

**KSHATRIYA ENTREPRENEURS  
FEDERATION**

**ARTICLES OF ASSOCIATION**

**AND**

**MEMORANDUM OF ASSOCIATION**



**GOVERNMENT OF INDIA  
MINISTRY OF CORPORATE AFFAIRS**

Central Registration Centre

## **Certificate of Incorporation**

[Pursuant to sub-section (2) of section 7 of the Companies Act, 2013 (18 of 2013) and rule 18 of the Companies (Incorporation) Rules, 2014]

I hereby certify that KSHATRIYA ENTREPRENEURS FEDERATION is incorporated on this Twenty first day of June Two thousand nineteen under the Companies Act, 2013 (18 of 2013) and that the company is limited by guarantee.

The Corporate Identity Number of the company is U93000TG2019NPL133597.

The Permanent Account Number (PAN) of the company is **AAHCK6880A** \*/@

The Tax Deduction and Collection Account Number (TAN) of the company is **HYDK10799F** \*/@

Given under my hand at Manesar this Twenty first day of June Two thousand nineteen .



Digital Signature Certificate  
SATYA PARKASH KUMAR  
REGISTRAR OF COMPANIES  
For and on behalf of the Jurisdictional Registrar of Companies  
Registrar of Companies  
Central Registration Centre

Disclaimer: This certificate only evidences incorporation of the company on the basis of documents and declarations of the applicant(s). This certificate is neither a license nor permission to conduct business or solicit deposits or funds from public. Permission of sector regulator is necessary wherever required. Registration status and other details of the company can be verified on [www.mca.gov.in](http://www.mca.gov.in)

Mailing Address as per record available in Registrar of Companies office:

KSHATRIYA ENTREPRENEURS FEDERATION  
15, Dulapally Ashoka Ala Maiason Project, Qutbullapu, Kompally Rural,,  
HYDERABAD, Hyderabad, Telangana, India, 500014



\* as issued by the Income Tax Department

**THE ARTICLES OF ASSOCIATION OF  
KSHATRIYA ENTREPRENEURS FEDERATION**

**INTERPRETATION**

1. The regulation contained in Table "H" in the First Schedule of the Companies Act, 2013 so far as they are applicable to a company limited by guarantee and not having Share Capital, shall apply to this Company, save in so far as they are expressly or by implication, excluded by the following articles.
2. In the interpretation of these Articles, the following words and expressions shall have the following meanings unless repugnant to clauses, subject or context.
  - a. "The Federation" means **KSHATRIYA ENTREPRENEURS FEDERATION**
  - b. "Member" means a Member of the Federation whose name **appears** in the Register of Members; and "Register of Members" means the Register of **Members as prescribed by the Companies Act, 2013 and Rules made there under**
  - c. **Permanent member** means the Subscribers to Memorandum of Association and they will continue to be the Members for the first five years of incorporation and not liable to retire by rotation.
  - d. "Subscription" means the subscription for the time being fixed by the Federation.
  - e. "Year" means the Financial Year i.e., from 1st April to 31st March.
  - f. "The General Body" means the General Body of the members of the Federation entitled to attend and vote at the General Meetings of the Federation, whether annual or special, and any adjournment thereof; and "General Meeting" means a meeting of the members of the Federation entitled to attend and vote.
  - g. "The President", "The Senior Vice- President" and "The Vice-President" means respectively the President, Senior Vice-President and Vice-President of the Federation.
  - h. "Managing Committee" means the Managing Committee of the Federation, and "Managing Committee Meeting" means a meeting of the Members of the Managing Committee.
  - i. "Office" means the **Registered** office of the Federation
  - j. "**Office Bearers**" means the **President, Senior Vice-President and the Vice-President for the time being**
  - k. "Rules" means and includes the Memorandum and these Articles of Association and any other Rules and Regulations of the Federation from time to time in force.
  - l. "The Secretary" means and includes the "Secretary General" or "Deputy Secretary General" or "Joint Secretary" or "Deputy Secretary" by whatever name called, entrusted with the duties of the Secretary as required by the rules hereof
  - m. "**MSE**" shall refer to **Micro, Small and Medium Enterprises as defined in the MSMED Act, 2006**

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- n. "The Seal" means the Seal of the Federation.

### MEMBERSHIP – GENERALLY

3. (i) There shall be the following classes of members:

- a) Patrons
- b) Honorary Members;
- c) Life Members;
- d) Ordinary Members.

- (ii) The Ordinary Members shall be divided into various categories, such as

1. Associate Members
2. Affiliate Members
3. Company Members
4. Micro, Small and Medium Enterprise (MSME) Members
5. Firm, Individual, Professional and Consultant Members

Provided further that a Company or Corporation or Firm owning only a unit qualified as a Micro, Small and Medium Enterprises fall under the definition of the MSMED Act, 2006 from time to time shall be classified as a Micro, Small and Medium Enterprise.

### PATRONS

4. Any Kshatriya community person who contributes for the corpus to the Federation, a minimum sum equivalent to 100 times or more at the rate of subscription applicable to the company category members of the ordinary member's class from time to time under Article 11.

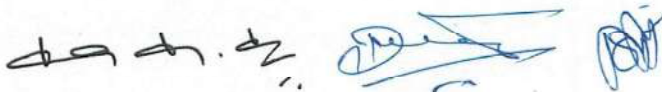
Patrons recognised as above shall be entitled to receive all publications of the Federation in the same manner as the Ordinary Members.

### HONORARY MEMBERS

- 5.
- a) Any person of eminent position and attainments, distinguished for his/her service to the cause of commerce, industry or finance, may be co-opted by the Managing Committee as an Honorary Member of the Federation.
  - b) No subscription shall be payable to the Federation by an Honorary Member, but donations may be accepted from him/her.
  - c) Honorary Members elected under rule 5(a) shall be entitled to receive all publications of the Federation in the same manner as the Ordinary Members.

### LIFE MEMBERS

6. Individuals, firms and partnerships, companies and corporations and associations who in accordance with these regulations are eligible for election as Ordinary



Members of the Federation can be admitted as Life Members at the discretion of the Managing Committee and shall after admission be entitled to all the privileges of Ordinary members during their lifetime. Life members shall pay a sum equivalent to 10 times the rate of subscription, applicable to all categories of ordinary members from time to time under Article 11.

All the permanent members after completing their 5 year tenure would automatically become life members.

### ORDINARY MEMBERS AND THEIR CATEGORIES

7.

- a) Individuals, firms and partnerships, companies and corporations and associations engaged or interested in or indirectly connected with trade, commerce, industry, mining, transport, or other mercantile pursuits, or engaged in or connected with art, science, literature or law, whose knowledge, experience and services are likely to be found useful to the Federation and desirous of joining it so as to aid in carrying out its objects are eligible for election as Ordinary Members of the Federation in their personal, conventional or corporate name, and they shall be placed in the categories specified in Article 3(ii) as may be applicable and as set out in the sub-clauses of this Article.

Provided, however, that where an individual is associated with any firm or partnership or any company or corporation as Managing Partner or Managing Director or as Secretary or Manager or Officer, then he/she shall not be eligible to be admitted as an individual member in his/her personal capacity.

Provided further that all the individual members already on the Register of Members on the date of registration will be entitled to continue as such as long as they desire.

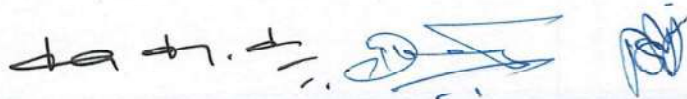
### ASSOCIATE MEMBERS

- b) Any Firm & Individual, Partnership, Company, Corporation, **Micro, Small and Medium Enterprise**, professional, consultant or Association, engaged or interested in trade, commerce, industry, mining, transport or other mercantile pursuits is eligible for election as an associate member of the Federation, such member being liable to pay an annual subscription a sum as may be fixed in respect of an Associate member under Article 11.

These members would become eligible for other kinds of memberships after one year based on their credentials.

### AFFILIATE MEMBERS

- c) Any association established for the purpose of promoting and protecting the interests of Kshatriya community, and / or any section of trade, commerce, industry or finance, may be affiliated to the Federation and be elected as an "Affiliate Member" provided that such an Association files its **By- laws** and

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its list of members, and the names of its office-bearers from time to time.

Any association of Kshatriya community, and / or any section of trade, commerce, industry or finance which co-opts federation members in their managing committee, in the similar manner Federation would also reciprocate by co-opting equal number of members from that respective Association into the federation as Affiliate Members.

#### **COMPANY MEMBERS**

- d) Any company or corporation engaged in trade, commerce, industry, mining, transport or other mercantile pursuits shall be eligible for election as a "Company Member".

#### **MSE MEMBERS**

- e) A company or corporation or firm can be classified under MSE with a Certificate from the Department of Industry or under the Government definition as per the MSMED Act, 2006 from time to time.

#### **FIRM, INDIVIDUAL, PROFESSIONAL AND CONSULTANT MEMBERS**

- i. Any firm, or partnership engaged in Trade, Commerce, Industry, Mining, Transport, or other mercantile pursuits shall be eligible for election as a "Firm Member".
- ii. Any individual, professional, or consultant engaged in Trade, Commerce, Industry, mining, transport or other mercantile pursuits but not associated with any firm or partnership or any Company or Corporation as Managing Partner or Managing Director or Whole time Director or Manager, shall be entitled to be elected as an "Individual Member".

#### **APPLICATION FOR MEMBERSHIP**

8. Any individual, firm, professional, consultant, partnership, company or corporation or association, desirous of becoming a member of the Federation shall refer at least two kshatriya entrepreneurs who would be eligible and prospective Federation members and shall also provide contact information of kshatriya community members and/or families as decided by the Managing Committee from time to time so as to connect and spread the network to serve the community for its well being and prosperity. Federation Membership applicant shall submit an application along with above said information to the Secretary of the Federation together with such information as may be required by the Federation and admission fees and the subscription for not less than one year. The Secretary shall cause all such applications to be placed before the **Expert Committee** there for at their next meeting or by Circular for their approval. All the decisions of the **Expert Committee** shall be subject to the **approval** of the Managing Committee. The Managing Committee may **at their discretion**,

**either** accept or reject the said application without assigning any reason or reasons therefor, **which shall be final and binding.**

Provided that all those who are members on the date of registration shall be entitled to continue as such.

## REPRESENTATION OF MEMBERS

9. Subject to the provisions and restrictions of these Articles, the rights and privileges of membership may be exercised.

In the case of a firm or partnership elected in their Firm (s) name as a member of the Federation, by any partner in such firm or partnership or by such persons authorized by the Firm to the satisfaction of the Managing Committee to sign the name of the firm or partnership or to sign such name as per procuracy;

and in the case of a company or corporation elected in its corporate name as a member of the Federation, by a Director, Manager, Secretary or any other responsible officer of the company or corporation or a person authorized by a resolution of its Board to exercise the same on behalf of the company or corporation.

and in the case of an association affiliated to the Federation by its President, Vice-President, Treasurer or Secretary or such other person of the affiliate association as may be authorized by a resolution of its Committee.

Provided number of such representatives shall not exceed more than **three** at any time.

Subject, nevertheless, to the following reservations:

- a) The representative of a firm or partnership, company or corporation, micro and small enterprises or affiliated association entitled to exercise the rights and privileges of membership must have their names registered in the books of the Federation in order to exercise the aforesaid rights and privileges on or before **31<sup>st</sup> May** of that year.
- b) **For exercise of all or any** rights and privileges of membership by a Firm or partnership, company or corporation, or affiliated association, only one representative shall be recognized.

**Explanation: For the purpose of nomination and secondment of a candidate for election to the Managing Committee in any Panel, only one registered representative will be entitled to either propose or second the candidate.**

- c) Only one registered representative of a firm or partnership, company or corporation, **micro, small and medium enterprise** or affiliated association, shall be entitled to attend a General Meeting of the Federation

and take part therein.

Provided, however, that at a General Meeting of the Federation, if the original nominee is not present, an alternative representative may be appointed subject to any changes as indicated at 9(a) above.

- d) Every representative shall send his specimen signature to the Federation, which shall be registered with the Federation. Whenever there is a change in the representation, the new representative should also send his specimen signature for such registration.

#### ADMISSION FEE

10. Every Ordinary Member shall have to pay, as Admission Fee, a sum equivalent to half of the Annual Subscription rate for each Category, or higher amount and on such basis, as may from time to time be fixed by a Resolution passed at a General Meeting including the Annual General Meeting of the Federation on the recommendation of the Managing Committee subject to the approval of the Registrar of Companies, Central Government, Ministry of Corporate Affairs.

#### ANNUAL SUBSCRIPTION

- 11.
- i. Every Ordinary Member shall pay an annual subscription at the following rates, or such higher amounts, and on such basis, as may from time to time be fixed by a resolution passed at a General Meeting, including the Annual General Meeting of the Federation on the recommendation of the Managing Committee. The membership fee of all the categories of members will be decided by Managing Committee from time to time.
  - ii. Every member shall be liable to pay in advance the annual subscription on or before the day of 31st March, for the ensuing year.

Provided further that such members who pay the subscription after 31st March but before **31<sup>st</sup> May** shall be entitled to vote at the ensuing Annual General Meeting but not be eligible to either contest, propose or second **any member as a candidate for the** purpose of election to the Managing Committee. Provided, however that the subscription may be collected or paid in advance annually.

- iii. If a member **defaults** in payment of his/her yearly subscription by the due date as provided in Clauses (i) and (ii) above, the Managing Committee will cause a reminder to be sent **either by hand or by Speed Post or by Registered Post or by Courier or by facsimile or by E-mail or by any other electronic mode** to such a defaulter and shall, if the payment is not received within three months thereafter the managing committee have the powers to remove his/her name from the Register of Members, and take appropriate action as deemed necessary for the collection of arrears.



- iv. Any member whose name has been removed from the Register of members for non-payment of dues shall be eligible for re-admission on payment of all the outstanding.

Provided any such outstanding dues may be waived off by the Managing Committee after having been satisfied with the reasons given by the defaulting member.

### RESIGNATION AND CESSATION OF MEMBERSHIP

12. A person shall ipso-facto cease to be a member of the Federation.

- a) by giving notice in writing by a registered post to the Secretary of his intention to do so; and on receipt of such notice by the Secretary, he shall cease to be a member, but shall be liable to pay all his/her dues, if any. He / She shall not, however, be entitled to a refund of any donations or subscriptions paid by him/her in advance.
- b) in case of an individual member, if he/she is an undischarged insolvent, or if he is of unsound mind or he/she is convicted of an offence involving moral turpitude;
- c) in case of a firm or partnership, if it is dissolved or adjudged insolvent;
- d) in case of a company or corporation, or an association if it is wound up

Provided that any person who shall by any reason ceases to be a member shall remain liable for all dues and shall pay to the Federation all moneys which at the time of such person ceasing to be a member may be due from such person to the Federation.

### REGISTER OF MEMBERS AND ELECTORAL ROLL

13.

- a) A Register of members shall be kept and set forth the names, categories of membership, and addresses of the members, and such other particulars, as may be required under the Companies Act or under any other Act / Rules, in which all changes in membership taking place from time to time shall be recorded.
- b) The Secretary shall **enter** in the Register of members of the Federation, **the name of the authorized representative**, for the time-being, under **Article 9 hereof with respect to** Associations, Firms, or Partnerships, Companies or Corporations, or Micro and Small Enterprises. All changes in the names and addresses of their representatives shall have to be notified in writing to the Secretary by the members on or before the **31<sup>st</sup> May** of each year for the purpose of ensuing Annual General Meeting. Only those Members whose names are thus registered on or before the 31<sup>st</sup> March of each year shall be entitled to be candidates and to propose or second the candidates.

Provided that only those **Members** whose names are thus registered on or before the **31st May** each year shall be entitled to vote for the purposes of the **ensuing Annual General Meeting**, subject to the Article 11 hereof.

**Electoral Roll means a list of members who are not in arrears of subscription of any year and whose names are appeared in the Register of members on that day.**

Provided further that only those members who have completed two years of membership shall be eligible to contest or be co-opted, in terms of Article 15(1)(i), as a member of the Managing Committee.

Any member who is not on the electoral roll as on **31<sup>st</sup> March** shall cease to be a member of Managing Committee.

### **PRIVILEGES OF MEMBERS**

14. Every Member of the Federation shall be entitled to the following privileges, subject to the provisions of Article 11:-

- a. To obtain gratis all the publications of the Federation;
- b. To the free use of the Library;
- c. To attend, speak and vote at any General Meeting of the Federation;
- d. To propose, second or vote any election held by the Federation; and
- e. To stand for election as an office bearer or as a Member of the Managing Committee or any Committee or **Expert Committee** of the Federation or of any organization to which the Federation is affiliated or as a delegate to or representative of the Federation on any public Government and quasi-Govt. body legislature, municipal body and any organization to which the Federation is affiliated, or as a delegate or representative on behalf of any organization to which the Federation is affiliated.

### **WITHDRAWAL OF PRIVILEGES**

15. Every member shall be liable to have all or any of the rights and privileges allowed by the Federation withdrawn from him for all or any of the following, by a resolution of the Managing Committee passed at a meeting, where at the question is specifically fixed for consideration, provided always that in the case of withdrawal of any or all of the rights and privileges, the resolution shall not be given effect to unless passed by 3/4th of the members present who shall not be less than half of the total strength of the Managing Committee and the members affected shall have the right of appeal to the General Body against the decision of the Managing Committee.

- a. Neglecting or refusing to submit to or abide by or carry out any decision of the Managing Committee made in conformity with these Articles and the Rules and Regulations of the Federation.
- b. Any misconduct in his/her dealings with or relations to the Federation, or any

Committee thereof, or any member or members thereof, of which complaint is made to the Managing Committee by one or more members of the Federation and the Managing Committee considers it to be good or sufficient reason for the purpose.

- c. Knowingly violating or disregarding any of the Articles or the Rules and Regulations of the Federation.
- d. Failure to pay subscription or any other amount due by him / her under these Articles and the Rules and Regulations.

### MANAGING COMMITTEE

16.

1) The management of the affairs of the Federation shall be vested in the Managing Committee consisting of 12 members, as under

a. <b>President</b>	1
b. <b>Senior Vice- President</b>	1
c. <b>Vice-President</b>	1
d. Representatives of Associate Members	1
e. Representatives of Company Members	2
f. Representatives of MSE Members	2
g. Representatives of Firm/ Firms Members and Individual Members	2
h. Members co-opted as per clause (7c) of this Article	2

TOTAL 12

No meeting of the Managing Committee shall be held invalid merely because of any vacancy or vacancies in the Managing Committee.

2) The Election from among the (a) Associate Members (b)Affiliate Members, (c) Company Members, (d) MSME Members (e) Firm, Individual, Professional and Consultant Members shall be **by voting by way of ballot** in the five panels i.e **ballot in each panel to be carried out separately** and only for the candidates from among themselves. **The said election** shall be held at the Annual General Meeting.

Provided further that, within each panel, each individual person **shall be** entitled to represent only one member and to cast only one vote.

Provided further that any individual person **may cast his/her vote by way of ballot** in more than one panel, if he/she represents members in more than one panel.

3) The Vice-President shall be elected by the President, Senior Vice- President and the Members of the Managing Committee including the co-opted members. **He / She shall be on the Electoral Roll as on 31st March** of the year and also **has been** elected or co- opted member of the Managing Committee for a period of not less than five years at any time, the election of

the Vice-President **shall be held** not later than the second meeting of the Managing Committee, after the Annual General Meeting.

- 4) The Senior Vice-President, at the time of the Annual General Meeting of the year, and who is on the Electoral Roll on the 31<sup>st</sup> March of the year will ipso facto become the President, and shall be so declared at the Annual General Meeting.
- 5) **The Vice-President, at the time of the Annual General Meeting of the year, and who is on the Electoral Roll on the 31<sup>st</sup> March of the year will ipso facto become the Senior Vice-President, and shall be so declared at the Annual General Meeting.**
- 6) The President, Senior Vice-President and Vice-President will hold office **till the next Annual General Meeting** and till such time as a successor, **whose name is appearing in the Register of Members as on 31<sup>st</sup> March, is appointed or elected.**
- 7) The Three co-opted members, as per clause 16(1)(i), shall be appointed as follows, and shall enjoy the privileges stated herein below:
  - a) The Managing Committee members in each of the five panels will co-opt one member each from among the members of the Federation in respective panels, eligible under the provisions of articles 9, 11 and 13. **In all there shall be three (3) co-opted members. In the absence of any such co-option, the same shall be exercised by the Managing Committee.**
  - b) This **co-option** will take place **at the first meeting of the Managing Committee**, after the Annual General Meeting and before the election of the Vice-President.
  - c) Such members shall hold office **till the conclusion of the next Annual General Meeting.**
  - d) These co-opted members shall have the right of voting and to count for quorum in the meetings of the Managing Committee and also for election as Vice-President on completion of Five years membership in the Managing Committee at any time.
- 8) The elected members of the Managing Committee shall be elected for a period of two years, provided, however, that at the end of the year one half in each panel shall retire, in such a manner as the Managing Committee may decide, and the election shall be held only for filling the vacancies. Thereafter, those who have been in office for two years shall retire so that in any year only half the number of members of the Managing Committee retires and elections are held to fill the vacancies. A retiring member of the Managing Committee is entitled to stand for re-election. A member of the Managing Committee shall continue in his office till his/her successor is appointed or elected.

**The office of a Member of the Managing Committee shall become vacant**

**in case he/she absents himself / herself from all the meetings of the Managing Committee held during a period of twelve months with or without seeking leave of absence of the Managing Committee.**

- 9) The President, Senior Vice-President, the Vice- President, and any other member of the Managing Committee may resign his office at any time by intimation in writing to the Secretary but such resignation shall be final only on its acceptance by the Managing Committee.
- 10) All vacancies occurring in the offices of the President, Senior Vice-President, Vice-President or members of the Managing Committee between one Annual General Meeting and another shall be filled up by the Managing Committee, subject to the provisions of Articles 9, 11 and 13.

Provided that: any person representing an affiliate association, any company or corporation, or any firm or partnership, when elected, co-opted or appointed to the Managing Committee, will be considered to be personally elected or appointed as representing a particular member, and on his/her place falling vacant between one Annual General Meeting and another through any reason, the vacancy will be filled up by the Managing Committee, so that, however, in the case of members other than the President, or the Senior Vice-President or the Vice-President or the co-opted members, the incoming member shall be from the same panel as the outgoing member and subject to the provisions of Articles 9, 11 and 13.

- 11) All Past Presidents, who are on the Electoral Roll for the year shall have all the privileges as are enjoyed by the Members of the Managing Committee, excepting that they will not be entitled to vote or to count for quorum at the meetings of the Managing Committee.

All the Patrons, Honorary members and Permanent members are the invitees to the management committee meetings

### **ORDINARY MEETINGS OF THE MANAGING COMMITTEE**

17. The Managing Committee shall ordinarily meet once a month for the transaction of the business of the Federation. Notices of every Ordinary Meeting of the Managing Committee shall be issued by the Secretary to every member of the Managing Committee not less than seven days before the date of the meeting with particulars of the business to be transacted at such meeting.

### **SPECIAL MEETINGS OF THE MANAGING COMMITTEE**

18. Special Meetings of the Managing Committee may also be convened by the President or in his absence by the Senior Vice- President or in his absence by the Vice-President. **Notice in accordance with the Provisions of the Companies Act, 2013 and Rules made there under shall be issued by the Secretary.**

## REQUISITIONED MEETINGS OF THE MANAGING COMMITTEE

19. The President, or in his absence, the Senior Vice- President or in his absence the Vice-President shall convene a special meeting of the Managing Committee, on receipt of a requisition signed by not less than five members of the Managing Committee, specifying the purpose or purposes for which the special meeting is to be convened, and such special meeting shall be held within fifteen days after the receipt of such requisition in the office of the Federation. **Notice in accordance with the Provisions of the Companies Act, 2013 and Rules made there under shall be issued by the Secretary.**

## PROCEDURE AT THE MANAGING COMMITTEE MEETING

- 20.
- a) At every meeting of the Managing Committee, the President or in his absence, the Senior Vice-President, or in his absence Vice- President, shall preside over the deliberations. In the absence of the President, Senior Vice-President and Vice-President, the members present shall elect a Chairman for that meeting from among the members present.
  - b) No business shall be transacted at a meeting of the Managing Committee other than the items detailed in the Agenda, except with the permission of the Chairman.
  - c) The quorum for the Managing committee Meeting shall be either five **members or one-third of its total strength whichever is higher.**
  - d) If within 15 minutes of the time specified for a meeting of the Managing Committee, no quorum is formed, the meeting shall stand adjourned to such date, hour and place as the members present at the meeting may fix. **Notice of every such adjourned meeting / special meeting, in accordance with the provisions of the Companies Act, 2013 and Rules made there under, shall be issued by the Secretary** to every member of the Managing Committee. Provided that in case the meeting was convened as a result of a requisition under Article 19, then such a meeting shall be dissolved if no quorum is formed within 15 minutes of the time specified for the meeting.
  - e) An adjourned meeting can transact the business detailed on the Agenda of the original meeting even if **no quorum is present.**
  - f) All questions before the Managing Committee shall be decided by a show of hands, or by ballot, at the request of any members, the Chairman of the meeting having a second or casting vote in the case of an equality of votes.

## MINUTES OF THE MANAGING COMMITTEE

- 21.
- a) After every meeting of the Managing Committee it shall be the duty of the Secretary to draft the minutes and circulate them to the members within

**two weeks** of the meeting. The minutes **shall be** subject to confirmation at the next meeting of the Managing Committee.

- b) The Managing Committee shall cause the proceedings of its meetings to be duly recorded in a book specially kept for the purpose and duly signed by the Chairman and Secretary.
- c) All **Expert Committees** appointed by the Managing Committee shall cause the proceedings of their Meetings to be duly **recorded and signed by the respective Chairman** in a book specially kept for the purpose.

#### **POWERS OF THE MANAGING COMMITTEE**

22.

- 1) The Managing Committee may, in addition to the power expressly conferred on the Managing Committee by these Articles, exercise all such power and do all such acts and things as may be exercised and done by the Federation, and are not hereby expressly directed or required to be exercised by the Federation at a special or the Annual General Meeting of the members of the Federation.
- 2) The Managing Committee shall, without prejudice to the general powers herein conferred upon them have powers ;
  - a) to purchase, take on lease or otherwise acquire any land (whether freehold leasehold, or otherwise) with or without a building or buildings thereon, and to erect, construct and build or alter any building or buildings thereon for the purposes of the Federation and to pay for the same in cash or otherwise;
  - b) to delegate, subject to such conditions as they may think fit, any of their powers to any **Expert Committee** and to make vary and repeal the rules for the regulation of the proceedings of such **Expert Committee**;
  - c) to appoint, at its discretion, any **Expert Committee/Sub Committees on functional departments and industry domains, geographic or any other specialties** from amongst the members of the Federation to execute the tasks and work assigned, consider and report upon or dispose of such matters as it may deem expedient; and to frame rules from time to time relating to the work to be done by such **Expert Committee/Sub Committees on functional and domain specialties**;
  - d) to make such rules as the Managing Committee may consider expedient for the regulation of the joint working of the business of any association connected with the Federation or for the purpose of defining the terms and conditions of the joint working of the business of such association or as may from time to time be agreed upon between such association and the Managing Committee.
  - e) to call General Meetings of the Federation;
  - f) to purchase or otherwise acquire furniture and other movable property for the use of the Federation, and to pay for such

purchases;

- g) to engage the services of technicians and such other experts that may be found necessary or other workmen for the purposes of the Federation and to pay them such remuneration as may be found necessary.
- h) to insure or keep insured all or any of the buildings and other properties of the Federation, and to incur and pay the necessary expenses for the same;
- i) to commence, institute, prosecute and defend all such actions and suits as the Managing Committee may deem necessary and to compromise or submit to arbitration the said sections and suits as the Managing Committee may in their discretion think fit through the Secretary or any person so authorized;
- j) to engage the services of Advocate, Solicitors, Vakils, for Pleaders for the purposes of the Federation and pay them such remuneration as may be found necessary and to authorize all or any of them to represent the Federation in all duly constituted courts of law, before any arbitrator or arbitrators. Officer or Officers, or any committee in connection with any measures affecting the interests and welfare of commerce and industry or to engage an auditor or similar experts to appear on their behalf who they may consider desirable;
- k) to appoint a Secretary and the necessary staff for the office of the Federation to pay them such remuneration as may from time to time be found necessary and to suspend dismiss or dispense with the services of any of them as may be found advisable.
- l) to constitute at their discretion from time to time from among the Members of the Federation a Panel of Legal Advisers and also prescribe the qualifications for the inclusion of any Member therein, and also allot such duties and functions to any of them of an advisory nature as may be in furtherance of the objects, of the Federation, as an Honorary Secretary of the Federation.
- m) to create and maintain a provident fund for the benefit of the Secretary and the staff of the Office of the Federation on such terms and conditions as may from time to time be deemed necessary and expedient;
- n) to incur and pay all expenses necessary for carrying out the aims and objects of the Federation;
- o) to collect and receive subscriptions, donations and endowments for the purpose of the Federation and to deposit moneys so collected in scheduled banks approved by the Managing Committee and invest the surplus funds of the Federation in such securities as may be deemed fit;
- p) to nominate **and** depute delegates of the Federation to attend and take part in the proceedings of industrial or commercial congresses, conferences, and exhibition committees and in meetings of Governmental, quasi-Governmental and other bodies or commercial or economic conferences and of organizations to which the Federation is affiliated
- q) to secure wherever possible organized and or concerted action on



all subjects involving the interest of members, including regulation of conditions of employment of industrial labour in various industries represented by the members of the Federation.

- r) to affiliate or absorb association of members of any section of trade, commerce, industry, transport or finance established in the State of Telangana and the State of Andhra Pradesh on such terms and conditions as may be found fit and desirable and to grant such rights and privileges to such associations as may be deemed necessary and advisable;
  - s) to subscribe to, become a member of, and cooperate with any association, whether incorporated or not whose objects are wholly or partly identical with, or similar to those of the Federation and procure from, and communicate to, any such association such information as may be likely to further the objects of the Federation;
  - t) to undertake by arbitration the settlement of dispute between merchants, industrialist and financiers arising in the course of trade, commerce, industry, transport or other business;
  - u) to arrange to open and operate one or more accounts in such scheduled bank or banks as the Managing Committee deems fit and to appoint one or more persons as it deems fit to operate such accounts either jointly or severally or otherwise;
- 3) The Managing Committee, the Office-bearers, and the Members of the Managing Committee shall be indemnified in respect of all acts done by them for the Federation in good faith; and Office bearer or member of the Managing Committee shall be liable for any act done by any other Office bearer or member of the Managing Committee.
- 4) The Managing Committee has the authority to set up, initiate, institute, form, found, create, organize new branches/chapters, events, conferences, exhibitions and promotional activities at various levels, such as national, state/district/city/town based on the sustainability and viability of the same.
- 5) The Managing Committee has the power and authority to appoint representatives and coordinators to execute expansion initiatives for the global outreach and for exploring the possibilities for setting up, establish, start new chapters in new geographies to expand its global footprint and coverage, strictly adhering to and in compliance with the law of the land of the destination country.
- 6) The managing committee has authority to transact, appoint, set up, establish, start, initiate, institute, form, found, create, organize, remove, withdraw, abolish, eliminate, stop and seize any state, district, city, town branch/chapter and/or their transactions powers and authority.

## **FUNCTIONS OF THE PRESIDENT**

23. The President shall be the executive head of the Federation and shall preside at every meeting of the Managing Committee, and of all Committees and **Expert Committees/Sub Committees on functional and domain specialties** of which he may have been elected a member. He shall preside at all meetings of the General Body, including the Annual General Meeting. He shall control the working of the staff of the Federation and supervise all matters of the Federation.

## **FUNCTIONS OF THE SENIOR VICE-PRESIDENT**

24. **The** Senior Vice-President in the absence of the President, shall have the powers and perform the duties of the President.

## **FUNCTIONS OF THE VICE-PRESIDENT**

25. The Vice-President in the absence of the President and Senior Vice-President, shall have the powers and perform the duties of the President. In the absence of the President, Sr. Vice- President and Vice-President, the powers and duties of the President shall be exercised and discharged by any one of the Members of the Managing Committee elected by the Managing Committee for the said purpose.

## **PROPERTY AND FUNDS OF THE FEDERATION**

- 26.
- 1) All the property of the Federation, whether belonging to it or held by it in trust, shall unless otherwise provided by any instrument of trust made in that behalf be vested and be continued to be vested in the Federation.
  - 2) All moneys received, either as deposits or as fees, subscriptions or fine, etc., from members or as contribution towards the provident or other fund, or funds, or otherwise shall be under the absolute control of the Federation. The Federation shall be entitled to use them for any of its objects.
  - 3) All funds of the Federation shall be deposited in its own name in such scheduled bank or banks as may be selected by the Managing Committee, who shall have also the power to invest the surplus funds in such banks or gilt-edged securities or in such manner as may be decided from time to time by the Managing Committee.
  - 4) The Managing Committee may, at their discretion, from time to time raise or borrow from the members of the Federation or otherwise such sum or sums of money for the purposes of the Federation and on such terms and conditions as the Managing Committee may consider fit.
  - 5) All the bills of exchange, notice, bonds, indemnities, Govt. Securities of all kinds, stocks, shares, debentures, and generally deeds of whatsoever nature shall be deemed to have been duly executed, accepted, admitted endorsed and completed on behalf of the Federation if they be signed by the President or the

Senior Vice- President or the Vice-President, and the Secretary of the Federation. Provided that for the purposes of its current transactions the Federation, may have and operate bank accounts as follows :

- a) The Managing Committee may direct that all the amounts and moneys received by the Federation from whatever source shall be deposited in one or more bank accounts which may be operated upon jointly by any two of the following: the President, the Senior Vice- President, the Vice-President and the Secretary.
- b) The Managing Committee may arrange for a separate bank account, which will be kept in funds by transfers from the above said bank accounts, and which may be operated upon by the Secretary alone, and in which the balance at any time shall not exceed such amount as the Managing Committee may decide when framing the budget at the beginning of each year.

#### ANNUAL ACCOUNTS

27.

- a) The **Federation** shall cause true and complete accounts of its transactions to be kept and shall cause such accounts to be balanced as on the 31<sup>st</sup> day of March every year, as required by the Companies Act, 2013 and Rules made there under.
- b) **The Financial Statement and such other statements, as required by the Companies Act, 2013 and Rules made there under for the twelve months ending with such 31<sup>st</sup> March, shall be prepared as on the 31<sup>st</sup> day of March every year.**
- c) **The said Financial Statement as well as the Income and Expenditure Account with the Auditor's Report appended thereto shall be approved by the Managing Committee and signed by at least five members of the Managing Committee, which shall include at least two Office Bearers and Secretary, shall be placed before the members for adoption at their next Annual General Meeting.**
- d) The accounts and the said **Financial Statement** of the Federation shall be audited by an Auditor or Auditors duly appointed for the purpose, who shall make a report thereon to the members.
- e) **For this purpose, the Office Bearers and the Secretary, for the time being, or any other person authorized by the Managing Committee shall be the persons to comply with the relevant provisions of the Companies Act, 2013 and Rules made there under**
- f) **The said Financial Statement along with the Managing Committee's Report together with the Auditor's Report and such other statements as required under the Companies Act, 2013 and Rules made there under, duly signed, shall be sent to every member of the Federation not later than 20<sup>th</sup> of June of every year**

#### AUDITORS

28. Auditor shall be appointed to audit the accounts of the Federation in accordance

with the provisions of the Companies Act, 2013 and Rules made applicable there under.

### ANNUAL GENERAL MEETING

29.

1) There shall be held a General Meeting of the members of the Federation which shall be called the Annual General Meeting, not later than **twentieth day of July** every year to transact the following business:

- a) To receive, consider and adopt the Annual Report consisting of Managing Committee's Report, Financial Statement, together with the Auditor's Report and any other statement, as required by the Companies Act, 2013, and Rules made there under, of the Federation for the preceding year ending **31<sup>st</sup> March**.
- b) To announce the appointment of the President for the year;
- c) To elect the members of the Managing Committee from amongst the valid nominations received.
- d) To **appoint** an Auditor for the year and fix his / her remuneration.
- e) To transact any other business **approved by the Managing Committee and included** in the Agenda for such Annual General Meeting, of which not less than seven days' notice shall be given to all the members.

2) **Members holding not less than one percent of the total voting power shall give Notice of such Resolution in such a manner, as prescribed under the Companies Act, 2013 and Rules made there under, to be moved at the Annual General Meeting.**

**Provided that all such proposals shall be dealt with in such a manner prescribed under the Companies Act, 2013 and Rules made there under.**

3) **Not later than twentieth day of June every year, a Notice shall be issued by the Secretary to the members of the Federation, specifying the place, date and time of the Annual General Meeting and details of the business to be transacted at such meeting.**

### EXTRAORDINARY GENERAL MEETINGS

30. An **Extraordinary** General Meeting of the Federation may be called by the Managing committee whenever they may consider it necessary to do so. Not less than **fourteen days**, clear notice of every such meeting shall be given by the Secretary to the members, specifying the place, date and time of the meeting and details of the business to be transacted at such meeting.

### REQUISITIONED GENERAL MEETING

31.

- a) The Managing Committee shall call a General Meeting of the members within **fourteen days** of the receipt of a written requisition signed by not less than one-tenth of the members entitled to vote for the consideration of the special business detailed in such requisition. Not less than **fourteen days'** clear notice of such meeting shall be given by the Secretary to the members, specifying the place, date and time of such meeting and the business to be transacted at such meeting.
- b) In case the Managing Committee fails to call a General Meeting as desired by the requisitionists within **fourteen days** of the delivery of such requisition, the requisitionists may themselves call a meeting by giving not less than **fourteen days'** clear notice to all the members of the Federation at their registered addresses. Resolutions passed by majority at such meeting shall be binding on the Federation.

#### **PROCEDURE AT GENERAL MEETINGS**

32.

- a) **The business to be transacted at any Annual General Meeting of the Federation shall be as per the Agenda of the meeting, including any other business proposed by way of Special Notice.**
- b) The Quorum for General Body Meeting shall be in accordance with the Section 103 of the Companies Act, 2013 or any amendment made thereof
- c) No business shall be transacted at any General Meeting of the Federation when there is no quorum.
- d) **If the quorum is not present within half-an-hour from the time appointed for holding a General meeting of the Federation –**
  - i. **The meeting shall stand adjourned to the same day in the next week at the same time and place, or to such other date and such other time and place as the Managing Committee may determine; or**
  - ii. **The meeting, if called by requisitionists under Section 100 of the Companies Act, 2013 and Rules there under, shall stand cancelled:**

**Provided that in case of an adjourned meeting or of a change of day, time or place of meeting under clause (a), the Federation shall give not less than three days notice to the members either individually or by publishing an advertisement in the newspapers (one in English and one in vernacular language) which is in circulation at the place where the registered office of the Federation is situated.**

- e) **If at the adjourned meeting also, a quorum is not present within half-an-hour from the time appointed for holding meeting the members present shall be the quorum.**
- f) The Chairman may adjourn any General Meeting from time to time and place to place but no business shall be transacted at such adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- g) The President and in his absence, the Sr. Vice-President and in his absence Vice-

President shall preside at every General Meeting of the Federation. In the absence of the President, Sr.Vice-President and the Vice-President, the members present shall elect one of the members present as Chairman of such meeting.

- h) Every resolution submitted to a General Meeting shall be decided by a show of hands, unless a poll is demanded.
- i) **If a poll is demanded by a member or members present in person and having not less than one-tenth of the total voting power of the Federation shall be taken in such manner as the Chairman directs and the results of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded.**

**The demand for a poll may be withdrawn at any time by the persons who made the demand.**

**A poll demanded for adjournment of the meeting or appointment of Chairman of the meeting shall be taken forthwith.**

**A poll demanded on any question other than adjournment of the meeting or appointment of Chairman shall be taken at such time, not being later than fortyeight hours from the time when the demand was made, as the Chairman of the meeting may direct.**

**Where a poll is to be taken, the Chairman of the meeting shall appoint such number of persons, as he / she deems necessary, to scrutinize the poll process and votes given on the poll and to report thereon to him in the manner as may be prescribed.**

**Subject to the provisions of this Article, the Chairman of the meeting shall have power to regulate the manner in which the poll shall be taken.**

**The result of the poll shall be deemed to be the decision of the meeting on the resolution on which the poll was taken.**

- j) Every member present and entitled to vote shall have one vote, provided that no individual person shall represent more than one member.
- k) Voting by proxy will not be allowed

## **MINUTES OF GENERAL MEETING**

- 33. The Managing Committee shall cause a record to be kept of the minutes of the proceedings of every General Meeting of the members of the Federation; such minutes shall be open to the inspection of any member during office hours on a working day at the office of the Federation, on his giving twenty-four hours' notice to the Secretary.

## **ELECTION OF MANAGING COMMITTEE MEMBERS**

34.

- a) Every year, not later than the **20th day of June**, the Secretary shall send out to every member a notice setting out the place, date and time and agenda of the Annual General Meeting, together with a list of all the members with the names of the registered representatives of firms or partnerships or companies or corporations and associations, for the purposes of the election to the Managing Committee for the year at the next Annual General Meeting, and as provided for in Articles 8, 10 and 12, and dividing the **said list** into the following 5 panels for the purposes of the elections at the next Annual General Meeting.

- 1) Associate Members separately.
- 2) Affiliate Members separately.
- 3) Company members as defined in Article 2(ii) separately.
- 4) **MSME** members as defined in Article 3(ii) separately.
- 5) Firm, Individual, Professional and consultant Members, separately.

Provided that within any one panel no individual person shall represent more than one member, but any individual person may represent more than one member if those members be in different panels.

Provided further that an individual person shall not give his consent to more than one nomination and if consent is given to more than one nomination, all the nominations will be treated as invalid.

- b) The Secretary shall invite nominations from these panels of the Electoral Roll, of candidates for election of the representatives of each panel in the Managing Committee for the year to be elected at the Annual General Meeting for the year.
- c) Every such nomination **form** shall be signed by the candidate and also by a proposer and a seconder, both from the same panel as the candidate, and all three being on the Electoral Roll of that panel as on **31<sup>st</sup> of March** of that year, and be sent to the Secretary of the Federation, so as to reach the office of the Federation not later than **the third day of July of that year**.

**The nomination form can be withdrawn in writing not later than three days before the Annual General Meeting.**

**No person shall be appointed as a Member of the Managing Committee of the Federation unless he / she has been allotted the Director Identification Number (DIN) as per the Companies Act, 2013 and Rules there under.**

Member in a panel shall not propose or second the nominations of more than the number of candidates to be elected to that Panel.

The candidate shall give an undertaking that he/she is not disqualified

under any of the provisions of the **Companies Act, 2013 and Rules made there under.**

A nomination fee of **Rs. 20,000/- (Rupees Twenty Thousand)** only shall be paid by the contesting candidate. If the candidate wins in the election it will be refunded. Otherwise it will be forfeited irrespective of number of votes secured.

- d) If a candidate that has been nominated for election or his proposer or his seconder is found to be ineligible for a vote in the panel in which the election is sought, under these articles and any other rules and regulations, the **scrutinizers** shall reject the nomination of that candidate and declare that nomination to be invalid.
- e) List of the names of the members whose nomination have been declared valid shall be prepared by the Secretary and signed by the **scrutinizers**, not later than ten days before the date of the Annual General Meeting, and showing separately for each of the five panels the names of the candidates validly nominated for election in each panel.
- f) A list of all such nominations declared valid for each panel shall be sent by the Secretary to all the members **either by hand or by Speed Post or by Registered Post or by Courier or by facsimile or by E-mail or by any other electronic mode , not later than 7<sup>th</sup> day of July of each year.**
- g) No candidate shall be eligible for election in any panel if his name is not in the list of candidates validly nominated for election in that panel.
- h) If the number of validly nominated candidates in any panel is not greater than the number to be elected to that panel, such validly nominated candidates shall be declared to have been elected to the panel in which they have been nominated, without any voting thereon. In every other case, votes shall be taken as described hereafter.
- i) Separate lists of validly nominated candidates for each of the panels herein before mentioned shall be printed by the Secretary and shall be deemed to be the **ballot** paper for such election; each of such lists shall indicate the number of candidates to be elected and the manner of voting, and shall contain a column for the voter to insert a cross mark opposite the name of the candidate or candidates for whom **he / she** votes.
- j) Every member entitled to vote in each panel shall be supplied by the Secretary with a separate **ballot** paper for his / her panel for these elections.  
The members present at the Annual General Meeting, other than those in **respect of whom** ballot papers have been sent to them, shall be given their ballot papers at that meeting against their signatures in the Register for attendance.



Provided that in any panel no individual person shall be supplied with more than one **ballot** paper irrespective of the number of members he / she seeks to represent. In case **any** individual person represents members in more than one panel, such individual person shall be given a **ballot** paper for each panel in which he / she represents a member, and he / she shall be entitled to cast his / her vote accordingly in each panel for which he / she gets a **ballot** paper.

- k) The voter shall place a cross mark opposite the name of candidate or candidates he / she desires to vote for and submit such **ballot paper in the manner directed by the Chairman at the Annual General Meeting**. The voter shall not sign or give any other indication of identity on the **ballot** paper.
- l) The **Scrutinizers** shall reject a **ballot** paper and declare it to be invalid if (1) no cross mark has been placed by the voter opposite the name of any candidate, (2) if cross marks have been placed opposite the names of a larger number of candidates than the number to be elected, (3) if the **ballot** paper has been signed by the voter, or (4) when a cross mark has been so placed by the voter in his **ballot** paper as to make it uncertain for whom that vote is intended.
- m) The **Scrutinizers** shall then examine the valid **ballot** papers in each **panel** and count the number of valid votes recorded in favour of each of the candidate nominated in each panel.
- n) The **Scrutinizers** shall draft and sign a separate report in respect of each panel referred to in these Articles specifying the number of valid and invalid **ballot** papers in each panel, the number of valid votes recorded in favour of each of the candidates nominated in each panel, and arranging the names of the candidates in the order of the number of votes secured by each of them in each of the panels.
- o) The requisite number of candidates in each panel that have secured the largest number of votes in panel shall be declared to have been duly elected members of the Managing Committee, **by the Chairman of the Meeting**.

#### **NOMINATION OF THE FEDERATION'S REPRESENTATIVE**

35. Whenever the Federation is called upon by any Department of the Government, Corporation Municipality, or any other organization to which the Federation is affiliated or **any other** similar body to nominate one or more representatives of the Federation to serve on, or to stand for election to, a body created by the above, or to send delegates to a Conference or meeting or session, the Managing Committee **shall nominate** such persons as it deems fit, provided that the Secretary shall have sent intimation of the same to all the members of the

Federation and invited nominations.

Provided that the President or the Managing Committee may, if there is no sufficient time for sending formal intimation, to all members of the Federation, make necessary nominations as the case may be.

Provided, further, that only the members of the Federation enjoying the benefits of the membership subject to Articles 9, 11 and 13 shall be entitled to nominate or be so nominated by the managing Committee and on his/her place falling vacant through any reason, the vacancy shall be filled by the Managing Committee, subject to the Article 9, 11 and 13.

### SELECTION COMMITTEE

36. Notwithstanding the provisions of Articles 22(2)(b) and (c) or Article 35, a Selection Committee may be elected not later than the second meeting of the Managing Committee, after the Annual General Meeting to whom the duty may be entrusted of selecting the Federation's representatives indicated in Article 35, after calling for nominations.

The Selection Committee shall be free to consider any persons on the Electoral Roll for **such nomination**, even though they might not have offered themselves in response to the original invitation.

The Selection Committee shall consist of one member as nominated by each one of the five respective Panels from among themselves including the member co-opted by each Panel, and two immediate Past-Presidents, who are on the Electoral Roll for the year and present at the meeting when this election takes place and the Sr. Vice-President and the Vice-President. The President shall be the ex-Officio Chairman of Selection Committee and **one-third of the members shall form the Quorum.**

### SERVICE OF NOTICE

37. All notices required to be given to member may be given either by advertisement in one or more of the local newspapers or by circulars by post addressed individually to the members, sent **either by hand or by Speed Post or by Registered Post or by Courier or by facsimile or by E-mail or by any other electronic mode.** Any notice if sent by post shall be deemed to have been served at the time when the envelope or wrapper containing the same was posted and all notices given by advertisement shall be deemed to have been given on the day on which the advertisement first appeared. A certificate in writing signed by the Secretary that the envelope or wrapper containing the notice was properly addressed and posted shall be conclusive proof of proper service.

### THE SEAL

38. 1) The Managing Committee shall provide for the safe custody of the Seal of the Federation.

- 2) The Seal of the Federation shall not be affixed to any instrument except by the authority of the Managing Committee and except in the presence of at least two members of the Managing Committee and of the Secretary, and those two members and the Secretary shall sign every instrument to which the Seal of the Federation is so affixed in their presence.

#### **COMMENCEMENT AND ALTERATIONS OF ARTICLES**

39.

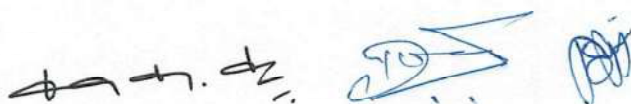
- 1) These Articles shall come into force as from the date of registration.
- 2) Alterations in or additions to the foregoing Articles of the Federation shall become effective only if and after such additions or alterations have been approved by the Central Government and have been adopted by a Special Resolution.

#### **MEMBERSHIP UNLIMITED**

40. The number of Members with which the Company is registered is unlimited.

We, the several persons whose names, addresses, descriptions and occupations are hereunto subscribed are desirous of being formed into a company not for profit, in pursuance of this Article of Association:

Sl. No.	Names, addresses, descriptions and occupations of the subscribers	Signatures of the subscribers	Signature of witness with name, address and occupation
1.	<p>SUBBA RAJU CHINTALAPATI S/o. Latchi Raju Chintalapati Address: C-309, Vijaya Hills Apts, AC Guards, Lakdikapul, Hyderabad, Telangana – 500 004 Occupation: Business D.O.B: 30/07/1964</p>		<p>All the subscribers came to Hyderabad and signed this AOA in my presence . Name: Malkari Megha D/o. Malkari Srenath Rau C/o. D. Hanumata Raju &amp; Co. , Company Secretaries B-13, F-1, P.S. Nagar, Vijayanagar Colony, Hyd – 500 057 Occupation : Trainee</p>
2.	<p>MADHUSUDAN RAJU MUDUNURU S/o. Jaggaraju Mudunuru Address: Flat No. 303, 3rd Floor, Jyothi Residency, Dasapalla Hills, Visakhapatnam (Urban), Visakhapatnam, Andhra Pradesh -530 003 Occupation: Business D.O.B: 19/11/1974</p>		
3.	<p>NANI RAJU NADIMPALLI S/o. Satyanarayana Raju Nadimpalli Address: Plot No 552, 1st Floor, Opp. OI Pre School, Vivekananda Nagar, Kukatpally, Hyderabad, Telangana – 500 072 Occupation: Business D.O.B: 23/07/1970</p>		



4.	<p>VENKATA SURESH VARMA DANDU</p> <p>S/o. Venkata Satyanarayana Raju Dandu</p> <p>Address: Villa No. 15, Ashoka Ala Maison, Dulapally Village, Qutbullapur Mandal, Rangareddy, Hyderabad, Telangana – 500 014.</p> <p>Occupation: Business</p> <p>D.O.B: 15/09/1962</p>		<p>All the subscribers came to Hyderabad and signed this AOA in my presence . Name: Malkari Megha D/o. Malkari Srenath Rau C/o. D. Hanumata Raju &amp; Co. , Company Secretaries B-13, F-1, P.S. Nagar, Vijayanagar Colony, Hyd – 500 057 Occupation : Trainee</p>
5	<p>SIVA RAMA PRASADA RAJU KALIDINDI</p> <p>S/o. Rama Krishnam Raju Kalidindi</p> <p>Address: Flat No. 405, PSR Complex, Plot No. 276/A, Addaguta Society, Opp JNTU, Kukatpally, Tirumalagiri, Hyderabad, Telangana – 500 085</p> <p>Occupation: Business</p> <p>D.O.B: 01/10/1971</p>		
6.	<p>PENMETSA SATYANARAYANA RAJU</p> <p>S/o. P Subba Raju</p> <p>H. No. A-11, Apuroopa Colony, IDA Jeedimetla, Qutubullapur, Rangareddy, Hyderabad, Telangana – 500 055</p> <p>Occupation: Business</p> <p>D.O.B: 26/06/1963</p>		
7.	<p>PERICHERLA NAGARAJU</p> <p>S/o. P Krishnam Raju</p> <p>Villa No. 39, Maithri Enclave, Near Shaili Garden, Near Yaprall, Behind Kapra Lake, Indus school Road, Ranga Reddy, Hyderabad, Telangana – 500 087</p> <p>Occupation: Business</p> <p>D.O.B: 19/10/1972</p>		

Handwritten signatures and initials in blue ink at the bottom of the page.

8	<p>KRISHNA KUMAR KOTHAPALLI</p> <p>S/o. Venkata Raju Kothapalli</p> <p>Flat No. 102, Sneha Homes, HIG-591, KPHB, 6<sup>th</sup> Phase, KPHB Colony, Hyderabad, Telangana – 500 072</p> <p>Occupation: Business</p> <p>D.O.B: 15/06/1975</p>	<p>All the subscribers came to Hyderabad and signed this AOA in my presence .</p> <p>Name: Malkari Megha D/o. Malkari Srenath Rau C/o. D. Hanumata Raju &amp; Co. , Company Secretaries B-13, F-1, P.S. Nagar, Vijayanagar Colony, Hyd – 500 057 Occupation : Trainee</p>
9	<p>SYAMALA RAJU POTTURI</p> <p>S/o. Suryanarayana Raju Potturi</p> <p>16-3-V/915, Vasantanagar Colony, ST. Mary High School Vasanta Nagar Colony, Kukatpalli, Hyderabad, Telangana – 500 085</p> <p>Occupation: Business</p> <p>D.O.B: 01/01/1960</p>	

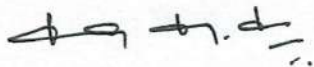
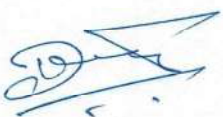

Witness Statement: "I witness to subscriber/subscriber(s), who has/have subscribed and signed in my presence; further I have verified his or their Identity Details (ID) for their identification and satisfied myself of his/her/their identification particulars as filled in"

Date: 04/06/2019

Name of the Witness:

Place: Hyderabad

Signature of the Witness:

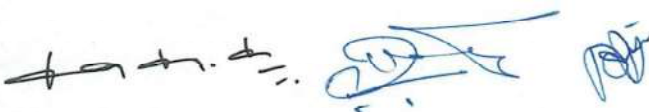
  

Form No. INC-13

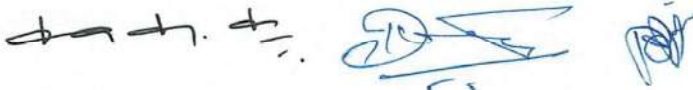
MEMORANDUM OF ASSOCIATION

[Pursuant to Rule 19(2) the Companies (Incorporation) Rules, 2014]

- I. The name of the company (hereinafter called the Federation), is **“KSHATRIYA ENTREPRENEURS FEDERATION”**
- II. The registered office of the company will be situated in the State of **“TELANGANA”**
- III. The objects for which the federation is established are:
  1. To create a singular focus of wealth creation through entrepreneurship and to develop entrepreneurship and to ensure that business, government, and society as a whole, understand both the needs and concerns of the business and industry and its contribution to the economy and nation's well-being and to foster entrepreneurship through a range of specialized services, information, education, research and training, linkages, networking, global reach, mentoring, incubating, and funding to the entrepreneurs belongs to Kshatriya community only.
  2. To create and sustain an environment conducive to the growth of Entrepreneurship, Business, and Industry by partnering with the community, government, industry, business and trade associations alike.
  3. To Inspire and educate budding entrepreneurs, to hold regular workshops and networking meetings to facilitate demand generation by proper mapping and matching of demand and supply partners and to provide role models for one-on-one mentorship for the creation of dedicated volunteers, consumers, and mentors.
  4. To encourage global trade and free enterprise by providing up-to-date information and data for identifying issues related to Industry and represent to the Government for solving such problems and to assist industry in identifying business development and entrepreneurship programs.
  5. To create awareness on business development and support business development services, to identify and address the special needs of the micro and small sector for promoting cooperation with Trade, Industry Associations and organizations and to identify and provide training and development for entrepreneurship and employability skills required for the industry and any other services relating the above mentioned objects.



6. To develop and conduct e-commerce, eTail (e-Retail), TeleCommerce, TV commerce, Mobile Commerce and all the forms of technology based end to end business value, supply, logistics and delivery chain and related services products, and consulting.
7. To provide opportunities and facilities for management studies, management training and to encourage research for promotion and development of scientific, industrial or any other management studies on its own or in collaboration with other recognized educational institutions and research organizations.
8. To establish, form and maintain libraries, reading rooms, electronic databases, websites on Industrial Administration, Business Management and allied subjects for use in Management education, training and research.
9. To print, publish books, booklets, pamphlets, research papers, circulars periodicals, magazines either in print or electronic form for the attainment of the objects of Federation.
10. To provide, establish and maintain offices, conference halls, libraries, reading rooms, clubs, workshops, laboratories, buildings or any other mode of convenience in relation therewith and to furnish, equip, maintain and conduct the same for the benefit of members of the Federation either on payment or free of cost.
11. To associate and establish grants, scholarships, rewards, prizes, medals, etc., for stimulation and encouragement of studies in the field of Industry.
12. To establish, contribute, support, assist or aid any charitable associations, institutions, funds, trusts, endowments, grants so as to benefit members or persons connected with the profession of Industry in India and to subscribe to any charitable or benevolent objects of general or particular usage.
13. To promote and maintain liaison with all organizations in the field of Industry and other allied subjects in India and Abroad.
14. To accept and receive subscriptions, gifts, fees, donations, grants, endowments, legacies either in cash or in kind, provided that the conditions, if any, attached thereto are not inconsistent with the objects of the Industry.
15. To procure contributions for the funds of the Federation either by way of donations, subscriptions, fees etc., or by way of appeals in whatever mode as may be deemed expedient and beneficial for the Federation.





16. To accept, gift, purchase, take on lease, hire, construct or otherwise acquire any movable or immovable property, rights and privileges which may be deemed necessary for the purposes of the Federation, on such terms and conditions as may not be inconsistent with the objects of the Federation.
17. To sell, manage improve, lease, mortgage or dispose off or otherwise deal with all or any part of the properties of the Federation and to borrow, raise or secure payment of any money on such terms and conditions and on such security, provided that they are not inconsistent with the objects of the Federation.
18. To invest the monies of the Federation, not immediately required for any of its objects, in such a manner as may from time to time be deemed advisable.
19. The Federation shall be a non-profit Organization and its income shall be utilized for the promotion of its aims and objectives.
20. To employ personnel and other staff for the Federation as necessary and to remunerate them for services rendered to the Federation.
21. To exercise professional supervision over the members of the Federation and to frame rules for observance in all matters pertaining to professional practice by the members and to establish professional standards to assist them in the discharge of their duties.
22. To enter into any arrangements or agreements with any government, municipal or local authority or any other Federation, trust or body that may be conducive to the objects of the Federation and to obtain any rights privileges and concessions which the Federation may think desirable to obtain and to carry out exercise and comply with such arrangement, rights, privileges and concessions and grant affiliation to any Federation having such similar objects.
23. To do all such things which are legally permitted which the Federation may think are incidental to or conducive to the attainment of the objects of the Federation.
24. To build, construct and maintain buildings, alter, extend, improve or repair or modify other utility buildings or any existing building and suitability equip buildings for the use of the Federation.
25. To purchase, take on lease, accept as a gift, in exchange hire or otherwise acquire any immovable or movable property and any rights or privileges for the attainment of the Federation's objects.
26. The necessary staff can be taken on the basis of honorarium or voluntary service for the purpose of the Federation and to maintain provident fund, gratuity and



superannuation schemes for the benefit of such staff to enhance the effectiveness of education management.

27. To make donations and/or give grants to any Persons, Companies, Societies, Foundations, Institutions, Universities and/or Trusts who have similar objects to any one or more of the objects of the Federation for the purpose of promoting, assisting and/or encouraging the carrying and/or achievement of such objects or object.
28. To open and operate a bank account or banking accounts and to draw, make, accept, endorse, discount, execute and issue promissory notes, bills of exchange, bills of lading, warrants, drafts, cheques and other negotiable or transferable instruments.
29. To enter into agreements with any Government and authorities, municipal, local or otherwise or any person or company that may seem conducive to the objects of the Federation or any of them and to obtain from any such Government, authority, person or company and rights, privileges, charters, contracts, licenses and concessions which may be thought by and/or on behalf of the Federation desirable to obtain and to carry out exercise and comply there with.
30. To apply for secure, acquire by grant, legislative enactment, assignment, transfer purchase or otherwise and to exercise, carry out and enjoy and charter, licence, power, authority, franchise, concession, right or privilege, which any Government or authority, municipal, local or otherwise in any corporation or other public body may be empowered to grant and to pay for aid in and contribute towards carrying the same into effect and to issue and/o appropriate any other securities and assets to defray the necessary costs, charges and expenses thereof.
31. To establish, maintain and /or procure the establishment and maintenance of any contributory provident, pension or superannuation funds for the benefit and to give or procure the giving of donations, gratuities, pensions who are or were at any time, in the employment of the Federation and the widows, families and dependants of any such persons and to take payments to or towards the insurance of any such person as aforesaid.
32. To establish branches and offices in different parts of India and abroad.

Provided that the Federation shall not support with its funds or endeavour to impose on or procure to be observed by its members or others, any regulation or restriction which, as an object of the Federation, would make it a trade union.

III. **PROPERTY, INCOME AND EXPENSES** – The income and the property of the Federation, from whatever source derived shall be applied solely for the promotion of the objects of the Federation as set forth in this Memorandum of Association and no portion thereof shall be paid or transferred, directly, or indirectly, by way of dividend, bonus, or otherwise, or by way of profit to the members of Federation. Provided that nothing herein contained shall prevent the payment in good faith to any officer or other staff of the Federation or other person not being a member of the Federation in return for any services actually rendered to the Federation carrying out or giving effect to any of the objects comprised in or referred to in clause III of this Memorandum or the payment of Railway or other fares to members or the payment in good faith of out of pocket expenses of delegates appointed by the Managing Committee to attend meetings, conferences, seminars etc, of other Federations or bodies as representatives of the Federation.

IV. **ADDITIONS, ETC.,** - This Memorandum of Association shall only be added to or amended by a resolution passed by a majority of not less than two-thirds of the members as are present in person at an Extra-Ordinary General Meeting convened for the purpose, of which notice of not less than 21 days shall have been given to every member of the Association.

IV. The objects of the Federation extend to all the States in the Union of India.

V. (i) The revenues generated, if any, or other income and property of the Federation, whensoever derived, shall be applied, solely for the promotion of its objects as set forth in this memorandum.

(ii) No portion of the revenues, other income or property aforesaid shall be paid or transferred, directly or indirectly, by way of dividend, bonus or otherwise by way of profit, to persons who, at any time are, or have been, members of the Federation or to any one or more of them or to any persons claiming through any one or more of them.

(iii) No remuneration or other benefit in money or money's worth shall be given by the Federation to any of its members, whether officers or members of the company or not, except payment of out-of-pocket expenses, reasonable and proper interest on money lent, or reasonable and proper rent on premises let to the company.

(iv) Nothing in this clause shall prevent the payment by the Federation in good faith of prudent remuneration to any of its officers or servants (not being members) or to any other person (not being member), in return for any services actually rendered to the company.

(v) Nothing in clauses (iii) and (iv) shall prevent the payment by the Federation in good faith of prudent remuneration to any of its members in return for any services (not being services of a kind which are required to be rendered by a member), actually rendered to the Federation;

- VI.** No alteration shall be made to this memorandum of association or to the articles of association of the Federation which are for the time being in force, unless the alteration has been previously submitted to and approved by the Registrar.
- VII.** The liability of the members is limited.
- VIII.** Every member undertakes to contribute to the assets of the Federation in the event of its being woundup while he is a member, or within one year afterwards, for payment of the debts or liabilities of the Federation contracted before he ceases to be a member and the costs, charges and expenses of winding up and for adjustment of the rights of the contributories among themselves, such amounts as may be required not exceeding rupees fifty only.
- IX.**
1. True accounts shall be kept of all sums of money received and expended by the Federation and the matters in respect of which such receipts and expenditure take place, and of the property, credits and liabilities of the Federation; 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 Federation for the time being in force, the accounts shall be open to the inspection of the members.
  2. Once at least in every year, the accounts of the Federation shall be examined and the correctness of the balance-sheet and the income and expenditure account ascertained by one or more properly qualified auditor or auditors.
- X.** If upon a winding up or dissolution of the Federation, 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 Federation but shall be given or transferred to such other Federation having objects similar to the objects of this Federation, subject to such conditions as the Tribunal may impose, or may be sold and proceeds thereof credited to the Rehabilitation and Insolvency Fund formed under Section 269 of the Act.
- XI.** The Federation can be amalgamated only with another company registered under Section 8 of the Act and having similar objects.

**XII.** We, the several persons whose names, addresses, descriptions and occupations are hereunto subscribed are desirous of being formed into a company not for profit, in pursuance of this Memorandum of Association:

Sl. No.	Names, addresses, descriptions and occupations of the subscribers	Signatures of the subscribers	Signature of witness with name, address and occupation
1.	<p>SUBBA RAJU CHINTALAPATI S/o. Latchi Raju Chintalapati Address: C-309, Vijaya Hills Apts, AC Guards, Lakdikapul, Hyderabad, Telangana – 500 004 Occupation: Business D.O.B: 30/07/1964</p>		<p>All the subscribers came to Hyderabad and signed the Memorandum of Association in the Association in my presence . Name: Malkari Megha D/o. Malkari Srenath Rau C/o. D. Hanumata Raju &amp; Co. , Company Secretaries B-13, F-1, P.S. Nagar, Vijayanagar Colony, Hyd – 500 057 Occupation : Trainee</p>
2.	<p>MADHUSUDAN RAJU MUDUNURU S/o. Jaggaraju Mudunuru Address: Flat No. 303, 3rd Floor, Jyothi Residency, Dasapalla Hills, Visakhapatnam (Urban), Visakhapatnam, Andhra Pradesh -530 003 Occupation: Business D.O.B: 19/11/1974</p>		
3.	<p>NANI RAJU NADIMPALLI S/o. Satyanarayana Raju Nadimpalli Address: Plot No 552, 1st Floor, Opp. OI Pre School, Vivekananda Nagar, Kukatpally, Hyderabad, Telangana – 500 072 Occupation: Business D.O.B: 23/07/1970</p>		

4.	<p>VENKATA SURESH VARMA DANDU</p> <p>S/o. Venkata Satyanarayana Raju Dandu</p> <p>Address: Villa No. 15, Ashoka Ala Maison, Dulapally Village, Qutbullapur Mandal, Rangareddy, Hyderabad, Telangana – 500 014.</p> <p>Occupation: Business</p> <p>D.O.B: 15/09/1962</p>		<p>All the subscribers came to Hyderabad and signed the Memorandum of Association in the Association in my presence .</p> <p>Name: Malkari Megha D/o. Malkari Srenath Rau C/o. D. Hanumata Raju &amp; Co. , Company Secretaries B-13, F-1, P.S. Nagar, Vijayanagar Colony, Hyd – 500 057 Occupation : Trainee</p>
5	<p>SIVA RAMA PRASADA RAJU KALIDINDI</p> <p>S/o. Rama Krishnam Raju Kalidindi</p> <p>Address: Flat No. 405, PSR Complex, Plot No. 276/A, Addaguta Society, Opp JNTU, Kukatpally, Tirumalagiri, Hyderabad, Telangana – 500 085</p> <p>Occupation: Business</p> <p>D.O.B: 01/10/1971</p>		
6.	<p>PENMETSA SATYANARAYANA RAJU</p> <p>S/o. P Subba Raju</p> <p>H. No. A-11, Apuroopa Colony, IDA Jeedimetla, Qutubullapur, Rangareddy, Hyderabad, Telangana – 500 055</p> <p>Occupation: Business</p> <p>D.O.B: 26/06/1963</p>		

Handwritten signatures and initials in blue ink at the bottom of the page.

7.	<p>PERICHERLA NAGARAJU</p> <p>S/o. P Krishnam Raju</p> <p>Villa No. 39, Maithri Enclave, Near Shaili Garden, Near Yapral, Behind Kapra Lake, Indus school Road, Ranga Reddy, Hyderabad, Telangana - 500 087</p> <p>Occupation: Business</p> <p>D.O.B: 19/10/1972</p>	<p>All the subscribers came to Hyderabad and signed the Memorandum of Association in the Association in my presence .</p> <p>Name: Malkari Megha D/o. Malkari Srenath Rau</p> <p>C/o. D. Hanumata Raju &amp; Co. , Company Secretaries B-13, F-1, P.S. Nagar, Vijayanagar Colony, Hyd - 500 057</p> <p>Occupation : Trainee</p>
8	<p>KRISHNA KUMAR KOTHAPALLI</p> <p>S/o. Venkata Raju Kothapalli</p> <p>Flat No. 102, Sneha Homes, HIG-591, KPHB, 6<sup>th</sup> Phase, KPHB Colony, Hyderabad, Telangana - 500 072</p> <p>Occupation: Business</p> <p>D.O.B: 15/06/1975</p>	
9	<p>SYAMALA RAJU POTTURI</p> <p>S/o. Suryanarayana Raju Potturi</p> <p>16-3-V/915, Vasantanagar Colony, ST. Mary High School Vasanta Nagar Colony, Kukatpalli, Hyderabad, Telangana - 500 085</p> <p>Occupation: Business</p> <p>D.O.B: 01/01/1960</p>	

Witness Statement: "I witness to subscriber/subscriber(s), who has/have subscribed and signed in my presence; further I have verified his or their Identity Details (ID) for their identification and satisfied myself of his/her/their identification particulars as filled in"

Date: 04/06/2019

Place: Hyderabad

Name of the Witness:

Signature of the Witness:

*[Handwritten signatures and initials]*

List of Mandatory Section 8 Company ( Non Profit Organization) Compliances - Compliances calender for Section 8 Companies

These companies are formed for promoting commerce, art, science, sports, education, reasearch, social welfare, religion, charity, protection of the environment or any other similar objectives.

The primary objectives of these companies is not to make profits, but rather to contribute to social welfare.

Based on the line of activity and progress it can apply for Section 80G and Section 12AA of the Income Tax Act, 1961

List of annual compliances that Section 8 company must adhere to is provided below:

S.No	Particulars	Under	Remarks	Need	
1	To appoint an auditor	ROC	M/s. A R K V & Co. is our auditors getting appointed - Under Progress	A Section 8 company is required to hire an auditor to review and maintain its financial records and statements every year	
2	To conduct Board Meeting	ROC	Section 8 company would conduct at least one meeting every 6 calender months rather than holding 4 meetings for a year as per section 173 under companies act 2013		
3	AGM	ROC	Annual General Meeting of the section 8 company should be held yearly on or before 30th September.		
4	Distribution of Profits	ROC	No dividend shall be paid to the members of the company, Profits of the Company can only be used for promoting its obejctives.		
5	Number of Directors	ROC	Minimum 2 Directors and there is not maximum limit		
6	Members	ROC	Minimum 2 members and there is not maximum limit		
7	AGM	ROC	The prescence of all the directors, shareholders, members and auditors at the Meeting is necessary		
8	Income Tax Return	Income Tax	Section 8 companies are mandated to submit their IT returns by September 30 of the prior financial year		
9	AOC-4	ROC	The company must file their financial reports and statements. They must be filed within 30days from the AGM		Section 137
10	MGT-7	ROC	The company must file their annual return with form MGT-7. It must be filed within 60days from the AGM		Section 92
11	INC-20A	ROC	Declaration of commencement of business to ROC	With in 180 days from the date of incorporation	Section 10A
12	DIR-3 KYC	ROC	Directors KYC to be filed before 30th September	Rule 12A of companies(Appointment & Qualification of Directors)Rules 2014	
13	MBP-1	ROC	At the first Board of Meeting of the fiscal year		Section 184
14	GST Registration	GST	Within 30 days of crossing the threshold limit		
15	GSTR 1	GST	Reporting of outward supply	By the 11th of the subsequent month	
16	GSTR 3B	GST	On a monthly basis, By 20th of Next month		
17	GSTR 9	GST	Filing of GST Annual Return (if turnover exceeds 2 crores)	By 31st December of subsequent Year	
18	GSTR 9C	GST	Filing of GST reconciliation statement (if turnover exceeds Rs. 5 Crores)	By 31st December of subsequent Year	
19	Payment of Provident Fund contribution	PF	15th of every next month		
20	Payment of Employee State Insurance	ESI	15th of every next month		
21	Return of Employee's State Insurance	ESI	15th of every next month		