

E-mail: jnrmalumni@gmail.com

JNRMAA/2015/

JNRM Alumni Association
JNRM Campus, Port Blair

Port Blair, dated the 8th December, 2015

NOTICE

The draft rules of JNRM Alumni Association, Port Blair is placed below. All the ex-students of JNRM (formerly Govt. College), Port Blair are requested to send their valuable suggestions on the draft rules to the Secretary, JNRM Alumni Association through e-mail: jnrmalumni@gmail.com within 14 days from the date of publication of this Notice.

(CH. Hemanta Rao)

Secretary

Cell: 9434281011

DRAFT RULES

OF

JAWAHARLAL NEHRU RAJKEEYA MAHAVIDYALAYA ALUMNI ASSOCIATION PORT BLAIR

Drafted by -
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M.A, LL.B (Delhi)
Chairman,
JNRM Alumni Association,
Port Blair

RULES OF JAWAHARLAL NEHRU RAJKEEYA MAHAVIDYALAYA ALUMNI ASSOCIATION

- 1. NAME:** The Name of the Association shall be, "Jawaharlal Nehru Rajkeeya Mayhavidyalaya Alumni Association, Port Blair" and shall be referred to as the Association subsequently in these Rules.
- 2. ADDRESS:** Jawaharlal Nehru Rajkeeya Mayhavidyalaya, Port Blair, **Andaman and Nicobar Islands, India.**
- 3. JURISDICTION:** The jurisdiction of the Association shall be all over the world, but any dispute/case/suit shall be instituted and shall be subject to the courts at Port Blair only.
- 4. OBJECTIVES:** The objectives of the Association are:
 - i. To foster and promote good relationship among the members of the Association.
 - ii. To institute endowments, scholarships, prizes, medals, etc. to benefit students showing high proficiency in their studies and to provide financial aid to other needy students and honour former students of the JNRM.
 - iii. To provide assistance and facilities for all round development of the JNRM.
 - iv. To collect subscriptions, donations, gifts, grant-in-aid, etc. from members, non-members, Government, University and other institutions for furthering the aims and objectives of the Association.
 - v. To promote and support technological planning, research and development.
 - vi. To publish Newsletter, handouts, souvenirs and journals to strengthen communication between the Association and members;
 - vii. To promote career guidance, interaction with Industry and continuing education.
 - viii. To organize cultural and educational programmes and to conduct Alumni Day every year, and
 - ix. To carry out such other activities as may be necessary for furthering the above aims and objectives.
- 5. MEMBERSHIP:** All former students of the JNRM, Port Blair (which expression shall include the Government College, Port Blair) shall be eligible for Life Membership of the Association. They will have voting rights.

6. ASSOCIATE MEMBERSHIP: The following shall be eligible for Associate Membership of the Association:

- i. All members of the teaching staff of JNRM who are not Alumni of JNRM, working on regular basis.
- ii. All ex-members of teaching staff of JNRM who are not Alumni of JNRM.

All Associate Members shall have participatory rights in the discussion, be member of the sub-committees, can act as advisors and can be co-opted as members of various committees but shall have no voting rights.

7. MEMBERSHIP FEE:

The rates of membership fee shall be as follows:

- i. Rs. 500 for Life Member.
- ii. Rs. 500 for Associate Member

8. CESSATION OF MEMBERSHIP

A member of the Association shall cease to be such a member if he/she resigns from his/her membership.

9. GENERAL BODY: There shall be General Body of the Association consisting of all members.

- a. The General Body shall consist of all members of the Association.
- b. The General Body of the Association shall hold the Annual General Meeting at least once a year and not more than 18 months shall elapse between two successive Annual General Meetings.
- c. A prior notice of clear 21 days for convening an Annual General Meeting shall ordinarily be given to the members by the Secretary in consultation with the Chairman.
- d. An emergent meeting of the General Body can only be convened by the Chairman on compelling reasons at a short notice.
- e. The quorum of a General Body meeting shall be one-third of total Life Members or 30 Life Members whichever is less. If the meeting is adjourned for want of quorum, the adjourned meeting will be convened within 10 days to transact the same business and members present shall form the quorum.

- f. The duties of the General Body shall be:
- i. To set guidelines for the executive committee so as to achieve the objectives of the Association.
 - ii. To consider and adopt the Annual Report and Audited Accounts of the Association
 - iii. To approve the budget for the following year.
 - iv. To honour the distinguished Alumni.
 - v. To elect office bearers and members of the Executive Committee.
 - vi. To transact any other business with the permission of the Chairman.

10. PROCEDURE OF ELECTION:

a. The Executive Committee (except Patron) shall be elected in the Annual General Body Meeting of the Association through simple majority of Votes.

b. A notice of the General Body Meeting may be served to any Member either personally or by sending it through ordinary post at the address available in the records of the Association or through print and electronic media.

c. It shall be the duty of a member to keep informing the Association about his/her current address so that proceedings of the Association, activities and notices for meetings could be sent to him/her.

11. EXECUTIVE COMMITTEE: There shall be an Executive Committee to manage the affairs of the Association. Executive Committee (EC) shall consist of:

- | | | |
|-------|------------------------|----|
| i. | Patron | 1 |
| ii. | Chairman | 1 |
| iii. | Vice- Chairman | 1 |
| iv. | Secretary | 1 |
| v. | Joint Secretary | 2 |
| vi. | Organising Secretaries | 2 |
| vii. | Treasurer | 1 |
| viii. | Members | 15 |

a. The Principal, JNRM, Port Blair, shall be the Patron of the Association.

- b. All other office bearers and members of the Executive Committee shall be elected. Chairman, Secretary, Treasurer and at least one of the Joint Secretaries have to be stationed at Port Blair/South Andaman area.
 - c. The immediate past Chairman and Secretary shall be ex-officio Executive Committee Members.
 - d. The Life Members present in the General Body Meeting shall nominate person/persons to fill in vacancy/vacancies from the Life Members present in the General Body Meeting.
 - e. The Executive Committee will ordinarily meet quarterly but the Secretary may call an emergent meeting at any time in consultation with the Chairman.
 - f. A prior notice of 7 days shall ordinarily be given to members for convening a meeting.
 - g. The quorum for the Executive Committee Meeting shall be six. In case there is no quorum it shall be adjourned.
 - h. In case any vacancy arises in the Executive Committee, the Executive Committee shall fill this through nomination. A vacancy would be deemed to arise when an Executive Committee member expresses his/her inability to discharge responsibility or when a member remains absent for three consecutive Executive Committee meetings without prior intimation.
 - i. The Executive shall have all powers with regards to management and promotion of objectives of the Association according to the directives, if any, of the General Body.
 - j. The Executive Committee shall frame Bye-Laws in accordance with these rules and report to the General Body.
 - k. The office bearers and members of the Executive Committee shall normally hold office for Three years.
- 12. Chairman:** The Chairman shall have control over the affairs of the Association and preside over the General Body/Executive Committee meetings. The Chairman shall have the voting power.
- 13. Vice Chairmen:** In the absence of the Chairman, the Vice Chairmen shall exercise the powers and perform the duties of Chairman.

14. Secretary: The Secretary shall attend all the activities as approved by the Executive Committee. The Secretary should be responsible for carrying out all correspondence and preparation and distribution of all publications of the Association. Within fourteen days after holding the Annual General Meeting, the Secretary shall file the following information with the Registrar of Joint Stock Companies:

- a. List of names, address & occupations of the members of the Executive Committee
- b. An Annual Report of the previous year.
- c. A copy of the Balance Sheet & certificate of the auditors report.

15. Treasurer: The Treasurer shall be responsible for the maintenance of the financial records & accounts of the Association. The Treasurer shall operate the funds of the Association jointly with the Chairman and the Secretary.

16. Joint Secretary: The Joint Secretaries will assist the Secretary in the management of the activities of the Association. One of the Joint Secretaries, who is so authorised, shall exercise all the Powers and perform all the duties of the Secretary in the absence of the Secretary.

17. Organising Secretaries: The organising Secretaries shall carry out such matters of organisational activities as may be entrusted to them by the Executive committee and the Secretary from time to time.

18. ADHOC COMMITTEE:

1. In the absence of an Executive Committee, on expiry of the tenure, an Adhoc committee shall be constituted by the Patron (Principal, JNRM, Port Blair) to discharge duties of the Executive Committee.

2. The Ad hoc committee shall not function for more than a year and shall call for a General Body Meeting within the period. In the General Body meeting, a new Executive Committee shall be formed.

19. General Funds: (a) The funds of the Association shall comprise membership collection from Life Members, Associate members, donations, grant-in-aid from government, University, UGC or any other body and other miscellaneous receipts collected from its members and others.

(b) The accounts of the Association shall be maintained in any scheduled bank at Port Blair to which donations and other income shall be credited. The Accounts shall be operated in the manner resolved by the Executive Committee from time to time.

(c). Financial year of the Association shall be from April 1 to March 31.

20. AUDIT OF ACCOUNTS

The accounts of the Association shall be audited once a year by a Chartered Accountant to be appointed by the Executive Committee after these are duly audited by an Internal Auditor to be appointed by the Executive Committee.

21. SUIT AND PROCEEDINGS

1. The Secretary may sue on behalf of the Association. When the Association is being sued, the Secretary will represent the Association.

2. No suit or proceeding shall fail by reason of any vacancy or change in the holder of the office of the Secretary or any office bearer authorised on its behalf.

3. Every decree or order against the Association in any suit or proceeding shall be executable against the property of the Association and not against the property of the Secretary.

4. Nothing herein shall exempt the Secretary or an office bearer of the Association from any criminal liability, entitle him/her to claim any contribution from the property of the Association in respect of any claim paid by him on conviction by a criminal court unless it is attributed to Association matters.

5. No member of the Association may be sued or prosecuted by the Association except for any injury or loss, damage, detention or destruction of any property of the Association.

22. LOCAL CHAPTER:

1. A local chapter can be founded in any city in India or abroad where there are a minimum of 10 Alumni Association members subject to approval of the Executive Committee of the Association. The chapter has to get this approval from the Executive Committee of the Association every five years failing which the local chapter shall be deemed to be closed.

2. They may elect one President and one Secretary to manage the affairs of the chapter. A meeting of all members of the chapter must be convened at least once a year
3. The Secretary of the Chapter should inform names and addresses of the office bearers and a list of members of the local chapter to the Secretary of the Association once in a year.
4. The Local Chapters have to raise their own funds for their chapter activities.
5. The Local Chapters will receive a copy of the General Body Meeting report and other publications of the Association.
6. The audited accounts of the local Chapters shall be submitted to the Association once a year.

23. RECORDS OF THE ASSOCIATION

1. The following records shall be maintained in the office of the Association:
 - i. Roll of Membership.
 - ii. Minutes of the Executive Committee meetings.
 - iii. Minutes of the General Body Meetings.
 - iv. Stock Register of Non-consumable and Consumable items.
 - v. Cash Book and Ledger
 - vi. Copies of all publications and reports of the Association.
2. The records shall include details of all sums of money received and sources thereof, and all the sums of money spent.
3. Every Life Member of the Association shall have the rights of inspection of records of the Association during the office hours with the permission of the Chairman.
4. Some of the disposable records as decided by the Executive Committee may be disposed of/destroyed.

24. Amendments to Rules: Amendment to the rules shall be carried out only by a General Body meeting when minimum of three fifth of the majority votes of the members present in the meeting. The proposed amendment to the rules shall be circulated to all the members as an agenda item for the General Body Meeting.

25. WINDING UP THE ASSOCIATION

The winding up of the Association shall be carried out as per relevant clauses of Societies Registration Act.

26. Bye-Laws: The Executive Committee may frame bye-laws for the conduct of the business of the Association wherever necessary.

27. Interpretation: The power of interpreting these rules is vested in the Executive Committee and its decision shall be final and binding.

(CH Hemant Rao)
Secretary

(D. Ayyappan)
Chairman

(Dr. N. Francis Xavier)
Patron
JNRM Alumni Association, Port Blair

Port Blair
Date:

2015



**JAWAHARLAL NEHRU RAJKEEYA
MAHAVIDYALYA ALUMNI ASSOCIATION
PORT BLAIR, ANDAMAN AND NICOBAR ISLANDS**

APPLICATION FORM FOR MEMBERSHIP (LIFE MEMBERS)

PERSONAL DETAILS

Title	First Name	Middle Name	Last name
Mr/Ms/Mrs/Dr			
Date of Birth		Nationality	
Father's Name/Husband's Name			
Address	Permanent:		
	For Correspondence:		
State		Post Code	
Telephone No.		Cell No.	
E-mail Address:			
Occupation		Designation	
Course completed (Govt. College /JNRM)			
Date of completion of UG/PG Degree			

Kindly remit Rs. 500 (Rupees five hundred only) as membership fee.



**JAWAHARLAL NEHRU RAJKEEYA
MAHAVIDYALYA ALUMNI ASSOCIATION
PORT BLAIR, ANDAMAN AND NICOBAR ISLANDS**

APPLICATION FORM FOR MEMBERSHIP (ASSOCIATE MEMBERS)

PERSONAL DETAILS

Title	First Name	Middle Name	Last name
Mr/Ms/Mrs/Dr			
Date of Birth		Nationality	
Father's Name/Husband's Name			
Address	Permanent:		
	For Correspondence:		
State		Post Code	
Telephone No.		Cell No.	
E-mail Address:			
Name of deptt. Working/worked in JNRM/Govt. College		Designation	
Date from which working in Govt. College /JNRM			
Date of retirement from Govt.College/JNRM			

Kindly remit Rs. 500 (Rupees five hundred only) as membership fee.

