

5.4.1: The Alumni Association / Chapters (registered and functional) contributes significantly to the development of the institution through financial and other support services.

ADDITIONAL INFORMATION

**ఆంధ్రప్రదేశ్ ప్రభుత్వం**
గ్రామ - వార్డు సచివాలయ శాఖ
GOVERNMENT OF ANDHRA PRADESH **APESD 80154797**
REGISTRATION AND STAMPS DEPARTMENT
THE REGISTRAR OF SOCIETIES
KADAPA

Certificate of Registration
(No : 37 of 2022)

I hereby certify that 'SMT KOTIREDDY RAMASUBBAMMA ALUMNI ASSOCIATION', Skr And Skr Gwc A/ Nagarajpeta/ Cuddapah/ Kadapa/ Andhra Pradesh/ India/ on this day registered under the Andhra Pradesh Societies Registration Act., 2001


REGISTRAR OF SOCIETIES
KADAPA

KADAPA
Date : 17/Mar/2022
Signature valid
Digitally signed by
Vardha
Certificate Issued by
Registrar of Societies
Date: 2022.03.17
15:15:38 IST

Note : This is a Digitally Signed Certificate, does not require physical signature and this certificate can be verified at www.ap.meeseva.gov.in by furnishing the application number mentioned in the Certificate.

ANDHRA PRADESH **ANDHRA PRADESH**

ఎలక్ట్రానిక్ సేవలను అందించుటకు అధీకృత ప్రతినిధి ఇచ్చు ధృవీకరణ పత్రము

Declaration by the Authorized Agent for Delivering the Electronic Services

- (i) ఈ కంప్యూటర్ ముద్రణా ప్రతిలోని సమాచారము అధీకృతమైన కంప్యూటర్ సిస్టమ్స్ నుండి నేను పొందిన అసలైన సమాచారానికి సరియైన నకలు అయి వున్నది.

The computer output in the form of computer printouts attached herewith is the correct representation of its original as contained in the computer systems accessed by me for providing the service.

- (ii) ఈ కంప్యూటర్ ముద్రణా ప్రతిలోని సమాచారము నియోగింపబడిన అధీకృతమైన కంప్యూటర్ సిస్టమ్స్ నుండి క్రమబద్ధమైన పద్ధతిలో సేకరింపబడినది.

The information contained in the computer printouts has been produced from the aforesaid computer systems during the period over which the computer was used regularly.

- (iii) ఈ కంప్యూటర్ ముద్రణా ప్రతిలోని సమాచారము కంప్యూటర్ సిస్టమ్స్ లో క్రమమైన పద్ధతిలో నమోదు చేయబడినది.

During the said period, information of the kind contained in the computer printout was regularly recorded by the aforesaid computer systems in the ordinary course of the activities.

- (iv) ఈ కంప్యూటర్ ముద్రణా ప్రతిలోని సమాచార సేకరణ సమయంలో కంప్యూటర్ సిస్టమ్స్ సరిగ్గా పనిచేయుచున్నవి మరియు సదరు కంప్యూటర్ సిస్టమ్స్ లో ఉన్న ఎలక్ట్రానిక్ రికార్డుల యధార్థతను ప్రభావితం చేసే ఏవిధమైన నిర్వహణ సమస్యలు లేవు.

Throughout the material part of the said period, the computer was operating properly, and there have been no such operational problems that affect the accuracy of the electronic record contained in the aforesaid computer systems.

పైన పేర్కొన్న విషయాలు నాకు తెలిసినంత వరకు మరియు నా విశ్వాసం మేరకు సరియైనవి.

The matter stated above is correct to the best of my knowledge and belief.

సంతకము
Signature
J. SAMJEVA REDDY
USUP - KDSA
AP ONLINE MEE SEVA
TUKUR (V), C.K. Dime (M),
Y.S.R. Kadapa (Dist.)
ముద్ర
Seal

37
2022

MEMORANDUM
AND
RULES AND REGULATIONS
OF

*Smt. KOTIREDDY RAMASUBBAMMA
ALUMNI ASSOCIATION*

ADDRESS

SKR & SKR GWC (A),
Nagarajpeta,
KADAPA - 516 001,
Andhra Pradesh State.

From

The President,
Smt. KOTIREDDY RAMASUBBAMMA ALUMNI ASSOCIATION,
SKR & SKR GWC (A),
Nagarajpeta,
KADAPA - 516 001

To

The District Registrar of Assurances,
KADAPA

Sir,

Sub:- Registration of Smt. KOTIREDDY RAMASUBBAMMA ALUMNI ASSOCIATION,
KADAPA - Registration under A.P. Societies Registration Act 35 of 2001 -
Requested - Regarding.

I am herewith enclosing the Memorandum and copy of the Rules and Regulations of Smt. KOTIREDDY RAMASUBBAMMA ALUMNI ASSOCIATION, KADAPA duly drawn up in accordance with the Rules and Regulations of the A.P. Societies Registration Act 35 of 2001 and the said two documents have been duly signed and attested by two witnesses and dated as required by the said Societies Registration Act.

The prescribed registration fee will be paid in your Office personally and also request you to kindly register the same at your earliest convenience and oblige us.

Thanking you Sir,

Yours faithfully,

P. Suresh Babu
14.3.2022
PRESIDENT
PRINCIPAL
SKR & SKR Govt. College for Women
KADAPA

MEMORANDUM OF ASSOCIATION

1. Name of the Association : Smt. KOTIREDDY RAMASUBBAMMA ALUMNI ASSOCIATION, KADAPA
2. Address : SKR & SKR GWC (A),
Nagarajpeta,
KADAPA - 516 001
3. THE AIMS AND OBJECTIVES:
 1. To improve a sense of unity, co-operation, mutual understanding, inter-relation, inter dependency, knowledge and equal opportunities among all the members.
 2. To build up self reliance and confidence among the old students & Lecturers of SKR & SKR GWC(A), Kadapa.
 3. To understand the SKR & SKR GWC(A), Kadapa core values, vision and mission and outline of the alumnae association's mission and goals.
 4. To create action plan in various functional areas like Communication, Alumnae activities, fund raising, Career Assistance and alumnae coordination to achieve the goals.
 5. To run and conduct meetings, seminars, cultural programmes and other important occasions.
 6. To take active steps to promote alumnae involvement by conducting meetings at regular intervals and invite alumnae to participate in the events, reunions and also to keep them updated about news, events, talks, workshops, post pictures, videos and events of the SKR & SKR GWC(A), Kadapa
 7. To keep a roster of all Alumni of SKR & SKR GWC(A), Kadapa and their pertinent data.
 8. To Maintaining the updated and cordial information of all Alumni.
 9. To encourage, foster and promote close relations among the alumni themselves.
 10. To promote a sustained sense of belonging to the Alma Mater among the Alumni by being in regular contact with them.
 11. To provide and disseminate information regarding their Alma Mater, its graduates, faculties and students to the Alumni.
 12. To guide and assist Alumni who have recently completed their courses of study at the SKR & SKR GWC(A), Kadapa to keep them engaged in productive pursuits useful to the society.
 13. To provide a forum for the Alumni for exchange of ideas on academic, cultural and social issues of the day by organizing and coordinating reunion activities of the Alumni
 14. To encourage and conduct the indoor, outdoor games in order to develop both physical and mental growth of the Members.
 15. To conduct any service towards humanity.
 16. To raise and receive funds from the Local people, Philanthropists and other funding agencies for the attainment of the above objects.
 17. To do all such other useful things, Deeds, Acts are essential or conducive to the attainment of the objects.

P. Sumanth Reddy
PRESIDENT
PRINCIPAL
SKR & SKR Govt. College for Women
KADAPA.
14.3.2022

CERTIFICATE





1. Certified that the Association is formed with no profit motive and that no commercial activities are involved in its working.
2. Certified that the Association would not engage in any agitation and trade union activities ventilate grievances.
3. Certified that the Office bearers are not paid from the funds of the Association.
4. Certified that the signatures of the Governing Body are genuine.

P. Sumanee Sathna
14.3.2022

PRESIDENT

PRINCIPAL
SKR & SKR Govt. College for Women
KADAPA.

2. We the following are the First Governing Body to run the Administration of the Association in accordance with the Rules and Regulations under Section 35 of 2001.

Sl. No	Name, Father's Name with Full Address	Designation	Age	Photo	Signature
1	Dr. Palempalle Subba Lakshumma W/o. Sivaiah Principal of SKR & SKR GCW(A), D.No. 38/340-68, R.T.C. Colony, Ramanjaneyapuram, Kadapa - 516 002	President	59		<i>P. Summe Lakshumma</i> PRINCIPAL SKR & SKR Govt. College for Women KADAPA.
2	K. Shalini D/o. Sheshachari Lecturer in Mathematics, (Contract) D.No. 13/127, B.K.M. Street, Kadapa - 516 001	Vice President	38		<i>k. shalini</i>
3	Palaji Laveena D/o. PIJ. Rajasekhar Lecturer in Biochemistry, (Guest) D. No. 42/381-49, Vasavi Nagar, Chinna Chowk, Kadapa - 516 002	General Secretary			<i>P. Laveena</i>
4	Sreerama Sivagowri C/o. S. Ramanjaneulu Lecturer in Biotechnology, (Guest) D.No. 2/112-1, Pindi Mission Street, Raja Reddy Street, Kadapa - 516 001	Joint Secretary	37		<i>Sreerama Sivagowri</i>

P. Summe Lakshumma
PRESIDENT
PRINCIPAL
SKR & SKR Govt. College for Women
KADAPA.
14.3.2022

5	<p>Veeramreddy Hima Kumari W/o. Venkata Rami Reddy Lecturer in Chemistry, (Contract) D. No. 2/24, Papa Saaheb Peta, C.K. Dinne Mandal, Kadapa - 516 003</p>	Treasurer	34		<i>V. Hima</i>
5	<p>Dandu Subhanjali W/o. Sreekanth Lecturer in Computers, (Guest) D.No. 8/153, Malavada, Duvvuru - 516 175, YSR Kadapa District.</p>	Executive Member	37		<i>Subhanjali</i>
7	<p>Varidhireddy Aruna D/o. V. Rami Reddy Lecturer in Commerce, (Guest) D.No. 1-121, Somapuram - 516 172, YSR Kadapa District.</p>	Executive Member	24		<i>V. Aruna</i>
	<p>Pureti Sachi Devi W/o. Srinivasulu Bayineni Lecturer in Zoology (Regular) E-13-334, Flat No. 402, Mutharasupalli Road, Chinnachowk, Kadapa - 516 002</p>	Executive Member	48		<i>Sachi</i>
	<p>Kotireddy Ramya Smitha W/o. Ashok Kumar Reddy Lecturer in Computers, (Guest) D.No. 1/441-18, Maruthi Nagar, Kadapa - 516 001</p>	Executive Member	41		<i>Ramya</i>

P. Suresha Pasabhis
14.3.2022

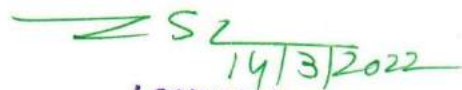
PRESIDENT
PRINCIPAL
SKR & SKR Govt. College for Women
KADAPA.

3. **DECLARATION:**

We the several persons whose signatures are subscribe below desire to form as the Association under the desirous to get the Registration under A.P. Societies Registration Act, 35 of 2001.

Sl. No	Name with Father's Name	Designation	Signature
1	Dr. P. Subba Lakshumma W/o. Sivaiah	President	P. Summe Sathna
2	K. Shalini D/o. Sheshachari	Vice President	K. Shalini
3	Palaji Laveena D/o. PIJ. Rajasekhar	General Secretary	P. Laveena
4	Sreerama Sivagowri C/o. S. Ramanjaneulu	Joint Secretary	Sreerama
5	Veeramreddy Hima Kumari W/o. Venkata Rami Reddy	Treasurer	V. Hima
6	Dandu Subhanjali W/o. Sreekanth	Executive Member	D. Subhanjali
7	Varidhireddy Aruna D/o. V. Rami Reddy	Executive Member	V. Aruna
8	Pureti Sachi Devi W/o. Srinivasulu Bayineni	Executive Member	P. Sachi
9	Kotireddy Ramya Smitha W/o. Ashok Kumar Reddy	Executive Member	K. Ramya

Witnesses :-

1) 
14/3/2022
Lecturer Incharge
Dept. of Chemistry
SKR & SKR Govt. College for Women
KADAPA.

2) V. Sreerama Reddy
14/3/2022
Lecturer in Commerce
SKR & SKR Govt. College for Women
KADAPA.

PRESIDENT P. Summe Sathna
14.3.2022
PRINCIPAL
SKR & SKR Govt. College for Women
KADAPA.

GENL. SECRETARY
P. Laveena

TREASURER V. Hima

PRESIDENT P. Summe Sathna
14.3.2022
PRINCIPAL
SKR & SKR Govt. College for Women
KADAPA.

RULES & REGULATIONS

1. Name of the Association : Smt. KOTIREDDY RAMASUBBAMMA ALUMNI ASSOCIATION, KADAPA

2. Address : SKR & SKR GWC (A),
Nagarajpeta,
KADAPA - 516 001

3. Jurisdiction : Entire YSR Kadapa District

4. Membership :

1. A Member who had studied in SKR & SKR GWC and working staff of the SKR & SKR GWC(A), Kadapa is eligible to become a member of the Association on payment of Rs. 500/- as Membership fee. All of them should be the members of Alumni.

2. **Membership Fee:** A person who is eligible to be admitted as a Member shall make an application in the prescribed form for admission and he/she shall pay membership Rs.100/-.

3. **Cessation of Membership :** The membership shall cease under the following conditions:

a) By voluntary resignation.

b) By the decision of the Executive Committee on account of actions calculated to impair the existence prestige of the Association or any subversive acts affecting the functioning of Association (When a member is removed on this ground, he/she will have the right to appeal to the General Body at the next Annual General Body Meeting.)

c) By death or unsound mind

4. **Removal of a Member :** The Executive Committee may, through a resolution passed in a meeting and in respect, of which the subject is specifically indicated in the Agenda, remove a member from the membership for the following reasons:

a) If a member commits deliberately any act(s) or omission (s) impairing the image of the Association and violates the Rules and Regulations and the constitution.

b) However, before taking a final decision on individual cases, the Executive Committee shall give the member a reasonable opportunity of a personal hearing.

5. **Re-admission:** A member who has been once removed from membership for any reason can be re-admitted as a member at the absolute discretion of the Executive Committee, subject to the condition that she/he shall pay the re-admission fee.

6. **Vacancy caused by resignation or otherwise :** In the event of a vacancy occurring amongst the members of the Executive Committee, whether by resignation or otherwise, the Executive Committee shall co-opt the required number of persons amongst the members of the Association to that office to hold the position till the vacancy is filled up by next elections.

Official Year: The Official year of the Association shall be the Financial Year i.e., 1st April to end of March next Year and the tenure of the Elected Executive Committee shall be once in Two years.

P. Suresh Babu
14.3.2022

PRESIDENT
PRINCIPAL
SKR & SKR Govt. College for Women
KADAPA.

6. 1. **Funds:** The funds of the Association comprise of
- Admission and Re-admission fee.
 - Membership paid by the Members.
 - Interest, if any, on deposits made etc.,
 - Donations from individuals or Associations.
 - Grants and Subsidies by any recognized institution or Government.
 - Any amounts received through benefit shows performance, sale of literature, journals, calendars, releasing souvenirs etc.
 - Any amounts received for the services rendered by the Association.
2. **Investment and Operation**
- The Funds of the Association shall be deposited in any Nationalized or scheduled bank or private bank (s).
 - The Bank account shall be run in the name of the Association only.
 - The Bank account shall be operated jointly by the Secretary and Treasurer of the Association. The President and Treasurer shall sign cheques or withdrawal slips.
 - The Treasurer may hold an imprest amount not exceeding Rs.2,000 (Rupees Two thousand only) or as authorized by the Executive committee from time to time to meet urgent day to day expenditure in running the Association activities.
7. 1. **Management :**
- The day to day management of the affairs of the Association shall vest in an Executive Committee consisting of Seven elected office bearers one President, Vice-President, General Secretary, Joint Secretary, Treasurer and 04 Executive Members in Total 09. The Office bearers shall hold office for a period of **Two Terms**. 4 Members of the Executive Committee should be continued till two terms for the sound footing of Alumni, The remaining Executive Members (03) should be elected by core and executive members every year based on conduct.
2. **Election and quorum :**
- The Executive Committee is elected and the calendar of events shall be in accordance with the procedure laid down in the Annexure.
 - The quorum for the Executive committee Meeting shall be 1/3rd of the Committee.
8. **Executive Committee Meetings :**
- A notice of at least 30 days is necessary for all the Executive Committee meetings. However, this stipulation shall not be necessary in case of emergency meeting or adjourned meetings for which short notice either by letter or through Telephone shall be adequate.
 - Notice of meetings shall be communicated to all the members of the Committee by the Secretary. The orders of the Committee if necessary could be obtained on specific points by circulating amongst the members of the Executive Committees in emergencies. In the event of disagreement during the course of circulation by any one member, the matter shall be decided by the meeting of the Executive Committee.
 - Minutes of the meetings shall be recorded in a separate book for this purpose and such minutes shall be signed by all the members present at the meeting and by the President.
 - All matters before the Executive Committee shall be decided by a majority vote. If there is no consensus, each member of the Committee present shall have one vote. In the event of equality of Votes, the Chairman of the meeting/President shall have a second casting vote.

P. Suresh Reddy
14.3.2022

PRESIDENT
SKR & SKR Govt. College for Women
KADAPA.

- e. The Executive Committee meeting shall be held normally once in three months. If any matter concerning a committee member personally is to be decided in a meeting, such member shall not be present at such a meeting, at the time, when a decision is being taken.

9. **POWERS AND DUTIES OF THE EXECUTIVE COMMITTEE:**

The Executive Committee shall have the following powers and duties:-

1. To consider applications for membership.
2. To raise funds necessary for purposes of carrying out functions of the Association on the terms and conditions that may be determined from time to time.
3. Arrange for maintenance of all accounts and records. To frame policies of business and generally to direct and conduct the affairs of the Association prudently and efficiently in the best interests of the Association.
4. To formulate Sub/Committees if found necessary, for special programmes and if necessary by co-opting members of the Association outside the Executive Committee.
5. To delegate any powers to the sub-committees or office bearers of the Committee.
6. To incur necessary expenditure for the conduct of the functions of Association.
7. To acquire movable and immovable property for and in the name of the Association.
8. To appoint an internal auditor to check the Annual Accounts.
9. To arrange for the investment of the funds of the Association.
10. To appoint and fix the salary and nature of work to be discharged by such employees, suspend, punish or take any other disciplinary action against or dismiss any salaried staff of the Association full time or part-time.
11. To maintain proper accounts of the Association and arrange for audit and preparation of periodical income and expenditure Accounts and Balance sheet.
12. To convene meeting of the General Body and lay before the General Body all information, reports and accounts of the Association.
13. To institute, defend or compromise any legal proceedings in the name of the Association.
14. To frame subsidiary rules for the conduct of the affairs of the Association subject however to such rules being approved by the General Body before implementation.
15. To hold discussions, negotiate and settle issues relating to members of the Association in the best interests of the members of the Association.

Any member of the Committee or any office bearer has no powers to take loans or credits on behalf of the Association.

16. It shall be the responsibility of the Executive Committee to ensure the maintenance of proper books and accounts and get the same posted up-to-date. The Treasurer shall present to the committee, once in a month, a statement of receipts and payments, and income and expenditure. The audit of the accounts of the Association shall be conducted for each year by an Auditor to be appointed at the Annual General Body Meeting. The Auditor shall give his report on the accounts to the Executive Committee first and the Executive Committee shall review and take action wherever necessary and place the report of the Auditor before the Annual General Body Meeting together with their replies and comments. The Secretary and Treasurer shall exercise the powers, and carry out the duties entrusted in the bye laws/rules, and they are responsible to the extent their duties enumerated.

P. Sumana Pauline
14.3.2022

PRINCIPAL

SKR & SKR Govt. College for Women
KADAPA.

10. POWERS AND DUTIES OF THE OFFICE BEARERS :

1. POWERS AND DUTIES OF PRESIDENT:

The President shall be Chief Executive Authority of the Association and shall have the following Powers and duties:-

1. Whoever is the Head of the Institution at that time is the President of Alumni.
2. To preside over and conduct the meetings of the Executive Committee and to vote on all questions and in the event of equality of votes, to exercise a casting vote.
3. To preside over General Body Meeting and conduct its proceedings.

2. POWERS AND DUTIES OF VICE PRESIDENT:

1. To direct, guide and supervise the workings of the Association generally in accordance with the constitution and resolutions of the general body and the Executive Committee.
2. To lead all delegations and to conduct negotiations.
3. In the absence of the President the Vice President shall act as President and perform all his duties.

3. POWERS AND DUTIES OF GENERAL SECRETARY:

General Secretary shall have the following powers and duties:

1. He shall be in-charge of the day to day administration of the Association
2. To convene meetings of the Executive Committee, prepare Agenda and keep records of all the proceedings of the meetings in a proper minute's book.
3. To sign all correspondence on behalf of the Association except those that are to be signed by the President.
4. To maintain necessary registers of members
5. To arrange for safe custody of documents and property of the Association.
6. To exercise administrative control over the staff of the Association and enforce discipline. However, for engagement and termination of staff of the Association, he should have the prior concurrence of the Executive Committee.
7. To sanction and incur contingent expenses within the limits that may be prescribed by the Committee.
8. To represent the Association in all legal and other proceedings and to represent the Association in other Associations, Institutions, Conferences on behalf of the Association with the prior concurrence of the Committee.
9. To perform all other duties, generally, that may be entrusted to him from time to time by the Executive Committee.
10. The Association may be sued in the name of the President in accordance with Section 6.

P. Summa Prabha

14.3.2022

PRINCIPAL
PRESIDENT
SKR & SKR Govt. College for Women
KADAPA.

4. POWERS AND DUTIES OF TREASURER:-

- 1 The Treasurer is the custodian of the finances, funds and accounts of the Association
- 2 He shall sign all receipts for money received on behalf of the Association.
- 3 He shall credit the money received on behalf of the Association to the account of the Association in the Bank and renew the deposits in consultation with the Executive Committee
- 4 He shall scrutinize all bills for payments to be made and make payments with the approval of the President subject to ratification by the Executive Committee
- 5 To receive subscription from the members, and contributions and issue receipts and maintain accounts thereof
- 6 To maintain proper accounts, books and get the same audited from time to time, and furnish statement of accounts/balance sheet duly audited. He shall be jointly responsible with the Secretary in furnishing the utilization certificates to the Government for the grants received, if any and furnish the statement of accounts/ balance sheet to the State Government authorities, and renew the registration of Association.
- 7 To perform such duties as may be entrusted to him by the Executive Committee

5. DUTIES OF EXECUTIVE COMMITTEE MEMBERS:-

- 1 To Communicate to the members in their jurisdiction all matters relating to collections of subscriptions arrears, elections and such other matters that may be entrusted to them for communication to members such as information relating to functions, etc.
- 2 To hear and discuss the problems of members within their jurisdiction and discuss the same with the Executive Committee
- 3 To contact the members in their jurisdiction and help to collect subscriptions and handover the subscriptions to the Treasurer against receipts
- 4 To assist the Executive Committee in attending to the work entrusted to them relating to the functioning of the Association

11) AUDIT OF ACCOUNTS:-

The accounts for the year commencing from April every year and place the audited accounts in the Annual Meetings and audited by a Chartered Accountant appointed by the General Body of the Association.

12) QUORUM:-

The Quorum of General Body Meeting shall be 3/5th of the Members on roll. If within half an hour after the Schedule time there is no quorum the meeting shall be stand adjourned.

13) FUNDS :

The Funds of the Association shall be utilized for welfare activities of the Association. Funds shall raise by way of Donations from Members of Alumni, Public, Philanthropists, Grants both from State and Central Government and Abroad agencies. The Joint Account should be opened in any Nationalized/ Schedule Bank(s) in the name of President and Treasurer Jointly, who are empowered to do Bank Transactions i.e., deposits and withdrawal on behalf of the Association.

P. Suresh Babu
14.3.2022
PRESIDENT
PRINCIPAL
SKR & SKR Govt. College for Women
KADAPA,

14) GENERAL BODY:-

1. The Association shall convey a General Body Meetings once in a year preferably in a month of APRIL.
2. The General Body of the Association shall consist of all the members of the Association.
3. The General Body shall be the supreme authority in all matters concerning affairs of the Association subject to the provisions of this constitution.
4. The Executive Committee shall call for the General Body Meeting giving a clear notice of at least 14 days with the Agenda for the meeting.
5. There shall be a meeting of the General Body within 3 months after closing of the official year which meeting shall be called as the Annual General Body Meeting. This meeting shall consider the audited accounts of the Association, the report of the auditor and report of the Executive Committee on the work done during the previous year and the elections to the Executive Committee and also appointment of an Auditor.
6. The President shall preside over the General Body Meetings.
7. The Secretary shall cause record of all the proceedings of the General Body Meeting which proceedings shall be read and confirmed at the next General Body Meeting.
8. All matters in a General Body Meeting shall be decided by majority opinion recorded by show of hands if there is no consensus. In the event of equality of votes the President of the General Body Meeting shall have a casting vote.
9. Quorum for the General Body Meeting: The quorum required for any General Body Meeting shall be 10% of the members on rolls or 25 members whichever is less. In the absence of a quorum, the meeting shall be adjourned .The adjourned meeting shall be conducted within 3 days of that adjourned meeting; no quorum is required for that adjourned meeting.

15) SPECIAL GENERAL BODY MEETING:

1. A special General Body Meeting can be called by the Executive Committee on its own initiative or upon a requisition in writing signed by at least 1/3rd of the members on the rolls of the Association as on the date of requisition.
2. Such requisition from members shall specify the business proposed to be transacted at this Special Meeting and addressed to the Secretary of the Association, who shall place the same at the meeting of the Executive Committee for their decision.
3. If the Executive Committee refuses to comply with the requisition for recorded reasons or otherwise convene the meeting within a period of two weeks from the date of such requisition, the signatories of the requisition shall be competent to convene a special General Body Meeting and the Committee shall furnish all information required at such a meeting.
4. Decisions taken at such a meeting on the subjects specified in the requisition for the meeting only shall be binding.
5. In the absence of quorum at the Special General Body Meeting called under requisition from members, such meeting shall stand dissolved and shall not be capable of being adjourned.

P. Sumanee Parshuram
PRESIDENT 14-3-2022
PRINCIPAL
SKR & SKR Govt. College for Women
KADAPA.

16) **GENERAL:**

- i) The President may direct the secretary to call a meeting of the general body whenever required or whenever one third of the members of the general body gives requisition to the secretary in writing stating the subject to be considered.
- ii) The minute book shall be kept and a proper record of all members present and business transacted at every meeting of the managing committee or the general body as the case may be shall be made therein by the Secretary.
- iii) Accurate accounts of all receipts and payments shall be maintained or caused to be maintained by the Treasurer, he/she shall authorized to operate bank accounts jointly with the President.
- iv) The managing committee shall make a report of all the activities of the association and present it at the annual general body meeting.
- v) No changes should be done in the Logo or Card Design of Alumni Association, if any should be done under Core and Executive Committee.
- vi) The accounts of the association shall be audited annually and the report of the auditor shall be placed before the general body at the annual general body meeting.

17) **LEGAL MATTERS:-**

The Association may sue or be sued in the name of the President only, If any file suits on behalf of the Association in courts of law. The Executive Committee shall appoint legal Advisor (S) from time to time and their remuneration fixed.

18) **AMENDMENTS:**

If the Association wishes to alter, amended, additions, deletions with either to the Memorandum of Association or copy of Rules the provisions of Sec. (8) of the A.P. Societies Registration Act, 35 of 2001 is followed.

19) **ENFORCEMENT OF JUDGEMENT:-**

The enforcement of Judgement against the property of the Association shall be in accordance with the provisions of Sec. 27 of A.P. Societies Registration Act, 35 of 2001 followed.

20) **DISSOLUTIONS:**

In the event of the Association is dissolved the provisions of Sec 24 of A.P. Societies Registration Act, 35 of 2001 is followed.

21) **SUITS:**

The Association may sue or to be sued in the name of the President as determined by the Rules and Regulations of the Registered Association as per the provisions laid down in Section (19) of the A.P. Societies Act 35 of 2001.

22) **OTHERS:-**

If any other things done or any action taken under the said Acts in the exercise of any power conferred by or under the said Acts shall be deemed to have been done or taken in the exercise of the powers conferred by or under this Act 35 of 2001 of A.P. Societies Registration Act.

P. Summe Parashu
14.3.2022
PRESIDENT
PRINCIPAL
SKR & SKR Govt. College for Women
KADAPA.

CERTIFICATE

We the undersigned certify that this is the Correct and True copy of Memorandum and Rules and Regulations of Smt. **KOTIREDDY RAMASUBBAMMA ALUMNI ASSOCIATION, KADAPA - 516 001, ANDHRA PRADESH STATE.**

Sl. No	Name with Father's Name	Designation	Signature
1	Dr. P. Subba Lakshumma W/o. Sivaiah	President	<i>P. Sumeetha</i>
2	K. Shalini D/o. Sheshachari	Vice President	<i>K. Shalini</i>
3	Palaji Laveena D/o. PIJ. Rajasekhar	General Secretary	<i>P. Laveena</i>
4	Sreerama Sivagowri C/o. S. Ramanjaneulu	Joint Secretary	<i>Sreerama</i>
5	Veeramreddy Hima Kumari W/o. Venkata Rami Reddy	Treasurer	<i>V. Hima</i>
6	Dandu Subhanjali W/o. Sreekanth	Executive Member	<i>D. Subhanjali</i>
7	Varidhireddy Aruna D/o. V. Rami Reddy	Executive Member	<i>V. Aruna</i>
8	Pureti Sachi Devi W/o. Srinivasulu Bayineni	Executive Member	<i>P. Sachi</i>
9	Kotireddy Ramya Smitha W/o. Ashok Kumar Reddy	Executive Member	<i>K. Ramya</i>

Witnesses :-

1) *[Signature]*
14/3/2022
Lecturer Incharge
Dept. of Chemistry
SKR & SKR Govt. College for Women
KADAPA.

2) *V. Sreerama Reddy*
14/3/22
Lecturer in Commerce
SKR & SKR Govt. College for Women
KADAPA.

PRESIDENT *P. Sumeetha*
14.3.2022

PRINCIPAL
SKR & SKR Govt. College for Women
KADAPA.
GENL. SECRETARY *P. Laveena*

TREASURER *V. Hima*

PRESIDENT *P. Sumeetha*
14.3.2022

PRINCIPAL
SKR & SKR Govt. College for Women
KADAPA.



SKR & SKR GOVT. COLLEGE FOR WOMEN, KADAPA.
(AUTONOMOUS)
Reaccredited with 'B' Grade by NAAC
Y.S.R. Kadapa District – 516001, Andhra Pradesh, India.
Affiliated to Yogi Vemana University



ALUMNI ASSOCIATION

ACTIVITY REGISTER

S.No	Activity Conducted	Academic Year	Date
1.	Best Practice CLEAN AND GREEN	2021-2022	23-03-2022
2.	Best Practice Hand Full of Rice	2021-2022	09-05-2022
3.	Presenting Saree to Ammavaru	2021-2022	18-08-2022
4.	Best Practice Alumni Meeting On Games and Entertainment	2020-2021	01-07-2021
5.	Best Practice PLANTATION	2020-2021	04-01-2021
6.	Awareness program Precautions and prevention of Covid - 19"	2019-2020	03-08-2020
7.	Maintaining and updating alumni database." Meeting	2019-2020	18-09-2020
8.	MEETING ALUMNI ONLINE	2019-2020	20-07-2020
9.	Best Practice Medical Camp – Health Check Up	2018-2019	31-12-2019
10.	Maintaining and updating alumni data base MEETING	2017-2018	06-09-2017
11.	Medical Camp – Health Check Up	2017-2018	09-03-2018
12.	Best Practice - Plantation	2017-2018	21-04-2018
13.	Awareness Program to students on Women Empowerment	2016-2017	15-11-2016
14.	Alumni Meeting On To Raise Fund from Alumni and Philanthropies"	2016-2017	31-03-2017

CLEAN AND GREEN”

TOPIC: Clean and Green

Synopsis of the Topic:

Clean and green environment imply absence of pollution and a better quality of life. Green on the other hand has a direct link to promoting good health. Literally a green environment means abundance of trees and greenery. Trees are instrumental in purifying air by absorbing the dangerous gases and giving out Oxygen.

The Clean and Green campaign aims to protect and care for the environment by engaging the community in leading an environmentally conscious lifestyle. It is currently administered by the National Environment Agency Establishment.

50 Ways to Go Green

Start a family “go-green fund.” Review your previous water, gas and electric bills. ...

Create your own wrapping paper or gift bags out of magazines, scrap cloth or newspaper.

Make it a contest. ...

Plant trees together.

Adopt a road or park, and pick up litter.

Build a compost bin together. ...

Plant a garden.

Feedback: Excellent

Faculty involved: Alumni Faculty





SKR & SKR Government College for Women (A)
Kadapa



ALUMNI ASSOCIATION
EVENT REPORT

ACTIVITY: Best Practice	A.Y: 2021-2022	DATE: 09-05-2022
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“Hand Full of Rice”

TOPIC: Hand Full of Rice

Synopsis of the Topic:

Buhfaitham ('handful of rice') was started in the state of Mizoram in north-east India in 1910. It is a practice where each family, mainly from the Mizo ethnic group, puts aside a handful of rice every time they cook a meal. Later, they gather it and offer it to the church.

Rice: A fist-sized portion of cooked rice equals **100 g**, has around 130 cal, and is a great source of carbohydrates. **Vegetables:** 2 handfuls of mixed vegetables equals 150 g and has approximately 82 cal. **Fruit:** A handful of mixed fruit equals 80 g and has about 42 cal..

Feedback: Excellent

Faculty involved: Alumni Faculty





SKR & SKR Government College for Women (A)
Kadapa



ALUMNI ASSOCIATION
EVENT REPORT

ACTIVITY: Presenting Saree to Ammavaru by Alumni Association

A.Y: 2021-2022

DATE: 18-08-2022

“Presenting Saree to Ammavaru by Alumni Association”

TOPIC: Presenting Saree to Ammavaru by Alumni

Synopsis of the Topic:

Alumni Meet is a **gathering of passed out students of an institution** and it is a place where the institution feels proud on seeing its successful alumni. During their meet, the alumni community shares their experience in the outside world, which they faced after stepping out of the institution.

Alumni associations offer a number of ways to give back, including **gifts, endowments, membership fees, and volunteer opportunities.**

Giving back to an alumni association is a great way to keep the legacy going and ensure that future generations of students have the opportunity to pursue quality higher education.

Maa (Mother) Saraswati is a **Hindu goddess who represents education, creativity, and music.** The name Saraswati stems from the Sanskrit root "saras," which means "that which is fluid." MaaSaraswati is known to bring order out of chaos and has a calming and centering personality.

Saraswati was the consort of the creator god, Brahma. She was responsible for helping him form the universe. In some stories, Saraswati was originally married to Vishnu, the preserver god, before he passed her off to Brahma.

The effulgent beauty and sharp intelligence of Saraswati enamored Her father **Brahma** so much that He was determined to make His own daughter His consort. But Brahma's incestuous infatuation to His daughter miffed Saraswati so much that She became desperate to avert Her father's lustful gaze.

Feedback: Excellent

Faculty involved: Alumni Faculty





SKR & SKR Government College for Women (A)
Kadapa



ALUMNI ASSOCIATION
EVENT REPORT

ACTIVITY: Best Practice

A.Y: 2020-2021

DATE: 01-07-2021

“Alumni Meeting On Games and Entertainment”

TOPIC: Games and Entertainment

Synopsis of the Topic:

Games are a fundamental way that humans interact and learn. They provide so many benefits for people of all interests and abilities . Children especially love playing games and these activities provide such a great opportunity for them to practice so many skills.. Research has shown that games are **essential for healthy development in early childhood and beyond.** Play lets children practise what they know, and also what they don't. It allows them to experiment through trial and error, find solutions to problems, work out the best strategies, and build new confidence and skills. Students can build their health and body by playing games and sports which provide exercise in the fresh and open air. **Games help an individual learn discipline and sportsmanship.** Games offer a good drill for playing the game of life. A true player is uncaring of joy and sorrows.

Feedback: Excellent

Faculty involved: Alumni Faculty





SKR & SKR Government College for Women (A)
Kadapa



ALUMNI ASSOCIATION
EVENT REPORT

ACTIVITY: Best Practice

A.Y: 2020-2021

DATE: 04-01-2021

“PLANTATION”

TOPIC: PLANTATION

Synopsis of the Topic:

They give us fruits and leaves that serve as food for birds, animals as well as human beings; moreover we get, wood, rubber and raw materials that are used for manufacturing miscellaneous goods such as furniture, doors and a lot more . Trees are habitats of birds and animals.

They **provide us oxygen, filter carbon dioxide, prevent soil erosion, maintain the ecological balance and many more.** Also, they provide us food, shelter and many useful things.

Tree plantation is significant because it is linked to our basic need for **good food to eat and clean air to breathe.** Aside from these necessities, they preserve biodiversity, conserve water, preserve soil, and control climate, among other things..

Tree planting is **one of the simplest and most effective ways of tackling climate change caused by greenhouse gas.** As trees grow they absorb carbon dioxide (CO₂), a major greenhouse gas in the atmosphere.

In addition to the carbon dioxide trees capture, they also **help the soil capture and store carbon.** Despite not doing such an incredible job as oceans do – absorbing around 90% of all carbon emissions and then suffering the impacts of ocean acidification – trees are extremely important to help stop climate change.

Feedback: Excellent

Faculty involved: Alumni Faculty





SKR & SKR Government College for Women (A)
Kadapa



ALUMNI ASSOCIATION
EVENT REPORT

ACTIVITY: Awareness program	A.Y: 2019-2020	DATE: 03-08-2020
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“Precautions and prevention of Covid - 19”

TOPIC: Awareness program on Precautions and Prevention of COVID -19

Resource Person:

Dr. JeevaPrakasam, BHMS,
EX Drug Inspector.

Program Convener:

Smt. V.HimaKumari,
Cont. Lect. In Chemistry.

Synopsis of the Topic:

To prevent the spread of COVID-19:

Maintain a safe distance from others (at least 1 metre), even if they don't appear to be sick. Wear a mask in public, especially indoors or when physical distancing is not possible. Choose open, well-ventilated spaces over closed ones.

Open a window if indoors. Clean your hands often.

Use soap and water, or an alcohol-based hand rub.

Get vaccinated when it's your turn. Follow local guidance about vaccination.

Cover your nose and mouth with your bent elbow Or a tissue when you cough or sneeze.

Stay home if you feel unwell.

If you have a fever, cough and difficulty breathing, seek medical attention. Call in advance so your healthcare provider can direct you to the right health facility. This protects you, and prevents the spread of viruses and other infections.

Masks

Properly fitted masks can help prevent the spread of the virus from the person wearing the mask to others. Masks alone do not protect against COVID-19, and should be combined with physical distancing and hand hygiene.

Follow the advice provided by your local health authority.

Feedback: Excellent

Faculty involved: Alumni Faculty





SKR & SKR Government College for Women (A)
Kadapa



ALUMNI ASSOCIATION
EVENT REPORT

ACTIVITY: Meeting

A.Y: 2019-2020

DATE: 18-09-2020

“Maintaining and updating alumni database.”

TOPIC: Maintaining and updating alumni Database

Synopsis of the Topic:

What are the activities of alumni association? Maintaining and updating alumni database. Mentorship Programme by alumni for their juniors. Organizing 'Alum talks' regularly. Updating various events organized in IMRD on Social Media to reach out to Alumni.

A strong alumni database is essentially the best network of potential recruiters for your current students. Since your school's alumni will be present in varied sectors and industries, they will be able to offer current students exposure and job opportunities in virtually any field.

Abstract- The main aim of the project is to build an interaction between alumni, admin and the students; a system that will be able to manage alumni data of a college and provide easy access to the same. The alumni will also be interested to maintain relations with their institutions.

Feedback: Excellent

Faculty involved: Alumni Faculty





SKR & SKR Government College for Women (A)
Kadapa



ALUMNI ASSOCIATION
EVENT REPORT

ACTIVITY : MEETING	A.Y: 2019-2020	DATE: 20-07-2020
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“ALUMNI ONLINE”

TOPIC: CREATING ALUMNI NETWORKING, FUNDRAISING & DEVELOPMENT OPPORTUNITIES

Synopsis of the Topic:

Why not consider offering your alumni the opportunity to 'get up to speed' personally and/or professionally on digital media and communications and how they can use the Internet, Email, Social Media, Professional Networking etc for their professional development and/or the growth of their business or organisation?.

A fast moving presentation with examples and case studies, top tips and techniques designed to help your alumni onto the fast track for self-development, career progression, recruitment, professional networking etc using the Internet, Email, Social Media, Professional Networks, Mobile etc as effectively as possible.

Helping alumni to understand all the opportunities available to them for using digital channels and platforms and the latest technology developments in their day to day personal and professional lives.

Feedback: Excellent

Faculty involved: Alumni Faculty





SKR & SKR Government College for Women (A)
Kadapa



ALUMNI ASSOCIATION
EVENT REPORT

ACTIVITY: Best Practice	A.Y: 2018-2019	DATE: 31-12-2019
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“Medical Camp – Health Check Up”

TOPIC: Medical Camp – Health Check Up

Synopsis of the Topic:

A Medical camp in the college is conducted to check the general health of the students under the auspices of alumni Association on the 30 th december ,2018 from 5 PM to 6-30 . PM, with the permission of the principal Dr.P. SubbaLakshumma.

Dr.P.JeevPrakasam,, BHMS (Retired Professor of Homeopathy Philosophy) of Govt. Homeopathy College, kadadap was kind enough to make general check up to the students .

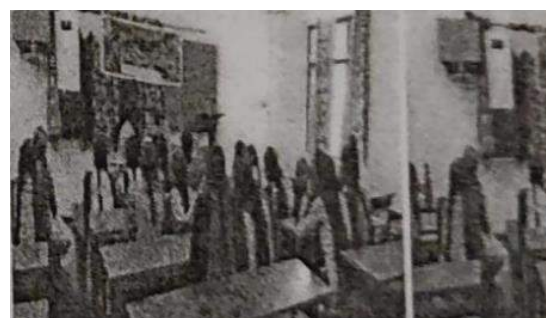
Smt. S.Suseela Lecturer In botany and convener of alumni association organized the program and introduced the physician to the students and mobilized them to undergo health check up.

About 50 students attende the camp and taken medical advice for improving their health condition. Dr.P.Subbalakshumma, Principal, Smt. S.Suseela, Convenor and the students felicitated the physician Dr.P.JeevPrakasam on this occasion.

The Physician after checking the health of the students advised several medical precautions and prescribed medicines.

Feedback: Excellent

Faculty involved: Alumni Faculty





SKR & SKR Government College for Women (A)
Kadapa



ALUMNI ASSOCIATION
EVENT REPORT

ACTIVITY: Meeting

A.Y: 2017-2018

DATE: 06-09-2017

“Maintaining and updating alumni database.”

TOPIC: Maintaining and updating alumni Database

Synopsis of the Topic:

What are the activities of alumni association? Maintaining and updating alumni database. Mentorship Programme by alumni for their juniors. Organizing 'Alum talks' regularly. Updating various events organized in IMRD on Social Media to reach out to Alumni.

A strong alumni database is essentially the best network of potential recruiters for your current students. Since your school's alumni will be present in varied sectors and industries, they will be able to offer current students exposure and job opportunities in virtually any field.

Abstract- The main aim of the project is to build an interaction between alumni, admin and the students; a system that will be able to manage alumni data of a college and provide easy access to the same. The alumni will also be interested to maintain relations with their institutions.

Feedback: Excellent

Faculty involved: Alumni Faculty





SKR & SKR Government College for Women (A)
Kadapa



ALUMNI ASSOCIATION
EVENT REPORT

ACTIVITY: Meeting	A.Y: : 2017-2018	DATE: 09-03-2018
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“Medical Camp – Health Check Up.”

TOPIC: Medical Camp – Health Check Up

Synopsis of the Topic:

A Medical camp in the college is conducted to check the general health of the students under the auspices of alumni Assosiation on the 9 thmarch , 2018 from 9 AM to 1. PM, with the permission of the principal Dr.P. SubbaLakshumma.

Noted Homeopathy Physicien Dr.P.JeevPrakasam, BHMS (Retired Professor of Homeopathy Philosophy) of Govt. Homeopathy College, kadadap was kind enough to make generalcheck up to the students. Smt. S.Suseela Lecturer in Botany and Convener of alumni Assosiation organised the programme and introduced the physicin to the students and mobilized them to undergo healthcheck up.

About 70 students attended the camp and taken medical advice for improving their health condition. Dr.P.Subbalakshumma, Principal, Smt. S.Suseela, Convenor and the students felicitated thephysician Dr.P.JeevPrakasam on this occasion.



Feedback: Excellent

Faculty involved: Alumni Faculty



SKR & SKR Government College for Women (A)
Kadapa



ALUMNI ASSOCIATION
EVENT REPORT

ACTIVITY: Best Practice	A.Y: 2017-2018	DATE: 21-04-2021
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“PLANTATION”

TOPIC: PLANTATION

Synopsis of the Topic:

They give us fruits and leaves that serve as food for birds, animals as well as human beings; moreover we get, wood, rubber and raw materials that are used for manufacturing miscellaneous goods such as furniture, doors and a lot more . Trees are habitats of birds and animals.

They **provide us oxygen, filter carbon dioxide, prevent soil erosion, maintain the ecological balance and many more.** Also, they provide us food, shelter and many useful things.

Tree plantation is significant because it is linked to our basic need for **good food to eat and clean air to breathe.** Aside from these necessities, they preserve biodiversity, conserve water, preserve soil, and control climate, among other things..

Tree planting is **one of the simplest and most effective ways of tackling climate change caused by greenhouse gas.** As trees grow they absorb carbon dioxide (CO₂), a major greenhouse gas in the atmosphere.

In addition to the carbon dioxide trees capture, they also **help the soil capture and store carbon.** Despite not doing such an incredible job as oceans do – absorbing around 90% of all carbon emissions and then suffering the impacts of ocean acidification – trees are extremely important to help stop climate change.

Feedback: Excellent

Faculty involved: Alumni Faculty





SKR & SKR Government College for Women (A)
Kadapa



ALUMNI ASSOCIATION
EVENT REPORT

ACTIVITY: Awareness Program	A.Y: 2016-2017	DATE: 15-11-2016
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“Awareness Program to students on Women Empowerment By Alumni Association”

TOPIC: Awareness Program to students on Women Empowerment by Alumni Association

Synopsis of the topic:

Women’s empowerment can be defined to promoting women’s sense of self-worth, their ability to determine their own choices, and their right to influence social change for themselves and others.

It is closely aligned with female empowerment – a fundamental human right that’s also key to achieving a more peaceful, prosperous world. In Western countries, female empowerment is often associated with specific phases of the women’s rights movement in history. This movement tends to be split into three waves, the first beginning in the 19th and early 20th century where suffrage was a key feature. The second wave of the 1960s included the sexual revolution and the role of women beginning in the 1990s.

Women’s empowerment and promoting women’s rights have emerged as a part of a major global movement and is continuing to break new ground in recent years. Days like International Women’s Empowerment Day are also gaining momentum. But despite a great deal of progress, women and girls continue to face discrimination and violence in every part of the world.

Feedback: Excellent

Faculty involved: Alumni Faculty





SKR & SKR Government College for Women (A)
Kadapa



ALUMNI ASSOCIATION
EVENT REPORT

ACTIVITY: Meeting	A.Y: 2016-2017	DATE: 31-03-2017
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“Alumni Meeting On To Raise Fund from Alumni and Philanthropies”

TOPIC: RAISE FUND FROM ALUMNI AND PHILANTHROPIES

Synopsis of the Topic:

A common fundraising goal is to nurture and expand awareness for the cause, project, or brand that you are raising money for. Increasing awareness will multiply the number of people that will help and engage with your new fundraiser..

A charity auction is one of the most lucrative and engaging fundraisers you can host, allowing you to interact with your donors while you raise funds. Plus, your supporters have the opportunity to win high-demand items and experiences, like a mountain bike or a vacation package.

Fundraising events

A fundraising event (also called a fundraiser) is an event or campaign whose primary purpose is to raise money for a cause, charity or non-profit organization..

When colleges and universities provide students with access to the tools they need to succeed, great things can happen. Fundraising programs help institutions provide the resources necessary to give students an unforgettable and inspiring experience. Donations, regardless of amount, are crucial

Feedback: Excellent

Faculty involved: Alumni Faculty



