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CERTIFICATE OF REGISTRATION OF SOCIETIES
 Act XXI of 1860



No. M.B.J. 7826 - 20 - of 2007/2008

I hereby certify that MANAGING COMMITTEE OF
ST. XAVIER HIGH SCHOOL AT - PRAFULLANAGAR
WARD NO. 12 P.O - BARIPADA DIST - MAYURBHANJ.

has this day been registered under the societies registration Act (No. XXI of 1860)

Given under my hand at BARIPADA this 26th
 Day of October Two Thousand Seven



[Signature]

90
 24/10
 ADDITIONAL REGISTRAR OF SOCIETIES
 MAYURBHANJ, BARIPADA



Certified to be true copy
Rajendra Nath Mohanty
 Date 25/11/16 Record Keeper
 Authorized under section 76,
 Act XXI of 1860



**MEMORANDUM FOR REGISTRATION OF MANAGING COMMITTEE UNDER
SOCIETY REGISTRATION ACT 1860.**

1. NAME OF THE MANAGING COMMITTEE : St. Xavier High School
2. (a) Location of the Registered Office Of the Society : Prafullanagar
P.O. - Baripada
DIST. - MAYURBHARJ
PIN - 757001.
3. AIMS & OBJECTIVES :

The School is established with following Aims and Objectives :

- (a) To render qualitative education in the District of Mayurbhanj.
- (b) To act as a social Institution for the development of community.
- (c) To act as a beacon to dispel darkness among the community and guide the masses in Pursuit of Perfection.
- (d) To impart value to the children of the community in the process of nation building.
- (e) To act as a catalyst in disseminating elementary as well as higher education in the tribal District of Mayurbhanj.
- (f) To make plan and development of education in school in pursuance with the directive of Education Department, Govt. of Orissa from time to time.
- (g) To abide the rules and regulation form by the State and the Centre education Board from time to time.
- (h) To arrange / provide funds for functioning of school.

Amikano Pattanain
Secretary
St. Xavier High School

Shivalianda Rayan
Treasurer
St. Xavier High School



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Act



4. The names, address, occupations and signatures of the first members of the Governing Body of Managing Committee to which the management of the society is entrusted are given below:

Sl. No.	Name & Address	Designation	Occupation	Signature
1.	Mr. Barendra Nath Barik Sarada Rama Krushna Sadan, W.No-19, Baripada-1, Mayurbhanj	President	Retd. Profess or of commerce	<i>B. Barik</i>
2.	Biswa Mohan Pattanaik. Rajabagicha, Cuttack- 9, Orissa	Vice- President	Advocate	<i>Biswa Mohan</i>
3.	Amitava Pattanaik. Bijayramchandrapur, W.No-22, Baripada Mayurbhanj - 757002	Secretary	Business	<i>Amitava Pattanaik</i>
4.	Ranjan Kumar Dash. Prafullanagar, Baripada - 757001	Asst. Secretary	Service	<i>Ranjan Dash</i>
5.	Shaibal Kanta Nayak Purnachandrapur, W.No-21, Baripada, Mayurbhanj - 757002	Treasurer	Business	<i>Shaibal Kanta Nayak</i>
6.	Rajat Sekhar Pattanaik At-Kucheibudi Rairangpur, Mayurbhanj	Member	Service	<i>Rajat Sekhar</i>
7.	Bijoy Kumar Dutta K.C.Circle, Baripada, Mayurbhanj	Member	Business	<i>Bijoy Kumar Dutta</i>

Amitava Pattanaik
Secretary
St. Xavier High School

Shaibal Kanta Nayak
Treasurer
St. Xavier High School



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Act. 1 of 1872



5. We, the undersigned are desirous of forming a Managing Committee of ST. XAVIER HIGH SCHOOL in pursuance of Memorandum of Association and we believe that the facts stated above are true to the best of our knowledge.

Sl. No.	Name & Address	Designation	Occupation	Signature
1.	Mr. Barendra Nath Barik Sarada Rama Krushna Sadan, W.No-19, Baripada-1, Mayurbhanj	President	Retd. Profess or of commerce	<i>B. Barik</i>
2.	Biswa Mohan Pattanaik. Rajabagicha, Cuttack- 9, Orissa	Vice- President	Advocate	<i>B. Mohan</i>
3.	Amitava Pattanaik. Bijayramchandrapur, W.No-22, Baripada Mayurbhanj - 757002	Secretary	Business	<i>Amitava Pattanaik</i>
4.	Ranjan Kumar Dash. Prafullanagar, Baripada - 757001	Asst. Secretary	Service	<i>Ranjan Dash</i>
5.	Shaibal Kanta Nayak Purnachandrapur, W.No-21, Baripada, Mayurbhanj - 757002	Treasurer	Business	<i>Shaibal Kanta Nayak</i>
6.	Rajat Sekhar Pattanaik At-Kucheibudi Rairangpur, Mayurbhanj	Member	Service	<i>Rajat Sekhar</i>
7.	Bijoy Kumar Dutta K.C.Circle, Baripada, Mayurbhanj	Member	Business	<i>Bijoy Kumar</i>
8.	Mrs. Kanaklata Parija. Bijayramchandrapur, W.No-22, Baripada Mayurbhanj - 757002	Member	Retd. School Teacher	<i>K. Parija</i>
9.	Principal of St. Xavier High School. Miss Maya Chatterjee W.No-17, Baripada Mayurbhanj, Orissa.	Member	Retd. - Principal	<i>M. Chatterjee</i>

Witness :

1) *Janmejay Senapati*
At - Hal Dipal, Ra-chitroda
Dist. - Mayurbhanj

2)

Prakash Ch. Kan Mohapatra
AT - Murgabadi
P.O. - Bhanjpur (W.No-21)
Dist. - MBJ

Signatures from Sl.No 1 to 9 are attested.

Amitava Pattanaik
Secretary
St. Xavier High School



Shaibal Kanta Nayak
- Treasurer
St. Xavier High School

Certified to be true copy
Rajendra Nath Mohanty

Date *05/11/16*
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Act. 1 of 1972



RULES AND REGULATION OF THE INSTITUTION

1. General Body & Membership:

- The General Body of the society shall be composed of the members of the Managing committee who are not disqualified by any resolution of the Governing Body.
- General Body elects the members of Governing Body out of its members.
- It has the power out formulate policy and to make addition and alteration in Rules and regulations as and when necessary for the smooth running of the school.

MEMBERSHIP

- The Governing Body may invite and admit academic institutions, companies, societies, organizations and associations as institutional members who are prepared actively to participate or contribute to the operational activities of the school.
- Any person of the majority with a service motto or experience who will shall make the requisite application for membership of the society may become a member of the Managing committee with the approval of the Governing Body, and on enrollment he/ she shall be liable to pay the subscription decided by the Governing Body time to time.
- The decision of the Governing Body to admit or reject any candidate for membership shall be final and conclusive. The Governing Body is not bound to give or assign any reason for such a decision.

TERMINATION OF MEMBERSHIP

- If the member tenders his resignation, to the Managing Committee.
- If the Governing Body decide by a majority vote to terminate his membership after such member has been given an opportunity of being heard in this matter.

2. GOVERNING BODY:

- The entire management of the school shall be administered by the Governing Body, consisting of 9 members. The Governing Body Members shall elect from its members a President, a Vice-president, a Secretary, an Assistant Secretary, a Treasurer and two members where as the members of the Governing Body shall be elected by the General Body.

Anurupa Pattarain
Secretary
St. Xavier High School

Shudal Ananda Royan.
Treasurer
St. Xavier High School



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- (b) The term of the office Bearers will be for a period of five years and they are eligible for re-election.

POWERS OF THE GOVEINING BODY.

- (c) It is responsible to strengthen the financial stability of the School and will responsible to maintain the cash and cash account properly.
- (d) For any of the objectives and purpose of the school to employ or produce the assistance of any personnel or staff, either for remuneration or gratuitously and on such terms as the Governing Body may deem fit or to discharge or dismiss the same.
- (e) It can collect, acquire, raise, receive, borrow funds, money and property with or without conditions and to spend, use, invest or utilise and to turn into account the same.
- (f) It can open, operate and close bank accounts on accounts of the School and to decide and authorize person or persons to operate such banking accounts.
- (g) It can implement the policies, rules and regulations decisions framed and approved by the Managing Committee.
- (h) It can negotiate and to enter into any arrangement with any Government (Central Or State), Municipality, Board or any other public and private authority body or association, which may seem beneficial or conducive to any of the objectives of the school.
- (i) In general it can do all such things as may be deemed by the Managing Committee to be incidental and/or conducive to the attainment of all or any of the aforesaid objectives.

3. POWER OF THE OFFICE BEARERS. :

- (a) President- The President shall preside over all the meetings of the School. He will have the power to supervise the affairs of the School.
- (b) Vice-President- The Vice-President will chair the meetings in the absence of the president.
- (c) Secretary- The secretary will be Chief Executive of the School. He is the chief spokesman on behalf of the School and chief architect of planning and design of the operational modalities. He will convene all the meetings of the school either of General Body or Governing Body and will keep the minutes of the meetings and will present annual activity report to the Annual General Body Meeting.

Ananta Pattarain
Secretary
St. Xavier High School



Shashal Ananta Pattarain
Treasurer
St. Xavier High School

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AUDIT

The accounts of the School shall be audited by a qualified auditor to be appointed by the General Body in its Annual Meeting.

6. AMMENDMENTS:

The rules of the Managing Committee of School be altered at any time by a resolution passed by a majority of the members of the society which shall have been duly convened for the purpose as per section 12 and 12 (a) of the societies Registration Act. XXI of 1860.

7. LAW SUITS :

The Secretary may sue or be sued on behalf of the society for its movable and immovable properties.

8. DISSOLUTION :

In case of the dissolution of the school in accordance with the provision of the Societies Registration Act. XXI of 1860 after meeting all the debts which shall be duly passed in the General Body meeting having 3/4 majority. The property and all assets of the Society shall be given to any other institution of similar objectives as decided by the Governing Body.

9. CERTIFICATE :

- (a) Certified that there is no other institution in the same name at the same place.
- (b) Certified that this is the true and correct copy of the Memorandum of Association and Rules and Regulations of Managing Committee of St.Xavier High School.
- (c) All the legal matters shall be guided under Society Registration Act 1860.

Anand
Signature
of the President
President
St. Xavier High School

Anand
Signature
of the Secretary
Secretary
St. Xavier High School

Pradip
Signature
of the Treasurer
Treasurer
St. Xavier High School



Certified to be true copy
Rajendra Nath Mohanty
Date *05/11/16*
Record Keeper
Authorised under section 70,
Act. I of 1872

Prepared by *Manabi mandari Mohanty*



(d) Asst. Secretary- The Assist Secretary will enjoy same-delegated powers assigned to him by the secretary.

(e) Treasurer- The treasurer ordinarily will be in-charge of the accounts and will submit annual audit statement of accounts to the General Body.

4. MEETING & QUORUM OF THE SOCIETY.

- (a) The General Body as well as Governing Body meetings can be convened by a 7 days prior notice served by the secretary.
- (b) The Governing Body will meet thrice in a year. Any emergency meetings can be held in between.
- (c) The quorum for the Governing Body meetings shall be three members present. All resolutions of the Governing Body shall be passed by a majority vote. The President of the meeting shall have a casting vote.

5. MEANS:

For the attainment of aforesaid objectives, in the Memorandum of the school Managing Committee, the school will be empowered

- (a) To receive donations, subscriptions, gifts in cash or kind and/ or in any other form of assistance from individuals, associates, trusts, agencies (Voluntary or otherwise) Government or any other institutions from any part of the world.
- (b) To acquire by purchase, gift, lease, mortgage, loan, grant, legacy, request, exchange, right, privilege or otherwise from any individual, corporation, agency, society or institution of Government or any other of all description which the school Managing Committee for the purpose of its activities may think proper and necessary to acquire.
- (c) Initially the school will be sponsored by Dikshya Foundation a Registered Trust for smooth running of school.

MANAGEMENT OF FUNDS.

All the funds of the school shall be kept in one or more schedule bank to be selected by the Governing Body and bank account shall be operated by any two office Bearers from secretary, Treasurer and President.

Amitava Kottarain
Secretary
St. Xavier High School

Manish Kumar Roy
Treasurer
St. Xavier High School



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