive Committee ("Leaving Member"), the President will forthwith inform the Nomination Committee to recommend a new member to the Executive Committee. The Executive Committee may accept such recommendations and appoint the new members as interim members. Appointment of the interim member would be placed before the General Body at its next meeting for its approval and once the General Body approves the same, the interim member would serve the Executive Committee for the remaining tenure of the Leaving Member.

18. OFFICE BEARERS:

18.1. PRESIDENT:

18.1.1. The President of the Society will be the chief executive officer of the Society. The Executive Committee will frame rules and processes for the selection, appointment and appraisal of the President. It is hereby clarified that the appointment of the


President


Secretary




Kumar K. K.
Treasurer

President shall be ratified by the General Body. The President of the Society be made a member of both the Finance and the Audit Committees.

18.1.2. The President will also carry one vote as all other members but in the event of equality of votes, the President shall cast second vote.

18.2. SECRETARY:

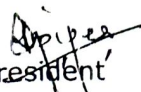
18.2.1. The Secretary will be responsible for the proper management of the Society including organising the Annual General Meetings. The Secretary will function under the directions of and be accountable to the General

18.3. TREASURER:

18.3.1. The Treasurer will be an individual having sufficient knowledge and expertise with regard to managing finances of an entity similar in size or larger to the Society. They will be the President of the Audit Committee. They will be appointed by the Executive Committee and their appointment will be ratified by the General Body at its next meeting. The Executive Committee may, at its discretion, request the Nomination Committee to suggest possible candidates to the post of Treasurer

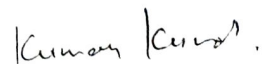
19. TERM:

19.1. The term of each member of the Executive Committee will be three (3) years ("Term").


President


Secretary




Treasurer


19.2. The Executive Committee shall not be subject to dissolution. One-third (1/3) of the members of the Executive Committee shall be eligible for re-appointment or replacement every year. It is clarified that the Executive Committee shall have the discretion to identify such members of the Executive Committee who shall be eligible for re-appointment or replacement at the beginning of every year.

19.3. The Officers and other Executive Committee Members shall be elected for a period of 3 years by a vote of all members. They may be re-elected for a further period of 3 years. On leaving the Executive Committee a member cannot be re-elected until 1 further year has elapsed. In the event of a casual vacancy occurring through death, resignation or removal of a member, the Executive Committee can co-opt a replacement to serve until the next General Meeting or an earlier vote of Members is held.

20. MEETINGS, QUORUM AND ATTENDANCE:

20.1. The Executive Committee shall have such number of meetings in a year as the President may decide. All meetings will be convened by the President at such time and place as the President may deem fit.

20.2. Special meetings of the Executive Committee may be called by the President or by fifty per cent (50%) of the members of the Executive Committee by giving a notice of at least twenty-five (25) days in accordance with Rule 29.


President


Secretary




Treasurer

20.3. The meetings of the Executive Committee may be held at any place in or outside the Registered Office and may be attended by members by way of teleconferencing, video conferencing or through any other electronic medium, as may be permitted under the Applicable Laws. The President may permit such a member to attend the meeting by any of these methods. The member attending the meeting by way of teleconferencing, video conferencing or any other medium will be deemed to be present for the purpose of that meeting and will have the same right to vote as the members present and shall also be considered for the purposes of fulfilling that quorum requirements specified in the Rule 20.5 below.

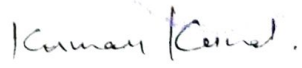
20.4. Executive Committee Members may attend the meetings of the Executive Committee in person or may appoint any other individual to attend the meeting on their behalf by way of a duly executed power of attorney ("Proxy"), provided that one (1) member can only appoint one (1) Proxy and such Proxy can only act on instructions of such member at any given meeting of the Executive Committee. The member appointing a Proxy will inform the President of such appointment prior to the start of the meeting. Proxies, duly appointed by members will have the same voting rights as the members present in person.

20.5. The valid quorum for meetings of the Executive Committee will be half (1/2) the total number of members of the Executive Committee. Any fraction in such a number shall be ignored for determining the quorum requirement. For example, in an Executive Committee having seven (7) members, the presence of four (4) members


President


Secretary




Treasurer

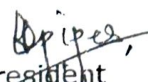
would be sufficient to constitute a valid quorum. For the purposes of determining the quorum, the members present in person, those who are duly represented through individuals appointed under Rule 20.4 and those validly present by way of video conferencing, teleconferencing or any other electronic medium will be taken into account.

20.6. It is clarified that for the purposes of determining quorum under this Rule 20.5, only the members appointed in accordance with Rule 17 will be considered.

20.7. In the event that quorum is not present at the start of the meeting at the scheduled time and place, the meeting shall be adjourned for 30 minutes by the President. In case the quorum is not present even after the adjournment, the members present after the adjournment, i.e. 30 minutes after the scheduled time of the meeting, shall be deemed to constitute a valid quorum.

20.8. All meetings of the Executive Committee shall be presided over by the President and in case the President is not present (in person or by way of any electronic medium) for any particular meeting. The members present shall elect a President to preside only over that particular meeting. It is clarified, that while the President is entitled to appoint proxies to attend meetings on their behalf, under no circumstances will such a proxy be entitled to assume the position of President for that meeting.

21. ATTENDANCE:


President


Secretary




Treasurer

21.1. if an Executive Committee Member's attendance at meetings has been less than 50% in the first 18 months of their tenure, the President will take note and discuss with the member concerned requesting for greater participation.

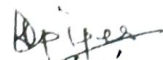
21.2. if an Executive Committee Member's attendance at a Sub Committees is less than 50% in the first 18 months of their tenure, the President will take note and discuss with the member concerned requesting for greater participation.

21.3. if an Executive Committee Member (Ex-Officio members to be exempt) has attendance less than 50% at the Executive Committee meetings during their first term, then the member would not be eligible for a second term.

22. VOTING AND TRANSACTION OF BUSINESS BY THE EXECUTIVE COMMITTEE:

22.1. Subject to the Rules and Regulations, the Executive Committee will have the discretion to determine and decide the procedure for carrying on the functions entrusted to it.

22.2. The questions arising at any meeting of the Executive Committee shall be decided by consensus, as far as possible. In case, there is no consensus among the members on a particular decision, it will be decided by a majority vote. Each member of the Executive Committee will have one (1) vote. In case of equality of votes, the President shall have a second vote. The voting may be by show of hands or secret ballot or by any other method as the President may decide.


President


Secretary




Treasurer

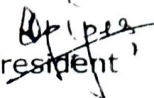
22.3. In case any member of the Executive Committee has any interest, financial or otherwise, in the subject matter of discussion before the Executive Committee ("Interested Member"), the member must disclose the same at the relevant meeting of the Executive Committee. Such disclosure shall be made at the earliest and prior to commencement of discussion on the subject matter. Once an Interested Member discloses their interest in the subject matter of discussion, the remaining members, will decide whether the Interested Member will be a part of the deliberations on the specific subject matter and in case the interested Member is a part of the deliberations, whether such member will have the right to vote on resolutions pertaining to the subject matter. The decision of the Executive Committee shall be binding on the Interested Member.

22.4. The Executive Committee may undertake important business in writing by circulation. The notice for transacting business by circulation will be sent to all members of the Executive Committee. For any resolution to be passed by circulation, at least fifty per cent (50%) of the members of the Executive Committee shall vote in

favour of it in writing. It is clarified that for the purpose of determining whether a resolution has been passed or not, votes of members elected in accordance with Rule 17 only will be considered.

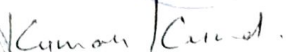
23. **POWERS AND FUNCTIONS OF THE EXECUTIVE COMMITTEE**

23.1. The powers and functions of the Executive Committee are as follows:


President


Secretary




Treasurer

23.1.1. All properties moveable, immovable or of any other kind shall stand vested in the Executive Committee;

23.1.2. The business and affairs of the Society shall be carried on and managed by the Executive Committee;

23.1.3. The Executive Committee shall have all such powers and shall perform all such functions as are necessary or proper for the achievement or furtherance of the objectives of the Society;

23.1.4. Without prejudice to the generality of the foregoing provisions, the Executive Committee shall have the following rights and powers:

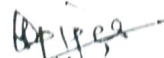
a. To raise funds for the Society by gifts, donations or otherwise in accordance with the Applicable Laws;

b. To set up centres in India or elsewhere as and when deemed necessary for the furtherance of the objectives of the Society,

c. To raise loans in furtherance of the objects of the Society;

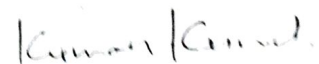
d. To receive monies, securities, instruments or any other moveable or immovable property for the furtherance of the objectives of the Society:

e. To enter into contracts for and on behalf of the Society,

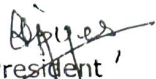

President


Secretary

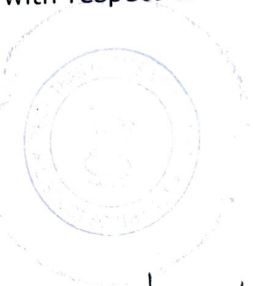



Treasurer

- f. To sue and defend all legal proceedings on behalf of the Society,
- g. To grant receipts, to sign and execute instruments and to endorse or discount cheques or other negotiable instruments on behalf of the Society:
- h. To make, sign and execute all such documents and instruments as may be necessary or proper for carrying on the management of the property or affairs of the Society,
- i. To issue applications for money and funds in furtherance of the objectives of the Society, and to accept grants, gifts, donations, benefactions, bequests, funds, subscription or cash and securities as well as any property, moveable or immovable to be utilized for the attainment of the objectives of the Society,
- j. To apply for appropriate registrations under the Income Tax Act, 1961 and to invest and deal with funds and monies of the Society in accordance with the provisions of the Income Tax Act, 1961;
- k. To undertake and accept the management of any assets, properties, bequests, endowments or funds with respect to the functioning of the Society,


President


Secretary



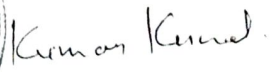

Treasurer

- l. To acquire, purchase or otherwise own or take on lease, temporarily or permanently, any moveable or immovable property, the acquisition or purchase of which is necessary or convenient in furtherance of the objectives of the Society,
- m. To sell, mortgage, lease, exchange and otherwise transfer or dispose of all or any part of the property, moveable or immovable, in furtherance of the objectives of the Society,
- n. To contract, maintain, alter, extend, improve, develop or repair any immovable property belonging to or held by the Society;
- o. To make the rules and by-laws for the conduct of the affairs of the Society and to add, amend, vary or rescind them from time to time,
- p. To appoint committees and sub-committees as deemed fit to carry out the objectives of the Society and to set out guidelines from time to time for the proper functioning of such committees;
- q. To invite individuals to attend meetings of the Executive Committee, as and when required;
- r. To apply for appropriate registrations under the Applicable Laws including the Foreign Contribution Regulation Act, 1976, as amended from time to time, -

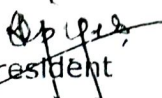

President


Secretary




Treasurer

- s. To pay-out of the funds belonging to the Society or out of any particular part of such funds the expenses incurred by the Society from time to time, including rents, taxes, outgoings and salaries, related allowances, fringe benefits and all expenses incidental to the management and administration of the Society;
- t. To appoint the auditors of the Society, negotiate the terms and conditions of such appointment and fixing their remuneration, subject to the ratification by the General Body;
- u. To grant fellowships, scholarships or other monetary assistance, on terms and conditions prescribed by the Executive Committee, to Persons as the Executive Committee may select for carrying out any research, investigation or study in subject matters in which the Society may be interested;
- v. To monitor the working of the Society and present its comments regarding the working of the Society to the General Body;
- w. To delegate such powers to the President for conducting the activities of the Society as it may deem fit,
- x. To perform all such acts and do all such things as may be necessary for the proper management of the properties and affairs of the Society.


President


Secretary




Treasurer

23.2. The powers and functions of the President are as follows:

23.2.1. To develop, prepare and submit to the Executive Committee, plans and programmes for furtherance of the objectives of the Society.

23.2.2. To select from time to time and in consultation with the Executive Committee, subjects in which investigation, studies and research may be conducted by the Society.

23.2.3. To correspond with organizations, both international and national and to cooperate with them in matters relating to the work of the Society.

23.2.4. To appoint and control such staff of the Society as may be required for the efficient management of the affairs of the Society and to regulate their recruitment and conditions of service,

23.2.5. To consider the budget estimates in respect of the next financial year and to recommend the same to the Executive Committee for consideration and approval,

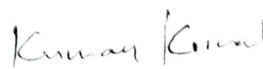
23.2.6. Consideration of the annual report and annual statement of accounts of the Society and place the same to the Executive Committee for approval; and

23.2.7. To perform all such acts and duties and exercise all such powers as may be assigned or delegated to them by the Executive Committee.


President


Secretary



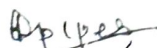

Treasurer

24. **TERMINATION OF MEMBERSHIP OF THE EXECUTIVE COMMITTEE:**

24.1. **Removal of a member from the Executive Committee:**

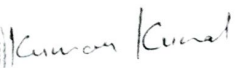
24.1.1. Any member of the Executive Committee may be removed from the Executive Committee on anyone or more of the following grounds:

- a. breach of the Rules and Regulations or by-laws of the Society by such Member, or refusal to or neglect in abiding by the Rules and Regulations or by-laws by such Member, or
- b. unauthorised absence for three (3) consecutive Annual General Meetings of the General Body by such Member except as provided in Rule 26, or
- c. adjudication of the Member by any court of law to be a criminal offender, or
- d. commission of any act by such Member which in the opinion of the General Body is likely to bring discredit to the Society or is prejudicial to the interests of the Society or is otherwise subversive of the objects of the Society.


President


Secretary




Treasurer

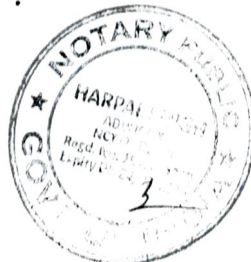
24.1.2. The removal of a member, on any of the grounds mentioned in Rule 24.1.1, will be by a resolution passed by the majority of the members of the Executive Committee and approved by the Members of the General Body. Once the General Body approves the removal of the member, the member will be deemed to have been removed from the date on which the Executive Committee passes the resolution.

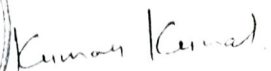
24.1.3. Provided that no such resolution will be passed unless a written notice of at least fifteen (15) days is given to the member who is sought to be removed. This notice shall indicate the grounds for removal and the conduct for which the removal is being sought. The member shall be given an opportunity to present their case against their removal, either in person at the meeting of Executive Committee or in writing, by submitting a written representation at the office of the Society, one (1) day before the date on which the meeting of the Executive Committee is scheduled. Such member may also make a representation before the General Body, with the prior permission of the President.

24.1.4. In case a representation is made by the member, the Executive Committee will, after considering the representation made by the member, pass a resolution either removing the member or retaining them on the Executive Committee or such other resolution as it may deem fit. In case the member does not make such a representation in accordance with Rule 24.1.3, he shall be deemed to have waived their right to make such a


President


Secretary





Treasurer

representation and the Executive Committee will be at liberty to pass any resolution as it may deem fit, including the resolution to remove the member from the Executive Committee. The resolution passed by the Executive Committee and approved by the General Body will be binding on the concerned member. The General Body may consider the re-membership of the member who has been removed into the Executive Committee, at any time after their removal.

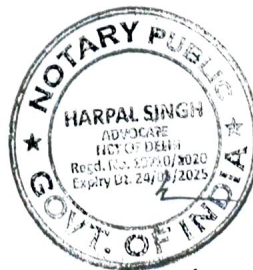
25. RESIGNATION BY A MEMBER OF EXECUTIVE COMMITTEE:

25.1. Any Executive Committee Member may resign from the Executive Committee and such resignation shall be accepted by the Executive Committee, subject to the member fulfilling any pending obligations and clearing all dues with the Society, if any. Thereafter, the General Body, on the recommendation of the Executive Committee, will approve the resignation of such member. Any member willing to resign will give a prior written notice of at least two (2) months to the President and the resignation of the member shall be deemed to be effective from the date on which the Executive Committee accepts the resignation.

25.2. Notwithstanding anything in this Rule 24 and 25, in case an individual is a member of the General Body and of the Executive Committee, the termination of his membership from the Executive Committee shall not affect their membership of the General Body unless it is expressly stated in the resolution passed for terminating the membership of the individual from the Executive Committee.


President


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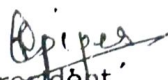
26. **APPOINTMENT OF COMMITTEES:**

26.1. Without limitation to the other powers conferred on the Executive Committee under these Rules and Regulations, the Executive Committee will have the power to form and appoint committees, sub-committees, experts and analysts, etc. to assist the Executive Committee in carrying on its functions

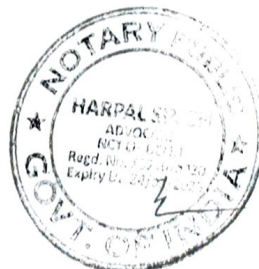
26.2. Provided that in case any standing committee, i.e. a permanent committee apart from the committees already provided for in these Rules, is constituted, its formation and appointment would require the approval of the General Body. Till such time that the approval is granted, such committee may function as an ad-hoc committee. Once the approval of the General Body is granted, the committee may assume the status of a standing committee having the terms of reference which have been approved by the General Body.

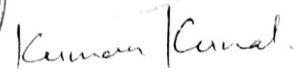
27. **NOMINATION COMMITTEE:**

27.1. The Nomination Committee shall be responsible for proposing a candidate for election to the Executive Committee in accordance with Rule 12.1.1. The Executive Committee shall prescribe the terms, functions and conditions relating to the constitution of the Nomination Committee which shall be consistent with the provisions of the Rules and Regulations. The members of the Nomination Committee shall be selected by the Executive Committee and shall be ratified by the General Body.


President


Secretary




Treasurer

the same is dispatched, in case of dispatch within India, and seven (7) days in case of dispatch by courier between two (2) countries.

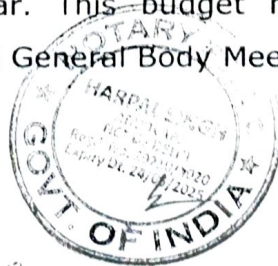
29.3. Whenever any notice is required to be given under the Applicable Laws or under the provisions of these Rules and Regulations, a waiver thereof in writing, signed by the person or persons entitled to such notice, whether before or after the time stated therein, will be deemed equivalent to the giving of such notice.

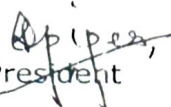
30. FUNDS:

30.1. The Society may raise funds through the collection of admission fees, subscriptions, donations, grants, subsidies, borrowings and loans.


30.2. The Society shall maintain its funds in one or more nationalised / scheduled/any Private banks in India. All financial transactions must be approved on behalf of the Society by the President / Secretary (any one of them) and the Treasurer, following procedures laid down by the Governing Body. Expenses incurred should be part of the budget unless there are some contingent expenditures, which were unforeseen at the time of Budget approval.

30.3. The Executive Committee is responsible for preparing an annual budget outlining the projected income and expenses of the Society for the upcoming year. This budget must be presented and approved at the Annual General Body Meeting.




President


Secretary


Treasurer

30.4. The Executive Committee shall establish a mandate for the preparation of regular financial reports, including income statements, balance sheets, and cash flow statements. These reports should be prepared at least annually and made available to all members. Additionally, a mandate for an annual external audit must be in place. The accounts of the Society shall be subject to an annual statutory audit and the report shall be placed before the Executive Committee and General Body for approval / acceptance.

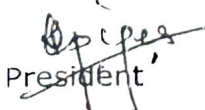
30.5. The funds of the Society shall be utilized exclusively for the purposes and activities stated in the memorandum. Proper utilization of funds should align with the Society's objectives, prohibiting any unauthorized or personal use of funds. An appropriate prior approval process for all expenses must be in place.

31. OPERATION OF BANK ACCOUNT:

31.1. All bank accounts of the Society will be operated by the Treasurer jointly with the President unless otherwise decided by the Executive Committee.

31.2. Members can seek donations on behalf of the Society by demand draft or cheque drawn in favour of " SOCIETY FOR THE PRESERVATION OF DR GRAHAM'S HOMES" and the amount should be credited to the account of the Society.

31.3. No benefactions will be accepted by the Society, which in the opinion of the Executive Committee involve conditions or obligations opposed to the spirit and objectives of the Society.


President


Secretary




Treasurer

31.4. The accounts of the Society shall be audited every year by the auditors appointed by the General Body.

32. AMENDMENTS:

32.1. Any amendment in to the Memorandum of Association of the Society will be carried out in accordance with the procedure laid down under Section 12 of the Act.

32.2. Any amendment in the Rules and Regulations will be carried out only if it is approved by the Executive Committee, by simple majority and by the General Body, by two-thirds (2/3) of the Members present and voting.

32.3. ANNUAL LIST OF OFFICE BEARERS:

32.4. In accordance with Section 4 of the Act, the list of the office bearers of the Society will be filed with the Registrar of Societies, Delhi.

33. LEGAL PROCEEDINGS:

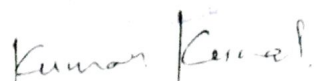
33.1. The Society shall sue or shall be sued in the name of the President, as per the provisions laid down under Section 6 of Act.

34. DISSOLUTION:


President


Secretary




Kumar Kunal
Treasurer

34.1. in the event the Society needs to be dissolved, it shall be dissolved as per provisions of the Societies Registration Act, 1860.

34.2. If upon the dissolution of the Society, there shall remain after the satisfaction of its debts and liabilities any property whatsoever, the same shall not be distributed among the Members of the Society, but shall be given to organizations with comparable purposes.


35. APPLICATION OF THE SOCIETIES REGISTRATION ACT, 1860:

35.1. All mandatory provisions of the Act will be applicable to the Society.

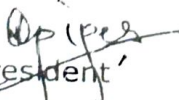
36. ESSENTIALITY CERTIFICATE:

36.1. Certified that this is the true and correct copy of the Rules and Regulations of the Society for the Preservation of Dr Graham's Homes.

ATTESTED


**NOTARY PUBLIC
GOVT. OF INDIA**

07 JUN 2024


President


Secretary




Treasurer