



OFFICE OF THE PRINCIPAL
DIGBOI MAHILA MAHAVIDYALAYA

[Estd : 1981]
DIGBOI :: 786171 (ASSAM)
Regd. No. 838

Ref. No : DMM/ Alumni /2021 - 01

Date :- 06-01-2021

From: Dr. A.C. Sarmah, M.Sc, M.Phil, Ph.D.,
Principal,
Digboi Mahila Mahavidyalaya,
Digboi.

To,
The Registrar of Societies,
Govt. of Assam,
Guwahati, Assam.

Sub : Registration of Alumni Association.

Sir,

With reference to the above I would like to state that we have an Alumni Association since the establishment of our college. Now we desire to register our Alumni Association on under the Societies Registration Act 1860.

Therefore, I have enclosed herewith the following documents for your considerations and necessary action.

Thanking you,

Enclosed :-

1. Memorandum of Association [Page 1-7]
2. Memorandum of the Society.
3. Proceeding of the General Meeting
4. Draft constitution Framing Body
5. Resolution
6. Signature Verification of the Secretary
7. Voter ID and PAN Card of President and Secretary

Yours faithfully,



Dr. A.C. Sarmah

Principal

Digboi Mahila Mahavidyalaya

Principal
DIGBOI MAHILA MAHAVIDYALAYA

MEMORANDUM OF ASSOCIATION

Fees Rs. 50.00

(Registration under Societies Registration Act, XXXI of 1860)

1. Name of the organization: DIGBOI MAHILA MAHABIDYALAYA
ALUMNI ASSOCIATION
2. Location of Office of the : Digboi, Tinsukia, IBGIRI, ASSAM
Organisation is situated
in the provinces/states.
3. The objectives for which the Society is establish

1. Art & Culture :

2. Rural Development :

3. Science & Technology :

✓ 4. Education : Digboi Mahila Mahavidyalaya, Digboi, Assam
is a provincialized Degree Arts College
established on 24.07.1981. It has an
ALUMNI ASSOCIATION for organizing some
programmes and works for welfare of
women of this college and society as
a whole.

5. Health :

6. Women & Child Welfare :








7. Agriculture :


4. The names, Address and Designation of the present members of Executive Committee of Governing body are:-

Name in full	Address, Occupation	Designation
1. Shaya Rani Saikia	Barbil No-2 Digboi - Tinsukia	President
2. Deepika Gogoi	Batapung, Near Nanghan, Digboi	Secretary
3. Dipika Dhan	Digboi Mahila Mahasabha Digboi, Tinsukia	Treasurer
4. Hiranya Devi Baruah	Golai No-1 Digboi - Tinsukia	Member
5. Runu Gogoi Saikia	Barbil No-2 Near Tipam Tea Factory - Digboi	u
6. Ranjita Saikia	Barbil No-1 Mission Para Near Mandir, Digboi	u
7. Himani Choudhury	Muliabari Toyal Traders, Digboi	u

5. The undersigned are desirous of form a NGO in pursuance of this memorandum of Association

memo

Sl. No.	Signature in full	Address, Occupation & Designation Executive Committee of present	Signature of witness with seal & designation (Local) D.C. ADC (C) of Circle Officer)
1	 Shaya Rani Saikia.	President No.2, Borbil. 9435337295	
2	 Deepika Gogoi	Secretary, Bapung Near Namghar, Digboi 786171 8721066134	
3	 Dipika Saha	Digboi Mahila Maha- vidyalaya, Digboi 786171. 9678967595	
	 Hiranaya Devi Baruah	Golai NO. 1 Digboi 8486122306	
	 Rani Gogoi Saikia	Borbil No-2 Near Sipam Tea Factory, Digboi 8822022018	
6	 Ranjita Saikia	Borbil no-1 Mission para Near Ram Tharu Naulia, Digboi, 995477064	
7	 Himani Choudhury	Muliabani, Tayal Thadms, Digboi 7575908320	


Circle Officer
Margherita Revenue Circle
Margherita

RULES AND REGULATIONS

1. Name of the society :
2. The Office of the Society is :
Situating in the provided/State
3. The objectives for which the society is established are:
4. Area operation- Assam

Art & Culture:

- i) To arrange various game & sport, culture and literary competition in various areas and the try to encourage the people in these fields.

Rural Development:

- i) To promote activities for educational and socio-economic development of the society both in rural and urban by providing various training programmes; source etc., to the youths for their future economic guarantee for their self employment and absorption.
- ii) To organize training and awareness programs, camps etc. on the rural development program an policies of the government.
- iii) To organize workshops/ seminars/ conferences etc. on issues relating to improve the quality of life in rural areas.

Science & Technology

- i) To organise seminars, conference; meeting demonstration public opinion to the various problems involving education by way of applying scientific education.
- ii) To encourage the application of science and technology in proper manner improving the day to day life style and livelihood.

Education:

- i) The association shall time to time organize educational. programmes to highlight mass education and social awareness of the people in its operational areas.
- ii) To impart higher education to the girls & boys students of the area in particular and to the students society in general.

Environment

- i) To create awareness about forest conservation and to encourage the people for mass plantation of trees in the available land and to make environment pollution free.

Health

- i) Holding of seminars, popular etc. to create awareness among the public regarding sanitary measures, safe drinking water, maintenance of hygiene at home, various contagious diseases etc. Awareness programmes Prevention of AIDS, Adult education, health sanitation, nutrition, environment protection & rural technology.

Women & Child Welfare

- i) To organize Health awareness programmes among the slum areas, the downtodden & illiterate poor masses, specially child & pregnant women & to assist the Department of Health & Family welfare in implementing their schemes related to the welfare of child & mother.

Agriculture

- i) To organize training and awareness programs for modernization of agriculture, multiple cropping etc, to raise the level of consciousness, productivity, income and standard of living of the farmers.

5. Membership:

a) Qualification to become Members-

The membership of the society will be given to any Indian citizen who:

- i) He /She has attained the age of eighteen years.
- i) Promises to abide by the rules and bye-laws and all the decisions taken by the association in respect of the amendments of the rules and bye-laws.
- ii) Subscribed in writing to carry out to the best of his/her capacity the objects of the association.

b) Subscription, Donation etc.

All the members are liable to subscribe lump-sum amount as membership fees/ subscription or donation may also be liable to subscribe towards the society so fixed by general meeting time to time.

c) Collection of fund :-

The fund of the Society will be collected from membership subscription/fees, donation from members/well wishers, grants from any Govt. organisation and from its own resources, if any.

d) Control of fund :-

A bank account will be opened in the name of the society in a Nationalized Bank or Post office, which shall be operated jointly by President and Secretary of the Society.

6. **Procedure of the General Meeting :-**
The General Meeting will be held at least once in a year.
7. **Quorum of the General Meeting :-**
In presence of 1/3rd members of the total members, the quorum of the General Meeting will be formed, but no quorum in case of adjourned meeting is needed so far.
8. **Election procedure of the Executive Committee:**
The Executive Committee will be constituted through democratic procedure amongst the meeting of the member of the Society in any general meeting.
9. **Short description of the Executive committee :-**
Primarily the executive committee is consists of- 7 members which includes President-1, Gen. Secy.-1, Treasurer-1 and 4 Members subject to increase in due course if felt necessary.
10. **The term of the Executive Committee:**
The term of the Executive Committee will be 3 (three) years, subject to increase or decrease in due course if felt required.
11. **Procedure of Re-election of the members of the Executive Committee:-**
If necessary, Re-election will be held according to the election procedure.
12. **Procedure of the meeting of the Executive Committee :-**
The Executive Committee will be held at least once in every two months or so far both functioning and management of the Society.
13. **Quorum of the meeting of the Executive Committee :-**
In pursuance of 2/3rd members of the total Executive members, the quorum of the Executive Committee will be formed, but question of quorum in case of adjourned meeting does not arise.

14. Expulsion of undesirable member :-
(If any members goes against the Rules and Regulation of the Society, then the same member will be suspend / expelled from the Society.
15. Auditor:
A qualified Auditor will be appointed by the Executive Committee for a term of one year, who shall audit the accounts of the society at least once in a year and the Annual Audit Report will be submitted to the Registrar of Societies Regularly.
16. Legal Procedure:-
According to the provision laid down in the section 6 of the societies Registration Act- XXJ of 1860, the Society may sue or may be sued in the name of the President and Secretary of the Society.
17. Dissolution:-
If necessary, the Society may be dissolved and the properties remained after dissolution may be handed over according to the provision laid down in the Section 13 and 14 of the Societies Registration Act-.XXI of 1860.
18. Certified to be true copy of the Rules and Regulation of :

Signature of three Executive Members

1. Shaya Rani Sankar .
2. Deepika Gogoi
3. Dipika Sbar