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(5)

MEMORANDUM OF ASSOCIATION

(Registration under Societies Registration Act, XXXI of 1860)

PREAMBLE

Sports and physical fitness plays a vital role in human life. Sound mind in sound body is well reflected in the field of sports. In the life of human beings there is tremendous importance of games & physical fitness especially for young children. So as to enhance talent and energy of the youth for creating more tolerant and progressive society, excellence in sports enhances the sense of discipline, achievement, national pride and patriotism, which helps in creating true democratic country. Various steps such as improvement in the sports infrastructure, increase in the standards of sports at Block, District & national level, creating sports friendly environment etc. can be taken to improve the standard of sports.

In light of the above an autonomous society to be called Punjab School Physical Education Development Society is hereby established whose objects composition etc. are set out in this memorandum.

Name of the society:- PUNJAB SCHOOL PHYSICAL EDUCATION DEVELOPMENT SOCIETY

1. Location of Office of the society:-

O/o DIRECTOR OF PUBLIC INSTRUCTIONS (SE) PUNJAB, E Block, 4th Floor, PSEB Building, No 2, Phase 8, Mohali. SAS Nagar.

2. Area of operation of the Society:- whole of the State of Punjab/ Country

3. The objectives for which the Society is established are as follows :-

- i) To Work for improving the infrastructure (Repair & maintenance) Play Grounds/Hostel available in the school
- ii) To provide the students with modern Physical Training/Skill which will facilitate developing the Physical & Fundamental skills of the children.

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iii) To provide facilities such as Sports Material/Better coaching etc in the (6) schools.

iv) Work toward improving the coaching/training level of children in Govt schools.

v) To ensure that the sports programme are organized on the prescribed dates by allotting required money.

vi) To provide coaching camps, sports kit, free boarding and lodging facilities and the required money for the sports competition to teams selected for zone, district, inter district and interstate competition.

vii) To provide refreshment, free food, sports equipment for school students for mass participation and physical fitness.

viii) To purchase the best quality sports equipment for school students for mass participation and physical fitness.

ix) To start different sports competition at school, block, district state & inter state level.

x) Any other activity, relating to school sports.

5. The Society shall consist of General Body which will have the following members:-

President Education Minister, Govt. of Punjab

Sr. Vice President i) Principal Secretary/ Secretary of School Education,
Punjab.

Vice President ii) Director General School Education, Punjab.

Members:-

A) Ex-officio Members:-

1) Additional/Special Secretary School Education, Punjab

2) Director Public Instruction (S), Punjab

3) Director Public Instruction (E), Punjab

✓ 4) Dy. Director Physical Education, Punjab

5) State Organisor Physical Education, Punjab

6) Director Administration O/O DPI(SE)

B) Nominated Members:-

i)	Director/Dy Director Sports Department, Punjab	
ii)	Three Persons related to sports (national/state level achievers.)	At Least one of them is women.
iii)		

C) Co-opted Members: Any other member which the Board of Governors decides to Co-opt.

Member Secretary: Director Public Instruction (SE), Punjab.

Ex-officio members of the General Body belonging to categories above shall continue to be Members of the Body so long as they hold their office and shall cease to be Members as soon as they cease to hold such office. The successor in Office of the person so ceasing to be a Member, shall become member from the date of his assuming charge of the new Office, subject to like conditions as to the term of membership.

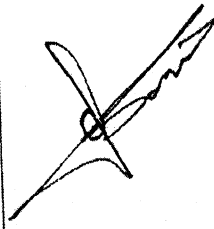

In the event of any office held by such member of the General Body being abolished or differently designated or in the event of any doubt as to whether a particular person holds a particular office or not, a duly

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authenticated communication from the Government to the Society conveying the decision of the Government as to the successor in Office or as to the incumbent holding the Office shall be final and conclusive. (8)


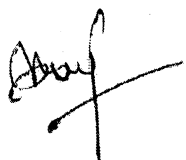



6A certified copy of the Rule of the Society in enclosed herewith, as required u/s 5(1) of the Punjab Societies Registration Act. ✓

We, the undersigned, are desirous of forming a Society namely Punjab School Physical Education Development Society in pursuance of this Memorandum of Association and have signed the memorandum in the presence of the witnesses mentioned below:-

Sr. No	Name	Designation	Address	Signature	Designation in Society
1	S. Om Parkash Soni	Education Minister, Govt of Punjab	Room No 31 3rd Floor Main Punjab Civil Secretariat Sector 2 Chandigarh		President
2	Sh. Krishan Kumar (IAS)	Secretary School Education, Punjab	Room No 607, 6th Floor Mini Punjab Civil Secretariat Sector 9 Chandigarh		Sr. Vice President
		Director	Block E, PSEB		

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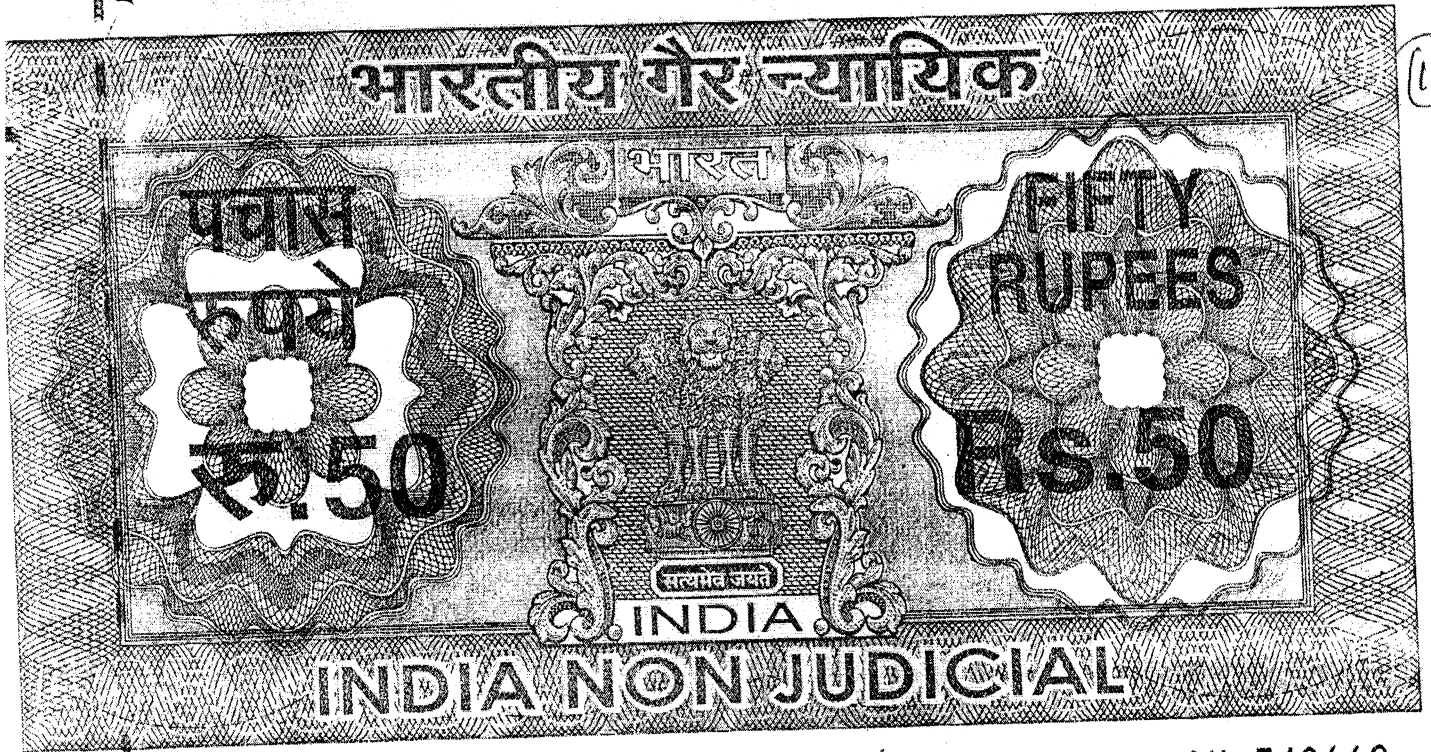
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3	Sh.Parshant Kumar Goyal (IAS)	General School Education, Punjab	Building, 5th Floor Phase 8 S.A.S Nagar		Vice President
4	S. Manvesh Singh Sidhu (IAS)	Special Secretary School Education, Punjab	2nd Floor Mini Punjab Civil Secretariat Sector 9 Chandigarh		Member
5	S. Sukhjeet Pal Singh (PCS)	Director Public Instruction (SE), Punjab	Block E, PSEB Building, 4th Floor Phase 8 S.A.S Nagar		Member Secretary
6	S. Inderjit Singh	Director Public Instruction (EE), Punjab	Block E, PSEB Building, 6th Floor Phase 8 S.A.S Nagar		Member
7	S. Inderpal PCS	Dy. Director Physical Education, Punjab	Block E, PSEB Building, 4th Floor Phase 8 S.A.S Nagar		Member
		State	Block E, PSEB		

8	S.Jagtar Singh PES	Organizer Physical Education, Punjab	Building, 4th Floor Phase 8 S.A.S Nagar	<i>Jagtar Singh</i>	Member
9	S. Inderpal PCS	Director Administraion O/o DPI(SE) Post Vacant	Block E, PSEB Building, 4th Floor Phase 8 S.A.S Nagar	<i>Inderpal</i>	Member

We, the undersigned witnesses, certify that we know above mentioned persons and that they have signed before us:

Sr. No	Name	Designation	Address	Signature
1	Sh. Sanjeev Kumar Sharma	Dy.State Project Director RMSA	Block E, PSEB Building, 5th Floor Phase 8 ,S.A.S Nagar	<i>[Signature]</i>
2	S.Subhash Chander Mahajan	Dy.State Project Director SSA	Block E, PSEB Building, Floor Phase 8 S.A.S Nagar	<i>[Signature]</i>



ਪੰਜਾਬ ਪੰਜਾਬ PUNJAB

AK 340662

UNDERTAKING

I, Sukhjeet Pal Singh S/o Shri Sujan Singh Director Public Instruction (SE), Punjab, O/o DIRECTOR OF PUBLIC INSTRUCTIONS(SE)PUNJAB, E Block, 4th Floor, PSEB Building, No 2, Phase 8, Mohali, SAS Nagar, do hereby solemnly affirm and declare as under:-

1. That a Society under the Name and title Punjab School Physical Education Development Society has been formed and has as Regd Office in the O/o Director of Public Instruction (SE) Punjab, E Block, 4th Floor, PSEB Building, No 2, Phase 8, Mohali. SAS Nagar.

That I am one of the Subscriber of the memorandum of the above named Society.

That I am also member of first Governing body of the above named Society.

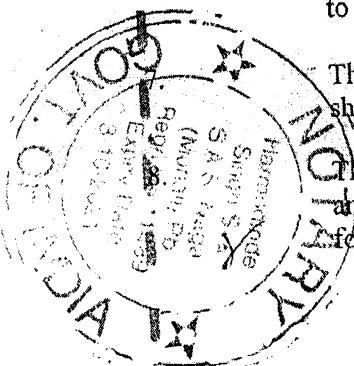
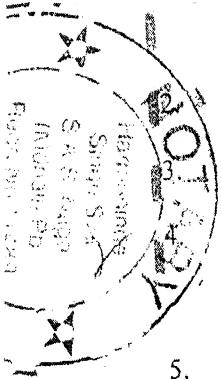
That there is no such Society bearing the name and address has been registered earlier and if it has been found registered the registration of such society should be cancelled.

That no litigation in regard to the above society is pending in any court of law in India.

That I have been authorized by all the member of the above said society to sign and excute all documents required for registration of above named society as also to work and excute this affidavit.

That I further under take in the event of any above said statements is found fake-I shall have no objection of the cancellation of the registration granted to us.

That I further under take we have not taken any foreign funding so far if in future any foreign funding is received we will intimate your office. Positively and foreign contribution shall not be transferred to other person.



9. I submit society will file statutory return every year & cop, will be submitted to your office:

[Signature]

Sukhjeet Pal Singh

Self verification

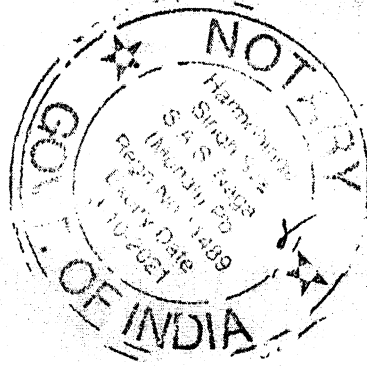
The documents submitted with this application is correct & true to best of my knowledge and nothing has been concealed their in, if at any stage information given by me is found wrong & false any disciplinary/legal action should be taken against me & benefit given to me should be withdrawn.

[Signature]

Sukhjeet Pal Singh

Date: 03 April, 2019
Place: Mohali

Executants Documents Attested
the basis of I.D. No. 2129 9834 4848



Attested as Identified

[Signature] 27/4/19

Harmohinder Singh Syal
Notary, Regn No. 11489
S.A.S. Nagar (Mohali) Pb

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PROCEEDING BOOK

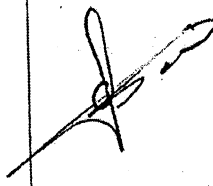

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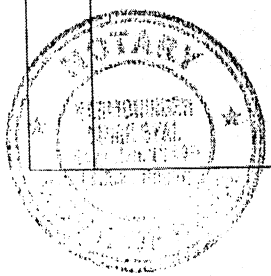
(1) Copy of the Resolution passed in the Meeting of the Society held on 18-01- 2018.

1. "Resovled that the undersigned are desirous of forming a Society named Punjab School Physical Education Development Society, which is situated in O/o DIRECTOR OF PUBLIC INSTRUCTIONS(SE)PUNJAB, E Block, 4th Floor, PSEB Building, No 2, Phase 8, Mohali. SAS Nagar.

(2) " RESOLVED FURTHER THAT the by Dy Director physical Education member of Punjab School Physical Education Development Society is fully authorized by this resolution to act on behalf of the Society to complete the formalities with respect to the Registration of the Society under the Societies Registration Act, 1860 All his acts will deem to be acts done by the Society and by the Governing Body of the Society"

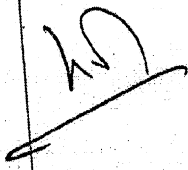
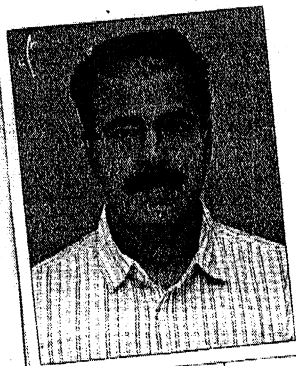
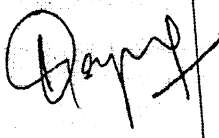
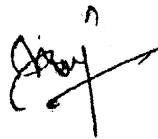
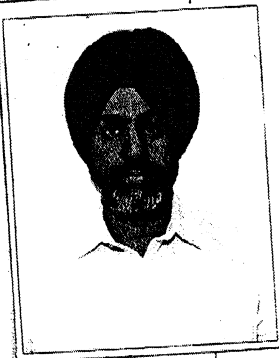

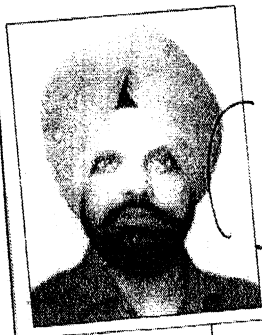
The following members attended the meeting and signed the resolution:-

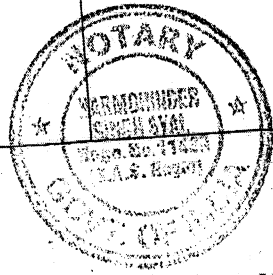
Sr. No	Name	Designation	Address	Signature	Designation in Society
1	S. Om Parkash Soni	Education Minister, Govt of Punjab	Room No 31 rd Floor Main Punjab Civil Secretariat Sector 2 Chandigarh		

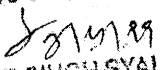




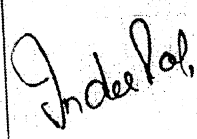
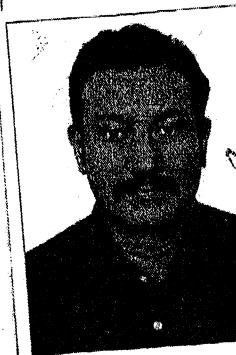
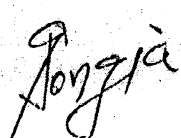

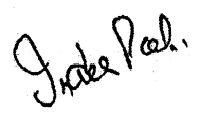
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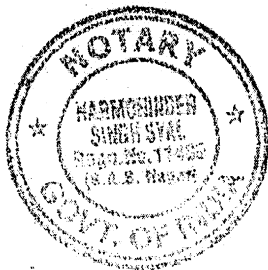
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2	Sh. Krishan Kumar (IAS)	Secretary School Education, Punjab	Room No 607, 6th Floor Mini Punjab Civil Secretariat Sector 9 Chandigarh		
3	Sh. Parshant Kumar Goyal (IAS)	Director General School Education, Punjab	Block E, PSEB Building, 5th Floor Phase 8 S.A.S Nagar		Vice President
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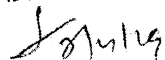


Attested to be true copy

 HARMOHINDER SINGH SYAL
 S.A.S. Nagar, (Mohali)

6	S. Inderjit Singh	Director Public Instruction (EE), Punjab	Block E, PSEB Building, 6th Floor Phase 8 S.A.S Nagar		
7	S. Inderpal PCS	Dy. Director Physical Education, Punjab	Block E, PSEB Building, 4th Floor Phase 8 S.A.S Nagar		
8	S. Jagtar Singh	State Orgnaisor Physical Education, Punjab	Block E, PSEB Building, 4th Floor Phase 8 S.A.S Nagar		
9	S. Inderpal PCS	Director Administrati on O/o DPI(SE) Post Vacant	Block E, PSEB Building, 4th Floor Phase 8 S.A.S Nagar		Member



Attested to be true copy


HARMOHINDER SINGH SYAL
Notary, S.A.S. Nagar, (Mohali)

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RULES AND REGULATIONS OF THE SOCIETY

- (16)
1. **Registered Office:** The registered office of the Society shall be situated at Mohali *De 6*
 2. **Short Title:** These rules may be called "Rules of Punjab School Physical Education Development Society
 3. **Date of Commencement:** These rules shall come into force from the date on which the Punjab School Physical Education Development Society is registered under the Societies Registration Act.
 4. **Scope and application:** These rules shall extend to all the units and activities of the Society.
 5. **Definition:** In these Rules unless the context otherwise requires:-
 - a) The Act means the Societies Registration Act 1860, (Punjab Amendment Act, 1957) as applied to the State of Punjab or any other statutory modification thereof for the time being in force.
 - b) The Society means Punjab School Physical Education Development Society known by the name, style and manner of PSPEDS
 - c) "Board of Governors" shall mean the body which is constituted as the "Board of Governors of the Society" by the Government.
 - d) The "President" and "Vice President" shall mean the "President" and "Vice President" of the Board of Governors.
 - e) 'Executive Committee' means the Executive Committee constituted under the Constitution.

- f) "Director of Public Instruction Secondary Education" Shall means Member Secretary of the Society.
- g) Member means:
- i. The ex-officio members as per the constitution of the society or
 - ii. The members of society nominated by the Government as per the constitution of the society or
 - iii. Such person(s). institutions. organizations. societies. corporate bodies who may be accepted in future as the co-opted members of the Board of Governors on such terms and conditions as laid down by the Board of Governors.
- h) "Member Secretary" means Member Secretary of the Board of Governors.
- i) "State Government" Shall mean the Government of Punjab or in any other way it is known as.
- j) "Honorary Members" means officials of the State/Central Government and individuals taken in the Society without subscription by virtue of their office or experience.
- k) "Year" means a period of 12 months beginning on 1st April.

6. The Board of Governors

- a) The Society shall have its Board of Governors as Supreme Authority and source of all powers, functions & activities.
- b) The general superintendence direction and control of the affairs of the society and of its income & property shall be vested in the Board of Governors of the Society here in after referred to the Board or the Board of Governors.

The Society shall consist of a Governing Body which will have the following members:

- President - Education Minister Govt. Of Punjab
- Sr Vice-President -1 Principal Secretary/Secretary School Education, Punjab
- Vice President 2 Director General School Education, Punjab

Members

A. Ex Officio Members

- 1) Additional/Special Secretary School Education, Punjab.
- 2) Director Public Instruction (S), Punjab.
- 3) Director Public Instruction (E), Punjab.
- 4) Dy Director Physical Education, Punjab.
- 5) Organisor Physical Education, Punjab.
- 6) Director (Administration) O/o DPI(S).

B. Nominated Members

Representatives of following categories to be nominated by the State Govt. for their significant contribution in their respective fields:

i.	Any Three persons related to sports in Punjab (National/State level achievers)	At least one of the them is women
ii.	Director Sports/Dy. Director Sports Punjab	

C. Co-opted Member:- Any other member which the Board of Governors decides to co-opted.

D. Member Secretary:- Director Public Instruction (S.E.) Punjab

7. Term of Ex-Officio Members

- i) Ex-officio Members of the Society of Rules 6 shall continue to be Members so long as they hold their office and shall ceases to be members as soon as they cease to hold such office. The successor on Office of the person so ceasing to be a Member, shall become member from the date of his assuming charge of the new Office, subject to like conditions as to the term of membership.

- ii) In the event of any office held by such member of the Society being abolished or differently designated or in the event of any doubt as to whether a particular person holds a particular office or not a duly authenticated communication from the Govt. to the Society conveying the decision of the Govt. as to the successor in office or as the incumbent holding the office shall be final and conclusive.

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8. Term of Nominated Members

The term of members nominated under rule 6 shall be two years. Such members shall be eligible for re-nomination. A member so nominated shall become such member as from the date of issue of duly authenticated communication by the nominating authority conveying that such person has been nominated as a member.

9. Termination of Membership

Members of the Society shall cease to be such members if they resign or become of unsound mind, or are insolvent or are convicted of a criminal offence involving more turpitude.

10. Resignation from Membership

Resignation from the membership of the Society shall be tendered to the Member Secretary of the Society and shall not take effect until it is accepted by the President.

11. Premature Vacancies in the Nominated Category:

Any vacancy in the membership of nominated category of the Society occurring pre-maturely due to resignation or otherwise shall be filled by nomination shall hold office only for the unexpired period of the term of the prematurely terminated membership.

12. The Society shall function notwithstanding that any person who is entitled to be a member by reason of his/her office, is not a member of Society for the time being and notwithstanding any other vacancy whether due to non-appointment or otherwise, and no act of the Society shall be invalidated merely by reason of the happening of any of the above events or any defect in the appointment of any of the members of the Society.

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13. FUNCTIONS OF THE SOCIETY :

To achieve the objective laid down in para 3 of the memorandum of association, the society should perform the following functions:-

(20)

- 1) Preparation and implementation of state sports policy for school children.
- 2) To increase the standard of sports at all levels i.e. Block, District, State & National level.
- 3) To work for improving sports infrastructure in the schools.
- 4) To work for creating sports friendly environment.

POWERS OF THE SOCIETY :

14. In order to carry out its functions, the Society will have the power:-

- i. To create duly empowered administrative mechanisms, through such participation as may be deemed necessary, of various departments and autonomous agencies of Punjab State Govt. Central Govt. for the achievement of the objects of the Society .
- ii. To establish, for the implementation of Objective of the Society administrative arrangements at District, Block and School level to delegate to them necessary powers to enable them to discharge their responsibilities.
- iii. To create academic, technical, administrative, managerial, and other responsibilities in the Society by converging existing posts into education department.
- iv. To make rules for conduct of the affairs of the society and to amend, vary or rescind them from time to time, in consultation with the State Government.
- v. To accept grant of money, securities or property of any kind and to undertake and accept the management of any endowment, trust, fund or donation nor inconsistent with the objectives of the Society.
- vi. To purchase, hire, take on lease, exchange or otherwise acquire property, movable or immovable and alter and maintain any building or buildings as may be necessary for carrying out the objects of the Society .

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- (21)
- vii. To delegate to the Executive Committee or to any of the officers and authorities of the Society such powers and impose such duties as it deems proper.
 - viii. To consider the annual report prepared by the Executive Committee.
 - ix. To undertake all such activities and to take all such actions as may appear necessary or incidental for achievement of the objects of the Society.

PROCEEDINGS OF THE SOCIETY :-

- 15. Meetings of the Society shall be held at such time, date and place as may be determined by the President. Meetings shall be held at least once in a financial year.
- 16. Except as otherwise provided in these Rules, all meetings of the Society shall be called by the notice under the signature of the Member-Secretary.
- 17. Meetings of the Society shall be presided over by the President, and in his absence by Sr Vice-President.
- 18. One third of the members of the Society present shall form the quorum at every meeting, provided that no quorum shall be necessary in respect of an adjourned meeting.
- 19. All disputed questions at meetings of the Society shall be determined by vote and in case of equality of votes, the person chairing the meeting shall have a casting vote.

OFFICERS AND AUTHORITIES OF THE SOCIETY :

- 20. Officers: The Officers of the Society shall be the President, the Sr Vice-President, Vice President and such other persons as may be designated as such by the Executive Committee.
- 21. Authorities: The following shall be authorities of the Society :
 - i. Executive Committee
 - ii. Such other authorities as may be constituted by the Society.

Executive Committee COMPOSITION:

22. The affairs of the Society shall be administrated, subject to Rules Regulations and orders of the Society, by an Executive Committee which shall consist of the following:

22

✓ Chairman:- Principal Secretary/Secretary School Education Punjab.

Vice Chairman:- Director General School Education, Punjab.

Member:-

1) Director Public Instruction (Secondary Education), Punjab

2) Director Public Instruction(Elementary Education), Punjab

3) Director Administration O/o DPI(SE)

4) Dy. Director Physical Education, Punjab

5) State Organiser Physical Education, Punjab

⑦ One member from among the nominated members under Rule 6, to be nominated by the Chairman

Member Secretary:- Dy. Director Physical Education, Punjab

23. Members of the Executive Committee shall cease to be such members if they resign, or become of unsound mind, or are insolvent or are convicted of criminal offence involving more turpitude.

24. Resignation from the membership of the Executive Committee shall be tendered to the Member Secretary of the Society and shall not take effect until it is accepted by the Chairman.

25. The Executive Committee shall function notwithstanding that any person who is entitled to be a member by reason of his office is not a member of the Executive Committee for the time being and notwithstanding any other vacancy in the Committee whether on account of non-appointment by the authority entitled to make the appointment or otherwise and no act or proceedings of the Executive Committee shall be invalidated merely by reason of the happening of any of the above events or defects in the appointment of any of its members.

PROCEEDINGS OF THE EXECUTIVE COMMITTEE:

26. Meetings of the Executive Committee shall be presided over by the chairman (23)
27. One-third of the members of the Executive Committee present in person shall constitute the quorum at any meeting of the Executive Committee, provided that no quorum shall be necessary in respect of an adjourned meeting.
28. Not less than seven clear days notice of every meeting of the Executive Committee shall be given to each member of the Executive Committee provided that:
- a) The chairman may call an emergency meeting at the notice of 24 hours and
 - b) Any inadvertent of society to give notice of the meeting or its non-receipt by any member shall not invalidate the proceedings of any meeting.
29. Every notice calling a meeting of the Executive Committee shall state the date, time and place at which such meeting will be held and shall except otherwise provided in these Rules, be issued under the signature of the member-secretary.
30. The Executive Committee shall meet as often as necessary but at least once in each quarter of the year.
31. Each member of the Executive Committee including the Chairman shall have one vote and if, there shall be an equality of votes on any question to be decided by the Executive Committee the Chairman shall, in addition have a casting vote.
32. Functions of Executive Committee :- It shall be responsibility of the Executive committee to Endeavour to achieve the objectives of the society and to discharge all the functions subject to rules & regulation of the society.

33. POWERS OF THE EXECUTIVE COMMITTEE

The Executive Committee shall:-

- 20-
- i) Exercise all administrative, financial and academic powers.
 - ii) Control the management of all the affairs and funds of the Society
 - iii) Have powers and responsibilities in respect of the following
 - a) To frame Regulations in consultation with the State Government;
 - b) To frame Bye-laws for the conduct of activities of the Society in furthering its objects.
 - iv) have power to enter into agreements with other public or private organizations or individuals for furtherance of its objects.
 - v) have powers to secure and accept endowments, grants-in-aid, donations or gifts to the Mission on mutually agreed terms and conditions, provided that conditions of such grants-in-aid, donations or gifts shall not be inconsistent or in conflict with the objects of the Mission or with the provisions of these Rules.
- (24)

34 REGULATIONS:

Subject to any specific directions of the Board of Governance of the Society and keeping in view the overall advice of the State Govts. the Executive Committee shall have powers to frame and amend Regulations, not inconsistent with these Rules, for the administrations and management of the affairs of the Society, and without prejudice to the generality of this provision, such Regulations may provide for the following matters:

- i) Service matters pertaining to officers and staff including creation of posts, qualifications, selections procedure service conditions, pay and emoluments, discipline and control rules.
- ii) Important financial aspects including formulation of budget, purchase procedures, delegation of financial powers, investments of funds, maintenance of accounts and audit, TA and DA rules etc., and
- iii) Such other matter as may be necessary for the furtherance of the objects and the proper administration of the affairs of the Society.

Provided that for the purpose of this Rule, following guidelines would be kept in view while creating the posts and formulating the Service and Financial Regulation:

- a) Scales of pay and allowances in respect of the posts to be created by the Executive Committee shall correspond to the State Govt. scales of pay.
- b) Mode of recruitment in respect of the posts to be created shall be either by transfer on deputation or short-term contract. However existing staff of the Punjab School Physical Education Development Fund Committee shall be taken 'as it is' on the existing terms & conditions, For work-related specific assignments, persons would be deployed on fixed emoluments with provision for revision each year, if considered appropriate.
- c) In the management structure, staff which may devolve permanent liability on the State Govt. shall not be appointed.
- d) Till such time the Society formulates its own set of regulations, the decisions taken by the Executive Committee in all such matters will be carried out.
- e) The principle of reservations as laid down by the State Govt. shall be followed.
- f) Consideration of financial propriety and prudence shall be kept in view.

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35 Appointment of Committees:-

The Executive Committee may, by resolution appoint any committee (s) and delegate to it such powers as it may consider necessary. Further, Executive Committee shall have powers to appoint any committee/ sub-committee during the intervening period of the meetings of the Governing Body of the Society.

REGULATIONS:

36. Subject to the directions of the Society and the provisions in these rules and regulations to be framed there under, the Executive Committee shall have powers to frame and amend bye-laws which include matters relating to:

- a) Establishment of offices of Block and District Units.
- b) Conduct of business of the Society, Executive Committee and others Committees and sub-Committees.
- c) Grant-in-aid to Voluntary Agencies.
- d) Involvement of individuals and contractual arrangements with them.

e) Facilities and incentives to be provided to improve access and participations of children in sports.

f) Such other activities as may be necessary for implementation of the sports policy.

CHAIRMAN:

37. Principal Secretary/Secretary Education, Punjab shall be Chairman of the Executive Committee.

38. The Chairman-

i) Shall ensure that the affairs of the Society are run efficiently accordance with the provisions of the Memorandum of Association, Rules, Regulations and Bye-laws of the Society s.

ii) Shall preside over the meetings of the Executive Committee.

iii) May himself call, or by a requisition in written signed by him may require the Member Secretary, to call a meeting of the Executive Committee at any time.

iv) In case, the votes for and against a particular issue are equal, may exercise his casting vote.

v) Shall be the sole and absolute authority to judge the validity of the vote cast by members at all the meetings of the Executive Committee.

vi) Shall be entitled to invite any other person to attend the meeting of the Executive Committee provided that such persons shall have no power of voting.

vii) May direct the Member Secretary to call a special meeting of the Executive Committee at a short notice, in case of emergency, and;

viii) May delegate to the Vice Chairman such of his functions and powers as he may deem fit.

39. Powers, Function & Responsibility of Members Secretary.

a) The Member Secretary shall be custodian of the record, the funds of the society & such other property of the society as the Board may commit to his charge. The member-Secretary shall have the accounts maintained and also

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arrange for the annual audit in accordance with the provisions in the rule and bye-laws of the society.

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- b) The member-Secretary shall have such other powers & perform other duties as may be delegated or assigned to him by the board. The members-secretary may delegate any of his powers to any of his subordinate with the approval of the Executive committee.
- c) The member-secretary of board of governor shall act as the member-secretary of the society and will record the proceedings of the meetings of the society and of the board of governors and maintain a proper record of these meetings in accordance with the provisions of the Bye-law of the Society.
- d) The member-secretary of board of governor shall manage the projects, properties or the money under the funds, manage accounts, execute all contracts on behalf of the society and receive funds for the society through donations, grant-in-aid, contributions and raising money whenever required.
- e) The member-secretary of board of governor shall prepare the budget relating to the administrative expenses of the society and committee such as expenditure on TA/DA of the members, which shall be a legitimate charge on the fund.
- f) The member-secretary will be empowered to take all day to day administrative decisions ~~except~~ where no policy is involved and where no creation of posts is involved. *except*
- g) The member-secretary will have the authority to incur expenditure upto Rs One lakh and expenditure upto Rs 2.00 lakh can be incurred with approval of Senior vice President cum Principal/Secondary School Education, Punjab. Any expenditure above Rs. 2.00 lakh can be incurred with the approval of President i.e. with the approval of Education Minister Govt. of Punjab.
- h) In the event of the post of Member Secretary remaining vacant or the Member Secretary being absent or unable to perform his duties or any reason, it shall be open for the board to direct any officer or officers in the service of the society to exercise temporarily such powers & perform such functions and duties of the Member Secretary as the board may deem fit.

- i) The member-secretary shall be responsible for the proper day to day administration of the society. All other staff of the society shall be subordinate to the member-secretary. The member-secretary shall carry out the general correspondence in connection with the work assigned to him/ her by the Chairman of Board of Governors and the Executive committee from time to time.

FUNDS OF THE SOCIETY :

40. The fund of the Society shall consist of the following:
 - i) ☒ Sports fund collected from students of secondary and higher secondary classes as per Govt. Notification issued from time to time in this regard.
 - ii) Grant-in-aid made by the Central Govt./the State Govt. for furtherance of the objects of the Society .
 - iii) Grants, donations or assistance of any kind from any individual/Society/NGO/Corporation/institutions etc.
 - iv) Grants, Donations or assistance of any kind from any external agencies with prior approval of the Central Govt.
 - v) Income from Assets of the society.
 - vi) Receipts from other source.
41. The Bankers of the Society shall be decided by the Executive Committee. All funds shall be paid into the Society 's account with the bank and shall not be withdrawn except through a cheque signed by such officer as may duly empower in this behalf by the Executive Committee.

ACCOUNTS AND AUDIT :

- 42 (1) The Society shall maintain proper accounts and other relevant records and prepare annual accounts comprising the Receipt and payment accounts, statement of liabilities in such form as may be prescribed by the Registrar of Societies of the State Govt. in accordance with the rules in force under the Punjab Societies Registration Act.

- (2) The accounts of the Society shall be audited annually by a Chartered Accountant appointed by the Executive Committee and in accordance with the provisions of the Punjab Societies Registration Act.
- (3) The audited accounts shall be communicated to the Society which will submit a copy of Audit Report along with its observation to the State Govt.

ANNUAL REPORTS:

- 43. The Annual Report on the Executive of the Society and the work undertaken by it during the year together with Balance Sheet Audited Accounts shall be prepared by the Executive Committee and placed before the annual general meeting of the Society each year together with the Auditor's Report.

AMENDMENTS:

- 44. Amendments to these Rules shall be effected by Governing Body of the Society by a majority of not less than half of the total members.
- 45. With the approval of the General Body the Society may after extend or abridge the purpose for which it is established, or amalgamate the Society either wholly or partly with any other Society in accordance of the Punjab Societies Act, subject to the approval of State Govt.
- 46. As and when there is any change in the nomenclature of Ministers, Departments, or Institutions(s) and Designation (s) mentioned in the Rules, such changes shall automatically stand incorporated in these Rules .
- 47. If the Society needs to be dissolved, it shall be dissolved as per provision laid down in Chapter VIII of the Punjab Societies Registration Act.
- 48. If on the winding up or dissolution of the Society there shall remain, after the satisfaction of all debts and liabilities, any property whatsoever, the same shall not be paid to, or distributed amongst the members of the Society or any one of them but shall accrue to the State Govt. which will decide about its utilization.

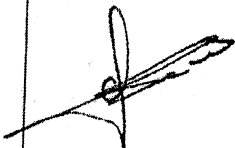

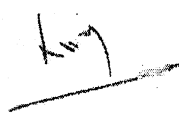
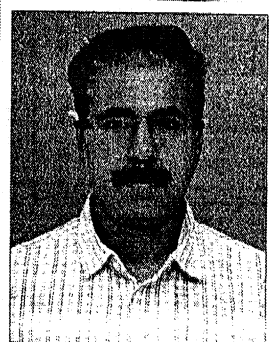
POWERS OF STATE GOVERNMENTS:

49. The State Government may appoint one more persons to review the work and progress of the Society and to hold inquiries in the affairs thereof and to report thereon in such manner as the Governments may stipulate, and upon receipt of any such report, the State Government may, issue such direction as it may consider necessary in respect of any of the matters dealt with in the report, and the Society shall be bound to comply with such direction. In addition, the State Government may at any time issue directives on matters of policy to Society and the latter shall be bound to promptly comply with such directives.

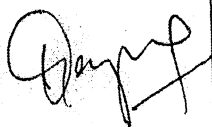
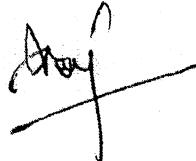
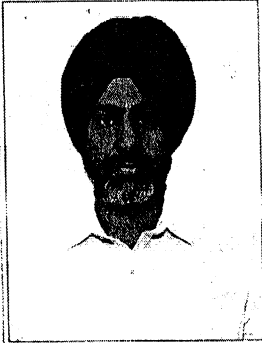

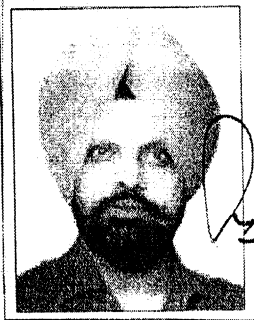

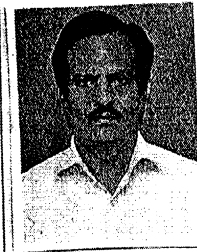
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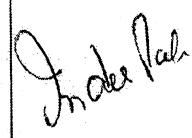
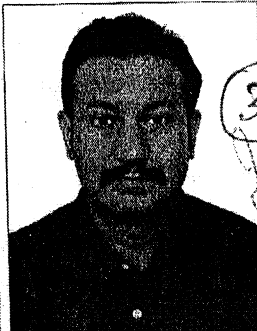


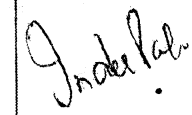
50. All the provision of Punjab Societies Registration Act, Shall apply to the Society .

Certified that this is the correct copy of Rules of the Society.

Sr. No	Name	Designation	Address	Signature	Designation in Society <i>ph</i>
1	S. Om Parkash Soni	Education Minister, Govt of Punjab/	Room No 31 3rd Floor Main Punjab Civil Secretariat Sector 2 Chandigarh		
2	Sh.Krishan Kumar (IAS)	Secretary School Education, Punjab	Room No 607, 6th Floor Mini Punjab Civil Secretariat		

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			Sector 9 Chandigarh		(31)
3	Sh.Parshant Kumar Goyal (IAS)	Director General School Education, Punjab	Block E, PSEB Building, 5th Floor Phase 8 S.A.S Nagar		Vice President
4	S. Manvesh Singh Sidhu (IAS)	Special Secretary School Education, Punjab	2nd Floor Mini Punjab Civil Secretariat Sector 9 Chandigarh		
5	S.Sukhjeet Pal Singh (PCS)	Director Public Instruction (SE), Punjab	Block E, PSEB Building, 4th Floor Phase 8 S.A.S Nagar		
6	S. Inderjit Singh	Director Public Instruction (EE), Punjab	Block E, PSEB Building, 6th Floor Phase 8 S.A.S Nagar		

	S. Inderpal PCS	Dy. Director Physical Education, Punjab	Block E, PSEB Building, 4th Floor Phase 8 S.A.S Nagar		 (32)
8	S. Jagtar Singh	State Organizer Physical Education, Punjab	Block E, PSEB Building, 4th Floor Phase 8 S.A.S Nagar		
9	S. Inderpal PCS	Director (Administration) O/o DPI(SE) Post Vacant	Block E, PSEB Building, 4th Floor Phase 8 S.A.S Nagar		Member