







GOVERNMENT OF TELANGARAGGCC 65904401

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THE REGISTRAR OF SOCIETIES MAHABOOBNAGAR

# Certificate of Registration

( No: 48 of 2019 )

I hereby certify that 'ALUMINI ASSOCIATION OF SVS INSTITUTE OF DENTAL SCIENCES MAHABUBNAGAR', 11-4-107/ Appanapally/ Mahabuanagar (U)/ Mahbubnagar/ Telangana/ India/ on this day registered under the Telangana, Societies Registration Act., 2001



MAHABOOBNAGAR Date: 17/Jan/2019

REGISTRAR OF SOCIETIES
MAHABOOBNAGAR

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## (Maintained Under Section 3 of Societies Registration Act, 2001)

1. Society Registration Number:	No : 48 of 2019	
2. Name of the Society :	ALUMINI ASSOCIATION OF SVS INSTITUTE OF DENTAL SCIENCES MAHABUBNAGAR	
3. Seclety Category ;	Other	
4. Society Address ;	11-4-107/ Appanapally/ Mahabuanagar (U)/ Mahbubnagar/ Telangana/ India/	

### Member Details

s.N	Name of the offic Bearers & S/O, W/O, D/O	e Designation of their local standing in the Society	Occupation	Residential Address
1	RAM BABU BASANY, S/O SAMBAYYA	PRESIDENT	DENTIST	11-5-337/1/201/ VENKATESHWARA COLONY/ L B NAGAR/ Saroomagar/ RANGAREDDY/ Telangana/ India
2	SANTOSH KUMAF GOUD V, S/O V SATYA NARAYANA GOUI	VICE PRESIDENT	DENTIST (	8-6-26/ PADMAVATI COLONY/ RAJENDRANAGAR/ Mahabuanagar (U)/ MAHBUBNAGAR/ Telangana/ India
3	SRI KANTH GOUD G, S/O G MURAHARI GOUD	GENERAL	DENTIST	1-4-197/ BAYANGATHOTA/ RAJENDRANAGAR/ Mahabuanagar (U)/ MAHBUBNAGAR/ Telangana/ India
4	SHARATH KUMAR REDDY E, S/O E JAGANNATH REDDY	JOINT SECRETRAY	DENTIST	7-5-87/D/ / LAKSHMI NAGAR COLONY/ Mahabuanagar (U)/ MAHBUBNAGAR/ Telangana/ India
5	MAHESH TAGORE T, S/O T NADDULETI	E C MEMBER	DENTIST	6-26/1/ / MAHABUBNAGAR/ Mahabuanagar (U)/ MAHBUBNAGAR/ Telangana/ India
6	NARESH KUMAR K, S/O K VENKATAIAH	E C MEMBER	DENTIST	3-9-78/ / GANDHI NAGAR/ Mahabuanagar (U)/ MAHBUBNAGAR/ Telangana/ India

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PRINCIPAL SVS Institute of Dental Sciences MAHABUBNAGAR.

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7 RAJESH V, 8/O NARAYANA TREASURER DENTIST HAT MAHBUBNAGAR/ Telangana/ Ind		chair majorina and an in the control of the control
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Document T	Document Name
Lease Deed/Affidavit	po3.pdf
Memorandum and Byelaw	002.pdf
Self signed declaration	001.pdf



## OUR DEPOSIT SCHEMES AT A GLANCE



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For the applicable rates of Interest contact the Branch or refer Bank's website. www.andhrabank.in

1. Account holders are requested to methain sufficient balance in the account for deduction of Insurance premium and also verify Whether the premium is deducted or not on due dates. Bank will not be responsible for non-debuction of premium due to paucity of clear funds in the account.

2. While presented for updation of the Pass Book a New Line appear every time at the end of transactions. Acronyms/Abbreviations used are provided in the last page

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H/S ALUMINI ASSOCIATION OF SVS INSTITUTE OF BENTAL SCIENCES 152411100001167

Name of A/c Holder

U NO 11 4 107 APPAMAPALLY

C O GYO DENTAL COLLEGE

पाला Address फोन नंबर Phone No.

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दिनांक /Date :

मानांकन पंजीकृत : हाँ निहीं / Nomination Registered : Yes / No

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प्रधान कार्यालय, सैफाबाद, हैदराबाद - 500 004 Head Office, Salfabad, Hyderabad - 500 004.

Comp. No. 11302

# **ALUMNI ASSOCIATION**

## SVS INSTITUTE OF DENTAL SCIENCES, MAHABUBNAGAR.

- TITLE: This document defining the provisions, formation, duties, 1. responsibilities and functioning of the organization hereafter shall be called as THE CONSTITUTION OF "ALUMNI ASSOCIATION OF THE SVS INSTITUTE OF DENTAL SCIENCES, MAHABUBNAGAR".
- LOCATION OF OFFICE: Office of the Alumni Association of SVS Institute of 2. Dental Sciences, Mahabubnagar shall be located in the premises of SVS Institute of Dental Sciences, Appanapally, Mahabubnagar.
- **DEFINITIONS:** The following abbreviations, words used in the following 3. paragraphs shall be read as:-
  - AASVSIDSM shall mean Alumni Association of SVS Institute of Dental Sciences, Mahabubnagar.
  - DW, SVSMC shall mean, Dental Wing of SVS Medical College, 3.2. Mahabubnagar.
  - SVSIDSM shall mean SVS Institute of Dental Sciences, Mahabubnagar. 3.3.
  - College/Institution shall mean Dental Wing of SVS Medical College/ 3.4. SVS Institute of Dental Sciences.
  - ASSOCIATION shall mean AASVSIDSM. 3.5.
  - 3.6. SVSIDS Members shall mean graduates of SVSIDSM at UG or PG degree level.
  - GB shall mean General Body of AASVSIDSM. 3.7.
  - EGB shall mean Extra-ordinary General Body. 3.8.
  - 3.9. EC shall mean Executive Committee.

#### **AIM AND OBJECTIVES:** 4.

- Since its establishment in 1999 as DW, SVSMC by the state 4.1. government, and subsequent upgradation into an independent institution, SVSIDS has grown into an iconic Institution imparting Dental Education.
- Its graduates have achieved high/eminent positions and reputation not 4.2. only in India but also in many other countries.
- Aim of the Association is to bring them together and share a common 4.3. platform and forum for benefit of each one among the members and also the Institution.
- To promote and sponsor intellectual, cultural, scientific and social 4.4. activities
- To design and host an interactive WEB to help the members to participate in exchange of views, professional experience, problems, achievements and sharing of scientific knowledge.

- To identify any grey areas in the academic and professional outlook of 4.6. SVSIDS, if any and address these issues to the best possible manner and play a constructive role as a facilitator.
- To promote advancement of teaching methodology and levels of 4.7. clinical care in SVSIDS.
- To establish and maintain a contributory welfare fund providing for 4.8. financial and other assistance to students for furtherance of acquisition of knowledge
- To hold conferences, seminars, workshops, study circles, meetings and 4.9. similar activities.
- 4.10. To publish periodical journals, books, magazines etc., for the benefit of members, students, similar alumni bodies and also public in general.
- 4.11. To establish branches in the mofussil places if necessary, for furtherance of the objectives of the Association.
- 4.12. To have collaboration with other such association or associations within the country or outside the country.
- 4.13. To enter in to agreements with the education institution or institutions within or outside the country, for the furtherance of the objectives of the association
- 4.14. To acquire and build fixed assets in the name of the association
- 4.15. To form panel of experienced experts in various specialties to answer and clarify the problems posted by the members
- 4.16. To draw a panel of experts on equipment and Instrumentation, who can keep the members updated and help them in setting up of clinics as well as upgradation of clinics through online counseling.
- 4.17. To associate with SVSIDS in its welfare and developmental activities and the Alumni shall play a proactive role in such development.
- 4.18. To conduct periodic short term re-orientation activities for Interns towards entrepreneurship and confidence building among the young graduates.
- 4.19. To arrange and encourage instituting Awards/Gold medals for meritorious students in various fields.
- 4.20. To recognize and honor members who have excelled in various public and professional domains for their meritorious services and achievements

#### CATEGORY OF MEMBERS 5.

- SVSIDS Members: 5.1.
  - SVSIDS Members- The individuals, who studied and 5.1.1. graduated at UG or PG degree level, shall be eligible to be enrolled as SVSIDS Members. The students who migrated from other Dental Colleges to study in SVIDSM are also eligible, as they will receive the degree from this affiliating University.

- 5.1.2. However, students migrating to other colleges after part of study in SVSIDSM to continue study in other colleges shall not be eligible to enroll.
- 5.1.3. Students from other Colleges, who chose to do Internship at SVSIDSM, are not eligible for enrolment into AASVSIDSM.
- 5.1.4. The individuals shall submit duly filled application form (Annexure-C) either online or in person along with prescribed fee and latest color photograph to be enrolled.
- 5.2. HONORARY Members- Past and present non-alumni teachers of SVSIDS and SVSMC shall be enrolled as honorary members of AASVSIDSM on individual written invitation from Alumni. Fee shall not be charged from such members, as it is to acknowledge and appreciate their contribution for dental education. .
  - 5.2.1. To encourage eminent persons associated with AASVSIDSM, the Alumni shall consider to enroll eminent persons, provided at least 15 SVSIDS members submit in writing recommendation and proposals for membership with data and highlights of achievements of the individuals.
  - 5.2.2. The Honorary member shall be eligible to attend the General body meetings, however, the honorary member shall neither be eligible to actively participate nor vote.
  - 5.2.3. The honorary members shall not be eligible to hold any post in Alumni Association.
  - 5.2.4. The honorary member shall offer his/her opinion, if sought by the presiding chair only.
- 5.3. Privileges and responsibilities of the Members.
  - 5.3.1. Member shall be given a picture ID card with bar code
  - 5.3.2. Member shall receive user ID and password for free access to the WEB.
  - 5.3.3. Member shall receive a copy of publications, if any
  - 5.3.4. Member shall be able to access the library of SVSIDSM
  - 5.3.5. Member may actively involve in all the activities initiated by the AASVSIDSM.
  - It is the responsibility of every member to maintain discipline 5.3.6. and decorum of the professional body.
  - Members shall be very careful in interacting on social media 5.3.7.
  - 5.3.8. The members shall avoid political and religious comments and posts in the social groups.
  - 5.3.9. Member shall be morally bound to follow general etiquette in his/her conduct towards other members and Association.
  - Member shall not give any reason to create unpleasant 5.3.10. situation in Association.

- Member is expected to show due respect to other members. 5.3.11.
- Member shall bind by the provisions of AASVSIDSM. 5.3.12.
- Member shall share the responsibility of betterment and 5.3.13. functioning of the Association.
- MANAGEMENT: Management of the Association shall be a combined effort б. based on equality for all. However, for the convenience of administration the following protocol shall be followed.
  - PATRON: Principal of SVSIDSM shall be the Ex-officio Patron. 6.1.
    - Patron is welcome to attend all the meetings of the 6.1.1.
    - His/her absence from any meeting by any reason shall not 6.1.2. affect proceedings of the meeting in any way.
    - Patron has no right to send any substitute representative to 6.1.3. the meetings in case of inability to attend by himself / herself.
    - Patron is expected to provide office space and necessary 6.1.4. minimum furniture for functioning of the office of the AASVSIDSM.
    - Patron shall help in arranging meetings, CDE, and other 6.1.5. activities of AASVSIDSM when the venue chosen is SVSIDSM.
    - Patron shall act as an advisor and elder figure. 6.1.6.
    - Patron shall make all out efforts for smooth functioning of 6.1.7. the Association.
    - Patron shall feel privileged to be associated with the former 6.1.8. graduates of the Institution, who have attained eminence in professional, social and welfare activates.
    - In case the Principal is a non-alumnus, he/she shall be 6.1.9. enrolled as Hon. Member.
  - Executive Committee shall consist of (i) President (ii) Vice Presidents -6.2. Three (iii) General Secretary (iv) Joint Secretaries-Two (v) Treasurer (vi) Executive Committee Members- Twelve
    - Term: 1st April of the present year to 31st March of the 6.2.1. following calendar year will be considered as one year period. All the office bearers shall hold office for a period of TWO years.(1st April 2019 to 31st March 2021 will be considered as one term)
    - Elections to fill the post/posts shall be conducted at General 6.2.2. Body meeting or online process.
    - In case President wishes to resign, he/she shall submit 6.2.3. resignation letter in writing to the General Secretary. The senior most Vice-President will perform the duties of

- President. General Secretary shall then initiate the election process to elect new president for the remaining term.
- 6.2.4. Office bearer can resign the post by submitting a resignation letter to the President.
- 6.2.5. Casual vacancies arising from resignation or otherwise shall be filled by ONLINE election process. Such elected member shall hold office for the remainder of the period.
- 6.2.6. General Secretary shall be Returning Officer for conduct of elections. If he/she wishes to contest for any post, the President shall nominate a senior person as Returning Officer to conduct elections
- 6.2.7. General Secretary shall initiate the process of election at least one month before completion of two year term and issue notification inviting nominations on WEB, detailing the calendar of election process at least 15 days in advance
  - 6.2.7.1. Last date of receipt of nominations in prescribed proforma (Annexure-A)
  - Scrutiny of the nomination shall be next day of last 6.2.7.2. day for filing the nominations.
  - Secretary shall again notify the valid nominations for 6.2.7.3. each post on WEB.
  - Voting, if necessary shall be conducted in the General 6.2.7.4. Body or by online method giving members 2 days' time to vote.
  - 6.2.7.5. Counting of votes and declaration of results shall follow.
  - Notification shall contain eligibility criteria for various 6.2.7.6. posts as mentioned in next paragraph.
- Eligibility of members to contest:-6.2.8.
  - 6.2.8.1. President- Member shall have passed BDS at least 25 years earlier.
  - Vice-President/General Secretary- Member shall have 6.2.8.2. passed BDS at least 20 years earlier.
  - Treasurer- Member shall have passed BDS at least 15 6.2.8.3. vears earlier.
  - Joint-Secretary- Member shall have passed BDS at 6.2.8.4. least 5 years earlier.
  - Members of EC- Member shall have passed BDS at 6.2.8.5. least 2 years earlier.
- If the elections are delayed beyond the term of two years, 6.2.9. for any reason, the team can continue for one month more. Meanwhile Patron, suo moto, shall initiate the election process to elect new body by nominating one senior person as Returning Officer.

- 6,2,10, PRESIDENT shall be the head of the Association. He/she shall guide and initiate constructive programs
  - 6.2.10.1. President has inherent responsibility of overseeing decorum and proper conduct among the members.
  - 6.2.10.2. President is empowered to approve any work and sanction payment not exceeding Rs 15000/- at a time.
  - 6.2.10.3. All the expenses exceeding Rs 15001/- shall require the ratification of EC and later approval of the GB.
  - 6.2.10.4. President may invite experts up to 2 to the EC meeting for any special need. Same experts cannot be invited for more than two consequent meetings. Their presence shall not compromise the requirement of Quorum.
  - 6.2.10.5. CORDINATORS: President, if need be, can nominate regional coordinators to help the association in enrolment of members, fund raising and coordinating the activities.
    - 6.2.10.5.1. There is no fixed ceiling on number of nominees.
    - 6.2.10.5.2. Term shall not exceed the term of nominating President. Co-coordinators are not the part of Executive committee.
    - 6.2.10.5.3. They may be invited to attend EC meetings. Their presence shall not compromise the requirement of Quorum.
- GENERAL SECRETARY shall be responsible for overall 6.2.11. functioning
  - 6.2.11.1. Gen. Secretary shall maintain all the records, logo, and important documents under his/her possession.
  - 6.2.11.2. Gen. Secretary shall work under the guidance of the President.
  - 6.2.11.3. Gen. Secretary shall arrange to record communicate the minutes.
  - 6.2.11.4. Gen. Secretary shall arrange to collect the data and update data of the College and members.
  - 6.2.11.5. Gen. Secretary is empowered to sanction and make payments for not exceeding Rs. 10000/-
  - 6.2.11.6. Gen. Secretary shall operate and maintain the bank accounts along with Treasurer.
  - 6.2.11.7. Gen. Secretary shall carry out any other work of Association as and when assigned by the President or mandated by the Association.

- 6.2.12. JOINT SECRETARIES shall work in coordination with Secretary and carryout the responsibilities as assigned from time to time.
- 6.2.13. TREASURER shall be responsible for financial management.
  - 6.2.13.1. Treasurer shall maintain proper financial ledgers of receipts and expenses.
  - 6.2.13.2. Treasurer shall issue signed receipts for the payment received.
  - 6.2.13.3. Treasurer shall maintain updated bank records.
  - 6.2.13.4. Treasure shall keep the cheque books and other financial records under his/her possession.
  - 6.2.13.5. Treasurer shall operate accounts jointly with Gen. Secretary.
  - 6.2.13.6. Shall open bank accounts only in Scheduled banks.
  - 6.2.13.7. Treasurer shall get accounts audited by the auditor nominated by the Association.
  - 6.2.13.8. Treasurer shall present audited account either in General Body or on WEB and get it approved
- 6.3. General rules pertaining to management.
  - General Secretary with prior consultation with the President 6.3.1. shall convene meetings.
  - Due notice of convening the Executive Committee (EC) 6.3.2. meeting with time and venue along with agenda shall be communicated to the members at least 15 days in advance.
  - 6.3.3. Due notice of convening the General Body (GB) and Extraordinary General Body (EGB) meetings with time and venue along with agenda shall be communicated to the members at least 30 days in advance.
  - 6.3.4. For amending any provision in the constitution Extraordinary GB shall be convened.
  - Delay and non-receipt of notice by few individuals shall not 6.3.5. invalidate the proceedings of any meeting.
  - Deficiency and vacancies in EC shall not invalidate the 6.3.6. proceeding of the meeting.
  - Quorum for EC meetings is six excluding President and 6.3.7. Secretary. In the absence of quorum, meeting shall be adjourned for 5 minutes and meet again. No quorum is required for adjourned meetings.
  - Quorum for GB meetings shall be 150 members or 2/3 rd of 6.3.8. membership whichever is less. In absence of quorum,

meeting shall be adjourned for 5 minutes and meet again. No quorum is required for adjourned meetings.

Quorum for EGB meetings shall be 150 members or 2/3 rd 6.3.9. of membership whichever is less. In absence of quorum meeting shall be adjourned and re-conveyed again as per procedure prescribed in paragraph 6.3.8.

President shall preside over in all the meetings. In his 6.3.10. absence senior among the Vice Presidents shall preside. In case all the four are absent, senior among the members present shall preside.

In general, simple majority is adequate in arriving at decisions. However, in approving amendments in provisions 6.3.11. of constitution 2/3<sup>rd</sup> of members present in EGB is minimum requirement to pass the amendment.

GS shall arrange to record and prepare the minutes of the meetings. Minutes of EC/GB/EGB meetings shall be 6.3.12. communicated to the members within 7 days whereas minutes of General body shall be communicated within 15 days.

Members may communicate their 6.3.13. views/objections/corrections to the Secretary within next 7 days in writing. In case of non-receipt of any communication, the minutes shall be declared as approved.

Communications of all nature will be effected through 6.3.14. modern means like WEB, email, and WhattsApp instead of paper communication.

The Association shall conduct a minimum of ONE GB and 6.3.15. TWO EC meetings in a year.

EGB meetings can be convened as per need or on the 6.3.16. written requisition of a minimum of 50 members with a specific agenda. No other items can be discussed at such requisitioned meetings.

#### **GENERAL:** 7.

Member, if desires, may resign his/her membership by mentioning 7.1. specific reasons.

However, it is desirable that the matter shall be discussed with 7.2. member and try to address the grievances, if any. Member may be persuaded to withdraw the offer to resign/quit the Association.

EC may remove any member for the reason of being convicted by the 7.3. court or declaration of insanity or for gross professional misconduct.

### AMENDMENTS IN CONSTITUTION: 8.

- 8.1. Amendments to the provisions of the Constitutions may be considered only on receipt of any specific request by any member in proforma given in Annexure –B.
- 8.2. Member may send amendments to the General Secretary in writing.
- 8.3. The letter shall contain present Provision and Amendment and necessary causes for the amendments.
- 8.4. The General Secretary shall put up the letter to the EC meeting. EC meeting may either reject the amendment or put up for wider discussion at EGB.
- 8.5. Amendment shall be put up and discussed as per provisions mentioned in above paragraph.

## 9. FUNDS AND FINANCIAL MANAGEMENT:

- 9.1. **Funds:** The funds of the Association consist of:
  - 9.1.1. The subscription of the members
  - 9.1.2. Donations
  - 9.1.3. Grants and subsidies
  - 9.1.4. Interest earned on investments
  - 9.1.5. The funds of the association shall be invested in government approved securities or in the form of fixed deposits in nationalized banks.
  - 9.1.6. The funds of the association shall be used to fulfill the objectives of the association.
  - 9.1.7. The income and property of the association shall be utilized solely towards the objectives of the association, no portion thereof shall be paid or transferred directly or indirectly or otherwise by way of profits to any member of the association.
- 9.2. All the financial transactions shall preferably be by Cheque /DD/online
- 9.3. The accounts shall be operated jointly by Treasurer and General Secretary.
- 9.4. Treasurer shall maintain account books and vouchers of receipts and payments.
- 9.5. The Association shall raise funds through donations/ savings from CDE/Conferences and other programs.
- 9.6. Conferences and CDE programs shall be organized on the basis of self financing.
- 9.7. No member shall be eligible to receive any TA/DA for attending meetings or authorized duties.
- Contingency expenses towards banners/snacks at the meetings are only permissible expenses from Association account.
- 10. AUDIT: The accounts of the association for each year shall be audited by a certified auditor approved by the general body and the audited accounts

together with his report there on shall be placed before the general body for consideration.

- 11. ANNUAL GENERAL BODY MEETING: The annual general body shall be held every year in February/March, in accordance with the provisions of Telangana Societies Registrations Act for transacting following business.
  - 11.1. To consider and approve the minutes of previous GB
  - 11.2. To consider and approve the annual report of the association.
  - 11.3. To consider and approve the audited accounts of the association together with the auditor's report.
  - 11.4. To consider and approve the budget for the subsequent year
  - 11.5. To elect office bearers and the Executive members, if need be.
  - 11.6. Installation of new office bearers.
  - 11.7. To consider the resolutions moved by the members, if any
  - 11.8. To consider any other matter with the permission of the chair.
- 12. JURISDICTION: Mahabubnagar shall be the jurisdiction of any dispute arising.

	ANNEXURE-A PROFROMA OF NOMINATION FOR ELECTION
	PROPOSER I, Dr a member of AASVSIDSM propose the name of Dr for the post of
	Signature
	SECONDER I, Dra member of AASVSIDSM second the name of Drfor the post of
5	Signature

ACCEPTANCE I, Dr a member of AASVSIDSM accept the nomination for the post of I will abide by the regulations of the AASVSIDSM and its final decision
Signature
======================================
Returning officer

## ANNEXURE- B PROFORMA FOR REQUEST FOR AMMENDMENTS IN CONSTITUTION. I, Dr..... move the following resolution for amendment to the Constitution. Signature Provision to be Reason for Section Provision as amended as amendment existing

1	

	ANNEX	URE -C		
	ENROLMENT FORM			
	2	Sex- M /F	DOB	
Name:	Father's name:	Sex 117		
Address: (R)	Tunion		Photo	
Clinic:				
Phone	STD	Residence	Clinic	
Mob:			C Internation	
Email Id: Month & Yr of Passin	g BDS/MDS Council	Date of completion o State/Country	Number:	
Registration Council  Fee payment details:				
Any other information:				
OFFICE LISE ONLY				
Enrolment Number	OFFICE	Signature of GS.		