



ଓଡ଼ିଶା ओडिशा ORISSA

03AA 209081



**MEMORANDUM AND BYE LAW
OF MANAGING COMMITTEE OF
MOTHER ABASIK BIDYALAYA**

- Name of the society - Managing Committee of Mother Abasik Bidyalaya .
2. Location of the registered office of the society -
At - Bebartapalli , Po - Barapalli , Dist - Nayagarh , Pin - 752070 .
a) Area of Operation - Through out the Odisha State .
3. Aims and objectives :-
- To establish a Co - educational Residential School .
 - To carry on the administration and management of School for encouragement and advancement of education in the area of operation .
 - To promote instruction as per the courses of the student recommended and prescribed by the Elementary Board , Bhubaneswar & Board of Secondary Education , Odisha , Cuttack .
 - To institute scholarship , prizes and modes in accordance with the rules and bye law .
 - To take up other social and cultural welfare activities desirable expected from a school .

Wanted
Brawans



ओडिशा ओडिशा ORISSA

03AA 209082



The Name, Address, Designation and Occupation of the members of the General Body / Managing Committee. In pursuance of this memorandum of Association and we believe

Sl. No.	Name	Address	Designation	Occupation	Remarks Signature
1	Kamal Lochan Das	Qr. No. - C/24 , Near Govt. Boys High . School Unit - 8 , B B S R	President	Service	Kamal Lochan Das
2	Bidyadhar Acharya	At - Sriram Nagar Po/Dist - Nayagarh	Vice President	Service	Bidyadhar Acharya
3	Pravasini Nanda	At- Rameswar Sahi Po/Dist - Nayagarh	Secretary	Social Worker	Pravasini Nanda
4	Chakradhar Mahali	At - Gayatri Colony Po/Dist - Nayagarh	Joint Secretary SC	Service	Chakradhar Mahali

Pravasini Nanda



ओडिशा ORISSA

03AA 209083

	Member	Service	
5 Bhagaban Sahoo At - Gandhi Nagar Po/Dist- Nayagarh	Member	Social Worker	Bhagaban Sahoo
6 Rajani Jani At - 1/6 3 RS Kalpana area BBSR - 14	Member ST	Service	Rajani Sanni
7 Chandrabhanu Barad At -Lokanath Ngr. Po/Dist - Nayagarh	Member	Service	Chandrabhanu Barad
8 Dr. Ajit Kumar Nath At/Po - P T S Dist - Nayagarh	Member Doctor	Service	Dr. Ajit Kumar Nath
9 Banamali Mishra Debottar ciny Ln-4 Po/Dist - Nayagarh	Member	Service	Banamali Mishra
10 Malati Guru Debottar Ciny Ln-1 Po/Dist - Nayagarh	Member	Social Worker	Malati Guru 24/9/10
11 Ranjukta Das At - Gandhi Nagar Po - Sanapala Dist - Khurda	Member	Service	Ranjukta Das 24.9.2010

Pravara Number



ORISSA

03AA 830077

	Bishnu Priya Banoo	At - E - 5 , ANNIE Enclave Po - Aiginia Bbsr19, Dist-Khurda	Member SC	Service	Bishnu Priya Banoo
	Bulbul Mohanty	At/Po/Dist- Nayagarh	Member	Social Worker	Bulbul Mohanty
14	Dinabandhu Subudhi	At - H I G - 159 / F 7 Po - Sailashree Bihar B B S R , Khurda	Member	Social Worker	Dinabandhu Subudhi
15	Trilochan Pradhan	At - Kasturi Complex Po / Dist - Nayagarh	Member	Social Worker	Trilochan Pradhan
16	Sangita Hota	At/Po/Dist- Nayagarh	Member	Service	Sangita Hota
17	Vibekananda Mohapatra	At - New Town Po/Dist - Nayagarh	Member	Service	Vibekananda Mohapatra
18	Arun Kumar Mahapatra	Soubhagya Manjari Ln Dist - Nayagarh	Member	Service	Arun Kumar Mahapatra

Prasanna Manohar



REGISTRATION OFFICE, NAYAGARH, DISTRICT, ORISSA

03AA 830075

18	Sujata Jena	At - Trinath Chhaka Po/Dist - Nayagarh	Member	Service	Sujata Jena
19	Deepamayee Chhotray	Soubhagya Manjari Ln Dist - Nayagarh	Member	Service	Dr. Diptimayee Chhotray.
21	Rama Ch Prusty	At - Civil Court Sahi Po/Dist - Nayagarh	Member	Service	Rama Chandra Prusty
22	Haribandhu Tripathy	At - Sastri Nagar Po/Dist - Nayagarh	Member	Social Worker	Haribandhu Tripathy.
23	Pradeep Ku. Patra	At - Main Road Po/Dist - Nayagarh	Member	Social Worker	Pradeep Kumar Patra.
24	Jaladhara Sethi	At - Old Hostel Lane Po/Dist - Nayagarh	Member	Service	Jaladhara Sethi

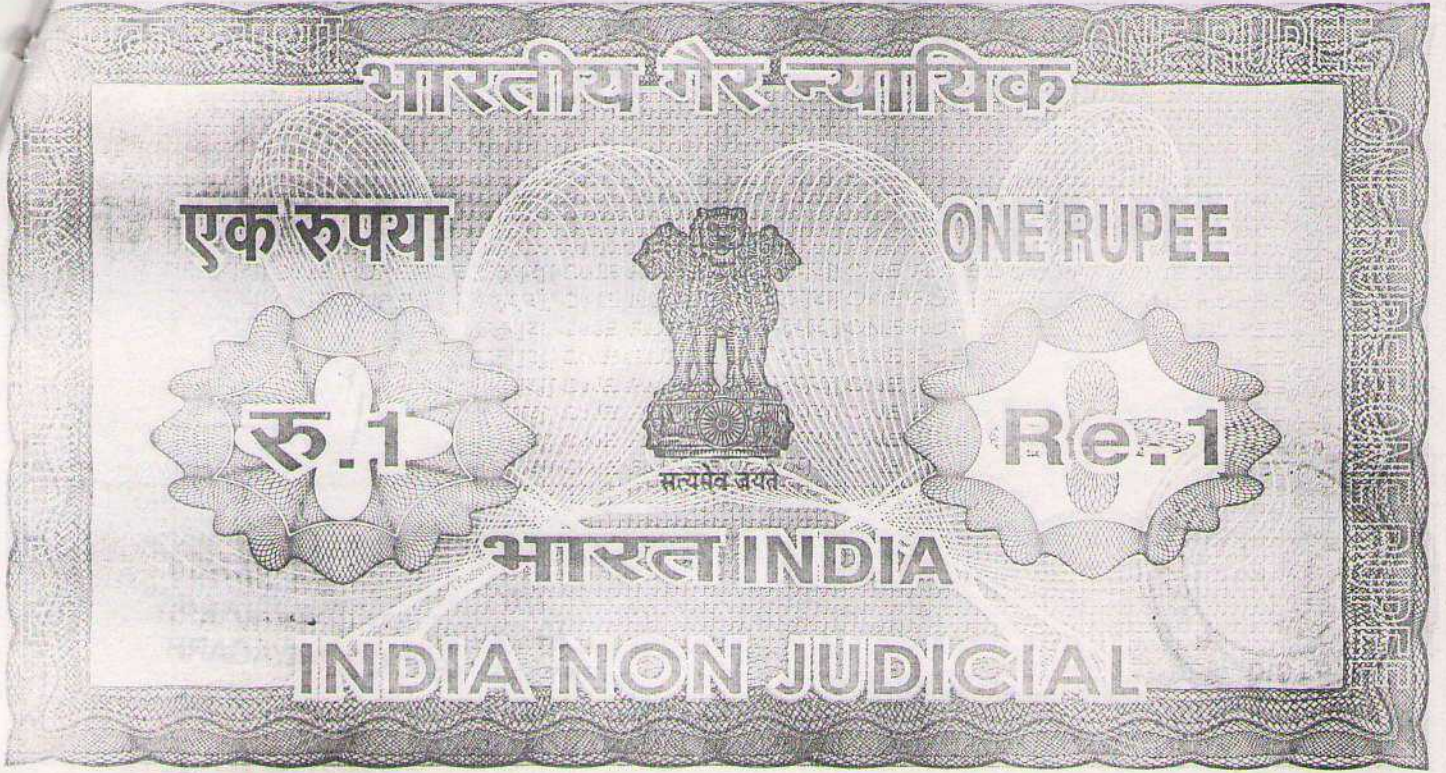
Pravasi Mundi

Attested the signatures from
Sl. No. 1 to 24
Signature of the attesting Officer

B.D.O

Signature of the two witness
other than the members of
the society with address

- 1- Meera Mohanty
At Po - Nayagarh Dist - N.g.R
- 2- Haya Kumar Satapathy
PTO
odagam, Nayagarh.



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03AA 209086

**CONSTITUTION OF MANAGING COMMITTEE
MOTHER ABASIK BIDYALAYA,**

*** BEBARTAPALLI, PO - BARAPALLI, PS / DIST - NAYAGARH**

CHAPTER - 1

SHORT TITLE AND COMMENCEMENT

1. (i) These rules may be called Mother Abasik Bidyalaya , Education Management of Upper Primary & High School Rule - 1991 .
- (ii) It shall come in to force on .
- (iii) In these rules unless the context other wise recedes .

DEFINATION :

- a) " Rules " means rules made under the Odisha Education Act - 1969
- b) " act " means Odisha Education Act - 1969

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ORISSA

03AA 209087

- Educational Institute means Mother Abasik Bidyalaya . Under the control of education department of the state Govt. of Odisha and includes the land , building , play ground and hostel of the school and movable properties , equipments teaching aids pertaining there to .
- d) **Managing Committee** means body of individuals what ever name , designation in which the management of the school vests .
- e) **Member** means a member of the managing committee and includes its President and Secretary .
- f) " **Donor** " means persons who has donated at least a sum of Rs 10,000.00 in cash or an equivalent of movable property .
- g) **Educational agency** means any person or body of persons permitted to establish and maintain private educational institution .

All words and expression used in this rule but not defined here in shall have respectively the same meanings as assigned to them in the Odisha Education Act - 1969 .



ଓଡ଼ିଶା ओडिशा ORISSA

03AA 209088



CHAPTER - II

Formation of Managing Committee :-

2. (i) A body of persons of the locality after establishing a Residential school in accordance with foraminate a managing committee consisting of 24 members from among the persons of the locality interested in the field of education including donors. Guardians of the students are non - official members belonging to SC & ST and persons who otherwise contributed for the improvement of the institution to manage the affairs of the school .

After constitution of the managing committee the members there of shall effect from among them self a President and Secretary respectively with the persons other than the Headmaster .

(ii) The Headmaster and teachers representative of the school shall be the ex-office member .



ଓଡ଼ିଶା ओडिशा ORISSA

03AA 209089



(iii) The managing committee of the school constituted in accordance with these rules shall continue in the office bill. A regular Managing Committee is continued in the manner provide in the act / rules .

(iv) The managing committee shall be responsible for the proper management of the institution and shall exercise such powers and perform such functions as commutated in chapter - III

CHAPTER - III

3. **Term of the member of the Managing Committee :-**

(i) Any member of the managing committee other than the Ex- office member may at any time resign from the office by sending a letter of resignation to the President . Such resignation shall take effect from the date of in whicht it is accepted by the managing committee .



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03AA 209090



1(ii) If a member of the Managing Committee other than the ex-office members absent himself from four (4) consecutive meetings of the Managing Committee without prior permission of the President he shall cease to be a member.

The Managing Committee has power to fill-up any casual vacancy caused due to the death, resignation or otherwise of any members and such member / members so appointed against any casual vacancy caused during the term of the Managing Committee shall continue as a member only for the remaining of the term of the member in whose vacancy he is appointed.

CHAPTER - IV

4. Qualification for membership of the Managing Committee, a person shall be disqualified to become a member of the Managing Committee or to continue as such if he :-

- Is of unsound mind.
- Is an applicant to be adjudicated as an in-solvent or un-discharge in solvent or.

Pravans Nanda



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03AA 209091



- c) Is a deaf and is suffering from any communicable disease consider dangerous to harm human life .
- d) If convicted of an offense involving moral turpitude under any law for the time being in force or
- e) Is not a citizen of India .

5. Meeting of the Managing Committee :-

- i) For the efficient management of the affairs of the school the Managing Committee shall meet as considered necessary provided that there shall be at least four general meetings to be fixed by the Secretary in consultation with the President of the Managing Committee . The first general body meeting shall be held on or before 10 th . January every year . The Secretary will produce all papers including annual income and expenditure of the institution in this meeting .

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03AA 209092

A special meeting may be convened at any time by the secretary on receipt of a resolution in writing form not less than 15 members of the Managing Committee after 7 days clear notice shall be given to the members of the Managing Committee both in case of general and special meetings. An emergency meeting may however be convened by the Secretary by giving a shorter notice so required. The President of the Managing Committee shall take part in a meeting or a part of such meeting if such member or any of the near relation is interested in the matter under discussion in such meeting.

ii) An urgent resolution can be approved by the Managing Committee by circulating such a resolution and it shall be deemed to have been approved by at least 15 members and the resolution so approved by circulation shall be placed before the managing committee in the meeting for ratification.

iii) The quorums of the meetings shall be third 1/3 i.e for more existence of any casual vacancy in the membership shall not invalidate the proceeding of the managing committee.

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(v) The President shall preside over the Managing Committee . In absence of the President, Vice - President shall and in absence of Vice - President an ex-officio member shall be selected to preside over the M C . The President shall have a casting vote in case of a tie when voting has to be taken on a discussion .

v) The Secretary of the Managing Committee shall record the proceedings of the meeting either in Oriya or in English and shall obtain the approval of the President there on . The proceeding shall be placed for confirmation in the next meeting of the Managing Committee . Minutes of the proceeding of every meeting shall be recorded serially in a register containing paper continuing numbered and certified to this effect by the Secretary of the Managing Committee .

7. Powers and Functions of the Managing Committee :-

Subject to the provision of the Act and Rules the Managing Committee shall exercise the powers and change the functions as follows .

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03AA 209094



- i) Appointment of teaching and non-teaching staff with the provision contained in the Education Rules and instruction of Education Department .
- ii) Implementation of the provisions of the rules and instructions issued by the departmental director or any sub-ordinate officer in the matter of condition of service or staff appointment , salary , leave , provident fund , age of retirement and disciplinary action etc .
- iii) To ensure proper management maintainance of the institution relating to the land , building , equipment , funds of the institution including loans and grants sanctioned by Government .
- iv) To observe holidays and vacations according to the instruction of the dept .
- v) To award free studentship , scholarship , stipends , prizes , reward and punishment to students and staff with the rules and instruction of the dept .
- vi) To ensure to get the institution recognised and to ensure continuous fulfillment of the condition of the recognition .

Pravens Nanda



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03AA 209095



vii) To make proper arrangement regarding collection of fees and fines from the students and make arrangement for deposition of the same in the Treasury, Bank when - ever and where - ever required .

Power of the Secretary :

- i) Make correspondence on behalf of the Managing Committee .
- ii) Convey meeting of the Managing Committee with the approval of the President and the proceeding of the each meeting and forward a copy of the same to the higher authority of the department .
- iii) Remain in-charge of the properties , documents and papers related to the needs of the school .
- iv) Operate any account of the institution in any Bank or Post Office .

Pravasi Navah



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03AA 209096



8 Management not to discontinue the institute

No educational agency or Managing Committee or as the case may be managing body or recognised education shall close down the institution at any time with academic session and without giving notice. In writing his intention so to do to the staff, Govt. at least 12 months before date with effect from which the institution is proposed to be closed down. .

AUDIT :

9. The funds of the school shall be audited by the auditor of the Education department annually .

10. **Dis - solution**

In case of dissolution the provision of the section 23 of the services registration Act - XXI - 1860 is enforceable in the manner . It applied to such other allied institution as to be decided by the managing body at the time of dissolution .

Pravasi Nanda



ଓଡ଼ିଶା ओडिशा ORISSA

03AA 209097



Certified that it is the true and correct copy of the rules and regulation of Mother Abasik Bidyalaya , Bebartapalli , Barapalli , Nayagarh .

Certified that there is no other registered society with the above names in the village . All legal matters shall be guided under the societies Act - XXI - 1960 with amendment of 1960 .

Kamal Lochan Das

President

President
Mother Abasik Bidyalaya
Nayagarh

Pravasini Nandan
Secretary

Secretary
Mother Abasik Vidyalaya
Nayagarh

Pravasini Nandan