



**MADRAS DENTAL COLLEGE
ALUMNI ASSOCIATION
(MDCAA)**

Regn No.: 66 / 2006

MEMORANDUM OF ASSOCIATION

MEMORANDUM

Name of **MADRAS DENTAL COLLEGE**
the Society: **ALUMNI ASSOCIATION (MDCAA)**

OBJECTS

1. To create a common platform for all the old students of this institution to meet and interact.
2. To enable goodwill amongst all members and their families.
3. To participate in the improvement of the Alma Mater (Presently Tamil Nadu Government Dental College and Hospital)
4. To create opportunities for exchange of academic knowledge and experience and discuss matters of importance in the field of dental surgery.
5. To provide a channel to bring funds solely to improve the Alma Mater.
6. Fellowship enabling youngsters to imbibe experiences from the elders and the seniors keeping abreast in the latest trends from their younger colleagues.

President / Secretary

The name, address and designation and occupation of Executive Committee are as follows:

EXECUTIVE COMMITTEE

S. No.	Name	Designation	Occupation	Address
1.	Dr. C. Kumaravelu, MDS	President	Dental Surgeon	TN Govt. Dental College & Hospital, Chennai - 03.
2.	Dr. T.S.S. Kumar, MDS	Secretary	-do-	-do-
3.	Dr. M.C. Sainath, MDS	Treasurer	-do-	Kilpauk Medical College, Chennai - 10
4.	Dr. K. Vasudevan, MDS	E.C. Member	-do-	TN Govt. Dental College & Hospital, Chennai - 03.
5.	Dr. C.M. Nandagopal, MDS	-do-	-do-	Flat No. 305, Triveni Apartment, 158, Baracca Road, Kilpauck, Chennai - 10

S. No.	Name	Designation	Occupation	Address
6.	Dr. P.K. Saraswathy, MDS	E.C. Member	Dental Surgeon	TN Govt. Dental College & Hospital, Chennai - 03.
7.	Dr. M.B. Aswath Narayanan, B.Sc., MDS	-do-	-do-	-do-
8.	Dr. H. Panishankar, MDS	-do-	-do-	-do-
9.	Dr. Chandrasekar, MDS	-do-	-do-	57/16 I - Main road, Ekattuthangal, Chennai - 600 097

President / Secretary

"We the undersigned had agreed that we have formed that"
Madras Dental College Alumni Association (MDCAA), Chennai - 3. and
 requested you to register under the 27 of 1975 Society Registration Act.

NAME & DESIGNATION	SIGNATURE	OCCUPATION & ADDRESS
Dr. C. Kumaravelu, MDS (President)		Dental Surgeon, Tamilnadu Govt. Dental College & Hospital, Chennai - 03
Dr. T.S.S. Kumar, MDS (Secretary)		-do-
Dr. M.C. Sainath, MDS (Treasurer)		Dental Surgeon K.M.C., Chennai - 10
Dr. K. Vasudevan, MDS (E.C. Member)		TN Govt. Dental College & Hospital, Chennai - 03.
Dr. C.M. Nandagopal, MDS (E.C. Member)		Flat No. 305, Triveni Apartment, 158, Baracca Road, Kilpauk, Chennai - 10

NAME & DESIGNATION	SIGNATURE	OCCUPATION & ADDRESS
Dr. P.K. Saraswathy, MDS (E.C. Member)		TN Govt. Dental College & Hospital, Chennai - 03
Dr. M.B. Aswath Narayanan, B.Sc., MDS (E.C. Member)		-do-
Dr. K.H. Panishankar, MDS (E.C. Member)		-do-
Dr. Chandrasekar, MDS (E.C. Member)		57/16, I Main Road, Balaji Nagar, Ekkattuthangal, Chennai - 97

WITNESS:

1. S/o. ADDRESS:
2. S/o. ADDRESS:

PLACE:
DATE:

President / Secretary

RULES AND REGULATIONS

- A NAME OF THE SOCIETY** : **MADRAS DENTAL COLLEGE ALUMNI ASSOCIATION (MDCAA)**
- B ADDRESS OF THE SOCIETY** : Tamil Nadu
Government Dental College and Hospital, Muthusami Salai, Chennai - 600 003.
- C DATE OF FORMATION** : 17th Feb 2006.
- D REGISTRATION OF THE DISTRICT WITHIN WHOLE JURISDICTION OF THE SOCIETY** :
- E WORKING HOURS OF THE SOCIETY** : 10 A.M. TO 12 P.M.
- F OBJECTS OF THE SOCIETY:**
1. To create a common platform for all the old students of this institution to meet and interact.
 2. To enable goodwill amongst all members and their families.

3. To participate in the improvement of the Alma Mater (Presently Tamil Nadu Government Dental College and Hospital)
4. To create opportunities for exchange of academic knowledge and experience and discuss matters of importance in the field of dental surgery.
5. To provide a channel to bring funds solely to improve the Alma Mater.
6. Fellowship enabling youngsters to imbibe experiences from the elders and the seniors keeping abreast in the latest trends from their younger colleagues.

G. THE ACTIVITIES OF THE SOCIETY, INFURTHERANCE OF ITS OBJECTS:

The activities of the Society shall include all kinds of activity necessary for

1. The Functioning of its objectives as stated above and in particular.
2. The holding of meetings, seminars, conferences and the publication of books, periodicals as may be decided by the Committee from time to time to fulfill the objectives of the Society.

H. THE NAME OF THE PERSON OR OFFICER, IF ANY AUTHORISED TO SUE OR TO BE SUED ON BEHALF OF THE SOCIETY:

The President of the Society will initiate Civil or Criminal case if any against any other Society and conduct these cases only in the name of the President.

I. THE NAME OF THE PERSON OR OFFICER WHO IS EMPOWERED TO GIVE DIRECTIONS IN REGARD TO THE BUSINESS OF THE SOCIETY:

The President of the Society is empowered to pass any specific orders in the day to day administrative affairs of the society.

J. ENROLMENT OF MEMBERS:

(i) Qualification:

Any person who has passed out of the Dental Wing of Madras Medical College, Madras Dental College or TN Govt. Dental College and Hospital or any other person who has undergone any training in this institution is eligible to be a member.

(ii) Entrance Fee and Subscription

There is only is a Life Member Fee, payable at the time of enrolment of **Rs. 500/-** to be paid by Cash/DD.

K. REMOVAL AND APPEAL OF THE MEMBERS:

1. A member can be removed from the Association after duly undergoing the legal process of show cause notice, enquiry and removal by Quorum during a GBM.
2. A member can be removed by the President for his misconduct. However if he gives any explanation to the Committee that it will be considered.

L. MEMBERS GUILTY OR OFFENCES PUNISHABLE AS STRANGERS:

As per Section No.19 any member of a Registered Society who steals, purloins, embezzles any money or other property or willfully and maliciously destroys or injures and property of the Registered Society or forges and deed, bond, security for money, receipt or other instrument whereby the funds of the registered society may be exposed to loss, shall be subject to the same prosecution, and if convicted, shall be liable to be punished in life manner as any person who is not a member would be subject and liable to in respect of like offence.

M. RIGHTS, OBLIGATION AND PRIVILEGES OF MEMBERS:

1. The members have got voting right, to attend the meetings and to bring resolutions.

2. The members can elect the members of the Executive Committee.
3. A member can give his good ideas and views for the betterment of the Society.
4. If any member removed for certain reasons, feel that are not reasonable, not justified they can appeal this matter to the Executive Committee can prove their innocence along with the supported evidence on their behalf and according to law, if they are found fault, they can apologies for their actions before the Executive Committee.
5. Every member should try to fulfill the objects of the society, the members should treat other members friendly and should follow the rules and regulations of the Society without prejudice to the Society.

N. THE MANNER IN WHICH THE SOCIETY SHALL TRANSACT ITS BUSINESS:

The Society shall develop its funds by its subscriptions and donations, the finance of the Society will determine according to the decision of the Executive Committee to carry on the objects of the Society.

O. THE CONSTITUTION OF THE COMMITTEE, SPECIFIED IN SECTION 15, THE QUALIFICATIONS OF THE MEMBERS OF THE COMMITTEE, THEIR TERM OF OFFICE AND THE PROCEDURE FOR THEIR APPOINTMENT AND RE-APPOINTMENT:

i. Constitution of the Committee:

Under the articles of the Tamil Nadu Society Registration Sub-Section (1) of Section 15 the Executive Committee consists of

One President, One Secretary, One Treasurer, Six E.C. Members - Totally Nine Members in the Association.

ii. Duration Of The Executive Committee:

As per Section 15(2) the present Executive Committee will exist and be incharge for a period of 3 years afterwards under sub-section (3) of Section 15 the members of the Executive Committee will be elected by the General Body Members under the procedure. As per Section 15 (4) the period of the members of the Executive Committee who were elected by the members of General Body will be for the duration of 3 years.

According to Section 15 (5) the office Bearers & Executive Committee members are eligible for Re-appointment of the Society upto 6 years. As per Section 15 (6) for appointing a new Executive Committee of the Society, the Executive Committee members those who hold office for 6 years

continuously as a member of the committee shall be eligible, after one term has elapsed from the date of his ceasing to be such member for appointment to the committee.

iii. Appointment Of Casual Vacancy:

The gap between one Election and next Election, any vacancy caused in the Executive Committee and shall be elected and then filled by the Executive Committee from among the members of General Body. But the action placed in the next General Body Meeting for approval and then it should be ratified. But such person selected during the interim period from the date of selection cannot be considered completely to continue for a period of 3 years as a members of Executive Committee. On the expiry of the term of their matters elected during the interim period will be caused to be members of the Executive Committee. Further according to the Wishes of 3/4 members of the General Body who they need reside outside, out of the respected persons, can be appointed as Honorary President, Honorary Legal Adviser and Honorary Adviser not to pay the subscription fee enroll as a member. Those who have not paid the subscription fee are not allowed to participate in the functions of the Society and they are not allowed to exercise their right for voting purpose.

iv. Duties Of Executive Committee Members:

1. Those who would like to contest in the election as an Executive Member has to pay the subscription regularly and should give good conduct.
2. He has to take part in the Society activities with honesty.
3. A member one who does not attend 3 meetings consecutively, shall be expelled from the Executive Committee Member.

v. Executive Committee Meeting:

Executive Committee should convene a meeting once, in a month. This meeting should be convened with the first ten days of every month. The Exact date place and time of the meeting should be intimated to the members of the Executive Committee well in advance before three days of the meeting to be held through the postal letters or the letters under certificate of posting. The quorum, must be 2/3 of the Executive Committee if there is no quorum, the meeting will be convened with the same place at the same time for this meeting postpoment of the meeting for want of quorum, the quorum is not necessary. The two third of members of the Executive committee will determine the resolution of the Society and pass them according to the wishes of the members of the Executive Committee.

vi. Urgent Meeting:

The urgent meeting of the Executive Committee shall be intimated to the members well in advance before two days and such meeting can be convened by the President, During this urgent meeting any important as well as urgent matters can be discussed.

vii. Duties Of Executives**1. PRESIDENT:**

The President should preside over the special Executive Committee meeting. He must attend all important duties and he must give advice to the members of the Executive towards administration of the Society.

2. VICE PRESIDENT:

In the absence of the President the duties President shall be performed by the Vice-President.

3. GENERAL ASSEMBLY

It is the duty of the Secretary to send intimation to all members in respect of all meetings and to examine the records of the Society and also to prepare AGENDA for the meeting. At the end of the month, it is the duty of Secretary to prepare a list of those who have not paid the subscription fee for the Society and he has to present that list before the Executive Committee. It is the duty of the Secretary to prepare the members list and to

protect the property of Society. Further he should act according to the decision of the Executive and he cannot act independently.

4. JOINT SECRETARY

In the absence of Secretary, the duties of the Secretary shall be performed by the Joint Secretary.

5. TREASURER:

The Treasurer has to give receipts for the amount collected from the members as well as others and also he has to issue receipts for the subscription amount and other amount paid by the members and also on the basis of the orders of President as well as Secretary he has to disburse the amount on receipt of vouchers, under the rules and regulations on behalf of the Society. He has to maintain the records of the Society daily. This is the most important duty.

6. EXECUTIVE MEMBERS:

The Executive Committee members should assist the Executive in passing the resolutions of the Society and to render all possible helps in this regard.

No payment shall be made out of the funds of the Society to the President, Secretary, Treasurer or any other officer of the Society by way of honorarium for any service rendered by him to the Society.

P. THE PREPARATION AND FILING WITH THE CONCERNED REGISTER OF SUCH RECORDS, ANNUAL OR OTHER STATEMENTS WHICH ARE SPECIFIED IN THE ACT AND THE RULES:

1. Under Tamil Nadu Societies Registration Rules and Regulations under Sub-section 16 (3) (b) Sub-section 17 (2) Section 26 and Section 27 also other provisions notices to be submitted to them should be prepared in time together with fees and submitted to the Society Registrar and they should be filed before the Registrar. This is the duty of the Secretary.
2. The Society has to convene the General Body Meeting in the financial year with in six months (i.e.) within September 30th. During the meeting, the Societies previous financial year accounts (Assets and Liabilities) under Sub-section 16 (1) Societies yearly income and expenditure within Rs.2500/- these accounts of the Society should be audited by members of the General Body who have passed tenth standard by two members.

If the Income and Expenditure of the Society exceeds from Rs.2,500/- and within the limit of Rs.10,000/- the audit should be done by two graduate members who are not member of the Executive Committee but from among the members of General Body.

If the Income and Expenditure of the Society exceeds from Rs.10,000/- The Accounts of the Society should be audited by the Chartered Accountant under Sub-section 21 (2). The above audited accounts should be placed before the General Body to get approval. If there are no Graduate members, the accounts should be audited only by Chartered Accountant afterwards the audited accounts should be filed before the Registrar within six months.

3. The Society has to give a declaration that according to Section 16 (3) (b) (iii). The previous years functions of the Society was effectively done.
4. At the end of the previous financial year, the member of the Society, their names, profession and addresses list in form No. VI should be forwarded to the Registrar.
5. During the previous financial year if there is any change in the executive committee that change under Sub-section 17 (ii) should be filed to the Registrar within 3 months in Form No.VII along with any Special Resolution.
6. It is the duty of the General Secretary to keep ready for inspection for Registrar or any enquiry officer appointed by him the records,

books and filled of the Society according to Section 35.

7. According to Section 34 (1), After the inspection of the books by Registrar, if he requires by order Section 34-A (2) it is the duty of the Society or Committee Member or members of the Society to give information or explanation to the Registrar.
8. According to Section 36 (7), it is the duty of the member or members of the Society to submit the necessary books, records, accounts and other documents required by the Registrar or enquiry officer.
9. According to Tamil Nadu Societies Registration Act, Rule 15 Sub-section 13 (1), the Society should have a registered office by which all communication and notices may be addressed and shall file with the Registrar notice of situation of such office.
10. According to Section 13 (2), the clear name of the Society shall be placed in the entrance, in TAMIL.
11. According to Rule 15, the situation of the Registered office of the Society or any change in the situation shall be intimated in Form No.V to the Registrar within 3 months.
12. According to Section 30 Sub-section 32 (1), it shall be the duty of every registered Societies, General Secretary to file mortgage

or details of any other liabilities of the Society in Form No. VIII and Section 32 Sub-section (2), in Form No. IX to the Registrar within one month.

13. Requesting to extend the time for filing:

According to Section 27 the Copy of cause for Special Resolution within 3 months for filing, according to Section 15 (2), change among the members of the committee (Form VII) after the change within 3 months for filing;

According to Section 13 (1), change in the office address of the Society (Form V) as per Rule NO.15, within 3 months to the Registrar for filling;

According to Section 16 (3) (a) Income & Expenditure account, Balance Sheet, Sub-section 16 (3) (b) (i), above copies, notices, as per Sub-section (ii) Form VI (iii), explanation letter, to be sent to the Registrar within 6 months for filling. If there is any delay within specified time for filling;

Section 49, Rule No. 48, further 3 months shall be extended, before expiry of the above period, a explanation letter to be sent requesting to extend the time for filling and obtain Registrar's consent as per the Section 49.

Q. THE AUDIT OF ACCOUNTS AND BALANCE SHEET FOR THE FINANCIAL YEAR WITH REFERENCE TO SECTION 16 AND THE PERSON OR PERSONS APPOINTED TO DO SUCH AUDIT

1. Financial Year:

The Society decided to keep the financial year from April 1st to March 31st. The accounts of the Society shall be presented for an audit as per Tamil Nadu Societies Registration Act 27 / 1975, Section 16 (1) OR Rules No.21, and on auditor will sign.

2. Proper Books of Accounts To Be Maintained By The Society:

a. CASH BOOK:

Cash Book showing daily receipt and expenditure, and the balance at the end of each day.

b. RECEIPT BOOK:

The receipt of subscription, and donation, the name of the member address, date and amount received to be signed by the General Secretary and Treasurer. They should keep counter foils of the receipt books.

c. VOUCHER FILE:

As per Section 19 (2) vouchers file containing all vouchers for contingent and other expenditure incurred by the Society, numbered serially and filed chronologically.

d. MONTHLY INCOME & EXPENDITURE REGISTERS:

Ledger showing consolidated and separate account of all items of receipts and expenditure, member-wise as well as item-wise to be maintained.

e. LETTER'S FILE:

The Letters file should be maintained for all letters sent by the Society.

f. MINUTE BOOK:

As per section 29 (1) the Society shall cause minutes of all proceedings of its General Meetings, and of its Committee to be entered in books kept for the purpose.

g. MEMBERS REGISTER:

As per Rule 16 Sub-section 14 (1) the Society should maintain a register of its members includes the name, address, occupation and date of enrollment filled in Form No. VI.

R. THE SUPPLY OF COPIES BY-LAWS OF THE SOCIETY, INCOME AND EXPENDITURE, AND THE BALANCE SHEET TO THE MEMBERS:

As per Section 17 (i) the bye-laws of the Society, Section 17 (ii), Income and Expenditure Account, Section 17 (ii) the balance sheet. If any member apply for a copy of an Audited Balance sheet, as per Tamil Nadu Societies Registration Act 27/1975 Rule No. 23 to be distributed, by collecting Rs.1/- per copy from the member.

As per Section 14 (2) a member may inspect or take Copy of the Accounts during Society working hours without making any payment.

S. INSPECTION OF SOCIETIES REGISTERS & ACCOUNTS AND RETURNS:

As per Rule 20 the duty of the General Secretary has to verify the accounts returns and register of the Society shall be verified by the Secretary and in each account, return and register, the following declaration shall be endorsed by the Secretary in token of such verification; namely "I declare that the particulars furnished above are true and correct to the best of my knowledge and belief".

T. THE MODE OF CUSTODY, APPLICATION AND INVESTMENT OF THE FUNDS OF THE SOCIETY AND THE EXTENT AND CONDITIONS OF SUCH INVESTMENTS:

1. Bank Account Operation:

Subject to the Rule 24 and Section 24 sub section 1 the Society may invest or deposit any portion of its funds in any one of the Nationalised Bank. The Societies Accounts should be maintained in the name of the Society. The Bank account will be opened and withdraw money by any two of the President, Secretary and Treasurer Jointly.

2. Investment Of Funds:

- a. As per section 25 Sub-section (1) reference to the Bye-law as decided by the Executive Committee a Society can spend its funds for its betterment and development. As per section 24 (1) the Society buy immovable property on its own name for its development. As per Section 18 the Assets of the Society should be maintained by Executive Committee.
- b. As per Section 24 (4) (a) & (b) the Society opened a Bank Account and deposited and withdraw amount for the primary objects of the Society.
- c. Treasurer can keep upto Rs.500/- for the day-to-day expenses of the Society. The Treasurer should get the consent of the Executive Committee to keep more than Rs.500/- for any expenditure.

U. FUNDS EARMARKED SPECIFICALLY FOR THE PURPOSE OF MAKING PROVISION FOR A DEPENDENT OF A DECEASED OR DISABLED MEMBERS AS LAID DOWN IN SECTION 25 AND THE QUANTUM OF PAYMENTS TO BE THEREOF:

As per Section 25 (2), the decision of the Executive Committee there is no provision for allotment of any fund in the event of death of any member or by way of bonus or divided for any member.

V. ARRANGEMENTS FOR TRANSACTION OF DAY-TO-DAY BUSINESS OF THE SOCIETY, THE EXPENDITURE TO BE INCURRED THEREFOR, THE STAFF TO BE EMPLOYED AND THE CONDITION OF SERVICE OF SUCH EMPLOYEES:

The Executive Committee shall look after the day to day administration works, they are not eligible to claim any salary or for their service is treated as honorary. If need arise in future separate workers shall be appointed. If so the appointed workers duty and salary shall be fixed by the Executive Committee.

W. (1) CONDUCT OF ANNUAL GENERAL MEETINGS AS LAID-DOWN IN SECTION 26 AND THE PROCEDURE THEREFOR AND THE NUMBER OF MEMBERS REQUIRED FOR MAKING A REQUISITION IN WRITING, CALLING FOR SUCH A MEETING:

(a) Conduct For General Body Meeting:

As per Section 26 (1) The Society will conduct at least One General Body Meeting held in every financial year. Every year within 6 months of the Financial year, or before September or the time mentioned in the bye-laws of the Society, Annual General Meeting to be convened.

As per Rule 22, Sub-section 16 (3) after expiry of the financial year. Income and Expenditure account, should be audited by an auditor or Sub section 16 (1) by two or

more members appointed by members of the Society duly signed as per Sub-section 16 (2) a report should be submitted to General Body Meeting.

After getting approval of the General Body Meeting, the President as per Sub-Section 29 (2) should sign the report. Then as per Rule 22, Sub-section 16 (3) (b) the President of the Society should sent the report to the Registrar within 6 months.

(b) Intimation For General Body Meeting:

As per Sub section 26 (2), Rule 25 (1) intimation about the Meeting Rule 25 (2) (a) (b) (c) (d) by local delivery should be informed to all the members or by Registered post; or in person, or publication in leading newspaper before 21 days. Apart from this as per Sub-section 26 (3) should specify the date, place and time, of the meeting along with a copy of the objects of the Society should be enclosed.

A copy of the above should be affixed to the Notice Board of the Society in this meeting, previous years activities, and Audited Accounts to be affixed for approval of General Body Meeting.

After containing approval within 6 months, as per Rule 22, Sub-section 16 (3) (b) report should be prepared and to be submitted to the Registrar with necessary fees.

As per Sub-section 26 (4) Registrar may nominate an Officer Subordinate to be present at the General Body Meeting.

(c) The Objects To Be Discussed in The General Body Meeting:

1. As per Sub-section 16 (3) (a) previous years audited Income and Expenditure Account / Accounts and auditor's report to be discussed in detail for approval.
2. Appointment of an auditor for next financial year.
3. Society activities of the previous financial year should be submitted for approval.
4. Budget proposal for next financial year.
5. The details for passing an ordinary resolution towards the future improvement of the Society to be discussed.
6. If any necessity arises to pass special Resolutions, the subject matter for passing a Special Resolution to be discussed for approval.

7. If necessary arises to elect a New Executive Committee the related activities to be discussed.

(d) Quorum:

For all General Body Meeting there must be 2/3 Quorum of the members who have attended the General Body Meeting. If there is no quorum for General Body Meeting it can be postponed. The postponed meeting must be conducted at the same day, same place and at the same time in the next month, postponed meeting should be intimated 21 days earlier. No quorum is required for the postponed meeting. The actual presence of the meeting can be treated as quorum and the meeting can be conducted.

X.(2) CONDUCT OF EXTRA ORDINARY GENERAL MEETINGS AS LAID DOWN IN SECTION 28, AND THE PROCEDURE THEREFOR AND THE NUMBER OF MEMBERS REQUIRED FOR MAKING A REQUISITION IN WRITING, CALLING FOR SUCH A MEETING:

Extra Ordinary General Meeting can be convened by Executive Committee to pass any Special Resolution, or in a Society 3/4 of the members request to convene Extra Ordinary General Meeting by writing an application then the Executive Committee, as

per Sub-section 28 (1) can call with in one month for a Extra Ordinary General Assembly for taking only decision. It does not require quorum.

In an Extra Ordinary general Meeting is not called in accordance with such requisitions can convene the meeting as per section 28 (2). This Extra Ordinary General Meeting as per Section 26 (2) & (3) should be intimated minimum 21 days earlier to all the members.

Y. OBJECTIVES FOR WHICH PASSAGE OF THE "SPECIAL RESOLUTION" AS DEFINED IN CLAUSE (i) OF SECTION 2 IS NECESSARY:

1. As per Sub-section 11 (1) a Society can change its name with the written content of the Registrar by passing a Special Resolution.
2. As per sub section 12 (1) to change the formation and objects of the Society.
3. As per Sub-section 12 (1) clause (a) to run the Society more economically and more efficiently.
4. As per Sub-section 12 (1) clause (b) to change the main objects of the Society into a new or improved means.
5. As per Sub-Section 12 (1) Clause (c) amalgamation with any other Registered Society.

6. As per Sub-Section 12 (1) Clause (d) Bifurcation of the Society into two or more as desired the case may be.
7. For any urgent judgement or to bring vote of confidence on the Executive Committee.
8. As per Sub-section 12 (2) any amendment in the by-laws by special resolution.
9. As per Sub-section 12 (3) any change in the memorandum or the by-laws, shall be registered and on such registration shall take, effect from the date of the passing of such Special Resolution.
10. The Extra Ordinary General Meeting is only to discuss the particular matter or business and other matters are not allowed for discussion.

W. THE EXHIBITION OF THE REGISTER OF MEMBERS, THE BOOKS CONTAINING MINUTES AND THE BOOKS OF ACCOUNT AT THE REGISTERED OFFICE OF THE SOCIETY DURING BUSINESS HOURS FOR INSPECTION BY ITS MEMBERS FREE OF CHARGE:

As per section 14 (1), A member may inspect the Register of the Society, which contains the names, addresses, and occupation of the members.

As per sub-section 29 (3) Societies Minute Book, as per Sub-section 14 (2) members Registers and Accounts Books and as per

Sub-section 16 (2) Audited Accounts to be bring to the notice of the members.

A member shall be permitted to inspect the records and Registers during working hours of the Society and member is permitted to take copy of it.

Special Resolution:

As under Tamil Nadu Societies Registration Act 27/1975, Special Resolution Section 2 (J) Special Resolution 11 (1), charge of Societies, name, Section 11 (1) & 12 (1) Memorandum relating to the objects & change in by-law Section 30 (1) & (2) amalgamation with other Society having the same objects and Section 41 Dissolution of the Society, which requires a Special Resolution to be passed.

Filling Of Special Resolution:

The copy of the Special Resolution referred to in Section 27 shall be filled with the Register within 3 months from the date of passing of such resolution.

Dissolution:

A registered Society finds any difficulty to run the Society under the Tamil Nadu Societies Registration Act, Section 39, it shall be dissolved, under Section 41, apart from the liabilities of the dissolved Society,

remaining assets shall be transferred to another Society having the same objects for this it requires a Special Resolution. Further it should stop all official activities.

General:

In the above, if anything left or not discussed in the Societies bye-laws, it is to be amended as mentioned in the Tamil Nadu Societies Registration Act 27/1975 & Rule 1978.

6.2.A. ELECTION:

Office Bearer & Executive Committee Members Method Of Election:

1. Office Bearers and Executive Committee members should prepared voter's list before three months of the election and verified and it should be placed in the Societies Notice Board and it is to be placed in front of the building. Missing names of the General Members from the Voter's list shall be included in the Voter's list within 15 days from the date of application.
2. The notice should be sent by post to the Secretary on duty before 2 months expiry of the term, election for board of Executive Members, Election Commissioner, Assistant Election Commissioner, General Body Meeting are to be conducted.

3. The Election Commissioner, Asst. Election Commissioner are to be elected by conducting the General Body Meeting 40 days before expiry of the term of Executive Committee.
4. After the declaration of the Election, Election Commissioner and Asst. Election Commissioner, the date of filling nomination, the last date for nomination, the date of withdrawals, date of scrutinising, and election date are to be placed in the notice board.
5. The Executive Committee & Office Bearers of the Societies and General Body Members, they have to conduct the elections by following the rules and regulations of the Tamil Nadu Public Elections. It is the duty of the President. In the absence of the Election Commissioner. The Assistant Election Commissioner shall perform their duty.
6. (a) The perform on who context in the election shall obtain his nomination form from the Society during the working hours of the Society.
 (b) Nomination form shall be issued 3 days continuously before 30 days of Election.
 (c) The nomination form should be filled and one must propose it and another second it and it should be submitted to the Election Commissioner within 3 days.

- (d) The candidate who submitted the nomination form but he does not contest in the election later can withdraw his nomination paper before 3 days before 5'0 clock in the evening before the date of nomination.

Note: The election date, nomination issuing date, nomination withdrawal date, these days are not be included in the above given date.

- (e) The date of election, place, time the name of the candidate, designation shall be sent to General Body Members by post.
- (f) In the Society, the Election shall be held between 08-00 AM to 05-00 PM Afternoon 01-00 to 02-00 are interval time.
- (g) Election shall be conducted under the supervision of Election Commissioner. If necessary the Election Commissioner have right to appoint person or persons to assist him in his work.
- (h) Vote's slip shall be issued to each member, for each post and issued in bulk to the Office Bearer's necessary Office Bearers shall only be elected particular vote slip are to be polled in that particular ballot box. On verification the poles. If the proposed Office Bearers are exceeded the required Office Bearers in the ballot paper

then the ballot papers shall be declared invalid.

- (i) After the Election is over, ballot papers are to be counted then they have to declare the name of the successful members and designation by the Election Commissioner and their signatures are to be obtained from all elected and non elected members in the minute books and it must be attested.
- (j) If any think left, orally thing not discussed in detail about the Election and its results. The Election Commissioner's decision is final.

6.2.B. GENERAL FUNCTION:

1. This Society is irrevocable. If the Society hereby constituted fail for any reason in the opinion of the Executive Committee Meeting & Special General Body Meeting of the Society the net assets of the Society both movable and immovable shall be handed over to any Society as decided by the majority of the Special General Body Meeting.
2. In the Event of the winding up dissolution of the Society assets and liabilities, if any shall be transferred to another Society which has similar objects and enjoying Exemption

U/s. 11 and 80-G of the Income Tax Act, 1961.

3. The Society shall invest its income available for investment from time to time in specific mode of investments as per section 13 (i) (d) read with section (ii) (5) of the Income Tax Act, 1961.
4. The Income and funds of the society shall be solely utilised towards the objects of the Society and no portion of its income shall be utilised for payment to Office Bearers and Executive Committee Members by way of Salary, Remuneration, Profit, Interest, Dividends etc., in Section 13 (i) of the Income Tax Act, 1961.
5. The funds of the Society would not be applied for any religious purposes or given to religious institutions.
6. Any amendment to be instrument would be carried only with the approval of Director of Income Tax (Exemptions).
7. Acquisition/alienation of immovable property shall be done with prior approval of the Director of Income Tax (Exemptions).
8. The benefits of the Society are open to all in the Society at large irrespective of caste, creed, religion, sex etc.

9. The activities and functions of the Society shall be utilised only towards Charitable purpose and not for any profit motive.
10. At present the Society have no immovable property. No activities of the Society will be carried out any where outside in India, without prior permission from the appropriate/concerned authority of Director of Income Tax.

The above said Bye-laws are the True Copy and fact of our
"Madras Dental College Alumni Association" (MDCAA), Chennai - 3.
 as per Tamil Nadu Societies Act 27 of 1975 Rules 1978 is best of our knowledge
 and belief.

NAME & DESIGNATION	SIGNATURE	OCCUPATION & ADDRESS
Dr. C. Kumaravelu , MDS (President)		Dental Surgeon, Tamilnadu Govt. Dental College & Hospital, Chennai - 03
Dr. T.S.S. Kumar , MDS (Secretary)		-do-
Dr. M.C. Sainath , MDS (Treasurer)		Dental Surgeon K.M.C., Chennai - 10
Dr. K. Vasudevan , MDS (E.C. Member)		TN Govt. Dental College & Hospital, Chennai - 03.
Dr. C.M. Nandagopal , MDS (E.C. Member)		Flat No. 305, Triveni Apartment, 158, Baracca Road, Kilpauk, Chennai - 10

NAME & DESIGNATION	SIGNATURE	OCCUPATION & ADDRESS
Dr. P.K. Saraswathy, MDS (E.C. Member)		TN Govt. Dental College & Hospital, Chennai - 03
Dr. M.B. Aswath Narayanan, B.Sc., MDS (E.C. Member)		-do-
Dr. K.H. Panishankar, MDS (E.C. Member)		-do-
Dr. Chandrasekar, MDS (E.C. Member)		57/16, I Main Road, Balaji Nagar, Ekkattuthangal, Chennai - 97

WITNESSES:

1. S/o. ADDRESS:
2. S/o. ADDRESS:

PLACE:

DATE:

President / Secretary