



THIS DEED OF TRUST executed on the Twentyseventh day of July Two thousand and five (27.7.2005) by the **AMALA PROVINCE OF THE CONGREGATION OF MOTHER OF CARMEL**, with its office at Podimattam, Kanjirapally Village and Kara in Kottayam District, Kerala State, a religious as well as charitable institution represented by its present Provincial Rev. Sr. Cicy Carmel.C.M.C. aged 57,( Fifty seven) years, daughter of Sri. K.C.Chacko, Nun, residing at the Amala Provincial House, Little Flower Convent, situated Podimattam, Kanjirapally Village and Kara, Kanjirapally Taluk, in Kottayam District, Kerala State, hereinafter referred to as the **SETTLERS**.

IN FAVOUR OF Rev. Sr. Queen Mary, aged 62,( Sixty Two ), years, Daughter of Sri. Joseph, Nun, residing at Amala Provincial House, Little Flower Convent, situated at Podimattam, Kanjirapally Village and Kara, Kanjirapally Taluk, in Kottayam District, Kerala State, hereinafter referred to as the **TRUSTEE**.

Whereas THE Settler Institution was first established as a region of the Religious Congregation of the Mother of Carmel in the Year 1977, which was later elevated to the position of Province, to undertake religious as well as charitable activities envisaged by the Congregation, in a more effective manner, in the geographical area allotted to it from time to time, by the general chapter of the Congregation, with the help of the members of the Congregation opting to work under the province spending their entire life unselfishly

Rev. Sr. Cicy Carmel.C.M.C.  
(SETTLER)

Rev. Sr. Queen Mary

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*[Handwritten signature of Rev. Sr. Queen Mary]*

*[Handwritten notes in Malayalam script]*  
 NO. 1983/26.7.05  
 Hundred Rupees Rev. Sr. Cicy Carmel c.m.c. Amala provincial house kanjirapally podimattam

കൊച്ചിയിലെ സെന്റ്. സിസിലിയുടെ  
 ഐ. സി. സെക്ഷനിൽ

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under the vows of poverty, chastity and obedience.

AND WHEREAS as a part of their Educational Apostolate, they had decided to establish and conduct educational institutions at various places in the Union of India, as and when found necessary.

AND WHEREAS the settlers now found it necessary to form a Charitable Trust for the above purpose and to do the said service in a systematic manner, and with perpetuity and for that purpose, the Provincial Council meeting held on the 9<sup>th</sup> day of July 2005 authorized Rev. Sr. Cicy Carmel C.M.C., the Provincial Superior, to execute the Trust Deed in favour of Rev. Sr. Queen Mary, on the following terms and conditions, and to get it registered at Kanjirapally, with the knowledge and consent of the Trustee.

**NOW THIS DEED WITNESSETH AS FOLLOWS:-**

1. The name of the Trust shall be **AMALA EDUCATIONAL, CULTURAL, AND CHARITABLE TRUST.**
2. The Registered Office of the Trust shall be at Podimattam, Konvappally Village, Kanjirapally Taluk, in Kottayam District, Kerala State. The settlers are at liberty to change the Registered Office to any other place.
3. **Trust Property:-**

In order to effectuate the above referred decision, the Settlers has now made over to the Trustees the sum of Rs. 1,000/- (Rupees One thousand only) to hold the same together with all additions and accretions there to and all other properties that may be acquired out of the same or otherwise and may hereinafter be the subject matter of the Trust hereinafter expressed with powers and on the terms and conditions herein contained concerning the same.

**4. Aims and Objectives.**

The primary objectives of this Trust are as follows.

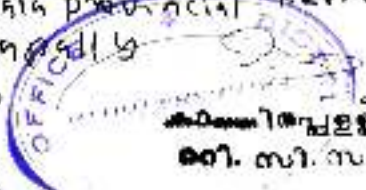
- a) To render services in the field of education by establishing, acquiring, managing, administering or otherwise holding educational institutions imparting knowledge in Arts, Science, Commerce, Technical Education, Medical education and other fields of knowledge, from the pre primary level to the highest available standards, solely for philanthropic purposes and not for purposes of profit and that too irrespective of caste, creed and community.
- b) To establish, develop, maintain nursing institutions, dispensaries, maternity homes, child welfare centres and/or such other similar charitable insti-

Ab. 1999/26.7.05

Twenty Rupees Rev. Sr. Cicy Carmel CMC Amala Provincial House Kanjirapally Podimattam

Rev. Sr. Cicy Carmel C.M.C. (SETTLER)

Rev. Sr. Queen Mary



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2007.01.05

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- tutions in India for the benefit and use of the general public.
- c) To establish, run, support and grant aid or other financial assistance to schools, colleges, libraries, reading rooms, universities, laboratories, research and other institutions of the like nature in India, for use of the students and the staff and also for the development and advancement of education and diffusion of knowledge amongst the public in general.
  - d) To establish, maintain and run studentships, scholarships and render other kind of aid to students including supply of books, stipends, medals and other incentives to study, without any distinction as to caste, race, creed or sex.
  - e) To promote, establish, support, maintain or grant aid to institutions for the promotion of science, literature, music, drama and fine arts, for the preservation of historical monuments and for the research and other institutions, in India, having similar objects for the benefit of the public in general.
  - f) To establish, maintain or grant aid for the establishment and/or maintenance of parks, gardens, gymnasiums, sports clubs, dharamshalas and rest houses, for use of public in general.
  - g) To establish, maintain or grant aid to homes for the aged, orphanages or other establishments for the relief and help to the poor, needy and destitute people, orphans, widows and aged persons.
  - h) To establish and develop institutions for the physically handicapped and disabled or mentally retarded persons and to provide them education, food, clothing or other help.
  - i) To grant relief and assistance to the needy victims during natural calamities such as famine, earth quake, flood, fire, pestilence etc. and to give donations and other assistance to institutions, establishments or persons engaged in such relief work.
  - j) To render assistance to other public charitable activities as may be decided by the Trust and approved by the Settlers.

5. Board of Trustees:-

- a) For the time being the second party to this Deed Rev. Sr. Queen Mary shall be the Trustee.
- b) Within one month of Registration of the Deed of Trust, a Board of Trustees shall be constituted by the Settlers with the following five members.
  - i. The Provincial of the Settlers, Ex-officio as the President of the Board of Trustees. and also as the Manager of the Institutions of the Trust.
  - ii. The Assistant Provincial of the Settlers, Ex-officio as the Vice President of the Board of Trustees.
  - iii. The Superiors of the local houses of the Settlers or other sisters of the

Rev. Sr. Cicy Carmel C.M.C.  
(SETTLER)

Rev. Sr. Queen



*[Handwritten Signature]*  
DISTRICT EDUCATIONAL OFFICER  
PUNE

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Convents which take the initiative to start the institutions, under this Trust, as nominated by the Settlers.

- c) The Settlers shall nominate one of the members of the Board of Trustees as the Secretary from time to time.
- d) The Settlers, is at liberty to withdraw, any of its nominees to the Board of Trustees, and to nominate new member/members, as and when found necessary.

6. Meetings of the Board:-

- a) The Board of Trustees shall meet as often as required and shall meet at least once in a calendar year and approve the annual accounts and forward it to the Settlers.
- b) The meeting of the Board of Trustees shall be presided over by the President of the Board of Trustees and in her absence by the Vice-President and in the absence of both, by any one of the Trustees nominated by the President.
- c) There shall be three days notice to the meeting of the Board of Trustees unless it is waived by all the members eligible to get the notice.
- d) Decisions shall be taken on the basis of votes of members attending the meeting in person and exercised individually either by show of hands or by secrete ballot as decided by the Chair Person and in case of tug, the chair person can exercise a casting vote additionally.
- e) Decisions may also be taken by circulation, provided all the members agree on the motion.
- f) The quorum for the meeting shall be one third of total members present or three whichever is greater.
- g) The Secretary shall serve the notice for the meeting in consultation with the President and she shall be responsible for the maintenance of the minutes book and other records of the meeting.

7. Powers and Duties of the Board of Trustees:-

All the properties of the Trust shall vest with the Board of Trustees and in the name of the President. The Board of Trustees shall have the following powers and duties:-

Rev. Sr.Cicy Carmel C.M.C.  
(SETTLER)

Rev. Sr. Queen Mary



DISTRICT EDUCATIONAL OFFICER  
PATHANAMTHITTA

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- a) To apply, get sanction, erect, conduct and administer, any institutions and establishments connected with the same or take over and manage any such institution to diffuse knowledge of moral, cultural, academic, or of any a humanitarian value to the people of any age and sex within the limits of the objectives shown above.
- b) To request and receive donations towards corpus or otherwise either in cash or kind or subsidies or grants or other financial assistance of any kind whether returnable or not from individuals, institutions, Central and State Governments, Universities or other Government agencies, voluntary organizations within India or from abroad.
- c) To demand and receive to the extent the laws of the State permits, any fees, Deposits, Contributions, Fines, Capital Donations etc. to meet the Capital or revenue cost of the institutions owned, administered or managed by the Trust.
- d) To invest the funds of the Trust in any manner they deem fit consistent with the objects of the Trust and in the interest of the Trust, provided such investment in immovable properties shall be subject to the approval of the Provincial Council of the Settlers.
- e) To borrow any amount either on pledging the assets of the Trust or otherwise, from individuals, banks, financial institutions or other institutions, with or without interest, for any objects of the Trust with the approval of the Provincial Council of the Settlers.
- f) To acquire, alter, extend, demolish any of its assets, movable or immovable and to dispose of the same whenever found necessary in the best interest of the objects of the Trust.
- g) Start new units of the present activities at other places or to take up new activities whenever necessary or to take over and manage any institution of activity now carried on by others, as long as it is found to be advantageous to achieve the objectives of the Trust.
- h) Subjects to the approval of the Settlers, to join, co-operate or amalgamate this Trust, with other Trusts, or fund or institutions or other trust or institution with this Trust as the Trustees think fit.

8. Manager and Local Managers of the Trust:-

- a) The President shall be the person to represent the Trust or the institutions under the Trust before the any authorities of the State, Central or other Statutory Bodies and for that purpose she shall be known as MANAGER of the Trust.
- b) The Manager is authorized to delegate her duties and powers to the extend

Rev. Sr. Cicy Carmel C.M.C.  
(SETTLER)

Rev. Sr. Queen Mary

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it is necessary, to manage any particular institution under the Trust to any other Board member or other members of the Settler congregation and in such circumstances she shall be known as Local Manager of the particular institution or institutions.

9. Powers and Duties of the MANAGER AND LOCAL MANAGER:-

Subject to the control of the Board of Trustees, the MANAGER shall have specific powers and duties mentioned below:-

- a) To work, manage, control, develop and supervise the affairs/management of the properties belonging to the Trust.
- b) To enter into any contract or agreement for and on behalf of the Trust for any of the purpose concerning the routine activities/affairs of the institutions under the Trust, which are beneficial to the interest of the Trust.
- c) To appear and act for and on behalf of the Trust in all legal proceedings before any competent authority.
- d) To appoint and constitute advocate or other attorneys, whenever necessary and to remove them whenever they feels such removal is necessary.
- e) To take loans or borrow money, as decided by the Board of Trustees and to execute promissory notes, bonds or the like for the same and to discharge the same by repayments.
- f) To gather funds towards corpus or otherwise, for the Trust by way of donations or fees or otherwise, from any person or institution, either in cash or in kind for the purpose of the Trust.
- g) To spend the income earned or the income of the future for any or all of the objects of the Trust, either directly or by contributing other genuine institutions to be spent for the purpose of the Trust.
- h) To accumulate the income, if necessary, for attaining the objectives of the Trust in future and to set apart the whole or part of the income for the corpus of the Trust Fund for any of the objectives of the Trust, with the approval of the Board of Trustees.
- i) The LOCAL MANAGER shall sue / be sued for and on behalf of the Trust. Board of Trustees shall have the power to authorize any one of its other members to represent the Board of Trustees in any legal or other proceeding, under special circumstances.
- j) The Manager shall exercise and perform such powers and duties as the Board of Trustees may from time to time determine or assign or authorize them to do.

Rev. Sr. Cicy Carmel C.M.C.  
(SETTLER)

Rev. Sr. Adween Mary



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- k) To do any and all acts, deeds and things necessary for the efficient management and administration of the Trust and other properties of the Trust.
- l) The Manager shall have the power to delegate all or any of the above referred duties and functions attributed to any particular institution under the Trust to any other member of the Board of Trustees with the consent of the Board of Trustees and she shall thereafter be known as the Local Manager of that institution.
- m) All acts, deeds and things lawfully done by the Manager and Local Manager by virtue of these presents shall be binding on the Trust.

10. Executive Committee & Advisory Committee :-

- a) The Board of Trustees shall, form Executive Committees, and Advisory Committees to take care of the academic and social side of various institutions under the Trust in the best useful manner, by nominating members of the Board and other including the teaching staff, parents, laymen etc. as found necessary from time to time.
- b) The board shall from time to time fix the powers and duties of the above referred committees, and the manner of conducting the committee meetings.
- c) The above referred committees are to assist the Local Manager and the Manager in achieving the objectives of the Trust.

11. Powers of the Settlers:-

The Settlers shall have the power to depute any person to inspect the accounts and the affairs of the Trust and the institutions under the Trust in the best interest of all concerned and to issue any direction whatsoever necessary to the Board of Trustees and / or to the Managers/Secretary/Executive Trustee for achieving the objectives of the Trust in a better manner and they shall be bound to accept and act upon such directions.

12. Powers of Vice President:-

If the President's post becomes vacant, or if the President intimates her absence for particular period, the Vice President shall have all the duties and powers of the President, for such period or until the President or new President takes over charge.

13. Secretary:-

- a) The Secretary shall be responsible to carry out the decisions of the Board,

Rev. Sr. Cicy Carmel C.M.C.  
(SETTLER)

Rev. Sr. Queen

Mary

in consultation with the President.

- b) She shall co-ordinate the various activities under the Trust, in different places, and shall report about them to the Board from time to time.

14. Accounts:-

- a) The Secretary shall cause to keep proper accounts and records for all the receipts and disbursements of the concerned institutions and activities under the Trust.
- b) The accounts shall be closed on 31<sup>st</sup> March every year and it shall be audited by a Chartered Accountant appointed by the Settlers.
- c) The audited statement of accounts along with the report of the Board shall be submitted to the Settler before 30<sup>th</sup> September every year or within the time extended by them.

15. Bank Accounts :-

The Trust shall open Bank accounts in the name of the Trust or in the name of any of its institutions or activities. The accounts in the name of the Trust shall be operated by the President jointly with the Secretary of the Trust.

Accounts in the name of the institutions / establishments shall be operated jointly by two persons out of whom one shall be the Local manager and the other shall be nominated from time to time by the Board of Trustees.

16. Amendments

- a) Any clauses in this Deed may be amended, annulled, added or substituted by the Provincial Council of the Settler, at any time after getting prior approval of the Commissioner of Income Tax
- b) In case there is any doubt or ambiguity regarding any of the provisions of this Deed of Trust, it shall be referred by the Board of Trustees to the Settlers and their direction or decision shall be final.

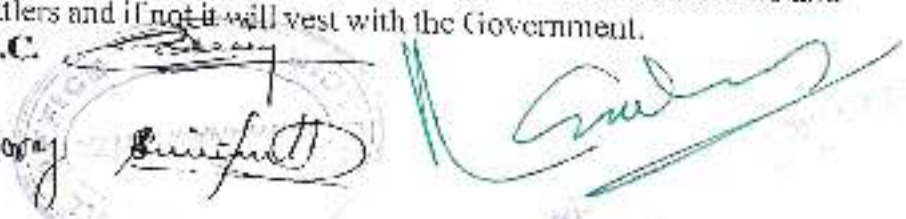
17. Dissolution

In the event of the Trust becoming impossible to function in accordance with the provisions of the Trust Deed, the Board shall refer the matter to the Settlers and necessary steps may be taken according to its directions of the Settlers.

In case the Settlers decide to wind up the Trust, the excess assets if any, after discharging the liabilities on winding up, shall be transferred to another charitable educational institution of a similar nature as decided by the Board of Trustees and approved by the Settlers and if not it will vest with the Government.

Rev. Sr. Cicy Carmel C.M.C.  
(SETTLER)

Rev. Sr. Queen Mary

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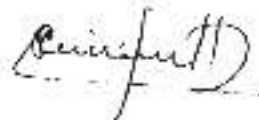
### The List of Trust Members

| Name  | Address   | Qualification       | Occupations   |
|---|---|---------------------|---|
| 1. Sr. Cicy Carmel<br>C.M.C. President        | Little Flower Provincial<br>House, Podimattom,<br>Parathodu.P.O; 686 512<br>Kanjirappally | M.Sc;<br>M.Ed       | C.M.C. Provincial<br>superior and Rtd<br>Principal of<br>Marmaman B.Ed<br>College |
| 2. Sr. Queen Mary<br>C.M.C.<br>Vice President | "   | B.Sc.B.Ed           | Asst. Provincial<br>and Rtd. J.M  |
| 3. Sr. Solomy<br>C.M.C.<br>Member             | "   | Malayalam<br>Vidwan | Provincial Councillor<br>and Rtd. Teacher   |
| 4. Sr. Bensitta<br>Member                     | Carmelite Convent<br>Kanjirappally.P.O.<br>686 507  | B.Sc;<br>B.Ed       | Superior and Rtd.<br>Teacher  |
| 5. Sr. Veronica<br>C.M.C.<br>Member           | "   | T.E.C.              | Rtd. Teacher  |

Rev. Sr. Cicy Carmel.C.M.C.  
(SETELER)



Rev. Sr. Queen Mary






Rs. 10

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18. Saving Clause

- a) It is expressly declared that this is purely an Educational, Cultural and Charitable Trust and no part of the Trust property or its income shall be applied for any purpose, other than educational, charitable, Cultural purposes as provided in clause (4) of this Deed.
- b) All the institutions under this Trust shall be qualified for the protection if any granted under the Constitution of India, as the institutions are established by the Minority Community to which the Settler institution belongs.
- c) In case, for administrative purpose, if the Settler Province get divided further, into two or more Provinces, as decided by the General Chapter of the Congregation of Mother of Carmel, all the institutions under this Trust shall stand automatically distributed under different Trusts of various Provinces, according to the norms fixed by the General Chapter of the Congregation.

19. The value of the Trust Fund is Rs 1,000/- (Rupees One thousand only).

IN WITNESS WHEREOF the Settler has signed this Deed of Trust at Vazhoor on the day, month and the year first above written in the presence of the following witnesses and wish to get it registered in the Sub Registry Office, Vazhoor

Rev. Sr. Cicy Carmel C.M.C.  
(SETTLER)

Rev. Sr. Queen Mary

Witnesses:

*[Signature]*  
*[Signature]*

1. K.A.Mathew, Parackal Bunglaw, Ponkunnam.P.O;

2. P.K.Lal, Marukattu house, Chamampathal.P.O; Vazhoor :

*[Signature]*  
*[Signature]*

Prepared by K.S.Eapen, Kilirooparambil, Chirakudavu Vadakkumbhagom Kara, holder of Licence No. K.D.A.135 :

*[Signature]*

This document is typewritten.

Corrections : Nil

Rev. Sr.Cicy Carmel C.M.C.  
(SETTLER)

Rev. Sr. Queen Mary

*[Signature]*  
*[Signature]*

*[Signature]*  
Sole Power of Attorney  
Manager  
Mary Matha Public School  
Pathanamthitta-689 645



District Educational Officer  
Pathanamthitta