



CRITERION-5

5.4 – ALUMNI ENGAGEMENT

5.4.1 – ALUMNI BYELAW

**Old Students Association
of WMO College
(OSAWC)**

BYELAW

**Old Students Association of
WMO College (OSAWC)**


WMO Arts & Science College

Muttill

Kalpetta

Wayanad - 673 122.




Principal
W.M.O. Arts & Science College
Muttill P.O., Wayanad-673122

From

The General Secretary,
Old Students Association of WMO College (OSAWC),
Muttill, Wayanad – 673 122

To

The District Registrar, Registrar of Societies, Wayanad District

Sir,

Submitted herewith the Memorandum of Association and original of Bylaw of the Society named Old Students Association of WMO College (OSAWC), Muttill, Wayanad – 673 122.

The memorandum of Association and true copy of the Byelaw, Rules and Regulations of the society which are approved by the above General Body are enclosed here with. No other society under the name and style of functioning in this area, in accordance with the provisions of the Societies Registration Act XXI of 1860. We request that to the association may kindly be registered and a certificate of Registration issued.

Yours faithfully,



**MUHAMMED SAYEED
GENERAL SECRETARY**

Place : Muttill

Date : 22.08.2022



Principal
W.M.O. Arts & Science College
Muttill P.O., Wayanad-673122

भारतीय गैर न्यायिक

भारत INDIA

रु. 500



FIVE HUNDRED
RUPEES

पाँच सौ रुपये

Rs. 500

(सत्यमेव जयो)

INDIA NON JUDICIAL

കേരളം KERALA

L 037348

Old Students Association of WMO College
(OSAWC)

(Muttil, Wayanad - 673 122).

MEMORANDUM OF ASSOCIATION

The activities of the Association shall be strictly in accordance with the provisions of the Societies Registration Act XXI of 1860.

- Name** : Old Students Association of WMO College (OSAWC), WMO Arts & Science College, Muttil
- Address** : The Address of the society shall be WMO Arts & Science College, Muttil-Post Wayanad - 673 122
- Office** : The office of the society shall be Building No.15/167, Muttil Panchayath
- Area of operation** : The area of operation of this society shall be at all over Indian Union.

PRESIDENT
SHEMEER P

GENERAL SECRETARY
MUHAMMAD SAYEED

TREASURER
ASIL KALATHINGAL

6420
22/8/2022

to: old students Association of
WMO college. muttil.

Vender: Kalp




W.M.O. Arts & Science College
Muttil P.O., Wayanad-673122

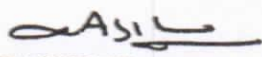
5. Aim and Objectives :

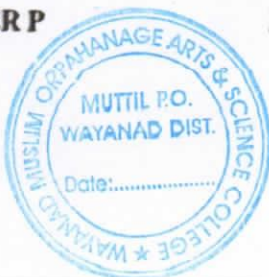
- a. Foster and perpetuate friendship and cooperation among the alumni through publications, meetings, get-togethers, chapters, visits, celebrations, networking, social interactions and similar appropriate activities.
- b. Undertake social, cultural, literary activities, including print/ digital/ broadcast publications and extension lectures.
- c. Undertake extension and social outreach activities that conform to the ideals of the College and Alumni, including establishment and running of government-funded institutions.
- d. Undertake charity and social outreach activities for the benefit of members of the society at large, and support the College in such activities.
- e. Facilitate and encourage the alumni in contributing towards improving the status of the College in areas pertaining to academics, infrastructure, industry interactions and others that the alumni and the College deem appropriate. This includes fundraising and mobilising resources for the College and its affiliates.
- f. Enable interaction among the alumni for mutual benefit in academic, employment/ or business areas.
- g. Render assistance to students of the college through grants, scholarships and prizes and provide assistance in academics, placement or any other area that is felt to be appropriate from time to time by Alumni and the College.
- h. Work towards better interactions between alumni and students by providing forums and creating opportunities for such interactions.
- i. Encourage and facilitate alumni activities to improve the society at large, particularly the underprivileged sections.
- j. Provide assistance to the alumni and their families where deemed fit by Alumni Association, WMO Arts & Science College, Muttill.
- k. Uphold the dignity of the College in all spheres and contexts.
- l. Function as part of larger affiliating organization whose objectives are not inconsistent with those of OSAWC, WMO Arts & Science College, Muttill.

All the activities shall be carried out with previous sanction of authorities as per existing laws.


**PRESIDENT
SHEMEER P**


**GENERAL SECRETARY
MUHAMMED SAYEED**


**TREASURER
ASIL KALATHINGAL**






Principal
W.M.O. Arts & Science College
Muttill P.O., Wayanad-673122

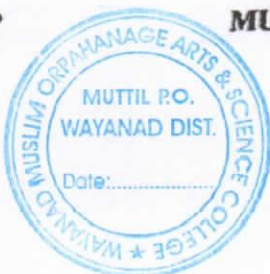
The following are the names and addresses of the office bearers elected from the members constituting the Executive committee of the Old Students Association of WMO College (OSAWC).

No.	Name & Address	Mobile No.	Designation	Occupation
1	Shameer P Parammal House Karani P.O. Meenangadi Wayanad	9447435297	President	Business
2.	Muhammed Rehoof. A Aanassan, Muttil P.O. Wayanad	8921765161	Vice President	Teacher
3.	Muneer V Vadakara House Madakkimal a P.O. Muttil Wayanad	9656580872	Vice President	Teacher
4.	Muhammad Sayeed Mukrikandi Kandathuvayal Vellamunda Wayanad	8281546575	General Secretary	Teacher
5.	Samaaha M Makkattu House Cheeral Wayanad	9061607385	Joint Secretary	Student


PRESIDENT
SHEMEER P


GENERAL SECRETARY
MUHAMMED SAYEED


TREASURER
ASIL KALATHINGAL

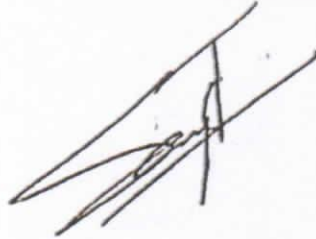



Principal
W.M.O. Arts & Science College
Muttil P.O., Wayanad-673122


No.	Name & Address	Mobile No.	Designation	Occupation
6.	Asil Kalathingal Kalathingal House, Muttill P.O., Wayanad	9048470929	Treasurer	Teacher
7.	Shafila Banu T.S. Tharakkuzhi House Paralikunnu Madakkimala P.O. Muttill	9745711588	Executive Member	House Wife
8.	Abdul Manaf T Thayyil House, Muttill North Pariyaram Wayanad	9961621401	Executive Member	Business
9.	Najmuddeen P Palliyalil House Achooranam P.O. 6 th Mile Wayanad	9947786664	Executive Member	Business



**PRESIDENT
SHIEMEER P**



**GENERAL SECRETARY
MUHAMMED SAYEED**


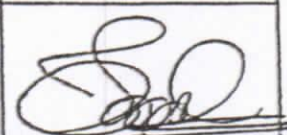


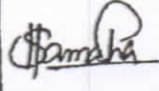
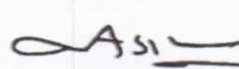



**TREASURER
ASIL KALATHINGAL**



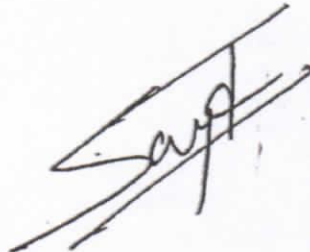

**Principal
W.M.O. Arts & Science College
Muttill P.O., Wayanad-673122**

We the members of the executive committee shall be responsible for the management of the association in accordance with the Rules and Regulations appended herewith. For the purpose of the above mentioned objectives, in the prospective members, whose names, addresses and signature are given below, have decided to function and register as Old Students Association of WMO College (OSAWC) dated 22.08.2022 under the Societies Registration Act XXI, 1860.


S.No.	Name & Address	Aadhar Number	Designation	Signature
1	Shemeer P Parammal Karani PO	625971543429	President	
2.	Muhammed Rehoof. A Aanassan, Muttil P.O.	674148538743	Vice President	
3	Muneer V Vadakara House Madakkimala P.O. Muttil	489282027927	Vice President	
4.	Muhammad Sayeed Mukrikandi Kandathuvayal Vellamunda	427944593427	Gen. Secretary	
5.	Samaaha M Makkattu House Cheeral	925872194583	Joint Secretary	
6	Asil Kalathingal Kalathingal House Muttil P.O. 9048470929	420299118759	Treasurer	
7	Shafila Banu T.S. Tharakkuzhi House Madakkimala P.O.	800968227042	Executive Member	



PRESIDENT
SHEMEER P




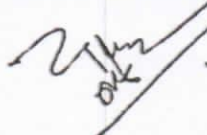
GENERAL SECRETARY
MUHAMMED SAYEED




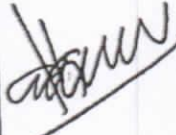
TREASURER
ASIL KALATHINGAL



Principal
W.M.O. Arts & Science College
Muttil P.O., Wayanad-673122

8.	Abdul Manaf T Thayyil House, Muttil North Pariyaram	752293573354	Executive Member	
9	Najmuddeen P Palliyalil House Achooranam P.O. 6 th Mile	769118911616	Executive Member	

Witness:

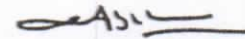
Sl.No.	Name & Address	Adhaar No.	Occupation	Signature
1.	Subair P Poyilan House Kaniyambetta PO Wayanad. Mob: 9495084774	541008926940	Accountant	
2.	Kabir P. Pothanpadam Kunnambetta PO Wayanad Mob: 9947729192	896354496196	Teacher	



**PRESIDENT
SHEMEER P**



**GENERAL SECRETARY
MUHAMMED SAYEED**



**TREASURER
ASIL KALATHINGAL**




Principal
W.M.O. Arts & Science College
Muttil P.O., Wayanad-673122

WMO Arts & Science College Alumni Association

(Muttill, Wayanad - 673 122)

BYELAW

The activities of the Association shall be strictly in accordance with the provisions of the Societies Registration Act XXI of 1860.

1. **Name** : Old Students Association of WMO College (OSAWC)
2. **Address** : The Address of the society shall be WMO Arts & Science College . Muttill-Post. Wayanad - 673 122.
3. **Office** : The office of the society shall be Building No.15/167, Muttill Panchayath
4. **Area of operation** : The area of operation of this society shall be at all over Indian Union.
5. **Aim and Objectives** :
 - a. Foster and perpetuate friendship and cooperation among the alumni through publications, meetings, get-togethers, chapters, visits, celebrations, networking social interactions and similar appropriate activities.
 - b. Undertake social, cultural, literary activities, including print/ digital/ broadcast publications and extension lectures.
 - c. Undertake extension and social outreach activities that conform to the ideals of the College and Alumni, including establishment and running of government-funded institutions.

**PRESIDENT
SHEMEER P**

**GENERAL SECRETARY
MUHAMMED SAYEED**

**TREASURER
ASIL KALATHINGAL**



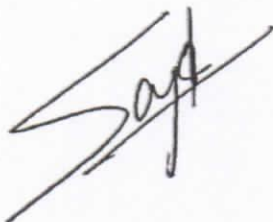
Principal
W.M.O. Arts & Science College
Muttill P.O., Wayanad-673122

- d. Undertake charity and social outreach activities for the benefit of members of the society at large, and support the College in such activities.
- e. Facilitate and encourage the alumni in contributing towards improving the status of the College in areas pertaining to academics, infrastructure, industry interactions and others that the alumni and the College deem appropriate. This includes fundraising and mobilizing resources for the College and its affiliates.
- f. Enable interaction among the alumni for mutual benefit in academic, employment/ or business areas.
- g. Render assistance to students of the college through grants, scholarships and prizes and provide assistance in academics, placement or any other area that is felt to be appropriate from time to time by Alumni and the College.
- h. Work towards better interactions between alumni and students by providing forums and creating opportunities for such interactions.
- i. Encourage and facilitate alumni activities to improve the society at large, particularly the underprivileged sections.
- j. Uphold the dignity of the College in all spheres and contexts.
- k. Function as part of larger affiliating organization whose objectives are not inconsistent with those of Alumni.

All the activities shall be carried out with previous sanction of authorities as per existing laws.



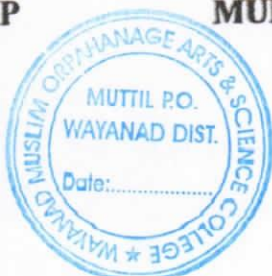
**PRESIDENT
SHEMEER P**



**GENERAL SECRETARY
MUHAMMED SAYEED**



**TREASURER
ASIL KALATHINGAL**



Principal

W.M.O. Arts & Science College
Muttill P.O., Wayanad-673122

6. MEMBERSHIP:

1. Any former students of WMO Arts & Science College (full-time, regular stream) are eligible for membership.
 - a. An eligible person becomes a member after his application for membership, along with membership fee, is accepted by the central Executive Committee (EC).
 - b. Membership fees are as follows:
 - i. Preliminary membership for outgoing students: Rs 100.
 - ii. Ordinary membership: Rs. 500, to be renewed every three years.
 - iii. Life Membership: Rs 2500.
 - c. The basic membership register, as approved by the Executive Committee and endorsed by the General Body, shall be maintained by the General Secretary.

2. Cessation of Membership:

A member of Alumni shall cease to be a member in the event of death, resignation, or being convicted of a criminal offence involving moral turpitude. A member who is found defaming the College or Alumni and acting against their mission shall be expelled from the membership. A member who misappropriates funds shall be disqualified from membership.

7. EXECUTIVE COMMITTEE:

1. The Executive Committee of OSAWC shall be elected by the General Body, and shall have minimum 7, not more than 21 members. The term of the EC shall be One year.

**PRESIDENT
SHEMEER P**

**GENERAL SECRETARY
MUHAMMED SAYEED**

**TREASURER
ASIL KALATHINGAL**



Principal
W.M.O. Arts & Science College
Muttill P.O., Wayanad-673122

2. The Executive Committee shall be responsible for planning and executing the activities.
3. The Principal of WMO Arts & Science College shall be the Chief Patron of Alumni. Former Principals of the College shall be Patrons of OSAWC. OSAWC shall function in consultation with the Chief Patron. The decisions taken by the Executive Committee shall be executed only with the consent of Chief Patron.
4. The President / Secretary of any Chapter may be invited to EC meetings as special invitees as and when required. However, these special invitees shall have no voting rights and they shall not be counted for the purpose of quorum.
5. If it is needed general body shall be convened more than once in a year; one of the meetings will be annual general body meeting.
6. The issue coming before general body shall be decided on the basis of the majority of votes in case of the equality of votes, the presiding person shall have a casting vote.

8. MEETINGS

1. The Executive Committee shall hold at least three meetings during a financial year (1st July 2022)
2. For an Executive Committee meeting, one-third of the total EC members shall constitute the quorum.
3. The General Body shall be convened at least once a year. Its business shall include the following:



**PRESIDENT
SHEMEER P**



**GENERAL SECRETARY
MUHAMMED SAYEED**



**TREASURER
ASIL KALATHINGAL**




Principal
W.M.O. Arts & Science College
Muttill P.O., Wayanad-673122

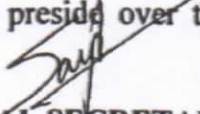
- a. To approve the annual report and the audited statement of accounts of OSAWC for the previous year.
 - b. To elect the members of the Executive Committee on expiry of its term, and to appoint auditor for next three years.
 - c. To discuss, and resolve matters of general interest to the members which may be placed before the meeting or any other matter for which seven days' notice has been received from any member, subject to the permission of the Chair.
4. At least 15 days' notice shall be given for holding the Annual General Meeting.
 5. An extraordinary General Body meeting of OSAWC may be called by the Executive Committee if the need arises. Such Extraordinary General Body meeting may also be called at the request made to the Executive Committee in writing by atleast 250 (two hundred and fifty only) members of Alumni. The meeting shall be called within one month from the date of receipt of their request in writing. For holding an extraordinary General Body meeting, 15 days' notice shall be given to the members specifying the business to be transacted.
 6. An emergency meeting of the General Body can be convened by the President at short notice if there are compelling reasons.
 7. Ordinary General Body meetings shall be convened by the General Secretary with the approval of the President.
 8. Fifty (50) members shall make up quorum for a General Body meeting. If the meeting is adjourned for want of quorum, the adjourned meeting may be convened on the same day after one hour to transact the same business; the members present shall form the quorum.

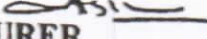
9. DUTIES & POWERS OF OFFICE BEARERS

President:


The President shall be the Chief Executive of OSAWC. He/She shall be the custodian of all OSAWC properties. He/She shall direct the General Secretary to convene meetings and shall preside over the meetings of the EC and the General Body.


PRESIDENT
SHEMEER P


GENERAL SECRETARY
MUHAMMED SAYEED


TREASURER
ASIL KALATHINGAL




Principal
W.M.O. Arts & Science College
Muttill P.O., Wayanad-673122

Vice President


The EC or the President may assign responsibilities to Vice Presidents. In the absence of President, the senior Vice President shall preside over meetings of the General Body and the EC, and exercise all powers of the President.

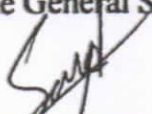
General Secretary

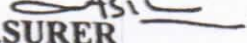
1. The General Secretary of OSAWC shall look after the affair under the supervision of the President.
2. He shall convene meetings of the EC and the General Body in consultation with the President.
3. The General Secretary shall be head of the Registered Office of OSAWC. He shall maintain and keep, or cause to be maintained and kept, all records of OSAWC, including register of members, elections, minutes and agenda and all other records of the meetings of the General Body, Executive Committee and sub-committees constituted by General Body or President.
4. He shall do everything necessary to give effect to the resolutions passed and decisions taken by the General Body and Executive Committee. He shall update the President and the Executive Committee of the progress made in this respect from time to time.
5. He shall be the custodian of all official records and registers of OSAWC and its EC.
6. He shall represent OSAWC in various bodies and meetings of the College.
7. He shall file all returns under the Societies Registration Act, 1860 and any other law mandating filing of returns.

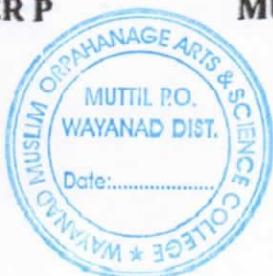
Secretary


The General Secretary may assign responsibilities to each Secretary. In the event of long absence of the General Secretary, one of the Secretaries shall take temporary charge of the General Secretary, as directed by the President.


PRESIDENT
SHEMEER P


GENERAL SECRETARY
MUHAMMED SAYEED


TREASURER
ASIL KALATHINGAL




Principal
W.M.O. Arts & Science College
Muttil P.O., Wayanad-673122

Treasurer

1. The Treasurer shall advise the EC on financial matters, supervise all financial transactions and cause to maintain and supervise account records of OSAWC.
2. He shall monitor all financial transactions:
 - a. Receipts and Expenditure of OSAWC.
 - b. Collection of grants and donations received by OSAWC.
 - c. Compilation of Statements of Accounts.
 - d. Audit of accounts and making all records available for the scrutiny, to the auditor.
3. He shall present the Annual Accounts and Audit Report before the EC and in the Annual General Meeting.
4. He may make investments by way of fixed deposits and security in banks in consultation with President and General Secretary.
5. He shall file, in consultation with General Secretary, returns applicable under the Income Tax Act, Foreign Exchange Regulation Act and any other prevailing law.
6. Ensure that all the due payments are made to OSAWC and issue all necessary receipts, and
7. Keep the EC informed of the financial condition of OSAWC

10. QUORUM :

The quorum for the general body meeting shall be half of the total number of members excluding the spouses. When a General Body meeting is adjourned for want a quorum A the activities of the Association. Any such bye-law passed by the Managing committee shall be binding on all the members of the association.

**PRESIDENT
SHEMEER P**

**GENERAL SECRETARY
MUHAMMED SAYEED**

**TREASURER
ASIL KALATHINGAL**



Principal
W.M.O. Arts & Science College
Muttil P.O., Wayanad-673122

11. ELECTION :

Voting shall take place by ballot in the general body meeting of the full members duly called by the General secretary for which two weeks' notice has been given. No one shall be eligible for election unless he has been a full member of this association for at least three months previous to the date fixed for nominations. Retiring members shall be eligible for re-election, the votes shall be counted by scrutinizing officers appointed by the board from among those not nominated for election and the result reported by them to the meeting at which the election is conducted. All members have voting right.

12. BANK ACCCOUNT:

Alumni shall open account(s) in scheduled bank(s) as decided by the Executive Committee. The bank account(s) shall be operated jointly by the General Secretary along with the President or the Treasurer.

13. AUDIT OF ACCOUNTS:

The accounts of society shall be regularly maintained and every year, the accounts shall be closed by 31st march and the same shall be audited by a qualified Chartered accountant. It shall be the executive committee's responsibility to fix the audit fees for the qualified auditor. The accounts for the financial year shall be submitted for Approval at the general body meeting. Treasurer shall present the Auditors' report to the Executive Committee, and to the Annual General Body Meeting.

14. ANNUAL GENERAL BODY MEETING :

In the month of June every the secretary shall convene the annual general body meeting of the association after giving two weeks notice in writing of its date time and place and the agenda of the meeting. The annual report on the activities of the association and the audited accounts and the budget for the succeeding year shall be submitted before the general body meeting for its approval within two weeks after the annual general body meeting a list of the office bearers of the association shall be submitted to the District Registrar, Wayanad.

**PRESIDENT
SHEMEER P**

**GENERAL SECRETARY
MUHAMMED SAYEED**

**TREASURER
ASIL KALATHINGAL**



Principal
W.M.O. Arts & Science College
Muttill P.O., Wayanad-673122

15. EXTRA ORDINARY GENERAL BODY MEETING

Extra ordinary general body meeting shall be convened by the Secretary and when necessary with the consent of the president.

16. INSPECTION OF BOOKS :

The books of accounts of OSAWC shall be open to the inspection of a panel appointed by the Executive Committee of OSAWC if it deems it necessary and it shall be the duty of the General Secretary to produce the same on request by the panel.

17. DISSOLUTIONS :

It at any time on the recommendation of a governing body, the General Body meeting resolves to wind-up the society by votes of not less than 3/5 of the members present personally, the society shall be dissolved and after satisfaction of all debts and liabilities of there remains any property what so ever, the same shall be paid to some other society registered under Act XXI of 1860 which has similar objectives or as near to the objectives of the society or to the government upon such terms and conditions as may be mutually agreed in strict compliance with section 13 and 14 or societies Act XXI of 1860.

18. AMENDMENTS:

Subject to section 12 of societies Registration Act 1860, any amendment to these rules and regulations may be brought in to effect provided such amendment is passed by 3/5 majority of the members present and voting at a special general body meeting to be convened after giving notice of two weeks to all members informing the date time and place of the meeting and of the amendment to be considered at the meeting.

19. SUITS

The association may suit or be suited in the name of its Secretary

**PRESIDENT
SHEMEER P**

**GENERAL SECRETARY
MUHAMMED SAYEED**

**TREASURER
ASIL KALATHINGAL**



Principal
W.M.O. Arts & Science College
Muttil P.O., Wayanad-673122

20. PROPERTIES AND FUNDS OF THE SOCIETY

The properties and funds of the Trust shall consist of

- a. All such funds, properties and assets as may be provided and transferred to the society.
- b. All voluntary donations or contributions both towards corpus or otherwise, gifts, legacies or grants in cash or in kind accepted by the trust.
- c. All contributions including foreign contributions and donations, grants, aids and the like, recurring and non-recurring, made to the society by Government, Government Bodies, Trusts, other Institutions etc.
- d. All properties movable or immovable that may be acquired by the society either by purchase or otherwise.
- e. All interest income or any other income arising out of investments of funds or properties of the society and other additions and acceptations to the society Fund.
- f. All sums and assets which have by any means become the property of the society.
- g. All the properties, assets and funds of the society shall be held in the name of the society and utilized for the purpose of fulfillment of the objects of the society.

21. REGISTERS AND RECORDS :

The general secretary shall maintain the following records of the society.

- a. Register of members
- b. Minutes Book
- c. General File
- d. Vouchers
- e. Notice of Meetings
- f. Cash Book
- g. Subscription fee register
- h. Seals

**PRESIDENT
SHEMEER P**



**GENERAL SECRETARY
MUHAMMED SAYEED**

**TREASURER
ASIL KALATHINGAL**

Principal
W.M.O. Arts & Science College
Muttil P.O., Wayanad-673122

22. **DATE OF EFFECT:**

This constitution takes effect from the date of registration in the office of the District registrar.

23. **DECLARATION**

A) No matter what this code says (including amendments and additions). The societies Registration Act XXI of the 1860. It is not legally binding if it is contrary to the Act. Or any of its provisions.

B) It is also declared that no other society in the same name is functioning in the jurisdiction of this society now.

C) What is stated in this code (including amendments and additions) have no legal effect if it contradicts the provisions of Act No. XXI of societies registration Act 1860.

**PRESIDENT
SHEMEER P**

**GENERAL SECRETARY
MUHAMMED SAYEED**



**TREASURER
ASIL KALATHINGAL**

Principal
W.M.O. Arts & Science College
Muttill P.O., Wayanad-673122

We, the undersigned solemnly declare that the above given is the true copy of the byelaw of the Association called Old Students Association of WMO College (OSAWC), Muttill P. O., Wayanad- 673 122 . We also affirm that no other society with the same name and objectives operates in our area of operation.

No.	Name Address	Aadhar No.	Designation	Signature
1.	Shemeer P Parammal House Karani P.O. Meenangadi Wayanad	625971543429	President	
2.	Muhammad Sayeed Mukrikandi Kandathuvayal Vellamunda Mob : 8281846575	427944593427	General Secretary	
3.	Asil Kalathingal Kalathingal House Muttill P.O. 9048470929	420299118759	Treasurer	

Witness:

Sl.No.	Name & Address	Aadhaar No.	Occupation	Signature
1.	Subair P Poyilan House Kaniyambetta PO Wayanad. Mob: 9495084774	541008926940	Accountant	
2.	Kabir P. Pothanpadam Kunnambetta PO Wayanad Mob: 9947729192	896354496196	Teacher	

PRESIDENT
SHEMEER P

GENERAL SECRETARY
MUHAMMED SAYEED

TREASURER
ASIL KALATHINGAL

Principal
W.M.O. Arts & Science College
Muttill P.O., Wayanad-673122

