



**THE KHALSA COLLEGE
CHARITABLE SOCIETY**

**CONSTITUTION AND THE RULES
(As Amended upto June 22, 2012)**

AMRITSAR (PUNJAB)



*Constitution
and
the Rules
of
The Khalsa College Charitable Society*



Published by :
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Honorary Secretary,
Khalsa College Governing Council, Amritsar.

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**IN THE OFFICE OF THE REGISTRAR
OF
JOINT STOCK COMPANIES PUNJAB**

I hereby certify that pursuant to the provision of Act XXI of 1860, the Memorandum of Association and certified copy of the Rules of the Khalsa College have this day been filed, and that the said Society is duly registered as a Society under the said Act.

Given under my hand and seal this fourteenth day of April, 1892.

Fee Rs. 50 (Rupees fifty only)

Sd/-
T. GORDON WALKER
Registrar, Joint Stock Companies,
Punjab.

SEAL



**IN THE OFFICE OF THE REGISTRAR
OF
FIRMS & SOCIETIES PUNJAB**

In the matter of the **KHALSA COLLEGE SOCIETY, AMRITSAR.**

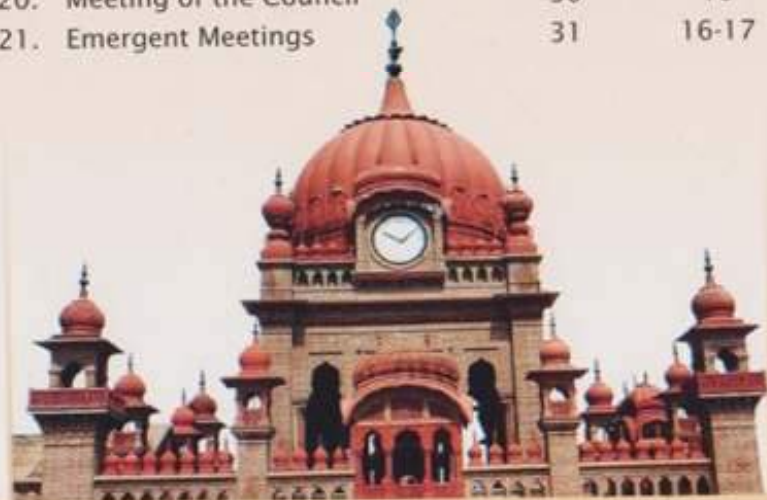
I do hereby certify that under the provisions of the Societies Registration Act, 1860 the name of the **KHALSA COLLEGE SOCIETY, AMRITSAR** has this day been changed to **KHALSA COLLEGE CHARITABLE SOCIETY, AMRITSAR** by virtue of the resolutions passed on 24-3-08 dated this 6th day of June Two thousand Eight.

Sd/-
Registrar of Firms & Societies,
Punjab.

No. : 1202
Dated : 6-6-08

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Khalsa College Charitable Society, Amritsar

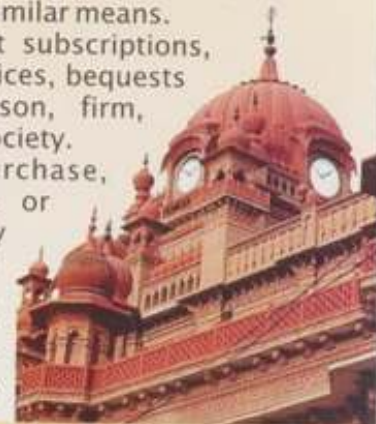
Memorandum of Association of
KHALSA COLLEGE CHARITABLE SOCIETY, AMRITSAR
 (Amendments included upto 22-6-2012)

Aims and Objects

- 1) The Name of Society shall be 'KHALSA COLLEGE CHARITABLE SOCIETY'.
- 2) The office of the Society shall be situated at the premises of Khalsa College, Amritsar, in the State of Punjab.
- 3) The objects for which the Society is established, are :
 - a) To provide, establish, endow, maintain, control and manage Schools, Colleges and other Educational Institutions and to do all acts and things necessary for or conducive to the promotion of Schools, Colleges and other Educational Institutions, at Amritsar and elsewhere and for this purpose to start,

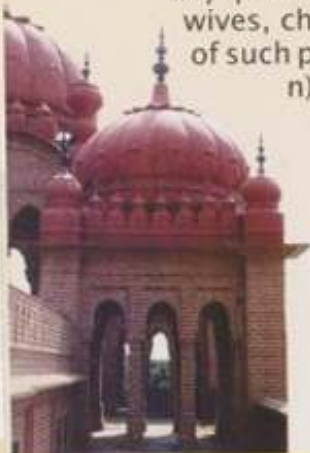
establish, conduct, maintain and manage Reading Rooms, Libraries, Gymnasiums, Workshops, Publishing Houses, Hostels, Laboratories, Residential Quarters and the like.

- b) To affiliate other Schools, Colleges & Educational Institutions to the Colleges and Educational Institutions of the Society.
- c) To build, construct, maintain houses or other buildings and alter, extend, improve, repair, enlarge or modify the same including any existing building and to provide and equip the same with lights, water, drainage, furniture, fittings, instruments, apparatus and appliances and all other necessities for the use to which such building is put up or held.
- d) To construct or otherwise acquire, lay out, repair, extend, alter, enlarge, improve and use any land, recreation or play-grounds, parks and/or any other immovable property belonging to or held by the Society.
- e) For any of the purposes aforesaid, to procure the assistance of qualified engineers, instructors, teachers, professors, artists, medical practitioners, and lay-workers, both voluntary or otherwise.
- f) To start and conduct Magazines, Periodicals and Newspapers and issue pamphlets to carry on the education propaganda and further the aims and objects of the society by means of lectures, Seminars and various other similar means.
- g) To solicit, obtain or accept subscriptions, donations, grants, gifts, devices, bequests and trusts from any person, firm, corporation, institution, or society.
- h) To acquire by gift, purchase, exchange, lease, or hire or otherwise howsoever, any lands, buildings easements, rights of common play-grounds, parks and any property movable and/or immovable, and for any



estate or interest for the furtherance of all or any of the objects of the Society.

- i) To accept and receive in any manner whatever, any cash or immovable or movable property either unconditionally or subject to any special trusts created for the educational purpose by any particular donor in furtherance of any one or more of the objects of the Society.
- j) To take such steps by personal or written appeals, exhibitions, public meetings, Dewans, entertainments or otherwise as may from time to time be deemed expedient for the purpose of procuring contributions to the funds of the Society in the shape of donations, legacies, annual payments or otherwise.
- k) To print, publish and exhibit any books, pamphlets or posters that may be considered desirable for the promotion of the objects of the Society.
- l) To sell, manage, transfer, exchange, mortgage, demise, dispose of or otherwise deal with any property whatsoever belonging to the Society.
- m) To give charitable aid to the teachers, staff and other employees or ex-employees of the Society or to their wives, children or other relatives or dependents, to make payments towards insurance and to form and contribute to Provident and Benefit Funds for the benefit of any person employed by the Society or of the wives, children or other relatives or dependents of such persons.
- n) To borrow or raise monies with or without security or on the security of a mortgage, charge or hypothecation or pledge (in the manner prescribed by the regulations and not otherwise) over all or any of the immovable or movable properties belonging to the Society or in any other manner whatsoever.



- o) To give loans, scholarships, freeships, prizes and monetary assistance to students of the Society's Institutions so as to help them in their studies.
- p) To pay, out of the funds belonging to the Society or out of any particular part of such funds, all expenses of or incidental to the formation of the Society, maintenance of its accounts, management and administration of any of the foregoing objects including all accounts, rates, taxes, outgoings and salaries of the employees.
- q) To invest and deal with any monies of the Society not immediately required for any of its objects in such manner as may be provided by the Constitution of the Society and as may, from time to time, be determined in the manner laid down.
- r) To draw, make, accept, endorse and discount cheques, notes or other negotiable instruments.
- s) For the purposes aforesaid, to open and maintain (or close) accounts with any bank or bankers, to sign, execute and deliver such assurances and deeds as may be necessary.
- t) To amalgamate or enter into affiliation with any other Society, Institution or Association having objects wholly or in part similar to the objects of this Society but not adverse or destructive to them.
- u) To provide transport of any description that may be required or found necessary for the purpose of transport of students and staff.
- v) To provide physical instructors for teaching, games and physical education to the students of the Society, and to develop in them qualities of leadership, comradeship and sportsmanship whether in local, district, provincial, national or international ties, matches and championships.
- w) To impart to the Sikh youths joining any of the



Institutions of the Society, such education including religious education as will enable such students to raise the status of the Sikh Community. This be done through Kirtan and Description (ਵਿਆਖਿਆ) on the shabad on Gurburabs including a lecture on the life of Guru Sahib whose Gurburab is being celebrated.

- x) To promote morality and sobriety of life, to promulgate and to preach teachings of Ten Gurus as contained in Siri Guru Granth Sahib; to imbue students of the Sikh faith with idealism and moral disciplines taught by the Gurus to fit them for a way of life as will bring credit to the community and the country; to develop the faculty of meditation and of religious education amongst the students in particular and the public in general and to produce intelligent/intellectual students and worthy citizens of India. Students be encouraged to write articles to be published on the lives of Guru Sahiban.
- y) To create any trust or trusts for furtherance of the objects of the Society, and for the protection of its funds, assets and properties.
- z) To do all other such lawful acts, deeds and things as are incidental or collusive to the attainment of all or any of the above objects of the Society.
- 4) Management of the affairs of the Society is entrusted, in accordance with its rules and regulations, to a Governing Council consisting of 101 members & Managing Committee consisting of 28 members, to be appointed as hereinafter provided.

RULES & REGULATIONS OF THE SOCIETY MANAGEMENT

Governing Council:

- 1) Out of 101 members of the Council,

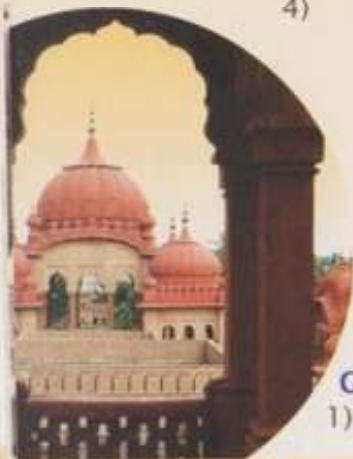


81, subject to the ceiling & conditions mentioned in Rule 7, shall be elected in the manner hereinafter provided and 20 shall be life members as laid down herein, provided that no employee or any person, receiving any remuneration in any form or shape from the Society. Further no member shall be eligible to become a member of the Managing Committee whose direct family relations i.e. wife, husband, son,

daughter, daughter-in-law and son-in-law,

grand son and grand daughter-in-law are employees in any institution under the Khalsa College Charitable Society, Amritsar."However, he/she can remain the member of the Council. It will take effect from the date the Governing Council will approve. It is further made clear that this provision will have only prospective operation and not retrospective operation i.e. the members of managing committee with their direct family relations in the employment of any institution under Khalsa College Charitable Society before coming into force of this provision will not fall within the Ambit of this provision.

- 2) No Member shall be elected as a member of the Council, who has not attained the age of 25 years as on the date up to which nomination papers of candidates for election to the Council are to be filed.
- 3) The minimum qualification of a person seeking election to the Council shall be Matric. However it is not applicable on existing members.
- 4) Every member seeking election to the Council shall be an Amritdhari Sikh.
- 5) Every member seeking election to the Council must himself be a voter in the Constituency from which he stands to be elected. This condition, however, shall not apply to Life Members as are referred to in Rule No. 1.



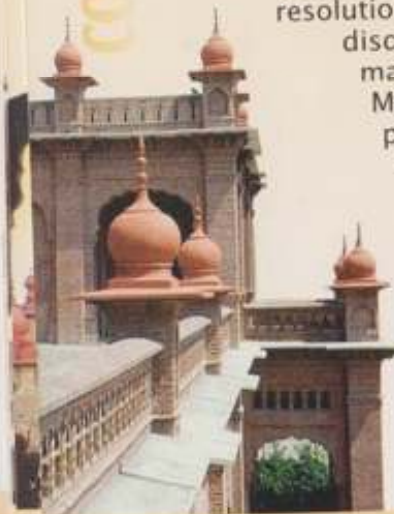
- 6) No member shall be eligible to seek election to the Council:
- a) Who has applied to be adjudicated as an insolvent and his application is pending in Court;
 - b) Who is an undischarged insolvent;
 - c) Who has been found to be guilty, by a competent Court, of any offence involving moral turpitude, and has been awarded a sentence of imprisonment for not less than six months and a period of five years has not elapsed from the date of expiry of such sentence;
 - d) Who has been found to be of unsound mind by a Court of competent jurisdiction;
 - e) Who is in arrears, as on the date appointed by the Managing Committee for the purpose before nomination day, in respect of payment of any subscription and other charges due and payable to the Society;
 - f) In whose case an order disqualifying him from appointment as a trustee has been made by a Court of competent jurisdiction unless leave of the Court has, on application made to it, been obtained by him in pursuance of the provisions of the Indian Trust Act; provided that it shall be within the competence of the Council, by resolution passed at a meeting to condone the disqualification of any person, by a majority of not less than 75% of the Members present and competent to vote, provided further that in no case shall the disqualification of a person, who is mentally unsound or who has been sentenced to imprisonment by a Court of Law for a period of six months, be removed by the Council;

Constituencies:

- 7) The elected members shall be returned by the following

Constituencies :-

- a) 36 Members by General Constituency; subject however to the ceiling that the number of members so elected shall not exceed the ratio of one member to 10 voters in good standing as per rule 9(d) that in making this calculation the fraction of 10 will be rounded off to the nearest integer;
- b) 15 Members by Constituency of Sikh Graduates; subject however to the ceiling that the number of members so elected shall not exceed the ratio of one member to 10 voters in good standing as per rule 9(d) that in making this calculation the fraction of 10 will be rounded off to the nearest integer;
- c) 6 members by Special Constituency for which admission and membership fee has been prescribed separately; subject however to the ceiling that the number of members so elected shall not exceed the ratio of one member to 10 voters in good standing as per rule 9(d) that in making this calculation the fraction of 10 will be rounded off to the nearest integer;
- d) 6 members by educational and charitable Trusts, Institutions and Societies, founded by Sikhs and administered by Boards with a majority of Sikhs.
- e) 6 members by Constituency of Sikh Military Officers, who are or have retired as Commissioned Officers. This shall not interfere with the enrolment of existing voters, whether or not they are Commissioned Officers; subject however to the ceiling that the number of members so elected shall not exceed the ratio of one member to 10 voters in good standing as per rule 9(d) that in making this calculation the fraction of 10 will be rounded off to the nearest integer;



- f) 6 members by constituency of Old Boys of Khalsa College and other Colleges and Institutions associated with or affiliated to it; subject however to the ceiling that the number of members so elected shall not exceed the ratio of one member to 10 voters in good standing as per rule 9(d) that in making this calculation the fraction of 10 will be rounded off to the nearest integer;
 - g) 6 members by Sikh Teachers' Constituency; subject however to the ceiling that the number of members so elected shall not exceed the ratio of one member to 10 voters as per rule 9(d) that in making this calculation the fraction of 10 will be rounded off to the nearest integer.
- 8) It should be understood that representatives of General Constituency, Sikh Graduates Constituency, Special Constituency, Sikh Societies, Institutions and Charitable and Religious Trusts Constituency, Constituency of Sikh Military Commissioned Officers, Constituency of the Old Boys of Khalsa College (and its affiliated Institutions) and Sikh Teachers' Constituency, shall always seek election and be duly elected by a majority of votes cast only by the Members of their respective Constituencies.

Electorate:

- 9) There shall be seven Constituencies (as stated in the preceding paragraph) for electing Members to the Governing Council. The qualifications of a voter of any of these Constituencies shall be :-
- a) that he shall not be less than 21 years of age at the time of enrolment;
 - b) that he shall be at least Matriculate.
 - c) that he shall have his name registered in the electoral rolls of any of the Constituencies and shall contribute to the Society Funds, in case of all the constituencies except the Special Constituency, the sum of Rs. 200/- as donation and a subscription of Rs. 5-00 per month. In the case of Special Constituency, the initial donation



will be Rs. 1000/- and the monthly subscription shall be Rs. 20/- provided that if an old voter, who has for any reason ceased to be voter, desires to enrol himself again, the condition of donation will not apply;

- d) that he shall have paid all arrears of subscription or any other dues owing by him to the Society as on the date appointed by the Managing Committee for the purpose before the election is due to be held;
- e) that he shall be a resident of India at the time of enrolment and a Sikh, i.e. one who declares that he believes in Guru Granth Sahib and the Ten Sikh Gurus, and does not believe in any other for his salvation; and
- f) that he observes Sikh symbols and follows Sikh tenets of life.

Composition Fee:

- 10) It shall be in the option of the voter to pay, by way of composition fee in place of the monthly subscription, the sum of Rs. 500/- to the "Khalsa College Charitable Society" in the case of any constituency, except the Special Constituency, and in the case of Special Constituency the sum of Rs. 2000/- by way of composition fee. This composition fee can be paid at the time of enrolment or at a later date; and on such payment being made in lump-sum the Voter will become a life voter in the constituency concerned.

Graduates Constituency:

- 11) Graduates Constituency shall consist of persons who hold a degree of Bachelor of Arts, Bachelor of Science or an equivalent degree of any recognised Indian or Foreign University or an equivalent degree of any Indian or Foreign University in Science, Engineering,



Agriculture or other faculties and disciplines. Voters of Graduates Constituency at the time of enrolment shall be of not less than three years standing as Graduates.

Sikhs Societies etc. :

- 12) The Constituency of Educational and Charitable Trusts, Institutions and Societies shall consist of such bodies, which have been founded by Sikhs and are being administered by Boards with a majority of Sikhs thereon.

Sikh Military Officers Constituency :

- 13) Sikh Military Officers Constituency shall consist of Sikh Commissioned Officers who are serving in the Indian Defence Forces or who have retired as such, after having served in any branch of the Defence Forces for more than five years in Colours.

Old Boys Constituency :

- 14) 'The Old Boys Constituency' shall consist of Old Sikh Boys/Students of the Khalsa College and other Colleges and Institutions managed by or affiliated to "Khalsa College Charitable Society", provided that they have been regular students for an unbroken period of not less than two years in any of the Institutions run by the Society and whose name was not removed from the Rolls for any misconduct, breach of discipline or non-payment of dues.

Sikh Teachers Constituency :

- 15) The Sikh Teachers' Constituency shall consist of all Sikh Teachers who have served in any recognised School or College or Educational Institution in India for a period of not less than three years.

Special Constituency :

- 16) The Special Constituency shall consist of Sikhs who shall have paid the prescribed donation and monthly

subscription or the composition fee in lieu thereof.

General Constituency :

- 17) General Constituency shall consist of Sikhs who have enrolled themselves as Voters in the said Constituency by paying the prescribed donation and the monthly subscription or the composition fee in lieu thereof.

Note : Voter of different constituencies who have already paid the prescribed amount of donations under the old rules, shall not be liable to pay any additional amount on this account when the present Constitution comes into force.

Right to Vote :

- 18) a) Every person registered on the electoral roll of any of the Constituencies will, while so registered, be entitled to vote at an election of a Member or Members of the Council from that Constituency, provided that he is not in arrears in payment of subscription fee on the day appointed by the Managing Committee for the purpose before the electoral rolls are prepared and published for holding the election. The person, who fails to pay the arrears in the manner prescribed by or before the appointed day, shall cease, and shall be deemed to have ceased to be a voter and his name shall stand struck off the electoral roll.
- b) The votes in the Constituency of Educational and Charitable Trusts, Institutions and Societies, shall be tendered under the authority of a resolution duly passed by the controlling body of such Trust, Institution or Society. A copy of the resolution so passed shall be submitted to the Honorary Secretary of the College Society, under the signatures



of the President and Secretary of the said Trust, or Institution or Society at least a week before any election in the Constituency is scheduled to be held.

Voting in Different Constituencies :

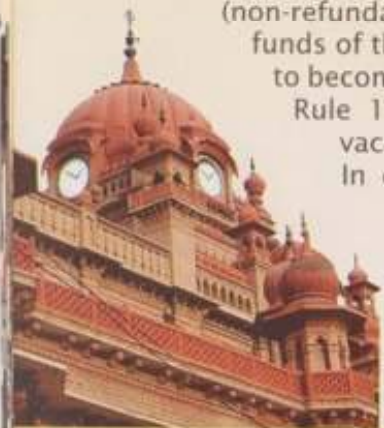
19) Any voter, being qualified to vote in more than one Constituency and who has paid the donation, monthly subscription or composition fee in lieu thereof, separately for each such Constituency, shall be entitled to vote in any Constituency shall have the right to cast two votes for any one candidate, irrespective of the amount of donation or amount of monthly subscription he may have paid as a voter of that Constituency.

One vote in one Constituency :

20) No voter shall be entitled to enrol himself in any Constituency, so as to entitle him to give more than one Vote in that Constituency, irrespective of the amount of donation or monthly subscription or the composition fee that he may have paid as a voter of that Constituency.

Life Members :

- 21) Only the Amritdhari existing individual member, excluding the Societies can apply in this category on making cash/Bank Draft donation of Rs. 10,000/- (non-refundable) by way of subscription to the funds of the Society, each time shall be entitled to become a life member of the Council, under Rule 1 herein above, provided there is a vacancy or when the vacancy next occurs. In case of there being more than one application, the matter will be decided by drawing lots by the Managing Committee.
- 22) Every member nominated or appointed by a Society, Institution or Trust, shall continue to be a Member of the



Council at the pleasure of the Society, Institution or Trust, as the case may be. Should the Society, Institution or Trust decide to replace him, it shall be at liberty to do so. The written intimation of the replacement must be given to the existing member and the Honorary Secretary of the Governing Council. The existing member shall cease to be member and the new member nominated by the Society, Institution or Trust, as its representative, shall be substituted as a member of the Council in his stead.

- 23) The office of the member shall become vacant on the happening of any of the following contingencies :
- a) Death, resignation or apostacy;
 - b) expiration of the term of the office of a member as provided by these Rules;
 - c) absence of a member from three consecutive meetings of the Council or during the entire period of one year, whichever be longer, provided that if a member, who is unable to attend the meeting, intimates to the Honorary Secretary that his absence is unavoidable, the Council shall have the power to grant leave of absence and once leave of absence has been granted, the member shall for the purpose of these Rules, be deemed to have attended such meeting. The Council may, in its discretion, decline to condone the absence of a member, who has applied that his absence from the meetings of the Council be condoned, and the decision of the Council, in this behalf, shall be final and binding and shall not be called in question in any Court or proceedings of any nature or type, whatsoever.
- 24) No member, including a life member, or a representative of a Registered Society, Institution or Charitable/Religious Trust will be allowed to attend, or to exercise his functions as a member in any



meeting of the Council if ex facie he is found to be not a 'Sabat Surat Sikh'.

- 25) It is a condition of this Rule that a member, vacating office under the preceding Rule, shall be eligible for re-election to the Council from the Constituency from which he had been returned previously.
- 26) In the event of a vacancy occurring amongst the members of the Council returned by election, it shall be competent to the Council to fill the vacancy, latest by its next meeting, by appointing a person as an additional member from out of the voters of the same Constituency which the member causing the vacancy represented, and who shall continue to remain in office till the date of the next election.

Term of Office of Council :

- 27) The term of office of the Governing Council shall be limited to five years, reckoned from its first meeting held after the election. On the expiry of this period, a new Governing Council shall be reconstituted as hereinafter provided.

Members to Retire by Rotation :

- 28) One-third of the members representing each electoral Constituency shall retire by rotation every five years, after taking into account the number of vacancies in computing the number of retiring members, fraction if any, will be rounded off to the nearest integer, that may have occurred in the meantime and/or additional members who have been appointed to fill such vacancies. The oldest members in office, reckoning the period from the date they were last elected, shall first retire. But in case there are more members having the same length of life as members of the Council, than the number of members who are due to retire by rotation, then retirement

shall be decided, amongst them by drawing the lots. The election for vacancies thus caused will be held according to prescribed rules and procedure and on the completion of election and reconstitution of the Council, the new term of the Governing Council shall begin with effect from the date of its first meeting.

Outgoing Council :

- 29) Arrangements for re-constitution of the Council shall be made by the Managing Committee during the four months preceding the expiry of the term of the existing Council. The outgoing Council will continue till the first meeting of the re-constituted Council and its Office bearers will continue to function till those of the re-constituted council; elected or nominated, begin to function; provided however, that the Chancellor, for special reasons, may extend the life of the existing Council by a period not exceeding six months.

Meeting of the Council :

- 30) Meeting of the Council shall be held atleast three times during a year i.e. in July, November and March every year. The time and place of the meeting shall be determined by the Rector, in consultation with the President. Normally, such meetings shall be held at Amritsar. The Rector shall have powers to convene larger number of meetings if he so considers it necessary. These meetings shall be called ordinary meetings and notice of 14 clear days will be given to all the members for holding such meetings.

Emergent Meetings :

- 31) In the case of an emergency, the Rector shall have the power to convene an emergent meeting of the Council at such time and place as he may decide. Notice period for an emergent meeting of the Council shall be such as

the Rector may determine. The business to be transacted at the emergent meeting shall be confined to the urgent business which necessitated the calling of the emergent meeting. Proceedings of the emergent meeting shall be read and confirmed at the next ordinary meeting of the Council and confirmation shall be included in the agenda of the next ordinary meeting.

Extraordinary Meetings :

- 32) An Extraordinary meeting of the Council shall be called by the Rector on requisition being received by him from at least fifteen members of the Council. Time and place of such meetings shall be determined by the Rector, but ordinarily, such extraordinary meetings shall be held at Amritsar. Fourteen clear days' notice shall be given to the members of the Council for holding such meetings. The business to be transacted at the Extraordinary meeting shall be confined to the business stated in the Agenda.
- 33) If the Rector fails/declines to call an Extraordinary meeting on requisition having been received from fifteen members of the Council, as stated in the preceding paragraph, then such members shall have the power, after one month of the aforesaid requisition being lodged at the office of the Council, to convene an Extraordinary meeting themselves under their joint signatures by giving not less than fourteen clear days' notice, to all the members of the Council. Such Extraordinary meeting shall, however, be always held at Khalsa College premises at Amritsar.

Decisions to be taken by the Council :

- 34) All the decisions of the Council shall be taken by a majority of votes of the persons present in a meeting, except as has been otherwise provided in these Rules.

Quorum :

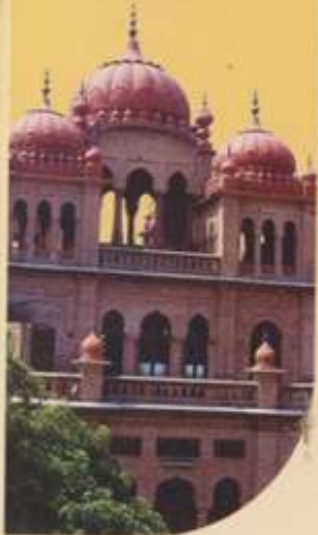
- 35) Fifteen members of the Council present at a meeting shall constitute a quorum for the meeting of the Council.

Powers of the Council :

- 36) The Council shall have the power :-
- to consider and approve the Balance Sheet and the Annual Budget submitted by the Managing Committee;
 - to hear and to advise on the working report of the Society as submitted by the Managing Committee from time to time;
 - to advise on such other matters as the Managing Committee may place before it, or such matter which the Council may direct to be brought on the agenda for consideration;
 - to elect a President and a Rector from amongst its members in its meeting after election/reconstitution of the Council;
 - To elect from out of its Members, 13 Members of the Managing Committee as provided in Rule 40;
 - to elect from amongst its Sikh donors, sympathisers and patrons, a Chancellor of the Society for a period of 5 years;
The mode of election for the purposes of rule 36(d), 36(e) and 36(f) shall be by show of hands or by division;
 - to frame rules and regulations regarding the conduct of its business, not herein these rules sufficiently provided for, within the framework of, and consistent with, the memorandum of Association and the Rules of constitution of the "Khalsa College Charitable Society".

Council Meetings :

- h) Subject to the Rector's power of disallowing any question to be discussed in a meeting as being prejudicial to the interests of the



Society, every member of the Council shall have the right to ask any question in the meeting of the Council from the Managing Committee and/or its office-bearers relating to any matter concerning the affairs of the Society. The time for notice for such question or information to be asked shall not be less than 7 clear days prior to the date on which a meeting of the Council is to be held.

i) Subject to the Rector's powers of disallowing any resolution as being prejudicial to the interests of the Society, every member shall have the right to move any resolution, including a resolution of 'no confidence' against any office-bearer of the Society and in relation to any matter or affair of the Society, in any meeting of the Council, provided that due notice for moving such resolution is sent to the Managing Committee at least 7 clear weeks before the date when the meeting of the Council is to be held.

Who will preside at the meetings :

- 37) a) The Rector shall preside at all meetings of the Council. In the event of his absence the members shall elect one of its members (not being a member of the Managing Committee) to preside instead.
- b) The Rector or someone acting for him (while so acting) shall not have a right of vote except in case of a tie, when his vote shall be final.
- c) The Rector shall not be returned or elected to the Managing Committee or Sub-Committee during the term of his office.
- d) The term of office of a Rector shall be co-terminous till the new formation of the Council.

CHANCELLOR

- 38) A Chancellor of the Society shall be elected by the Council as laid down in Rule 36(f).

CHANCELLOR'S POWERS

- 39) The Chancellor of the Society shall have the powers to order a dissolution of the council at any time if for any valid reason he is satisfied that such step is necessary in the interest and well being of the Society, before such an order of dissolution is given effect to, the Chancellor will forward to the Managing Committee, in written communication, the reasons on which his order is based and give sufficient time to the Managing Committee to consider the same and make any submissions and observations thereon to which the Chancellor will give consideration. The effect of an order of dissolution by the Chancellor under these Rules shall mean termination of the existing term of the whole of the existing Council. As a result thereof, all the elected members of the Council shall be deemed to have vacated office and a new Council shall then be constituted through elections to be held according to Rule 29 within 4 months of the date of Chancellor's orders, in respect of the 81 members of the Council as laid down in Rule 1.

MANAGING COMMITTEE

- 40) The actual management of the affairs of the Institutions of the Society already functioning namely, Khalsa College Amritsar; Khalsa College of Education, Amritsar; Khalsa College of Education, Ranjit Avenue, Amritsar; Khalsa College for Women, Amritsar; Khalsa College of Nursing, Amritsar, Khalsa College at Mohali, Khalsa College Higher Secondary School, Amritsar, Khalsa College Girls Senior Secondary School, Amritsar, Khalsa Collegiate Sr. Sec. School, Amritsar, Khalsa College Public School, Amritsar, Khalsa College International Public School, Ranjit Avenue, Amritsar, Khalsa College



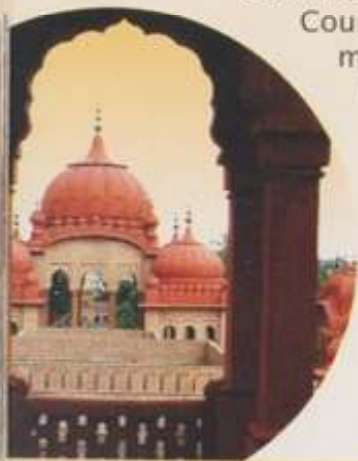
Public School, Village Heir and other such institutions as be established hereinafter shall be in the hands of the Managing Committee. However, the Managing Committees of the schools run by the Khalsa College Charitable Society shall be constituted as per rules of Department of Education Punjab/ CBSE/ ICSE/ respective University in collaboration with foreign University & recognised Colleges etc. constituted as under :-

- a) President;
- b) Principals of all colleges affiliated to it, as non-voting Ex-officio members;
- c) Fourteen members to be nominated by the President from amongst the elected members of the Council;
- d) 13 members to be elected by the Council.

The President shall select fourteen members within a fortnight of the meeting at which he is elected as President. After such selection, 13 members to be elected by the Council shall be so elected. Under all circumstances, it shall be the duty of the President to arrange election of the members of the Managing Committee.

The fourteen members selected by the President shall remain members of the Managing Committee at his pleasure. Thirteen members elected by the Council shall retain membership of the Managing Committee subject to the condition that the

Council may, by a majority of 75% votes of the members present, remove any member of the Managing Committee. On such resolution being passed by the Council, the member so removed shall cease to be a member of the Managing Committee and the resolution passed for his removal shall be given full effect in accordance with the rules. The same shall be final and binding and shall not be called in question in any Court or proceedings.



- 41) The President shall hold office during the pleasure of the Council. Should the Council, by a majority of 75% votes of the members present resolve lack of confidence in the President, he shall resign forthwith and in case of failure on his part to submit the resignation he shall be deemed to have resigned with immediate effect.
- 42) The President may, in his discretion, resign from his office as President at any time. Such resignation shall take effect from the date a successor is appointed by the Council. On the resignation of the President becoming effective, the Managing Committee shall stand dissolved. The Council shall then elect a new President and a new Managing Committee shall be constituted in the manner in which the original Managing Committee is to be constituted.
 - a) In the event of occurrence of vacancy in the office of the President by reason of his death or removal, Vice-President shall act as President and continue with the existing Managing Committee and Office Bearers until the date a new President is elected.
 - b) An election to fill the vacancy of the President occurring by reason of his death or removal shall be held as soon as possible and not later than two months of the occurrence and the person so elected shall hold office for the remaining term of the Council.
- 43) It shall be within the power of the President to nominate Office Bearers from amongst the members of the Managing Committee, to assist him in the discharge of his duties. Amongst others, he will appoint a Vice-President, Honorary Secretary, Additional Honorary Secretary and Joint Secretaries and other office bearers in other name or designation. (The Honorary Secretary/Additional Honorary Secretary so appointed shall also



act in such capacity in respect of the business of the Council).

- 44) The President shall, however, be competent to enjoin any member of the Managing Committee or of Council to discharge any particular function, report about which will be laid before the next meeting of the Managing Committee.
- 45) On the occurrence of any vacancy in the Managing Committee, the same shall be filled up in the manner in which the Member, who has ceased to be a member, was appointed as a Member of the Managing Committee.
- 46) Meetings of the Managing Committee shall be held as often and at such intervals not exceeding two months, and at such time and place as the President may direct, but ordinarily meetings will be held at Amritsar.
- 47) Not less than seven clear days' notice shall be given to all the Members of Managing Committee before any meeting is held. Such notice shall be delivered to the Members personally or sent to them by post under certificate of posting or by Courier/Speed Post/E-mail, unless any member of the Managing Committee, desires to have such notices sent to him/her by registered post acknowledgment due and he/she has deposited, in advance a sum of Rs. 20/- with the Honorary Secretary to cover the postal charges.

Quorum for a meeting of the Managing Committee shall be a minimum of five members. It shall be compulsory for the President to call an extraordinary meeting of the Managing Committee on a requisition being placed with him by a minimum of five members.

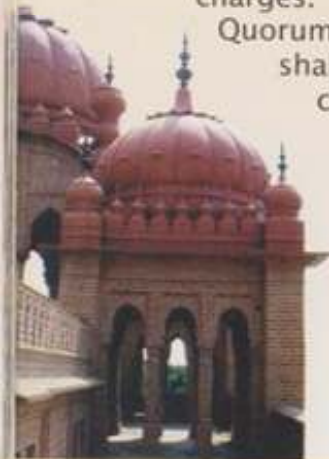
- 48) Every decision of the Managing Committee shall be by a majority of votes. The President shall preside at all meetings of the Managing Committee. In his absence, Vice President of the Managing Committee shall preside at

such meetings. In the event of absence of the President and the Vice President, the members present shall elect, one of them, to be the Chairman of the meeting and to preside there at. The Chairman so elected shall be deemed to be the Chairman of the Managing Committee for the particular meeting at which he presides. The President or the Vice-President or the Chairman, who presides at any meeting of the Managing Committee, shall have a casting vote in the event of a tie.

- 49) In the event of an emergency, the President shall be entitled to call an emergent meeting of the Managing Committee, at such time and place as he may consider expedient and without any limitation as to the time of notice. Notice of such meeting shall be given to all the Members so far as may be practicable; every effort shall be made to serve notice giving the members sufficient time to attend. Agenda of such meetings shall be sent alongwith the notice to all the members, or soon thereafter.
- 50) Unless the President resigns and the Managing Committee is, for that reason, dissolved, the term of the Managing Committee shall be the same as the term of the Council. The new Managing Committee, when formed on the resignation of the President, shall hold office for the remainder of the term for which the original Managing Committee would have been in Office, and the term of the new Managing Committee shall end on the expiration of the term of the Council.

POWERS OF THE MANAGING COMMITTEE

- 51) The Managing Committee shall have full authority and control over the affairs of the Society, its property, its finances and all other matters connected with or relating to the affairs of the Society. It shall be the supreme authority in respect



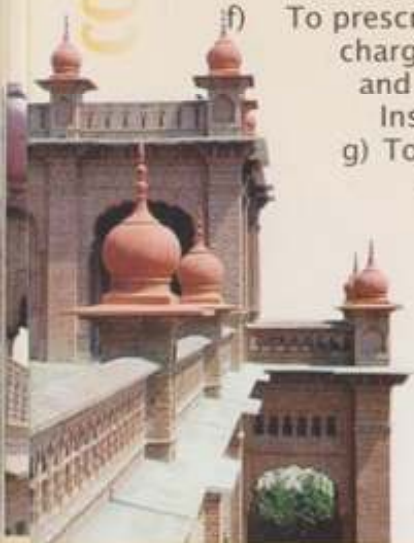
of the Management of the affairs of Society, but shall be subject to the control of the Council which shall have the power of Veto.

52) Amongst others, the following shall be the powers/duties of the Managing Committee :

- a) To exercise general control over the affairs of the Society;
- aa) To set up Managing Committee for individual Institutions of the Society with membership as may be determined, in consultation with the Punjab Education Department wherever required;
- b) To determine the strength of the establishment, rates of pay and other conditions of service;
- c) To appoint, suspend or dismiss any Officer or employee of the Society of Khalsa College or any other College/School/Institution affiliated with it;
- d) To frame rules and regulations in respect of all or any matters which are within its jurisdiction, consistent with the Memorandum of Association of the Khalsa College Charitable Society;
- e) To prepare and sanction annual budget and the balance sheet of the Society, with or without modifications, as submitted by the Secretary after due audit by the Auditors;
- f) To prescribe rules and to fix the fees and other charges to be recovered from the students and other, of various Colleges/ Schools/ Institutions;
- g) To prepare and to submit to the Council, report on the Working of the Colleges/ Schools/ Institutions managed by or affiliated to it, together with a copy of the Annual Budget or of the Balance Sheet and to carry out the orders of the Council thereon;
- h) To conduct elections of the members of the Governing Council and to arrange preparations and publication of

electoral rolls, to frame rules and regulations and to discharge all other functions connected therewith;

- i) To call and to consider the reports of the Principals of the various Colleges/ Schools/ Institutions managed by or affiliated to it, and to tender such advice and issue such instructions to them as may be considered appropriate;
- j) To dispose of all or any questions that may come up for consideration by the Managing Committee in regard to the affairs of the Society;
- k) To award Stipends/Cash Awards to deserving students, who, by virtue of their brilliant performance in examination/sports and other fields of activities, may be considered to be deserving of such awards, provided that the total amount awarded by the President of the Managing Committee, on his own authority, shall, in no case, exceed the aggregate sum of Rs. 1000/- in any one financial year;
- l) To cause proper accounts to be kept in respect of contributions received by the Society and the funds placed at its disposal for disbursement of scholarships etc;
- m) Subject to the over-all supervision of the Managing Committee, the Principals of the Colleges/ Schools/ Institutions managed by or affiliated to the Society, shall be the administrative heads of their respective Institutions and they shall have under their control, the entire staff of the Colleges/Schools/Institutions of which they are the Principals;
- n) The Managing Committee shall be authorised to enter into contract, conduct or undertake any litigation on behalf of the Society, or any of its Constituent Members, Colleges, Schools or Institutions. It shall be competent to engage Lawyers, Solicitors, Advocates, Mukhtiar, sign and verify plaints, applications



for execution of decrees, application for review or revision, or to refer matter to arbitration, to perform or oppose awards and to conduct and look after all the affairs of the Society and its Constituent Members;

- o) The Managing Committee shall be authorised to pay and/or receive all monies due or payable to the Society and to deposit the same in its account with its bankers. It shall also be authorised to nominate one or two of its Officers or members to sign cheques, endorse hundies and all other documents under the Negotiable Instruments Act, and to sign and give receipts and discharges for all payments received on behalf of the Society;
- p) The Managing Committee shall be deemed to be the Agent of the Society for all purposes and shall be fully authorised to initiate or defend any proceedings in a Court of Law or Tribunal or before the Arbitrator(s) or Umpire in which the Society or its Constituent Members may be interested or to which it may be a party. The Managing Committee shall inter alia, be entitled to appoint one of its members as being the Incharge of all or any litigation/ proceedings and the member so appointed shall be deemed to be the sole Attorney of the Society for the purposes of such litigation. Such member shall also be entitled to deposit any monies, in any Court on behalf of the Society or any of its Constituent Members, and to claim and receive back the same. He shall also be entitled to deposit, to take back such documents on behalf of the Society, as may be required to be deposited in Court or before any Tribunal; to execute power of Attorney in favour of Counsel or Lawyer, and to do all that may be necessary for the purpose of the litigation.



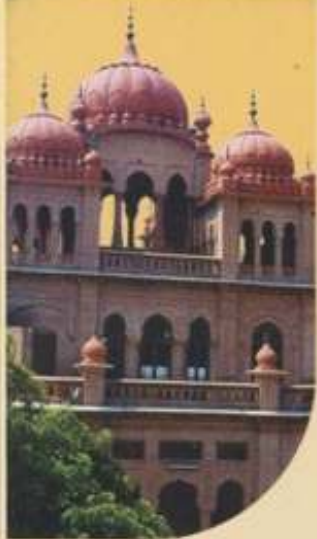
PRINCIPAL

- 53) Amongst others, the following shall be the duties of Principal/Head of the Institution :-
- To regulate admissions to the Colleges/Schools;
 - To classify teaching, punishment, suspension and expulsion of students;
 - To appoint, promote and remove the subordinate staff drawing total salary/emoluments and other perquisites not exceeding Rs.150/- per month.
 - To impose and collect fines from students;
 - To recommend and grant scholarship to any student of the College/School/Institution, decision in regard to which will rest with the Managing Committee.
 - Generally to superintend and control over the staff, students and other employees, and also to look after all matters relating to the smooth running of the Colleges/ Schools/ Institutions of which they are the Principals, respectively;
 - It shall be the duty of the Principal/Headmaster to look after the general sanitation of the Institution under his charge and, for this purpose, to incur such expenditure for maintaining a good standard of sanitation;
 - The Principal/Head of the Institution shall, with the prior concurrence and consent of the Society, be entitled to grant a lease or licence of the shop(s) within the area of the Institution of which he is the Incharge, for the purpose of providing all necessary facilities/amenities, like books, stationery and all other requirements of the students.

Religious Instructions

- 54) Under rules to be framed by the standing Religious Committee, due provision shall be made for





imparting religious teachings and religious observances in accordance with the principles of Sikh religion. The standing Religious Committee shall consist of:-

- a) The members of the Managing Committee;
- b) Any other Sikh (not exceeding 3 in number) who is well acquainted with the Sikh religious books, whom the members of the Managing Committee may select for this purpose. At every meeting of the

Standing Religious Committee, five members shall be required to form a quorum and all matters shall be determined according to the majority of votes of those present and in case of an equality of votes, the Presiding Officer shall have a casting vote;

54A) In framing the scheme of instructions in regard to religious subjects, the Committee shall provide for teaching the Guru Granth Sahib and principles of morality and religion which are inculcated by the tenets of ten Gurus;

54B) The religious instruction shall be considered to be an integral part of the College and School curriculum and every student shall be required to attend such percentage of the lessons as may be prescribed by the Rules made by the Managing Committee. In the event of any student failing to comply, the Principal may refuse admission of any such student to any examination. His decision unless set aside or varied by the Managing Committee on appeal which must be filed within 10 days of intimation being given to a student that he may not be permitted to take a particular examination shall be final and binding on him, and the same shall not be called in question in any Court or proceedings.

INVESTMENT OF FUNDS

To Vest in Appointed Treasurer or Trustees:

55) Endowments of the Khalsa College Charitable Society and its Permanent Funds consisting of Promissory Notes, Debentures, Deposits, Receipts, Certificates and/or other Securities shall be vested in the Trustees of Khalsa College Charitable Society whom the Council may appoint from time to time and who may make their working rules subject to the approval of the Council.

Where to be Invested :

56) The Corpus of the Permanent Funds or Endowments of the Khalsa College Charitable Society shall not be spent. The Trustees of the Khalsa College Charitable Society appointed by the Council shall be responsible to see that the original amounts of the Endowments or Permanent Funds remain invested in the forms or modes and in the manner following :-

- i) Any Central or State Govt. security, or in any other security approved by the Central Govt. in this behalf.
- ii) Deposits in any account with the Post Office Saving Bank, including deposits in National Savings Certificates, or in deposits under the recurring deposit scheme.
- iii) National Scheduled Banks included in the Second Schedule to the Reserve Bank of India Act 1934 (2 of 1934); and three banks viz ICICI Bank, HDFC Bank and IDBI Bank.
- iv) Deposits in Reserve Bank of India Relief Bonds.
- v) Deposits with any financial corporation established by or under a Central Act.
- vi) Any security for money created and issued by the Central Government.
- vii) Investment in debentures issued by, or on behalf of any company or corporation both the



principal whereof and the interest whereon are fully and unconditionally guaranteed by the Central Government.

- viii) Deposits in any Central Govt. company or corporation, as defined in Section 617 of the Companies Act, 1956.
- ix) Development of lands and properties belonging to the Khalsa College Charitable Society and future building and construction work thereon with a view to secure commensurate return on investment so made.
- x) Preference shares entitled to a fixed ratio of dividends whether with or without a further right to participate in profits, debentures of, and deposits in account with reputed public limited companies of high standing and credit worthiness;

PROVIDED, however, that where investments are intended to be made under sub-clause (ix) and (x) hereabove, the Hony. Secretary shall, as a condition precedent, submit from time to time statements to the Managing Committee for approval, giving therein the names of the corporations and public limited companies with whom the investments are to be made and the plans for the development of land and properties belonging to Khalsa College Charitable Society. He shall also give such information regarding the said corporation and public limited companies on their financial standing as is available to him. He shall also propose the monetary limits for deposits, debentures or other form of investments in the case of each corporation and/or public limited company respectively, as also the period and other terms of the proposed investments. The statement of proposals shall be listed as an item of the agenda of the meeting of the Managing Committee in which the same are to be considered.

The Managing Committee shall consider the proposals and the approval of the Managing Committee shall be deemed to have been granted only if atleast 2/3 majority (fraction to

be rounded to the nearest integer) of the members present approve the same with or without modifications;

PROVIDED further that the Managing Committee may consider or reconsider the approved limits from time to time and increase, modify or cancel the same for future guidance and action;

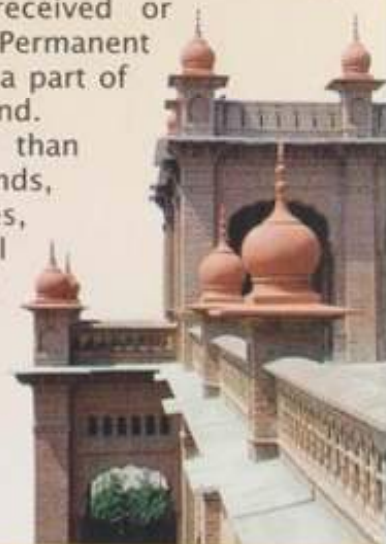
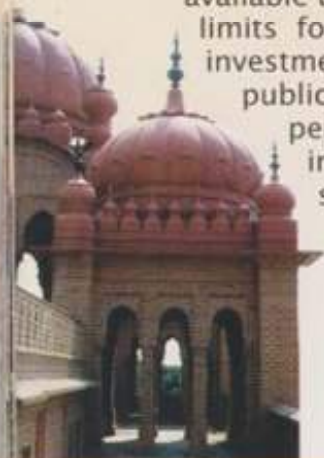
And it is further provided that the statement of the limits thus approved, increased, modified or cancelled by the Managing Committee will be laid before Governing Council in its meeting next following for information and such advice as the Council may deem fit to give.

Interest on Endowments to form part of Revenue :

- 57) The yield of the interest from the investment of the Endowments and Permanent Funds shall be paid to/placed at the disposal of the Managing Committee by the Trustees of Khalsa College Charitable Society so as to form a part of the annual revenue of the Society and to be spent at the discretion of the Managing Committee.

Donations to be part of Endowment Fund :

- 58) All donations received from the electrorates or from Life Members or otherwise received or contributed for the credit of the Permanent or Endowment Funds shall form a part of such permanent or Endowment Fund.
- 59) All funds of the Society other than Endowments and Permanent Funds, i.e. Provident Funds, Reserves, liabilities and Provisions etc. shall vest in the Managing Committee and shall be invested in the form or modes and in the manner as laid down above in Rule 56 including the conditions and the provisions attached thereto. These investments shall be



operated by the officer(s) appointed and authorised by the Managing Committee for this purpose.

MISCELLANEOUS

- 60) The Rules embodied in the previous articles shall be regarded fundamental and no amendment of any kind shall be made in the said articles until the proposed amendment being notified in the agenda shall have been recommended by a majority of 2/3 of the members present at the meeting of the Managing Committee in their two consecutive meetings and afterward adopted by majority of 2/3 of the members of the Council present at a meeting. For the purpose of this rule, the fraction shall be excluded.

