

## MEMORANDUM

Dated, 9<sup>th</sup> February, 2023

This is for information to all concerned that an Alumni Committee among the Alumni of Haji Anfar Ali College, Doboka has been constituted as per decision of the Governing Body meeting held on 01/02/2023 to elect/select the office bearers of the Alumni Association, Haji Anfar Ali College. The following are the members of the Alumni Committee:

- |  |                |
|--|----------------|
| 1. Oliur Rahman Patwary<br>Asst. Professor, Murajhar College, Murajhar | Convener       |
| 2. Jahingir Alom Talukdar<br>(Entrepreneur)                            | Joint Convener |
| 3. Rajib Dey<br>Principal, Bright Future Degree College, Peer Bazar    | Member         |
| 4. Alom Hussain Talukdar<br>(Entrepreneur)                             | Member         |
| 5. Kabir Ahmed Laskar<br>(Entrepreneur)                                | Member         |
| 6. Bikash Das<br>Asst. Teacher, Sankardev Bidya Niketan, Doboka        | Member         |
| 7. Abdur Rahman<br>Asst. Professor, Haji Azmal Ali College, Nilbagan   | Member         |
| 8. After Hussain<br>(Asst. Teacher)                                    | Member         |
| 9. Taz Uddin<br>CRCC, Chuangmaji Cluster)                              | Member         |
| 10. Gulzer Hussain<br>Advocate, Bar Association, Sankerdev Nagar       | Member         |
| 11. Mrintunjoy Datta<br>(Entrepreneur)                                 | Member         |
| 12. Ahmed Hussain<br>(Entrepreneur)                                    | Member         |
| 13. Jahanara Begum<br>(Secretary, Fatima Welfare Foundation, Doboka)   | Member         |
| 14. Gitumoni Bora<br>Faculty, Study Centre, KKHSOU, HAAC               | Member         |
| 15. Shalim Ahmed Choudhury<br>(Entrepreneur)                           | Member         |
| 16. Shamnun Ahmed<br>Reporter, DA News Plus                            | Member         |

It may be mentioned that the Committee shall take necessary step for the formation of Alumni Association, Haji Anfar Ali College under the provision of the Alumni Association By-Law. The Committee is to submit the names of office bearers of the Alumni Association within 10 days from publication of the Memorandum.

(Abdul Hamid Talukdar)

Coordinator,

Alumni Cell, Haji Anfar Ali College, Doboka

**Enclose:** By-Law, Alumni Association, Haji Anfar Ali College, Doboka

**HAJI ANFAR ALI COLLEGE, DABOKA  
ALUMNI ASSOCIATION BY-LAW**

**PREAMBLE**

We, the Alumni of Haji Anfar Ali College, in order to create a more solid union, develop mutual interest among ourselves for overall support and welfare of the college, hereby form ourselves into an Association and adopted these By-Laws

**ARTICLES**

1.1 The name of this organization shall be the **ALUMNI ASSOCIATION HAJI ANFAR ALI COLLEGE**

**1.2 GAOLS AND OBJECTIVES**

Alumni Association Haji Anfar Ali College is and shall be a non-stock, non-profit, non-sectarian and non-political organisation. It shall exercise complete control and supervision over the promotion and development of Alumni activities of the college. Accordingly, all its income shall be used exclusively by its elected/selected Executive Committee for the purposes of paying expenses for its operations, undertaking projects initiated and duly approved by the Association. The Association shall be a permanent body. The purposes of the **ALUMNI ASSOCIATION HAJI ANFAR ALI COLLEGE** are to promote continuing alumni activities and interest for support of the college's welfare, and to serve as the coordinating organization of alumni activities at Haji Anfar Ali College. The **ALUMNI ASSOCIATION HAJI ANFAR ALI COLLEGE** is dedicated to strengthening and enhancing all relationships among alumni, faculty, administration, students and governing bodies of the college with a view to creating a congenial atmosphere not only among the stake holders but between the college and the world outside also.

**1.3 MEMBERSHIP**

1.3.i. **Regular Members:** All former students, both graduates and nongraduates who have registered themselves of Haji Anfar Ali College, Doboka, formerly Doboka College shall be deemed members of this Association

1.3. ii. **Honorary Members:** Trustees and ex-trustees, members and ex-members of the faculty and other persons having performed distinguished service for the college may become honorary members by vote of the Executive Committee of the Association.

1.3.iii. Regular members as defined in Article 1.3. i and 1.3.ii shall have the right to vote and be voted upon at any meeting or election. Regular members, however who have liabilities and other accountabilities to the association shall not be allowed to cast their vote and be voted upon at any meeting or election unless they fully settle such accounts. While the Honorary members as defined in Section 1.3.ii shall be entitled to attend all meetings of the Association provided, they cannot vote on any issue or for the purpose of electing or being elected as offices of the association. It is to be noted that all the office bearers shall be preferably graduate.

**1.4. EXECUTIVE COMMITTEE:**

The administration and operation of this Association shall be vested in an Executive Committee consisting of:

- Mentor/Advisor:** Principal of the College
- Faculty Coordinator:** A senior most faculty member to be nominated by the principal of the college.
- President:** One registered alumna/alumnus either selected or elected from the alumni
- Vice President:** One registered alumna/alumnus either selected or elected from

*[Signature]*  
Principal  
Governing Body  
Haji Anfar Ali College  
Doboka Hojai Assam

*[Signature]*  
President  
Haji Anfar Ali College  
Doboka Hojai Assam

<b>General Secretary:</b>	among the alumni One registered alumna/alumnus either selected or elected from among the alumni
<b>Assistant General Secretary:</b>	One registered alumna/alumnus either selected or elected from among the alumni
<b>Treasurer:</b>	One registered alumna/alumnus either selected or elected from among the alumni
<b>Members:</b>	Seven members including two alumnae (Women) either selected or elected among the registered Alumni

#### Section-1.4. i. Duties and Responsibilities of the Members

Members of the Alumni Association Haji Anfar Ali College shall have the following duties and responsibilities:

- i. To obey and comply with the by-laws, rules and regulations that may be promulgated by the Association from time to time.
- ii. To attend/ participate in all deliberations/meetings of the Association.
- iii. To pay the membership dues and other contributions to the Association.
- iv. To work for the development of the college with contribution, when called for.

#### 1.4. ii. Tenure of the Executive Committee


The Executive Committee shall be a selected/elected body and its members would have tenures of two years. However, the college authority may dissolve the Executive Committee of the Alumni Association to mitigate any mutual conflict/ unwanted situation and or to avoid any special circumstances that goes against the interest of the college. At such a situation, the college authority shall have the right to continue/ discontinue the activities of the association along with the right to amend the by laws as and when required.

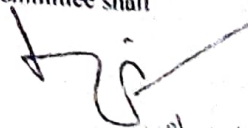
#### 1.4.iii. Suspension, expulsion and termination of membership

Suspension, expulsion and termination of membership shall be in accordance with the rules and regulations of the Association. Any member of the Association may file charges against a member by filling a written complaint with the Secretary of the Association. The Executive Committee with due permission of the principal shall call a special meeting to consider the charges. The affirmative vote of majority of the Executive Committee shall be necessary to suspend a member. Any member, who absents himself consecutively in two meetings of the executive committee without informing the President of the association shall cease to be a member of the Association and Secretary shall report the fact to the office of the principal for record.

#### 1.4. iv. Meeting and Proceeding of the Executive Committee

- i. Two-third of the members shall form a Quorum in a meeting of the Executive Committee of the Association.
- ii. The Executive Committee shall meet at least twice in a year, but it may meet at shorter interval also, if circumstance demands so.
- iii. A meeting of the Executive Committee shall be called with prior consent of the Principal of the College.
- iv. The minutes of the proceeding of the meeting shall be recorded in the 'Proceeding Book' by the Secretary and signed by all the members present.
- v. If any note of dissent is given by any member present in the meeting, it shall be recorded in the Proceeding Book
- vi. All records shall be kept in College Office and Secretary of the Executive Committee shall be responsible to preserve all such records properly and safely.

  
Secretary  
Executive Body  
Haji Anfar Ali College  
Dehaka, Hajl Anfar

  
Principal  
Haji Anfar Ali College  
Dehaka, Hajl Anfar

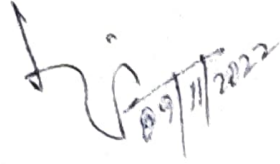
**1.5. Fund Management:** There shall be a Bank Account in the name of **Alumni Association Haji Anfar Ali College** in any Nationalised Bank. Membership fees, Donation etc. shall be deposited to the said Bank Account. The account shall be operated jointly the President and General Secretary of the Association subject to the approval of the Executive Committee. There shall be a biennial Audit of the Account which shall have to be approved by the General Meeting of the Association. An auditor preferably a banking official shall be selected by the two-third majority of the members present and voting.



President

Governing Body

Haji Anfar Ali College, Doboka  
President  
Governing Body  
Haji Anfar Ali College  
Doboka Hojai, Assam



Signature of the Principal & Secretary

Haji Anfar Ali College, Doboka  
Principal  
Haji Anfar Ali College  
Doboka Hojai, Assam