

स्मृति-पत्र / Memorandum Of Association

संस्था का नाम / Society's Name :	Banda University of Agriculture and Technology Alumni association / BUATAA
संस्था का पता / Society's Address :	महाराजा छत्रसाल प्रशासनिक भवन, बाँदा कृषि एवं प्रौद्योगिक विश्वविद्यालय बाँदा उ०प्र०, Banda, 210001
संस्था का कार्य क्षेत्र / Society's Work Area :	Uttar Pradesh
संपर्क संख्या / Contact Number :	8840043213

संस्था के उद्देश्य / Objectives of Society :

(यें उद्देश्य

उपयोगी जानकारी के प्रसार के लिये (राजनीतिक शिक्षा) ,	खादी ग्राम, उद्योग ,	जनसामान्यन के लिये स्थायपित पुस्तकालयों/ वाचनालयों से संबंधित ,	पंचायत उद्योग, ग्रामीण विकास ,	प्राकृतिक इतिहास के संकलन ,	बहुउद्देशीय यांत्रिक / दार्शनिक ,	रंग चित्रों या अन्ये कला कृतियों/ संग्रहालयों/ गैलरियों ,	विज्ञान के लिये ललित कला की प्रोन्नति ,	शिक्षा साहित्य या
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से सम्बंधित है)

1. Provide a vibrant forum that promotes interaction and networking among alumni of the University.
2. To establish an Student Alumni Interaction Cell (SAIC) and maintain a database of the Alumni living abroad (both Indian and foreign)
3. To associate the Alumni in the developmental activities of the University.
4. To establish and organize scholarships and funds to help the needy and deserving Students of the University
5. Help alumni achieve their professional and societal goals.
6. Help alumni in their hour of need.
7. Contribute to the University's vision of being recognized among the world's leading institutions in Academics, Research, Extension, and Innovation.
8. To introduce prizes and awards for outstanding project works, research papers or other professional activities by the teachers, alumni&39;& the students of the University and to suitably recognize outstanding social and community services rendered by them.
9. To create CHAIRS in the University for promoting research and development.
10. Function on charitable basis, and to run the Association on 'no profit no loss' basis.
11. Promote best practices in different areas of science for the benefit of the society, especially disadvantaged sections.
12. Create awareness about the University and its alumni amongst public.
13. Assist deserving students from socially and economically disadvantaged sections of the society and Work for overall betterment of society
14. To advise and interact with State and Central government bodies, Universities and Associations of other academic institutions on matters relating to promotion of higher education, training and management systems and thereby promote the welfare and status of

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the university.

15. To organize cultural and educational programmes and also to conduct Alumni Day celebrations every year.

16. The association would work closely with the University and the various partner alumni organisations and chapters as well as the Student Alumni Interaction Cell (SAIC) to increase its reach and effectiveness.

प्रबन्धकारिणी समिति के पदाधिकारियों एवं सदस्यों के नाम , पता, पद एवम व्यवसाय जिनको संस्था के नियमानुसार कार्यभार सौपा गया है / Details of officie bearer and members of Management Committee :

क्रम सं.	नाम	पिता/पति का नाम	पता	पद	व्यवसाय	मोबाइल नं.	फोटो	हस्ताक्षर
1.	Prof. Narendra Shri Pratap Singh	Ram Briksha	Vice Chancellor Office BUAT, Banda	Chief Patron / Ex Officio / मुख्य संरक्षक	- Government Service	8004915503		
2.	Prof. Surendra Kumar Singh	Shri Ramnarayan Singh	Registrar Office BUAT, Banda	President / अध्यक्ष	Government Service	9935789160		
3.	Prof. Ajay Kumar Singh	Late Biswanath Singh	DSW Office BUAT, Banda	Vice-President / उपाध्यक्ष	/ Government Service	9956669099		
4.	Prof. Bhanu Shri Prakash Mishra	Shri Janardan Mishra	Department of Agricultural Extension, College of Agriculture, BUAT, Banda	General Secretary / महासचिव	/ Government Service	9862506121		
5.	Dr. Arbind Kumar Gupta	Shri Rambabu Gupta	Department of Natural Resource Management, College of Forestry, BUAT, Banda	Finance Secretary / वित्त सचिव	/ Government Service	7044112393		
6.	Dr. Abhishek Kalia	Shri Ajit Sharma	Department of Basic and Social Sciences, College of Forestry, BUAT, Banda	Joint Secretary / संयुक्त सचिव	/ Government Service	8840043213		
7.	Dr. Abhishek Kumar Yadav	Shri Ram G Yadav	Department of Basic and Social Sciences, College of Horticulture, BUAT, Banda	Joint Secretary / संयुक्त सचिव	/ Government Service	6393284932		
8.	Dr. Brijesh Kumar Gupta	Shri Rajendra Prasad	Department of Agricultural Extension, College of Agriculture, BUAT, Banda	Spokesperson / प्रवक्ता	Government Service	8840283165		

सभी लिखे हुए साधारण सभा के सदस्यों का विवरण की सूची / List of all Entered Genral Body members' details

Bhanu
Abhishek Kalia
Agarwal
Prasad
Prasad

क्रम सं.	नाम	पिता/पति का नाम	पता	व्यवसाय
1.	Prof. Narendra Singh	Pratap Shri Ram Briksha	Vice Chancellor Office BUAT, Banda	Government Service
2.	Prof. Surendra Singh	Kumar Shri Singh	Ramnarayan Registrar Office BUAT, Banda	Government Service
3.	Prof. Ajay Kumar Singh	Late Biswanath Singh	DSW Office BUAT, Banda	Government Service
4.	Prof. Bhanu Mishra	Prakash Shri Janardan Mishra	Department of Agricultural Extension, College of Agriculture, BUAT, Banda	Government Service
5.	Dr. Arbind Kumar Gupta	Shri Rambabu Gupta	Department of Natural Resource Management, College of Forestry, BUAT, Banda	Government Service
6.	Dr. Abhishek Kalia	Shri Ajit Kumar Sharma	Department of Basic and Social Sciences, College of Forestry, BUAT, Banda	Government Service
7.	Dr. Abhishek Yadav	Kumar Shri Ram G Yadav	Department of Basic and Social Sciences, College of Horticulture, BUAT, Banda	Government Service
8.	Dr. Brijesh Kumar Gupta	Shri Rajendra Prasad	Department of Agricultural Extension, College of Agriculture, BUAT, Banda	Government Service

हम निम्न हस्ताक्षरकर्तागण घोषित करते हैं कि हमने इस स्मृति-पत्र तथा नियमावली के अनुसार सोसाइटीज रजिस्ट्रेशन एक्ट 1860 के अन्तर्गत एक समिति का गठन किया है।

दिनांक / Date :-11/09/2023

हस्ताक्षर / Signature :

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Abhishek Kalia

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नियमावली / Rules Of Association

संस्था का नाम / Society's Name : **Banda University of Agriculture and Technology Alumni association / BUATAA**

संस्था का पता / Society's Address : महाराजा छत्रसाल प्रशासनिक भवन, बॉदा कृषि एवं प्रौद्योगिक विश्वविद्यालय बॉदा उ0प्र0, Banda, 210001

संस्था का कार्य क्षेत्र / Society's Work : Uttar Pradesh

Area :

संपर्क संख्या / Contact Number : 8840043213

संस्था के सदस्यता एवं वर्ग / Organization's membership and class :

सदस्यता का प्रकार / Membership Type	शुल्क / Fee	सदस्य बनाने की प्रक्रिया / Procedure of making Members
आजीवन सदस्य / Life Time Member	1000	जो व्यक्ति संस्था के विकास हेतु निर्धारित शुल्क एक बार में या इतने ही मूल्य की संपत्ति चल या अचल रूप में देंगे वे संस्था के आजीवन सदस्य होंगे
विशेष सदस्य / Special Member	1000	संस्था, विशिष्ट सदस्यों को उनके सामाजिक एवं शैक्षिक उपलब्धियों के आधार पर चयनित करती है उनके लिए सदस्यता शुल्क का निर्धारण कार्यकारिणी करेगी

सदस्यता की समाप्ति / Termination of Membership :

1. मृत्यु हो जाने पर ।
2. पागल या दिवालिया हो जाने पर ।
3. संस्था के विपरीत हानिकारक कार्य करने पर ।
4. अविश्वास प्रस्ताव या त्याग पत्र पारित करने पर ।
5. नियमित रूप से सदस्यता शुल्क न देने पर ।
6. लगातार तीन बैठकों में अनुपस्थित होने पर ।
7. नैतिक अपराधों में न्यायालय द्वारा दण्डित होने पर ।

संस्था के अंग / Society's Parts :

1. साधारण सभा / General Body
2. प्रबंधकारिणी समिति/ Management Committee

साधारण सभा / General Body :

गठन / Formation :

साधारण सभा का गठन आजीवन सदस्य / Life Time Member, विशेष सदस्य / Special Member को मिलाकर किया जायेगा।

बैठके / Meetings :

साधारण सभा की सामान्य बैठक साल में एक बार व विशेष बैठक आवश्यकतानुसार किसी भी समय बुलाई जा सकती है । असाधारण बैठक की सूचना लिखित या किसी भी माध्यम से 1 से 24 घंटे पूर्व दी जायेगी। सूचना के हेतु अजेंडा जारी किया जायेगा, जिसमें बैठक बुलाने के कारण का उल्लेख होगा ।

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Abhishek Kaler

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सूचना अवधि / Notice period :

साधारण सभा की सामान्य बैठक की सूचना कम से कम 15 दिन पूर्व व विशेष बैठक की सूचना 1 दिन पूर्व सदस्यों को दी जाएगी।

गणपूर्ति / Quorum :

साधारण सभा की गणपूर्ति हेतु कुल सदस्यों में से 2/3 सदस्यों की उपस्थिति गणपूर्ति मान्य होगी।

विशेष वार्षिक अधिवेशन की तिथि / Special Annual General Meeting Date :

The annual meeting of the General Assembly will be held every year, the date and time of which will be decided by the Managing Committee only.

साधारण सभा के अधिकार एवं कर्तव्य / Rights and Duties of the General Body :

a. The General Body shall consist of all the members of the Association as defined in Clause 3 b. The General Body shall meet every year normally in BUAT. The following shall be the normal items of agenda of this meeting i. Annual Report of the activities of the Association pertaining to the previous year. ii. Previous years accounts and budget proposals for the next year. iii. Election of the members of the Executive Committee /normally every third year iv. Appointment of Auditors v. Appointments of legal advisors, if any. vi. Any other matters concerning the functioning of the Association. c. An advance notice of 15 days shall be necessary for convening the General Body Meeting. In case of any urgency a shorter notice may be given. d. The quorum for the General Body meeting shall be 20 members present in person. e. All the resolutions put to voice at the General Body shall be decided by a majority of vote. In case of equality of votes, the Presiding Officer shall have the right of casting vote. f. The General Body shall nominate / elect 7 /seven members for a period of 3 years to the office of the Executive Committee. g. in the case of vacancies arising in the Executive Committee due to any reason whatsoever, the General Body shall elect an appropriate number of members to the Executive committee subject to the provision of clause 5.1 c. h. The Chief Patron or in his absence the President or in his absence the Vice President of the Association shall be the Presiding Officer in the General Body meeting of the central unit of the Association. The Chief Patron shall also preside over the General Body meeting and regional chapters. In the absence of the Chief Patron, the President and in his absence the Vice-President of the respective regional chapter will preside over its general body meeting.

प्रबंधकारिणी समिति / Management Committee :

गठन / Formation :

साधारण सभा द्वारा निर्वाचित पदाधिकारियों / सदस्यों को मिलाकर प्रबंधकारिणी समिति का गठन होगा जिसमें Chief Patron / Ex -Officio / मुख्य संरक्षक-1, Finance Secretary / वित्त सचिव-1, General Secretary / महासचिव-1, Joint Secretary / संयुक्त सचिव-2, President / अध्यक्ष-1, Spokesperson / प्रवक्ता-1, Vice-President / उपाध्यक्ष-1 होंगे इस प्रकार कुल संख्या मिलाकर 8 होगी।

सूचना अवधि / Notice period :

प्रबंधकारिणी समिति की सामान्य बैठक की सूचना कम से कम 15 दिन पूर्व व विशेष बैठक की सूचना 1 घंटे पूर्व सदस्यों को लिखित रूप से दी जाएगी।

बैठके / Meetings :

प्रबंधकारिणी समिति की सामान्य बैठक साल में चार बार व विशेष बैठक आवश्यकतानुसार किसी भी समय बुलाई जा सकती है। असाधारण बैठक की सूचना लिखित या किसी भी माध्यम से 1 से 24 घंटे पूर्व दी जायेगी। सूचना के हेतु अर्जेन्डा जारी किया जायेगा, जिसमें बैठक बुलाने के कारण का उल्लेख होगा।

गणपूर्ति / Quorum :

प्रबंधकारिणी समिति की गणपूर्ति हेतु कुल सदस्यों में से 2/3 सदस्यों की उपस्थिति गणपूर्ति मान्य होगी।

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प्रबन्धकारिणी समिति के पदाधिकारियों के अधिकार एवं कर्तव्य / a. The Executive Committee of the Association shall consist of the following i. Rights and Responsibilities of office bearer of The Vice Chancellor, BUAT, shall be the Chief Patron of the Association and shall preside over the meetings of the Executive Committee of the central unit. In his absence the president and in his absence the Vice president will preside over the meetings of Executive Committee. The Chief Patron will also preside over the meetings of Executive Committee of different regional chapters. However, meetings of the Executive Committee of regional chapters shall be presided over by the President of the respective chapter in the absence of Chief Patron of the association and in the absence of the President of the Chapter its Vice President shall preside over. ii. The Registrar, BUAT shall be the President of the Association and shall preside over the meetings of the Executive Committee of the central unit in the absence of Chief Patron. In his absence the Vice President will preside over the meeting of the Executive committee. iii. The Professors of the University will be the members. iv. The immediate past Chief Patron and President shall be the ex-officio members. v. One member to be nominated by patron/s vi. One member to be nominated by the present Chief Patron vii. The Presidents of different Regional chapters shall be the ex-officio members of the Executive Committee. viii. The office Bearers of the Association shall be nominated/ elected by the members of the executive committee from amongst 09 elected members a. Besides, the Chief Patron, there shall be 8 office bearers in the Executive Committee /form which faculty members shall be elected/ nominated/ of the Association with the following positions, 1. President 2. Vice president 3. General Secretary- Faculty of BUAT 4. Joint Secretary 5. Secretary - Finance 6. Spokesperson 7. DSW b. On or before the Fourteenth Day succeeding the day of the Executive Committee meeting of which office bearers are nominated / elected, a list shall be filed with Registrar of Firms, Societies and Chits- U.P., of the names, addresses and occupations of the officer bearers and the members of the Executive Committee. C. The Executive Committee shall have the right to co-opt members and appoint sub-committees from amongst the General Body from time to time for the execution of specific assignments as required. The total number of such co-opted members shall not be more than 7 at any time. C. i. Any casual vacancy amongst the members of the Executive Committee arising from death, resignation, and removal or otherwise may be filled by co-option by the Executive Committee and the member so co-opted shall hold office till the next Annual General Meeting. C . ii. The quorum for the meeting of the Executive Committee shall be five members personally present. c.iii. The Executive Committee shall manage the affairs of the Association by majority of votes in the committee meeting provided that in case of equality of votes the Presiding Officer of that particular meeting shall have the casting vote. c.iv. The Executive Committee shall meet at least quarterly. The General Secretary shall issue the notice and the agenda of the meeting at least two

weeks before the date fixed for the meeting. However, in case of urgent business, an emergency meeting may be called at shorter notice. In such cases, the notice period shall not be less than two days. All decisions taken in such an emergent meeting shall have to be reported in the next Executive committee meeting. c.v. The Executive Committee shall be the Executive Authority of the Association. It shall be responsible for all the finances and funds of the Association. It shall give effect to the plans and programmes of the Association, c.vi. The property-movable and/or immovable-belonging to the Association, shall be vested with the Executive Committee. c.vii. In case the executive committee is satisfied that a member has been working against the interest of the Association, it may recommend the termination of the membership of the concerned member to the General Body which shall have powers to do so.

रिक्त स्थानों की पूर्ति / Fill blank seats :

कार्यकाल / Tenure :

प्रबंधकारिणी समिति के सामान्य निकाय द्वारा निर्वाचन प्रक्रिया/ The General Assembly will elect the members and office bearers of its Election Procedure of Management Committee by Managing Committee.

General Body :

प्रबंधकारिणी समिति के पदाधिकारियों के अधिकार एवं कर्तव्य / Rights and Responsibilities of office bearer of Managerial Body :

Chief Patron / Ex -Officio / मुख्य संरक्षक

1. a. To preside over the meetings of the General Body and the Executive Committee of the central unit also those of the regional Chapters of the Association b. To ensure that the activities undertaken by the Association or its chapters are in tune with the objectives of the Association. c. To coordinate the activities of different Regional Chapters and the Central Unit. d. To act as the returning officer in the elections of office bearers of the Central Unit as well as the chapters. e. To take deterrent action against member/s of the Executive Committees /of both Central Unit and different chapters/ working against the interest of the Association.

President / अध्यक्ष

2. a. He shall preside over all the meetings of the Executive Committee and the General Body of the Central Unit of the Association in the absence of the Chief Patron. b. He shall have overall responsibility for the activities of the Executive committee and the Association in the absence of the Chief Patron.

Vice-President / उपाध्यक्ष

3. In the absence of the President, Vice President can perform the duties of the President.

General Secretary / महासचिव

4. a. He shall be responsible for the notification of all meetings of the General Body and Executive Committee. a. He shall present the annual report of the Association in the Annual General body Meeting. b. He shall maintain the minutes of the meetings of the general Body and the Executive Committee. c. He shall be responsible for all correspondence on the behalf of the Association. d. He shall exercise administrative control over the office of the Association. e. He shall

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perform his duties under the overall direction of the Chief Patron or in his absence the President, or in his absence the Vice President of the Association.

Finance Secretary / वित्त सचिव

5. i. He shall be the custodian of all the funds of the Association and shall be responsible for all financial and accounting matters including the preparation of the statement of Accounts for being placed before the Annual general body meeting. ii. He shall collect all dues and claims on behalf of the Association and shall ensure proper utilization of funds. iii. The Secretary Finance shall be stationed in Banda. iv. In case the office of the President, Vice President, General Secretary, Joint Secretary or Secretary or Secretary- Finance falls vacant, the Executive committee shall elect a new President, Vice President, General Secretary, Joint Secretary or Secretary-Finance, as the case may be, from amongst nominated/ elected members who shall hold the office till the end of term.

Joint Secretary / संयुक्त सचिव

6. i. There shall be two Joint Secretaries to assist the General Secretary in routine works of the Association. ii. Joint Secretaries shall assist the General Secretary and shall perform all the functions of General Secretary in his absence as designated by the Chief Patron/ President of the Association.

Spokesperson / प्रवक्ता

7. i. He shall be responsible for the publicity of the association and shall manage the media in all circumstances. ii. He shall assist D.S.W in bridging the gap between existing student and alumni.

संस्था का कोष / Society's Account Access Details:

पदाधिकारी/Post
1. CHIEF PATRON / EX -OFFICIO / मुख्य संरक्षक
2. FINANCE SECRETARY / वित्त सचिव
3. GENERAL SECRETARY / महासचिव

आय के स्रोत / Source of Income

1. Foreign Grants
2. Government Donation
3. Government Loan
4. Maintenance amount
5. Membership Fee
6. Other Sources
7. Remittance
8. Self Money Generation

संस्था के नियमों एवं विनियमों में संशोधन की प्रक्रिया / Society's Rules and Regulations Revision Process :

साधारण सभा के २/३ सदस्यों के बहुमत से परिवर्तन या परिवर्धन किया जायेगा / Changes or additions will be done with the majority vote of 2/3 of General body's members.

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Abhishek Talwar

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संस्था का कोष/ Society's Account Details:

संस्था का कोष किसी राष्ट्रीकृत बैंक अथवा शिड्यूल्ड बैंक, पोस्ट ऑफिस, या प्राइवेट बैंक में संस्था के नाम से खाता खोल कर जमा किया जाएगा, जिसका संचालन CHIEF PATRON / EX -OFFICIO / मुख्य संरक्षक या FINANCE SECRETARY / वित्त सचिव एवम GENERAL SECRETARY / महासचिव के संयुक्त हस्ताक्षर द्वारा किया जाएगा।

संस्था के द्वारा अथवा उसके विरुद्ध अदालती से संचालन का उत्तरदायित्व / Responsibility for court operations of the society by or against :

The manager of the institution or the person authorized by him will be responsible for the conduct of court proceedings conducted by or against the institution.

संस्था के आय व्यय का लेखा परिक्षण(औडिट) / Budget Audit :

संस्था के आय व्यय का लेखा परिक्षण प्रतिवर्ष सुयोग्य ऑडिटर द्वारा कराया जायेगा / The Budget of the society will be audited by a qualified auditor.

संस्था के अभिलेख / Society's records :

1. सदस्यता रजिस्टर / Membership Register.
2. कार्यवाही रजिस्टर / Proceedings Register.
 - a) साधारण सभा / General Body.
 - b) कार्यकारी निकाय / Executive Body.
3. स्टॉक रजिस्टर / Stock Register.
4. लेजर बुक / Ledger Book.
5. कैश बुक / Cash Book.
6. सदस्यता शुल्क रसीद बुक / Membership fee receipt book.
7. दान रसीद बुक / Donate receipt book.

विघटन / Dissolution :

संस्था का विघटन तथा समाप्ति की कार्यवाही सोसाइटीज रेजिस्ट्रेशन एक्ट की धरा १३ व १४ के अंतर्गत की जाएगी / Society dissociation and termination will be according to Societies Registration Act, under Section 13 and 14.

दिनांक / Date :- 11/09/2023

हस्ताक्षर / Signature :

Abhishek Talwar

Signature

Signature

Signature

Signature