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**TRAVANCORE – COCHIN LITERARY SCIENTIFIC AND
CHARITABLE SOCIETIES REGISTRATION ACT, 1955**

MEMORANDUM OF ASSOCIATION

**CONGREGATION OF THE FRANCISCAN SISTERS OF THE
IMMACULATE HEART OF MARY**

1. The name and address of the Congregation shall be "Congregation of the Franciscan Sisters of the Immaculate Heart of Mary", Pattathanam, Quilon. ^{Convent} (1)
2. The registered office of the Congregation shall be at Pattathanam, Quilon or at such other places within the State of Kerala as may be decided upon by the Governing Body.
3. The objects for which the Congregation is established are in General the advancement of education and Industries, the promotion of charities and the diffusion of useful knowledge by means of educational, medical, cultural, scientific, technical, industrial, social, religious and charitable

Number: 9678 Rs. 50/-
Date: 28/09/2019



Dr. Roseic Mary
F. I. J. Gauditi
Pattathanam Kollam

S. SHIBU
STAMP VENDOR
KOLLAM



institutions, establishments, works and activities in any part of India, but primarily in the State of Kerala and in particular the maintenance of arts, training, scientific, technical, technological, professional as well as industrial schools and colleges, social institutes and institutions for the training of leaders and theological and philosophical institutions, clinics, dispensaries, hospitals, infirmaries, nursing homes, rehabilitation centres, school of nursing, ⁽²⁾ ~~College of Nursing~~, health centres, leprosy survey, maternities, T.B.Sanatorium, hostels, boarding houses, orphanages fondling homes, Balamandirs, Rescue Homes, Asylums for the poor and destitute, the aged, crippled, handicapped disabled persons and incurables, crèches, work guilds, sewing and needle-work classes or work-houses, soup-kitchens or nurseries, reading rooms libraries and recreation centers, oratories and place of worship.

4. For the attainment of the object of the Congregation, the Congregation shall take over all the properties both movable and immovable including all lands, buildings, and all institutions of whatever nature or kind and all assets now belonging to it and maintained and managed by it subject to such liabilities and encumbrances as are now existent and acquire other properties of any description either by way of purchase, gift, transfer or exchange or by way of lease or license or take over trust properties or properties charged with the performance of any charities and to ⁽³⁾ ~~give~~ and receive donation in kind or in money, subscriptions and foundations and scholarships, bequests or charities and to put up buildings either by way of extension or addition or construct new further buildings, established new institutions and furnish all with the necessary equipment in men and materials, and maintain conduct work and administer them in the manner and with all powers and as per provisions and subject to the limitations and restrictions prescribed by the rules and regulations of the Congregation.
5. The names, addresses and occupation of the members of the first Governing Body of the Congregation are as follows :-



<u>Name</u>	<u>Address</u>	<u>Occupation</u>	<u>Official Designation</u>
1. Very Rev. Mother Carmel Mary	Immaculate Heart of Mary Convent, Pattathanam	Nun	Superior General
2. Rev. Mother Dorothy Mary	"	"	Asst. Superior General
3. Rev. Mother Immaculate Mary	"	"	Councillor
4. Rev. Mother Lucilla Mary	"	"	Councillor
5. Rev. Mother Veronica Mary	"	"	Councillor.
6. Rev. Mother Bernadina Mary	"	"	Superior
7. Rev. Mother Benigna Mary Christ King Convent,,	Punalur		Superior

We, the several persons whose names are subscribed here to are desirous of being formed into a Congregation under the Travancore – Cochin Literary, Scientific and Charitable societies Registration Act, XII of 1955 pursuant to this Memorandum of Association, wherewith is filed a copy of the rules and Regulations of the Congregation certified in the manner prescribed in the said Act.

<u>Name</u>	<u>Address</u>	<u>Occupation</u>	<u>Sign</u>
1. Very Rev. Mother Carmel Mary	Immaculate Heart of Mary Convent, Pattathanam	Nun	Sd/-
2. Rev. Mother Dorothy Mary	"	"	Sd/-
3. Rev. Mother Immaculate Mary	"	"	Sd/-
4. Rev. Mother Lucilla Mary	"	"	Sd/-
5. Rev. Mother Veronica Mary	"	"	Sd/-
6. Rev. Mother Bernadina Mary	"	"	Sd/-
7. Rev. Mother Benigna Mary Christ King Convent	Punalur	"	Sd/-



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**RULES AND REGULATIONS OF
THE CONGREGATION OF THE FRANCISCAN SISTERS OF
THE IMMACULATE HEART OF MARY**

1. The name of the Congregation shall be "Congregation of the Franciscan Sisters of the Immaculate Heart of Mary", Pattathanam Convent, Quilon
2. The registered office of the Congregation shall be at Pattathanam, Quilon or at such other places within the State of Kerala as may be decided upon by the Governing Body.
3. The objects for which the Congregation is established are in general the advancement of education and Industries, the promotion of charities and the diffusion of useful knowledge by means of educational, medical, cultural scientific, technical, industrial, social, religious and charitable institutions establishments, works and activities in any part of India, but primarily in the State of Kerala and in particular the maintenance of arts, training, scientific, technical, technological, professional as well as industrial schools and colleges, social institutes and institutions for the training of leaders and theological and philosophical institutions, clinics, dispensaries, hospitals, infirmaries, nursing homes, rehabilitation centers, school of nursing, ~~college of nursing~~ ⁽⁴⁾ health centers, leprosy survey maternities, T.B.Sanatorium, hostels, boarding houses, orphanages, fondling homes, Balamandirs, Rescue Homes, Asylums for the poor and destitute, the aged, crippled, handicapped disabled persons and incurables, crèches, work guilds, sewing and needle-work classes or work-houses, soup-kitchens or nurseries, reading rooms, libraries and recreation centers, oratories and place of worship.
4. For the attainment of the object of the Congregation The congregation shall take over all the properties both movable and immovable including all lands, buildings, and all institutions of whatever nature or kind and all assets now belonging to it and maintained and managed by it subject to such liabilities and encumbrances as are now existent and acquire other properties of any description either by way of purchase, gift, transfer or exchange or by way of lease or license or take over trust properties or properties charged with the



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performance of any charities and to give and receive donation in kind or in money subscription and foundations and scholarships, bequests or charities and to put up buildings either by way of extension or addition or construct new further buildings, establish new institutions and furnish all with the necessary equipment in men and materials, and maintain conduct work and administer them in the manner and with all powers and as per provisions and subject to the limitations and restrictions prescribed by the rules and regulations of the Congregation.

INTERPRETATIONS

1. These Rules Regulations unless the context otherwise requires the following words shall have the following meaning.
 - a. "Congregation" shall mean and refer to "The Congregation of the Franciscan Sisters of the Immaculate Heart of Mary".
 - b. The 'Act' shall mean the Travancore - Cochin Literary Scientific and Charitable Societies Registration Act, XII of 1955 with such modifications thereof as are in force for the time being.
 - c. The "Congregation" shall mean the Congregation of the Franciscan Sisters of the Immaculate Heart of Mary being Roman Catholic Religious functioning as a religious order within the Catholic Church and
 - d. "Mother General" shall mean the Mother General for the time being duly elected as such for the said Congregation.

MEMBERSHIP

2. The members of the Congregation shall be the Mother General and all the sisters of the Congregation of the Franciscan Sisters of the Immaculate Heart of Mary in India and abroad and such other sisters of the Congregation as are admitted to membership by the Mother General in consultation with the General Council.



3. Each and every member of the Congregation shall be bound by the provisions of the Memorandum of Association and these Rules and Regulations and by other Rules and Regulations and decisions from time to time made or taken by the Congregation in general meeting or by the Governing Body.
4. The property and income of the Congregation shall be applied solely for the promotion of the objectives of the Congregation as set forth in its Memorandum of Association and clarified under these Rules and Regulations, and no portion thereof shall be paid or transferred directly or indirectly by way of dividend to the members of the Congregation, provided anything herein contained shall not prevent the payment in good faith or remuneration to any officer or employee of the Congregation or to any members of the Congregation or other person for any services actually rendered.
5. Membership of the Congregation shall automatically terminate on the happening of any one of the following contingencies.
 - a) on the death of the member.
 - b) on her voluntary severance from membership of the Congregation or her exclusion from the said Congregation.
 - c) on her written resignation to the Congregation.
 - d) on the termination of the membership as per these Rules and Regulations.

GOVERNING BODY:

6. The management and control of affairs of the Congregation shall be vested in a Governing Body consisting of not less than five members of whom the Mother General and the Assistant Mother functioning at the place of the office of the Congregation shall be ex-officio members. The remaining members of the Governing Body shall be elected by the General Council. The Mother General shall be the President of the Congregation and the Assistant Mother shall be the Vice - President and one or other of the other members shall be appointed by the Mother General as Secretary of the



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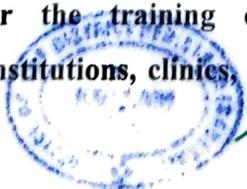
Congregation. The General Council shall appoint a Procurator for the Governing Body. In the unavoidable absence of the Mother General owing to any cause whatsoever the Asst. Mother shall discharge the duties of President for the duration of the absence of the Mother General. The duration of the Governing Body is one year.

POWERS OF THE GOVERNING BODY:

7. The Governing Body of the Congregation as above constituted shall have full power subject to the rules and constitutions of the Congregation, to do all such things as are necessary or expedient for the management of the affairs of this Congregation or which its opinion may be conducive to the attainment of the objectives of the Congregation. In particular it may, through Mother General of the Congregation or her duly authorized agent.

Without prejudice to the generality of the forgoing powers, the Governing Body shall have the following powers of the Congregation namely:

- a) To take over all the properties both movable and immovable, all the land, buildings, institutions and assets of whatever nature, or kind now belonging to it and hither to held, maintained and managed by its subject to such liabilities and encumbrances now existent.
- b) To acquire properties of any description whether by way of purchase, gift, transfer or exchange or by way of lease or license or otherwise to take over trust properties ⁽⁶⁾ or properties ⁽⁷⁾ bounded with the performance of any charities and to give and receive any donations in kind or in money, legacies, bequests, subscriptions, foundations and scholarships.
- c) To establish, endow, conduct, maintain, manage, administer, carry on, dispose of, arts, training, scientific, technical, technological, professional and industrial schools and colleges, social institutes and institutions for the training of leaders and theological and philosophical institutions, clinics, dispensaries, hospitals, infirmaries,



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STAMP VENDOR KOLLAM

nursing homes, rehabilitation centers, hospital boarding houses, orphanages, foundly homes, Balamandirs, rescue homes, asylums for the poor and destitute, aged, dropped, disabled persons and incurable, crèches, school of nursing, ⁽⁸⁾ College of Nursing, health centers, leprosy survey, maternities, T.B. Sanatorium, work guilds, sewing and needle-work classes or work-houses, soup-kitchens, nurseries, reading rooms, libraries and recreation centers, ⁽⁹⁾ oratories and places of worship, and other educational, medical, cultural, scientific, technical, industrial, social, religious and charitable institutions and establishments works and activities of all kinds in any part of India but primarily in the State of Kerala

- d) To enter into any arrangement with the Government or any Municipal and Local Bodies for the conduct and maintenance of such institutions as fall within the scope of the Congregation's Memorandum on such terms as may be agreed upon by the Congregation.
- e) To apply for, receive and utilizes any Government, Municipal or other grants or allowances in connection with any of the schools, colleges and institutions, work, activity or properties held or conducting to the terms thereof with all powers to execute all necessary documents with or without security of the properties of the Congregation as may be required by the terms thereof.
- f) To build, maintain and construct buildings for colleges and institutions, staff quarters and other buildings for all kinds of institutions and all structures, fixtures and fittings as are found to be necessary for the attainment of the objects of the Congregation, and to alter, extent, improve, repair, enlarge, modify, demolish, reconstruct or otherwise deal with the same.
- g) To provide and equip all the colleges and institutions of the Congregations with all the instruments, apparatus, appliances, amenities, furniture, libraries and all other materials and articles as



are found necessary for the successful carrying on of the hospitals, schools and colleges and all other institutions of the Congregation as Governing Body may deem fit.

- h) To manage, improve, develop, alter, repair, demolish, sell, alienate, lease, give out on lease and license, mortgage, hypothecate, pledge, exchange, surrender, dispose and otherwise deal with all or any of the properties, funds, assets, rights and privileges of the Congregation. To borrow money or receive money on deposit either on the security of any of the Congregation's properties, assets, and funds or by the execution of personal bonds in the form of negotiable instruments or otherwise.
- i) To invest the funds of the Congregation in such securities or Bank or Banks as the Governing Body may decide upon.
- j) To open and operate accounts if any description with any Bank or Banks as the Governing Body may decide upon.
- k) To donate by way of gift any of the properties of the Congregation or lend money by way of support or assistance to any other Congregations, Associations or Institutions having objects altogether or in part similar to the objects of the Congregation.
- l) To appoint, engage, or employ all the necessary staff or personnel as are required for the successful conduct and management of the hospitals, schools, colleges, institutions and ventures of the Congregation or to dispense with or terminate any of them.
- m) To employ specialist, architect, engineers, contractors, doctors and lawyers and all other persons for any of the purposes of the Congregation on such remuneration and on such terms as the Governing Body deem fit.
- n) To appoint some member or members of the Governing Body as it may deem fit for the purpose of representing the Congregation or the



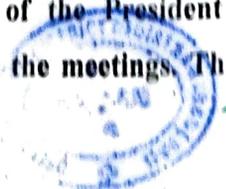
Governing Body in any legal or other proceedings or enquiries by or against the Congregation.

- o) To commence, prosecute, defend and compromise or compound any litigation in any civil or criminal or revenue courts of law or in any tribunals or any proceedings or enquiries before Municipal, Administrative, Income Tax, Conciliation, Sales Tax or Labour Officers.
- p) Generally, to do all such other acts, deeds or things as may be deemed by the Governing Body to be incidental or conducive to the attainment of all or any of the above objects.

8. All the documents whether registered or otherwise as have to be executed in respect of any properties and assets and in the course of the business and management of the Congregation, save and except those referred to in Rule 9 INFRA, shall be executed and signature on behalf of the Congregation by such member or members of the Congregation as are appointed for the purpose by a resolution of the Governing Body.

9. All the financial statements and returns as are required by the Governing Body to be submitted in regard to hospitals, schools, colleges and institutions and all correspondence to be maintained, shall be submitted and carried on by the correspondence of the hospitals, schools, colleges and institutions as are placed in-charge from time to time by the Governing Body.

10. The Governing body of the Congregation shall meet as often as business or exigencies of circumstances of the Congregation required. All meetings of the Governing Body shall be convened by the mother General or Asst. Mother at such time and places as she may deem fit. A quorum for the meetings of the Governing Body shall be five members. All the meetings of the Governing Body shall be presided over by the Mother General, the President. In the absence of the President or her delegate, the Vice President shall preside over the meetings. The business of the Governing



Body and all such decision and business pass by such circulation and agreed to by the members shall be valid and binding. This can be done in every exceptional case.

11. The Congregation shall hold an Annual General Meeting once a year at such time and at such place as the President may decide up on. The meeting shall consider the report of the Governing Body and the account of the Congregation for the Year under review and attend to any other business brought forward by the President or by any other member of the Governing Body with the previous approval of the President.

In addition to the Annual Meeting, the Governing Body is at liberty to convene any extra - ordinary meeting as circumstances require. All resolutions and business of the Congregation as well as the annual extra ordinary meetings of the Congregation shall be carried by majority of votes, the Chairman having a casting vote.

The quorum for all annual and extraordinary meetings of the Congregation shall be five members personally present.

The General meeting shall be presided over by the Mother General or in her absence by the Vice President of the Governing Body.

12. If at any time on the recommendation of the Board of Directors or 3/4 of the members in General Body Meeting resolves, to wind up the affairs of the Congregation, the Congregation thereafter stand dissolved and after satisfaction of all liabilities, any property remaining or assets outstanding, shall vest in a Congregation or Society with similar objects as decided in the General Body Meeting.

Certified that the above is a true and correct copy of the Rules and Regulations of the Congregation of the Franciscan Sisters of the Immaculate Heart of Mary.



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Name	Address	Occupation	Signature
1. Very Rev. Mother Carmel Mary	Immaculate Heart of Mary Convent, Pattathanam	Nun	(Sd/-)
2. Rev. Mother Dorothy Mary	"	"	(Sd/-)
3. Rev. Mother Immaculate Mary	"	"	(Sd/-)
4. Rev. Mother Lucilla Mary	"	"	(Sd/-)
5. Rev. Mother Veronica Mary	"	"	(Sd/-)
6. Rev. Mother Bernadina Mary	"	"	(Sd/-)
7. Rev. Mother Benigna Mary	Christ King Convent, Punalur	"	(Sd/-)

Total No: of pages - 12

Corrections: scorings (2)(3)(4)(5)(6)(7)(8)(9)(11) Interlineations (1)(10)

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by } Examiner: Sinjirani, Sinjirani G.S; Clerk.

Kollam
27/11/19

DISTRICT REGISTRAR &
REGISTRAR OF SOCIETIES
KOLLAM.



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Kollam

