#### ANNEXURE "B"

### MEMORANDUM OF ASSOCIATION OF

# ALUMNI ASSOCIATION OF DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH MEMORIAL MEDICAL COLLEGE, AMRAVATI.

- 1) Name of Society
- :- Alumni Association of Dr. Panjabrao alias Bhausaheb Deshmukh Memorial Medical College, Amravati.
- 2) Address
- :- Dr. Panjabrao alias Bhausaheb Deshmukh Memorial Medical College, Shivaji Nagar, Amravati. 444 603
- 3) Aims and Objective

#### Educational

- To encourage the ex-students as well as present students of Dr. Panjabrao alias Bhausaheb Deshmukh Memorial Medical College, Shivaji Nagar, Amravati in seeking a career in higher education and exploring better opportunities in services.
- 2) To provide every possible assistance, training and coaching to prepare themselves for such examination and also to develop in them personal qualities and attitudes.
- To guide and advise the students in finding employment/selfemployment.
- 4) To provide financial support to deserving students to pursue their higher education & research.
- 5) To contribute in the development of facilities in the parent institution i.e. hostel, research equipment advanced research literature and other related amenities for the students by arranging fund raising programmes/donations/endowment as well as through personal contribution.
- 6) To publish Bulletin, Booklets, Course Material etc for the benefit of students.

Abha Lahat PRESIDENT

VICE-PRESIDENT

#### CULTURAL

- 1) To arrange cultural programmes by inviting eminent personalities to create awareness amongst the students about out rich heritage.
- To arrange programmes, competitions, exhibitions etc. for the development of Arts, Science and Value education.
- 3) To arrange regular annual programmes on variety entertainment, personality development, health science, yoga, culture, sports and allied activities.

#### **GENERAL**

- To carryout the Government, semi government, NGO sponsored programmes on Education, Science, Technology and Cultural.
- 2) To work on the thrust areas such as renewable energy sources, alternative fuel and vehicles, prevention of pollution and development of ecofriendly materials, better techniques for conservation of water, development of flora and fauna through proper tree plantation etc.
- 3) In addition to this, any other programmes / activities would be carried out by the association for the welfare of the students, ex-students and college.

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VICE-PRESIDENT

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4) Name, Address, Designation, Age, Occupation, Nationality of the members of the First Managing Committee to whom the management and administration of Alumni Association of Dr. Panjabrao alias Bhausaheb Deshmukh Memorial Medical College, Shivaji Nagar, Amravati is entrusted as per rules and regulations of the said Society are given below:-

Sr. No.	Full name & Address	Designation	Age	Occupation	Nationality
1	Dr. Abha Lahoti Govt. Girls Highschool Square, Amravati.	President	50	Doctor	Indian
2	Dr. Vijay Deshmukh Warud	Vice- President	49	Doctor	Indian
3	Dr. Niraj Murkey Rayli Plot, Amravati.	Secretary	39	Doctor	Indian
4	Dr. Shilpa Ingle Shahu Nagar, Giramkar Lay-out, Near Dental College, Amravati.	Joint- Secretary	35	Doctor	Indian
5	Dr. Nilesh Barabde Lokmanya Colony, Amravati.	Treasurer	37	Doctor	Indian
6	Dr. Jyoti Boob Rathi Nagar, Amravati.	Executive Member	48	Doctor	Indian
7	Dr. Rohit Chordiya Shrikrushna Peth, Amravati.	Executive Member	39	Doctor	Indian
8	Dr. Virendra Saoji Rukhmini Nagar, Amravati.	Executive Member	49	Doctor	Indian
9	Dr. Swpnil Shirbhate C/o. Bonde Hospital, Rajapeth, Amravati.	Executive Member	45	Doctor	Indian
10	Dr. Pradnya Meshram (Shende) Forest Colony, Amravati.	Executive Member	45	Doctor	Indian
11	Dr. Padmakar R. Somwanshi Dean, Dr. PDMMC, Amravati.	Ex-Officio Executive Member	55	Doctor	Indian

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PRESIDENT

VICE-PRESIDENT

**SECRETARY** 

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#### 5) DECLERATION

We, the undersigned members of Alumni Association of Dr. Panjabrao alias Bhausaheb Deshmukh Memorial Medical College, Shivaji Nagar, Amravati do hereby declare that we have formed the above mentioned society for public charitable purpose on the date \_\_\_\_\_ and we are desirous to register it under the Societies Registration Act, 1860. For this purpose we have signed this declaration.

Sr.	Full name and Address	Designation	Signature
No.			3.8
1	Dr. Abha Lahoti	President	1010 Dallete
	Govt. Girls Highschool Square, Amravati.		Abha Laneti
2	Dr. Vijay Deshmukh	Vice-President	See devell
	Warud		and the
3	Dr. Niraj Murkey	Secretary	- lead
	Rayli Plot, Amravati.		momunical
4	Dr. Shilpa Ingle	Joint-Secretary	
	Shahu Nagar, Giramkar Lay-out, Near Dental		Since
	College, Amravati.		73.7
5	Dr. Nilesh Barabde	Treasurer	0 11
	Lokmanya Colony, Amravati.		Debrabale
6	Dr. Jyoti Boob	Executive	0. 6.
	Rathi Nagar, Amravati.	Member	X300
7	Dr. Rohit Chordiya	Executive	( ) dia
	Shrikrushna Peth, Amravati.	Member	Hr.
8	Dr. Virendra Saoji	Executive	Linnslag
	Rukhmini Nagar, Amravati.	Member	W. such
9	Dr. Swpnil Shirbhate	Executive	a. w.t.
	C/o. Bonde Hospital, Rajapeth, Amravati.	Member	a Shirtan
10	Dr. Pradnya Meshram (Shende)	Executive	P.A. Medra
	Forest Colony, Amravati.	Member	P.A. Mechan
11	Dr. Padmakar R. Somwanshi	Ex-Officio	
	Dean, Dr. PDMMC, Amravati.	Executive	321
		Member	

I know the above signature and they have signed before me.

Place :- Amravati.

Abbe Lulioti

Date:-

**PRESIDENT** 

VICE-PRESIDENT

Signature

ALUMNI ASSOCIATION OF DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH MEMORIAL MEDICAL COLLEGE, AMRAVATI.

I. DEFINITIONS:-

1. SOCIETY:-

Society means Alumni Association of Dr. Panjabrao alias Bhausaheb Deshmukh Memorial Medical College, Amravati and includes past and present students, and teaching and non-teaching staff (retired as well as in service) of Dr. Panjabrao alias Bhausaheb Deshmukh Memorial Medical College, Amravati.

2. MEMBER:-

Member means a person who is admitted by the Managing Committee by resolution and who has paid the membership fees as mentioned herein after and who has not resigned or removed shall be the member of the Society.

3. MEETING:-

Meeting means a Meeting of Office Bearers and /or members of the Society in which resolutions are passed either unanimously or by majority for carrying out the management and affairs of the society. Such meeting shall be treated as meeting of the society.

4. PRESIDENT:-

President means a person who is elected and working as per the rules & regulations and has power to preside over meetings of the society and conduct affairs of the society according to Rules and Regulations, shall be called President of Society.

5. VICE-PRESIDENT:-

Vice-president means a person who looks after the work of President in his absence. He shall be treated as Vice-President of Society.

6. SECRETAY:-

Secretary means a person who manages the affairs of the society with the permission of the president. He maintains all the official records related to the functioning of the society. He shall be called secretary of the society.

7. JOINT-SECRETARY:-

Joint Secretary means a person who looks after the work of Secretary in his absence. He shall be called joint secretary of the society.

PRESIDENT

VICE-PRESIDENT

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#### 8. TREASURER:-

Treasurer means a person who prepares and maintains accounts of the society and places them before the secretary and extends financial help in the working of the society. He shall be called Treasurer of the Society.

### 9. EXECUTIVE MEMBERS:-

Executive members means persons who participate in decision making process and extend required help in the working of the society. They shall be called Executive Members of the Society.

## 10. EXECUTIVE MEMBERS (EX-OFFICIO):-

Dean, Dr. Panjabrao alias Bhausaheb Deshmukh Memorial Medical College, Amravati will be the Executive (Ex-Offcio) member. He will make available all the necessary infrastructure and extend necessary co-operation and overall co-ordination of activities.

#### II. JURISDICTION:-

The Jurisdiction of society shall be throughout India.

#### III. ACCOUNTING YEAR:-

Accounting year will be 1st April to 31st March every year.

Alaha Lanahi PRESIDENT

VICE-PRESIDENT

SECRETARY

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## IV. MEMBERSHIP AND MODE OF ENROLMENT:-

Any Indian citizen who is student/ Ex-student of Dr. Panjabrao alias Bhausaheb Deshmukh Memorial Medical College, Amravati having age not less than 18 years, will be eligible to become member of this society. Desirous persons may submit application to the society for the membership along with nonrefundable membership fees of Rs.500/-(Rupees Five Hundred Only). The said application will be accepted in the meeting of the Managing Committee. After approval of the Managing Committee, the person will be enrolled as a life member of the Society.

## V. CATEGORIES OF MEMBERSHIP :-

#### 1. LIFE MEMBER:-

Any member who is accepted as life member by the managing committee and who pays membership fees of Rs.1000/- will be called as Life Member of the Society.

#### 2. DONOR MEMBER:-

Any person who is accepted as donor member by the managing committee and who donates sumptuous amount more than Rs.10,000/- for the purpose of scholarships, awards in the form of medal and sponsoring programmes conducted by association will be called donor member of the society.

#### 3. ASSOCIATE MEMBER:-

Any person who is past or present staff member (teaching and non-teaching) of Dr. Panjabrao alias Bhausaheb Deshmukh Memorial Medical College, Amravati and who pays Rs.500/- will be called as associate member of Society.

## VI. RULES REGARDING DISMEMBERSHIP:-

- If the member resigns voluntarily, his resignation will be accepted in the meeting of the managing committee by majority.
- If the office bearers of the Managing Committee and Executive Members of the society remain absent for three consecutive meeting of the society without justifiable reason, their executive membership will be cancelled.
- 3. The Managing Committee is empowered to cancel membership of office bears or the members of society acting against the interest of the society or doing misconduct.
- 4. The membership of the society will be canceled if it is proved that the member is lunatic, insolvent or otherwise disqualified by the laws.
- 5. In the event of death of a Member of the society his membership will be automatically cancelled.

PRESIDENT

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VICE-PRESIDENT

SECRETARY

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#### VII. POWERS & DUTIES OF GENERAL COUNCIL:-

General Body of the society shall be Supreme Authority of the society and its decisions shall be treated as final. In the General Body Meeting, the office bearers of the society or all other members of the society will be entitled to participate in the proceedings of meeting. The General Body comprises of Life members, donor member & associate members. The donor member & Associate member shall have no right to vote in the election. However they can participate, discuss and attend the General Body Meeting.

- A) The General Body shall supervise the working of the Managing Committee and see whether resolutions passed by the General Body have been implemented by the Managing Committee or not.
- B) To discus and approve the previous year's report of the society and its annual accounts and the grant its approval.
- C) To accord sanction to the budget of new year.
- D) To amend the existing rules or to substitute old rules with new rules in the Rules and Regulations of the Society by two third majority of members of the society.
- E) The General Body Meeting shall elect President, Vice-President, Secretary, Joint-Secretary, Treasurer and nine Executive Members of Managing Committee.
- F) To discuss subjects on agenda or other subjects that may come for discussion with the permission of the chairman and to take decision regarding approval or rejection of such subjects.
- G) General Body Meeting will be held at least once a year. However, the president will have the right to call on second meeting in the same year in very special circumstance.
- H) Emergent Meeting /Requisition Meeting of General Body:- In case of emerging/ requisition of one third of life members, the President or Secretary may call the emergent meeting of general Body. Eight days notice period shall be required for such meeting.

Abha Lahott PRESIDENT

VICE-PRESIDENT

#### VIII. NOTICE & QUORUM OF GENERAL COUNCIL :-

- A) Notice of the General Body Meeting shall be given to all the members 15 days before the actual date of meeting.
- B) It would be accompanied by the Agenda of the meeting.
- C) Notice of the meeting shall be served to the members by Registered post or under certificate of posting.
- D) Presence of one third majority of members in the General Body Meeting shall be necessary to complete the quorum.
- E) If the meeting is adjourned for want of quorum, the adjourned meeting will be held on the same date and place after half an hour. No. quorum will be required for adjourned meeting.

#### IX. COMPOSITION OF MANAGING COMMITTEE:-

### Managing Committee shall consists of:

1.	President	1	2.	Vice-President	1
3.	Secretary	1	4.	Joint-Secretary	1
5.	Treasurer	1	6.	<b>Executive Members</b>	5
7.	<b>Executive Members</b>	1			
	(Ex-officio)				

# X. RULES REGARDING TENURE AND PROCEDURE OF ELECTION OF MANAGING COMMITTEE:-

- A) Tenure of Managing Committee shall be of five year.
- B) Election of managing committee will be held in the General Body Meeting of life members by Secret Ballot.
- C) The members of first managing committee of the society are founder members.
- D) After every five years, General Body Meeting shall elect 5 office bearers and nine executive members of managing committee.

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PRESIDENT

VICE-PRESIDENT

#### XII. POWERS AND DUTIES OF OFFICE BEARERS:-

#### 1. President:-

- A) To conduct the proceedings of Managing Committee, General Body Meeting, Emergent Meeting of the society as a chairman.
- B) To take necessary decision to achieve aims and objectives of the society.

#### 2. <u>Vice-President</u>:-

To look after the work of president in his absence and to extend necessary help in the working of the society.

#### 3. Secretary:-

- A) To convey the meeting of managing committee by issuing notices.
- B) To deal with the complaints of the members and to supervise the working of the society.
- C) To frame necessary rules in consultation with the managing committee.
- D) To deal with litigation matters in the interest of society.
- E) To appoint the staff for the society in consultation with Managing Committee. To supervise the staff. To solve their difficulties and provide necessary help.
- F) To supervise property of the society.
- G) To implement resolutions passed by managing committee or General Body. To carry out various activities in the interest of society.
- H) To look after the management and affairs of all institutions run by the society.
- I) To deal with correspondence of the society with the Government and other agencies.
- J) To interact/ do correspondence / MOU, to the Govt., NGO etc to receive grants and implement the activity.
- K) To extend help in the working of President, Vice President and Treasure. In case of any dispute between governing body and staff, give necessary advice to the government body in the interest of the society.
- L) To convey general body meeting in consultation with the President.
- M) The Secretary will consult the President while doing any work.

#### 4. Joint-Secretary

To do the work of secretary in his absence. To help the secretary in the working of the society.

PRESIDENT

VICE-PRESIDENT

#### 5. Treasurer:

- A) To supervise and deal with the financial matters of the society.
- B) To maintain the accounts (expenditure & balance) & carry out Audit of the society every year.
- C) To prepare Annual Budget and Annual Account to put up accounts before Secretary
- D) To prepare annual reports from Account Books.
- E) To comply with irregularities pointed out by the Auditor in the accounts.

### 6. Executive Members:-

To remain present in Managing Committee Meeting, General Body Meeting, Emergent, General Body Meeting. To vote at the time of election and make necessary help in the working of the society.

## Executive Member (Ex.- officio):

To remain present in Managing Committee Meeting, General Body Meeting, Emergent, General Body Meeting. To vote at the time of election and make necessary help in the working of the society.

## 8. Other Members:

Other members shall include donor member, and associate members of the society. To remain present in General Body and Emergent General Body Meeting.

N. B.: No. T. A., D. A. or local allowance will be paid to any office bearer/executive member of managing committee to attend the managing committee meeting.

#### MEETING OF MANAGING COMMITTEE AND REQUISITION MEETING: XII.

There shall be at least two meetings in a year to manage the affairs of the society. The President or secretary will call Managing Committee Meeting if demanded by Members of the Managing Committee. The President or Secretary will call emergent meeting.

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**PRESIDENT** 

# XIII. NOTICE OF MANAGING COMMITTEE & REQUISITION MEETING & QUORUM:-

- A) Notice of the Managing Committee Meeting will be given prior to seven days and Notice of Requisition Meeting will be given prior to three days to the members.
- B) It will necessary to send the agenda with the notice.
- C) Notice of the meeting will be served to the office bearers and members of the society by hand/in person.
- D) Presence of eight members will be necessary for the managing committee meeting or requisition meeting to complete the quorum.
- E) If the meeting is adjourned for want of quorum the adjourned meeting will be held on the same day and same place after half an hour. No quorum will be required for such adjourned meeting.

## XIV RULES REGARDING ELECTION OF MANAGING COMMITTEE:-

- A) Managing Committee will appoint Election Officer 30 days prior to due date of election.
- B) Managing Committee will ask Election Officer to prepare election programme, Election date, electoral roll etc.
- C) Seven days advance notice in writing will be given regarding date of election.
- D) The life member will be eligible to contest the election only after he completes a period of one year as a member. Similarly, he will get voting right after one year.
- E) A member will be disqualified for contesting election or exercising his voting right, if any amount of society is outstanding against him.
- F) Election will be held by secret ballot.

# XV. RULES REGARDING FILLING OF VACANCIES IN MANAGING COMMITTEE:-

- A) RESIGNATION: If the office bearers, members of the managing committee and other members of the society want to resign, they will submit resignation either to the President or Secretary of the Society.
- B) ACCEPTANCE OF RESIGNATION: Resignation will be placed before the managing committee and accepted by majority of members present there. Post of office bearers will remain in force until resignation is accepted.
- C) If any vacancy arises on account of death, resignation or cancellation of membership of office bearer or member or the society, the same will be filled in by the managing committee from the life members of G. B. by majority of members present here.

Alba Lalier PRESIDENT

VICE-PRESIDENT

# XVI. POWERS AND DUTIES OF MANAGING COMMITTEE:-

- A) To carryout the working of the society as per its objectives, rules and regulations.
- B) To keep supervision and control over the activities of the society and to all types of work of the society.
- C) To appoint employees for the society. To keep control over them. To dismiss the employees who are acting against the interest of the society or committee misconduct.
- D) To frame necessary rules, sub rules etc. for day to day functioning of the society and to place them before the General Body for approval.
- E) To appoint sub-committee and to give special power to a member for doing particular work.
- F) To comply with resolution of General Body to entertain complaints and take corrective measures.
- G) To keep control over other branches of the society.
- H) To maintain accounts of receipts and expenditure. To get them audited and place them before the General Body for approval.
- I) To launch various schemes as part of activities of society.
- J) To submit the list of Managing Committee Members every year in the office of Assistant Registrar of societies along with the copy of resolution.
- K) To keep list of Members. To maintain service books of employees and their service conditions as per law and to submit information in their behalf in Schedule II to the office of Assistant Registrar of societies every year.
- L) If there is any change in the Governing Body or in the property of the Society, necessary change report will be submitted in the office of the Deputy Charity Commissioner of the region.

## XVII. SOURCES OF INCOME, FUNDS AND UTILIZATION:-

- A) Life membership subscription and donation
- B) Donations received by the society in cash or kind
- C) Government Grants.
- D) Income of the society will be spent to meet the objectives of the society.

XVIII. PERCENTAGE OF EXPENSES ON OBJECTIVES:-

Provision for expenditure to meet the objectives is given below:

Educational 70%

Cultural 20%

General

10%

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PRESIDENT

VICE-PRESIDENT

## XIX. PROVISION REGARDING LOAN/DEPOSITS:-

Managing Committee will have the right to dispose of unwanted property of society. For that purpose, it will be necessary for the managing committee to obtain resolution of General Body and to seek necessary prior permission of Joint-Charity Commissioner.

# XX. PROVISION REGARDING SALE/PURCHASE OF IMMOVABLE PROPERTY OF SOCIETY:-

Managing Committee will have the right to dispose of unwanted property of society. For that purpose, it will be necessary for the managing committee to obtain resolution of General Body and to seek necessary prior permission of Joint-Charity Commissioner.

### XXI. BANK ACCOUNT:-

The amount of society will be deposited in the name of society in any Nationalized Bank. The amount deposited can be withdrawn by joint signature of either President and Treasurer or Secretary and Treasurer.

## XXII. PROCEDURE REGARDING LIST OF MEMBERS:-

- A) List of members who are enrolled as member per section 15 of the Societies Registration Act, 1860 shall be maintained in the schedule and prescribed under rule 15 of the Maharashtra Societies Registration rules 1971.
- B) List of office bearers of the Managing Committee will be maintained in schedule I in Rule 7.
- C) Statement regarding service conditions of employees appointed by the society and the list of employees will be maintained in schedule-II of rule 8.

# XXIII. PROVISION REGARDING AMENDMENT OF RULES & REGULATIONS:-

If the society intends to make necessary changes in the rules, it may amend the rules, substitute new rules or delete existing rules by passing resolution of General Body by two-third majority. For that, society will have to follow procedure prescribed by Section 12 of Societies Registration Act 1860.

# XXIV. AMENDMENT TO OBJECTIVES/CHANGES IN THE NAME:-

If the society intends to changes the name or its objectives or to amalgamate with any other society, it will follow procedure prescribed by Section 12 and 12-A of Societies Registration Act 1860.

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**PRESIDENT** 

VICE-PRESIDENT

#### XXV. DISSOLUTION:-

If the society intends to close down the activities and to dissolve the society, it will pass resolution of General Body or two-third majority. The society will complete all accounts of receipts and payments. Surplus, if any, will be donated to College/Shri Shivaji Education Society, Amravati. Society will comply with procedure for dissolution as laid down in section 13 and 14 of Societies Registration Act 1860.

# XXVI. DELEGATION OF FINANCIAL POWERS:-

Taking into consideration the functions and activities of the Society financial powers as shown against each of functionary are delegated.

- Managing Committee : The Managing Committee shall have the power to sanction the expenditure.
- President: To sanction an expenditure not exceeding Rs.500/- as and when required.
- 3) Secretary:-Payment approval by the Managing Committee and to sanction an expenditure not exceeding Rs.300/- as and when required.

#### CERTIFICATE

Certified that this is the true and correct copy of constitution of Alumni Association of Dr. Panjabrao alias Bhausaheb Deshmukh Memorial Medical College, Amravati.

Abha Fahoti PRESIDENT

VICE-PRESIDENT

Sr. No.	Full Name & Address	Designation	Signature
1	Dr. Abha Lahoti Govt. Girls Highschool Square Amravati.	President	Abbe form
2	Dr. Vijay Deshmukh Warud	Vice-President	diesul
3	Dr. Niraj Murkey Rayli Plot, Amravati.	Secretary	Vinhunda
4	Dr. Shilpa Ingle Shahu Nagar, Giramkar Lay-out, Nea Dental College, Amravati.	Joint-Secretary	Sink
5	Dr. Nilesh Barabde Lokmanya Colony, Amravati.	Treasurer	Blee whole
6	Dr. Jyoti Boob Rathi Nagar, Amravati.	Executive Member	@300b
7	Dr. Rohit Chordiya Shrikrushna Peth, Amravati.	Executive Member	Words
3	Dr. Virendra Saoji Rukhmini Nagar, Amravati.	Executive Member	Mynoj,
)	Dr. Swpnil Shirbhate C/o. Bonde Hospital, Rajapeth, Amravati.	Executive Member	Duspist
0	Dr. Pradnya Meshram (Shende) Forest Colony, Amravati.	Executive Member	P.A. Melhan
1	Dr. Padmakar R. Somwanshi Dean, Dr. PDMMC, Amravati.	Ex-Officio Executive Member	3m

Place :- Amravati

Date:-

**PRESIDENT** 

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VICE-PRESIDENT

SECRETARY

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