

100Rs.



श्री. डी. मन्धार कृष्ण  
शुद्धि. UMRA KAVAR Educational Trust.  
स्थान Madurantakam  
दिनांक 4.8.04 - 22202  
पृष्ठ सं. 100/-

A. 8070m  
L.No: 13889/71 Dt: 4.8.71  
मन्धार कृष्ण

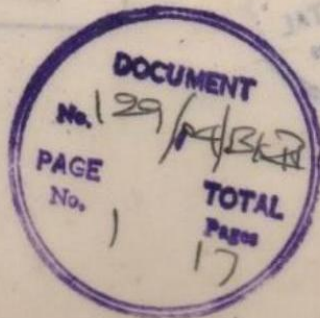
**UMAR KAVAR EDUCATIONAL TRUST**  
**DEED OF DECLARATION OF TRUST**

THIS DEED OF DECLARATION OF TRUST made on this 9 DAY OF  
August 2004 by Sri. D.MANOHAR KUMAR S/o. S. Dharmachand, Resding at No.104,  
Hospital Road, Madurantakam - 603 306.

WHEREAS The Author of the Trust is desirous of forming a Chan table Trust  
hereinafter called UMRA KAVAR EDUCATIONAL TRUST for the purpose of eradication  
of illiteracy and poverty and the imparting of sound education with opportunities for  
research.

AND WHEREAS The Author has set apart in favour of the Trust a sum of  
Rs.1,001/- to form as corpus for the said Trust.

S.D. Manohar Kumar



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presented in the office of the  
Sub-Registrar of Madurantakam  
and Fee of Rs. 200 paid  
between the hours of 2 and 4

~~S. D. Manohar Kumar~~ 2009  
S. D. Manohar Kumar

Admitted by  
LEFT THUMB



S. D. Manohar Kumar S/o. Dharmachand no, 109  
Hospital Road Madurantakam  
Family Card no 03/9/008750

Witnessed by:

- R. R. ... ..
- R. R. ... ..

9th August  
2009

SUB REGISTRAR  
MADURANTAKAM

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Registered at No. 129  
of 200 of Book  
9th August 2009  
Sub-Registrar





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जम्मा **UMRA KAVAR Educational Trust.**  
 स्थान **Madurantakam**  
 दिनांक **1.8.09** क्र. **2223**  
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**A. G. Jom**  
**A. G. Jom**  
**DR. P. B. G. G. G.**  
**E. No. 13889/71 Dt. 4.8.71**

4. The Author of the Trust has decided to act as a Trustee and further appoint the following mentioned to act as First Trustees.

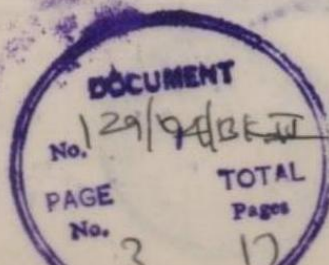
1. M. USHA KUMARI
2. M. ABHAI KUMAR
3. LATHA KUMARI
4. PAWAN KUMAR
5. P. KANAKLATHA

Further the author wishes to appoint D. Manohar Kumar Lodha as the Chaiman M. Pawan Kumar Secretary of the Trust, M. Abhai Kumar S/o. Manahan Kumar, M. Usha Kumar, as joint Secretary of the Trust.

1. The Objects of the Trust are as under:-

a) To establish, maintain, manage, develop, improve and extend and to aid in the establishment, maintenance, management's, development, improvement and extension of Schools, Colleges and other Educational Institutions, libraries and reading room and similar institutions for the disseminations for the dissemination advancement of education and knowledge.

*S.D. Manohar Kumar*









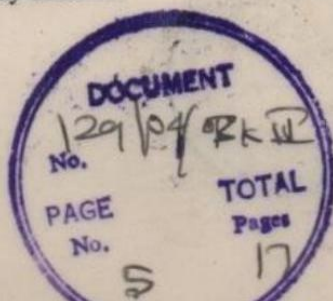


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- h) To construct building for the purpose of educational discourses, lectures and the like and for use of such building for conducting marriages free of cost or by recovering actual expenditure incurred by the Trust.
- i) To acquire or otherwise take over institutions having object similar to those of the Trust and which are not run for profit and to maintain, manage, develop, improve and extend the same.
- j) To grant donations to such funds or charitable institutions as are referred to in sub-section(s) of section 80-G of the Income-tax Act, 1961.

The above objects shall be independent of each other and the Trustees may, from time to time set apart and apply funds of the Trust for carrying out any specific object of the Trust as they may deem fit.

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IT IS FURTHER PROVIDED:

1. a) It is hereby declared that this Trust and its objects implementation shall not be for the benefit of any particular caste, creed of religion etc.
- b) The funds of the institution will not be applied for any religious purpose.
- c) It is hereby declared that no activities of the Trust will be carried outside India.
- d) In case of winding up/dissolution, the net funds would be transferred to instructions having similar objects and enjoying exemption under Section 11 and 80 G of the Income tax Act 1961.
- e) Any amendment to the instrument would be carried only with the approval of the Director of Income tax (E) Chennai.
- f) The Funds of the institution would be utilized only to wards the objects and no portion of it would be distributed in any manner to the trustees or persons defined in Section 13 (1) (c) of the Income tax Act 1961.

S.D. Manohar Kumar

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பெயர்: U. RA KAVAR  
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 கட்டிடம் 109  
 L.No: 18839/71 Dt: 4.8.21

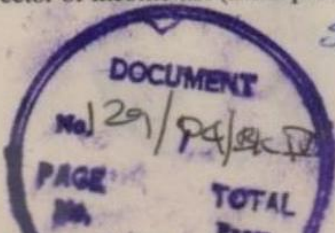
g) The accounts would be maintained regularly and would be audited by a Chartered Accountant [Expln. to Section 288 (2) ]

2. Further Resolved that:

" The Trust should carry out activities which are purely charitable in nature not carry on any activity with the intention of earning profit".

3. It is hereby expressly declared that this Trust is a Public Charitable Trust and shall be irrevocable.
4. The Income and funds of the trust will be solely utilized towards the objects and no portion of it will be utilized for payment to Trustees by way of profit, interest, dividends etc.
5. Acquisition/alienation of any immovable property will be done only with the prior approval of the Director of Income tax (Exemption) Chennai.

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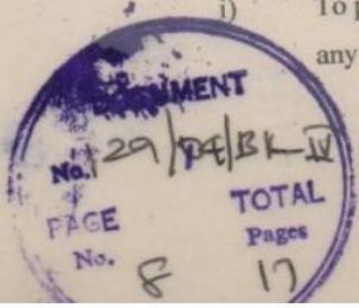


RAKAVAR S. K. A. [Signature]  
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6. The Board shall be the power to realize or otherwise dispose of any or all the investments from time to time. The Board may utilize the proceeds of such realization or disposals for any of the objects of the Trust and / or for investments as provided in Income Tax Act.
7. All investments shall be the made by the Trust Board shall be in the name of the Trust. The trust shall take any decision by passing resolution and getting the consent of the Trustees by passing a resolution by circulation.
8. Any loans borrowed on behalf of the Trust shall be valid and binding on the Trust if they are approved by the Board and the documents evidencing such loans shall be signed by Chairman or Secretary and the Treasurer.
9. For the purpose of the Trust, the Board shall have power :-

i) To purchase, acquire, lease either from the trustee or any other person, any land building or immovable property for the purpose of the trust.

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- ii) To construct, repair, renovate or otherwise take on rent any land, building, or immovable property for running the office, schools, patasalas or other educational institutions or hostels run by the Trust.
- iii) To co-operate with any institutions and associations having objects same as those of the Trust.
- iv) To accept gifts, donation, endowments or properties or moneys on such terms and conditions as may be accepted by the Trustees to as incur any liability on the part of the Trustees in furtherance of the objects of the Trust.
- v) The build corpus out of the amounts donated or use donation for any of the objects mentioned hereinabove as the Trustees may deem it fit.

10. the funds of the Trust may be invested as decided by the Board from time to time, in investments as are authorized under Section 11 (5) of the Income Tax Act, 1961.

S.D. Mohan Kumar





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1. **MEMBERSHIP OF THE TRUST:**

a) An individual on application and on payment of fees, subject to approval of the Trust Board, can become an ordinary member of the Trust. He shall pay an Entrance Fee of Rs.100/- which will not be refundable along with annual membership Fee Rs.250/- every year. Alternatively, the individual member may become life member on payment of Rs.1,500/- which is to be paid only once in their lifetime. It shall be open for the Board to revise the fees, as it deems fit from time to time.

2. **PATRON MEMBERS:**

The Trust Board shall have as patrons, persons of great eminence who shall not be required to pay any Entrance of Membership fees. However the number of patrons shall not exceed five and they shall be so admitted with the prior approval of the Trust Board.

The Trust Board in its discretion may exempt an Individual from payment of entrance fees or membership fees of any class specified above as it deems fit and appropriate.

A Register containing names, address, occupation and date of admission / termination of members shall be maintained at the Registered Office of the Trust.

3. **RIGHTS & DUTIES OF MEMBERS:**

i) It shall be the duty of all the members to propagate the aims and objects of the Trust and lay a firm foundation for its activities and ensure its healthy growth and development.

ii) In case of any dispute between the members of the Trust on any matter touching the Trust activities, then such disputes has to be settled amicable by consultative process through Arbitration. No member shall be entitled to sue the Trust in relation to any of its activities in any court of law. The decision of the General Body or wherever applicable of the Trust Board shall be binding on all the members.

iii) To attend all the meetings convened in due time, to participate actively, to accept majority decisions and to give due respect to the office-bearers will be the duty of each and every member.

The members shall be entitled to attend the General Body Meetings to exercise their vote, to contest for any post and to give suggestions and to inspect and enquire about the accounts of the Trust.

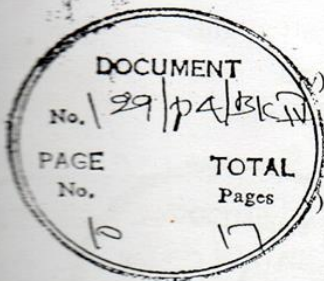
Any member if authorized by the Trust Board shall be entitled to collect and donations, subscriptions and to do any other work for and on behalf of the Trust.

4. **TERMINATION OF MEMBERSHIP :**

A member of the Trust shall cease to be a member in any of the following ways:

- a) Upon the death of the member or
- b) If the member becomes insane or lunatic or
- c) If he is declared insolvent or

S.D. Manohar Kumar





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*[Handwritten Signature]*





- d) On acceptance of a letter of resignation by the Trust Board or
- e) If he fails to pay the membership fee 2 months of the same becoming due and after being notified by the Trust Board for the payment of it within a stipulated time. This time limit may however be extended as deemed fit by the Trust Board.
- f) If any member of the Trust Board absents himself of herself for three consecutive board meetings without obtaining leave of absence, then the Board may at its discretion remove such member.
- g) If in the opinion of the Trust Board, the behavior of the member is found to be inconsistent or detrimental or is against the interests of the Trust.

On termination of membership, the fees received from individual members (whether ordinary or life member) shall not be refunded to any member, on any grounds whatsoever.

#### 5. TRUST BOARD:

##### (i) Office - Bearers of the Trust Board:

The Trust Board (hereinafter referred to as the Board) shall consist of 4 members elected from any by the General body of the Trust. These elected trustees shall be the office bearers of the Trust Board and shall be individually designated as

- a. Chairman
- b. Secretary
- c. Joint Secretary and
- d. Treasurer

The General Body of the Trust shall elect a Vice-Chairman and to have more than one Joint Secretary, if need arises.

ii) The Office of the Trust Board shall be 5 years from the date of inception. In special circumstance, the tenure can be further extended by a maximum period of 6 months by a majority decision of the Trust.

iii) The service of the members of the Board shall be gratuitous.

##### iv) Powers of the Trust Board:

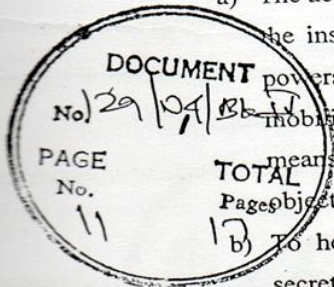
The Trust Board is empowered to do the following:-

- a) The account for all receipts and payments, to prepare annual budget, to execute all the instructions and directions issued by the General Body and to exercise all powers and rights as provided by this Trust Deed. Further the Trust Board can mobilize resources by way of donations, by enrolling members or by any other means. It shall be empowered to spend such amounts for the attainment of any objects of the Trust.

b) To hear and discuss Reports on the working of the Trust submitted by the secretary and the statement of Receipts & Payments submitted by the Treasurer and give necessary directions.

- c) To appoint Sub-Committees and delegate tasks, as deemed fit.

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- d) To formulate rules for carrying out the day to day activities of the Trust.
- e) To set up advisory Board comprising of eminent professionals to advise the Trust.
- f) To approve expenditure incidental to the attainment of objectives within the budget sanctioned by the General Body of the Trust.
- g) To appoint such person or persons, who shall be entitled to receive remuneration for professional or any services rendered by them, in addition to the reimbursement of out-of-pocket expenses incurred by them from the funds of the Trust.
- h) To borrow or raise money which may be required for the purpose of the objects of the Trust, upon the properties and securities of the Trust, subject to a sanction in the AGM/EGM, as the case may be.
- i) To receive corpus donations from any donor and to follow instructions given by such donor for utilization of the same.
- j) To invest the funds of the Trust in accordance with the provisions of the Income Tax Act,1961.

v) Notice for Trust Board Meeting:

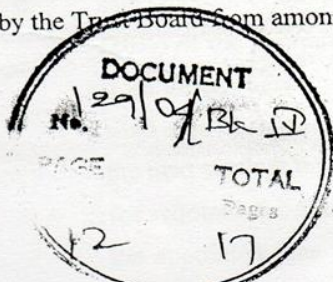
The Secretary shall hold the meeting of the Board in consultation with the chairman. The Board shall meet as and when necessary but however it should meet once in a quarter. The secretary shall convene all such meetings by giving atleast 7 days notice to the members of the Trust Board. It is sufficient to give 48 hours notice for conduct of any emergency meeting.

vi) Quorum for Trust Board Meeting:

The Quorum for any Board Meeting shall be 2 members. In the event of failure to attain the minimum Quorum, those members who were present at the meeting shall assemble and decide upon a time, date and venue of the next meeting. For such adjourned meeting, the requirement of quorum shall not be there.

vii) A member of the Board shall cease to be a member of the Trust if he absents himself for three consecutive meetings without assigning proper reasons thereof.

viii) If a vacancy arises in the Board under any circumstance, it shall not affect the functioning of the Board. Such vacancy in the post of office-bearers of the Board excepting the post of the Chairman and the Secretary for the remaining tenure of the Trust Board shall be filled up by the Trust Board from among the eligible co-members of the Trust.



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6.

**GENERAL BODY OF THE TRUST:**

(i) The ultimate authority in all matters relating to the administration of the Trust shall be the General Body of the Trust consisting of Individual and patron members, whether ordinary or life members. They shall meet from time to time and in any other case, atleast once a year to review the working of the Trust.

ii) Powers of the General Body:

The General Body of the Trust shall function and exercise powers as follows:-

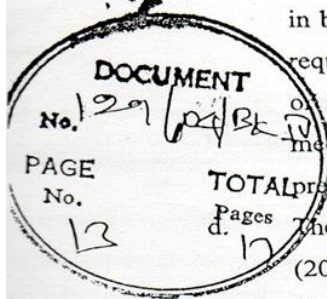
- a. To formulate policies
- b. To pass Annual Accounts presented by the Treasurer and to consider and adopt the Auditor's report along with the audited statements of account duly audited by a Chartered Accountant.
- c. To approve annual budget presented by the Trust.
- d. To amend rules and regulations governing the Trust.
- e. To raise funds to sustain the activities of the Trust.
- f. To appoint Auditors of the Trust.
- g. To elect the office-bearers of the Trust Board, once in five years.
- h. To consider recommendations of the Trust Board regarding the admission of Patron Member in the Trust.
- i. To do all such things as are expedient or conducive for the promotion of the interests of the Trust.

iii) Meeting of the General Body of Trust:

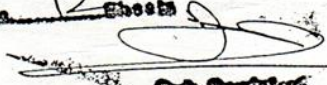
- a. Twenty one clear days notice shall be given to all members of the Trust for the Annual General Body Meeting (AGM) to be convened.
- b. The AGM shall be held on or before 30th September every year to pass the Annual Report and audited accounts of the Trust and to appoint auditors for the forthcoming year.
- c. An Extra-Ordinary meeting of the General Body (EGM) of the Trust maybe convened in between 2 AGM's by the Secretary, as and when deemed necessary at the written request of atleast ten percent (10%) of the members of the General Body of the Trust or at the request of the Trust Board. The decisions taken at such extra ordinary meeting shall have the approval of atleast two-thirds of the number of members present.

The Quorum of the meeting of the General body of the Trust shall be twenty percent (20%) of the membership strength. If the Quorum is not present within half an hour from the appointed time of the meeting, if called upon by the requisition of members shall stand dissolved. In any other case, it shall stand adjourned to the same day in the next week at the same time and place for which no fresh notice shall be issued. If the required quorum is not present at the adjourned meeting within half an hour from the appointed time of such meeting, then the members present there, irrespective of

S.D. - *M.M. Mohan Kumar*



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their number shall be deemed to form a quorum. If for any reason, if it is thought expedient by the members to adjourn the meeting for a longer period than mentioned above, a fresh notice shall be issued as required by Clause 8 (iii) (a) aforesaid.

- e. The General Body being the supreme body of the Trust, its decisions shall be final and cannot be called in question.
- f. The General Body can only accept the resignation of the president or the Secretary. In respect of the other office-bearers and the trustees, the Trust Board can accept the resignation. However, If the Trust Board refers the matter to the General Body for considering the matter, then the General Body shall meet and decide such matters, as deemed fit.

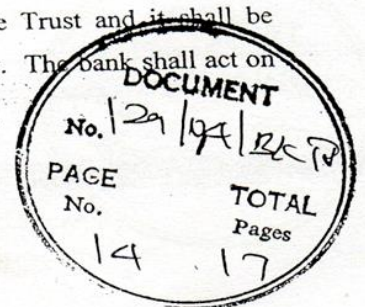
7. **POWERS AND DUTIES OF OFFICE BEARERS:**

(i) Chairman:

- a. The Chairman shall preside over all the meetings of the General Body and trust Board and any other meeting of the functional and standing committees of the Trust.
- b. The Chairman shall have a Casting Vote in case of a tie in addition to his normal Vote.
- c. The Chairman shall help in the nomination of members to various committees, facilitate their working within the framework of the policy of the Trust.
- d. The Chairman shall co-ordinate the work of various committees and sub-committees.
- e. The Chairman shall have the power to convene meeting, to adjourn them, to change the timings and to sign on official papers/documents of the Trust.
- f. While chairing any meeting, it shall be the prerogative of the Chairman to allow any member to speak or to interrupt any speaker and also to give further opportunity to any previous speaker. The Chairman shall create cordial atmosphere at meetings, provide democratic leadership in discussions ensuring participation or all the members to ensure the smooth conduct of the meeting.
- g. The Chairman shall direct the preparation and circulation of agenda and minutes of meeting.
- h. The Chairman shall supervise the work of the office-bearers and employees of the Trust and shall receive periodical reports from them.
- i. The Chairman shall go through the Executive report of the Board/Committee and review the implementation of the decisions of the Board/Committee.
- j. The Chairman shall provide leadership in raising funds and to ensure their proper utilization.
- k. The Chairman shall open a Bank account in the name of the Trust and it shall be operated by any two signatories acting jointly as described below. The bank shall act on the instructions of the following office-bearers:-

- 1. Chairman & Treasurer or
- 2. Secretary & Treasurer.

*S.D. Manohar Kumar*



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In case of non-appointment or vacancy in the post of Treasurer, the Chairman along with Secretary shall be entitled to operate the Bank Account Jointly till the Treasurer is appointed.

(i) The Chairman shall provide leadership to the Trust to ensure its proper functioning usefulness and effectiveness.

ii) The Founder of the Trust shall be the first Chairman of the Trust and he shall be authorized to use the designation as " Founder Chairman".

iii) In the event of the Chairman being ill or being out of station, the Chairman can appoint/designate the Vice-Chairman or Secretary for a fixed time frame to act as Chairman. When such a Vice-Chairman/Secretary is so authorized, than he shall have the power to sign all official papers. The Vice-Chairman/Secretary shall carry out all work allotted to him and also exercise rights that are necessary to execute such work.

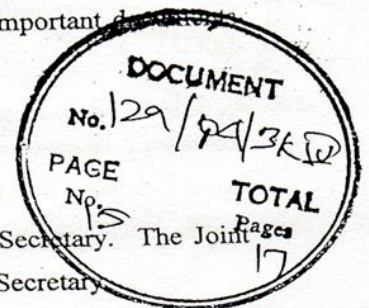
ii) Secretary :

- a. The Secretary shall convene the meeting of the General Body, Trust Board and any other committee under the directions of the Chairman.
- b. The Secretary shall prepare the agenda and draw minutes of the meeting and circulate these among the members.
- c. The Secretary shall place before the Board and Committee, all such information and documents as are found necessary to enable the Board to take appropriate decisions.
- d. The Secretary shall assist the Chairman in conducting the business of the meeting and take decisions.
- e. The Secretary shall execute all the decisions of the Board / Committee.
- f. The Secretary shall be ex-officio Secretary/member of all Committes and sub-committees.
- g. The Secretary shall be responsible for maintenance of the office of the Trust.
- h. The Secretary shall supervise the work of the paid staff, both in the office as well as in the field.
- i. The Secretary shall report the progress of the agency to the Board/Committee.
- j. The Secretary shall maintain liaison and contacts with other agencies, Government and the Community.
- k. the Secretary shall enroll volunteers, arrange their orientation, assign them duties, co-ordinate and supervise their work.
- l. The Secretary shall take initiative in the work of the Trust, with the Chairman, who is kept informed about the day to day functioning of the Trust.
- m. The Secretary shall keep in his custody, the seal of the Trust, all important documents and records and shall have control over the property of the Trust.

iii. Joint Secretary :

The Joint Secretary Shall function in the absence of the Secretary. The Joint Secretary shall also undertake tasks delegated to him by the Chairman and Secretary.

S.D. - *Mamohan Kumar*



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- a. The Treasurer shall be responsible for the finances of the Trust. He shall receive funds on behalf of the Trust.
- b. The Treasurer shall prepare and present the budget estimates to the General Body and is answerable for the financial matters pertaining to the agency.
- c. The Treasurer shall regulate and supervise fund raising and expenditure according to the approved budget.
- d. The Treasurer shall be responsible for proper maintenance and presentation to the Board, a detailed account of receipts and disbursements of the Trust.
- e. The Treasurer shall operate Bank Account of the Trust along with the Chairman or in his absence with the Secretary.
- f. The Treasurer Shall help in audit of accounts of the Trust and ensure compliance of the audit report.
- g. The Treasurer shall not make any payment unless authorized by the Chairman/Secretary.

8. **CORPUS FUND:**

Any Voluntary Contributions, donation, endowments, etc received from within and out of India, with an intention of the donor that it shall form part of the corpus of the Trust shall be taken under " Corpus Fund" of the Trust.

9. **UTILISATION OF FUNDS:**

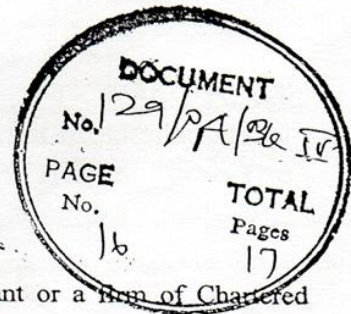
The Funds of the Trust shall be utilised for the following purposes:

- a. For payment of salaries to the staff of the Trust and for meeting day-to-day administration and other expenses of the Trust.
- b. To construct or take on rent, any land and/or building necessary for carrying out the work of the trust and to furnish and equip such buildings.
- c. To reimburse traveling and other expenses incurred in the course of pursuing the objectives of the trust.
- d. For payment of honorarium and allowances at the discretion of the General Body of the Trust.
- e. To achieve the objectives of the Trust.
- f. At present no immovable properties to the Trust.

10. **AUDIT OF ACCOUNT :**

The Trust Board shall appoint a Chartered Accountant or a firm of Chartered Accountants to audit the accounts of the Trust. The Trust shall adopt the Financial year commencing from 1st April and ending with 31st March as the accounting year. The Audited

*S.P. Manohar Kumar*



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