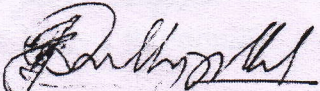



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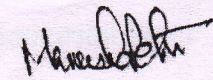
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MEMORANDUM OF ASSOCIATION

- 1. Name of the Association:** Nirmala College of Pharmacy Alumni Association Muvattupuzha.
- 2. Office Address:** Nirmala College of Pharmacy, Nirmala hills, Muvattupuzha P.O, Muvattupuzha, Ernakulam District, Kerala – 686 661
- 3. Area of Jurisdiction:** Ernakulam district



Fr. Jordy J Pulloppilly

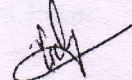

Jobin Johnson


Maneesha Peter


Fels Saju


Manu Jose


Gifty M Jojo


Vidya Peter

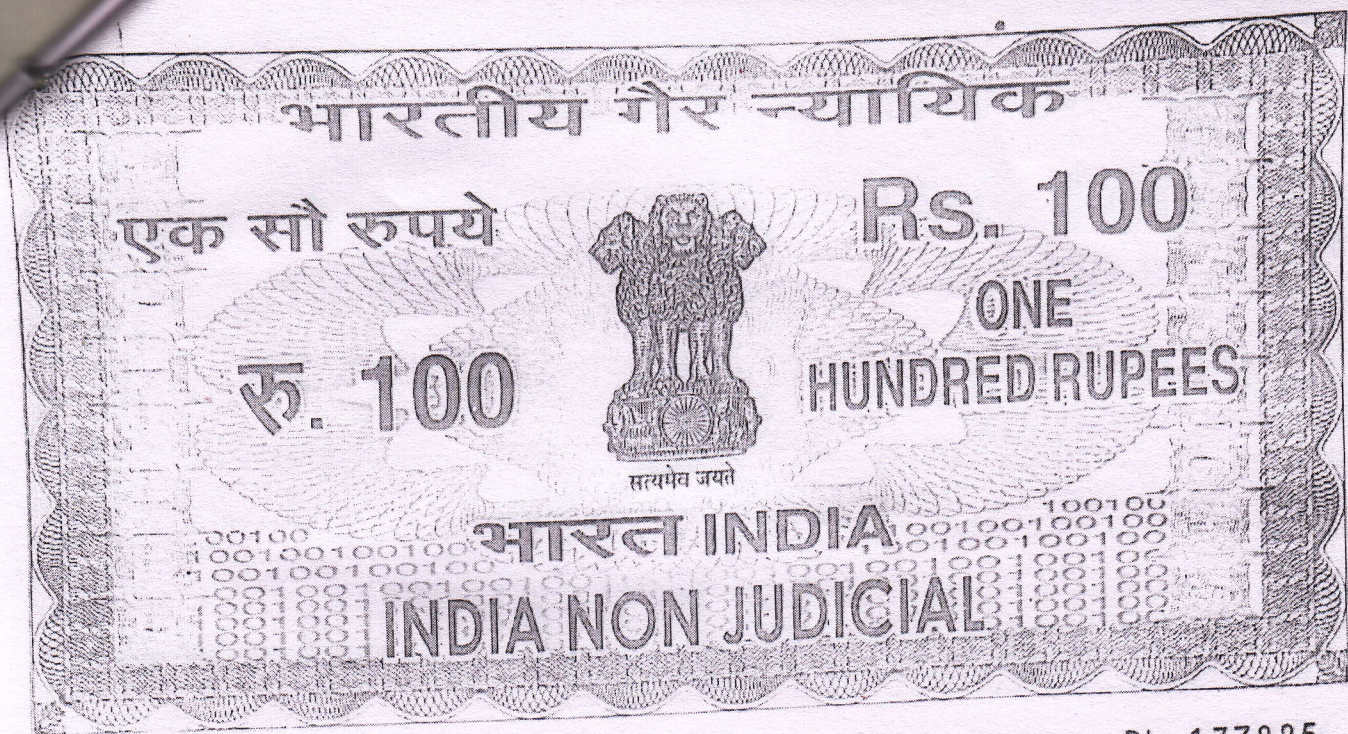
Rs 100/- 27.2.23
Sold to Nirmala College of Pharmacy
Alumni Assn.
Muvattupuzha
K.A. GOPAKUMAR



REGISTRAR OF SOCIETIES
ERNAKULAM, COCHIN-11



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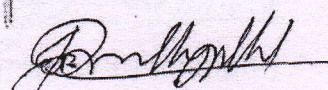


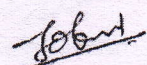
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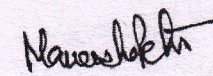
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4. Objectives

- Bring the old students of Nirmala College of Pharmacy under one forum for exchange of experience, dissemination of knowledge and talents amongst its members and also for the furtherance of fellowship, advancement of scientific knowledge in general of the members of the association and country.



Fr. Jordy J Pulloppilly



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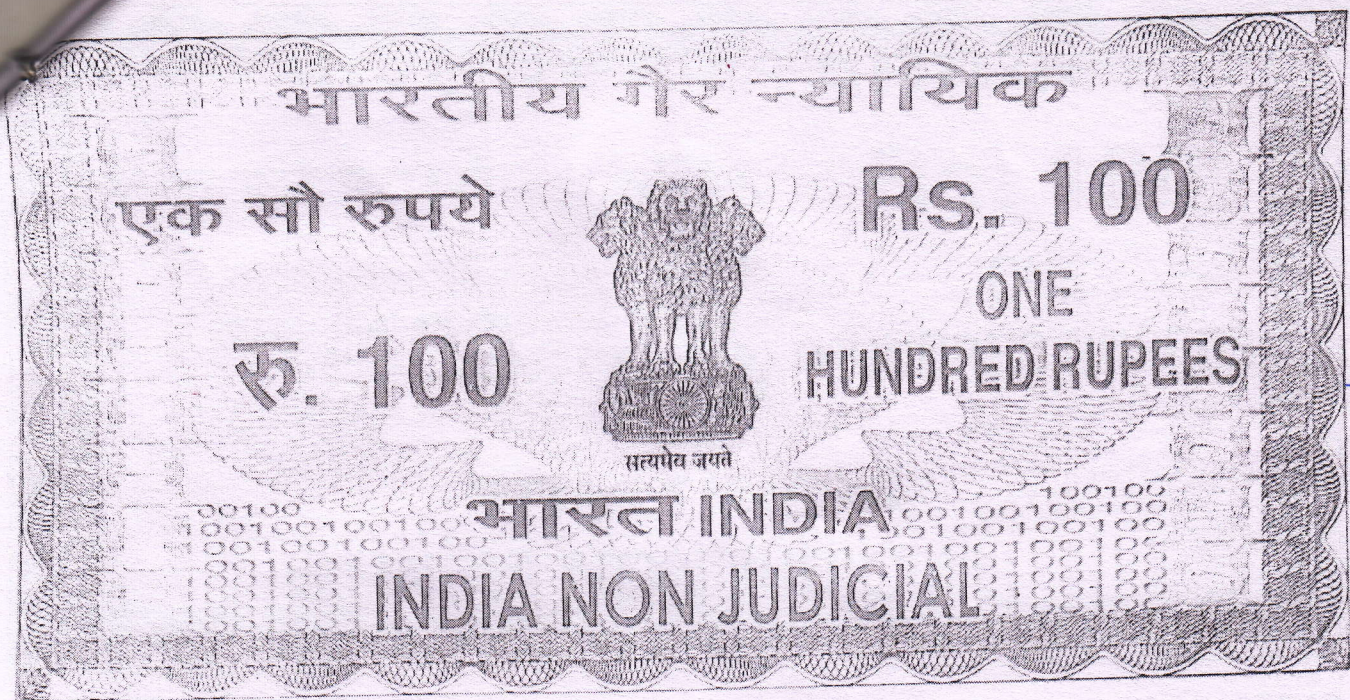
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Nirmala College of Pharmacy
Nirmala Assn.
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A.A. GURAKKUMAR



REGISTRAR OF SOCIETIES
ERNAKULAM, COCHIN-11



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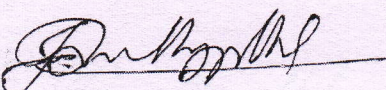
- b. To conduct seminars, conferences, workshops, endowment lectures and other academic activities and also to keep in touch with one another of the university faculty, non-teaching staff and students.

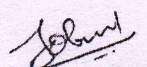


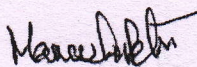
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- c. To create and establish alumni endowments for granting scholarships, prizes and medals to the students showing high proficiency in their studies and honour former students of the university.


Fr. Jordy J Pulloppilly

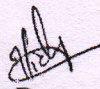

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Manu Jose

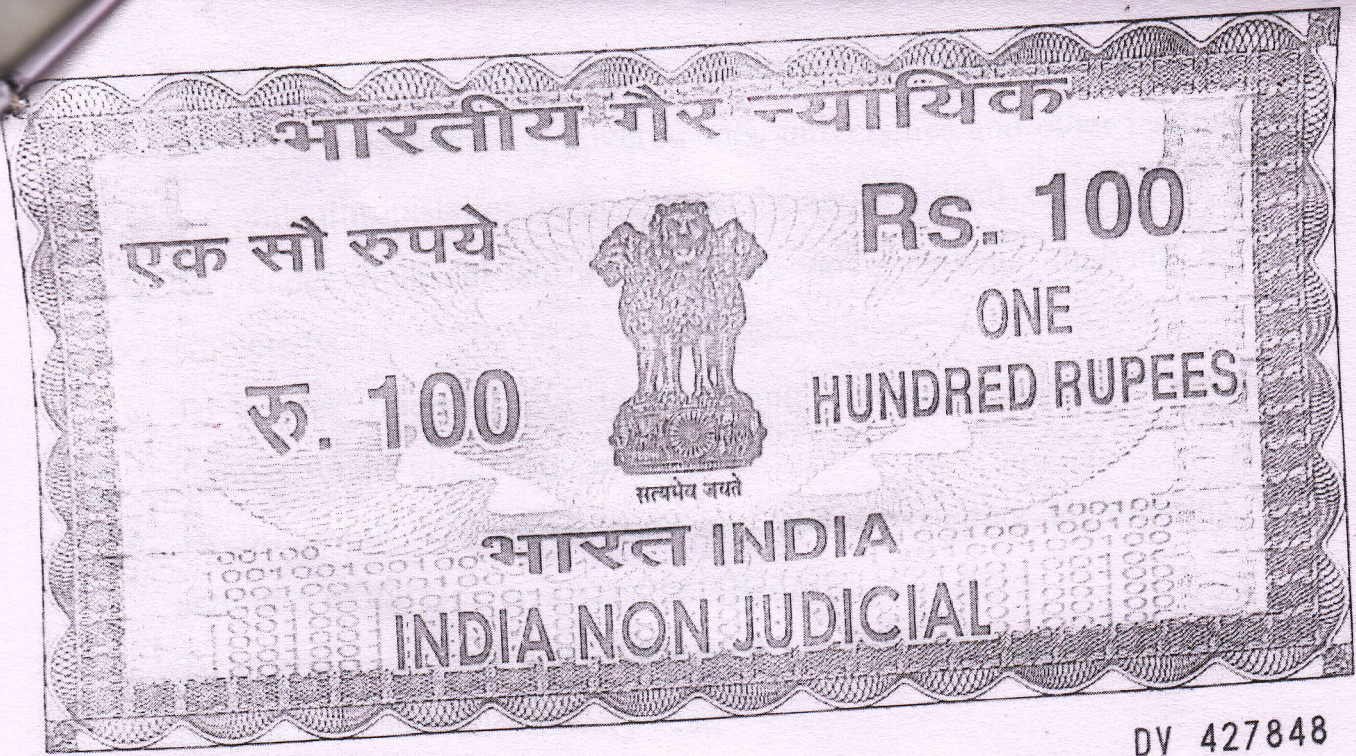

Gifty M Jojo


Vidya Peter

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ALUMNI ASSOCIATION
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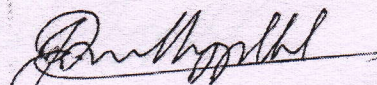
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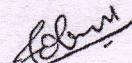


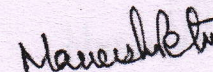
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d. To advise and interact with state and central government bodies, universities and associations of other academic institutions on matters relating to promotion of higher education, training and management systems and thereby promote the welfare and status of the university.



Fr. Jordy J Pulloppilly



Jobin Johnson


Maneesha Peter

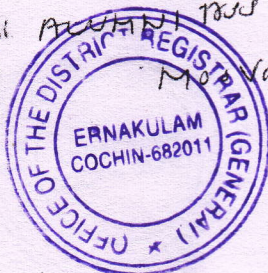

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Manu Jose


Gifty M Jojo


Vidya Peter

No. 6014
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Sd/-
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NIPMUR COLLEGE OF PHARMACY
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ERNAKULAM, COCHIN-11
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- e. To collect funds by subscriptions, contributions, donations and gifts from members, non-members, governments, universities and other institutions and philanthropists for furtherance of the above objectives.
- f. To render financial aid to deserving poor students studying at the University.
- g. To render financial aid to deserving alumni in cases of extreme compassionate circumstances.
- h. To bring out magazines, souvenirs and newsletters highlighting the activities of the University and its Alumni
- i. To organize cultural and educational programmes and also to conduct alumni day celebrations every year.
- j. To help the Alumni to get advice from the university on various technical problems and job opportunities that they may come across in their work and real life.
- k. To carry out such other activities as may be necessary for furthering the above aims and objectives.



Fr. Jordy J Pulloppilly



Jobin Johnson



Maneesha Peter



Fels Saju



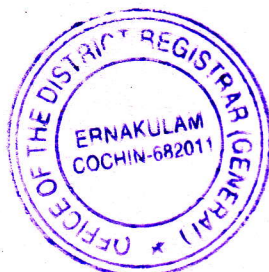
Manu Jose



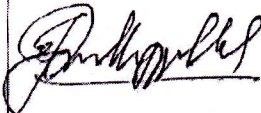

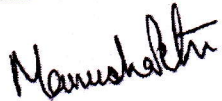




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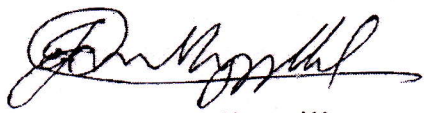


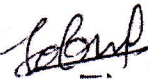
Vidya Peter

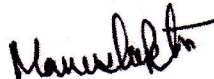


REGISTRAR OF SOCIETIES
ERNAKULAM, COCHIN-11

Name	Address	Profession	Signature
Fr. Jordy J Pulloppilly	Nirmala College of Pharmacy, Muvattupuzha, Ernakulam 686 661	Administrator	
Jobin Johnson	Mankunnel House, Memadangu, Arakuzha, Ernakulam, Kerala, 686672	Student (M.Pharm)	
Maneesha Peter	Cherukunnath House Kolenchery P O Ernakulam, PIN 682 311	Assistant Professor	
Fels Saju	Kollayil House, Ayavana P O, Muvattupuzha, Ernakulam District, Kerala - 686 668	Associate Professor	
Manu Jose	Parathattel House Vazhithala P O, Thodupuzha, Idukki District, Kerala, PIN : 685 583	Assistant Professor	
Gifty M Jojo	Muthalakuzhiyil, Mulappuram PO, Karimannoor, Idukki District, Kerala- 685 581	Assistant Professor	
Vidya Peter	Parekkattil House Periyappuram P O Pampakkuda, Ernakulam district- 686667	Assistant Professor	


Fr. Jordy J Pulloppilly

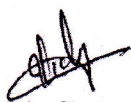

Jobin Johnson


Maneesha Peter



Fels Saju


Manu Jose


Gifty M Jojo


Vidya Peter




REGISTRAR OF SOCIETIES:
ERNAKULAM, COCHIN-11
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Bye-Law of

Nirmala College of Pharmacy Alumni Association Muvattupuzha

1. Name of the Association

The name of the Association shall be **Nirmala College of Pharmacy Alumni Association Muvattupuzha.**

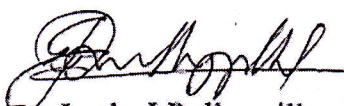
2. Office

The Registered office of the Association shall be situated at Nirmala College of Pharmacy, Nirmala hills, Muvattupuzha, Ernakulam district, Kerala- 686661


3. Objectives

The objectives of the Association shall be:

- a. Bring the old students of Nirmala College of Pharmacy under one forum for exchange of experience, dissemination of knowledge and talents amongst its members and also for the furtherance of fellowship, advancement of scientific knowledge in general of the members of the association and country.
- b. To conduct seminars, conferences, workshops, endowment lectures and other academic activities and also to keep in touch with one another of the faculty, non-teaching staff and students of the college.
- c. To create and establish alumni endowments for granting scholarships, prizes and medals to the students showing high proficiency in their studies and honour former students of the college.


Fr. Jordy J Pulloppilly


Jobin Johnson


Maneesha Peter


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Manu Jose

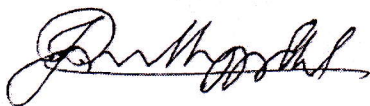

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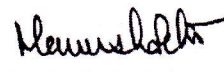
- d. To advise and interact with state and central government bodies, universities and associations of other academic institutions on matters relating to promotion of higher education, training and management systems and thereby promote the welfare and status of the college.
- e. To collect funds by subscriptions, contributions, donations and gifts from members, non-members, governments, universities and other institutions and philanthropists for furtherance of the above objectives.
- f. To render financial aid to deserving poor students studying at the college.
- g. To render financial aid to deserving alumni in cases of extreme compassionate circumstances.
- h. To bring out magazines, souvenirs and newsletters highlighting the activities of the college and its alumni
- i. To organize cultural and educational programmes and also to conduct alumni day celebrations every year.
- j. To help the alumni to get advice from the college on various technical problems and job opportunities that they may come across in their work and real life.
- k. To carry out such other activities as may be necessary for furthering the above objectives.



Fr. Jordy J Pulloppilly



Jobin Johnson



Maneesha Peter



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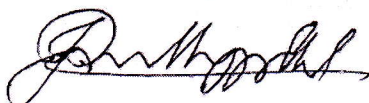


Vidya Peter



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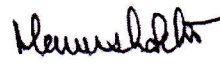
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Fr. Jordy J Pulloppilly



Jobin Johnson



Maneesha Peter




Fels Saju



Manu Jose



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Vidya Peter



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4. Members


The association shall consist of the following persons as its members:

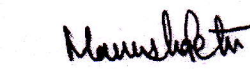
- a. All UG, PG and Ph.D graduates of the college are eligible to become members of the association on payment of a life membership fee of Rs. 1000/-.
- b. The administrator of the college shall be the patron.
- c. The teaching and non-teaching staffs of the college shall be the ex-officio members in the association.

5. Administration

- a. The administration of the association shall rest in an executive committee, consisting of
 1. The Patron
 2. An alumni co-ordinator appointed by the administrator
 3. a President
 4. a Vice-President
 5. a Secretary
 6. a Joint Secretary
 7. a Treasurer and
 8. Six executive committee Members.

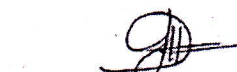

Fr. Jordy J Pulloppilly

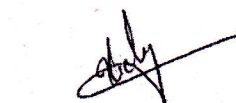

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Maneesha Peter


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Manu Jose


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REGISTRAR OF SOCIETIES
ERNAKULAM, COCHIN-11

- b. The members of the executive committee shall be elected by the members of the association at the Annual General Body Meeting (AGBM) and they shall hold office for a period of two years.
- c. A committee once elected shall continue to hold office till a new committee assumes charge.
- d. If any vacancy arises in any post on account of resignation, death etc., the executive committee may nominate any person to such post from among the members of the executive committee. Such nominated persons shall hold office till the next election of the executive committee.
- e. If an executive committee member is absent from three consecutive meetings of the executive committee, without prior notice, he / she shall cease to be a member of the executive committee.
- f. The Executive committee shall have the power to expel a member for wilful disregard to the association rules or misconduct, on provided the member concerned gives an acceptable explanation for his / her misconduct.

6. Election and Tenure of Office

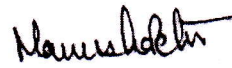
- a. The mode of election shall be by secret ballot.



Fr. Jordy J Pulloppilly



Jobin Johnson



Maneesha Peter



Fels Saju



Manu Jose



Gifty M Jojo



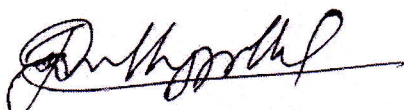
Vidya Peter



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ERNAKULAM, COCHIN-11

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- b. The procedure for election shall be laid down by the executive committee.
- c. All terms of office of the elected members shall commence from the close of the AGBM at which elections were held and shall continue for a period of TWO YEARS or till the close of the second AGBM leaving one in-between, whichever is earlier.
- d. Members except patron and alumni coordinator cannot hold the same office for more than two terms.
- e. In the event of a vacancy at any level in the executive committee, the executive committee shall have the freedom to elect a member to fill the vacancy.



Fr. Jordy J Pulloppilly



Jobin Johnson



Maneesha Peter



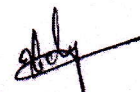
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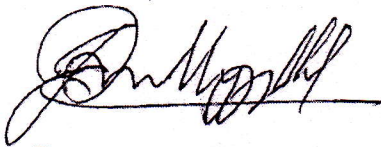
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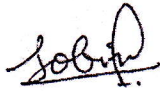
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7. Chapters

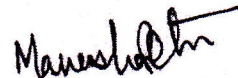
- a. A group of no less than seven members with the approval of the Executive Committee may constitute themselves into a CHAPTER of the Association based on the commonality of location and/or interest. The members forming a Chapter shall stipulate and intimate to the Executive Committee the basis of the Chapter and regulations governing the Chapter.
- b. The Executive Committee shall approve the formation of a Chapter except when the regulations of the Chapter are inconsistent with those of the Association or when its basis duplicates that of another Chapter.



Fr. Jordy J Pulloppilly



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Maneesha Peter



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Manu Jose



Gifty M Jojo



Vidya Peter



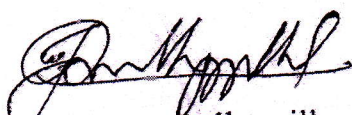
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8. General Body Meetings


- a. The Annual General Body Meeting shall be held every year in the month of April
 1. to elect the Executive Committee
 2. to approve the audited statement of accounts.
 3. to deliberate the annual report of the association, and
 4. to consider any amendments to the by-laws.
- b. The executive committee may convene general body meetings as and when necessary.
- c. Extraordinary meetings of the general body shall be convened at the request of not less than one-third of the total members, within two months after receipt of such request.

The quorum of a General Body meeting shall be one-third of total members or 30 members whichever is less.

The meeting shall be conducted in the college premises.


Fr. Jordy J Pulloppilly

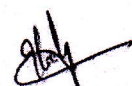

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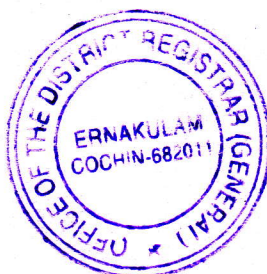

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9. Executive Committee Meetings

- a. Meetings of the Executive Committee shall ordinarily be convened at least once in 3 months.
- b. The activity and financial report up to that day should be presented and passed by the executive committee in every meeting.
- c. Special Meetings of the Executive Committee shall be convened on written request of not less than 7 members of the Executive Committee.
- d. Quorum for a Meeting of the Executive Committee shall be one third of members of the Executive.

10. General Provisions regarding meetings.

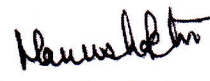
- a. Seven days' notice shall ordinarily be given for all meetings of the executive committee.
- b. Thirty days' notice shall ordinarily be given for all meetings of the general body. The notice of the General Body meeting shall be published in official web site of the college.
- c. In the absence of the president, the vice-president shall preside over the meetings of the general body / executive committee. In the absence of the President and Vice-President, any member appointed by the executive committee shall preside over the meeting.



Fr. Jordy J Pulloppilly



Jobin Johnson



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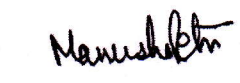
- d. All decisions shall be on the basis of majority of votes. In case of equality of votes, the president of the meeting shall have to cast a vote.

11. Powers and Duties of the Executive Committee

- a. The affairs of the association shall be managed by the executive committee.
- b. The Executive Committee shall have the power to incur expenditure necessary to carry out the aims of the association.
- c. The Executive Committee shall have the power to frame by-laws consistent with the aims and objectives of the association. The provisional Bylaws shall be placed before the next General Body Meeting for ratification.
- d. The Executive Committee shall have power to consider all communications addressed to the Association.
- e. The Executive Committee shall be in charge of and protect the properties of the Association.
- f. The Executive Committee shall prepare and submit annual reports, including balance sheets, audited accounts / statements of income and expenditure.
- g. The Executive Committee shall collect dues / fees / donations from members and other benefactors.


Fr. Jordy J Pulloppilly



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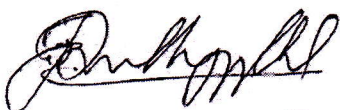




REGISTRAR OF SOCIETIES
ERNAKULAM, COCHIN-11


- h. The Executive Committee shall avail loans from members/banks/ other organisations if necessary
- i. The Executive Committee shall undertake such tasks as will protect the objectives of the association.

12. Duties of Office Bearers of the Association

- a. **Patron:** All matters of dispute shall be referred to the patron and his decision shall be final and binding on all parties.
- b. **President:**
 - I. He/She shall preside over all the Meetings.
 - II. He / She may allocate suitable responsibilities to other executive members.
 - III. He / She may appoint working groups, sub-committees, officer, clerk and such other subordinate in consultation with general secretary and nominate representatives of association on vacancies, to government / institute and / or other bodies when invited to do so.
- c. **Vice-President:** In addition to his / her duties as a member of the executive committee, he shall preside over Committee Meetings in the absence of the President.


Fr. Jordy J Pulloppilly



Jobin Johnson


Maneesha Peter


Fels Saju


Manu Jose


Gifty M Jojo


Vidya Peter




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d. General Secretary: The General Secretary shall

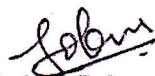
- I. Attend to the day to day correspondence and communications to and from Association.
- II. Maintain official records of the Association.
- III. Be an ex-officio member of all the committees of association.
- IV. Maintain general supervision over the office staff.
He / She shall be responsible for calling Meetings of the Executive Committee in consultation with the President.
- V. He / She shall be responsible for filing of annual reports of association with the Registrar of Societies after every annual and other Special General Meetings, Financial Statements with the Income Tax Officer, and such other statutory requirements.

e. Joint Secretary

- I. The Joint Secretary shall assist the General Secretary in discharging his / her duties.
- II. He / She shall carry out such other duties as may be assigned to him / her from time to time by the Executive Committee.
- III. He / She shall assume charge as General Secretary in the absence of the General Secretary.



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f. Treasurer

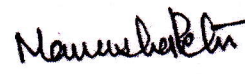
- I. The Treasurer shall maintain the accounts of the Association.
- II. He / She will be an ex-officio member of all Committees involving financial implications and shall be the Chairman of the Finance Committee.
- III. Receive and hold all moneys paid to the association for the use of the association
- IV. He / She shall be responsible for getting the audited statements of association prepared for presentation at the Annual General Meetings and file the same with the Income Tax authorities when duly passed by the General Body.

13. Finance

- I. Money received as membership fees, donations, subscriptions etc. shall constitute the income of the association.
- II. The funds of the association shall be deposited in bank(s) in the name of association and shall be operated jointly by (i) either President, Secretary, or Treasurer and (ii) Patron duly authorized by the executive committee.


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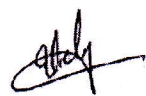

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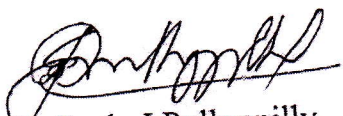

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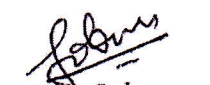
14. Keeping of Accounts

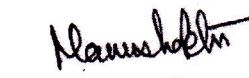
- I. The Treasurer shall keep an account of the general funds of the association.
- II. He shall maintain an account of all income and expenditure of the general funds of the Association in the manner prescribed.
- III. The accounts of the Association will be subject to annual audit by a certified auditor to be appointed by the members in the annual general body meeting.
- IV. The first auditor shall be appointed by the executive committee and he / she shall hold office upto the end of the first annual general body meeting.

15. Audit of Accounts

- I. The Executive Committee shall atleast once a year submit the accounts together with a general statement of the same and all necessary vouchers up to 31st March for audit to persons appointed as auditors.
- II. The auditors shall have access to all the books and accounts of the association and shall examine every balance sheet and annual return and other receipts and payments or income and expenditure, funds and effects of the Association and shall verify the same with the accounts and vouchers relating thereto.


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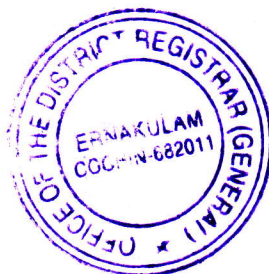

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16. Amendments

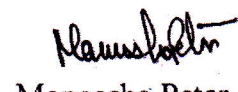
Any of the provisions of the By-laws may be amended by two-third majority of the members present and voting at the General Body meeting of the Association.

17. Dissolution

The Association may be dissolved if three-fourths of its members pass a resolution for such dissolution at a general meeting convened for the purpose. The disposal of the property of the association upon dissolution shall be made according to the provisions of the Act.


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