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KAR-BHAWAN Dispur, Guwahati-6

INSTITUTES OF HOTEL MANAGEMENT CATERING TECHNOLOGY  
AND APPLIED NUTRITION (GUWAHATI) SOCIETY.

In the matter of Act XXI of 1860 being Act of the registration of literary, scientific and charitable societies, and in the matter of the Institute of Hotel Management, Catering Technology and Applied Nutrition (Guwahati) Society herein after referred to as the 'Society'.

MEMORANDUM OF ASSOCIATION

In this Memorandum - (i) 'Central Government' means the Central Government in the Ministry of Tourism & Civil Aviation or if there be no such Department, the department/Ministry which is for the time being incharge of the functions now performed by the Department of Tourism & Civil Aviation, whether in addition to other functions or otherwise (ii) 'State Government' means the Government of Assam. (iii) The Institute means the Institute of Hotel Management, catering Technology.

1. The name of the Society shall be the Institute of Hotel Management, Catering Technology and Applied Nutrition (Guwahati) Society.

2. The Registered Office of the Society shall be situated at Guwahati.

3. The objects for which the Society is established are :

(i) To establish and to carry on the administration and management of the Institute of Hotel Management, ~~of the Institution of Hotel Management~~, Catering Technology and Applied Nutrition, Guwahati, hereinafter called the 'Institute' whose functions shall be :

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(i) To provide instruction and training in all the crafts and skills, all the branches of knowledge both theoretical and Applied, and all the organisational and management techniques which are required for the efficient functioning of Hotel & Catering establishments of all kinds, as well as institutional feeding programmes in schools, industrial establishments and similar organisations,

(ii) To impart instruction and training in modern and scientific techniques of management of modern hotels and hostels.

B. To undertake and to associate itself with nutritional extension and development work.

C. To propagate economy in the handling and utilisation of food stuffs.

D. To assist in and associate itself with the efforts of the Central and State Government to popularise wholesome noncereal foods, particularly protective foods, with a view to the diversification of the ordinary Indian diet and the enrichment of its nutritional content.

E. To assist in and associate itself with the food research institutions, food scientists and food technologists to find effective and acceptable means of presenting their nutritional ideas through the development of suitable recipes and the planning of menus.

F. To prescribe in accordance with the general policy laid down by the Central Government, courses of instruction for, hold examinations among and grant certificates, diplomas and other awards to trainees/students after successful completion of the courses prescribed or examinations held by the Institute/Society.

G. To fix and demand such fees and other charges as may be laid down in the bye-laws:

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To establish, maintain and manage halls and hostels for the residence of students and members of the staff;

I. To supervise and control the residence, to regulate the discipline of students of the Institute and to make arrangements for promoting their health, general welfare and culture and corporate life;

J. To create teaching, administrative, technical ministerial and such other posts as may be necessary and to make appointments thereto in accordance with rules and bye-laws and any instructions/orders and guidelines issued by the Central Govt. from time to time.

K. To institute and award fellowships, scholarship, exhibitions loans, monetary assistance, prizes and medals in accordance with the rules and bye-laws; and

(i) Within the broad framework of the policy laid down by the Central Govt. to seek/ affiliation with Universities or other appropriate academic or Governmental bodies or institutions and obtain the recognition of its courses of instructions, its examinations, its diplomas, certificates and other awards by the appropriate educational authorities.

(ii) To make rules and bye-laws for the conduct of the affairs of the Institute and Society and to add to, amend, vary or rescind them from time to time.

(iii) To give pensions, gratuities of charitable aid to the teachers, staff and other employees or ex-employees of the society or to their wives, children or other dependents subject to orders/instruction issued by the Central Govt. in this regard from time to time.

(iv) To make payments towards insurance and form and contribute to provident and benefit funds for the benefit of any person



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employed by the Society or of the wives, children or other relatives or dependants of such persons.

(v) To acquire, hold and dispose of property in any manner what so ever provided that the prior approval of the Central Govt. is obtained in the case of acquisition or disposal of any immovable property owned and possessed by the Institute/Society.

(vi) To deal with any property belonging to or vested in the Society in such manner as the Society may deem fit for advancing the functions of the Institute;

(vii) To borrow and raise money with or without security by way of Mortgage or Hypothecation or pledge of all or any of the immovable properties belonging to the Society of in any other manner whatever subject to the approval of the Central Government.

(viii) To build, construct and maintain houses, hostels, schools or other building, and alter, extend, improve, repair, enlarge or modify the same including any existing building drainage furniture, fittings, instruments, apparatus and appliances and to provide and equip the same with light, water, drainage, furniture, fittings, instruments, apparatus and appliances and other things for the use of which such buildings to be put up or held;

(ix) To construct or otherwise acquire, layout, repair, extend alter, enlarge, improve and use any land for recreation or as playgrounds or parks and any other immovable property belonging to or held by the Society;

(x) To start, conduct, print, publish and exhibit any magazine periodicals, newspapers, books, pamphlets or posters that may be considered desirable for the promotion of the objects of the Society.



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(xi) To maintain a fund to which shall be credited,

All money provided by the Central and State Governments;

(B) All fees and other charges received by the Society;

(C) All moneys received by the Society by way of grants, gifts, donations, benefactions, requests or transfer; and

(D) All moneys received by the Society in any other manner or from any other sources success;

(xii) To deposit all moneys credited to the Fund in such bank or to invest them in such manner as the society may, with the approval of the Central Government, decide;

(xiii) To draw, make accept, endorse, and discount cheques, notes or other negotiable instruments, and for these purposes to sign, execute and deliver such assurances and deeds as necessary.

(xiv) To pay out of the funds belonging to the Society or out of any particular part of such funds expenses incurred by the Society from time to time including all expenses incidental to the formation of the Society and management and administrative of any of the foregoing objects including all rents, rates, taxes, outgoing and the salaries on the employees.

(xv) To maintain proper accounts and other relevant records and prepare an annual statement of accounts including the balance sheet in such form as may be prescribed by the Central Government;

(xvi) To have the accounts of the Society audited in such manners as the Central Government may direct and to forward annually to the Central and Government accounts duly certified by the auditors to other with the audit report thereon;





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*GAIR-BHAWAN, Dibrugarh.*

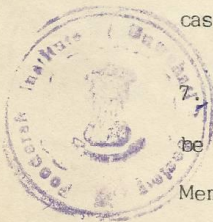
(xvii) To constitute such committee or sub-committees as the Society may deem fit.

(xviii) To delegate all or any of its powers to the Board of Governors of the Institute or to the Executive Committee or to any of the Committees or sub-committees constituted by the Society or the Board or to any one or more members of its bodies or its officers;

4. No immovable property of the Society shall be disposed of in any manner whatsoever without the approval of the Central Government.

5. The Central Government may issue such directions to the Society or the Institute as it may consider necessary for the furtherance of the objects of the Society and for ensuring the control and the effective functioning of the Society.

6. The Central Government may appoint one or more persons to review the work and progress of the Society or the Institute and to hold enquiries into the affairs thereof and to report thereon, in such manner as the Central Govt. may stipulate. Upon receipt of any such reports the Central Government may take such action and issue such directions as it may consider necessary in respect of any of the matters dealt with in the report and the Society or Institute, as the case may be, shall be bound to comply with such directions.



The income and property of the Society, however derived, shall be applied towards the promotion of the objects as set forth in this Memorandum of Association subject <sup>to</sup> nevertheless in respect of the grants made by the Central Government to such limitations as the Central Government may, from time to time impose. No part of the income and property of the Society shall be paid or transferred directly or indirectly by way of dividends, bonus or otherwise howsoever by way

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of profit to the persons who at any time are or have been members of the Society or to any of them or to any person claiming through them or any of them provided that nothing herein contained shall prevent the payment in good faith of remuneration of any member thereof or any person in return for any service rendered to the Society or for travelling allowances, halting or other similar charges.

8. The names and address and occupation of the first members of the Governing Body of the Society (Referred to in the rules and Bye-laws as the Board of Governors) to which by the rules and Bye-laws of the Society the management of its affairs is entrusted are :-

- |    |   |          |
|----|---|----------|
| 1. | Secretary, Tourism<br>Govt. of Assam, Dispur,<br>Guwahati-781006  | Chairman |
| 2. | The Director<br>Technical Education,<br>Govt. of Assam, Kahilipara,<br>Guwahati - 19  | Member   |
| 3. | Director of Tourism<br>Govt. of Assam,<br>Station Road,<br>Panbazar, Guwahati-781001  | Member   |
| 4. | Deputy Secretary<br>Finance (Taxation)<br>Govt. of Assam,<br>Dispur, Guwahati-6   |          |
| 5. | Regional Director<br>East, North East & South<br>Deptt. of Tourism<br>Govt. of India<br>2, Shakespere Sarani<br>Calcutta - 700071 | Member   |



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Member

6. Director  
Govt. of India Tourism Office,  
B.K. Kakati Road, Ulubari,  
Guwahati-7
7. Principal, Member  
Institute of Hotel Management  
Catering, Technology & Applied Nutrition,  
P - 16, Taratala Road,  
Calcutta - 700088
8. General Manager Member  
Hotel Pinewopod Ashok  
Shillong, Meghalaya
9. General Manager Member  
Hotel Brahmaputra Ashok  
M.G. Road, Guwahati-781001
10. Shri P.D. Choudhury, Member  
General Manager  
Hotel Belle Vue,  
Uzanbazar, Guwahati-781001
11. Shri Ranjan Mukherjee, Member/Secretary  
Principal  
Food Craft Institute  
R.G. Barua Guest House, (3rd Floor)  
Dr. B. Barua Road, Ulubari,  
Guwahati-781007



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We, the several persons whose names and addresses are given below, having associated ourselves for the purpose described in this Memorandum of Association, do hereby subscribe our names to this Memorandum of Association and set our several and respective hands here untoward and form ourselves into a Society under Act XXI of 1860, this day of ~~January~~ 10th Feb. 1995.

Name & Address & occupation of Members	Signature of Members	Name & Add. & Occupations of Witnesses	Signature & Witnesses
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1. Dr. R.K. Baruah IAS  
Secretary, Tourism,  
Govt. of Assam

R.K. Baruah

2. Sri J.N. Boruah  
Director, Tourism, Govt. of Assam - Jorhat

J.N. Boruah

3. Sri K.L. Das  
Director, Tourism Govt. of India  
Guwahati

K.L. Das

4. N.K. Khanna.  
GM.  
Hotel Brahmaputra Ashok, Imphal  
H.G. Road, Guwahati.

N.K. Khanna

5. PABINDRA DUTTA  
GM.  
HOTEL BELLE VUE,  
Guwahati - 781 001

PABINDRA DUTTA

6. M.C. BORGOHAIN  
Director of Tech Edn.  
Govt. of Assam

M.C. BORGOHAIN

7. Shi Ranjan Bhukhjee  
Principal, Food Craft Institute  
R.G. Bama Guest House, CHY-7

Shi Ranjan Bhukhjee

8.

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