



Indian Institute of Technology Dharwad Alumni Association (IITDhAA )  
C/o Indian Institute of Technology Dharwad,  
WALMI Campus, Belur , Industrial Area, Near High Court,  
DHARWAD -580 011, Karnataka, India.

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### **Memorandum of Association**

1. **NAME OF THE ASSOCIATION:** The name of the Association shall be "Indian Institute of Technology Dharwad Alumni Association Dharwad (hereinafter referred to as IITDhAA OR Association)".
2. **REGISTERED OFFICE:** The Registered Office of the Association shall be situated at Indian Institute of Technology, Dharwad Campus, Dharwad, presently at the following address:  
Indian Institute of Technology, Dharwad (IITDh)  
WALMI Campus, Belur Industrial Area, Near High Court, DHARWAD -580 011,  
Karnataka, India
3. **JURISDICTION:** The state of Karnataka with headquarters at DHARWAD
4. **AIMS AND OBJECTS:**

(The Aims and objects are framed under "The Karnataka Societies Registration Act, 1960.")

The aims and objects for which the Association is established are as under:

1. To promote interaction amongst the Alumni members and between the Alumni and the Indian Institute of Technology, Dharwad (**hereinafter referred to as Institute**).
2. To encourage, promote and facilitate education and research and other activities of the Institute.

3. To establish, construct, equip and maintain or contribute towards establishment, equipment and maintenance of libraries and laboratories.
4. To establish, maintain, control, and manage branches of the Association in India and elsewhere.
5. To subscribe and to become a member of other institutions in any part of world having objectives similar to the objectives of the Association
6. To print, publish and circulate articles, newsletters, journals, bulletins, pamphlets, posters, that the Directors in their absolute discretion deem fit/desirable for promotion and furtherance of its objectives.
7. To amalgamate or be amalgamated with any institutions having similar objects.
8. To apply to the Government, public bodies, urban, local, municipal, district and other bodies, corporations, companies, or other persons for and to accept grants or money, equipment, land, buildings, donations, gifts, subscriptions, and other assistance with a view to promote and further the objects of the Association
9. To borrow or raise any money that may be required by the Association. upon such terms as may be advisable or by mortgage or charge of all or any part of the property of the Association. For the promotion and furtherance of the objects of the Association.
10. To draw, make, accept, endorse, execute, and issue promissory notes, bills of exchange and other negotiable or transferable instruments, for the promotion and furtherance of the objects of the Association.
11. To purchase or take by way of lease, sublease, gift, exchange, hire, or otherwise acquire any moveable or immovable property in general and in particular land, buildings, workshops, laboratories, machineries, equipment, furniture's, scientific records, experiment libraries, plants, apparatus, appliances and any rights or privileges necessary or convenient for the promotion of the objects of the Association and to construct, erect, alter, improve and maintain any buildings and to manage, develop, sell,

demise, let, mortgage, dispose of, turn to account, or otherwise deal with all or part of the assets and rights of the Association. For cash and/or any other consideration for the objects of the Association.

12. To pay all expenses, preliminary or incidental to the setting up of the Association.
13. To enable the Association to be recognized in any part of India or in any part of a foreign country or place.
14. To accept any bequest, gift, donation, or subscription towards or to accumulate and provide a fund or an endowment and to invest the same and apply the income arising there from or to resort to the capital there off or any of the objects of the Association.
15. To enter agreement/ partnership or joint ventures or collaborations with any party either Indian or foreign in connection with attainment of main objects of the Association.
16. To establish branches and to appoint agents in India and outside for, or in connection with, all or any of the objects of the Association. Provided that the Association, shall not support with its funds or end save us to impose on or procure to be observed by its members or others any regulation or restriction which, if an object of Association could make it a trade union.
17. Our Association will not support /encourage the child labour who are below the age of 14 working in home, shops, garages, hotels, small scale industries will trace the children and support them for school education through our association.

## **(5) Powers**

- (1) Each member shall undertake to contribute to the assets of the Association in the event of its being wound up while he is a member or within one year afterwards, for payment of the debts or liabilities of the Association contracted before he ceases to be member and of the costs, charges and expenses of winding up and for adjustment of the amount as may be required not exceeding a sum Rupees One Thousand each.

- (2) True accounts shall be kept of all sums of money received and expended by the Association and the matters in respect of which such receipts and expenditure take place, and of the property, credits and liabilities of the Association and subject to any reasonable restrictions as to the time and manner of inspecting the same that may be imposed in accordance with the regulations of the Association for the time being in force, the accounts shall be open to the Members for inspection. Once, at least in every year, the accounts of the Association shall be examined, and the correctness of the Balance Sheet and income and expenditure account ascertained by one or more properly qualified auditor or auditors.
- (3) If, upon a winding up or dissolution of the Association, there remains after the satisfaction of all the debts and liabilities, any property whatsoever, the same shall not be distributed amongst the members of the Association but shall be given or transferred to such other Association having objects similar to the objects of this Association, to be determined by the members of the Association at or before the time of dissolution or in default thereof, by the High Court of Judicature that has or may acquire jurisdiction in the matter.

**(6) DECLARATION**

Any income of the IITDhAA will not be distributed among the members of the IITDhAA but shall be utilized only for the achievement of objectives of the IITDhAA.

**(7) AUTHORIZATION**

The present Secretary of the Association is authorized to make correspondence on behalf of the IITDhAA and thereafter any person who holds the position of Secretary of the Association or any other Office Bearer who is so authorized by the Executive Committee.



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## **BYE LAWS**

### **1. NAME OF THE ASSOCIATION WITH ADDRESS :**

The name of the Association shall be Indian Institute of Technology Dharwad Alumni Association, hereafter referred to as IITDhAA or Association.

The present address is WALMI Campus, Belur Industrial Area, Near High Court, DHARWAD - 580 011, Karnataka, India

### **2. JURISDICTION:**

- (1) The State of Karnataka with headquarters at DHARWAD.
- (2) The jurisdiction and area of operation of the Association shall be such as may be fixed by the General Body of the Association from time to time.

### **3. RULES AND REGULATIONS:**

IITDhAA Rules and Regulations are framed under "The Karnataka Societies Registration Act 1960."

#### **(1) MEMBERSHIP**

The person who attains age of 18 and must be citizen of India is eligible to become the member of the IITDhAA. Executive committee will regulate the admission of members by time to time.

The Association shall have the following categories of members:

- A. Life Member
- B. Guest Member
- C. Honorary Member

**A. Life Member:**

The following persons shall be life members of IITDhAA:

1. Any person who has received a degree on successful completion of a degree course offered by IIT Dharwad.
2. Any person who has been admitted to a degree or diploma course awarded by the Institute and was a student for at least one year and is not currently a student will be eligible to be a life member of the Association by paying the fees as determined by the Executive Committee from time to time.

**B. Guest Member**

Any student who has graduated/bona fide students from the Institute from the Institute in the at least one year shall automatically become a Guest Member of the Association on payment of fees specified from time to time.

**C. Honorary Member:**

The following persons shall be honorary members of IITDhAA:

- (i) The Director of IIT Dharwad will be an ex- officio Honorary Member of the Association.
- (ii) All present and former faculty members of the Institute who are not Life Members may apply to be Honorary Members of the Association
- (iii) Present or former visiting faculty of the Institute, as selected by the Board of Management may also apply to be Honorary Members.
- (iv) Any person honored by the Institute or who has rendered exemplary service, either towards the development of the Institute or to technology, can be an Honorary Member of the Association, based on a prior approval of the Executive Committee.
- (v) The applicant will be deemed to be a member on payment of appropriate fees as decided by the Directors from time to time and on their approval of membership.



**(2) QUALIFICATION FOR MEMBERSHIPS:**

Admission for members shall be regulated by the Executive Committee from time to time.

**(3) FEES AND SUBSCRIPTION:**

The Membership and subscription fee payable by a Life Member, Honorary Member and Guest Member shall be as determined by the Executive Committee from time to time.

**(4) NUMBER OF MEMBERS AND REGISTER OF MEMBERS:**

The number of members with which Association is registered is nine but the Executive Committee may from time to time whenever the Association or the business of the Association requires it, register an increase of members.

**(5) REGISTER OF MEMBERS:**

- a. All registered members will be get number and card will issue to each members.
- b. All members bring should bring membership card name at the time of voting.
- c. Any members change in the address, email and contact number it should be updated regularly.
- d. Secretary should maintain records of each Association member's name, address, email and contact details.
- e. Registration of membership will accepted with new technology/ electronic mode.

**(6) CESSATION OF MEMBERSHIP**

A member of the Association shall cease to be a member in the following circumstances:

- a) Upon death.
- b) Any member has been declared as a person unsound mind by competent court.
- c) If he has tendered his resignation by a notice in writing.
- d) If he fails to pay annual membership subscription by the due date of a year or by such other extended date as may be permitted by the Executive Committee
- e) Removal of the member by a special resolution passed by the general body at General Body Meeting of the Association.

#### **7) EXPULSION OF MEMBERS:**

1. The Executive Committee with specified majority members shall have the right to expel any member who may act in any way prejudicial to the interest of the Association.
2. Any 5 members in the opinion of the appropriate committee prove embarrassing or undesirable, after giving due notice in writing provided that no membership shall be withdrawn and no member shall be expelled unless the decision is in by a majority of 2/3<sup>rd</sup> of the members present and voting at the meeting of the Executive Committee.

#### **(8) VOTES OF MEMBERS**

- (1) All Members shall be entitled attend the meetings .
- (2) All Members shall be entitled to vote at any general meeting.
- (3) A member shall not be eligible if at the time of sending the notice for the general meeting he owes any monies to the Association.
- (4) One member one vote. It is non -transferable.

#### **4 EXECUTIVE COMMITTEE**

The Executive Committee will consist of minimum Nine Members of the Association. Theses Executive committee members are nominated in general body meeting.

##### **1. Administration**

The Administration of the IITDhAA shall be managed by a Executive Committee with the following composition.

##### **I. Honorary President:**

The Director of IIT Dharwad shall be the Honorary President of the IITDhAA.

##### **II. President:**

The President will be elected from amongst the Alumni of the IITDh.

##### **III. Secretary:**

The Secretary will be elected from amongst the Alumni of the IITDh.



**IV. Treasurer:**

The Treasurer will be elected from amongst the Alumni of the IITDh.

**V. One Director's nominee (Institute's representative)**

**VI. Four (04) Members will be elected/nominated from the Alumni of the IITDh.**

**(5) Duties of Executive Committee**

- 1) Shall advise the Executive Committee regarding the smooth and efficient functioning of IITDhAA.
- 2) Shall decide about any unresolved dispute(s) shall be final and binding on Executive Committee and general body of IITDhAA.

**A. Honorary President:**

The Director of IIT Dharwad will be the Honorary President of the IITDhAA. The honorary president will advise on all matters for the mutual growth of the institute (IIT Dharwad) and IITDHAA.

**B. President**

The President shall be the head of the IITDhAA and shall inter alia:

- I. Preside at the business meetings including the Annual General Body, Extra Ordinary General Body and Executive Committee Meetings.
- II. Issue press and other statements wherever necessary, as the spokesman of the IITDhAA, in consultation with the Executive Committee wherever and whenever possible.
- III. Shall act on behalf of the Executive Committee of the IITDhAA. President has confident vote. It can be used only when all members are casted their votes equal votes, for passing resolutions.
- IV. With the opinion of president resolutions will be passed with the approval of the Executive Committee and 2/3 majority.

**C. Secretary:**

1. The Secretary shall attend to the day-to-day correspondence and communications to and from IITDhAA and maintain official records of IITDhAA
2. The Secretary shall issue and receive notices and deal with matters connected with the convening of and the proceedings of the Executive Committee, Annual General Body and Extra Ordinary General Body Meetings.
3. Shall carry on correspondence and provide information about the work of the IITDhAA.
4. Is empowered to pass vouchers wherever expenditure is sanctioned.
5. To have day-to-day control and supervision over the staff and assets.
6. To incur necessary expenditure for maintenance and running of office and other approved heads of expenditure subject to overhaul budgetary sanction.

**D. Treasurer:**

- I. He is responsible for maintaining all the financial transactions of IITDhAA .
- II. He shall maintain the accounts of IITDhAA.
- III. He shall be responsible for maintaining the cash book, general ledger and other records related to finance and getting the audited statements of IITDhAA prepared for presentation at the Annual General Body Meetings and file the same with the Income Tax/appropriate authorities when duly passed by the General Body.

**E. Director's nominee (Institute's representative)**

One representative member of the institute (Director's nominee) must be a part of the executive committee.

**(6) POWERS OF THE EXECUTIVE COMMITTEE:**

- I. To allocate available funds for grants, executive expenses and special purposes of the Association.
- II. To take such other actions as will promote the policies and programs of the Association.

- III. To appoint such officers and other staff as may be considered necessary and lay down the terms and conditions of their services. Notwithstanding anything contained in these Rules the Board may at any time assign any duties to any of the officers and members of the Association, as it may in its discretion consider proper.
- IV. To manage and supervise the properties of the Association and to expend money as may be required for the attainment of its objectives.
- V. To prepare and submit to the General Body at the Annual Meeting for purpose of adoption, its annual audited accounts of preceding financial year within a period of six months, next following the closure of the last preceding financial *year of the Association*.
- VI. To pay all rates, rent, taxes and salaries and remuneration to the employees of the Association.
- VII. To acquire in the name of the Association by gifts, purchase, exchange, lease, on hire or otherwise howsoever any land, buildings, easements, rights of common or privileges for the purpose of the Association.
- VIII. To borrow, raise money which may be required for the purposes of the Association upon bonds, debentures, promissory notes or other obligations or securities of the Association, or by creation of a mortgage or charge on the property of the Association subject to the approval of the legal authority as may be necessary under the law for the time being in force.
- IX. To negotiate or enter into contracts on behalf of the Association and to vary or rescind such contracts.
- X. To accept gifts, donations, grants from Government and other bodies for promoting the objects of the Association on such terms and conditions, if any as the Board may in its absolute discretion, deem fit.
- XI. To borrow funds from the Nationalized or Scheduled Banks.

**7 EXECUTIVE COMMITTEE AND TENURE:**

- I. The elected/nominated positions of Executive Committee shall be filled through election in the Annual General Body Meeting.
- II. The elected office bearers of the Association shall hold the office for a period of 3 years and shall continue until the newly elected body comes into existence.
- III. The Executive Committee shall have the freedom to co-opt Members from time to time for the efficient functioning of IITDhAA.

**(8) NOTICE AND AGENDA OF THE MEETING**

For convening the all kinds of Meetings, a 7 days' notice in writing is required. While counting the period of notice, the date of posting the notice and the date of the meeting shall be excluded. Notice may serve through any mode including electronic mode.

**(9) PLACE OF MEETING & QUORUM**

- i. The Executive Committee shall decide the date and place of the meeting from time to time.
- ii. For Executive Committee meeting and Special General Body Meeting, a minimum of 5 members present shall constitute the quorum.
- iii. For Annual General body meeting, a minimum of 10 members present shall constitute the quorum.

**(10) MINUTES OF THE MEETING:**

The proceedings of the meetings shall be recorded in writing in a bound book or loose leaflet and bound thereafter and initialed by the President and read and approved at the subsequent meeting of that class with or without suitable modifications.

**(11) GENERAL BODY MEETINGS:**

1. The Annual General Body Meeting (AGM) of the Association shall be held at least once in a year within nine months of the close of its accounts on 31<sup>st</sup> March of each year.
2. Agenda for AGM shall be drawn by the Executive Committee. Agenda for AGM inter alia shall include:

inter alia shall include:

3. Adoption of Executive Committee's Report on various activities
4. Presentation and adoption of Accounts
  - i. Appointment of a Chartered Accountant as the Statutory Auditor of the Association for a period of 1 year who shall audit the accounts of the Association and submit the Audit Report to the members within the stipulated time
  - ii. Election of Office Bearers/Executive Committee.

**(12) EXTRA ORDINARY GENERAL BODY MEETING / SPECIAL GENERAL BODY MEETING:**

- I. The Secretary shall call a special meeting of the General body by order of the President or by a resolution of the Executive Committee.
- II. Special General Body meeting can also be called on requisition, which shall be in writing and signed by at least 10 members with the proposed resolution specifying the need for such a meeting being sent to the Secretary who shall place it before the Executive Committee within a week/7days and the requisitioned meeting shall be called within a week. The notice of any special meeting shall state the time and place of such meeting and the purpose there of. No other business shall be transacted at a special meeting except as stated in the notice without the consent of majority of the association members present in person.

**(13) FINANCIAL MANAGEMENT**

- I. The membership fees, other contributions from the members, donations, sponsorships from external agencies, proceeds from various activities etc. shall constitute the income of the Association.
- II. The Executive Committee shall have the power to decide from time to time the membership fees to be collected from the new members.
- III. The funds of the Association shall be maintained in a separate bank account in the name of the Indian Institute of Technology, Alumni Association, Dharwad,



with any nationalized/RBI recognized Bank near the IITDh campus, Dharwad or as per administrative convenience.

- IV. Financial approval authority: The President, the Secretary and the Director's nominee shall jointly approve the financial matters of the Association
- V. Cheque signing authority: One person appointed by the Executive Committee of the IITDhAA and one person appointed by the Institute will jointly have the cheque signing authority.
- VI. All significant financial decisions should be taken by the mutual consent/agreement of the institute administration and the IITdhAA.

**(14) CORPUS FUND**

- 1. The Corpus Fund of the Association shall be utilizing for the purposes of the Association's objectives only.
- 2. Subsequent heirs of the members shall not have any claims over the Funds of the association, it will remain with the Association to serve the objects of the association
- 3. The Corpus Fund collected shall be put in a fix deposit (FD) in a Nationalized bank / post office where the fund earns highest rate of interest Or such other manner as decided by the Executive Committee in the interest of the Association. The annual interest earned by the Fund shall be utilized to meet the objectives of the association

**(15) INCOME AND FUNDS OF THE ASSOCIATION**

The income of the Association shall consist of the following:

- 1. Membership fees/Donations and voluntary contributions from member's Income from the Investment and property of the Association Miscellaneous income
- 2. The income of the Association shall be applied to the attainment of the objectives of the Association as aforesaid and any accumulation of the income shall also be deemed to have been applied for the objectives of the Association.
- 3. The Surplus funds of the association not immediately required for the day-to-day working shall be judiciously invested in the manner as laid down in the

association registration Act and relevant provisions of the Income Tax Act, 1961. No portion of the surplus shall be utilized for payment to the members by way of profit, interest, dividend etc.

**(16) CHANGE OR EXPANSION OF JURISDICTION:**

The jurisdiction and area of operation of the Association shall be such as may be fixed by the General Body of the Association from time to time.

**(17) FUNDS:**

1. The funds of the Association shall be derived from subscriptions, grants, donations, or by such other ways and means as may be considered necessary or appropriate by the Executive Committee and shall be applied solely to the objects of the IITDhAA as set forth in the Memorandum of the IITDhAA .
2. All property shall be administered by the Executive Committee.

**(18) BANK ACCOUNTS:**

In the Name of the Association shall be maintained in a separate bank account in the name of the Indian Institute of Technology, Alumni Association, Dharwad, with any nationalized/RBI recognized Bank near the IITDh campus, Dharwad or as per administrative convenience.

**(19) ACCOUNTS AND AUDIT**

1. The Association shall cause to maintain proper books of account of all the monies received and spent for the purpose and objects of the Association. After the close of the year, the accounts shall be got audited by the Statutory Auditors as required by the provisions of the Karnataka Societies Registration Act, 1960.
2. The first auditor shall be appointed by Executive Committee and subsequent Auditors shall be appointed by the General Body at its annual general meetings.

**(20) ACCOUNTING YEAR**

The Association shall follow the fiscal year as the accounting year i.e. from 1<sup>st</sup> April to 31<sup>st</sup> March.

**(21) WORKING HOURS:**

The working hours of the office the Association shall be from 9:00 AM to 0 5:00 PM every weekday except Sundays/holidays/Govt. Holidays.

**(22) APPLICABILITY OF LAW & RESOLVING DISPUTES**

The provisions of the Karnataka Societies Registration Act, 1960 and the Rules framed there under, in particular sections 9, 10,13,21,22 and 23 shall be followed by the Association should there arise any dispute, doubt, difference about the interpretation of this deed on any matters afore said and the said matter shall be referred to an arbitrator chosen by a consensus among the members of the General Body and the decision of the arbitrator shall be binding on all.

**(23) AMENDMENT OF MEMORANDUM**

Any amendment to the provisions of the Memorandum of association and/ or the Rules and the Regulations may be made by the General Body by special majority i.e more than 3/4<sup>th</sup> consent in accordance with the provisions of The Karnataka Societies Act, 1960.

**(24) AMALGAMATION:**

- I. The Amalgamation of the Association will be followed as per the provision under Section 21 of the K.S.R. Act 1960.
- II. The Association will be amalgamation to another Section 8 Company/ charitable Trust/Society/ Association institution whose objects are similar to those of this Association.

**(25) WINDING UP (DISSOLUTION)**

- I. The Association is irrevocable. But, in the happening of in the least circumstances

arising in future necessitating the dissolution, the properties of the Association as on the date of the dissolution shall be handed over to some other institution established with the similar objects without any profit motive which enjoys recognition under Section 80G of the Income Tax Act, 1961 as amended from time to time.

- II. No properties shall be distributed among the members, managing committee and executive committee of the society
- III. All debts and liabilities should be cleared before transferring.
- IV. The same shall be transferred to another charitable Trust/Association/section 8 Company/Association institution whose objects are similar to those of this Association

**(26) DISPUTES AMONG MEMBERS**

All unresolved disputes among members concerning the Association and its functioning shall be referred to the Executive Committee and their decision shall be final and binding on all parties.

**GENERAL:**

- (27)** This Association's rules and regulations are framed under and subject to "The Karnataka Societies Registration Act 1960."
- (28)** Any rules and regulation which are repugnant to the provisions of the Act it shall be null and void.
- (29)** All the rules will be regulated from the date of the registration.