



CONSTITUTION OF THE ST GERMAIN ALUMNI ASSOCIATION



2025

ST GERMAIN HIGH SCHOOL, BENGALURU - 560005

CONSTITUTION OF THE ST GERMAIN ALUMNI ASSOCIATION - ST GERMAIN HIGH SCHOOL, FRAZER TOWN, BENGALURU - 560005

NOTE: THIS CONSTITUTION WAS PLACED AS A DRAFT AND DULY CIRCULATED TO ALL MEMBERS, WAS DISCUSSED IN DETAIL AT THE EXTRAORDINARY GENERAL BODY MEETING OF THE SGAA, HELD ON 24TH APRIL 2025. AFTER DISCUSSION, THIS DOCUMENT WAS DULY APPROVED UNANIMOUSLY BY ALL MEMBERS PRESENT AND VOTING.

PREAMBLE

The Old Boys' Association of St Germain High School, OBA, was started in 1949, as a body, to help and assist former students to give back in gratitude towards the school, being its beneficiaries as students, and inheriting from the teachers the core values, so very necessary to make a successful individual, thereby making each one of the students who pass out of its portals a good human being, grown to their full potential, who will give themselves to the service of others.


It was meant to be a time of fellowship and bonding. IN 2012, THE SCHOOL BECAME A CO-EDUCATIONAL INSTITUTION, and girls were admitted to the school. In recognition of this development and to reflect the inclusive nature of the Alumni body, the Association shall henceforth be renamed as - ST GERMAIN ALUMNI ASSOCIATION - SGAA.

(The SGAA shall remain exclusively associated only with St Germain High School and shall not be affiliated with the Pre-University College or any other institutions functioning under the broader umbrella of St Germain Academy)

1. NAME AND MOTTO:

1.1 - The name of the Association shall be: ST GERMAIN ALUMNI ASSOCIATION - SGAA

1.2 - MOTTO - ITS MOTTO shall be: GIVE BACK WITH GRATITUDE - REDDITURI PIETAS



2. LOCATION:

The office of the Association shall be located at St Germain Academy premises-Promenade Road, Fraser Town, BENGALURU-560 005.

3. AIMS AND OBJECTIVES:

3.1 - St. Germain High School is affiliated with the Archdiocesan Board of Education (ABE) under the Archdiocese of Bengaluru. The Rules and Regulations governing ST GERMAIN HIGH SCHOOL under the Archdiocesan Board of Education (ABE) shall, wherever applicable, extend to the St Germain Alumni Association-SGAA as a recognized legal entity. This alignment is necessary to ensure Compliance and to Facilitate the SGAA's eligibility to avail benefits associated with the PAN Registration under the ABE.

3.2 - The main aim and objective of the Association is to bring into closer union and friendship among all the former students, BOTH BOYS AND GIRLS, of St Germain High School, Bangalore.

3.3 - To perpetuate the old students' interests and connection with their Alma Mater

3.4 - To fund Awards, Scholarships, and prizes to help needy students of the school

3.5 - To promote social, cultural, educational, and sporting-related needs like coaching camps, sports clinics, and other welfare activities.

3.6 - To undertake and publish magazines and periodicals in furtherance of the interests of members

3.7 - To render vocational guidance and to institute awards and scholarships.

3.8 - To promote and conduct intra- and inter-school competitions in various fields of academics and sports.



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3.9 - To create a Trust and to do all such things conducive and incidental to the above subjects.

4. CORE ACTIVITIES AND RESPONSIBILITIES OF THE SGAA:

The Managing Committee shall ensure that the SGAA activities are carried out on a year-to-year basis.

4.1. HOLISTIC DEVELOPMENT OF STUDENTS - The Activities of the St Germain Alumni Association shall be centered around the holistic development of the students, with a focus on academic, literary pursuits, and sports. These initiatives aim to promote excellence and all-around growth among the student community. Inter-school events organized by the SGAA, particularly in English, Hindi, and Kannada debates and quizzes have garnered wide recognition and anticipation from participating institutions over the years. These flagship events are integral to the Mission of the SGAA and are further detailed in the Articles of Association. It shall be the responsibility of the Managing Committee to organize or conduct these activities. If the Managing Committee fails on an annual basis to conduct activities related to academics, literature, and sports, except in the event of a Force Majeure event or extraordinary circumstances beyond its reasonable control, all Serving members of the Managing Committee shall be required to step down from their positions at the AGM and shall be deemed ineligible to hold office or stand for re-election for any post to the Managing Committee or be co-opted for FIVE YEARS.

4.2 - GERMAINITE SPORTS FOUNDATION - Similarly, in 2000, the Germainite Sports Foundation (GSF) was set up to conduct the Annual Interschool hockey tournaments and other tournaments, as well as Monitor the participation of the State/Bengaluru Hockey Association C-Division Hockey League. The Annual Coaching Camp was later introduced to



conduct camps during the summer and other holiday seasons for disciplines like cricket, basketball, hockey, table tennis, and athletics.

4.3- Alumni Engagement- To foster continued connection and camaraderie among its members, the Managing Committee may, at its discretion, organize activities aimed at engaging the Alumni Community. These may include, but are not limited to, Alumni gatherings, fundraising events, sports or networking events, felicitation ceremonies, and other programmes that promote fellowship and recognize the contributions of the Alumni.

4.4- TEACHERS BENEFIT FUND (TBF) - Funds have been earmarked for the benefit of present teachers and retired teachers, and small purses of money given to them when they reach landmarks like jubilees or on retirement. The SGAA needs to go one step higher and ensure that some former retired teachers who have been seriously ill also need our concern and caring impulse. The corpus needs to grow year after year. This fund will be used only for the benefit of current and retired teachers of the school who are Associate Life Members. A set of bylaws is detailed below.

4.5- ANNUAL AWARDS FUND (AAF) - Funds have been donated by old students and patrons for specific Annual Awards for students who excel in various activities and studies. This has been in practice for the past few years.

4.6- GENERAL RESERVE FUND (GRF) - This is funded by the Membership fees, Annual Day Receipts, Dinners for various occasions, Carnival receipts, Summer Camps, etc., and donations from members of the Association. The GRF is used for funding the SGAA Annual Day Event. Dinners such as the Christmas Dinner for Teaching Staff, The News Letter, and Summer Camps, etc.



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4.7- PERMANENT STANDING COMMITTEE ON SCHOLARSHIPS(PSCS) -

In 2012, this Standing Committee was set up to monitor the funds generated out of the Fixed Deposits, so that the interest generated is used solely for Scholarship funding, and for Awards, and such funds cannot be cross-funded for any other activity of the Association, which is the sole purpose specified by the donors, and to monitor each donor's fund. The PSCS shall be constituted and manned by 3 members who have set up a Corpus exceeding Rs 1.00 lakhs in the SGAA. Besides, there will be one member from the Managing Committee, preferably the Treasurer or Joint Secretary, who will be the Convener, along with the EX OFFICIO- Chairman of the Association, and a nominee from the school. The decisions and recommendations of the PSCS will be final and binding for any disbursement of cash from this Fund.

4.9- ANNUAL ACCOUNTS- The Managing Committee shall ensure that the accounts of the St Germain Alumni Association-SGAA, for the preceding financial year, is audited on or before the 30th June, and duly placed at the General Body, to align with the alumni day, which is held before the 30th of September each year. A complete set of Audited Accounts must be circulated amongst the members by the same date, either by print or through electronic means, as deemed appropriate by the Managing Committee. This requirement is essential to facilitate the presentation of Accounts at the Annual General Body Meeting. (AGM), address any queries raised by members, and to ensure timely statutory compliance, including submission to the ABE, through its duly appointed Auditors, for Income Tax filing purposes.

5. INCOME OF THE SGAA

5.1 The SGAA (FORMERLY OBA ST Germain's) organises various events throughout the year at St Germain High School for students, parents,



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and old students. Some earnings are made through ticket donations for some events, such as:

- (i) SGAA Membership fees
- (ii) SGAA - Annual Day Receipts
- (iii) Dinners for Various Occasions
- (iv) Summer Camp Receipts
- (v) Carnival Receipts
- (vi) Interest from General Reserve Fund
- (vii) Interest from the Website Fund was integrated into the General Reserve Fund.
- (viii) Interest from the various Funds - Scholarship Fees Fund (SFF), the Annual Awards Fund (AAF), the Teachers Benefit Fund (TBF)

The earning from (i) to (v) above is reinvested in the General Reserve Fund. The earning from (viii) above is reinvested in each Fund after payments are made as stipulated against each fund.

5.2- To ensure effective and streamlined financial management, the St Germain Alumni Association (SGAA), currently, there are three bank accounts with Canara Bank, Fraser Town Branch-

1. General Reserve Fund.
2. Teachers' Benefit Fund,
3. Annual Awards and Scholarships Fund.

(Details of the bank account are furnished in the Annexure)

All collections done through cash /cheque or UPI payments will go directly into the bank, and receipts will be serially numbered and duly issued first. No one, whether an office bearer or a member of the Association is authorized to collect any funds/ raise funds in any manner whatsoever outside the scope of the Association's Accounts, whether in his / her name or through another agency.



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6. EXPENDITURE OF SGAA

Generally, the expenditure of the SGAA can be listed as follows, but may differ from year to year:

- (i) SGAA Annual Day
- (ii) Annual General Body or EGM
- (iii) Dinners for Various Occasions - Christmas Staff Dinner
- (iv) Carnivals, etc, Coaching Camp
- (v) Scholarship Fees paid to students of St Germain High School
- (vi) Annual Awards
- (vii) Teachers' Benefits
- (viii) Interschool Hockey Tournament
- (ix) Challenge Cup Debate and Quiz Competition fees
- (x) Entry fee for Inter-batch tournaments in cricket, hockey, and football, exclusively for the former students, conducted by alumni of other schools.
- (xi) Miscellaneous Expenses
- (xii) Printing and stationery
- (xiii) Website/MOBILE charges
- (xiv) Bank charges
- (xv) Audit Fees
- (xvi) Meeting expenses
- (xvii) Conveyance expenses
- (xviii) Maintenance of office equipment



New Law.



ARTICLES OF THE CONSTITUTION

1. PATRONS: The Archbishop of Bangalore shall be the Patron-in-Chief of The Association, and the former members of the Clergy- Principals/ Manager Correspondents/Director of the school shall be the Patrons.

2. YEAR: Year means ending on the 31st of March, the financial year from April to March of the following year.

3. MEMBERSHIP:

3.1 The membership of the Association shall be open to all former students of St. Germain High School and past and present members of the staff of the school (It is not mandatory to have graduated from the school)

3.2 -SUBSCRIPTION- The subscription for Life Membership shall be Rs 1000/- for all members except for those students who pass out from the school, the SGAA Membership fee is collected by the school, and the amount transferred to the SGAA, which shall be Rs 1000/- (Rupees One Thousand only)

3.3. This fee shall be subject to increase from time to time at least once in five years deemed fit by the General Body. It does not require the Amendment of the Constitution, as it can come under the bylaws.

3.4. Principals/Manager Correspondents, Directors, as well as members of the Clergy, who have taught in school or who are past students, shall be ipso facto Life Members of the Association

3.5 - Permanent members of the teaching staff and clerical staff of the school shall be Honorary Life Members. Such members will have the right to vote as long as they continue to serve in the school and retire from service. Those who resign or leave before retirement will not have voting rights. Further, staff members who are not old boys cannot stand for elections or hold an office in the Association



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4. MANAGEMENT (MANAGING COMMITTEE)

The Management of the Association shall vest with a Managing Committee, which shall consist of the following:

1. Head of the Institution appointed by the Archbishop of Bangalore- St Germain High School- Ex-officio Chairman
2. President
3. Vice President
4. Secretary
5. Treasurer
6. Joint Secretary - PSCAS
7. Member- Finance
8. Member- Entertainment/ Logistics
9. Member- Advertising/Public Relations/Website
10. Member- Sports Foundation
11. Member- Challenge Cup & Camp; Teachers' Benefits

These members will be appointed by the General Body each year. These members will have to be nominated and proposed by life members, and the Nomination Form should reach the Chairman well in advance before the AGM, but not later than 5.00 pm on the day preceding the AGM.

. These Nominations will be done in a prescribed Format as approved by the General Body, a sample of which is in the Annexure.

The term of office will be for three years, for the Office Bearers and the Managing Committee. Members can be elected for another term of three years by the AGM. However, they will not serve more than two -three years' terms at any given point in time in any position.



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5. ELIGIBILITY AND POWERS OF THE MANAGING COMMITTEE

5.1 - The President, Vice President, Secretary, Joint Secretary, and Treasurer (Office Bearers) shall be selected from among the Life members only. The President should have been a life member for at least 5 years. Further, the office bearers should have served on the committee for at least one year before assuming office. Committee members should have been life members for at least three years (the exception will be for the girl students who passed out in the last three years who can be inducted/elected onto the Managing Committee, once they pass out of school, considering their numbers are smaller than their male counterparts, and it is intended to encourage a greater representation and inclusivity

5.2 - Post of Treasurer- Considering the activities of the association, its increase in funds, and ensuring that proper funds management is carried out on a year-to-year basis, the person who wishes to serve in this position needs to have an accounting or financial background to do justice to this position. A person should have the basic qualification of finance or accounts, or be an entrepreneur running their own business. The Treasurer will be elected by the General Body.

5.3 - The Managing Committee shall have the power to appoint Sub-Committees/Core Groups or Standing Committees from time to time for specific purposes and to co-opt members, wherever necessary, for such sub-committees or Standing Committees. A co-opted member should have been a life member for at least three years and can be nominated by a simple majority of the Managing Committee. He shall have voting rights in all the decision-making of the Managing Committee.

5.4 - Interpretation of Rules and Bylaws- The Managing Committee shall have the right to interpret these Rules and Bylaws and regulations made under these articles. The decision of the Managing

Committee upon any question, interpretation, or rules/bye-laws, and regulations made thereunder shall be final and binding on the members. If differences of opinion arise or clarifications are sought, members have the right to refer the matter to the General Body, after giving sufficient notice (7 days) in writing to the Secretary. The General Body shall then give its verdict on the matter.

5.5- The Managing Committee shall have the power to institute, defend, compromise, withdraw, or abandon legal proceedings relating to the affairs of the Association.

5.6- The Managing Committee shall have the power to fill up vacancies of elected members on the Managing Committee by nominating other members in their place in the Association

5.7- A Managing Committee member cannot and will not claim any remuneration in any form whatsoever, for their honorary work or participation in the affairs of the Association or in organizing and aiding with the Association's activities.

5.8- A member of the Managing Committee or his immediate relatives shall supply or quote for any item required to be procured for the use of the Association.

6. MANAGING COMMITTEE MEETINGS

6.1- The Managing Committee shall meet once a month or oftener at the discretion of the President, or on written request of any three members of the Managing Committee. Absence of a member from three consecutive meetings without justifiable causes notified to the Secretary shall disqualify him from membership of the Managing Committee. A member so disqualified cannot hold office on the Managing Committee for the next three years.

6.2- The decisions of the Managing Committee shall be taken normally

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by consensus. In the event of the Managing Committee members differing on any particular issue, it shall be decided by vote. The Chairman shall have the casting final vote.

6.3- The quorum of the Managing Committee shall be five members, including at least two office bearers, one of whom has to be the President or the ex Officio Chairman.

6.4- At least three days' written notice/ email or SMS shall be sent for convening ordinary Managing Committee meetings. In emergency cases, the President can convene a meeting at short notice, given either in writing, email, SMS, or oral communication via mobile communication.

7. DUTIES/RESPONSIBILITIES/OBLIGATIONS AND ETHICAL GUIDELINES OF THE OFFICE BEARERS

7.1- All the properties of the Association shall stand in the name of St. Germain Alumni Association-SGAA

7.2- In matters of finance, however, the committee shall not decide unless the ex officio Chairman and the Treasurer of the association are present or consulted in the matter, and a written approval obtained.

7.3- It shall be the responsibility of the Managing Committee to invest funds in a nationalized bank are approved by the ex officio Chairman.

7.4- The Ex Officio Chairman and the President shall be joint signatories to the accounts and the deposits of the association -Jointly, about all banking transactions, including signing the cheques and all other financial documents.

7.5- The PRESIDENT- The President shall perform and exercise such powers and duties as enumerated in these Articles. The President shall preside over and guide the proceedings of all meetings of the General Body and Managing Committee meetings of the association. He shall



necessary, for carrying out the decisions of the Managing Committee and General Body of the Association, which also includes any Extraordinary General Body Meetings. He shall be present to ensure the smooth conduct of all OBA activities.

7.6- The Vice President shall perform such functions as are assigned to him by the President, and he shall cooperate with the President. He shall perform the duties of the President in the absence of the latter. The Vice President shall be the editor of the Newsletter. He shall coordinate and update the Association website.

7.7- SECRETARY -The Secretary shall be in charge of the day-to-day work of the Association. He shall transact all official business, maintain records about the meetings of the General Body and the Managing Committee, and shall record the minutes of these meetings. At the close of the financial year, he shall prepare the Annual Report on the activities of the Association, programs, and financial statement, etc, and present them to the Managing Committee for approval before they are placed before the General Body. Notice of every General Body shall be issued by the Secretary not less than two weeks (14 Days) before the date of the meeting. The Notice shall be accompanied by:

- i) A copy of the Annual Report
- ii) A Copy of the Audited Accounts
- iii) A copy of the minutes of the previous AGM

He shall also be in charge of the secretarial work of the association in all matters. Carry out the decisions of the AGM or Committee Meetings under the direction and guidance of the President.

The Secretary shall be responsible for maintaining all the official records of the Association, including not limited to, the minute books, especially of the AGMs and EGMs of the Association. These records, including financial records, are to be preserved as permanent and

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irreplaceable documents and must not be destroyed, altered, or removed under any circumstances. It is suggested that an Archive be done to preserve all records of the association, by instituting a procedure to ensure the longevity and the integrity of the Association's history. It is recommended that a formal archival system be instituted for the safe and systematic storage of all records. The Secretary will be personally responsible for handing all these documents to the next incumbent. Normally, such a handover needs to be done at the AGM by the outgoing Managing Committee to the new team that has been duly elected by the AGM.

HAND OVER RESPONSIBILITY OF OFFICE BEARERS - All the Office Bearers shall be responsible collectively and jointly, to ensure the complete, accurate and timely Handover of all records, including financial statements, minute books, reports, and any other relevant documentation on the Association. There will be a formal Handover at the closure of the General Body Meeting, with the sole exception of the income expenditure directly related to the activities and expenditure incurred, leading to the conduct of the AGM and the expenses incurred on the AGM day, but not limited to the fellowship activities.

The Accounts and specific records related to the conducting of the AGM, shall be completed no later than fourteen days following the conclusion of the AGM. The Handover process shall be conducted in the presence of the *ex officio* Chairman and must be acknowledged and duly signed off by the Authorized representatives of the outgoing and incoming office bearers of the SGAA.

The failure to effect such a procedural Handover, within the stipulated timeframe, shall render all the outgoing Office Bearers Managing Committee Members, collectively liable and shall result in their disqualification from contesting or holding future office in the



SGAA Managing Committee as Office Bearers or Committee members, or any subcommittee or Advisory Board appointed by the Managing Committee, for ten years.

7.8- The TREASURER- The Treasurer (assisted by the Member - Finance) shall maintain the accounts of the amounts of money received and spent by the association along with duly signed vouchers and receipts, etc. It shall be the responsibility to prepare and submit the Annual Statement of Accounts. He shall get the accounts audited and presented to the General Body through the Managing Committee as required under the Articles. He shall present the annual statements of accounts up to 31st March of each financial year, along with the Balance Sheet and Income and Expenditure Statement.

The Treasurer will be responsible for maintaining all the accounting records of the association as per the Income Tax laws of the country.

These shall be duly handed over by the outgoing treasurer to the incoming Treasurer at the AGM. He shall also be responsible for keeping in the OBA room, under safe custody, all the relevant Fixed Deposit receipts, duly entered in a Register, ensuring timely renewals and keeping track of all the interest income from these Deposits. These need to be handed over to the incoming Treasurer by the outgoing Treasurer at the AGM. Failure to comply with this requirement within the stipulated timeframe, as outlined in Clause 7.6 above, shall result in the Treasurer being disqualified from contesting or holding office in the Managing Committee or any sub-committees appointed by the Managing Committee for ten years.

7.9- JOINT SECRETARY- The Joint Secretary shall act as a liaison between the school and the ASSOCIATION. He will assist the Secretary in carrying out his duties. He will be a member of the PSCS for Scholarships.

7.10 The other five members of the Managing Committee will look after the activities of the OBA and the Funds of the OBA, as indicated by their title.

7.11 -ETHICAL NORMS AND GUIDELINES:

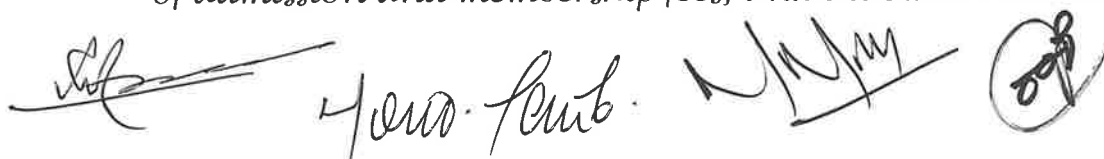
OFFICE OF PROFIT-Managing Committee members are with the association on an honorary basis. They will not claim any remuneration directly or indirectly from the Association for any services they may render to the Association, be it consultancy, legal, media, financial, or a special talent like sports coaching or related matters. This falls under the domain of the Office of Profit.

However, any old student who needs financial assistance and provides their services to the Association for a Coaching Camp or any sport, the Association can pay a fee for their services as approved by the Managing Committee. Such a person or persons cannot be inducted onto the Managing Committee or Co-opted thereafter.

7.12 - CONFLICT OF INTEREST - No member of the Managing Committee, Including office bearers, or co-opted members, is allowed to carry out any business transactions for their benefit with the Association. This will also include business dealings with his immediate family members or relatives, or under any benami transactions whatsoever. An office bearer will not directly or indirectly work for any personal financial gain in any procurement or purchases, or transactions of the association. Such violations will be liable for termination of membership, besides penalties that the General Body of the Association deems fit to impose for such acts, contrary to the interests of the SGAA.

8. FUNDS AND ACCOUNTS:

8.1 - GENERAL FUNDS- The general funds of the association shall consist of admission and membership fees, and all other contributions and

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donations received for various funds from members, well-wishers, and sponsors.

8.2 - The BOOKS OF ACCOUNTS, relating to the financial transactions of the association shall be kept only at the office of the association.

8.3 - ASSETS & LIABILITIES details on the assets and liabilities of the Association shall be kept at the office of the association.

8.4 - EXPENDITURE - Expenditure to be incurred on behalf of the Association shall be made as far as possible on the prior authorization of the Managing Committee. Any expenditure incurred without the prior approval of the Managing Committee has to be ratified by the Managing Committee at its next meeting. All payments except those of a miscellaneous nature shall be made by bank cheque. The Committee shall be guided by the Accounting systems and procedures Enumerated in the Constitution. Amounts paid to Vendors that exceed Rs 10,000/- TDS shall be deducted and remitted to the Government as per the Indian Tax Laws.

8.5 - Accounting Systems and Procedures:

A. Life membership amounts received -add to General Capital Reserve.

This amount must be invested in Fixed Deposits and kept as capital. The amount collected from life memberships must be quantified each year and made into a Fixed Deposit. The interest earned from the General Reserve deposits/capital can be used for the functioning of the Association, as approved by the Managing Committee

B. Profits made during the year (from various activities) add to the Capital account can be used for the functioning of the SGAA or for acquiring assets as needed and approved by the Managing Committee.

This subject, however, relates to the provisioning for the Teachers' Benefit Fund, keeping in mind the mandate of the General Body to increase the TBF.



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C. Scholarship amounts are capitalized and kept as fixed deposits only. The Interest earned annually is given as scholarships; hence, these deposits are held separately and should be reflected in the Balance Sheet annex as a list of deposits giving details of scholarships.

D. Before undergoing any expenditure, the Committee needs to deliberate on where the funds are coming from (eg, Interest on General Reserves Deposits, money raised for this specific purpose from Donors/Events)

E. The SGAA needs to work on the premise that every rupee spent has to be earned /collected.

F. For all expenditures of Rs 20,000/- and above, the Committee shall have to obtain a minimum of three quotations before a final decision on such expenditure is approved and awarded.

G. The various scholarships instituted have corpus amounts, and the interest earned has to be paid as the scholarship/prize amounts in terms of the scholarship. A minimum of Rs 50,000/- (Fifty Thousand only) is fixed for instituting a new scholarship. This amount can be reviewed and revised on the recommendation of the Committee only at the General Body meeting.

H. GOLDEN JUBILEE TEACHERS' BENEFIT FUND (TBF) Rules. The benefits of TBF can be paid only from the interest earned. The committee should be proactive in raising the TBF corpus so that the benefits can be increased. The benefits of the TBF are payable as a matter of right and not at the discretion of the Committee. The following benefits are listed below:

The TBF was operational from 01-10-1999. Members of the teaching and non-teaching staff of St. Germain High School (inclusive of boarding & canteen staff) would be covered under the benefit of the fund. The



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primary aim of the fund would be to provide certain or various benefits to the members, which could be added to as funds to provide in the years to come. For the fund, Teachers and Office Staff would be treated as Category 1, and Attenders as Category 2. The fund would commence with the following benefits:

The revised benefit amounts are given below:

1. On Completion of 15 years of continuous service, a member would be entitled to a cash gift of 5000/- (category I) and 1000/- (category II).
2. On Completion of 25 years of continuous service, a member would be entitled to a cash gift of 25000/- (category I) and 2500/- (category II).
3. A retirement benefit would be paid to all members on the following basis:

Category I

A sum of 500/- for every year of service at the time of retirement (Above 6 months to be treated as full year)

Category II

A sum of 300/- for every year of service at the time of retirement (Above 6 months to be treated as a full year)

A sum of 300/- for every year of service at the time of retirement (Above 6 months to be treated as a full year)

For this fund and the Retirement benefit, a member would be deemed to have retired.

METHOD OF PAYMENT

A. On Completion of 20 years of continuous service at the time of leaving, such a member would be entitled to 50% of the retirement benefit as stated above.

B. On death during service, a member would be entitled to full benefits

For the number of years completed on the date of death (with a minimum of 5000/-).



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4. A medical aid of a maximum of Rs 10000/- can be paid to both present and retired staff members on the approval of the Managing Committee on a case-by-case basis. Any extra amount required must be raised/collected and given to the beneficiary.

The initial corpus was a sum of 1,25,000/-, which has since been increased.

The corpus amounts earmarked for the Golden Jubilee - Teachers' The Benefit Fund shall be permanent, and the various benefits as described above would be payable from interest accrued.

The corpus amount would be increased each year by a sum of 10,000/- transferred from the excess income (if any) each year. Efforts must be made to increase the Corpus amount so that the benefits under the TBF can be increased.

The above revised benefits are payable from 01.10.2012.

The unpaid interest earned yearly must be held/accounted for separately to meet future expenses of the TBF. (Recommend a separate SB account for the credit of interest and payment of benefits.)

9. ANNUAL ACTIVITIES OF THE SGAA

The OBA has been conducting a lot of activities over the past 7 decades. Many of these inter-school events have become very popular and are looked forward to by participating schools. These events are academic and sporting.

The Managing Committee shall ensure that this event is conducted smoothly each year. The activities are listed below:

9.1 THE GERMAINITE CHALLENGE CUP, an event which brings under one banner the conduct of the inter-school English, Hindi, and Kannada debates. The Quiz, the Table Tennis tournament, and the Dramatics events.



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9.2 THE GERMAINITE SPORTS FOUNDATION -which brings under one banner the conduct of, The Summer Coaching Camp, The Golden Jubilee Inter-school hockey tournament, The Germanite Hockey Academy, and Inter-OBA cricket tournaments.

9.3 Conduct of Career Guidance Programmes at least once a year.

9.4 The Managing Committee can review the above activities and recommend to the General Body the discontinuation of any specific event, with reasons for the same.

9.5 The Managing Committee can introduce any new activity, be it at the intraschool or inter-school levels.

10. GENERAL BODY MEETING

10.1 The Annual General Body Meeting shall be held on the last Sunday of September each year. The General Body will approve the Annual Accounts duly audited and finalized before 30th June of each year.

10.2 A clear fourteen-day notice shall be given for convening the Annual General Body Meeting. If any resolutions are to be moved at the General Body Meeting, a clear 7 days' notice in writing or by email shall be given to the Secretary.

10.3 A Special or Extraordinary General Body Meeting shall be convened at any time on the request of the President or on written requisition of not less than 30 members of the Association, specifying the subject for discussion.

10.4 A Resolution proposing to alter any of the existing articles of this Constitution or to introduce new clauses, shall not be passed except by a clear 2/3 majority of members present at the meeting of the General Body is called for the purpose.

10.5 A clear 21-day notice shall be given for the convening of the Special General Body Meeting.



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10.6 The quorum at the General Body Meeting or a Special General Body Meeting shall have 100 Members.

10.7 In case there is no Quorum at the time specified in the notice of the meeting. The meeting would wait for half an hour, and even then, if there is no quorum, the Chairman /Presiding Officer shall have the power to adjourn the meeting for another half hour, after which the meeting will stand adjourned for another date with the required notice.

11. ALUMNI DAY

The Annual ALUMNI Day shall be held on Sunday after the school sports day, but not later than the last Sunday of September each year. The committee shall plan to make this day a special one for the STUDENTS to promote fellowship and camaraderie.

12. PERMANENT STANDING COMMITTEE FOR AWARDS AND SCHOLARSHIPS:

12.1 There shall be a PSC for Awards & Scholarships comprising 6 members.

This committee shall be headed by the Ex-Officio Chairman and shall have 5 more members, of whom one will be nominated from the staff of the school by the Ex-Officio Chairman. The Joint Secretary of the OBA, along with three nominated members, shall make up the 6-member committee. The three members shall be nominated by the General Body from the eligible members.

12.2 An individual life member who has an Award/ Scholarship Donor of a minimum of Rs. 1,00,000/- is eligible to be on the PSC for awards/ scholarships. An eligible member can nominate a representative from the life members of the SGAA on his behalf.



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scholarships. An eligible member can nominate a representative from the life members of the SGAA on his behalf.

12.3 DUTIES AND RESPONSIBILITIES

It will be the responsibility of this committee to identify and approve the eligible beneficiaries of the various SGAA Awards & Scholarships.

This committee will also look into the matter of streamlining, increasing, and merging the existing scholarships that are less than Rs 50000/-. The nominated members of the PSC for scholarships will serve a term of two years, after which they will be eligible for re-nomination.

12.4 Any vacancy arising due to the resignation of a committee member shall be filled by the Managing Committee from eligible members.

12.5 The PSCS committee will form and frame its Rules and Bylaws for its operation and smooth functioning, and present the same for the approval of the Managing Committee.

12.6 The PSC for awards and scholarships shall report to the Managing Committee.

13. APPOINTMENT OF AN AUDITOR

As stated in Point 3 of the Constitution- AIMS AND OBJECTIVES,

"SECTION 3.1- ST GERMAIN HIGH SCHOOL is affiliated with the Archdiocesan Board of Education (ABE) The Rules and Regulations governing ST GERMAIN HIGH SCHOOL under the Archdiocesan Board of Education (ABE) shall, wherever applicable, extend to the St Germain Alumni Association-SGAA as a recognized legal entity."

In view of this affiliation, henceforth, whichever firm is appointed as the Auditor of the ABE, the same firm will automatically audit the Annual Accounts of the SGAA.

14. AMENDMENTS TO THE CONSTITUTION-

The rules framed in this Constitution shall not be altered, amended, or



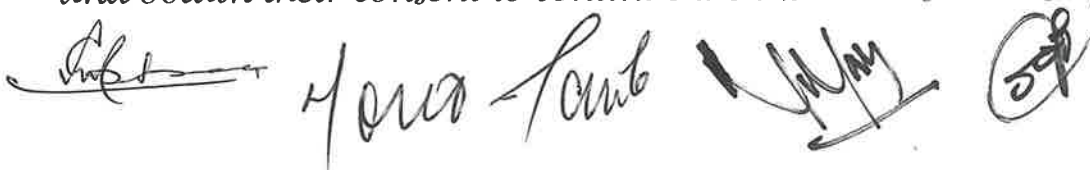
abridged, in any way except by a resolution passed to this effect, by not less than 2/3 of the members present at the General Body of the Association, whether annually or specifically called EXTRAORDINARY GENERAL MEETING for the purpose.

The Managing Committee shall, however, have the power to frame bye-laws or such other regulations as may be necessary for the efficient working of the association or in any manner connected with it. Such byelaws shall be within the framework of the Constitution. The Constitution shall be reviewed if necessary once in ten years, by a Standing Committee constituted for the purpose. Any amendments shall be approved either by a Circular resolution of not less than 200 members or at an AGM, which must have a minimum of 100 members, of which 2/3 present and voting members must approve any changes. The Managing Committee is empowered to constitute this Standing Committee of a minimum of TWO members OR MORE, which will include the ex officio Chairman and the President.

15. PROVISION FOR DISSOLUTION

The SGAA can be dissolved only by a resolution passed by a 2/3rd majority at a General/Special Body meeting held.

Upon the dissolution of the Association or if the Association becomes defunct in any manner whatsoever, the entire funds and other Properties of the Association shall be taken over by the Principal/ Manager/Correspondent/DIRECTOR St. Germain High School, who shall hold the same as a separate fund for the benefit of the school, respecting, however, the wish of the Association that a major part of the funds should be used for the benefit of underprivileged students. He shall communicate with the donors of the various awards, scholarships, and obtain their consent to continue the award or scholarship through

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the school. In these circumstances, the donors have the right to
Withdraw the award & Scholarship and get a refund of their respective
donations.

The above constitution has been updated from June 1985, Sept 1996,
and the 2012 Constitution.



C N ABRAHAM

CONVENOR - CONSTITUTION AMENDMENT COMMITTEE



N MANIMARAN

PRESIDENT - SGAA



MOHAMMED TALIB

SECRETARY - SGAA

24TH APRIL 2025



REV FR M. RAYAPPA

CHAIRMAN - SGAA