

CERTIFICATE OF REGISTRATION  
SOCIETIES REGISTRATION ACT XXI  
OF 1860

No. S-30819 of 1997

I hereby certify that Mohini Chandrasekhar  
Charitable Trust

has been registered  
**REGISTRATION ACT OF 1860 GIVEN**  
**UNDER MY HANDS AT DELHI**  
on this \_\_\_\_\_ day of Jan

\_\_\_\_\_ one thousand nine  
hundred and ninety seven

Registration Fee of  
Rs. 50/- received.

*17-1-97*  
Registrar of Societies  
GOVT. OF DELHI  
DELHI

Certified to be true Copy  
*[Signature]*  
Registrar of Society Delhi



PLEASE QUOTE THIS NUMBER IN ALL YOUR FUTURE  
CORRESPONDENCE

*[Handwritten signature]*

*[Handwritten signature]*

Principal  
Maxfort School, Rohini

*[Handwritten signature]*  
MANAGER  
MAXFORT SCHOOL  
ROHINI, DELHI-110085

10/2  
12/1  
Registrar of Societies

MEMORANDUM OF SOCIETY OF MOHINI CHANDNANI CHARITABLE TRUST

1. NAME OF THE SOCIETY : The Name of the Society shall be  
"Mohini Chandnani Charitable Trust"
2. REGISTERED OFFICE : 7, KAPIL VIHAR, PITAM PURA, DELHI-110034
3. AREA OF THE SOCIETY : The area of the Society shall be all India and the Office will remain in Delhi

AIMS & OBJECTS

The aims and objects of the Society shall be all objects of Public Charitable in nature & objects of general public charitable in nature & objects of general public utility not limited to any particular community, caste, creed or religious.

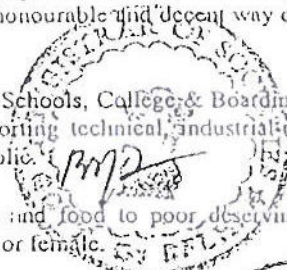
THE SOCIETY WILL ACHIEVE THE FOLLOWING AIMS & OBJECTS:-

- i) To found, establish, maintain support & subsidy to Schools, Colleges, Pathshalas and other institutions or bodies for Educational persons of any cast, creed or community with a view to make themselves supporting and live a honourable and decent way of life.
- ii) To open, found, establish, assist or make donations to Schools, College & Boarding Houses or any other Educational Institutions for imparting technical, industrial or commercial knowledge or training education for the public.
- iii) To grant stipends in money or in kinds like clothes and food to poor, deserving students, widows, bodily infirm persons, whether male or female.
- iv) To establish libraries, reading rooms, playground in connection with educational and vocational institutions.
- v) To start the training and educational programme in the field of medical education and other allied ancillary activities.
- vi) To prompt the adult education, child and women welfare programme for benefit of general public.
- vii) To give scholarships, fellowships and association, for research in the areas of humanities, Science, Engineering, Commerce and Medicine in India.
- viii) To give educational scholarship to the physically handicapped persons particularly the blind, spastic and mentally retarded.
- ix) To establish, provide, maintain & conduct Research Centers, Laboratories, Training Colleges, School & other institutions for the Training & Education in the field of Medical & Natural Science to poor & needy persons.
- x) To establish, maintain, run the Hospitals, dispensaries, nursing Homes, Primary Health Camps, First Aid Booths and Clinics for Medical relief to poor and needy persons.

Jagjit Singh

Anshu Singh

Registrar



Amended Memorandum 8/15/2023

AMC

Registered Society

- xi) To import the Medical Plant & Machinery, Medical Instruments & Equipments for the Research work and treatment of the diseases, the same is not available in India for which the saved foreign currency funds to be spent.
- xii) To provide & organize the Health Camps i.e. Eye Camps, Blood Camp, Cancer Camp, Bone Marrow Transplant Camps, General Medical awareness Camps, Family Planning operation: Camps, Antiaddiction Camps, Child birth and & Care Education Camps, General Cleanliness and House Keeping Camps.
- xiii) To start the activities of imparting the Medical services, aids and other ancillaries facilities for the benefit of general public.
- xiv) To start the different kinds of family welfare and community healthy programme for the benefit of general public.
- xv) To construct, out of society funds buildings for public use for public charitable purposes and not for any commercial activity.
- xvi) To construct, build and maintain Dharmshalas, Sarais, Hostels for public use and benefits.
- xvii) To open found establish or contribute to orphanages, Widows Homes, Old persons homes or any institutions, body or entity involved in the providing relief and support the food, clothing and shelter for the poor.
- xviii) To provide shelter and housing for the needy persons of the General public in cash or in kind by providing shelter and housing for the needy or be making donations and contributions to institutions. Society and Entities engage in providing or one or in giving support in respect of shelter and housing for the needy.
- xix) To donate, to support or assist in any manner in cash or in kind through movable/immovable property to any other public charitable trust institutions body or entirely engage in public charitable activities and having object or objects similar to or covered by the aim and object of this trust.
- xx) To start any other activity as may be desired by managing committee for general public charitable purpose not limited to any particular community.
- xxi) To takeover, amalgamation or association or otherwise with other Trust or Society for attainment of aims and objects of the society.
- xxii) All the income, earnings, movable and immovable properties of the Societies shall be solely utilized and applied towards the promotion of its aims and objects only as set forth in the Memorandum of Society and no profit on there of shall be paid or transferred directly or indirectly by way of dividends, bonus profits or in any manner whatsoever to the present or past-members of the Society or to any person claiming through any one or more of the present or the past members. No member of the Society shall have any personal claim or any movable or immovable properties of the Society or make any profits whatsoever, by virtue of this membership.

Jagjit Singh Chohan

5/12/2023



Principal  
Maxfort School, Rohini



MANAGER  
MAXFORT SCHOOL  
ROHINI, DELHI-110085

The Registrar of Societies,  
 Udyog Sadan Building,  
 Plot No. 419, FIE, Patparganj Indl. Area,  
 Delhi-110092.

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**ANNUAL LIST**

1	NAME OF THE SOCIETY	MOHINI CHANDNANI CHARITABLE TRUST (REGD.)
2	REGISTRATION NUMBER	S/30819
3	ANNUAL LIST FOR THE YEAR	2009

Name, Address, Occupation and Designation of the present office bearers and executive members of the governing body, are as under:-

S NO	NAME & ADDRESS	OCCUPATION	DESIGNATION
	MR. JAGJEET SINGH CD-158, Pitampura, Delhi-110088.	Business	President
	MR. SANJEEV KHANNA & V-132-D, Shalimar Bagh, Delhi.	Service	Secretary
	SH TAJINDER SINGH 7/17, Vijay Nagar, Double Storey, Delhi.	Business	Joint Secretary
	MR GURCHARAN SINGH CD-158, Pitampura, Delhi-110088	Business	Treasurer
	MR. PARMOD KUMAR 325, Kohat Enclave, Pitampura, Delhi	Business	Executive Member
	MRS. KULJEET KAUR CD-158 F.F Pitampura, Delhi-110088.	Business	Executive Member
	MR. MANOJ KUMAR West Patel Nagar, New Delhi	Service	Executive Member
	MRS. MANMOHAN KAUR Plot No 17, Dudiyal Apartment, Pitampura Delhi	Social Worker	Executive Member

Approved by: *[Signature]* 11/9/11

6. **DESIROUS PERSONS :** We the undersigned are desirous of forming a society namely "Mohini Chandnani Charitable Trust" under the societies registration Act of 1860 as applicable to the union Territory of Delhi in pursuance of the Memorandum of Association.

S.No	Name & Address	Occupation	<i>SING</i>
1.	SH. KAKAN CHANDNANI A-1/234, JANAK PURI NEW DELHI - 110058	BUSINESS	- 50 -
2.	DR. (SMT.) SUDESH JAIN 31-C, VIJAY MANDAL ENCLAVE HAUZKHAS, NEW DELHI	BUSINESS	- 50 -
3.	SH. PANKAJ CHANDNANI A-1/234, JANAK PURI NEW DELHI - 110058	BUSINESS	- 50 -
4.	SH. SUNIL KUMAR 202, SFS FLATS PUNJABI BAGH APPARTMENTS NEW DELHI - 110026	BUSINESS	- 50 -
5.	SMT. JAYA BALANEY II-D-36, LAJPATH NAGAR NEW DELHI - 110026	BUSINESS	- 50 -
6.	SH. N.S. BALI 16, PASCHIM VIHAR EXTN. ROHITAK ROAD, (OPP. ORDNANCE DEPOT), NEW DELHI - 110063	BUSINESS	- 50 -
7.	SH. SANTOSH K. SOOD BJ-131, SHALIMAR BAGH NEW DELHI - 110052	BUSINESS	- 50 -
	SMT. PADMA VASWANI [Address partially illegible]	BUSINESS	- 50 -



*Jagjit Singh* *Kurhan* *[Signature]* *[Signature]*

*[Signature]*  
Principal  
Maxfort School, Rohini

*[Signature]*  
MANAGER  
MAXFORT SCHOOL  
ROHINI, DELHI-110085

Amended as on 8/11/2018

RULES AND REGULATIONS OF

1. **NAME OF THE SOCIETY** :- The name of the Society shall be "MOHINI CHANDNANI CHARITABLE TRUST".

2. **Membership**

The membership of the Society is open to all, provided he/she believes in the aims & objects of the Society and interested to participate in and work for the activities of the Society subject to approval of the Society subject to approval of the Managing Committee.

3. **Admission**

Every application for membership shall be made on prescribed form, along with subscription fee and shall be submitted to the Secretary who will put up all the applications before the Managing Committee, the applicant will be treated as member of the Society. In case the Managing Committee rejects an application then the reason will be intimated the applicant. However the decision of the governing body for approval or rejection of application for membership shall be final.

4. **Subscription**

There are Two types of Membership i.e. (i) Life Membership, (ii) Ordinary Membership. The subscription of Life member shall be Rs. 2100/- and Annual Subscription shall be Rs. 100/- for every financial year and the same will be payable on 1st April of every year or at the time of admission.

5. **Re-admission**

If a member who has been expelled from the membership of the Society due to non payment of past subscription of the society the application shall be accepted if it is accompanied by a full payment of such past outstanding subscription of the society. This applicable to Clause 6 para (ii) duly.

6. **Cessation of Membership**

The Managing Committee of the Society may expel any member from the same following grounds:-

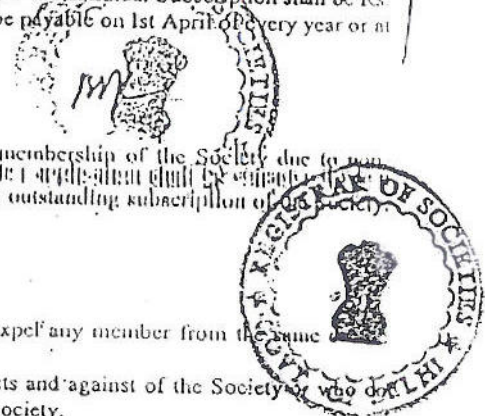
- i. The members works against the aims, objects and against of the Society or who do not observe the rules and regulations of the Society.
- ii. The members fails to pay the annual subscription continuously for three months from the due date of paying the subscription.
- iii. The member tenders his resignation.
- iv. If the member is declared insane, insolvent, bankrupt or immoral.
- v. The member fails to attend the three consecutive meetings of the managing committee/General Body then he/she shall be liable for expulsion from the membership of the society. The reason for expulsion shall be communicated to the concerned members. Such expelled members shall have a right to appeal before the General Body whose decision shall be final in the matter.

7. **Member's Right**

- i) Every member shall be subject to the constitution of the Society and rules & Regulations and bye-laws as in force from time to time together with rules framed there under.
- ii) Every member shall participate in proceedings of the meeting of the society and participate in taking the decision by voting.

Jagat Singh Anand Singh

6/10/2018



Registrar of Societies

- iii) No member shall use or cause to be used any indecent/unparliamentary or abusive language in any meeting. Every member shall conduct himself in decent and respectful manner and extend cooperation to the managing committee.
- iv) Members whose subscription is not paid upto the date shall not be entitled to cast his vote in the general Body Meetings.
- v) Any member who wish to resign from the Society, may do so by giving a resignation in writing to the Society.

8. ✓ Right & Privileges of the Membership

Every member of the society shall have a right to participate in the General Body meeting, contest elections for any post of the society and do all such activities which may be necessary for functioning and attaining the aims and objects of the Society.

9. ✓ General Body

- i) There shall be a General Body of the society consisting of all members.
- ii) The ultimate authority in all matters relating to the administration of the Society, shall be the general Body of the members assembled at a meeting.
- iii) A meeting of the general Body shall be held atleast once in a year to consider the following subject:
  - a) To consider the annual report and the audited statement of accounts.
  - b) To consider the programme and budget for the ensuring year prescribed by the Managing Committee.
  - c) To elect the office bearers and members of the Managing Committee by secret ballot or a show of hands.
  - d) To delegate any of its powers to the Managing Committee as may be found necessary.
  - e) To amend or alter any of the existing Rules & provisions of the Memorandum of Society for which the votes of three fourths of the members present at such meeting shall be necessary.
  - f) To discuss and decide all other issues, which are directly or indirectly related to the affairs of the Society.

10. ✓ Extraordinary General Body Meeting

An extraordinary General Body Meeting may be called at any time by the Managing Committee, and notice of such a meeting will be issued within 7 days from the date of receipt of the requisition/purpose made to the President in writing from not less than 15 members.

11. ✓ Notice and Quorum for the Meetings

- i) A 15 days notice shall be given to members for holding the Annual & 7 days notice to Extraordinary General Body Meetings. Such notice shall be given by ordinary post, addressed to the members at his last known address. However the period of notice could be reduced to a minimum of clear 7 days, under extraordinary circumstances, if the president or the secretary deems it necessary.
- ii) The quorum for the General Body Meeting or Extraordinary General Body Meeting shall be one third of the registered members of the Society. If, within half an hour from the time fixed for the meeting, the quorum is not complete, the meeting shall be adjourned to the same day and held in the next week and at the same place. No quorum is necessary for such an adjourned meeting.

12. ✓ Voting

- i) All proceedings of the General Body shall be confirmed by show of hands.
- ii) If the members demand a poll, it shall be taken.
- iii) The president will have a casting vote.
- iv) Proxies are not allowed for voting.

*Signature of President*      *Signature of Secretary*      *Signature of Treasurer*



*Signature of Principal*  
Principal  
Maxfort School, Rohini

*Signature of Manager*  
MANAGER  
MAXFORT SCHOOL  
ROHINI, DELHI-110085

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M.P. SOCIETY

13. ✓ Elections

The election of the Managing Committee and the office bearer will be held at the annual meeting of the general Body, called for the purpose has herein provided. The election of the Managing Committee will be done either by secret ballot and or a show of hand. This will be decided by the president officer.

14. ✓ Minutes Book

The proceedings of the general Body Meeting and the governing Body Meeting shall be recorded in a minutes book.

15. ✓ President of the Meeting

All meetings of the General Body as well as the Managing Committee shall be presided over by the president of the society. In his absence, the Vice-President and in the absence of Vice-President any one of the members present may be elected by majority.

16. ✓ Managing Committee

- (i) ✓ There shall be a Managing Committee consisting of the following:
 

President	(1)
Vice President	(1)
Secretary	(1)
Joint Secretary	(1)
Treasurer	(1)
Members	(2-8)



- (ii) ✓ The Managing Committee will consist of a minimum 7 and a maximum members whose designation shall be as stated above.
- (iii) ✓ The terms of the Managing Committee will be for a period of three years.
- (iv) ✓ A decision on any resolution can be taken by circulation among all the members of the Managing Committee, and the resolution shall be deemed passed on the receipt of assent by a majority of its members.
- (v) ✓ If there is any vacancy in the Managing Committee during the existing term, the vacancy will be filled by the Managing Committee itself.



17. ✓ Rights and Duties of the Managing Committee

- (i) ✓ The properties of the Society shall vest in the Managing Committee and it shall conduct all the affairs of the Society.
- (ii) ✓ The Managing Committee may authorise any member or members to execute any deed or document for any purpose sanctioned by it.
- (iii) ✓ It is open to the Managing Committee to invite person or corporate bodies in sympathy with the aims and objectives of the Society to become its patron. The rules regarding the enrolment of patrons different categories from time to time.
- (iv) ✓ Any vacancy arising in the Managing Committee may be filled up by co-option.
- (v) ✓ The Managing Committee may appoint an auditor or auditing the accounts of the Society.
- (vi) ✓ The Managing Committee may appoint all types of staff and pay salaries approved by the Managing Committee.
- (vii) ✓ The Managing Committee may make, alter, amend or rescind bye-laws for the transaction of its own business.
- (viii) ✓ Manage, administer and look after all interest, objects, rights, funds and properties of the Society.
- (ix) ✓ Realise or write of any subscription.
- (x) ✓ Appoint and/or dismiss the employee/teaching/professional staff of the Society/educational institution/hospital etc.



- BMC  
15/11
- (xi) ✓ Remove any member from the rolls of membership of the Society if such member is found to be guilty of Misconduct or is engaged in any unwarranted activities.
  - (xii) ✓ Accept donations, gifts, subscription from members & outsiders of the Society.
  - (xiii) ✓ Meet at least once in a month for which 7 days clear notice shall be given to all members of the Managing Committee.
  - (xiv) ✓ Correspond with Govt. Officers for the solution of the genuine problems of the genuine problems of the Society/Educational Institution/Hospital etc.
  - (xv) ✓ Comply all the proposals approved by the General Body.

18. ✓ Power & Duties of the Managing Committee.

(i) ✓ President

The president shall preside over all the meetings of the Society. He shall address the meetings on such subject as he may deem proper to bring to their notice. He shall also correspond with the Govt. Semi Govt. and other bodies on behalf of the Society. He shall pass the expenditure of the Society. He shall authorise to sanction any expenditure in the interest of the Society. He shall call emergency meeting of the Society as and when required. He shall supervise the work of other office bearers from time to time. He shall cast his vote in the meetings at the tie position.

(ii) ✓ Vice president

The Vice-President of the Society shall assist the President in their functions. He shall act as president and perform all the functions & duties in case of absence of the president.

(iii) ✓ Secretary

- a) ✓ To attend all correspondence of the Society.
- b) ✓ To assist the President in the discharge of his functions & duties.
- c) ✓ To convey the decisions of the Managing Committee and implement them to the members.
- d) ✓ To look after over all the functions of the Society.
- e) ✓ To convene and to attend the meeting of General Body and Managing Committee and record their proceedings of such meetings.
- f) ✓ To prepare annual budget and progress report.
- g) ✓ To issue notices of all General Body Meeting & Managing Committee Meeting to all the concerned members at least 15 days before with the consultation of the President.
- h) ✓ To represent the Society in all the matters.
- i) ✓ To keep imprest money as approved by the Managing Committee for day to day expenses.
- j) ✓ To keep all types of records of the Society with him including the register of members, containing their in the names, address and other brief particulars.
- k) ✓ He shall be the officer to sue or be sued on behalf of the Society.

iv) ✓ Jt. Secretary

The Joint Secretary will assist the Secretary in his duties. In the absence of the Secretary, Joint Secretary will look after all the power & duties of the secretary.

v) ✓ Treasurer

- a) ✓ To handle/operate and make payments, receipts, records wherever necessary.
- b) ✓ To be responsible for maintenance of accounts of the Society in proper form.
- c) ✓ To make payments of all bills, vouchers passed by the president/secretary and to obtain proper accounts of receipts thereof.
- d) ✓ To prepare the statement of accounts from time to time as required by the Managing Committee, get them audited and present the same in the Managing committee and Body Meeting.
- e) ✓ He shall also inform the Secretary of the name of any defaulters who have not paid the subscription fee in time so that the appropriate action may be taken.

  
Principal  
Maxfort School, Rohini

  
MANAGER  
MAXFORT SCHOOL  
ROHINI DELHI-110085

Amend 1

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*RMP*

President of Society

*4/10*

- f) To sign all bills and receipts on behalf of the Society.
- g) To keep imprest for day to day expenses as approved by the Managing committee.

19. Source of Income

To receive and collect gift, subscriptions and donations either in cash or in kinds to raise loan from nationalized Banks or Parties or acquire by any other lawful ways and means or to raise funds against mortgage of existing Land & Building, Plant & Machinery & Assets or any other properties of the Society and spend the same in fulfillment of all or any of its aims and objects. The income loan amount and property shall be applied solely for its promotion and fulfillment of its aims and objects, provided if any donor intends that the contributions, donations or subscriptions shall be applied to attain any particular objects of the society such contributions, donations and subscriptions shall be spent towards the promotion of its specific objects only.

20. Financial Year

The official financial year of the society shall be from 1<sup>st</sup> April to 31<sup>st</sup> March every year

21. Audit of Accounts

The accounts of the Society shall be audited by the qualified auditor appointed by the Managing committee who shall submit his report every year to the General Body Meetings.

22. Bank Account

The funds of the Society shall be kept in a scheduled bank and the Bank account of the Society shall be operated by any two out of Presidents, Secretary & Treasurer with their joint signatures. But the signature of treasurer of ~~treasurer~~ shall be must:

23. Annual List

Every year a list of Managing Committee Members shall be filled with the office of the Registrar of Societies, Delhi as required under Section 4 of the Societies Registration Act 1860

24. Legal proceedings

The Society may sue or be sued in the name of the Secretary, as per the provision down under. Section 6 of the Societies Registration Act of 1860 as applicable to Union Territory of Delhi.

25. Amendment (Alteration, Extension or Abridgement.)

Any kind of amendment in the Memorandum and Rules and Regulations of the Society will be made as per the provisions of Section 12 & 12-A of the Societies Registration Act of 1860 as applicable to the union Territory of Delhi.

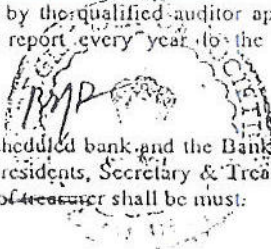
26. Dissolution and Adjustment of affairs.

Society may be dissolved in accordance with the procedure laid down under section 13&14 of the Societies Registration Act, 1860. In case of dissolution, the assets of the societies shall vest sister institution societies Trusts having identical similar objectives.

27. In general, all matters of General administration the affairs of the Society, not specifically provided for herein shall decided by the Managing Committee and if necessary of required be placed before the General Body for its approval.

28. For all the things not provided for in these rules and regulations the provisions of the Societies Registration Act, 1860 will apply. All the provision of the Societies Registration Act, 1860 Amendment Act of 1957) as extended to Union Territory of Delhi will also apply to the Society.

*Jagjit Singh* *Secretary* *5/10/2019*



Amended

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M.C.S. Society

We hereby certify that the above is a true and correct copy of the Rules and Regulations of the "Mohini Chandnani Charitable Trust".

PRESIDENT

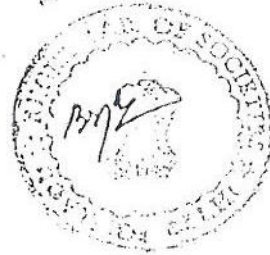
Jagjit Singh

SECRETARY

Anurupa K

TREASURER

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Principal  
Maxfort School, Rohini

MANAGER  
MAXFORT SCHOOL  
ROHINI, DELHI-110085