

KANDIVALI MEDICAL ASSOCIATION
MEMORANDUM OF ASSOCIATION

NAME: The name of the Association KANDIVALI MEDICAL ASSOCIATION

ADDRESS: Darshan Hospital. (New full address to be taken from Client)

OBJECTIVES:

1. To undertake activities to promote fellowship amongst the members so that medical services can be offered in a more coordinated manner to the society
2. To undertake activities for the purpose of development of science of medicine for being more helpful to the mankind.
3. To take up medical social projects beneficial to the public at large.
4. To make representation to various authorities, associations and at appropriate levels in the matters concerning the medical field.
5. To organize seminars, lectures, meetings and programs relating to the subject of medicine and related matters to enlighten the members with latest developments and to share their views and experiences among members and the medical professionals.
6. Who proposed amendments and changes in the laws in relation to medical science and medicine from time to time to appropriate authorities and at appropriate forums for the benefit of the medical profession and general public.
7. to provide assistance to the members and general public in medico legal matters where the same is requested by the and where the Association finds it appropriate and to lay down the policy of the association from time to time in relation to such matters.
8. To regulate the relations of members with one another and to encourage and foster the spirit of Brotherhood and fellow feelings among them and to encourage interaction of members with various authorities and organizations connected with the medical field so as to promote the add utility of the medical science.
9. To take advice from the concerned experts and to advise, assist the members on medical, technical, non-technical and legal matters.
10. To promote public awareness of the role and functions of medical professionals in the society and to provide a forum for these matters and to improve and uplift the role of medical professionals in the society.
11. To promote a spirit of Fair dealings and to establish cordial relations between the public and the medical professionals.

12. To collect and update technical and other information relating to medical science and to disseminate the same for the benefit of medical professionals and general public.
13. Who educate and guide medical professionals in respect of various laws rules and regulations and government policies relating to the field of medicine.
14. To increase cooperation and discipline so that the medical services can be provided to the public in a cordial and healthy atmosphere.
15. To organized program of sports, art and culture so as to increase interaction of the medical professionals with general public.
16. To compile and publish information and data including names and addresses of members and their authorized representatives to from time to time.
17. To publish bulletins magazines leaflets pamphlets periodicals circulars etc. In promotion and conduct of objects of the Association.
18. To affiliate and coordinate with other organizations having similar objectives.
19. To assist aid and provide monetary help to the members of the public who are victims of natural calamities such as house collapse, earthquakes, fire, flood, famine, accident epidemics or civil disturbances or riots or any other calamities and to organizations engaged in welfare activities of this nature.
20. To do all other acts, Leeds, things as are cognate, ancillary, incidental or conclusive to the promotion and furtherance of any or all the objectives of the Association.

RULES AND REGULATIONS
OF
KANDIVALI MEDICAL ASSOCIATION

I. DEFINITIONS:

In these rules unless there be emending in the context repugnant thereto or inconsistent there with:

- a) “The rules and regulations” mean those rules and regulations as framed or are altered and amended from time to time by a special resolution of this Association.
- b) “The Association” means “KANDIVALI MEDICAL ASSOCIATION” or in short “KMA”.
- c) “The committee” means the managing committee of the Association duly elected for the time being under the rules and regulations to whom the management of the affairs of the association is entrusted.
- d) “The Register” means the Register of Members of the Association to be kept in pursuant to the rules and regulations of the Association.
- e) “The Office” means the Registered Office of the Association.
- f) “The Month” means the Calendar Month.
- g) The word “he” wherever it appears in these rules and regulations shall represent both man as well as woman.
- h) The logo of KMA will be the exclusive property of KMA. It cannot be used by any member for their personal or professional use.



II. TRUSTEES

Kandivali Medical Association ('KMA') has decided to appoint Trustees with immediate effect on the following terms & conditions:

Name, Address, Age, Occupation & Nationality of the Trustees are as under:

S.R. NO.	NAME & ADDRESS	AGE	OCCUPATION	NATIONALITY	SIGNATURE
1.	DR. BHARAT JOBANPUTRA		<u>DOCTOR</u>	<u>INDIAN</u>	
2.	DR. P. D. SHAH		<u>DOCTOR</u>	<u>INDIAN</u>	
3.	DR. H. M. SOLANKI		<u>DOCTOR</u>	<u>INDIAN</u>	
4.	DR. ATUL SHAH		<u>DOCTOR</u>	<u>INDIAN</u>	
5.	DR. VIJAY SHAH		<u>DOCTOR</u>	<u>INDIAN</u>	

Reference to the parties hereto, singly or jointly, shall mean and include, unless the context otherwise requires, their respective heirs, administrators, executors, representatives, assignees and successors-in-interest.

(3) Eligibility:

- (A) The KMA Member, who has completed one full term as President of KMA.
- (B) Age should be less than 75yrs
- (C) If no president is available, then a member who has worked as general secretary as per precedence of attaining the post
- (D) If no general secretary is available, then a member who has worked as a treasurer for one full term will be eligible as per precedence of attaining the post
- (E) In case of tie. Seniority in age shall be considered.

(4) Election:

- (A) There will not be any elections of the Board of Trustees.
- (B) The Board of Trustees shall be selected at the AGM of KMA on the recommendation of the Managing committee.

(5) Number of Trustees: There will be a maximum of 5 Trustees only.

Trust Board: The trust board will consist of the trustees, Immediate Past President, the President, General Secretary, and the Treasurer of the Managing Committee of KMA, who would be the ex-officio members. The ex-officio members will cease to be the members of the trust board after the end of their tenure and will be replaced by the new ex-officio members respectively.

(6) Managing Trustee:

The senior most Member of the Board of Trustees shall act as the Managing Trustee or any other trustee as per consensus. The automatic retirement age of the managing trustee will be 75 years or the end of 5 years term whichever is earlier. On completion of the term of the incumbent managing trustee, the next senior trustee by age will become the managing trustee. In case of the demise or retirement of the managing trustee, the senior most trustee by age will become the managing trustee.

(7) Vacancy in the Board of Trustees:

In case of a vacancy in the Board of Trustees, the AGM on the recommendations of the Managing Committee will have to select the most eligible member as per the trust board eligibility criteria. Any retired Trustee will be eligible for re-selection only if no other members match the eligibility criteria.

(8) Trust Board Meetings:

Minimum of 5 members of the Board of Trustees shall be present for the Meeting. The Immediate Past President, President, Hon. General Secretary & Hon. Treasurer of the M.C. will be considered as the Ex-Officio Members of the Board of Trustees. They will have rights to take part, discuss and exercise their vote in the meeting. In case of tie, the Managing Trustee shall exercise a right of Casting Vote. The trust board meeting will have to be held every three months. All the proceedings of the Trust board shall be put on record by the Hon General Secretary who may appoint someone else in case of absence. The Trust board meeting should be called by the General Secretary in consultation with the managing Trustee.

(9) Powers of the Trust Board:

- The Trustees shall be the custodians of the immovable property, fixed assets & the corpus of the association. The Trustees will also guide and advise the Managing Committee if the office-bearers seek their opinion for the same.
- They shall have the rights to the policy decision in connection with the management & administration of the property. They will be answerable to the A.G.M. for all the policy decisions taken by them.

- To look after, manage and supervise the management of the properties of The Association and spend money required for that purpose.
- To invest fixed assets of the Association in authorized investments and to sell, vary or transpose such investments from time to time.
- To purchase, take lease of or otherwise acquire, hold, manage, let, sell, exchange, mortgage or otherwise dispose of movable properties or immovable properties of every description all rights privileges necessary or convenient for the purpose of the Association and in particular any land, buildings, furniture, instruments, fittings, appliances and apparatus and when deemed necessary or desirable in the interest of the Association sell, manage, let, hire, mortgage, transfer or dispose of the same with prior permission of Charity Commissioner.
- To take preventive steps for the safeguard and protection of the properties of the Association.

(10) Corpus of the Trustees

- 100% of the life membership subscription
- 50% of the profit as per the audited balance sheet after all deductions applicable as on the last date of the financial year to be transferred to the account managed by the trustees.
- In case of deficit, the Trustees can release the money for the future programs only after obtaining a prior approval of the SGM/AGM
- The trust and its funds shall ensure for the object of the Trust only and not for any private benefit of the Trustee, Member or their relatives.

(11) Financial Authority of the Trustees

- The Trustees will operate one of the accounts of KMA or open another account in name of KMA.
- All the assets and immovable property to be transferred and managed by the Trustees.
- Any excess amount lying in the operational account to be transferred to the account which is managed by the Trustees.
- All transactions under the trust board's authority shall be jointly signed by the Managing Trustee and either of the two other authorized Trustees.

(12) Removal of a Trustee:

- On attaining the age of 75 years
- On completion of 1 term as a trustee
- Removal for cause:
 - The removal can be done only at the annual general body meeting or a special general body meeting called for the specific purpose. If any member raises a complaint against the functioning or behavior of any Trustee and seeks his expulsion from the trust board, then the member has to provide a written complaint to the Managing Committee. The managing committee after investigation and

deliberation will take appropriate action in consultation with the members of the Trust board. Once the deliberations have concluded the Managing committee shall put up the proposal for removal of the trust board member/s in the SGM/AGM.

(13) Member of the Trust Board, desiring to contest for the post of the office bearer or the Managing Committee Member, shall resign from his membership of the Trust Board before putting in his application for the post of the Office bearer or the Managing Committee Member of the KMA.

III. MEMBERSHIP ELIGIBILITY AND TYPES OF MEMBERS:

A. MEMBERSHIP: Any individual possessing any of the medical qualifications enlisted below and practicing medical profession or residing or employed in Kandivali and neighboring suburbs and who is interested in fulfillment of the objectives of the Association shall be eligible for the membership of the Association:

- a. Degree as defined in the medical Degree Act 1961 (Act VII of 1961) and duly registered under the Maharashtra Medical Councils Act 1965 or any one of the medical councils in India.
- b. Degree as prescribed in schedule A A1 B and C of the Maharashtra Medical Practitioners' Act 1961 as amended up to 30th April 1972 and duly registered with The Maharashtra Board of Ayurvedic and Unani Systems of Medicine, Mumbai.
- c. Dental qualifications of BDS or MDS and having registration with Dental Council of Maharashtra.
- d. A Degree under the Bombay Health Practitioners' Act 1959 (Bom XII of 1960) registered with the Maharashtra Council of Homeopathy; or a Degree under Bombay Homeopathic and Biochemic Practitioners' Act 1959 (Bom 1960) and registered under the board of Homeopathic and Biochemic Systems of Medicine Bombay: The examples of Degrees under this clause are G.C.E.H., L.C.E.H., B.H.M.S., D.H.M.S.
- e. Qualifications necessary to practicing para medics like microbiologists, Dieticians, physiotherapists, speech therapists etc.
- f. All the acts specified in sub clause a to e above would mean and be deemed to include their re-enactments and amendments to the same from time to time.

B. TYPES OF MEMBERS

There shall be the following classes of members of The Association:

1. Life Member;
2. Associate Life Member;
3. Patron Member.

1) LIFE MEMBER: Any eligible individual may apply for Life Membership of the Association. The applicants belonging to the membership eligibility criteria from (a), (b), (c), (d) will be considered for the life membership of KMA.

The Life Membership fees amount shall be as follows:

Single Member Rs.3000/-

Couple (Member and Spouse) Rs.5000/-

- 2) ASSOCIATE LIFE MEMBERS: The applicants belonging to section (e) of the membership eligibility criteria will be defined as Associate Members. They will enjoy all the rights and privileges of the life members but will not have voting rights. The fees for the membership will be the same as that of the Life Members. There will be two posts for associate members in the managing committee and the elections will be held for those two posts.
- 3) PATRON MEMBERS: The managing Committee from time to time may nominate any member as patron who has rendered exceptional services in medical, social, cultural, educational or any other field of public importance. Such nomination would be effective from the date of approval by the General Body and revalidated every Annual General Body Meeting.

The application for membership shall be placed before the managing committee held immediately after the receipt of the application and only on its approval; the applicant shall be admitted as member of the Association. The life membership fees shall be determined from time to time by Association in its managing committee meeting and will be implemented after endorsement by the subsequent annual general body meeting. The life membership fees once paid shall not be refundable under any circumstances. However, when application made by any person or membership is refused for any reason by the committee the amount of the life membership fee as the case may be refunded to that person within a period of one month from the date of such refusal by the committee.

C. RIGHTS OF MEMBERS:

1. A person admitted as a life member will be the member of Association till his lifetime. Life member shall be eligible to vote at general body meetings and shall be entitled to be a managing committee member after two years of his being enrolled as member of the Association.

2. Patron member shall be a member of the Association and shall act as senior advisor and his advices shall be honored only as far as is practicable by the managing committee and the Association in general. He will have a right to attend a general meeting of the Association and to vote there at.

3. Associate Life Member shall have all the rights of a Life member except the right to vote.

D. CESSATION OF MEMBERSHIP:

1. A member shall cease to be a member if he/she is found guilty by a competent court of an offence involving in the opinion of the committee about civil or criminal misconduct. The decision of the committee shall be final and absolute.

2. A member shall cease to be a member of the Association on his resignation from the date on which association accepts the same in its committee meeting or within 30 days of his submitting resignation whichever is the earlier date. A member who ceases to be a member due to resignation shall have to apply for fresh membership if he decides to again join the association and all the terms and conditions for new membership shall apply to him.

3. A member may be expelled from the membership of The Association if such a member has in the opinion of the managing committee acted through the management or employer or representative against the interest or objectives of the Association after giving such a member an opportunity of being heard at the general body meeting and by a resolution of the Association passed in the duly held general body meeting.

4. In case of demise of a member, the membership of the member will be cancelled, and all further communication (telephonic or post) will be terminated.

IV. MANAGING COMMITTEE:

A. COMPOSITION AND VACANCIES:

The business and affairs of the association shall be carried out by the managing committee. The Managing Committee shall consist of 37 members.

The Managing Committee so constituted shall elect amongst themselves the following Office bearers:

- a. PRESIDENT
- b. VICE-PRESIDENTS - 2
- c. GENERAL SECRETARY
- d. JOINT SECRETARY – 2
- e. TREASURER
- f. SCIENTIFIC SECRETARY – 4
- g. CULTURAL SECRETARY – 3
- h. SPORT SECRETARY – 2
- i. EDITOR – 4
- j. JOINT TREASURER
- k. MEDICOLEGAL CELL – 2
- l. PUBLIC AWARENESS CELL – 2
- m. INFORMATION TECHNOLOGY (IT) CELL – 2
- n. COMMITTEE MEMBERS – 10
- o. TRUSTEES WILL BE THE PERMANENT INVITEES OF THE MANAGING COMMITTEE

All the Office bearers and committee members shall render their services honorarily.

Criteria to become a President: To be eligible to be elected as president, a member must have been a life member of the Association for a continuous period of at least 6 years and must have been a member of the managing committee for at least two terms of two year each and should have completed atleast 1 (one) tenure as General Secretary.

Criteria to become a Hon. General Secretary: To be eligible to be elected as General Secretary, a member must have been a life member of the Association for a continuous period of at least 8 years and must have been a member of the managing committee for at least two terms of two year each and served in two different departments as secretary out of which one must be as scientific secretary.

Criteria to become a Treasurer: To be eligible to be elected as Treasurer, a member must have been a life member of the Association for a continuous period of at least 6 years and must have been a member of the managing committee for at least two terms of two year each and served as joint treasurer for one term.

Criteria for Secretaries of other departments: To be eligible to be elected as secretary of all other departments, a member must have been a life member of the Association for a continuous period of at least 2 years and

must have been a member of the managing committee for at least one terms of two year each.

Any retiring member of the managing committee shall be eligible for re-election. However, President, Vice President, Secretaries, Joint Secretaries and Treasurer shall not hold same position for more than two consecutive terms. They would be eligible to hold the same position after a lapse of one term.

The tenure of the managing committee shall be two years. The election of the managing committee shall be held in every alternative year before the end of financial year and approved in the subsequent SGM/GBM. The managing committee shall meet once every month. Any person elected by the committee to fill a casual vacancy on the committee shall hold the office only while the person in whose place he is elected would have held the office.

Casual vacancies on the Committee may be filled up by the Committee.

B: ELECTIONS:

- a) Along with the notice fixing the date for the Annual General Meeting of The Association at which the election of the Committee is to take place the Honorary General Secretary shall send to each member a notice stating that the nominations of the candidates eligible for the election for members of the managing committee will be received by Returning Officer not later than ten days before the date fixed for the holding of such election.
- b) A life member admitted on or before the date of the managing committee in which date of general body or annual general body meeting containing in its agenda of elections is fixed shall be entitled vote at the election.
- c) A Life member shall be entitled to contest elections if he has been such member for a period of at least 2 years preceding the year in which the election is held.
- d) Any one life member may propose, and any one life member may second the proposal of not more than one eligible candidature, provided their names are included in the list of eligible voters. Such proposal shall be made in writing to the Returning Officer.
- e) The Past president will be the returning officer. In case of non-availability, the managing committee after due consideration shall

appoint any member of the Association as Returning Officer and his consent will be obtained in writing.

f) It shall be the duty of the returning officer to conduct the election in accordance with the rules that may be framed in this regard by the managing committee and it shall be the duty of the General secretary to make all such arrangements as are required for the conduct of the election.

g) The election of the members of the managing committee shall be taken by means physical/electronic ballot as decided by the Managing committee for that election.

h) The election shall take place during such hours and on such day as shall be fixed by the Returning Officer in the general body or annual general body meeting.

i) A panel consisting of atleast 5 (five) members and not more than 9 (nine) members of his choice may be appointed by the Returning Officer for the purpose of supervision over the election, scrutiny and counting of votes or any or all such functions as may be necessary for the conduct of the election.

j) The counting of votes shall be done as soon as possible after the closure of poll under the supervision of Returning Officer.

k) The decision of the Returning Officer in all matters relating to the election including disputes in regard to validity of voting paper or votes or procedure in conducting the election shall be final.

l) The 37 members in the descending order of votes polled be declared as elected to managing committee. In event of equality of votes the election shall be decided by draw of lots to be arranged by Returning Officer in the presence of the candidates concerned.

m) Immediately after counting of votes, the Returning officer shall notify the result of election to the President under his signature and there upon the President shall announce the result at the meeting of the members, the result of the election shall be posted on the notice board of the Association.

n) The rules mentioned above to be framed by the managing committee in regard to election together shall form rules of election and be read together.

C. POWERS AND FUNCTIONS OF MANAGING COMMITTEE:

The powers and functions of the managing committee in particular shall be as follows:

- a) To conduct regular programs for enhancing and updating the knowledge of its members with help of scientific conferences, CME's, workshops etc. through the scientific secretaries.
- b) To improve the motto of friendship amongst the fraternity, conduct cultural and sports activities on a regular basis through the respective department secretaries.
- c) To come out with the magazine of the Association, VISION, through the editors.
- d) To undertake various initiatives to educate the common public about the medical diseases (seasonal or epidemic) through the Public Awareness Cell.
- e) To provide medico-legal guidance to its members thorough the medico-legal cell.
- f) To undertake Information Technology (IT) related activities through the IT cell.
- g) To prepare and submit to the Annual General Meeting audited statements of accounts and report for the previous year.
- h) To admit or reject members and accept registration of members.
- i) To invite, procure and accept donations, grants, gifts, subscriptions and funds in a lawful manner.
- j) To negotiate and enter into contracts on behalf of the association and to vary such contracts in consultation with the trustees.
- k) To appoint from time to time any committee or sub-committee as it may think fit and may delegate any of its power to the same and prescribe the functions of such committee or sub-committee.
- l) To do all such acts and things as are incidental or conducive to the settlement of the objects specified in the Memorandum of Association.

V. NOTICE OF MEETINGS:

Notice of Committee meeting shall be given to all committee members at least 7 clear days before the meeting. The notice shall specify the agenda to be transacted at the forthcoming meeting and draft of the minutes of the previous committee meeting.

In Case of annual general body meeting 21 clear days' notice and in case of special general body meeting 5 clear days' notice of the meeting shall be given to all members of the association unless it's an emergency where the managing committee unanimously agrees for a shorter notice period.

The General Secretary of the Association shall give notice of the meetings of the Committee, general body and annual general body which shall state the date, time and place of the meeting and the business to be transacted there at in consultation with the President. Where the General Secretary fails to issue any such notice and agenda of the meeting of the Committee, the President shall issue it.

On a written requisition submitted to the President or the General secretary by at least seven committee members the committee meeting shall be convened by the president or the General secretary within a week from the date of receipt of such requisition.

VI. QUORUM:

50% of the strength of the committee for the time being present in person at any meeting of the managing committee shall form QUORUM. The QUORUM of every general body meeting of the Association shall be minimum of 50 members. If there is no quorum is available, the meeting will be postponed for 15 and 30 minutes for managing committee and annual general body respectively. The meeting will start after the extended period with the number of members present.

VII. MINUTES:

The minutes of every meeting of the Association be read at the next meeting thereof by the General secretary of the association and shall be confirmed either with or without amendment.

VIII. RESOLUTIONS AND MOTIONS:

Resolutions and motions to be moved by members at any general body meeting shall be sent in writing to the General secretary duly proposed by one member eligible to vote and seconded by one member eligible to vote at least eight days before the meeting at which he wishes to move them.

IX. FUNCTIONS OF ANNUAL GENERAL MEETING:

The Annual General Meeting of the Association will be held once in a year on such day and at such time, place and hour as the committee shall determine during the month of March but not later than June.

The Annual General body meeting of the Association shall transact the following business:

1. To read the minutes of the last annual general body meeting of the Association and special body meeting of the Association, if any and to note the actions taken thereon.

2. To receive from the Committee the report of the preceding financial year's working, together with the statements of accounts showing the income and expenditure during the preceding financial year and balance sheet as at the preceding financial year and address by the President.
3. To consider audit memorandum. If required from Statutory Auditor, for the previous financial year or years, along with the audit rectification report of the Committee thereon.
4. To declare the result of the election of the Committee, if election to committee has taken place during the year in which the annual general body meeting of the association is held.
5. To appoint an internal auditor, if considered necessary and to appoint statutory auditor for period of 2 years and to fix their remuneration.
6. To consider any matters, specifically requiring decisions, concurrence or sanction of the general body of the Association, by virtue of provisions in the Act, Rules and Regulations of the association.
7. To consider any important communications received from the Registering Authority, the Statutory Auditor, Government, collector, local Authority or any other officer of government.
8. To consider any other matter, excepting those requiring proper notice, with permission of the President, after the regular agenda is over.

X. SPECIAL GENERAL BODY MEETING:

An extraordinary general meeting may be convened by the committee on its own motion or upon requisition made in writing to the President by not less than 30 members entitled to vote at general body meetings of the Association as in the register of members as on the last day of the immediately preceding financial year. Such requisition shall specify the object of the meeting proposed to be called and must be signed by all the requisitionists and shall be delivered at the office of the association or to the General Secretary or to the President.

On receipt of the resolution, the committee shall forthwith proceed to convene an extraordinary general body meeting and if within a fortnight from the date of delivery of the requisition, the committee fails to convene the same, the president may convene such meeting within one month from the delivery of such requisition.

If the managing committee and the president fail to convene such meeting within the specified time limits the requisitionists may convene such a meeting and the decision taken by them at such meeting shall be binding upon the Association, However the requisitionists cannot call such special meeting after the expiry of three months from date of their submission of the requisition.

XI. MOTION OF NO CONFIDENCE AGAINST THE COMMITTEE OR AN OFFICE BEARER:

Motion of no confidence can be moved only in special meeting with pre circulated draft resolution explaining the reasons. When a vote of no confidence against the whole committee succeeds in a general body meeting the general body which has passed no confidence shall also elect 5 eligible members to conduct the affairs of the association till such time fresh elections take place. Such 5 elected members shall be eligible to conduct the affairs of the association for maximum period of 45 days from the date of their election and shall conduct and complete fresh elections within such period. When a vote of no confidence is passed against an office bearer or some office bearers, he/they shall cease to be office bearer(s) as per the provision of other clauses herein.

XII. INDEMINITY TO MANAGING COMMITTEE MEMBERS:

The members of the managing committee shall be indemnified by the Association against any suit, proceeding, claim or other similar action them which may arise out of their bonafide actions and omissions in the course of discharge of their functions as member of the managing committee.

XIII. ADJOURNMENT OF MEETINGS:

If at any Extra-ordinary general meeting, there is no Quorum within half an hour from the fixed time, the meeting shall stand dissolved. If at any other general meeting including annual general body meeting, there is no Quorum the meeting shall stand adjourned to half an hour of the fixed time unless otherwise specified in the notice of the meeting. At such adjourned meeting the member present shall form Quorum but no business other than that specified in the notice shall be transacted at such meeting.

XIV: DUTIES AND RESPONSIBILITIES OF THE MANAGING COMMITTEE

A. PRESIDENT: The President of the Association shall preside, conduct and regulate all meetings of the Association and Managing Committee. The President shall, in addition to his right of voting as a member has a Casting Vote in case of a tie.

B. VICE PRESIDENT: In the absence of the President, the Vice President shall discharge the functions of the President and shall have the powers of the President and shall always assist the President. In the absence of President, the Vice President present at the meeting shall preside and if

both Vice Presidents are present the Committee or the general body shall decide the one Vice President to preside.

C. GENERAL SECRETARY: The General Secretary shall accept the application for membership and submit the same to the managing committee. He will maintain at all times an accurate and up to date list of the members with their complete addresses. He will record the minutes of the meetings and attend to daily routine correspondence and will carry out the mandates of the managing committee.

D. JOINT SECRETARY: in the absence of the General secretary, the joint secretary shall discharge the functions of the General secretary and shall have the powers of the General secretary and shall always assist the General secretary.

E. TREASURER: The Treasurer will act under the direction of the managing committee. He will ordinarily receive all payments to the association and pass necessary receipts and shall maintain proper books of accounts. He shall deposit any amount exceeding Rs. 10000/- not required for immediate use into such bank(s) as may be approved by the managing committee.

F JOINT TREASURER: in the absence of the treasurer, the joint treasurer shall discharge the functions of the General secretary and shall have the powers of the treasurer and shall always assist the treasurer.

G. SCIENTIFIC SECRETARY: The Scientific Secretary shall be in charge of planning and organizing scientific functions of the Association and shall carry out his function under the directions of the managing committee and under the guidance of the General secretary of the Association.

H. CULTURAL SECRETARY: The Cultural Secretary shall be in charge of planning and organizing cultural programs of the association and shall carry out his functions under the direction of the managing committee and the General Secretary of the Association.

I. SPORT SECRETARY: The Sports Secretary shall be in charge of planning and organizing sports programs of the association and shall carry out his functions under the direction of the managing committee and the General Secretary of the association.

J. EDITOR: The editor of the news bulletin and other publications of the association shall be overall in charge of the publications of the association and shall write editorials. The editor shall edit the publications and may appoint such members of the association to assist him as he may deem necessary. The editor shall carry out his functions under the direction of

the managing committee and work in consultation with the General Secretary.

K. PUBLIC AWARENESS CELL: The public awareness cell of the association shall be in charge of planning and organizing programs for creating awareness in the common public regarding health-related issues and shall carry out these functions under the direction of the managing committee and the General Secretary of the association.

L. MEDICO-LEGAL CELL: The medico-legal cell of the association shall be providing legal guidance to the members regarding their professional legal problems and shall carry out these functions under the direction of the managing committee and the General Secretary of the association.

M. INFORMATION TECHNOLOGY (IT) CELL: The IT cell of the association shall be supporting and developing IT related products on time-to-time basis under the direction of the managing committee and the General Secretary of the association.

XV. FUNDS AND INVESTMENTS AND BORROWINGS:

All the funds of the Association shall be kept in bank account(s) by the managing committee in the name of the Association. The additional funds, not more than 50%, as existing on the 31st of March of every financial year will be transferred to the saving account managed by the Trustees. Investments of extra funds of the association shall be in the pattern approved by the Bombay Public Trust Act 1950 under the relevant provisions of Income Tax Act 1961 as amended from time to time and will be done by the Trustees.

The Association shall create Reserve Fund and such other funds that may be required under the provision of Bombay Public Trust Act 1950 and Societies Registration Act 1860 and other laws and appropriate such amounts to these funds and utilize such funds as may be provided in the respective laws and subject to the respective laws and rules and regulations the association shall create and utilize such funds as may be deemed necessary. This Reserve Fund will be managed by the Trustees.

Life membership fee shall be taken to Reserve fund and only interest accruing thereon shall be utilized for expenses of the association. In case of emergency and for special reasons the general body may draw upon the Reserve Fund.

Deposits and loans may be accepted or raised from members or from any other person or authority by the association for such period and at such rate of interest and up to such amount and such terms and conditions as

may be determined by the committee provided that these powers of the committee shall always be subject to provisions of the Bombay Public Trust Act 1950 and Societies Registration Act 1860 and the relevant laws for the time being in force.

XVI. BANK ACCOUNTS:

A. There will be separate bank account of the Association in any bank to be operated by Trustees. The authorized signatories for the Trust Fund account shall be operated by managing trustee and any 1 of the other Trustees.

B. There will be separate savings bank account in any bank and the bank transactions shall be operated or signed by any two persons jointly out of the following:

- i) President
- ii) General Secretary
- iii) Treasurer

XVII. SOURCES OF INCOME:

The sources of income of the association shall be membership fees, donations, gifts, sponsorships and any type of voluntary contributions and charges.

XVIII. FINANCIAL YEAR:

The financial year of the Association shall be from April to March.

XIX. BOOKS OF ACCOUNTS AND REGISTER:

The Association shall maintain up to date books of accounts and registers as required under the Bombay Public Trust Act 1950 and Societies Registration Act 1860. Income Tax Act 1961 and applicable laws and rules that the books of accounts shall be kept at the registered office of the Association.

XX. INTERPRETATIONS:

Any interpretation by the managing committee of the memorandum of the Association and Rule and Regulations of the Association for the time being shall be final and binding upon the members.

XXI. AMENDMENTS:

These Rule and Regulations shall be Amended altered or replaced at any time by majority of 2/3rd of the members present at a General meeting

provided at least fourteen days previous intimation in writing of such amendments shall have been given to the members.

XXII. CHANGE IN NAME / OBJECT:

If a change is desired in the name or objects of the Association or if two or more Associations or societies are to be amalgamated procedure laid down in the Section 12 and 12A of the Societies Registration Act 1869 will be followed.

XXIII. LIST OF MEMBERS:

A list of persons who are members within the meaning of section 16 of the Societies Registration Act 1860 will be maintained in the form of Schedule VI of the Societies Registration (Maharashtra) Rules 1971 vide Rule 15 thereof.

XXIV. DISSOLUTION:

i) If it becomes necessary to dissolve the Association than the managing committee shall call Extra ordinary General Meeting and shall take decision by at least two third number of total members of the Association.

ii) The Association's assets shall be transferred to some other registered society having the same object/objects similar to the Association in pursuant Section 13 and 14 of the Societies Registration Act, 1860.

THIS IS TRUE COPY OF THE RULES

Sd/-

President

General Secretary

Treasurer