

ইস্যু নং ১৬৭৬

S-12699

ষ্ট্যাম্প, কোর্টফি ও
শুল্ক নগদায়িত

THE SOCIETY REGISTRATION ACT, 1860

(ACT XXI OF 1860)

MEMORANDUM OF ASSOCIATION

&

RULES & REGULATION

OF

DHAKA COLLEGE HSC'89 FOUNDATION

স্বাক্ষরিত
১৯৮৯ সালের ১৬ই জুন
ঢাকা
অধিবাসন নকশা বণিয়া
প্রত্যয়ন করা হইল
(মোঃ সিরাজ উদ্দিন)
সহকারী রেজিস্ট্রার
রেজিস্ট্রারের
লেখক ও প্রাপক

১৬/৬/৮৯

THE SOCIETIES REGISTRATION ACT, 1860

(ACT. XXI OF 1860)

MEMORANDUM OF ASSOCIATION

OF

Dhaka College HSC'89 Foundation

1. Name:

The name of the society is **Dhaka College HSC'89 Foundation.**

2. Office:

The Registered Office of the Society shall be situated at, 965, East Shewarapara, Mirpur, Dhaka, Bangladesh or such other place at the Society may from time to time so determine.

3. Area of Operation:

The area of operation of the Society shall be all over Bangladesh.

4. Nature:

It is a Non-profitable, Non-political, Non-Government, Charitable Institution.

5. Aims & Objective:

All the objectives mentioned hereunder will be implemented after obtaining necessary permission from the Government / Concerned Authority or Competent Authority and the objectives contrary to the provision of section 20 of the Act, "The Societies Registration Act, 1860" shall be treated as ineffective. Following are the outlines of the general objectives of the Foundation:

- a. To provide for a common place for the society for the purposes of recreation, discussion of common problems, encouragement of thrift, advancement of welfare ideas of the society;
- b. To develop civic consciousness, to raise standard of living and to take steps for development and enactment of appropriate legislation for the interests of the people. To found, build, manage, and maintain libraries, museums, public buildings and halls, parks, playgrounds, places of recreation, and other places of use to students, communities, and peoples.
- c. To contribute to the advancement of different communities in Bangladesh by providing the opportunity for young people to develop the leadership skills, social responsibility, entrepreneurship and fellowship necessary to create positive change.

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সহকারী বৈজ্ঞানিক
মোডিফ্রোর পক্ষে
লেখক ও পাঠক

- d. To undertake educational programs aimed at developing sense of civic and legal responsibilities like Aids, Birth Control, Mother and Child Care of the people of all levels. To undertake study, research, seminar and workshop and to invite scholars from home and abroad for sharing their knowledge, experience and expertise.
- e. To provide & support Mother and Child health care, nutrition, blood donation program, eye checkup and treatment, Vaccination, for the poor.
- f. To provide community training on Mother and Child health, anti-smoking & anti drug and narcotic control program, sanitation, HIV, AIDS and others communicable diseases and establish Health Care Center, sanitation, and Hospitals for free Medical services specially the maternity & child health care system.
- g. To undertake and carry on any humanitarian or charitable program for the poor. To take up program for promotion of literature, fine art science and education.
- h. To take up program to distribute relief among the neglected, poverty stricken in the event of any natural calamity like flood, storm, cyclone and earth quack.
- i. To arrange/take up training activities of improved educational program for literate and half-educated people for the purpose of increasing capability of works. To establish libraries, reading room, study center for developing the habit of study for the benefit of the Society.
- j. To publish care/old manuscript of the lost folklore of the country including the myth book after being collected them.
- k. To arrange exhibition of Fine art / painting through display center/museum and mobile museum. To arrange display of sculptured /collection of painting through museum and mobile museum.
- l. To undertake motivation work among the human being / public to create awareness literature arts and science. To undertake program for educational research on archeology and histories relics. To collect and preserve mechanical and scientific map and design for the benefit of members and the general public.

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মোঃ সিরাজ উদ্দিন
সহকারী রেজিষ্টার
রেজিষ্ট্রারের পক্ষে
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- m. To establish library and reading room for the members and for the use of general public for the purpose of promotion of education and culture. To establish shelter center for the "PothoShishu", disabled people and old man, orphan and to maintain them with necessary and relevant facilities.

Income & Assets:

The income and property whatsoever derived/gained for the organization shall be applied towards promotion of its objectives and purposes of the society and no portion hereof shall be paid or transferred directly or indirectly by way of dividend, bonus, honorarium pocket money or otherwise by way of profit to the members of the society, provided that nothing herein contained shall prevent the payment in good faith any remuneration to any staff or employee of the Society or any other person giving full-time service in return for any services actually rendered to the Society or for any of the objectives for which the Society is established.

6. Mobilization of Fund:

In order to be able to attain the objectives, the Society will:-

- a. Accept donations, in cash or kind, from the person(s) forming the Society or its executive committee or from any person, institution, organizations/Societies or companies from home or abroad and use the same towards the promotion and maintenance of the objectives of the Society and create & provide funds to employment program as the Society may deem suitable for the fulfillment of its objectives, provided that the Society can receive foreign donation upon completing the formalities as laid down in the Foreign Donation (Voluntary Activities) Regulations Ordinance (Ordinance No. XLVI of 1978) and the Foreign Contributions (Regulation) Ordinance (Ordinance No. XXXI of 1982) as amended from time to time.
- b. Pay out of the funds of the Society or out of any particular part of such funds all expenses incidental to the formation and management of the Society or of administering any special trust or otherwise carrying out any of the forgoing objectives including the payments for the salaries to persons employed in this Society. Further, the society can undertake financial liability to attain its objectives.

7. Dissolution and Winding-up:

In case of winding up or dissolution of the Society, if there shall remain any assets after liquidation of all its debts and liabilities, shall not be paid to or distributed among the members of the Society, the same shall be given or transferred to or applied to some other Society/body, to be determined by the 2/3rd majority of the members of the Society.

8. Others:

The Society shall:-

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সহকারী রেজিষ্ট্রার
মেডিকেল অ্যান্ড
লেখক ও পাঠক

- a. Institute, conduct, defend or compromise legal proceeding by or against the Society or its office bearers in respect of matters affecting the Society.
- b. Make rules and regulations of by-laws not inconsistent with the law, or with the memorandum of the Foundation for the proper administration of the Society and all its institutions and projects.
- c. Do all such other lawful acts, matters, deeds and things as are incidental or conducive to the attainment of the objectives.

9. Management:

The management affairs of the Society are entrusted to The Executive Body who will perform in accordance of the Regulations of the Society. The names, addresses and description of the present Executive Body of the Society as constituted at the time of registration are as follows:

SL	Name	Profession	Designation
01.	Mahfuzur Rahman	Business	President
02.	FarhadFerdousBarshan	Business	Vice President
03.	AzamgirHasibur Rahman	Service	General Secretary
04.	MahfuzShafique	Business	Treasurer
05.	SarderMd.Rashed Jahangir	Service	Legal Secretary
06.	Tarique Mahmud Khan	Service	Publicity Secretary
07.	Kajol Ahmed Jalali	Business	Cultural Secretary
08.	S. M. Zakaria Babu	Service	Sports Secretary
09.	Md. Nur Nabi	Service	Education Secretary
10.	Kazi ArmanulHaque	Business	Member
11.	Mushfiqur Rahman Chowdhury	Business	Member
12.	Md. A. Razzaque Khan	Business	Member
13.	Asaf Kabir Chowdhury	Business	Member

10. Submission of Documents:

A copy of the Rules and Regulations of the “Dhaka College HSC’89 Foundation” certified to be true copy by three Members of the Executive Committee is filed with the Register of the Joint Stock Companies, Bangladesh, Dhaka along with this “Dhaka College HSC’89 Foundation”.


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 জব্বার মুহাম্মদ
 রেজিস্ট্রার জয়েন্ট স্টক কোম্পানি
 ডাকা

(মোঃ সিরাজ উদ্দিন)
 সহকারী রেজিস্ট্রার
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21/6/19

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We the undersigned, whose names and addresses are given below, having associated ourselves for the purposes described in this **Memorandum of Association** of the “**Dhaka College HSC’89 Foundation**” set out our hands hereinto below and form ourselves into a Society under the Societies Registration Act, XXI of 1860.

Sl No	Name's & Address	Designation	Signature
01	Mahfuzur Rahman S/o. : Late Habibur Rahman & Anwara Begum Date of Birth: 06/11/1969 Business, Bangladeshi Present & Permanent Address: Flat-D3, House-19, Road-05, Dhanmondi, Dhaka-1205 Mobile: 01711592054, Email: ha.timber@yahoo.com TIN: 130006988012, NID: 2691650165327	President	Sd/-
02	Farhad Ferdous Barshan S/o. : Late Ferdous Jamader & S.N. Rokeya Banu Date of Birth: 05/08/1970 Business, Bangladeshi Present & Permanent Address: Flat-2A, House-121/1, Road-9/A, West Dhanmondi, Dhaka-1209 Mobile: 01711527023, Email: barshon100@hotmail TIN: 670385983094, NID: 5425404141360	Vice President	Sd/-
03	Azamgir Hasibur Rahman S/o.: Gholam Rahman & Hosne Ara Begum Date of Birth: 13/07/1971 Service, Bangladeshi Present & Permanent Address: 1/H, 1/9, Kalwalapara, Mirpur, Dhaka-1216 Mobile: 01672878787, Email: azamgir87@gmail.com TIN: 767373714814, NID: 2694812069929	General Secretary	Sd/-


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রেজিস্ট্রারের পক্ষে
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SL No	Name's & Address	Designation	Signature
04	<p>MahfuzShafique S/O.: Shafique Ahmed &MahfuzaKhanam Date of Birth: 14/10/1971 Business, Bangladeshi Present & Permanent Address: 82/1, Indira Road, Dhaka-1215 Mobile : 01713039400, Email: topline.bangladesh@gmail.com TIN: 327625150249, NID: 2699040698728</p>	Treasurer	Sd/-
05	<p>Sarder Md. Rashed Jahangir S/o. : Sarder Md. Jahangir & Begum RawshanAkte Date of Birth:15-12-1972 Service, Bangladeshi Permanent Address: Coronation Para, P/S: NaogoanSadar, Dist: Naogaon Present Address: SheltekKheya, Flat No: 10F, 205-205/1, Elephant Road, Hatirpul, Dhaka -1205. Mobile:01711943599, Email: s.rashedjahangir@gmail.com TIN:416616974839; NID:6426001103341</p>	Legal Secretary	Sd/-
06	<p>Tarique Mahmud Khan S/o. : Abdul Mutaleb Khan &Maleka Khatun Date of Birth:05.07.1971 Service, Bangladeshi Present & Permanent Address: 75, Mohakhali C/A, Dhaka Mobile:01713018990, Email:naimtarique@gmail.com TIN: 140070456967, NID:4821109624344</p>	Publicity Secretary	Sd/-
07	<p>Kajol Ahmed Jalali S/O.: Late Sultan Ahmad Jalali& Late Jamila Khatun Jalali Date of Birth:08/01/1968 Business, Bangladeshi Present & Permanent Address: 475/C, 1st Floor, Khilgaon, Dhaka Mobile:01820500873,Email: kajalahmedjalali@gmail.com TIN: 747144752785, NID:1210445227753</p>	Cultural Secretary	Sd/-
08	<p>S. M. Zakaria Babu S/O.: Late S, A. mANNAN&Jahanara Begum Date of Birth:10.06.1972 Service, Bangladeshi Present & Permanent Address: 98, DC Road, Gopalganj Mobile:01711046576, Email: zakababu@gmail.com TIN:470637642712, NID:2697557408125</p>	Sports Secretary	Sd/-



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অবিকল্প মকল বণিয়া
প্রত্যয়ন করা হইল।

(মোঃ সিরাজ উদ্দিন)

সহকারী রেজিস্ট্রার
রেজিস্ট্রারের পক্ষে

লোম্বক ও পাঠক ৪

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SL No	Name's & Address	Designation	Signature
09	<p>Professor Dr. Md. Nur Nabi S/o. : Late Md. Anwar Hossen & Rezia Begum Date of Birth:09-08-1971 Service, Bangladeshi Present Address: Ga-6, ShahidRashedul Hasan Apartment, Dhaka University. Permanent Address: Vill: Betkandi, P/o: Ponchocrosh, P.S.: Ullapara, Dist: Shirajgonj. Mobile:01552428255, Email: nnabi@du.ac.bd TIN:841657489932, NID: 19712695044000010</p>	Member	Sd/-
10	<p>Kazi ArmanulHaque S/O.: Kazi AzizulHaque& Halima Khatun Date of Birth: 01/03/1972 Business, Bangladeshi Present & Permanent Address: House-365, Road-06, Baridhara DOHS, Dhaka Mobile:01727064473, Email:arman@probaze.com TIN: 515694680099, NID: 2690243804160</p>	Member	Sd/-
11	<p>Md. Mushfiqur Rahman Chowdhury S/o. : ShafiqulAlam Chowdhury & Marzia Begum Date of Birth : 01/07/1971 Business, Bangladeshi Present Address: H-151, R-8, Block-D, Bashundhara, Dhaka. Permanent Address: Chowdhurybari, Vill: Vhaour, P/O+P/S: Chatkhil, Dist: Noakhali. Mobile: 01921100914, Email:chowdhury.mamun31@yahoo.com TIN:558934490262, NID:2693016450271</p>	Member	Sd/-
12	<p>Md. A. Razzaque Khan S/O Late AbdurGafur Khan & Most. Gini Khanam Present Address: 46/A, Purana Paltan, 2nd Floor, Dhaka. Permanent Address: Vill& P.O.: Rajapur, P.S.: Dhamrai, Dist: Dhaka. Business, Bangladeshi Phone: 01713-023000, DOB: 02/03/1972, Email: irkhanrana@yahoo.com TIN: 591846760415, NID.: 2611429125302</p>	Member	Sd/-
13	<p>Md. Asaf kabir Chowdhury S/O Md. Abdur Rahman Chowdhury & Sayeeda Rahman</p>	Member	



জাতিরকল্যাণমকশ বলিয়া
প্রত্যায়ন করা হইল।
(মোঃ সিরাজ উদ্দিন)
সহকারী রেজিস্ট্রার
রেজিস্ট্রারের পক্ষে
লেখক ও পাঠকঃ

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Business, Bangladeshi Present Address: Flat # A1, House # 16, Road # 09, Sector # 06, Uttara Model Town, Dhaka-1230 Permanent Address: Village-Bamunsata, PS-Mohadebpur, Dist.-Naogaon Mobile: 01911340714, DOB: 09/08/1971 Email:kabir.chowdhury@gmail.com TIN:326195780285, NID: 2690601921144		
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Sd/-

1. **S.M. Rofiqul Islam**, Advocate
46/ A, Purana Paltan, 2ndFloor, Dhaka,
Mobile: 01713-020077.

Sd/-

2. **Mohammad AlimulRazi**, Advocate
46/ A, Purana Paltan, 2ndFloor, Dhaka,
Mobile: 01671-523926

গেজেট নামে প্রকাশিত হইবে।
ঢাকা
অধিকার নকল বহিরা
প্রত্যয়ন করা হইল।
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সহকারী রেজিষ্টার
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লেখক ও শাসকঃ

THE SOCIETIES REGISTRATION ACT, 1860

RULES & REGULATIONS

OF

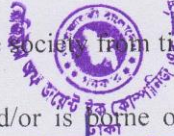
Dhaka College HSC'89 Foundation

PRELIMINARY

1. Whereas it has been agreed by the several former students of Dhaka College passed their HSC Examination in 1989, and/or enrolled at higher secondary level at Dhaka College in the academic year 1987-88, whose names are hereunto subscribed to establish and incorporate a society under the provisions of societies Registration Act, 1860 referred to as "the said Act" and being as organization not for profit in the name of **Dhaka College HSC'89 Foundation**, in accordance with the provisions of the Memorandum of Association hereto annexed and subject to the several regulations hereinafter contained, which shall be the regulations for the management of the society and for the observance of the members thereof and their representatives and the same shall, subject to any exercise of the powers of the society, in reference to the repeal or alternation of, or addition to, its regulations by special resolution, as prescribed by the said Act, be such as are contained in these constitution.
2. Guiding Principles: The fundamental as well as guiding principles of the society will be friendship, bonding, welfare and development, together with the principles derived from them, shall constitute the operation policy of the society

INTERPRETATION

3. In these presents, unless there be something in the subject or context inconsistent therewith:
"The Act" means the Societies Registration Act, 1860 and every statutory modification thereof for the time being in force.
"The President" means the President of the society from time to time, duly nominated under the provisions of these presents.
"The society" means **Dhaka College HSC'89 Foundation**.
"The General Meeting" means the meeting of the General members of the society.
"Government" means the Government of the People's Republic of Bangladesh.
"The Executive Committee" means the Executive Committee of the society as constituted under the provisions of these presents.
"The Chief Executive Officer" means the Chief Executive Officer of the society from time to time, duly nominated under the provisions of these presents.
"Member" means as number of the society whose name appears and/or is borne on the Register of Members.


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সহকারী রেজিষ্টার
রেজিষ্ট্রারের পক্ষে।
লেখক ও পঠক

- b. The Membership of the Society is not transferrable.
- c. The initial subscription fees to enroll as a general member may be revised over time and determine the amount by Executive Committee from time to time.
- d. The society shall maintain a roll of members, clearly indicating their full names, addresses and occupations and every member shall sign the same. If a member of the society changes his address, he shall forthwith notify his new address to the Secretary General/Chief Executive Officer of the society, who shall thereupon cause the new address to be entered in the roll of members. Where, however, a member does not notify any change of address to the Secretary General/Chief Executive Officer, the address appearing in the roll of members shall be deemed to be the correct address of the member. The said roll of members, also called a register of members shall be maintained at the registered office of the society.
- e. Membership of the society may be terminated on the happening of any of the following events :
 - i. On the member's death.
 - ii. When the society in a general meeting, by a simple majority, decides to terminate the membership of any person with or without assigning any reason whatsoever.
 - iii. Membership terminates if a member is removed by a resolution of the Executive Committee. Provided that the member has been given an opportunity to make written or verbal representations at a meeting of the Executive Committee pertaining to the proposed termination, and the EC decision to terminate membership was confirmed by resolution of two-thirds of the members present at the next General Meeting, otherwise it will lapse.
 - iv. Regaining of the Lost/Suspended Membership: The person whose membership is cancelled or suspended for whatever reason can make an written application, stating the reasons, to the President of the Society within 30 days from the date of cancellation/suspension of his Membership with the recommendations of at least 02 (two) Members of the General Body including any 01 (one) members of the executive Committee. Membership can be reinstated if the EC considers and approves his application to regain the Lost/ Suspended/ Cancelled Membership.
- f. Subject to the foregoing and/or other provisions, membership of the society shall be for the lifetime of each member from the date of the member's nomination/election and he shall be eligible for re-nomination/re-election.
- g. When a member desires to resign from his membership of the society, he shall forward his letter of resignation to the General Secretary/Chief Executive Officer.

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লেখক ও পাঠক

- of the society and such resignation shall take effect only from the date of its acceptance by the society.
- h. The society shall function notwithstanding any vacancy in any of its bodies and no act, direction or proceeding of the society shall be rendered invalid merely by reason of such vacancy or because of any defect in the appointment or any of the officers of the society.
 - i. Members of the society shall not be paid such sums of money as may be determined by the society in general meeting for attending all meetings of the society other than the meeting called by the requisitionists, and they shall be reimbursed for their out-of-pocket expenses for attending all such meetings including hotel and traveling expenses.
 - j. Membership card may be issued to the members signed by the President and General Secretary of the Society.

RIGHTS AND DUTIES OF MEMBERS

- 7. The members of the Society have the following rights and duties:
 - a. Attend all meetings and participate fully
 - b. Pay initial registration and annual subscription dues
 - c. Explore accounts of the society
 - d. Vote and be voted
- 8. Rights and Privileges of a Member:
 - a. Registered members will receive all the printed materials etc. brought out by the Society.
 - b. Registered members will be invited by the EC to attend in any program/meeting/event.
 - c. Registered members' Family will be invited to join the society's annual friends and family event.
 - d. Registered members will have that right to attend all General body meetings and cast their votes as well as lodge their grievances, if any.
 - e. Registered members will but are eligible for election
 - f. Each member of the society shall be entitled to any benefits that may be provided for in the bylaws and agreed upon by the members in any ordinary or extraordinary meeting or by the Executive Committee meeting
- 9. The society will not be liable of any business between members at personal level serving personal rather society's interest.
- 10. The society shall endeavor to ensure equality of opportunity to all members, and this shall not discriminate against any member on grounds only of profession, occupation, or status, richness, religion, race, caste, or place of birth.
- 11. All members of the Society have to abide by decisions that are taken by the committee to the society's interest.

স্বাক্ষরিত
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ডায়েরী নং ১০০/১৯
১৩ জানুয়ারি ২০১৯
পাকা
সহকারী রেজিস্ট্রার
রেজিস্ট্রারের পক্ষে
লেখক ও পাঠক

(মোঃ সিরাজ উদ্দিন)
সহকারী রেজিস্ট্রার
রেজিস্ট্রারের পক্ষে
লেখক ও পাঠক

MEMBERS WELFARE: SPECIAL PROVISIONS

12. If a member died, the spouse and/ or the children of that member will be eligible to get financial grants or assistance, as the sum of amount determined by Executive Committee, the amount will not exceed the value of quotient that derived when the total value of Asset (the approximate sum value of both Immovable and Movable assets) are divided by the total number of general members.
13. If a member needs a financial assistance for treatment, the society may take necessary steps. In this case, fees for treatment will be partially covered by fund raising. Individuals who are able to afford fees for treatment, or who are members of a medical aid will contribute the appropriate amount.
14. The society will create a special welfare fund for assisting the members and/ or their spouses and children.

THE FORMATION OF SPECIAL WELFARE FUND:

15. The Executive Committee shall undertake necessary actions and initiatives for formation of a "Special Welfare Fund" from income of the society other way for the Humanistic Help and Assurances for any Member of the society and/or other purposes.
 - a. Such a Special Welfare Fund will be governed and administered by the Executive Committee of this Society.
 - b. The 2nd Vice-President and the CFO will be involved with disbursement of funds to members as necessary
 - c. All activities of the Special Welfare Fund will be executed and implemented according to the decision and approval of the Executive Committee of this Society.

AUTHORITIES OF THE SOCIETY

16. The following shall be the authorities of the society.
 - a. General Body
 - b. Executive Committee
 - c. Audit and Compliance Committee
 - d. Such other bodies, committees, sub-committees or panels as may be appointed and/or constituted from time to time, by the Executive Committee of the society.

THE GENERAL BODY

17. There shall be a General body which will be highest body of the society and it shall be composed of all members of the society.
18. The President of the society shall preside over all meetings of the General Body

কেন্দ্রীয়
স্বাস্থ্য সেবা
সমিতি
ডাকা
সহকারী রেজিস্ট্রার
মেডিসিনের শাখা
লেখক ও পত্রিকার
মোঃ সিরাজ উদ্দিন
সহকারী রেজিস্ট্রার
মেডিসিনের শাখা
লেখক ও পত্রিকার

19. The President of the society may invite any person other than a member to attend meeting of the General Body. Such invitee, to be known as special invitee, shall not, however, be entitled to vote at the meeting.
20. The General Body shall have the following powers and functions, namely :
 - a. to give overall policy guidance and direction for the efficient functioning of the society.
 - b. to approve the annual budget of the society drawn up by the Executive Committee of the society.
 - c. to consider the balance sheet and audited accounts for the previous year;
 - d. to consider the annual report prepared by the Executive Committee of the society.
 - e. to amend these presents, if deemed necessary, by way of addition, alternation, modification or substitution;
 - f. to perform such other functions as are entrusted to it;
 - g. to delegate such of its powers and functions to other authorities of the society as it may consider necessary and proper.
21. The initial meeting in forming this society that held on 20.06.2016 at 965, East Shewarapara, Mirpur, Dhaka, Bangladesh from 7 to 11 pm will have the retrospective effects to be considered as the First General Meeting of the Society;
22. And members who had attended in that initial meeting will be treated as 'Founding General Member's of the society who will enjoy similar privilege as general member.
23. A general meeting of the society shall be held at such time not being less than one month nor more than three months after the registration of the society and at such place, time and date, as the Executive Committee may determine.
24. Subsequent general meetings of the society shall be held at least once in every year at such time and place as may be determined by the Executive Committee, but not more than fifteen calendar months after the holding of the last preceding general meeting.
25. The above named general meetings shall be called ordinary General Meetings. All other meetings of the society shall be called Extraordinary General Meetings.
26. The Executive Committee may, whenever they shall think fit, and shall upon a requisition made in writing by at least ten members, convene an Extraordinary General Meeting.
27. Any such requisition shall specify the objects of the meeting required and shall be signed by the requisitionists, and shall be deposited at the office. The meeting must be convened for purposes specified in the requisition, and if convened otherwise than by the Executive Committee, for those purposes only.
28. If the Executive Committee does not proceed to cause a meeting to be held within twenty one days from the date of the requisition being deposited, the requisitionists or a majority of them may themselves convene a meeting to be held not more than three months from the date of the deposit of the requisition.

ঢাকা
অধিকার নব্বল বণিয়া
প্রত্যয়ন করা হইল।
(মোঃ সিরাজ উদ্দিন)
সহকারী রেজিস্ট্রার
রেজিস্ট্রারের পক্ষে
লেখক ও পাঠকঃ

29. Any meeting convened by the requisitionists shall be convened in the same manner, as nearly as possible, as that in which meetings are to be convened by the Executive Committee.
30. Fourteen days notice at least (exclusive of the day on which the notice is served or deemed to be served, but inclusive of the day on which the notice is given), specifying the place, the day and the hour of meeting, and in case of special business the general nature of such business, shall be given of every General Meeting whether Ordinary or Extraordinary to the members in the manner in which notices are required to be served in accordance with the provisions herein below. Notwithstanding anything hereinbefore contained a meeting may be convened by such shorter notice and in such manner as those members may think fit with the consent of all the members entitled to receive notice thereof.
31. The accidental omission to give any such notice to or the non-receipt of notice by any of the members shall not invalidate the proceedings of any such meeting.

PROCEEDINGS AT GENERAL MEETINGS

32. The business of an Ordinary General Meeting shall be to receive and consider the income and expenditure account and the balance sheet, the annual report of the Executive Committee and of the Auditors, the election of members of the Executive Committee, if required or found necessary, and the election/appointment to the Auditor(s) and fixation of their remuneration, and to transact any other business which may be transacted at an Ordinary General Meeting. All other business transacted at an Ordinary General Meeting and all business transacted at an Extraordinary General Meeting shall be deemed special.
33. Twenty percent of the existing members of the society present personally for the purpose of a quorum for a General Meeting for all purposes. No business shall be transacted at any General Meeting unless the quorum requisite be present at the commencement of business.
34. No member of the Society shall bring any other person(s) who is/are not member(s) of the Society.
35. The President of the society shall be entitled to take the chair at every general meeting of the society. If there be no President or if at any meeting he shall not be present within fifteen minutes after the time appointed for holding such meeting or is unable to be present due to illness or any other cause, or is unwilling to act, one of the 1st vice presidents will take the chair, otherwise the members of the Executive Committee present may choose one amongst themselves to act as President of the meeting and in default of their doing so, the members present shall choose one of the members of the Executive Committee to take the chair and if no such member is present or such member is not willing to take the chair, the members present shall choose one amongst themselves to act as the President of the meeting.

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অধিকারী নকল বলিয়া
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(মোঃ সিরাজ উদ্দিন)
সহকারী রেজিস্ট্রার
রেজিস্ট্রারের পক্ষে।
লেখক ও পরিচালক

36. The President may, with the consent of any meeting at which a quorum is present (and shall if so directed by the meeting), adjourn the meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place. When a meeting is adjourned for ten days or more, notice of the adjourned meeting shall be given as in the case of an original meeting. Save as aforesaid, it shall not be necessary to give any notice of an adjournment or of the business to be transacted at an adjourned meeting.
37. At any general meeting a resolution put to the vote of the meeting shall be decided on a show of hands, unless a poll is (before or on the declaration of the result of the show of hands) demanded and unless a poll is so demanded, a declaration by the President that a resolution has, on a show of hands, been carried or carried unanimously or by a particular majority, or lost and an entry to that effect in the book of the proceedings of the society shall be conclusive evidence of the fact, without proof of the number or proportion of the votes recorded in favour of or against, that resolution.
38. If a poll is duly demanded, it shall be taken in such manner as the President shall direct, and the result of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded.
39. In the case of an equality of votes, whether on a show of hands or on a poll, the President of the meeting at which the show of hands takes place, or at which the poll is demanded, shall be entitled to a second or casting vote.
40. A poll demanded on the question of election of a President of the meeting or on a question of adjournment shall be taken forthwith. A poll demanded on any other question shall be taken at such time and place as the President of the meeting shall direct.
41. The demand of a poll shall not prevent the continuance of a meeting for the transaction of any business other than the question on which a poll has been demanded.

VOTES OF MEMBERS

42. On a show of hands every member present in person shall have one vote. On a poll votes may only be given personally. A proxy shall be acceptable only if such member(s) reside/ stay outside Bangladesh. Provided the member must complete the Proxy Form given in clause *** and send the scanned copy of the form to the Chief Election Commissioner (Article **) by email/ facebook message and a copy to the member who shall cast the proxy vote. The proxy must show the printed copy of proxy form to the Election Commissioner.
43. No person shall act as a proxy unless he is a member.
44. Any instrument appointing a proxy shall be in the following from :

Dhaka College HSC'89 Foundation



ঢাকা
অধিবল শুল্ক বণিয়া
প্রত্যয়ন করা হইল।

(মোঃ সিদ্দিক উদ্দিন)
সহকারী রেজিস্ট্রার
রেজিস্ট্রারের পক্ষে।
লেখক ও পাঠকঃ

I,of (Address).....being a Member of Dhaka College HSC'89 Foundation, hereby appoint Mr.of (Address).....as my proxy, to vote for me and on my behalf at the [ordinary or extraordinary, as the case may be,] general meeting of the society to be held on the day of20.....and at any adjournment thereof.

Signed thisday of, 20

EXECUTIVE COMMITTEE

45. The Executive Committee, subject to the general control and supervision of the General Body, shall generally pursue and carry out the objects of the society as set forth in the Memorandum of Association hereto annexed and the Executive Committee shall be responsible for the management and administration of the affairs of the society in accordance with the constitution and the Rules and Bye-laws made thereunder.
46. The affairs of the society shall be managed by an Executive Committee, which shall have the responsibility to determine the direction and scope of the activities of the society. It shall also have the responsibility to approve projects and make grants, donations, loans or other financial assistance to beneficiaries and to approve and administer the annual and supplementary budgets. The Executive Committee shall exercise full management and financial control of the society. For the purpose of the Act, the Executive Committee shall be deemed to be the Directors of the society.
47. The Executive Committee will comprise of 15 members. The composition of the Executive Committee shall be as follows :
48. (i) The President of the society, (ii-iii) The Vice-president (1); (iii) The General Secretary, (iv) Joint Secretary, (v) Treasurer, (vi) Legal Secretary, (vii) Publicity Secretary, (viii) Cultural Secretary, (ix) Sports Secretary, (x) Health Secretary, (xi) Education Secretary and (xi-xv) Members (4)
49. Notwithstanding anything contained herein, the first Executive Committee of the society shall be composed of the following persons, and where applicable, be deemed to be elected and/or appointed as the case may be, in accordance with the provisions contained in these presents, and the persons named as the first Executive Committee shall hold office until the First Annual General Meeting, when the last four named persons shall retire and in their place the General Body shall elect persons from amongst themselves in accordance with the provisions hereof and the first three named persons shall continue with their appointment/office for a period of three years ending with the immediate next Annual General Meeting thereafter :

SL	Portfolio	Name
01	President	Mahfuzur Rahman
02	Vice President	FarhadFerdousBarshan

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প্রত্যাহান করা হইল।
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রেজিষ্ট্রারের শাখা
লেখক ও পাঠক

03	General Secretary	AzamgirHasibur Rahman
04	Treasurer	MahfuzShafique
05	Legal Secretary	SarderMd.Rashed Jahangir
06	Publicity Secretary	Tarique Mahmud Khan
07	Cultural Secretary	Kajol Ahmed Jalali
08	Sports Secretary	S. M. Zakaria Babu
09	Education Secretary	Md. Nur Nabi
10	Member	Kazi ArmanulHaque
11	Member	Mushfiqur Rahman Chowdhury
12	Member	Md. A. Razzaque Khan
13	Member	Asaf Kabir Chowdhury

50. All members of the Executive Committee shall serve for a term of two years, provided that they shall be eligible for re-election for further additional terms.
51. Members of the Executive Committee shall function in their individual capacity exercising individual judgment.

SUDDEN VACANCY IN ANY OF THE OFFICE-BEARER POSITION

52. The Executive Committee shall undertake and continue its day-to-day activities irrespective of any vacancy therein and notwithstanding any defect in its construction and no act or proceeding of the Executive Committee shall be invalid by reason only of the existence of any vacancy among its or any defect in its constitution.
53. Any casual vacancy against any position of the office bearer of Executive Committee arising from death, resignation, removable or otherwise may be filled in by Co-Option for the Un-Expired Balance Portion of the Tenure of the committee; which will be approved in the subsequent meeting of the executive committee; or the General Body may elect the personnel for the residue of his term from among the general members.

IMPEACHMENT OF OFFICE BEARERS

54. Impeachment or removal of any members from executive committees and/or from other constitutional committees, i.e Audit and compliance Committee shall follow the following procedures:
55. An office bearer can be impeached (tried) for cause, upon written request signed by ten (10) members or one-third of the members, whichever is fewer. The president shall preside at any impeachment, unless he is impeached, in which case the vice-president will preside. It shall take a two-thirds vote from the presence at a regular meeting to remove an officer.

MEETING OF THE EXECUTIVE COMMITTEE

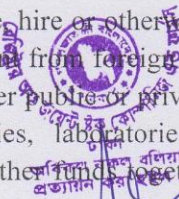


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অধিবন্যে নিকাশ বণিয়া
প্রত্যাহান করা হইল।

(মোঃ সিরাজ উদ্দিন)
সহকারী রেজিস্ট্রার
রেজিস্ট্রারের পক্ষে
লেখক ও স্বাক্ষর

of the members signing, shall be as effectual and binding as if a resolution had been passed at a meeting of the Executive Committee.

68. The proceedings of all meetings of the Executive Committee and resolutions passed by circulation shall be recorded in a book which shall be maintained by the society for the purpose.
69. The Executive Committee shall exercise all executive and financial powers of the society subject to such direction as may be issued by the General Body from time to time.
70. In particular and without prejudice to the Generality of the foregoing provisions, the Executive Committee shall have the power, subject to the provisions hereof, to:
 - a. prepare and execute detailed plans and programmes for the furtherance of the objects of the society.
 - b. consider the annual and supplementary budgets placed before it and pass them with such modifications as may be deemed necessary for being submitted to the General Body.
 - c. Prepare the annual report and cause the preparation of the accounts of the society for consideration of the General Body.
 - d. create posts and appoint such staff as may be required for the efficient management of the affairs of the society and regulate the recruitment and terms and conditions of their service;
 - e. Receive and to have custody of the funds and resources of the society and manage the properties of the society.
 - f. Incur expenditure subject to the provisions of the approved budget.
 - g. enter, for and on behalf of the society into agreements including those containing arbitration clauses;
 - h. lay down terms and conditions governing scholarships, fellowships, deputations, consultancy, grants-in-aid, research schemes and projects;
 - i. Establish, maintain, amalgamate and/or close down institutions, offices, hostels, etc. As may be deemed appropriate;
 - j. enter into agreements with the Government and with the approval of the Government with foreign governments and international agencies and organizations and other public or private bodies or organizations or individuals for securing and/or accepting loans or grants to the society on mutually agreed terms and conditions, provided that such terms and conditions shall not be contrary to or inconsistent with the objects of the society as detailed in the Memorandum of Association hereto annexed.
 - k. take over, acquire (by purchase, gift, exchange, lease, hire or otherwise) from the Government and with the approval of the Government from foreign governments and international agencies and organizations and other public or private bodies or organization(s) or individuals, institutions, libraries, laboratories, museums, immovable or movable properties, endowments or other funds together with any



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লেখক ও পাইকও

attendant obligations, so that neither the transaction nor the terms and conditions where under it is concluded, is inconsistent with the objects set forth in the Memorandum of Association hereto annexed.

- l. appointed boards, committees, sub-committees and panels, consisting of persons who may or may not be members of the Society or employees of the Society to deal with any specific task as may be determined by the Executive Committee;
 - m. to impose and recover fees and charges for the services rendered by the Society;
71. The Executive Committee may by resolution delegate such administrative, financial and other powers to its President, Chief Executive Officer, committees, sub-committees, panels and boards or any other officer of the society as it may consider necessary and proper, subject to the condition that action taken by them under the powers so delegated, shall have to be confirmed and/or ratified at the next meeting of the Executive Committee.

PRESIDENT

72. There shall be a President of the society, having a record of service in activities of poverty alleviation and income generation and/or interest in such activities. The President of the society shall see that the affairs of the society are run efficiently and in accordance with the provisions of the Memorandum of Association hereto annexed and these constitutions and any other Rules and Regulations of the society.
73. The President shall preside over all meetings of the General Body and the Executive Committee of the society.
74. The President may himself call or may require all Chief Executive Officer to call a meeting of the General Body or the Executive Committee at any time.
75. The President may in writing delegate such of the powers as he may consider necessary to the Chief Executive Officer.
76. The first President of the society shall be **Mr. Mahfuzur Rahman** and he shall hold and remain in the office for 2(two) years. His President ship may be renewed for one or more term as per decision of the Executive Committee.

VICE PRESIDENTS

77. The Vice-President will preside at meetings and other functions in the absence of the President and must be prepared to assume the office of the President if necessary.
78. There are One (1) vice presidents of the society, and shall have portfolio of Vice President.
79. If the president resigns or is removed, the vice-president will become the president and soon after a new vice-president will be elected or selected from the general members by the executive committee subject to report in the following general meetings.

ঢাকা
অধিবনো নকল বহিরা
প্রত্যয়ন করা হইল।
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সহকারী রেজিস্ট্রার
য়েভিস্ট্রারের পক্ষে।
লেখক ও পাতক ও

- b. keep financial records in order and up to date;
 - c. devise fund raising activities with the cooperation of the appropriate committee and the approval of the Executive Committee;
 - d. assist in preparing an annual budget;
 - e. serve on any Finance Committee's as the ex officio member;
 - f. serve as a member of the tendering/procurement/purchase committee
 - g. act as a member of the committee may form for providing assistance from the welfare fund
 - h. submit the names of member's delinquent in paying their fees or dues bill to the General Secretary/Executive committee;
 - i. draft a promissory note to be signed by any member or any organization or institution;
 - j. To assist the president, and/or vice-presidents, and/or the General Secretary/Chief Executive officer in all duties in which he may desire assistance; and
 - k. protect the financial reputation of the Society.
95. The Treasurer of the Society shall keep proper Books of Accounts in respect of-
- a. All amounts of monies received and expended by the Society and the matters duly supported by proper receipts and expenditures;
 - b. The assets and liabilities of the Society;
96. The Books of Accounts shall be kept by Treasurer at the office of the society under his safe custody, as the same shall be open on demand to the inspection by the Audit Committee and/or others during business hours.
97. In case of resignation, or removal or vacancy in the position of Treasurer, the executive committee may assign the charge of Treasurer to any Executive Member.

EXECUTIVE MEMBERS

98. There are five executive members, as elected from diverse professional categories among general members, shall assist the Executive Committee in all respects as and when needed.
99. Executive Members will hold office to prepare plans for the furtherance of the objectives of society, as well as procure efficient management to the affairs conferred by the Executive Committee Specific responsibilities for specific categories of members will be as follows:
- a. Member (Law), elected from general members with law background, shall be responsible for providing all required Legal Assistances (including all kinds of Legal Aid, Mediation, Arbitration, Re-Conciliation and Review Services) to the society as required and/or asked by the EC. He will act as the 'Legal Advisor' for the society. He shall keep close contact with the general members who are presently in Law related profession.

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জয়েন্ট টক কোম্পানী
আবিকশন নকশা বলিয়া
প্রত্যয়ন করা হইল।
(মোঃ সিরাজ উদ্দিন)
সহকারী রেজিস্ট্রার
রেজিস্ট্রারের পক্ষে।
লেখক ও পাঠক

- b. Member (health), as from medical background, shall be the Chief Medical Officer of the Society, shall assist the society in on health or medical issue, shall plan and coordinate development program in health sector. He shall keep close contact with the general members who are presently in health or medical related profession
- c. Member (Engineering), as from engineering background, shall be the Chief Engineer of the Society, Shall assist the society in all matters related to engineering. He shall keep close contact with the general members with engineering background.
- d. Member (Business), as from business community, shall assist the society in raising fund, and also assist for initiate business for earning of the society. He shall keep close contact with the general members who are businessmen

AUDIT AND COMPLIANCE COMMITTEE

100. There will a three members Audit and Compliance Committee of the society, comprise of a Chairman and two members.
101. The audit committee members will be elected /nominated by the general body of the society.
102. The tenure of the Audit and compliance Committee will be for two years.
103. The Audit committee shall make a written Report to the President with comments to be onward publishing for updating general members;
104. The chairman of the audit committee will present the annual audit report to the executive committee for subsequent presentation to general committee
105. Any two present shall form the quorum of meeting of Audit Committee. In absence of Chairman, the senior member or as mutually agreed between the two members will act as chairman.
106. Powers of the Audit Committee/ Auditor:
 - a. The Audit Committee so elected shall have the right of access at all reasonable times to the Books of Accounts of the Society and shall be entitled to inquire and seek information and explanation as may be necessary from the Executive Committee or other committee in the performance of their duties.
 - b. The Audit Committee / Auditors shall be entitled to call for and have access at all times to all or any documents, books of the Society and can require explanation from any of the office bearers or members of the Society which in the opinion of the Audit Committee are necessary for audit purpose.
 - c. The Executive Committee shall from time to time determine whether and to what extent and what time and place, and under what conditions and regulations, the accounts and books of the Society or any of them shall be open to the inspection of the members, and no members and no members shall have any right of

আবিকানা ককন বলিয়া
প্রত্যাহান করা হইল।

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লেখক ও পাঠকঃ

inspecting any accounts or books or documents of the Society. Nothing ---will be effect to the supply of documents as requested by Audit committee

- d. The Audit Committee shall audit all accounts at least twice a year.
107. Any general member can ask about the half yearly accounts statement. The CFO shall be responsible and answerable to the queries in respect of the Accounts as raised by any of the members.

SUB COMMITTEES OF THE SOCIETY

108. To conduct various affairs of the Society there may be have required Sub-Committee (s) for the time being and/or on regular basis according to the decision and subject to the provision of prior approval of the Executive Committee.
109. The numbers of Committees and/or Sub-Committees and their composition may be gradually increased or decreased as per the decision and approval of the Executive Committee of the Society.
110. All the Committees and/or Sub-Committees shall be constituted with at least total 03 (three) Members which shall be headed by a "Chairman" and other 02 (two) members.
111. Participation to these committees will be open to all members that have any interest in the specific assignments.
112. The concerned Committees and/or Sub-Committees shall perform their duties and responsibilities properly entrusted to them by the Executive Committee.
113. The Executive committee of the society may by resolution appoint any committees, advisory bodies or sub-committees and appoint any persons thereto and delegate to them such powers as it may consider necessary and lay down the rules for the functioning of the committees, advisory bodies and sub-committees.
114. These committees will report to the Executive Committee.

SUB COMMITTEE/ SUPPORTERS GROUP/ BRANCH (S) & COMMITTEES OUTSIDE OF BANGLADESH

115. For the greater interest of the society, the Executive Committee may take decision to form Sub Committee/ Supporters Group/ Branch (s) & Committees outside of BANGLADESH. In this case, at least 6 (six) Dhaka College HSC'89 members have to be residing in the targeted country.
116. For accelerating the activities and achieving and implementing the aims, objectives and purposes of the society the Executive committee shall directly approve a proposed Branch including the Committee (s) thereof in a particular Country outside of Bangladesh which shall be headed by a "Country Coordinating Officer".
117. If and as and when and where it is compulsory/mandatory to attain the Incorporation/Registration of the Society, the executive committee will take initiatives for do so.



অধিকার নকল
প্রত্যয়ন করা হল।
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রেজিস্ট্রারের পক্ষে।
লেখক ও পৃষ্ঠিকঃ

[Handwritten signature and date 21/10/19]

118. The Name of the Foreign Branch/committee/Branches of the society will be Named according to the Name of the concerned Country.

ELECTION OF THE COMMITTEES AND OFFICE BEARERS:

RULES AND PROCEDURES OF ELECTIONS

1. Rules pertaining to the formation of Committees:

- i. No person can be on the Executive Committee or in an elected position for longer than four years in a row, unless specifically voted in for one more term only at an Annual General Meeting. Not more than two consecutive tenures, a person can be nominated to stand on the Executive Committee or Audit Committee.
- ii. All members of any committee perform on a non - paid voluntary basis.
- iii. In the event of there being too many applications in total for an Executive position or a particular post, a vote will be taken and the chief election commissioner/ President will have the casting vote.
- iv. The Executive Committee members and Audit Committee members must be nominated/ Selected for and elected into position at the respective Annual General Meeting. All other posts and sub committees are to be nominated for and elected as and when required.

2. The Elections:

- i. The office bearers of Executive Committee and Audit Committee will be directly elected from the eligible general members
- ii. The election of office bearers shall occur in a manner consistent with that prescribed under this constitution of this Society.
- iii. Officers in good standing within the Society shall be eligible for re-election with a limit of two consecutive tenures.
- iv. Only active members of the society shall be eligible for election to an executive office.
- v. In the event of emergency or other circumstantial situations, additional elections can be held during any time in the year. The emergency election of office bearers shall occur in a manner consistent with that prescribed by the constitution of this society.
- vi. The elected officer(s) would hold the position until the next formal election.

3. Provision of an Emergency Election

- i. In the event of emergency situations or other circumstantial situations, additional elections can be held during any time in the fall spring or summer semesters. In order for this to occur an active vote must be called and two thirds (2/3) of all active members must vote in favor of emergency elections.
- ii. A period of 2 days will be given for nominations of the emergency election.

4. Formation of Election Commission:



অধিকাংশ নকশা বণিয়া
প্রত্যয়না করা হইবে।

(মোঃ সিরাজ উদ্দিন)
সহকারী রেজিস্ট্রার
রেজিস্ট্রারের পক্ষে
লেখক ও পসংক্রান্ত

- i. The Executive Committee shall appoint an Election Commission for six months and/or for any specific period consisting of a Chief Election Commissioner and two members.
- ii. Election commission members shall be appointed by the executive committee during the last quarter to election, at least 90 days prior of validity of the committee.
- iii. Any two present shall form the quorum. In the absence of Chief Election Commissioner the senior member or as mutually agreed between the two members will act as chairman.
- iv. Election Commission members will maintain their neutrality in regards to election, and are not eligible to take part in the upcoming election of the Executive Committee.

5. Functions of Election Commission:

- i. The commission will issue schedule and programme of elections one month before the date of election for Executive Committee and also Audit and Compliance Committee.
- ii. Commission will fix the fees and the charges payable by the candidates.
- iii. Commission will reimburse the expenses incurred in holding the elections.
- iv. The expenses for election will be decided and paid by the commission.
- v. Appeals against decision or results announced by Election Commission will be preferred before the Executive Committee whose decision will be final.
- vi. In case of election of office bearers of Executive Committee, appeal will be preferred before the Chief Election Commissioner whose decision shall be final.

6. Accounts:

After the close of election process, the election commission will send a detailed account of all receipts and payments to the General Secretary of the newly elected executive committee along with a statement and said amount for the excess amount of income over expenditure.

7. Eligibility/Qualification of a Candidate for Executive Committee.

- i. That he meets the requirement of the constitution.
- ii. That he has paid subscription up-to-date.
- iii. That he is not office bearer of any specific position for a two consecutive tenures. Nothing will refrain his re-election, if he is not contesting once after completing the tenure for a specific position in the two consecutive executive committee.
- iv. That he is a member for the least two years from his membership is approved by the EC; and has attended in at least one AGM.
- v. That in case of President and General Secretary, his membership in the Society must be old for three years or equal to the age of the society if lesser than three years.

স্বাক্ষর
অধিকারী
প্রত্যয়ন করা হইল।
(মোঃ সিরাজ উদ্দিন)
সহকারী রেজিস্ট্রার
রেজিস্ট্রারের শিফট
লেখক ও প্রার্থক

- vi. That the candidate does not involve in convincing in the manner prohibited by the constitution.
- vii. That he does not propagate in such a way which injures the feelings of fellow members or harms the name and reputation of the society.
- viii. That he does not act against the directions of election commission.
- ix. That he does not spend money for votes.
- x. That He is not an Election Commission member.

8. Qualification for voters:

- i. All the general members having one year standing and has cleared all the dues will be eligible to vote in the election.
- ii. The members shall be entitled to vote in the election of the office bearers of Executive Committee, and Audit Committee provided that such member has cleared the dues of the Society.

9. Procedure for Election:

- i. The Election Commission shall fix a date, place and time as the closing date for receiving nomination from candidates for election as office bearer of the Society as per advise of the Executive Committee.
- ii. For holding the election, the Commission shall also fix a date, which shall not be earlier than 7 days and later than 30 days after the closing date for receiving nomination.
- iii. The date so fixed shall be notified at least seven days in advance to the candidates. Such notices shall be affixed on the Notice Board/social media and given adequate publicity amongst the members. The notice shall specify the number of seats (position) to be contested by the candidates.
- iv. The Election Commission shall announce the full schedule of election at least 30 days in advance. Such schedule will be affixed on notice board and will be sent to all eligible candidates.

10. Nomination of Candidate for Election:

- i. Every nomination shall be made on nomination paper in schedule 'B' which shall be supplied by the Election Commission. The nomination fee (non-refundable) will be fixed by commission.
- ii. Such nomination paper shall be signed by the candidate to whom it relates and is proposed by a valid member and seconded by one other voter and shall be delivered to the Election Commission.
- iii. The nomination papers may be sent to Election Commission by post but for election to the posts of executive committee, the signatures of the nominated person may be verified by President or General Secretary of the society.
- iv. In elections no candidate shall be entitled to contest for more than one post.
- v. No person shall propose or second more than one candidate for one and same post.

আবিকলা নাকশা বশিয়া
প্রত্যয়ন করা হইল।
ঢাকা
(মোঃ সিরাজ উদ্দিন)
সহকারী রেজিস্ট্রার
মোড়িন্সের
লেখক ও পাঠক

11. Scrutiny of the Nomination Papers:

- i. On the day following the last day fixed for filling the nomination papers, the nomination papers shall be scrutinized by the Election Commission in the presence of the candidate and proposing or the seconding person if they desire to be present and the invalid forms shall be rejected.
- ii. For the purpose of sub-rule (i) a nomination paper shall be held to be invalid if: -
(a) the candidate nominated is not eligible for membership under rule (3), (b) the requirements for Rule (4) have not been complied with or the nomination paper contains material errors or proposing/seconding person has seconded the other person against same post.
- iii. The affected candidate may appeal to Election Committee/Commission against rejection within 3 days. The decision of Committee/Commission on appeal shall be final and not challengeable in any Court of law.

12. Mode of Election:

The election shall be through secret ballots.

13. Voting in Election:

- i. If the number of candidates who have been validly nominated is equal to the number of seats for a specific position, the candidates shall be forthwith declared duly elected.
- ii. If for any post the number of candidates is more than the number of seats allotted to it, voting shall take place on the date fixed for election.
- iii. The voting shall be conducted by the Election Commission. The candidates shall have the right to nominate his Polling Agents.
- iv. The contesting candidate shall be entitled to challenge the Election of the post within 24 hours in writing to the Chief Election Commission.

14. Arrangements for Election:

- i. The Election Commission shall be responsible for arrangements in connection with the Election.
- ii. The Election Commission shall declare the names of elected office bearers of the Executive Committee and make some suitable arrangements for keeping records of proceedings of the Election.

15. Term of Office:

- i. The term of office bearers of society other than a member chosen to fill a casual vacancy shall be two years.
- ii. A member chosen to fill a casual vacancy shall hold office for the un-expired term of his predecessor.
- iii. The term of the office of the Election Commission for holding the Election shall be for a period of six months. During the tenure of office in Election Commission, the member cannot be office bearer of the society.

16. Vacancies:

ঢাকা
অধিকারী কাল বলিয়া
প্রত্যয়ন করা হইল।
(মেতি সিরাজ উদ্দিন)
সহকারী রেজিষ্টার
রেজিষ্ট্রারের পক্ষে।
লেখক ও পঠিক ৪

122. All properties of the society, movable and immovable shall vest in the society and shall be administered by the Chief Executive Officer, on behalf of the society within the parameters set by the society in its General Meeting or otherwise as directed by the Executive Committee.
123. The society may purchases, hire, lease, exchange or otherwise acquire property movable and immovable, tangible or intangible (including copyrights, patents and intellectual properties) which may be necessary or convenient for the purpose of the society and construct, after and/or maintain such buildings an works as may be necessary for carrying out the objects of the society.
124. The society may sell, hire, lease, exchange or otherwise transfer or dispose of all or any property, movable or immovable of the society, provided that for the transfer of immovable property approval of the General Body shall be required to the obtained.
125. The income and property of the society, however derived, shall be applied towards the promotion and furtherance of the objects of the society as set forth in the Memorandum of Association hereto annexed. Save as otherwise provided elsewhere with respect to the President, Chief Executive Officer and such other persons as may be named by the society in general meeting, no portion of the income and property of the society shall be paid or transferred directly or indirectly by way of dividend, or by way of profit to persons who at any time are or have been members of the society or to any of them or to any person claiming through them or any of them provided that nothing herein shall prevent the payment in good faith of remuneration to any member or other person in return for services rendered to the society or for traveling allowance, halting allowance and other similar charges.
126. all funds shall be paid into the society's account with the bankers of the society and shall not be withdrawn except by cheque signed by the Chief Executive Officer, or by such officer of the society as may be empowered in this behalf by the President, the Chief Executive Officer or the Executive Committee.
127. Unless otherwise authorized by the Executive Committee, the President or the Chief Executive Officer of the society no new account in the name of the society shall be opened.

THE SEAL

128. The seal of the society shall not be affixed to any instrument except by the authority of a resolution of the Executive Committee and in the presence of a least two members of the Executive Committee or such other person as the Executive Committee may appoint for the purpose and they shall sign every instrument to which the seal of the society is so affixed in their presence; and the seal will deposited to safe custody.

ACCOUNT AND FINANCES

ACCOUNT

ঢাকা
আবিকরণ শিকল বণিয়া
প্রত্যয়ান করা হইল।
(মোঃ সিরাজ উদ্দিন)
সহকারী বোর্ডিং
রোজিন্দ্রানের পক্ষে।
লেখক ও পঠক
2019

129. The financial year shall end on 30th June and audited financial statements shall be prepared for approval at the Annual General Meeting. The Executive Committee shall cause to be kept proper books of account with respect to:
 - a. all sums of money received and expended by the society and the matters in respect of which the receipts and expenditure take place;
 - b. all sales and purchases of goods/services of the society;
 - c. the assets and liabilities of the society;
130. The chief Financial Officer will be responsible for maintaining the records. The books of account shall be kept at the registered office of the society or at such other place as the Executive Committee shall think fit and shall be open to inspection by the members of the Executive Committee during business hours.
131. The Executive Committee shall from time to time determine whether and to what extent and at what times and places and under what conditions or regulations the accounts and books of the society or any of them shall open to the inspection of the members of the society not being members of the Executive Committee, and no member (not being a member of the Executive Committee) shall have any right of inspecting any account or book or document of the society except as conferred by law or authorized by the Executive Committee or by the v in general meeting.
132. The Executive Committee shall cause to be prepared and to be laid before the society in general meeting such profit and loss accounts, income and expenditure accounts, balance-sheets, and reports.
133. The profit and loss account shall, show, arranged under the most convenient heads, the amount of gross income, distinguishing the several sources from which it has been derived, and the amount of gross expenditure distinguishing the expenses of the establishment, salaries and other like matters. Every item of expenditure fairly chargeable against the year's income shall be brought into account, so that a just balance of profit and loss may be laid before the meeting, and in cases where any item of expenditure which may in fairness be distributed over several years has been incurred in any one year, the whole amount of such item shall be stated, with the addition of the reasons why only a portion of such expenditure is charged against the income of the year.
134. A balance-sheet shall be prepared in every year and laid before the society in general meeting and the said balance-sheet shall be made upto a date not more than six months before such meeting. The balance-sheet shall be accompanied by a report of the Chief Executive Officer of the society as to the state of the society affairs, and the amount which the Executive Committee recommended to carry to a reserve fund.
135. A copy of the balance-sheet and report shall, fourteen days previously to the meeting, be sent to the persons entitled to receive notices of general meetings in the manner in which notices are to be given hereunder.

MAINTAINING ACCOUNT WITH BANK

ঢাকা
অধিকার সঞ্চালনা
প্রত্যয়ন করা হইল।
মোঃ সিরাজ উদ্দিন
সহকারী রেজিস্ট্রার
মেজিস্ট্রোনের পক্ষে।
লেখক ও পাসসেট

136. The society may, as determine by the executive committee, open, manage and maintain required numbers of Bank accounts.
137. The President, Secretary General and Chief Financial Officer will be the signatory for the Bank accounts
138. For withdrawal of any amount requires signature of the chief financial officer and signature of either The President or the Secretary General.

AUDIT

139. The Audit Committee of the Society at each Annual General Meeting shall audit income and expenditure of the Society. Moreover, the Society may appoint an Auditor or Auditors being Chartered Accountants to hold office until the next Annual General Meeting.
140. The first Auditors of the society may be appointed by the Executive Committee before the first Annual General Meeting, and if so appointed shall hold office until the first Annual General Meeting unless previously removed by a resolution of the society in general meeting in which the members of the society may appoint Auditor(s) at such meeting.
141. Retiring Auditor(s) shall be eligible for re-election/re-appointment.
142. The remuneration of the Auditor(s) of the society shall be fixed by the society in general meeting except that the remuneration of any auditor(s) appointed before the first Annual General Meeting or to fill any casual vacancy may be fixed by the Executive Committee.
143. Every account when audited and approved by the general meeting shall be conclusive except as regards any error discovered therein within three months after the approval thereof. Whenever any such error is discovered within that period, the account shall forthwith be corrected and henceforth shall be conclusive.

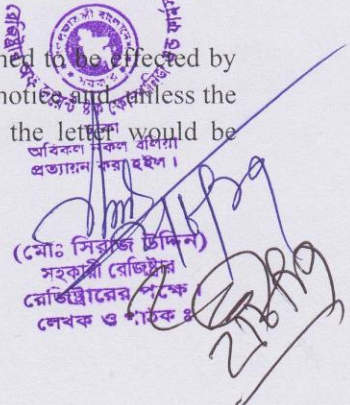
NOTICES

144. A notice may be given by the society to any member either by a post, or facebook page of the Society or sms, or email or by using any other social media of the Society which are designed or to be designed to communicate easily. If necessary notice may be given personally, or by sending it by post to him to his registered address and if a member fails to notify the society his registered address or the member has no registered address, a notice addressed to him and advertised in a newspaper circulating in the neighborhood of the registered office of the society shall be deemed to be duly given to him on the day on which the advertisement appears.
145. Where a notice is sent by post, service of the notice shall be deemed to be effected by properly addressing, prepaying and posting a letter containing the notice and, unless the contrary is proved, to have been effected at the time at which the letter would be delivered in the ordinary course of post.

গোষ্ঠী পরিচালনা পর্ষদের কার্যালয়
১০০, মিলিটারি স্ট্রীট, ঢাকা
১০০০

অধিকার সিকল বাগান
প্রত্যয়ন করা হইল।

(মোঃ সিরাজ উদ্দিন)
সহকারী রেজিস্ট্রার
নোভেলোর পক্ষে
লেখক ও শাটক



146. Notice of every general meeting shall be given in such manner hereinbefore authorized to every member of the society.

LANGUAGE AND TRANSLATION OF THE CONSTITUTION

147. Both "ENGLISH" and "BANGLA" will be followed as Official Language for the society in Bangladesh and "ENGLISH" for Foreign Correspondence outside of Bangladesh; as and when and where necessary and applicable in connection with day-to-day activities of the Society.
148. If necessary, this "The Memorandum and Articles of Association"/Constitution of the Society may be translated in "BANGLA" or in any other language as Transcription of the Original in English.

EXISTENCES OF THE SOCIETY

149. The Society shall exist in its own right, separately from its members; and continue to exist even when its membership changes and there are different office bearers; and be able to own property and other possessions; and also be able to sue and be sued in its own name.
150. Every year the society will do a fixed deposit equivalent to one third of the society's net income of a year. Without the Approval of the EC, such deposit would not be cashed.

INDEMNITY

151. Every member of the General Body, Executive Committee, President, Chief Executive Officer or other officer or employee of the society shall be indemnified by the society against, and it shall be the duty of the Executive Committee, out of the funds of the society to pay, all costs, losses or expenses which they may incur or become liable to pay by reason of any contract entered into or act or deemed done by them in discharge of their duties in good faith and any loss occasioned by any error of judgment, damage or misfortune which shall happen in the execution of their duties in connection with the affairs of the society unless the same shall happen through their own willful neglect or default.

THE AMBIGUITY, RESIDUARY AND SPECIAL RIGHTS AND POWERS

152. In case of any ambiguity in the interpretation of any of these Articles; the decision of the Executive committee shall be final and binding. In cases, for getting legal opinion, then the EC may ask the Member (Law) to present a legal opinion to the next Executive meeting supporting the final decision.
153. The Executive Committee shall exercise all executing rights, powers, and functions; which are not covered by these Articles; either directly or through its representative (s). However, such representative (s) will be nominated temporarily under unavoidable

মোঃ সিরাজ উদ্দিন
সহকারী রেজিস্ট্রার
রেজিস্ট্রারের পক্ষে।
লেখক ও প. চক ৩

২১/৬/১৯

- and/or emergency circumstances with the written consent of the president of this society.
154. In case of any serious problem or situation and if there is no specific solution in the constitution or if any problem does arise in any matter relating to the constitution then the executive committee in its meeting will take the final decision in this respect on at least 2/3 (two-third) majority vote.
 155. Any objection can be raised against this constitution in the event the right of any member is threatened.
 156. In case, the meeting of the Executive Committee is not possible to be held due to any unavoidable circumstances and reason (s) beyond control; then the Chairman will be able to take decision by consulting with the executive members over telephone or by other media; if it is not contrary to the constitution of the society and the same will have to be approved in the next meeting of the General Meeting of the Society.
 157. The Executive Committee may sell, lease, hire, purchase, exchange or otherwise transfer or deposit all or any movable or immovable property/assets as may be determined by the Decision, Approval and/or by the votes of a simple majority of the Executive Committee, subject to reporting in the next general meeting of the society.
 158. Due to any unavoidable circumstances and situation beyond control the Election or Selection of the Executive Committee or other committee CANNOT be HELD in Due Course of Time; the tenure of the Sitting/Continuing Executive Committee or other committee of the society may extended beyond the periods stipulated in this Articles of Association/Constitution by the Executive Committee of the Society.

AMENDMENT

159. These contribution may be amended, modified, submitted, altered or repealed by a three fourth majority of the members present voting on a special resolution for the purpose at an Extraordinary General Meeting of the members, provided that a notice in writing specifying the intention to propose the resolution as a special resolution shall have been served on the members of the society at least twenty-one days prior to the meeting.

বৈজ্ঞানিক কৃষি ভারত স্টক এক্সচেঞ্জ এন্ড ফার্মস
ঢাকা
অধিকতা নম্বর বাধা
প্রত্যয়ন করা হইল।

(মোঃ সিরাজ হুসাইন)
সহকারী রেজিষ্ট্রার
রেজিষ্ট্রারের পাশে
স্বাক্ষর ও মোহর

S-12699

We the undersigned, whose names and addresses are given below, having associated ourselves for the purposes described in this **Memorandum of Association** of the “**Dhaka College HSC’89 Foundation**” set out our hands hereinto below and form ourselves into a Society under the Societies Registration Act, XXI of 1860.

Sl No	Name's & Address	Designation	Signature
01	Mahfuzur Rahman S/o. : Late Habibur Rahman & Anwara Begum Date of Birth:06/11/1969 Business, Bangladeshi Present & Permanent Address: Flat-D3, House-19,Road-05, Dhanmondi, Dhaka-1205 Mobile:01711592054, Email:ha.timber@yahoo.com TIN:130006988012, NID:2691650165327	President	Sd/-
02	FarhadFerdousBarshan S/o. : Late FerdousJamader& S.N. Rokeya Banu Date of Birth:05/08/1970 Business, Bangladeshi Present & Permanent Address: Flat-2A, House-121/1,Road-9/A, West Dhanmondi, Dhaka-1209 Mobile:01711527023, Email:barshon100@hotmail TIN:670385983094,NID:5425404141360	Vice President	Sd/-
03	AzamgirHasibur Rahman S/o.: Gholam Rahman & Hosne Ara Begum Date of Birth:13/07/1971 Service, Bangladeshi Present & Permanent Address: 1/H, 1/9, Kalwalapara, Mirpur, Dhaka-1216 Mobile:01672878787, Email: azamgir87@gmail.com TIN:767373714814, NID:2694812069929	General Secretary	Sd/-

ঢাকা
ঢাকা
আবিনন্দা নব্বয় বলিয়া
প্রত্যয়ন করা হইল।
(মোঃ সিরাজ উদ্দিন)
সহকারী রেজিস্ট্রার
রেজিস্ট্রারের পক্ষে।
লেখক ও চাপক

S-12699

SL No	Name's & Address	Designation	Signature
04	MahfuzShafique S/O.: Shafique Ahmed &MahfuzaKhanam Date of Birth: 14/10/1971 Business, Bangladeshi Present & Permanent Address: 82/1, Indira Road, Dhaka-1215 Mobile :01713039400, Email: topline.bangladesh@gmail.com TIN: 327625150249, NID: 2699040698728	Treasurer	Sd/-
05	Sarder Md. Rashed Jahangir S/o. :Sarder Md. Jahangir & Begum RawshanAker Date of Birth:15-12-1972 Service, Bangladeshi Permanent Address: Coronation Para, P/S: NaogoanSadar, Dist: Naogaon Present Address: SheltekKheya, Flat No: 10F, 205-205/1, Elephant Road, Hatirpul, Dhaka -1205. Mobile:01711943599, Email: s.rashedjahangir@gmail.com TIN:416616974839; NID:6426001103341	Legal Secretary	Sd/-
06	Tarique Mahmud Khan S/o. : Abdul Mutaleb Khan &Maleka Khatun Date of Birth:05.07.1971 Service, Bangladeshi Present & Permanent Address: 75, Mohakhali C/A, Dhaka Mobile:01713018990, Email:naimtarique@gmail.com TIN: 140070456967, NID:4821109624344	Publicity Secretary	Sd/-
07	Kajol Ahmed Jalali S/O.: Late Sultan Ahmad Jalali& Late Jamila Khatun Jalali Date of Birth:08/01/1968 Business, Bangladeshi Present & Permanent Address: 475/C, 1 st Floor, Khilgaon, Dhaka Mobile:01820500873,Email: kajalahmedjalali@gmail.com TIN: 747144752785, NID:1210445227753	Cultural Secretary	Sd/-
08	S. M. Zakaria Babu S/O.: Late S. A. mANNAN&Jahanara Begum Date of Birth:10.06.1972 Service, Bangladeshi Present & Permanent Address: 98, DC Road, Gopalganj Mobile:01711046576, Email: zakababu@gmail.com TIN:470637642712, NID:2697557408125	Sports Secretary	Sd/-



ঢাকা
 অধিবসন নকশা বলিয়া
 প্রত্যয়ন করা হইল।
 (মোঃ সিরাজ উদ্দিন)
 সহকারী রেজিস্ট্রার
 রেজিস্ট্রারের পক্ষে।
 লেখক ও পৃষ্ঠকঃ

S-12699

SL No	Name's & Address	Designation	Signature
09	<p>Professor Dr. Md. Nur Nabi S/o. :Late Md. Anwar Hossen & Rezia Begum Date of Birth:09-08-1971 Service, Bangladeshi Present Address: Ga-6, ShahidRashedul Hasan Apartment, Dhaka University. Permanent Address: Vill: Betkandi, P/o: Ponchocrosh, P.S.: Ullapara, Dist: Shirajgonj. Mobile:01552428255, Email: nnabi@du.ac.bd TIN:841657489932, NID: 1971269504400010</p>	Member	Sd/-
10	<p>Kazi ArmanulHaque S/O.: Kazi AzizulHaque& Halima Khatun Date of Birth: 01/03/1972 Business, Bangladeshi Present & Permanent Address: House-365, Road-06, Baridhara DOHS, Dhaka Mobile:01727064473, Email:arman@probaze.com TIN: 515694680099, NID: 2690243804160</p>	Member	Sd/-
11	<p>Md. Mushfiqur Rahman Chowdhury S/o. :ShafiqulAlam Chowdhury & Marzia Begum Date of Birth : 01/07/1971 Business, Bangladeshi Present Address: H-151, R-8, Block-D, Bashundhara, Dhaka. Permanent Address: Chowdhurybari, Vill: Vhaour, P/O+P/S: Chatkhil, Dist: Noakhali. Mobile: 01921100914, Email:chowdhury.mamun31@yahoo.com TIN:558934490262, NID:2693016450271</p>	Member	Sd/-
12	<p>Md. A. Razzaque Khan S/O Late AbdurGafur Khan & Most. Gini Khanam Present Address: 46/A, Purana Paltan, 2nd Floor, Dhaka. Permanent Address: Vill& P.O.: Rajapur, P.S.: Dhamrai, Dist: Dhaka. Business, Bangladeshi Phone: 01713-023000, DOB: 02/03/1972, Email: irkhanrana@yahoo.com TIN: 591846760415, NID.: 2611429125302</p>	Member	Sd/-
13	<p>Md. Asaf kabir Chowdhury S/O Md. Abdur Rahman Chowdhury & Sayeeda Rahman</p>	Member	<p>ঢাকা অধিকার নথি প্রদান করা হইল। লেখক ও পাঠক</p> <p>(মোঃ সিরাজ উদ্দিন) সহকারী রেজিস্ট্রার রেজিস্ট্রারের পক্ষে</p> <p>2/6/19</p>

S-12699

Business, Bangladeshi Present Address: Flat # A1, House # 16, Road # 09, Sector # 06, Uttara Model Town, Dhaka-1230 Permanent Address: Village-Bamunsata, PS-Mohadebpur, Dist.-Naogaon Mobile: 01911340714, DOB: 09/08/1971 Email:kabir.chowdhury@gmail.com TIN:326195780285, NID: 2690601921144		
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Sd/-

1. **S.M. Rofiqul Islam**, Advocate
46/ A, Purana Paltan, 2ndFloor, Dhaka,
Mobile: 01713-020077.

Sd/-

2. **Mohammad AlimulRazi**, Advocate
46/ A, Purana Paltan, 2ndFloor, Dhaka,
Mobile: 01671-523926

গেজেটের মাধ্যমে জারি করা হয়েছে।
ঢাকা
অধিবাসন নব্বই বর্ষিয়া
প্রস্তাভান করা হইল।
মোঃ সিরাজ উদ্দিন
সহকারী রেজিষ্টার
রেজিষ্ট্রারের পক্ষে।
লেখক ও পাঠক

S-12699

We do hereby Certify that the attached Rules & Regulations of Society for Removal of Poverty are true and correct.

SI No	Name's & Address	Designation	Signature
01	Mahfuzur Rahman S/o. : Late Habibur Rahman & Anwara Begum Date of Birth:06/11/1969 Business, Bangladeshi Present & Permanent Address: Flat-D3, House-19,Road-05, Dhanmondi, Dhaka-1205 Mobile:01711592054, Email:ha.timber@yahoo.com TIN:130006988012, NID:2691650165327	President	
02	FarhadFerdousBarshan S/o. : Late FerdousJamader& S.N. Rokeya Banu Date of Birth:05/08/1970 Business, Bangladeshi Present & Permanent Address: Flat-2A, House-121/1,Road-9/A, West Dhanmondi, Dhaka-1209 Mobile:01711527023, Email:barshon100@hotmail TIN:670385983094, NID:5425404141360	Vice President	
03	AzamgirHasibur Rahman S/o.: Gholam Rahman & Hosne Ara Begum Date of Birth:13/07/1971 Service, Bangladeshi Present & Permanent Address: 1/H, 1/9, Kalwalapara, Mirpur, Dhaka-1216 Mobile:01672878787, Email: azamgir87@gmail.com TIN:767373714814, NID:2694812069929	General Secretary	



ঢাকা
অধিকাংশ মাসিক
প্রত্যাহার করা হয়েছে।

(মোঃ সিরাজ উদ্দিন)
সহকারী প্রোগ্রামার
বোডিংয়ের পরিচালক
লেখক ও প্রকাশক

(Handwritten signature and date)
২০/১১/১৯