

**MEMORANDUM  
OF  
RULES AND REGULATIONS**

**ALUMNI ASSOCIATION**

**D.NO. 87/1393,  
4<sup>th</sup> CLASS EMPLOYEES COLONY,  
REVENUE WARD NO 87,  
KURNOOL DIST -518344.  
(Registered under societies Registration Act 35 of 2001)**

**PRESIDENT**

**Miss. DEVANURU SRAVANI  
D/O D. THIKKASWAMI (LATE)**

**D.NO. 69-4-4751,  
INDIRAMMA COLONY,  
VENKAYAPALLI ROAD,  
JOHARAPURAM,  
KURNOOL DIST 518002.  
ANDHRA PRADESH**

TO  
THE DISTRICT REGISTRAR OF ASSURANCES,  
KURNOOL

Respected Sir,

We are herewith enclosing a Memorandum of Rules and Regulations of " **ALUMNI ASSOCIATION**" at **D.NO. 87/1393, 4th CLASS EMPLOYEES COLONY, REVENUE WARD NO 87, KURNOOL DIST -518344**. For registration under the Societies Registration Act 35 of 2001, we request that this Society may kindly be registered under the above said act and issue a necessary certificate of Registration to me.

Thanking you sir,

Yours faithfully,



Signature of the President

PLACE: KURNOOL  
DATE: 13-09-2024

Encl:

- 1) Affidavit attested by the Notary
- 2) I.D. Proofs (All members) with Photos

COPY OF RESOLUTION DATED: 13-09-2024

We the undersigned resolved to form a committee by name **ALUMNI ASSOCIATION** at **D.NO. 87/1393, 4th CLASS EMPLOYEES COLONY, REVENUE WARD NO 87, KURNOOL DIST - 518344**. and get it registered under the Societies Registration Act 35 of 2001 and also resolved to authorize the **PRESIDENT- Miss. DEVANURU SRAVANI**, of the said society to present the document in the **Registrar's** Office, KURNOOL and get it registered under the above said Act and receive the necessary certificate.

PLACE: KURNOOL  
DATE: 13-09-2024



Signature of the President

## MEMORANDUM OF SOCIETY

**NAME OF SOCIETY: ALUMNI ASSOCIATION**

**REGD. OFFICE:** D.NO. 87/1393, 4th CLASS EMPLOYEES COLONY, REVENUE WARD NO 87, KURNOOL DIST -518344.

### ❖ **AIMS AND OBJECTIVES OF THE SOCIETY:-**

- ❖ To promote the cultural and social activities among the college students.
- ❖ To assist the college in its development in that ever from possible.
- ❖ To exchange the views for the development of alma mater.
- ❖ To facilitate the old students who achieved the higher walks of the life, to share their experienced with the present students for the benefit the later.
- ❖ To secure fair conditions of life, by emulating the alumni.
- ❖ To motive the presents students for their better future.
- ❖ To cultivate and nurture a mutually advantageous bond between the college and its alumni our approach will involve offering a range of educational opportunities, SOCIAL INITIATIVES, SERVICES, AND PERKS TAILORED to cater to the varied interests of both the college and its alumni community.
- ❖ To reunite on the platform from where the alumni barded for successful destiny.
- ❖ To build a bridge between college life and career life, and to make them proactive to face the challenges that may emerge in their way along.
- ❖ To provide job opportunities to fresh bachelors through references of professionals.
- ❖ To conduct programs on employability skills to students, on various topic to enhance their skills.
- ❖ To create awareness among students about the scope of their subjects in the professional world.
- ❖ To provide a plat form for present students to develop their qualities benefiting the trend taking cue from the alumni and leash
- ❖ To participate in social welfare are activities social accountability.

### **CERTIFICATES:**

- ❖ A. Certified that the Society is formed with no profit motive and no commercial activity is involved in its working.
- ❖ B. Certified that the Association would not engage in agitation and trade union activities to ventilate grievances.
- ❖ C. Certified that the office bearers are not paid from the committee funds.
- ❖ D. Certified that the office bearers' signatures are genuine

  
**Signature of the President**

## DECLARATION



We the undersigned persons in the memo have formed into an association and responsible to run the affairs of the Association and are desirous of getting the Society registered under A.P. Societies Registration Act 2001.

### Signature of the President

Name of the office Bearers & S/o, W/o, D/o	Age	Designation	Occupation	Residential Address	Signature
DEVANURU SRAVANI D/O D. THIKKASWAMI (LATE)	25	PRESIDENT	LECTURER	D.NO. 69-4-4751, INDIRAMMA COLONY, VENKAYAPALLI ROAD, JOHARAPURAM, KURNOOL DIST 518002.	
KADIRI RANI W/O M. MADHU	30	VICE PRESIDENT	SOFTWARE EMPLOYEE	D.NO. 3-95, BUKKAPURAM, KURNOOL DIST – 518002.	
PALLA HEMA DURGA D/O P. VARA PRASAD	23	SECRETARY	ASSOCIATE NCC OFFICER	D.NO. 6-41, NARASAPURAM, PEDDAPAPPURU, NARASAPURAM – 515408.	
BOLLAVARAM POOJA KUMARI D/O B. RAMACHANDRUDU	27	JOINT SECRETARY	LECTURER	D.NO. 10-103, S C COLONY, NANNURU, KURNOOL DIST – 518002.	
PIDATALA KUMARI D/O P. CHINNA RAMESH	31	TREASURER	BANK EMPLOYEE	D.NO. 8-177, RAMA KRISHNAPURAM, BANAGANIPALLI (M), PALUKUR, KURNOOL DIST – 518176.	
VULINDALA LAVANYA D/O V. VULINDALARAJA REDDY	23	E. C. MEMBER	HR EXECUTIVE	D.NO. 18/1775-1368, NEAR 60 BFEET ROAD, THILAK NAGAR, GUNTAKAL ANANTAPUR DIST 515801..	
MALLREDDY LAKSHMI PRASANNA D/O M.	23	E.C.MEMBER	LECTURER	D.NO. 4-181, JUNNU VEDHI, PAGIDYALA, KURNOOL DIST 518412.	

  
Signature of the President

## WITNESSES:

Name in block letter & s/o, W/o, D/o	Age	Residential Address	Occupation	Signature
GALI RAJAMMA D/O G. ANTHAIAH	66	D.NO. 19-69, O.L.L CONVENT, SWAMY NAGAR, KOILAKUNTLA – 518134.	CORRESPONDENT	
Dr. SR. SURE VIJAYA KUMARI D/O SURE RAYAPPA	25	D.NO. 40/847, SACRED HEART CONVENT, NEAR CHILDRENS PARK, N R PETA, KURNOOL DIST - 518004	PRINCIPAL	

  
Signature of the President

## **RULES AND REGULATIONS (BYE-LAWS)**

### **1. MEMBERSHIP:**

The membership of the society is open to any person or persons who has attained the age of majority and fulfills the terms and conditions of the society without discrimination of the religion, caste, color or creed but subject to the approval of the Governing Body. If the membership is refused to a certain person or persons the reason of refusal shall be commented to the concerned person.

This is only as a part of the Format for Registration of a Society, the same can be downloaded and amended suitably

### **2. SUBSCRIPTIONS:**

(i) The admission fees will be Rs. 1000/- at the time of admission.

(ii) The life member shall pay the amount of Rs. 2000/- in lump-sum to the society and will be entitled to cast the vote.

(iii) The Members will pay Rs. 1000/- per year but will not be entitled to cast the vote.

(iv) Any office bearer or member of the society will have to pay the life Membership of Rs. 1000/-.

(v) The ordinary member shall have to pay Rs. 1000/- per year as a subscription but will not be entitled to cast the vote.

### **3. TERMINATION OF MEMBERSHIP:**

The Governing Body shall have the powers to expel a member from the Society on the following terms and conditions:

a) By no-confidence motion passed by 1/3rd majority of votes in the General Body meeting.

b) Non-payment of subscriptions continuously for three months from the due date.

c) On his/her written resignation.

d) He/she has not attended the three consecutive meetings of the General Body without any intimation.

The reason for the termination of the membership shall be communicated to the member concerned.

e) On ceasing to be member.

### **4. GOVERNING BODY/EXECUTIVE BODY:**

The Governing Body shall consist of all members and office bearers as under:

This is only a Format For Registration Of A Society as per our draft, however, the same can be modified suitably

i. President: One

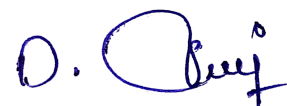
ii. Vice president : One

iii. Secretary : One

iv. Joint secretary : One

v. Treasurer: One

vi. E C Members: Two



**Signature of the President**

## **BANK ACCOUNT:**

The bank account of the Society shall be operated by the Treasurer and anyone out of the General Secretary and the President.

## **GENERAL BODY:**

All the members of the Society will consist of the General Body.

### **a) FUNCTIONS OF THE GENERAL BODY:**

- b) To consider any business brought forward by the Governing Body.
- c) There shall be an annual meeting of the General Body in the month of March every year.
- d) Not less than 15 days prior notice shall be given to the members before the date of general body meetings enclosing the agenda specifying the time, date, place and the quorum shall be 1/3rd.
- e) Not less than 24 hours prior notice shall be given to the members in case of emergent meeting.

## **5. SOURCES OF INCOME:**

- i) Admission fee.
- ii) Subscriptions
- iii) Donations and special contributions.

The income of the Society received from all sources will be utilized only for the promotion of the aims and objects. The MOA can contain other sources as well

## **7. GOVERNING BODY:**

The strength of the Governing Body shall not be less than 7, and not more than 21. The meetings of the Governing Body shall be held as and when necessary for which 15 days clear notice shall be required and the quorum shall be 1/3rd.

## **ELECTION AND QUORUM:**

The General Body in its annual meeting will elect its office bearers and members after two years by show of hands or by secret ballot papers. However, the same may be nominated, unanimously with one-third majority in the interest of the Society. The quorum of the General Body and the Governing Body shall be 1/3rd. The election details of the Society will be submitted, in the office of the Registrar of Societies, Delhi immediately after the election held by the Society.

## **8. FUNCTIONS OF THE GOVERNING BODY:**

- a) To arrange finance if required from other Bank(s). Institutions or Individuals on reasonable terms and conditions and the Governing Body as a whole shall be liable for its return.
- b) The Governing Body shall make a plan for the future programs of the Society.
- c) To publish literature and to propagate the system to approach the public pertaining to the upliftment of the status of the Society.
- d) To appoint, terminate and fix the duties of any staff.
- e) The Governing body shall meet at least once in three months.



**Signature of the President**

f) To accept, donations, charities, loans, grant properties, etc. from public other associations, Agencies, Govt. Department in the interest and for the promotion of aims and objectives of the Society.

**9. MANAGEMENT OF FUNDS:**

All the income of the Society shall be deposited in the Nationalized or any other scheduled bank.

**10. a) REGISTER OF MEMBERS:**

The Society shall maintain at its Registered office, a Register of its members and shall enter therein the following particulars:

- a) The names and addresses of the Society's members.
- b) The date on which the member was admitted.
- c) The date on which a member ceased on such membership.

**12.b) RIGHTS AND PRIVILEGES OF THE MEMBERS:**

All and every member of the Society:

- a) Shall have one vote at every meeting.
- b) Shall be entitled to participate in the meeting and the gathering of the Society.
- c) Shall have the right to inspect the books of accounts, minutes of proceedings of the General Body meeting working day during business hours and giving reasonable notice.
- d) Shall be bound by the Rules and Regulations and/or bye-laws which may be framed from time to time.
- e) To administer the oath of the office and loyalty of the Society and/or to its constitution, to the President.

**13. FILLING UP OF VACANCIES**

Shall be decided by the general body

**14. POWERS AND DUTIES OF THE OFFICE BEARERS:**

**PRESIDENT:**


- a) He shall supervise all works and activities done by other office bearers of the Society.
- b) He will be the head of the Society and preside over the meetings of the General Body and the Governing Body. He will have the right of the casting of votes in case of a tie.

**VICE PRESIDENT:**

In the absence of the President, the Vice President shall enjoy all powers and duties which are entrusted to the President. He will also help and assist the President in his work.

**GENERAL SECRETARY:**

- a) To convene all the meeting of the Association;
- b) To attend to all the correspondence;
- c) To maintain a complete and proper record of the Association and regulations framed there under;
- d) To attend a register of members and minutes book;

  
**Signature of the President**

- e) To submit the required returns and notices to the Registrar of Societies, as prescribed by law;  
To submit a report on the working of the Association as and when required;
- f) To transact such other business as may be deemed necessary and entrusted to him by the Governing body.

**TREASURER:**

He shall keep accounts of all receipts and expenditure of the society and to furnish the necessary information to the Governing Body from time to time. He is sanctioned to keep with him/her Rs.----- and the balance amount will be deposited in the Nationalized Bank.

**15. AUDIT:**

The account of the Society shall be audited at least once in a year by a qualified auditor appointed by the Governing Body.

**16. FINANCIAL YEAR:**

The financial year of the Society shall start from 1st day of April to 31st day of March every year.

**17. TENURE:**

The Tenure of the Governing Body shall be two years.

**AMENDMENT:**

Any amendment in the Memorandum of Association and Rules and Regulations of Society will be carried out as agreed in the general body.

**18. BY-LAWS & REGULATIONS:**

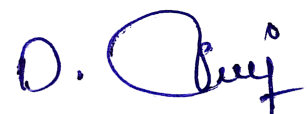
These shall be framed by the Governing committee from time to time in view of new developments and the same shall be got approved by the General Body.

**19. ANNUAL LIST OF THE GOVERNING BODY:**

Once in every year, a list of the office bearers and members of the Governing body shall be filed with the Registrar of Societies.

**20. DISSOLUTION:**

as decided by the general body



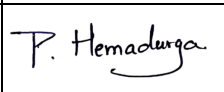



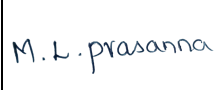


**Signature of the President**



CERTIFIED THAT THE CORRECT COPY OF THE RULES AND REGULATIONS

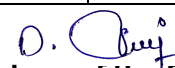
## ALUMNI ASSOCIATION

**D.NO. 87/1393, 4th CLASS EMPLOYEES COLONY, REVENUE WARD NO 87, KURNOOL DIST -518344.**

Name of the office Bearers & S/o, W/o, D/o	Age	Designation	Occupation	Residential Address	Signature
DEVANURU SRAVANI D/O D. THIKKASWAMI (LATE)	25	PRESIDENT	LECTURER	D.NO. 69-4-4751, INDIRAMMA COLONY, VENKAYAPALLI ROAD, JOHARAPURAM, KURNOOL DIST 518002.	
KADIRI RANI W/O M. MADHU	30	VICE PRESIDENT	SOFTWARE EMPLOYEE	D.NO. 3-95, BUKKAPURAM, KURNOOL DIST - 518002.	
PALLA HEMA DURGA D/O P. VARA PRASAD	23	SECRETARY	ASSOCIATE NCC OFFICER	D.NO. 6-41, NARASAPURAM, PEDDAPAPPURU, NARASAPURAM - 515408.	
BOLLAVARAM POOJA KUMARI D/O B. RAMACHANDRUDU	27	JOINT SECRETARY	LECTURER	D.NO. 10-103, S C COLONY, NANNURU, KURNOOL DIST - 518002.	
PIDATALA KUMARI D/O P. CHINNA RAMESH	31	TREASURER	BANK EMPLOYEE	D.NO. 8-177, RAMA KRISHNAPURAM, BANAGANIPALLI (M), PALUKUR, KURNOOL DIST - 518176.	
VULINDALA LAVANYA D/O V. VULINDALARAJA REDDY	23	E. C. MEMBER	HR EXECUTIVE	D.NO. 18/1775-1368, NEAR 60 BFEET ROAD, THILAK NAGAR, GUNTAKAL ANANTAPUR DIST 515801..	
MALLREDDY LAKSHMI PRASANNA D/O M.	23	E.C.MEMBER	LECTURER	D.NO. 4-181, JUNNU VEDHI, PAGIDYALA, KURNOOL DIST 518412.	

**WITNESSES:**

Name in block letter & s/o, W/o, D/o	Age	Residential Address	Occupation	Signature
GALI RAJAMMA D/O G. ANTHAIAH	66	D.NO. 19-69, O.L.L CONVENT, SWAMY NAGAR, KOILAKUNTLA - 518134.	CORRESPONDENT	
Dr. SR. SURE VIJAYA KUMARI D/O SURE RAYAPPA	25	D.NO. 40/847, SACRED HEART CONVENT, NEAR CHILDRENS PARK, N R PETA, KURNOOL DIST - 518004	PRINCIPAL	

  
**Signature of the President**

# ALUMNI ASSOCIATION

D.NO. 87/1393, 4th CLASS EMPLOYEES COLONY, REVENUE WARD NO 87, KURNOOL DIST -518344.

## SINGATURES OF TWO WITNESSES WITH THEIR PHOTO

Si. No.	Name & Father/ Husband's Name	Address	Photo	Signature
1	GALI RAJAMMA D/O G. ANTHAIAH	D.NO. 19-69, O.L.L CONVENT, SWAMY NAGAR, KOILAKUNTLA - 518134.		<i>Sr. Rajamma Jathi</i>
2	Dr. SR. SURE VIJAYA KUMARI D/O SURE RAYAPPA	D.NO. 40/847, SACRED HEART CONVENT, NEAR CHILDRENS PARK, N R PETA, KURNOOL DIST - 518004		<i>Sr. Vijaya</i>










PLACE: KURNOOL  
DATE: 13-09-2024



*D. Ojey*  
Signature of the President

# ALUMNI ASSOCIATION

D.NO. 87/1393, 4th CLASS EMPLOYEES COLONY, REVENUE WARD NO 87, KURNOOL DIST -518344.

## IDENTIFICATION OF EXECUTIVE COMMITTEE MEMBERS

SI. NO.	NAME & FATHER/ HUSBAND'S NAME	DESIGNATION	ADDRESS	PHOTO	SIGNATURE
1	DEVANURU SRAVANI D/O D. THIKKASWAMI (LATE)	PRESIDENT	D.NO. 69-4-4751, INDIRAMMA COLONY, VENKAYAPALLI ROAD, JOHARAPURAM, KURNOOL DIST 518002.		
2	KADIRI RANI W/O M. MADHU	VICE PRESIDENT	D.NO. 3-95, BUKKAPURAM, KURNOOL DIST - 518002.		
3	PALLA HEMA DURGA D/O P. VARA PRASAD	SECRETARY	D.NO. 6-41, NARASAPURAM, PEDDAPAPPURU, NARASAPURAM - 515408.		
4	BOLLAVARAM POOJA KUMARI D/O B. RAMACHANDRUDU	JOINT SECRETARY	D.NO. 10-103, S C COLONY, NANNURU, KURNOOL DIST - 518002.		
5	PIDATALA KUMARI D/O P. CHINNA RAMESH	TREASURER	D.NO. 8-177, RAMA KRISHNAPURAM, BANAGANIPALLI (M), PALUKUR, KURNOOL DIST - 518176.		

6	VULINDALA LAVANYA D/O V. VULINDALARAJA REDDY	E. C. MEMBER	D.NO. 18/1775-1368, NEAR 60 BFEET ROAD, THILAK NAGAR, GUNTAKAL ANANTAPUR DIST 515801.		
7	MALLREDDY LAKSHMI PRASANNA D/O M.	E.C.MEMBER	D.NO. 4-181, JUNNU VEDHI, PAGIDYALA, KURNOOL DIST 518412.		

  
**Signature of the President**






## AFFIDAVIT

**I DEVANURU SRAVANI D/O D. THIKKASWAMI (LATE) AGED 25 YEARS D.NO. 69-4-4751, INDIRAMMA COLONY, VENKAYAPALLI ROAD, JOHARAPURAM, KURNOOL DIST 518002.**

Solemnly affirm and sincerely state as follows:

1. I am the deponent herein and also the **PRESIDENT** of the **ALUMNI ASSOCIATION "** at **D.NO. 87/1393, 4th CLASS EMPLOYEES COLONY, REVENUE WARD NO 87, KURNOOL DIST - 518344.** and I know the facts and I swear this affidavit on behalf of me and also on behalf of other executive members.
2. That I along with following members have established a new society – namely **"ALUMNI ASSOCIATION"** at **D.NO. 87/1393, 4th CLASS EMPLOYEES COLONY, REVENUE WARD NO 87, KURNOOL DIST -518344.** The said premises carries no rent all are residing in that area and the addresses are mentioned below, hence this affidavit.

### LIST OF EXECUTIVE MEMBERS ALONG WITH THEIR ADDRESSES

S.No	Name and Father's Name	Designation Society	Age	Address	Signature
1	DEVANURU SRAVANI D/O D. THIKKASWAMI (LATE)	PRESIDENT	25	D.NO.69-4-4751, INDIRAMMA COLONY, VENKAYAPALLI ROAD, JOHARAPURAM, KURNOOL DIST 518002.	
2	KADIRI RANI W/O M. MADHU	VICE PRESIDENT	30	D.NO. 3-95, BUKKAPURAM, KURNOOL DIST – 518002.	K. Rani.
3	PALLA HEMA DURGA D/O P. VARA PRASAD	SECRETARY	23	D.NO. 6-41,NARASAPURAM, PEDDAPAPPURU, NARASAPURAM – 515408.	
4	BOLLAVARAM POOJA KUMARI D/O B. RAMACHANDRUDU	JOINT SECRETARY	27	D.NO. 10-103, S C COLONY, NANNURU, KURNOOL DIST – 518002.	
5	PIDATALA KUMARI D/O P. CHINNA RAMESH	TREASURER	31	D.NO. 8-177, RAMA KRISHNAPURAM, BANAGANIPALLI (M), PALUKUR, KURNOOL DIST – 518176.	
6	VULINDALA LAVANYA D/O V. VULINDALARAJA REDDY	E. C. MEMBER	23	D.NO. 18/1775-1368, NEAR 60 BFEET ROAD, THILAK NAGAR, GUNTAKAL ANANTAPUR DIST 515801..	
7	MALLREDDY LAKSHMI PRASANNA D/O M.	E.C.MEMBER	23	D.NO. 4-181, JUNNU VEDHI, PAGIDYALA, KURNOOL DIST 518412.	M. L. prasanna

3. That the above stated facts are true and correct to the best of my knowledge and behalf, if proved to be false, all are liable for prosecution. , This affidavit is sworn as required by the concerned authorities for the residential proof, hence this affidavit.

4. Hence the affidavit. Solemnly affirmed and signed at \_\_\_\_\_ on this day

**SIGNATURE OF THE DEPONENT**

## **AFFIDAVIT**

**I. DEVANURU SRAVANI D/O D. THIKKASWAMI (LATE) AGED 25 YEARS D.NO. 69-4-4751, INDIRAMMA COLONY, VENKAYAPALLI ROAD, JOHARAPURAM, KURNOOL DIST 518002.** Do hereby solemnly affirm and confirm with good state of mind and do hereby declare on oath as follows.

I am **PRESIDENT** of the Association by name (Name of the Association) **"ALUMNI ASSOCIATION"** at **D.NO. 87/1393, 4th CLASS EMPLOYEES COLONY, REVENUE WARD NO 87, KURNOOL DIST -518344.** The application of which is submitting for Registration with the Registrar of Societies, Kurnool.

The said society office is located In my house Bearing **"ALUMNI ASSOCIATION"** at **D.NO. 87/1393, 4th CLASS EMPLOYEES COLONY, REVENUE WARD NO 87, KURNOOL DIST -518344.** (village/Town/Mandal/Municipal/Corporation)

I have no objection to establish the said society in my house for which I did not collect any rent from the society.

It was declare on oath with free will and consent without correction or hesitation with good state of mind on this the.....day of Kurnool in the presence of the following witnesses and signed before the Notary Public who attested by signature.

**SIGNATURE OF THE DEPONENT**