



Office of the Principal

**NIGAMANANDA MAHILA MAHAVIDYALAYA**

Charichhak, Dist.: Puri, Phone : (06758) - 237517

Website : ~~nnmm.org.in~~, E-mail : nnmmcollege@gmail.com

nnmmahavidyalaya.in

Ref. No. ....853/25.....

Date : 18.1.2025

To

The Additional District Magistrate (ADM)  
General Puri.

Sub:- Application for Registration of Byelaw and Memorandum.

Respected Sir,

On behalf of the Alumni Association of Nigamananda Mahila Mahavidyalaya, Charichhak, Puri, I am submitting herewith the Byelaw and memorandum of the said Association for registration under the societies Registration Act 1860.

I kindly request you to take necessary steps for the registration at your earliest convenience.

With regards.

Yours faithfully,

*Bejayajamini MESARA*  
Alumni Association Secretary

SECRETARY  
Alumni Association  
Nigamananda Mahila Mahavidyalaya  
Charichhak, Puri

*Chitra V. S.*  
18.1.25

PRINCIPAL  
PRINCIPAL  
Nigamananda Mahila Mahavidyalaya  
AT-Charichhak, Po-Brahmakundi  
Dist-Puri, Pin-752113



# DEPOSIT / PAY IN SLIP

Date: 25.7.2025

/CC/TL/DL A/c No./Credit Card No.

502807265

Hegamangada Mahila Aikya  
Association

Amount

101000

P.

Rupees in words

Ten Thousand

Cash/Cheque No./Date & Name of Bank & Branch

₹

P.

CODE  
096271

JOURNAL NO.  
CHECKER IC

Total

101000

SWO / Passing Officer

SBI toll free, 24 Hours Call Centre  
No. 18004253800, 1800112211





Account Name :ALUMUNI ASSOCIATION OF NIGAMANANDA MAHILA MAHAVIDYALAYA

Address : CHARICHHAK

BRAHMAKUNDI-752113  
CHARICHHAK

Date : 25 Jul 2025  
Account Number : 00000044302807265  
Account Description : CA-REGULAR-PUB-OTH-ALL-INR  
Drawing Power : 0.00  
Interest Rate(% p.a.) : 0.0000  
MOD Balance : 0.00  
CIF No. : 92191776466  
IFS Code : SBIN0009627  
MICR Code : 752002524  
Nomination Registered : No  
Balance as on 25 Jul 2025 : 0.00

#### Account Statement from 25 Jul 2025 to 25 Jul 2025

Txn Date	Value Date	Description	Ref No./Cheque No.	Debit	Credit	Balance
25 Jul 2025	25 Jul 2025	CASH DEPOSIT-CASH DEPOSIT SELF-			10,000.00	10,000.00

Please do not share your ATM, Debit/Credit card number, PIN and OTP with anyone over mail, SMS, phone call or any other media. Bank never asks for such information.

\*\*This is a computer generated statement and does not require a signature.





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NOTARIAL

SPECIAL  
ADHESIVE

INDIA NON JUDICIAL



PRAFULLA KUMAR MUDULI  
Notary Public, Nimapada  
Regd No. ON-13/20009  
Mob No-9938308912/9337320887

71AA 424084

**BYELAW**

1. **Origin** >> On this Day 15.06.2022 (day) the General Body of Proposed old student forum of Nigamananda Mahila Mahavidyalay, Charichhak, Puri, better known Alumini Association on its sitting resolves the adaptations and confirmation of the following rules and regulation to incorporate till any Amendment or rectification of the rule(s) made through a body as the rule framed under.
2. **Title** -> There shall be an association of the old students who ever studied or pursued courses in Nigamananda Mahila Mahavidyalay, Charichhak in the District of Puri (Odisha) called Alumini Association of Nigamananda Mahila Mahavidyalay, Charichhak, Puri.
3. **Location of its Office** -> The association above named shall hold its office in the campus of Nigamananda Mahila Mahavidyalay. The body framed elsewhere in above name or demands to have its right shall be declared fake or invalid hence defunct.
4. **Aims and Objectives** - The Association is hereby to function on the following aims & objectives and carry on the vision and mission as specified hereunder-

Onp

ATTESTED

PRAFULLA KUMAR MUDULI

B. Jayalaxmi Mishra  
SECRETARY  
Alumni Association  
Nigamananda Mahila Mahavidyalaya  
Chharichhak, Puri



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To aid and assist the mother institution i.e. Nigamananda Mahila 424083 Mahavidyalay, Charichhak, Puri, physically, mentally & financially for academic, infrastructural and extension excellence so as to cater the developments of mental awareness of the locality.

- To promote fellow feeling among ex-students of the college and unite them for the national service.
- To hold discussion from time to time for welfare and goodness of the college & submit feedback for its overall flourishing.
- To render any financial support to any backward or physically differently abled students of the college (for removal of hindrance to pursue studies).
- To celebrate annual day of the association

5. **Members of the Association** -> Any Student whoever was a student or has pursued studies here shall be a member of the Association provided she pays membership fee for life or annually and writing her willingness to the secretary.

6. **Removal of Members or Office Bearers** ->

- Any member who goes against the objectives & vision of the association, with certain proof, shall be declared losing the Association that shall be resolved in the proceedings of the association by the 2/3rd majority of the members present in the general body meeting.

- If any member remains consecutively absent from its meeting four times shall be declared losing membership.

SECRETARY  
Alumni Association  
Nigamananda Mahila Mahavidyalaya  
Chharichhak, Puri



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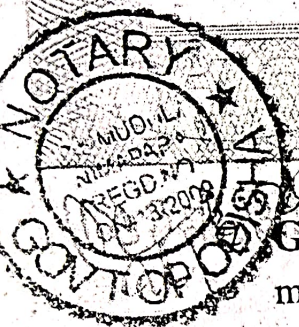
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General Body of the Association - At the life and annual 71AA 424082

members on the roll of the association shall comprise the General Body with quorum of at least 25 members to hold a session or a simple majority if the members on the roll are below 25 on the roll. The General Body of the association is a permanent body. It can't be dissolved in ordinary cases. If at all it is found unnecessary or non-existent it can be dissolved in absolute 2/3rd majority of its total member on the roll provided they have to surrender all its record to the mother institution.

8. **Function of the General Body-** The General Body of the Association shall have the following functions and powers to exercise by Voting on Majority.

- To elect the members of Executive Council.
- To take any decision in pursuance to its objective and bind execution.
- To pass Annual Budget prepared by the Executive Council.
- To approved audited expenditure.
- To declare disqualification of a member on 2/3rd majority present & voting.
- To Amend any rule(s) of the association at 2/3rd majority present & voting.

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26/6/25  
KUMAR MUDULI

SECRETARY  
Alumni Association  
Nigamananda Mahila Mahavidyalaya  
Chharichhak, Puri



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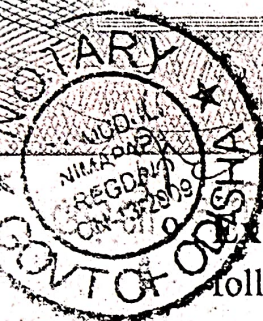
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**Executive Council** -> The Executive Council shall consist of the following office bearer who shall be elected from the members of the association by its General Body in a simple majority of vote and will exercise the following functions.

- President** - The President shall preside over the meetings of the Executive Council as well as the General Body meeting and gives ruling. She shall be the permanent chairperson for tenure of three years unless she is removed by the procedure under rule 7. She has the right to vote as a member.
- Vice President** - The Vice President shall to assist n the work of the President. She shall preside over the meeting in her absence or if authorized by her. She will take over the changes if the president resigns or declared disqualified or any way remains absent from the association or her post remains vacant.
- Secretary**- The Secretary shall be the executive manager of the Association. She will be in charge of keeping up dated records, manages the fund of the association and maintains a cash record to be auditable by the authorized person. She shall keep tie with the Treasurer for preparing Draft Budget, maintaining Cash Book & preparing Annual Report to be presented before General Body meeting. She will have to serve notice in consultation with president for Executive and General Body meeting and prepare Agenda for discussion.

IMMAR MUDULI

Dr. Jayaram Mehta

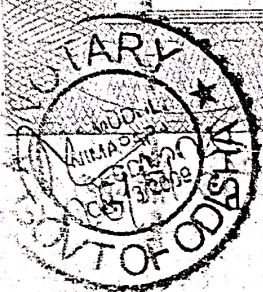
SECRETARY

Alumni Association

Nigamananda Mahila Mahavidyalaya  
Buri



2/27/2019  
2/27/2019



**Joint-Secretary** - The joint-Secretary will have assist the Secretary in all financial matters and take over charges if the Secretary resigns or her post remains vacant for some other reasons. 71AA 424080

- e. **Treasurer**- The Treasurer will have to collect member fees, receive donation and any other collection of the association and deposit the same in the account of the Association.
- f. **Member of the Association** -
  - i. There shall be at least one member from each academic batches.
  - ii. The members of the council shall be elected keeping in view to proper representation from the students seeking admission here in different discipline.
  - iii. In case such representation is not proposed & seconded the minimum members of the executive council other than the office bearers mentioned above will be limited to 7.

**10. Election of the office Bearer & Members of the Executive Council ->**

- i. The office bearers in the Executive Council shall be elected /selected in the General Body meeting of the Association.

**11. Function of Executive Council ->** The Executive council is the core committee of the Association. It shall have the following powers & functions decided in the council meeting by majority.

*Begayalame M. Arce*  
**SECRETARY**  
 Alumni Association  
 Nigamananda Mahila Mahavidyalaya  
 Chharichhak, Puri



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- 71AA 424079
- ii. To decide the plan of action and mode of its execution.
  - iii. To prepare the Annual Budget & Expenditure.
  - iii. To decide & intimate the date of General Body meeting.
  - iv. To recommend the proposal & feedback relating to the development of its mother institution.
  - v. To chalk out programme for the celebration of its annual day or any other function.

#### 12. Tenure & Terms of Executive Council ->

- i. One elected Executive Council of the Association shall continue to function for a term of three years.
- ii. Before the expiry of the term, the Executive Council can seek the meeting of the General Body of the Association for election of new Executive Council.
- iii. In no case any person holding office shall be declared elected for the same post more than three consecutive terms.
- iv. The old Executive council shall hand over power to new elected council.
- v. If any case of exigencies, the election of a new Executive Council is delayed, the continuing council will have been deemed in power till new council is formed.

#### 13. Chairperson & Nominated members of Mother Institution ->

The Principal of the mother institution shall be an honorable ex-officio chairperson to the General Body and Executive council of the

SECRETARY  
Alumni Association  
Nigamananda Mahila Mahavidyalaya  
Bharichhak, Puri



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association. She or her nominee authorized shall have to attend its meeting & acts as adviser & facilitator interpreter of the rules of the association there to if any complicacies arise. She shall preside over the Alumni Association meeting if requested by the president of the association. She shall have to nominate two members from the teaching staff of the college whoever have been interested in student. Support & progression to represent the college to the association. 711A 424078

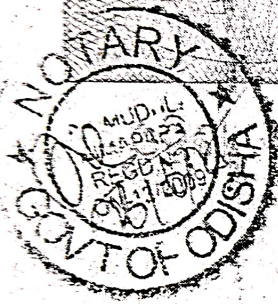
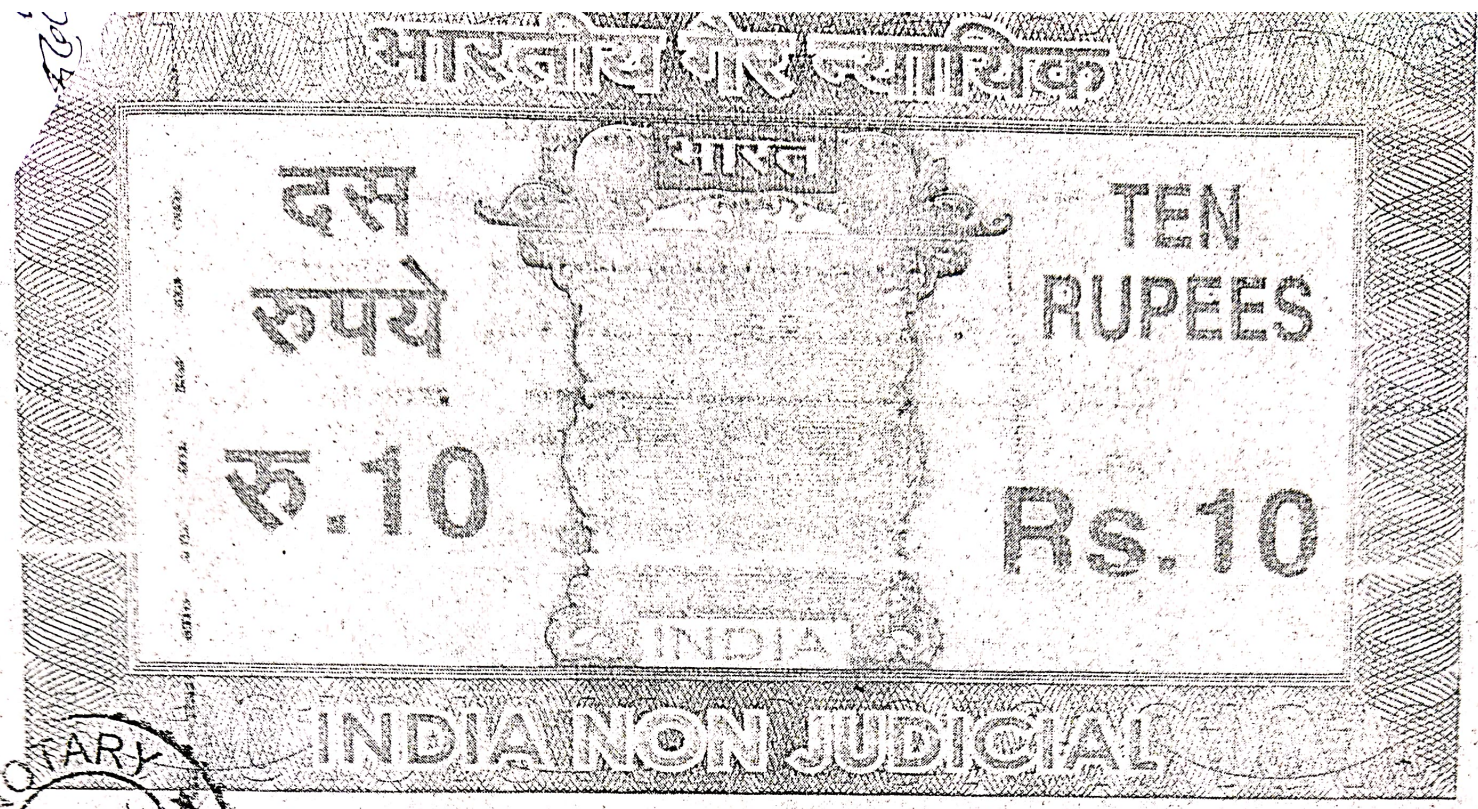
**14. The Fund of the Association ->**

- a. The Fund of the Association Comprises of
  - i. The membership fee (both life and annul member) collected.
  - ii. The donation received from the members and others.
  - iii. Any other collection to the limit of the association.
- b. No fund shall be collected for the association without giving the Subscriber/donor a printed original receipt.
- c. All fund collected by the members shall be handed over to the treasurer of the association.
- d. There shall be a Bank account operated jointly in the Designation & name of the secretary & treasurer of the association with attestation of the chairperson of the Association.
- e. The treasurer shall not retain any cash in hand more than Rs. 50/- (Rupees Fifty Only) and she shall have to deposit the fund in the account of the association.

TESTER  
AKUMAR MUDULI

*B. Jayalaxmi*  
SECRETARY  
Alumni Association  
Nigamananda Mahila Mahavidyalaya  
Chharichhak, Puri





f. In all momentary matter the secretary & the treasurer shall be responsible & accountable to Executive council & General Body of the Association. 711A 424077

g. The fund of the association is subject to audit by Estimate & Audit committee.

**15. The Expenditure audit Committee ->**

There shall be an audit committee comprising of three to four persons other the members of the executive council to audit the annual expenditure made by the Executive Committee. The Secretary & the treasurer are bound to co-operate in such audit. The members of such Expenditure Audit committee will be decided in the meeting of the General Body of the Association. The audit report prepared by the Expenditure Audit Committee shall be discussed and preceded in the General Body meeting.

**16. Meeting of General Body & Executive Council ->**

- A. There shall be at Least One General Body meetings of the association in every calendar year.
- B. The Executive Council shall have at least two meetings in every calendar year to discuss proceeding of the association.

**17. Help from the mother Institution ->**

The members of the association may seek for their excellence, Sponsorship, representation, awareness and counseling in pleasure of the mother institution from its sister wings provided they get due permission from the chair person of the association and pays the

TESTED  
07/11/2019

*B. D. Nayak*  
**SECRETARY**  
Alumni Association  
Nigamananda Mahila Mahavidyalaya  
Chharichhak, Puri



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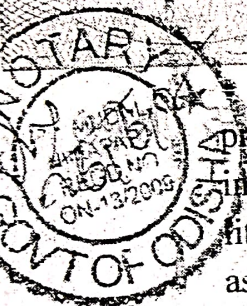
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prescribed fees or caution money as determined by the mother 71AA 424076  
institution for research and project work, employment opportunity,  
literary flourishment, exposure & awareness of the member of the  
association.

18. **Specification** -> The terms used in the byelaw are clarified as under

- Association-i.e. The Alumni Association of Nigamananda Mahila Mahavidyalay, Charichhak, Puri,
- Mother Institution i.e. Nigamananda Mahila Mahavidyalay, Charichhak, Puri,
- Chairperson i.e. Principal, Nigamananda Mahila Mahavidyalay, Charichhak, Puri,
- Monetary Matters - Any Income and Expenditure made by the Executive Council.
- The Council - The Executive council of the Alumni Association of Nigamananda Mahila Mahavidyalay, Charichhak, Puri,
- Membership Fee -> The specific fees as determined as follows to be paid by ex-student of mother institution to be a member of Alumni Association.

1. ANNUAL MEMBERSHIP FEES

Rs.100

2. LIFE MEMBERSHIP FEES

Rs.1,000.00

3. PATRON MEMBERSHIP FEES

Rs.5,000.00

- Annual Day -> The annual function celebration of Alumni Association.

25/6/24  
TESTED  
DR. FULLA KUMAR MUDULI  
Nigamananda

Dr. Jayalaxmi Mishra  
SECRETARY  
Alumni Association  
Nigamananda Mahila Mahavidyalaya  
Chharichhak, Puri



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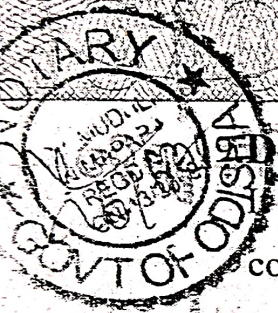
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**Declaration**

71AA 424075

is hereby declared by the Alumni Association that any legal complicity in terms of the byelaw of the Association shall be referred to the chairperson of the association for Clarification. The same byelaw will be registered at Dept. Registration of Societies, Puri for perseverance and enrollment further complicity shall be referred to her for clarification. her decision on the matter will be binding and final.

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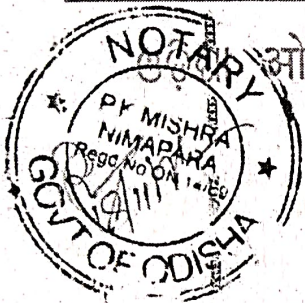
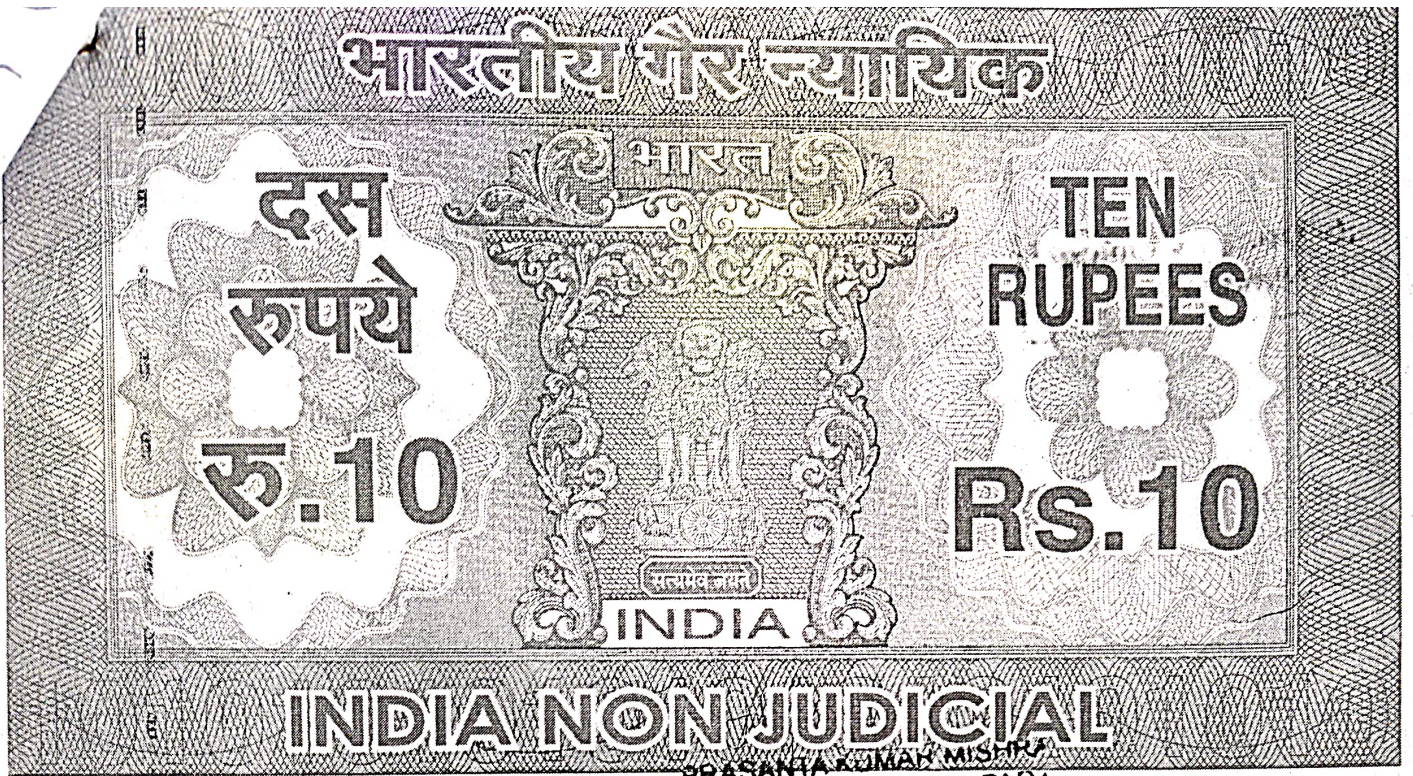
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SWORN BEFORE ME

PRAFULLA KUMAR MUDULI  
Notary Public, Nimapada  
Regd No. ON-13/20009  
Mob No-9938308812/9337320837

SECRETARY  
Alumni Association  
Nigamāhānda Mahila Mahavidyalaya  
Chharichhak, Puri





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**MEMORANDUM**

PRASANTA KUMAR MISHRA  
NOTARY PUBLIC NIMAPARA  
REGD NO. 412006

79AA 261073

**Nigamananda Mahila Mahavidyalaya (NNMM)**

**Under Society registration act XXI of 1860**

1. Name of the Association:- The Name of the Association is Nigamananda Mahila Mahavidyalaya (NNMM) 1987 Batch Alumini Association.
2. Office:-The Headquarter office of this Association is situated in Gopalpur, Po-Brahmakundi, Ps-Charichhak, Dist-Puri, Odisha, Pin-752113.
3. Date of Establishment:- 26.01.2022.
4. Jurisdiction:- The area of operation shall be within Nimapara, Puri.
5. Aims and objection of the Association:-
  - i. The Association is to act as a complementing and functioning body alongside the college and to contribute towards the best and all round progress to make the institution a place of excellence in learning research and extensive activities.
  - ii. To create a database information of all pass out students of Nigamananda Mahila mahavidyalaya.
6. We the undersigned are desirous forming a society namely Nigamananda Mahila Mahavidyalaya (NNMM) Batch Alumni Association in pursuance of this memorandum & article of association the facts stated therein are true to the best of our knowledge and belief.

**ATTESTED**

*Santhalata Mishra*  
PRESIDENT

*Bejayal axmishra*  
SECRETARY



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GOVERNING BODY

No	Name and Address	Designation	Occupation	Signature
1	Smt. Sankhalata Mishra C/o-Pabitra Mohan Mohapatra, At-Jogeswarpur, Po-Nayahat, Ps-Gop, Dist-Puri, Mob. No.8093438525	President	Clerk	Sankhalata Mishra
2	Smt. Kalyani Swain, C/o-Sukanta Kumar Swain, At/Po-Brahmakundi, Ps-Charichhak, Dist-Puri Mob. No.7992940350	Vice-President	Lecturer	Kalyani Kuman Swain
3	Smt. Bijayalaxmi Mishra C/o-Girijakanta Dash, At-Banapur, Po-Sakhigopal, Ps-satyabadi, Dist-Puri. Mob. No.7327829028	Secretary	Lecturer	Bijayalaxmi Mishra
4	Smt. Rupashree Baral, C/o-Prafulla Kumar Baral, At/Po-Jalarpur, Ps-Niali, Dist-Cuttack, Mob. No.9778519702	Treasurer	Demonstrator	Rupashree Baral
5	Smt. Anita Biswal, C/o-Sagar Kumar Biswal, At-Badagola, Po-Sisua, Ps-Astaranga, Dist-Puri, Mob. No.9437396061	Additional Secretary	Lecturer	Anita Biswal

ATTACHED

Bijayalaxmi Mishra



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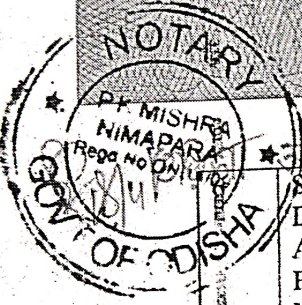
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1	Smt. Puja Behera, D/o-Pratap Behera, At-New Kaliakana, Po-Nagar, Ps-Astaranga, Dist-Puri, Mob. No.8328986232	Member	Lecturer Pusa Behera Pusa Behera
2	Smt. Amita Senapati, C/o-Sabyasachi Nayak, At-Orapata, Po-Brahmakundi, Ps-Charichhak, Dist-Puri, Mob. No.7205441404	Member	D.E.O Amitee Sonepata
3	Smt. Simarani Ojha, C/o-Dibakar Ojha, At-Koruala, Po-Boulanga, Ps-Gop, Dist-Puri Mob. No.9938821207	Member	Lecturer Seemarani ojha

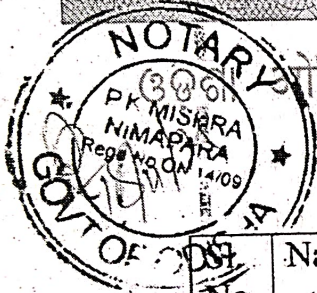
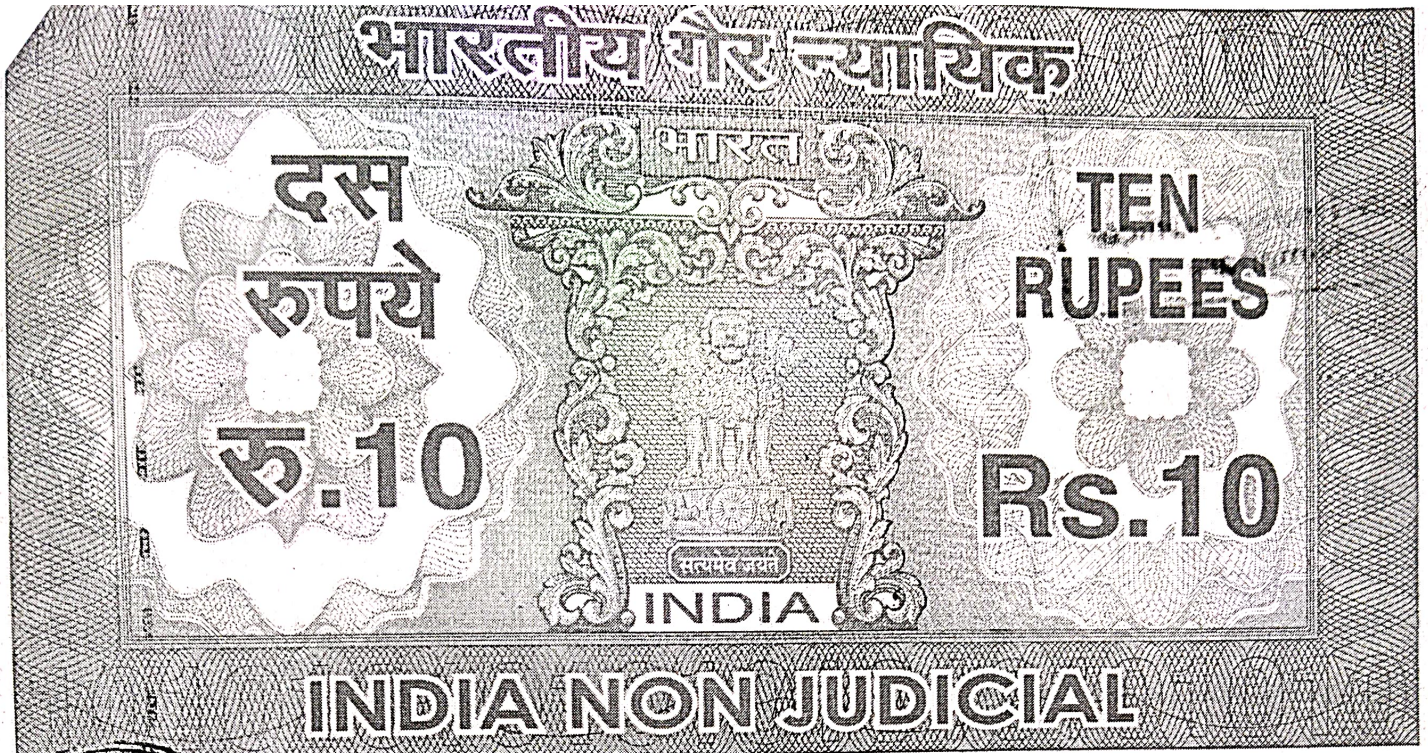
San Khalata Mishra. Rupabhree Barua  
President  
Alumni Association  
Kamananda Mahila Mahavidyalaya  
Charichhak, Puri

Treasurer  
TREASURER  
Alumni Association  
Kamananda Mahila Mahavidyalaya

Dejayayaramani Mishra  
Secretary  
Alumni Association  
Kamananda Mahila Mahavidyalaya  
Charichhak Puri

ATTESTED  
[Signature]





ODISHA

79AA 261076

GENERAL BODY

GOVERNING BODY

No	Name and Address	Designation	Occupation	Signature
1	Smt. Sankhalata Mishra C/o-Pabitra Mohan Mohapatra, At-Jogeswarpur, Po-Nayahat, Ps-Gop, Dist-Puri, Mob. No.8093438525	President	Clerk	Sankhalata Mishra
2	Smt. Kalyani Swain, C/o-Sukanta Kumar Swain, At/Po-Brahmakundi, Ps-Charichhak, Dist-Puri Mob. No.7992940350	Vice-President	Lecturer	Kalyani Kumar Swain
3	Smt. Bijayalaxmi Mishra C/o-Girijakanta Dash, At-Banapur, Po-Sakhigopal, Ps-satyabadi, Dist-Puri. Mob. No.7327829028	Secretary	Lecturer	Bijayalaxmi Mishra
4	Smt. Rupashree Baral, C/o-Prafulla Kumar Baral, At/Po-Jalarpur, Ps-Niali, Dist-Cuttack, Mob. No.9778519702	Treasurer	Demonstrator	Rupashree Baral
5	Smt. Anita Biswal, C/o-Sagar Kumar Biswal, At-Badagola, Po-Sisua, Ps-Astaranga, Dist-Puri, Mob. No.9437396061	Additional Secretary	Lecturer	Anita Biswal

Sankhalata Mishra

Bijayalaxmi Mishra



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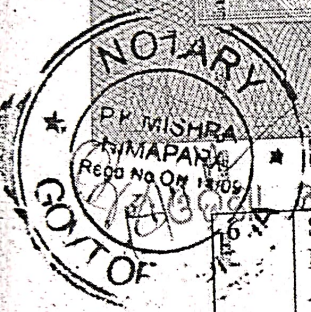
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79AA 261077			
ओडिशा ODISHA	Member	Lecturer	Puja Behera
Smt. Puja Behera, D/o-Pratap Behera, At-New Kaliakana, Po-Nagar, Ps-Astaranga, Dist-Puri, Mob. No.8328986232			
7 Smt. Amita Senapati, C/o-Sabyasachi Nayak, At-Orapata, Po-Brahmakundi, Ps-Charichhak, Dist-Puri, Mob. No.7205441404	Member	D.E.O	Amita Senapati
8 Smt. Simarani Ojha, C/o-Dibakar Ojha, At-Koruala, Po-Boulanga, Ps-Gop, Dist-Puri Mob. No.9938821207	Member	Lecturer	Seemarani am

SWORN BEFORE ME

PRASANTA KUMAR MISHRA  
NOTARY PUBLIC NIMAPARA  
REGD NO 14/2006

ATTESTED

Sankhalata Mishra  
PRESIDENT  
Alumni Association

BE Jayalaxmi Mishra  
SECRETARY  
Alumni Association



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PRAFULLA KUMAR MUDULI

Notary Public, Nimapada

Regd No.ON-13/20009

Mo No-9938308912/9337320882

71AA 424086

I, **Bijayalaxmi Mishra**, aged about 40 years, D/o-Niranjan Mishra, resident of Vill-Madhusudanpur, Po-Tintuligan, Ps-Charichhak, Dist-Puri, Odisha-752113, do hereby solemnly affirm and declare as under:

1. That, I am the deponent of this affidavit.
2. That, I am an ex-student of Nigamananda Mahila Mahavidyalaya, Charichhak, Puri.
3. That, I have completed my course BA with Pol-Science Honours in 2005 years.
4. That, I am applying for registration in the Alumni Association of Nigamananda Mahila Mahavidyalaya, Charichhak, Puri.
5. That, the information provided by me in the Alumni registration form is true and correct to the best of my knowledge and belief.
6. That, I shall abide by the rules and regulation of the Alumni Association and will not use my membership for any unlawful or unauthorized purpose.

ATTESTED

PRAFULLA KUMAR MUDULI  
Notary Public, Nimapada  
Regd No.ON-13/20009  
Mo No-9938308912/9337320882

Deponents

Bijayalaxmi Mishra



भारतीय न्यायिक

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रुपये

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TEN  
RUPEES

Rs.10

INDIAN NON JUDICIAL



Verification

71AA 424085

I, the deponent above named do hereby verify that the contents of this affidavit are true and correct to the best of my knowledge and belief no part of it is false and nothing material has been concealed there form.

Verified at Nimapada, on this 26th day of June 2025.

CERTIFICATE  
I certify that the above named Self  
being duly identified by Sn...  
advocate states on oath that the contents of  
his affidavit are true to the best of his  
knowledge and belief and he has signed the same  
on this 26th day of June 2025  
at 3:30 PM

Deponent's Signature  
Signature of Deponent

ATTESTED  
Pr  
PRAFULLA KUMAR MUDULI  
Notary Public, Nimapada  
Regd No. ON-13/2009  
No-9938308912/9337320387



# **Memorandum of Nigamananda Mahila Mahavidyalay Alumni Association, Charichhak, Puri**

## **1. Aims and Objectives of the Association**

The aims and objectives of the Association shall be:

A. to provide a forum for the Members of the Alumni Association (herein after referred to as the Members) to interact amongst themselves as also with the Principal, Teachers and the present students of Nigamananda Mahila Mahavidyalay, Charichhak, Puri .

B. to bring together the ex students of Nigamananda Mahila Mahavidyalay, Charichhak, Puri and to promote fellowship amongst them and their families.

C. to disseminate knowledge and know-how for the mutual benefit of the Members as also for the benefit of the College.

D. to undertake

(i) intellectual, academic and cultural activities

(ii) sports and games

(iii) entertainment programmes

(iv) improvements to existing infrastructure of the College and.

(v) social service etc. for the benefit of the Members as also of the College and for the society at large, as detailed under:

a. to create a website of the Association and up load the same on to the Internet so that relevant information pertaining to the affairs of the Association, can be made available for the benefit of all the Members.

b. to conduct academic meets such as conferences, workshops, seminars, symposia, , lectures by eminent personalities from various walks of life etc. for the Members as also for the present students and/or teachers of the College on various current subjects/topics of interest and relevance

c. to institute and award prizes, for the meritorious students of the College in the fields of academics, sports and other extra curricular activities.

d. to undertake activities such as career counselling ,medical check up camps and other similar programs for the benefit of the present students of the College

e. to institute merit cum means based scholarships for the needy and deserving students of the College

f. to mobilise donations from the Members and others for charitable purposes for the benefit of citizens of this country in the event of natural calamities like earthquake, flood etc

g. to establish permanent Corpus Fund for providing need based financial assistance to the Members as also the present students of the College for the treatment diseases and ailments.



h. to publish magazines and newsletters highlighting the activities and achievements of the Association. i. to conduct , for the Members , various activities such as get-togethers, sports and games, picnics, excursions, cultural programmes, etc.

E. To undertake any other activity in accordance with and in furtherance to the objectives mentioned at A, B , C and D above.

F. With the prior permission of the College's Principal, the school premises and/or facilities may be used / utilised by the Association for holding/conducting its official programmes, functions or activities, in accordance with the Association's objectives, enumerated herein above, The College Premises shall not be used or utilised for holding or conducting any personal programme, function or activity of any member of the Association – whether she is a General/ordinary Member or an office Bearer/Committee Member.

4. The affairs of the Association shall be managed by a Managing Committee comprising an Hon. President, an Hon. Vice President, an Hon. General Secretary, an Hon. Assistant Secretary, an Hon. Treasurer, an Hon. Assistant Treasurer and four Hon. Committee Members.

5. In the process of achieving the above objectives, principles of good corporate governance shall be strictly adhered to and the provisions of The Societies Registration Act, 1860 as also the terms and conditions of the Registration shall be followed in letter and in spirit. 6. The Accounting Year of the Association shall be from 1st April of a year to the 31st March of next year.

7. All the incomes, earnings, movable and immovable properties of the Association shall be solely utilised and applied only towards the promotion of its objectives as stated herein above and no portion thereof shall be paid or transferred by way of dividends / bonus / profits or in any other manner whatsoever, to the present or past Members either directly or indirectly.

8. No Member shall have any claim on any movable or immovable properties or the funds of the Association or make any profit, whatsoever, by virtue of his Membership.

9. The Memorandum of Association and the Bye Laws of the Association shall be duly Registered under Societies Registration Act, 1860.

10. The President of the Association is authorized to correspond with the Registrar of Societies.



<u>SL NO</u>	<u>NAME</u>	<u>DESIGNATION/POST HELD</u>	<u>SIGNATURE</u>
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1-	Smt. Sankhalata Mishra	(Honourable President)	Sankhalata Mishra
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2-	Smt. Kalyani Swain	(Honourable Vice President)	Kalyani Swain
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3-	Smt. Bijayalaxmi Mishra	(Honourable General Secretary)	Bijayalaxmi Mishra
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4-	Smt. Anita Biswal	(Honourable Assistant Secretary)	Anita Biswal
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5-	Smt. Rupashree Baral	(Honourable Treasurer)	Rupashree Baral
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6-	Smt. Sushree Sukalyani Patra	(Honourable Assistant Treasurer)	Sushree Sukalyani Patra
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7-	Miss Puja Beherea	(Honourable Committee <u>Member</u> )	Puja Beherea
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8-	Smt. Semarani Ojha	(Honourable Committee Member)	Semarani Ojha
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9-	Smt. Swapnarani Swain	(Honourable Committee Member)	Swapnarani Swain
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10-	Smt. Amita Senapati	(Honourable Committee Member)	Amita Senapati
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## BYELAW

1. Origin -> On this Day 15.06.2022(day) the General Body of Proposed old student forum of Nigamananda Mahila Mahavidyalay, Charichhak, Puri, better known Alumini Association on its sitting resolves the adaptations and confirmation of the following rules and regulation to incorporate till any Amendment or rectification of the rule(s) made through a body as the rule framed under.

2. Title -> There shall be an association of the old students who ever studied or pursued courses in Nigamananda Mahila Mahavidyalay, Charichhak in the District of Puri (Odisha) called Alumini Association of Nigamananda Mahila Mahavidyalay, Charichhak, Puri .

3. Location of its Office - > The association above named shall hold its office in the campus of Nigamananda Mahila Mahavidyalay. The body framed elsewhere in above name or demands to have its right shall be declared fake or invalid hence defunct.

4. Aims and Objectives -> The Association is hereby to function on the following aims & objectives and carry on the vision and mission as specified hereunder –

- a. To aid and assist the mother institution i.e. Nigamananda Mahila Mahavidyalay, Charichhak, Puri, physically, mentally & financially for academic, infrastructural and extension excellence so as to cater the developments of mental awareness of the locality.
- b. To promote fellow feeling among ex-students of the college and unite them for the national service.
- c. To hold discussion from time to time for welfare and goodness of the college & submit feedback for its overall flourishing.
- d. To render any financial support to any backward or physically differently abled students of the college (for removal of hindrance to pursue studies).
- e. To celebrate annual day of the association

5. Members of the Association – > Any Student whoever was a student or has pursued studies here shall be a member of the Association provided she pays membership fee for life or annually and writing her willingness to the secretary.



6. Removal of Members or Office Bearers ->

- a. Any member who goes against the objectives & vision of the association with certain proof, shall be declared losing the Association that shall be resolved in the proceedings of the association by the 2/3rd majority of the members present in the general body meeting.
- b. If any member remains consecutively absent from its meeting four times shall be declared losing membership.

7. General Body of the Association - > All the life and annual members on the roll of the association shall comprise the General Body with quorum of at least 25 members to hold a session or a simple majority if the members on the roll are below 25 on the roll. The General Body of the association is a permanent body. It can't be dissolved in ordinary cases. If at all it is found unnecessary or non-existent it can be dissolved in absolute 2/3rd majority of its total member on the roll provided they have to surrender all its record to the mother institution.

8. Function of the General Body - > The General Body of the Association shall have the following functions and powers to exercise by Voting on Majority.

- a. To elect the members of Executive Council.
- b. To take any decision in pursuance to its objective and bind execution.
- c. To pass Annual Budget prepared by the Executive Council.
- d. To approved audited expenditure.
- e. To declare disqualification of a member on 2/3rd majority present & voting.
- f. To Amend any rule(s) of the association at 2/3rd majority present & voting.

9. Executive Council - > The Executive Council shall consist of the following office bearer who shall be elected from the members of the association by its General Body in a simple majority of vote and will exercise the following functions.

- a. President – The President shall preside over the meetings of the Executive Council as well as the General Body meeting and gives ruling. She shall be the permanent chairperson for tenure of three years unless she is removed by the procedure under rule 7. She has the right to vote as a member.
- b. Vice President – The Vice President shall to assist in the work of the President. She shall preside over the meeting in her absence or if authorized by her. She will take over the changes if the president resigns or



ation declared disqualified or any way remains absent from the association or her post remains vacant.

c. Secretary – The Secretary shall be the executive manager of the Association. She will be in charge of keeping up dated records, manages the fund of the association and maintains a cash record to be auditable by the authorized person. She shall keep tie with the Treasurer for preparing Draft Budget, maintaining Cash Book & preparing Annual Report to be presented before General Body meeting. She will have to serve notice in consultation with president for Executive and General Body meeting and prepare Agenda for discussion.

d. Joint-Secretary – The joint – Secretary will have assist the Secretary in all financial matters and take over charges if the Secretary resigns or her post remains vacant for some other reasons.

e. Treasurer – The Treasurer will have to collect member fees, receive donation and any other collection of the association and deposit the same in the account of the Association.

f. Member of the Association –

i. There shall be at least one member from each academic batches .

ii. The members of the council shall be elected keeping in view to proper representation from the students seeking admission here in different discipline.

iii. In case such representation is not proposed & seconded the minimum members of the executive council other than the office bearers mentioned above will be limited to 7.

10. Election of the office Bearer & Members of the Executive Council ->

i. The office bearers in the Executive Council shall be elected /selected in the General Body meeting of the Association.

11. Function of Executive Council - > The Executive council is the core – committee of the Association. It shall have the following powers & functions decided in the council meeting by majority.

i. To decide the plan of action and mode of its execution.

ii. To prepare the Annual Budget & Expenditure.

iii. To decide & intimate the date of General Body meeting.

iv. To recommend the proposal & feedback relating to the development of its mother institution.

v. To chalk out programme for the celebration of its annual day or any other function.

12. Tenure & Terms of Executive Council ->



- i. One elected Executive Council of the Association shall continue to function for a term of three years.
- ii. Before the expiry of the term, the Executive Council can seek the meeting of the General Body of the Association for election of new Executive Council.
- iii. In no case any person holding office shall be declared elected for the same post more than three consecutive terms.
- iv. The old Executive council shall hand over power to new elected council.
- v. If any case of exigencies, the election of a new Executive Council is delayed, the continuing council will have been deemed in power till new council is formed.

13. Chairperson & Nominated members of Mother Institution - >

The Principal of the mother institution shall be an honorable ex-officio – chairperson to the General Body and Executive council of the association. She or her nominee authorized shall have to attend its meeting & acts as adviser & facilitator interpreter of the rules of the association there to if any complications arise. She shall preside over the Alumni Association meeting if requested by the president of the association. She shall have to nominate two members from the teaching staff of the college whoever have been interested in student. Support & progression to represent the college to the association.

14. The Fund of the Association - >

- a. The Fund of the Association Comprises of
  - i. The membership fee (both life and annul member) collected.
  - ii. The donation received from the members and others.
  - iii. Any other collection to the limit of the association.
- b. No fund shall be collected for the association without giving the Subscriber/donor a printed original receipt.
- c. All fund collected by the members shall be handed over to the treasurer of the association.
- d. There shall be a Bank account operated jointly in the Designation & name of the secretary & treasurer of the association with attestation of the chairperson of the Association.
- e. The treasurer shall not retain any cash in hand more than Rs. 50/- (Rupees Fifty Only) and she shall have to deposit the fund in the account of the association.
- f. In all momentary matter the secretary & the treasurer shall be responsible & accountable to Executive council & General Body of the Association.
- g. The fund of the association is subject to audit by Estimate & Audit



Committee.

15. The Expenditure audit Committee ->

There shall be an audit committee comprising of three to four persons other than the members of the executive council to audit the annual expenditure made by the Executive Committee. The Secretary & the treasurer are bound to co-operate in such audit. The members of such Expenditure Audit committee will be decided in the meeting of the General Body of the Association. The audit report prepared by the Expenditure Audit Committee shall be discussed and preceded in the General Body meeting.

16. Meeting of General Body & Executive Council ->

A. There shall be at Least One General Body meetings of the association in every calendar year.

B. The Executive Council shall have at least two meetings in every calendar year to discuss proceeding of the association.

17. Help from the mother Institution ->

The members of the association may seek for their excellence, Sponsorship, representation, awareness and counseling in pleasure of the mother institution from its sister wings provided they get due permission from the chair person of the association and pays the prescribed fees or caution money as determined by the mother institution for research and project work, employment opportunity, literary flourishment, exposure & awareness of the member of the association.

18. Specification - > The terms used in the byelaw are clarified as under

a. Association – i.e. The Alumni Association of Nigamananda Mahila Mahavidyalay, Charichhak, Puri,

b. Mother Institution – i.e. Nigamananda Mahila Mahavidyalay, Charichhak, Puri,

c. Chairperson – i.e. Principal, Nigamananda Mahila Mahavidyalay, Charichhak, Puri,

d. Monetary Matters – Any Income and Expenditure made by the Executive Council.

e. The Council – The Executive council of the Alumni Association of Nigamananda Mahila Mahavidyalay, Charichhak, Puri,

f. Membership Fee -> The specific fees as determined as follows to be paid by ex-student of mother institution to be a member of Alumni Association.



1.ANNUAL MEMBERSHIP FEES	Rs.100
2.LIFE MEMBERSHIP FEES	Rs.1,000.00
3.PATRON MEMBERSHIP FEES	Rs.5,000.00

g. Annual Day - > The annual function celebration of Alumni Association.

19. Declaration ->

It is hereby declared by the Alumni Association that any legal complicity in terms of the byelaw of the Association shall be referred to the chairperson of the association for Clarification. The same byelaw will be registered at Dept. Registration of Societies, Puri for perseverance and enrollment further complicity shall be referred to her for clarification. her decision on the matter will be binding and final.



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10. The President of the Association is authorized to correspond with the Registrar of Societies.



NO

NAME

DESIGNATION/POST HELD

SIGNATURE

- 1- Smt. Sankhalata Mishra (Honourable President) Sankhalata Mishra
- 2- Smt. Kalyani Swain (Honourable Vice President) Kalyani Swain
- 3- Smt. Bijayalaxmi Mishra (Honourable General Secretary) Bijayalaxmi Mishra
- 4- Smt. Anita Biswal (Honourable Assistant Secretary) Anita Biswal
- 5- Smt. Rupashree Baral (Honourable Treasurer) Rupashree Baral
- 6- Smt. Sushree Sukalyani Patra (Honourable Assistant Treasurer) Sushree Sukalyani Patra
- 7- Miss Puja Beherea (Honourable Committee Member) Puja Beherea
- 8- Smt. Semarani Ojha (Honourable Committee Member) Semarani Ojha
- 9- Smt. Swapnarani Swain (Honourable Committee Member) Swapnarani Swain
- 10- Smt. Amita Senapati (Honourable Committee Member) Amita Senapati



Resolution - No - 4

ମାନ୍ୟ ଡି - ୦୩ - ୦୫ ୨୦୧୮ ଡି - ୦୩.୦୫-୨୦୧୮

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ସିଦ୍ଧାନ୍ତ କାହାଣୀକୁହୁଛି ।

ଉତ୍କଳ ସ୍ତ୍ରୀ ୧୯୫୩/୩/୧୩

- १ - Sankhalata Mishra  
 २ - Belayatam Mishra  
 ३ - Rupashree Baral  
 ४ - Anita Biswal  
 ५ - Puja Behera  
 ६ - Seemavari Ojha  
 ७ - Ananta Dasgupta  
 ८ - Swapanani Swain  
 ९ - Sukree Sanku Sharma  
 १० - Kalyani Swain  
 ११ -

**SECRETARY**  
**Alumni Association**  
Nigamananda Mahila Mahavidyalaya  
Chharichhak, Puri

SECRETARY



ବୌଦ୍ଧ ନଂ - ୫

(୭)

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ଉପରୋକ୍ତା ବିଶ୍ୱାସୀୟ ମଣ୍ଡଳ ମହାବିଦ୍ୟାଳୟରୁ ଏକ  
ପ୍ରଶାସନିକ ଶ୍ରାବଣାମାଳା ତଥା ଶ୍ରୀ Alumni Association  
ରୁ ଏକ ପ୍ରଶାସନିକ ମାମୁଳା ତା ୦୮. ୧୧ - ୨୦୨୪  
ରୁପେ ପ୍ରାପ୍ତ ହେବା ପରେ ମହାବିଦ୍ୟାଳୟରୁ ଏକ ମାମୁଳା  
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ପ୍ରଶାସନିକ ମାମୁଳା

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Sankhalata Mishra