

कार्यालय उप निबंधक सीतापुर।

संख्या: 123/30नि0सीतापुर

दिनांक: 9.11.2004

जिस किसी से सम्बन्धित हो।

डा० अरविन्द बैजल  
ट्रस्टी सीतापुर शिक्षा संस्थान ट्रस्ट।  
सीतापुर।

आपके पत्र दिनांक 9.11.2004 के क्रम में यह सूचित करना है कि विलेज  
संख्या 6169/2001 पर सीतापुर शिक्षा संस्थान ~~का~~ ट्रस्ट विलेज निर्धारित शिक्षा नया  
है।

उप निबंधक  
सीतापुर शिक्षा संस्थान  
सीतापुर

Singh  
R. K. SINGH  
Principal  
Daha Public School  
Senaar

S.S.  
सचिव  
सचिव  
सीतापुर शिक्षा संस्थान  
रसौरा-सीतापुर



*[Faint, illegible text and stamps]*

सीतापुर शिक्षा संस्थान ( सीतापुर ) ट्रस्ट की ट्रस्ट डीड दिनांकित  
29.10.2001 के साथ संलग्न ग्यारह सौ बीस रुपये मूल्य के स्टाम्प ।



*[Signature]*  
R. K. SINGH  
Principal  
Daha Public School  
Senaar

*[Signature]*  
सचिव  
सचिव  
सीतापुर शिक्षा संस्थान  
रसमोरा-सीतापुर

राजेश चंद्र

*[Signature]*

*[Signature]*

Mahesh Mehrotra



23 OCT 2001

रोकडिया व. रोकडिया वरि. कोया.

Handwritten notes and signatures at the top left.

शु.निबन्धन शु.तलना ठीक शुद्ध

श्री... पुत्र/पत्नी श्री...  
पेशा... नि.दि. 5.65...  
परगना... व जिला  
सीतापुर में या लक्ष्मण आज दिनांक 23/10/01  
को मध्य... दिनांक...  
उप निबन्धन... में... दिया

रौलरानी

उप-निबन्धक  
सीतापुर

इस लक्षपत्र का निष्पादन करना तथा  
उप... प्राप्त... श्री...

Handwritten notes and signatures below the main text.

जिनकी पहचान श्री... पुत्र श्री...  
निवासी... परगना...  
तह. व जिला सीतापुर...  
पुत्र श्री...  
परगना... तह...  
के की।

उप-निबन्धक  
सीतापुर

सचिव  
सचिव

सीतापुर शिक्षा संस्थान  
रस्यौरा-सीतापुर

R K SINGH  
Principal  
Dally Public School  
Sector



सीतापुर शिक्षा संस्थान ( सीतापुर ) ट्रस्ट की ट्रस्ट डीड दिनांकित

29.10.2001 के साथ संलग्न ग्यारह सौ बीस रुपये मूल्य के स्टाम्प ।

हस्ताक्षरित किया गया है।  
 ३ मंत्र प्रती संकुपीनी इत्यादि

संस्था की पर  
 इत्यादि

R R SINGH  
 Principal  
 Delhi Public School  
 Sitapur

राजवानी

राजवानी

Signature

Signature

Mahesh Mehta

Signature  
 सचिव

सचिव  
 सीतापुर शिक्षा संस्थान  
 रसौरा-सीतापुर

Signature



सीतापुर शिक्षा क्षेत्र-ब्यान सीतापुर इलाहाबाद  
 सिविल लाइन सीतापुर  
 स्टा.वि.ना.नं. ६६ कत.सीतापुर  
 सिद्ध ३०२

कोषागार सीतापुर  
 23 OCT 2001  
 रोकड़िया नं० रोकड़िया हरि-कोषा०

राजशानी

सुब्ब



Mahesh Mehrotra

राजशानी

राजशानी देवी देवी



Ajeel Chawla

राजशानी देवी देवी

सुब्ब



पत्रिका प्रगटन. भले साक्षियों के अंगुष्ठ  
 निम्न विधिपूर्वक लिए गए हैं

25/10/01  
 उप-निदेशक  
 सीतापुर

विषयगत 2/2001 से संबंधित अंगुष्ठों को सुरक्षित रखें  
 अंगुष्ठों को सुरक्षित रखें

25/10/01



R. K. SINGH  
 Principal  
 Datta Public School  
 Sector

सचिव  
 सचिव

सीतापुर शिक्षा संस्थान  
 रसौरा-सीतापुर



सीतापुर शिक्षा संस्थान ( सीतापुर ) ट्रस्ट की ट्रस्ट डीड. दिनांकित  
29.10.2001 के साथ संलग्न ग्यारह सौ बीस रुपये मूल्य के स्टाम्प ।

*Singh*  
R. K. SINGH  
Principal  
Datta Public School  
Sitapur

राजराजी

*Rayjeet*

राजराजी देवी जी.

*Singh*

*Roby*

Mahesh Mehrotra

*S.S.*  
सचिव

सचिव

सीतापुर शिक्षा संस्थान  
रस्योरा-सीतापुर



विनय कुमार वर्मा  
 स्टा.वि.ता.सं. ६ नं. ६६, सीतापुर  
 १०/१०

**सीतापुर सीतापुर**  
 27 OCT 2001  
 पोस्टांक नं. सीतापुर २०१०००

श्री. सुभाष चंद्र बोस जी के अंगुष्ठ निशानों के प्रयोग के लिए निवेदन  
 १२ सितंबर २००१  
**इस लेखपत्र का निष्पादन करना तथा**  
**रुपय प्राप्त व** **रु. १००००** **नकद**  
**प्राप्त** **श्री** **सुभाष चंद्र बोस**

**निज जी पहचान श्री** **सुभाष चंद्र बोस** **श्री**  
**श्री** **सुभाष चंद्र बोस** **श्री**  
**श्री** **सुभाष चंद्र बोस** **श्री**  
**श्री** **सुभाष चंद्र बोस** **श्री**  
**श्री** **सुभाष चंद्र बोस** **श्री**  
**श्री** **सुभाष चंद्र बोस** **श्री**

२०१०.१३

Ajeet Singh

उप-निवाहक  
 सीतापुर २०१००१



**प्रमाण प्रगटा भले ल. किर्णों के अंगुष्ठ**  
**निशानों के प्रयोग के लिए गए हैं**

२०१०.१३  
 २०१०.१३

उप-निवाहक  
 सीतापुर २०१००१

R. K. SINGH  
 Principal  
 Datta Public School  
 Sonpur

सचिव  
 सचिव

सीतापुर शिक्षा संस्थान  
 रस्यौरा-सीतापुर



सीतापुर शिक्षा संस्थान ( सीतापुर ) ट्रस्ट की ट्रस्ट डीड दिनांकित  
29.10.2001 के साथ संलग्न ग्यारह सौ बीस रुपये मूल्य के स्टाम्प ।

*R Singh*  
R. K. SINGH  
Principal  
Datta Public School  
Sitapur

*दीपदीप*

*SS*  
सचिव

सचिव

सीतापुर शिक्षा संस्थान  
रसौरा-सीतापुर

*MS*

Mahesh Mehzota

*Pragya*

*Pragya*



कोषागार सीतापुर

27 OCT 2001

रकबा नं. रकबा राशि-रकबा

विषय कुम्हार वस्तु  
स्टा.बि.ना.नं. ६० ल. ६०००००  
विनायक



Singh  
R K SINGH  
Principal  
Datta Public School  
Sempur

Singh दि-27-10-2001  
सचिव  
सचिव  
सीतापुर शिक्षा संस्थान,  
रस्यौरा-सीतापुर



सीतापुर शिक्षा संस्थान ( सीतापुर ) ट्रस्ट की ट्रस्ट डीड दिनांकित  
29.10.2001 के साथ संलग्न ग्यारह सो बीस रुपये मूल्य के स्टाम्प ।

*R. K. Singh*  
R. K. SINGH  
Principal  
Datta Public School  
Sonpur

राजशानी

*Signature*  
*Signature*

*S. S. Singh*  
सचिव  
सचिव  
सीतापुर शिक्षा संस्थान  
रस्यौरा-सीतापुर

*Mahesh Mehrotra*  
Mahesh Mehrotra

*Signature*

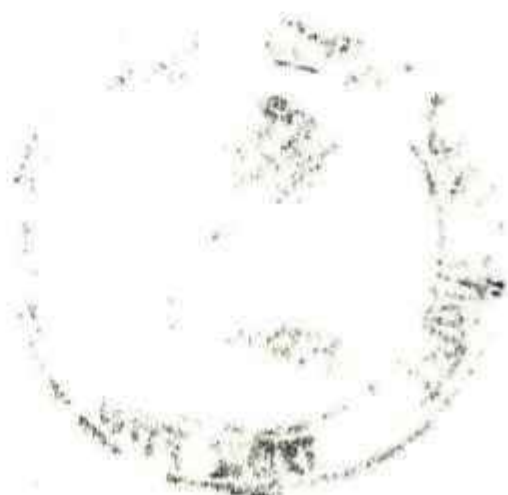


क्र. ६०१-१०२०७  
विषय: विनय कुमार वर्मा  
स्वा.वि.ला.नं. इ.क.ल.दादाभवन  
वि.प.स. (१५५६)

कोशामार सीतापुर

12 OCT 2001

पोस्टाधिकार नं. १०० पोस्टाधिकार म.सि.सी.दा.



*R K Singh*  
R K SINGH  
Principal  
Datta Public School  
Sasaur

*R K Singh*  
सचिव  
सचिव  
सीतापुर शिक्षा संस्थान  
रसगौरा-सीतापुर

## TRUST DEED

This Deed of Trust is made and executed on this <sup>29<sup>th</sup></sup> day of October....., 2001 by Smt. Raj Rani aged about 88 years W/o Late Sri Madan Mohan Lal resident of .....<sup>565</sup> Civil Lines, Sitapur-261001 hereinafter called the SETTLOR.

WHEREAS the Settlor desires to create a Trust for public charitable purposes and has set apart a sum of Rs. 5,100/= (Rupees Five Thousands and One Hundred Only) and has delivered the same to the Trustees.

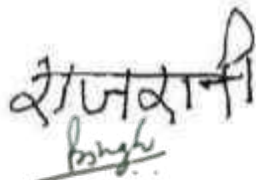
AND WHEREAS with a view to ensuring the proper functioning and administration of the Trust, it is considered desirable to execute a formal trust deed creating the trust.


1. (a) The name of the Trust shall be "SITAPUR SHIKSHA SANSTHAN (SITAPUR) TRUST."


(b) The registered office of the Trust shall be in premises no. <sup>565</sup> Civil Lines, Sitapur-261001, Uttar Pradesh.

2. (a) The Trustees shall hold the said amount of Rs. 5,100/= and all other money and/or properties which may here after be transferred to the Trustees for the benefit of the Trust. For this purpose, the Settlor besides herself, appoints the following persons as trustees. for proper management and conduct of the affairs of the Trust:-

- (1) Shri Amar Nath Sharma S/o Late Sri Deen Dayal Sharma, 72, Ravindra Garden, Sector E, Aliganj, Lucknow, Uttar Pradesh.
- (2) Dr. Suman Mehrotra D/o Late Sri Madan Mohan Lal Mehrotra, 'Rajkuti', 202, Nai Basti, Sitapur, Uttar Pradesh.
- (3) Dr. Arvind Baijal S/o Late Sri Raghannath Das Baijal, Civil Lines, Sitapur, Uttar Pradesh.
- (4) Sri Mahesh Narain Mehrotra S/o Late Sri A.N. Mehrotra, 42/136, Saket Palli, Zoological Park, Lucknow, Uttar Pradesh
- (5) Sri Ram Das Gupta S/o Sri R.M.L. Gupta, Birbal Sahani Marg, Lucknow, Uttar Pradesh.

  
R. K. SINGH  
Principal  
Datta Public School  
Sitapur

  
Baijal

  
Mahesh Mehrotra  
सचिव  
सचिव  
सितापुर शिक्षा संस्थान  
सियाँरा-सितापुर



(6) Smt. Malti Seth, W/o Sri Pramod Bihari Seth, 'Rajkuti', 202, Nai Basti, Sitapur, Uttar Pradesh.

(b) The Settlor together with the above trustees shall form the first Governing Body of the trust and hold the following offices :-

- |       |  |   |                  |
|-------|--|---|------------------|
| (i)   | Smt. Raj Rani, Settlor                   | - | President        |
| (ii)  | Sri Amar Nath Sharma, Trustee            | - | Vice President   |
| (iii) | Dr. Suman Mehrotra, Trustee              | - | Secretary        |
| (iv)  | Dr. Arvind Baijal, Trustee               | - | Joint Secretary  |
| (v)   | Sri Mahesh Narayan Mehrotra, Trustee     | - | Treasurer        |
| (vi)  | Sri Ram Das Gupta, Trustee               | - | Auditor          |
| (vii) | Smt. Malti <sup>Devi</sup> Seth, Trustee | - | Executive Member |

3. The objects and functions of the Trust shall be :-

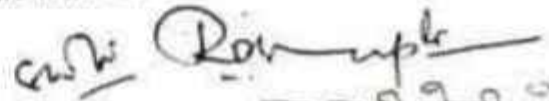
- (1) to establish and carry on the administration and management of the academic institutions of learning, specially of higher learning.
- (2) to provide for instructions and research in engineering, technology, medical sciences, pure and applied sciences, computer education, agriculture, management and such other branches as the Trust may think fit for the advancement of learning and dissemination of knowledge in all such branches.
- (3) to hold examinations and make rules and regulations thereof, declare results and give awards for courses other than those for the University degrees and make arrangements for examination conducted by the universities in accordance with the statutes and regulations of the Universities to which the Institutions concerned shall be affiliated.
- (4) to fulfil the conditions of affiliations laid down by the affiliating Universities.
- (5) to fix and demand such fee and other charges as may be laid down by the rules and byelaws of the Trust.
- (6) to establish, maintain and manage the instructional buildings.
- (7) to establish, maintain and manage the halls and hostels for the residence of the students.


राज रानी

  
R K SINGH  
Principal  
Datta Public School  
Sitapur





  
Mahesh Mehrotra

  
सचिव  
सचिव  
सीतापुर शिक्षा संस्थान  
रस्यौरा-सीतापुर

- (8) to establish, maintain and manage the residential quarters for the staff and members and guests of the Trust and its institutions.
- (9) to institute teaching, research, administrative, technical, ministerial and Class IV posts and to make appointments thereto in accordance with the rules and byelaws of the Trust.
- (10) to co-operate with the educational or other institutions in India or abroad having objects wholly or partly similar to those of the Trust by exchange of teachers and scholars and generally in such manner as may be conducive to their common objects.
- (11) to give donation to other public charitable trusts, institutions, associations, organisations having objects similar to those of the Trust.
- (12) to help students and teaching staff of the institutions of the Trust in pursuing special and higher studies in the country or abroad.
- (13) to organise seminars, conferences and addresses by eminent scientists, engineers, technologists, physicians and educationists etc.
- (14) to prepare and publish periodicals and papers on scientific, medical and engineering subjects and to encourage original and applied research work and writings.
- (15) to establish, maintain and manage libraries and reading centres.
- (16) to institute and award fellowships, scholarship, prizes and medals in accordance with the rules and byelaws of the Trust.
- (17) to frame first rules/byelaws of the Trust. The Governing Body of the Trust may with the approval of Trust make new or additional rules or may amend or repeal the rules by a majority of two-thirds of members present in a meeting duly convened for the purpose.
- (18) to acquire and hold property for the establishment and expansion of the Trust and its institutions.
- (19) to deal with any property belonging to or vested in the Trust and/or its institutions in such manner as the Trust may deem fit for advancing the functions of the Trust and/or its institutions.

*Singh*  
**R. K. SINGH**  
Principal  
Datta Public School  
Sector

*पुस्तक*

*Rayap*

*शुक्ल* *Ram Singh*  
Mahesh Mehra. श्री लती देवी

सचिव  
सचिव  
सीतापुर शिक्षा संस्थान  
रसौरा-सीतापुर



- (20) to undertake and run projects, research schemes sponsored by the various Governmental agencies like WHO, UNICEF, SUDA, NABARD, CSIR, ICAR etc.
- (21) to undertake and run projects for the welfare and upliftment of Scheduled Castes, Scheduled Tribes and other backward classes.
- (22) to maintain a fund which shall include:-
- (a) all money received as membership fee,
- (b) all money received as tuition fee and other charges from the students
- (c) all money received from Central and State Governments and/or their agencies, as grant.
- (d) all money received as grant for research schemes from organisations like Council of Scientific and Industrial Research, Indian Council for Agricultural Research etc.
- (e) all money and properties-movable and immovable, received by the Trust by way of grants, gifts, donations, benefactions, bequests or transfer.
- Provided that no benefactions shall be accepted by the Trust which in its opinion involve conditions or obligations opposed to the spirit and objects of the Trust.
- (f) all money received by the Trust in any other legitimate manner.
- (23) to deposit all money credited to the fund in such a bank or invest the same in such a manner as the Governing Body may decide.
- (24) to meet expenses of the Trust and its institutions, including expenses incurred in the exercise of their powers and discharge of their functions out of the fund.
- (25) to maintain proper accounts and other relevant records and prepare annual statement of accounts including the balance-sheet.
- (26) to get the accounts of the Trust audited.
- (27) to do all such lawful things as may be necessary, incidental or conducive to the attainment of all or any of the objects of the Trust.
- (28) to constitute such committee or committees as the Trust may deem fit for disposal of or advice on any business of the Trust or its institutions.
- (29) to amalgamate with any other legal person, company, body corporate, trust, society, corporation having objects wholly or partly similar to those of the Trust.

R R SINGH  
Principal  
Datta Public School  
Sector

राजेश

Mahesh Mehrotra

Mahesh Mehrotra

राजेश  
सचिव  
सचिव  
सीतापुर शिक्षा संस्थान  
रस्यौदा-सीतापुर

श्री लाल देवी सेठ

Provided that the decision for the amalgamation is taken by a majority of two-thirds of the members of the Governing Body present in a meeting specially convened for the purpose.

- (30) to enter into an agreement or sign a contract with a legal person, company, body corporate, trust, society, corporation, Government, individual person or group of persons, that may be conducive to the Trust.
- 4. The Trust and its institutions shall be open to persons of either sex and of whatever race, creed, caste, or class and no test or condition shall be imposed as to religious belief or profession in admitting students or in appointment of members, teachers and workers or in any other connection what-so-ever.
- 5. A copy of the rules of the Trust certified to be a correct copy by three members of the Governing Body of the Trust is filed alongwith this Trust Deed.

IN WITNESS WHEREOF, I Raj Rani have set my hands hereinto at Sitapur on the date, month and year mentioned above, in the presence of witnesses.

SETTLOR

राजरानी

(Raj Rani)

Accepted by the within noted trustees in the presence of witnesses.

1) Amar Nath Sharma  
(Amar Nath Sharma)

2) Suman Mehrotra  
(Suman Mehrotra)

3) Arvind Bajaj  
(Arvind Bajaj)

4) Mahesh Narayan Mehrotra  
(Mahesh Narayan Mehrotra)

5) Ram Das Gupta  
(Ram Das Gupta)

6) Malti Seth  
(Malti Seth)

S.S.  
सचिव

सचिव

सीतापुर शिक्षा संस्थान  
रस्यौरा-सीतापुर

Witnesses:

R K Singh  
Principal  
Datta Public School  
Sitapur

1. Shobhita Devi  
Shobhita Devi, Advocate  
665, Church Road  
Sitapur

2. Rajendra Kumar  
3. Shri. Ram Nath Sharma  
233/170 नई वस्ती सीतापुर



**RULES OF  
SITAPUR SHIKSHA SANSTHAN (SITAPUR) TRUST**

1. In these rules :-
  - (a) "Governing Body" means the Governing Body of the Sitapur Shiksha Sansthan (Sitapur) Trust,
  - (b) "President" means the President of the Governing Body,
  - (c) "Secretary" means the Secretary of the Governing Body,
  - (d) "Treasurer" means the Treasurer of the Governing Body,
  - (e) "Director" means the Director of the Institution,
  - (f) "Institution" means the Institution or college which shall be established by the Trust for imparting education,
  - (g) "Trust" means and includes the Sitapur Shiksha Sansthan (Sitapur) Trust,
  - (h) "University" means the University to which an Institution or College of the Trust is affiliated,
  - (i) "State Government" means the Government of any State/Union territory of India,
  - (j) "Office bearers" means the office bearers of the Trust and/or of its Governing Body.
2. The registered office of the Trust shall be at Sitapur, Uttar Pradesh.
3. (1) The Trust shall consist of all the permanent members of the Governing Body.  
(2) The Trust shall be irrevocable.
4. The Trust shall keep a roll of members and every member of the Trust shall sign the roll and state there-in his occupation and address. No person shall be deemed to be a member of the Trust unless he/she has signed the roll as aforesaid.
5. If a member of the Trust shall change his/her address, he/she may notify his/her new address in the roll of members but if he/she fails to notify his/her new address

*Singh Mahesh Mehrotra*  
**R. K. SINGH**  
Principal  
Datta Public School  
Sitapur

*Singh*

*Singh*

*Singh*

*सचिव*  
*सचिव*  
*राजवती*

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the address, in the roll of the members shall be deemed to be his/her correct address.

6. The general superintendence, direction and control of the affairs of the Trust and its income and property, movable as well as immovable shall be vested in the Governing Body of the Trust.

7. The Governing Body of the Trust shall be composed of :-

(a) **Permanent members :**

- |     |                  |   |     |
|-----|------------------|---|-----|
| (1) | President        | - | One |
| (2) | Vice President   | - | One |
| (3) | Secretary        | - | One |
| (4) | Joint Secretary  | - | One |
| (5) | Treasurer        | - | One |
| (6) | Auditor          | - | One |
| (7) | Executive Member | - | One |

(b) **Nominated members :**

The President, on the advice of the Secretary may nominate from amongst the educationists, jurists, administrators, industrialists, technologists, physicians etc. six persons as member(s) in the Governing Body, for the efficient functioning of the Trust and its institutions.

8. (1) The term of the permanent members of the Governing Body shall continue during their life time.
- (2) The term of the nominated members shall be three years from the date of nomination.

9. A member of the Governing Body shall cease to be a member, if he/she dies, resigns, becomes of unsound mind, becomes insolvent or is convicted for a

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Datta Public School  
Sector

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*SSW*

*Empire*

*Rajesh*

*Ranuph*

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criminal offence involving moral turpitude or if he/she is removed by Governing for his/her acting against the interest of the Trust or if he/she accepts a full-time appointment in the institution(s) of the Trust or if he/she does not attend three consecutive meetings of the Governing Body without leave from the President or if he/she does not regularly pay the membership fee for consecutive two years.

**10. Resignations:**

(1) The President may resign his/her office by a letter addressed to the Secretary and his/her resignation shall take effect from the date it is accepted by the Governing Body.

(2) Any other office bearer may resign his/her office by a letter addressed to the President and his/her resignation shall take effect from the date it is accepted by the President.

11. Any vacancy in the Governing Body shall be filled in the following manner:-

(a) If the office held by a permanent member falls vacant, the vacancy shall be filled in by the permanent members of the Trust by electing a suitably qualified and deserving candidate by a majority of votes from amongst the names suggested by the Secretary or any other office bearer.

(b) If the office held by a nominated member falls vacant, the same shall be filled in by the President by nomination, on the advice of the Secretary.

12. No act or proceedings of the meetings of the Trust and/or the Governing Body shall be invalid merely by reason of the existence of any vacancy therein or any irregularity in the appointment or nomination of any of its members.

13. The Trust shall meet whenever the President thinks fit or on the written requisition of the Secretary or at least three members of the Governing Body.

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Datta Public School  
Sector

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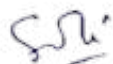
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Provided that the Trust shall meet at least once in a financial year on a date, place and time decided by the Governing Body by two-thirds of the members present, to transact the following business:-

- (1) Confirmation of the minutes of the last meeting.
- (2) Consideration and approval of the annual report on the activities of the Trust and its institutions,
- (3) Consideration and approval by a majority of two-thirds of members present, the rules, regulation, by-laws, amendments there-in etc.
- (4) Consideration and approval of the annual statement of accounts, the balance-sheet, the audit report etc. for the last financial year.
- (5) Consideration and approval of the reappropriation of budget for the current financial year and budget estimates for the next financial year.
- (6) Election of an office bearer to fill in a permanent vacancy in the Governing Body.
- (7) Any other matter conducive to the interest of the Trust and its institutions.
14. (1) The Governing Body shall ordinarily meet once in every four months.  
(2) In emergent situation, the meeting of the Governing Body may, however, be convened at a short notice of twenty-four hours.  
(3) The meeting of the Governing Body shall be convened by the President on his /her own initiative or at the request of the Secretary or on a requisition signed by not less than three members of the Governing Body.
15. For every meeting of the Trust or the Governing Body, fifteen days clear notice shall be given from the date of issue of the letter of notice for the meeting, which shall not be sent by ordinary post. Provided that in case of emergency, the President may reduce the period of notice to such period as he/she deems fit.

  
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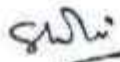


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16. Five members of the Trust or the Governing Body, as the case may be, shall constitute quorum for any meeting. Provided that if a meeting is adjourned for want of quorum, no quorum shall be necessary for the adjourned meeting.
17. The President, if present, shall preside at every meeting of the Trust or Governing Body. In the absence of the President, the Vice President shall preside. In the absence of both, the members present shall elect one from amongst themselves to preside over the meeting.
18. Each member of the Trust or the Governing Body shall have one vote and all matters shall be decided by a majority of votes. In case of equality of votes, the President shall have a casting vote.
19. Agenda of the meeting of the Trust or the Governing Body shall be circulated to the members at least ten days before the date of the meeting.

Provided that a member of the Trust or the Governing Body may move a resolution at a meeting of the Trust or the Governing Body after giving a notice of one clear week or with the permission of the President or the person presiding over the meeting.

Provided further that these provisions shall not apply in the case of emergent meeting.


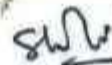
20. The ruling of the President in regard to all questions of procedure shall be final.
21. The minutes or the proceedings of a meeting of the Trust or the Governing Body shall be drawn up and circulated amongst the members of the trust or the governing body, as the case may be, if present in India. The minutes alongwith any amendments suggested shall be placed for confirmation at the next meeting of the Trust or the Governing Body, as the case may be. After the minutes are confirmed and signed by the President, the same shall be recorded in the Minutes Book which shall be kept open for inspection of the members of the Trust or the Governing Body at all times during office hours.

  
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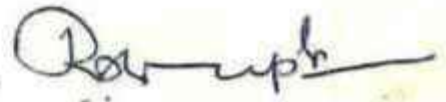
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22. All orders and decisions of the Governing Body shall be authenticated by the signature of the Secretary or any other person authorised by the Governing Body, in this behalf.
23. A member of the Governing Body or the Trust shall be entitled to such travelling allowance as may be fixed by the Governing Body from time to time.
24. The powers and functions of the Governing Body shall be :-
- (1) to take decision on question of policy relating to the administration and working of the Trust and its Institutions;
  - (2) to prepare and execute detailed plans and estimates for the establishment of the Institutions;
  - (3) to chalk out academic programmes for the institutions concerned and take, if necessary, into consideration the Education Policy of the Government.
  - (4) to frame, with the approval of Trust, bye-laws which may provide for all or any of the following matters :-
    - (a) the formation of teaching departments,
    - (b) the fee to be charged for courses of study in the Institution,
    - (c) the creation of fellowships, scholarship, prizes and medals,
    - (d) the holding of seminars and scientific meets,
    - (e) the classification and methods of appointment and the determination of the terms and conditions of the appointment, terminations, suspension, removal, dismissal, other service conditions etc. of the teachers and other staff members of the Institutions/Governing Body.
    - (f) the constitution of the provident fund for the benefits of the staff members of the Trust and its Institutions,
    - (g) the establishment and maintenance of hostels for students and residential quarters for the employees of the Trust and its institutions and members of the Trust,

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- (h) the rent to be changed from the hostel inmates, members of the Trust and residents of the staff quarters,
- (i) any other subject matter relating to the administration and management of the Trust, its Institutions and properties.
- (5) to receive, hold in custody and spend the funds of the Trust and manage the properties thereof.
- (6) to purchase, take on loan or exchange, hire or otherwise acquire, mortgage or dispose off any property whether movable or immovable, or take gift of any property for the purpose of the institutions, subject to any law in force relating to transfer of the properties of trust.
- (7) to create academic and other posts for the Trust and its Institutions.
- (8) to appoint such of the sanctioned staff as may be required for the efficient management of the affairs of the Trust and its Institution(s) and regulate their appointment and service conditions.

Provided that the Governing Body shall, as far as possible, take into consideration the norms of the All India Council for Technical Education, the University Grants Commission or the Medical Council of India etc., while deciding the staff structures of the Institutions of the Trust.

- (9) to prepare annual report and annual statement of accounts for the consideration of the Trust.
- (10) to prepare budget estimates of the Trust and its institutions(s) for the next financial year and present it before the Trust for consideration and approval of the Trust. Each financial year will be from 1st April of a year to 31<sup>st</sup> March of the next year. The budget for the next financial year will be passed before 31<sup>st</sup> March each year failing which the Governing Body shall pass a vote of accounts for a maximum period of 3 months, during which period the budget must be passed.

- (11) to sanction expenditure within the limits of the budget as approved by Trust

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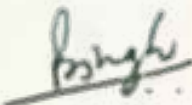
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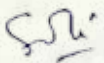
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- (12) to appoint committee or committees for such purpose and with such powers as the Governing Body may deem fit. The Governing Body may co-opt such person or persons in such committees, as it may deem fit.
- (13) to delegate by resolution to a committee or the President such of its powers for the conduct of its business as it may deem fit, subject to the condition that the action taken by any committee or the President under the powers delegated to them, under this clause, shall be reported for confirmation at the next meeting of the Governing Body.
25. (1) There shall be a separate Management Committee for each institution established by the Trust only for the management of the institution.
- (2) All money and properties-moveable or immoveable acquired or received as gift or donation for the Trust and its Institutions shall always vest in the Trust.
- (3) The Management committee shall consist of all the permanent members of the Governing Body.
- (4) The Director or the Principal of the Institution shall be ex-officio member of the Management committee .
- (5) The office bearers of the Governing Body shall hold the same offices in the Management committee as are held by them in the Governing Body except that the Secretary shall also be the Manager of the institution and shall have the same functions and duties in regard to holding of meetings of the Management Committee as they have and perform as office bearers of the Governing Body.
- (6) The Management Committee shall exclusively be responsible for running, managing and controlling the affairs of the Institution concerned and shall be answerable to the Governing Body and the Trust.
- (7) The provisions of rules 14 to 23 ante shall mutatis-mutandis apply to the meetings of the Management Committees.

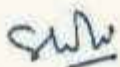
  
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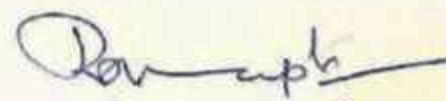
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26. There shall be a Finance Committee, an Academic Committee, which shall start functioning after the Governing Body frames necessary rules with the approval of the Trust, for their constitution and functioning.

27. **Powers and duties of the President of Governing Body.**

(1) The President shall ordinarily preside over the meeting of the Governing Body. It shall be the duty of the President to ensure that the decisions taken by the Governing Body are implemented.

(2) Notwithstanding anything contained in the bye-laws, the President shall have powers to fix on the recommendations of the Selection Committee set up by or under the bye-laws, the initial pay of an incumbent at a stage higher than the minimum of the scale in respect of the posts to which appointments can be made by the Governing Body.

Provided that if the pay so fixed is to be allowed for a period exceeding six months, such fixation shall be got ratified by the Governing Body.

(3) The President shall exercise such powers as may be delegated to him by the Governing Body.

(4) In emergent cases, the President may exercise the powers of the Governing Body and inform the Governing Body of the action taken by him for its approval.

28. **Vice President :**

(1) In the event, the office of the President falls vacant on regular basis, the Vice President shall act as President with all those powers as are vested in President, till the new President duly elected assumes the charge of the office of President.

(2) The Vice President shall also look after the current duties of the President during the casual absence of the President from his office for what-so-ever reasons.

(3) Subject to the provisions of Rules & Bye-laws, the Vice President shall exercise such powers and perform such duties as may be delegated to him by the President or the Governing Body.

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**R. K. SINGH**  
Principal  
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29. **Secretary**

- (1) The secretary shall be the Chief Executive of the Trust and the Governing Body.
- (2) He shall exercise supervision and control over the staff employed in the office of the Trust, its Governing Body and the Institution(s).
- (3) He shall be responsible for proper administration of the Institution (s) in his capacity as Manager thereof.
- (4) Subject to the budget provisions made for the specific purpose, he shall have powers to incur expenditure in accordance with the procedure as may be laid down by the Governing Body from time to time.
- (5) He shall have powers to employ technicians and workmen paid from contingencies involving emoluments not exceeding Rs. 200/= per head per day.
- (6) Notwithstanding anything contained in the rules and bye-laws, he shall be the appointing authority in respect of the Class IV posts sanctioned for the Office of the Trust, its Governing Body and/or the Institution(s).
- (7) He shall be the custodian of records of the Trust, its Governing Body and its institutions.
- (8) He shall prepare the agenda, get it circulated, and record the minutes of the meetings of the Trust, its Governing Body and the Management Committees of the Institutions.
- (9) All correspondence on behalf of the Trust, its Governing Body or the Management Committees shall be done by the Secretary.
- (10) Notwithstanding anything contained in the Rules and Bye-laws, all documents shall be authenticated under the signatures of the Secretary and he shall deal with and sign contracts, agreements etc. with Government, its agencies, Private Person(s), Firms, Companies, Corporations etc. for and on behalf of the Trust, with the prior approval of the Governing Body.

*R Singh*  
**R. K. SINGH**  
Principal  
Datta Public School  
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- (11) It shall be the duty of the Secretary to get prepared the annual report, the annual statement of accounts, the balance sheet etc.
- (12) The Secretary shall be responsible to execute and implement the decisions of the Trust and the Governing Body.
- (13) The Secretary shall jointly operate with the Treasurer the bank account of the Trust, its Governing Body and the Management Committee.
- (14) The secretary shall prepare the budget estimates of the Trust, its Governing Body and the Management Committee.
- (15) The receipts for donations and other money received by the Trust shall be issued by the secretary of the Governing Body.

**30. Joint Secretary :**

- (1) In the event, the office of the Secretary falls vacant on regular basis, the Joint Secretary shall act as Secretary with all those powers as are vested in Secretary till the new Secretary duly elected, assumes the charge of his office.
- (2) The Joint Secretary shall also look after the current duties of the Secretary during the casual absence of the Secretary from his office.
- (3) Subject to provisions of rules and bye-laws, the Joint Secretary shall also exercise such powers and perform such other duties as may be delegated to him by the President, the Governing Body and/or the Secretary.

**31. Treasurer :**

- (1) The Treasurer, as per directions of the Governing Body, shall open the account in a bank as may be approved by the Governing Body and shall jointly operate the same with the Secretary.

- (2) He shall keep the accounts of daily transaction of money and shall maintain the cash book, the ledgers, the Cheque Books, and all other records relating to depositing, drawing and disbursing of money.

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Datta Public School  
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- (3) He shall prepare and submit the annual statement of accounts and the balance-sheet for the consideration of the Governing Body.

**32. Auditor :**

- (1) The Auditor shall get the accounts of the Trust including its institutions audited from a Chartered Accountant annually for every financial year and shall submit the Audit Report to the Governing Body for their consideration alongwith his comments.
- (2) All the records of Accounts and /or Administration shall be made available to the Auditor while the audit is being conducted.
- (3) The Auditor may requisition any record of the Trust and its Institutions, which he feels, is necessary for audit purposes.

**33. Director/Principal :**

- (1) Each academic institution shall be headed by a Director or Principal, as may be deemed fit by the Governing Body.
- (2) The Director/Principal shall, subject to rules, bye-laws and the general or policy directives issued by the Governing Body and/or the President and / or Manager, exercise supervision and control in the day today functioning of the Institution headed by him/her.
- (3) The Director/Principal concerned shall be responsible to ensure that the academic programs of the Institution concerned are executed properly so as to warrant good excellent results.
- (4) The Director/Principal shall have powers to suspend any employee of class III/IV cadre. Provider that he/she shall forward the case with his/her comments together with evidences to the Manager of the institution within three days from the date of suspension for further necessary action.

*R R Singh*  
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Principal  
Datta Public School  
Sector

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34. **Expulsion of a Member of Trust :**

(1) If it comes to the notice of the Governing Body that an office bearer or member of the Trust has fraudulently acquired the property of the Trust and/or its institution(s) either in his/her name or in the name(s) of his/her kiths and kins and/or has misappropriated the funds of the Trust or its institution(s) and if on preliminary considerations, there exists a prima-facie case, the Governing Body may constitute the a 3-Man Enquiry Committee as under to conduct an enquiry and submit its report :-

(a) One office bearer of Trust - Chairman

(b) Two office bearers of Trust - Members

(2) The Enquiry Committee shall serve on the accused a chargesheet and shall give him 14 days time from the date of receipt of chargesheet for submitting the reply.

(3) The Enquiry Committee shall also give him an opportunity for personal hearing.

(4) The Enquiry Committee shall submit its Enquiry Report to the President in three months. Provided that if the Enquiry Committee requires some more time for submitting its report, the Committee may seek extension of time.

(5) If the accused does not cooperate in the enquiry proceedings, the Enquiry Committee may proceed ahead on the basis of the records/ evidences in records and conclude the report on ex-parte basis.

(6) The President shall place the Report before the Governing Body. If in the enquiry report, the allegations against the accused are proved, the Governing Body may pass a resolution imposing suitable punishment(s) including expulsion from the Governing Body and debaring from the membership of the Trust.

35. No contract for the sale, purchase or supply of any goods or materials shall be made or financial agreements entered into for and on behalf of the Trust with any member of the Trust or the Governing Body, or his relative, a firm in which such

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**R. R. SINGH**  
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Datta Public School  
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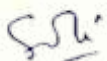
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member or his relative is a partner or share holder or any other partner in such a firm or a private company of which the member is a member or Director.

36. Funds :

- (1) the Trust shall have a fund to which shall be credited:-
  - (a) All money received as membership fee,
  - (b) All money received as tuition fee & other charges from students,
  - (c) All money received from Central/State Governments and/or other agencies as grants,
  - (d) All money received as grants for research schemes from organisation like CSIR/UGC etc.
  - (e) All money received by way of grants, gifts, donations, benefactions, bequests or transfer,
  - (f) All money received in any other legitimate manner.
- (2) All money credited to the fund shall be deposited in such banks or invested in such manner as the Governing Body may decide.
- (3) (a) The fund of the Trust shall be applied towards meeting the expenses of the Trust and its institutions.  
(b) The fund of the Trust shall not be utilized for any purpose other than the charitable purpose for the benefit of public at large.
- (4) The Trust and its Institutions shall maintain proper accounts and other relevant records and prepare an annual statement of accounts including balance sheet.
- (5) There shall be an audit at the end of each financial year and all accounts of the Trust, the balance-sheet and annual financial statement of accounts shall be audited.

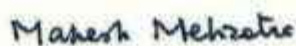
  
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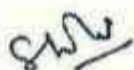


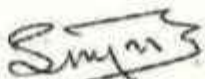
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रस्यौरा-सीतापुर

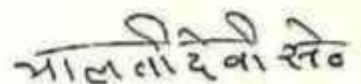
  
Manesh Mehrotra







  
राजराणी

  
मालती देवी खेर



37. Notwithstanding anything contained in the rules, every member of the Trust shall have to pay Rs. 201/- per year or more if resolved by the Governing Body, as annual subscription.

38. The Trust shall not carry on any business.

39. **Common Seal :**

The Trust have a common seal and shall sue and be sued in the name of the Secretary of the Trust.

40. Modification of the purpose of the Trust.

Subject to the approval of the Trust, the Governing Body may amend any purpose or purposes for which the Trust is established.

41. **Modification of Rules :**

The Governing Body may, with the approval of the Trust, alter the rules at any time by a resolution passed by a majority of two-thirds of the member present at any meeting of the Governing Body duly convened for the purpose and any such alteration may be made with retrospective effect.

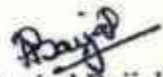
We the following members of the Governing Body certify that the above Rules of the Trust is a correct copy :-



(1) (A.N. Sharma)



(2) (Dr. Suman Mehrotra)



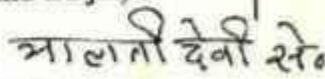
(3) (Dr. Arvind Baijal)



Mahesh Mehrotra  
(Mahesh Narain Mehrotra)




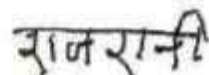
(Ram Das Gupta)



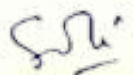
(Mahi Devi self)



 (Dr. Suman Mehrotra)



(Raj Rani)



सचिव

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सीतापुर शिक्षा संस्थान  
रस्यौरा-सीतापुर

R K SINGH  
Principal  
Datta Public School  
Sector

Mahesh Mehrotra

संसा. कुट नं. 1 जिल्हा 1422  
के मूळ 1392 के मन्तर 6769  
पर दि. 11/4/69 रजिस्ट्री की गई  
= 5-11-69

सचिव  
उपर निवासक  
सीतापुर



*R Singh*  
**R. K. SINGH**  
Principal  
Datta Public School  
Sector

*R Singh*  
सचिव  
सचिव  
सीतापुर शिक्षा संस्थान  
रस्यौरा-सीतापुर