

MEMORANDUM OF ASSOCIATION

SOCIETY

FOR

UNIVERSAL HEALTHCARE

IN

DELHI

33, SHAM NATH MARG, DELHI - 110054

SOCIETY FOR UNIVERSAL HEALTHCARE IN DELHI
Memorandum of Association

1. The name of the SOCIETY shall be “SOCIETY FOR UNIVERSAL HEALTHCARE IN DELHI”.
2. The Registered Office of the Society shall be situated at 33, Sham Nath Marg, Delhi - 110054 and its jurisdiction will extend to the National Capital Territory of Delhi.
3. In this Memorandum-
 - (i) “SOCIETY” shall mean the SOCIETY FOR UNIVERSAL HEALTHCARE IN DELHI.
 - (ii) “Governing Body” shall mean the Governing Body of the SOCIETY.
 - (iii) “Delhi” shall mean the National Capital Territory of Delhi; and
 - (iv) “Government” shall mean the Government of the National Capital Territory of Delhi.
4. The Society is established to carry out the following objectives, namely-
 - (i) to aid and advise the Government in the provision of affordable healthcare to all segments of the population of Delhi, including through healthcare insurance, and for improving efficiencies and reducing costs through transparent and competitive Public Private Partnership(the “PPP”);
 - (ii) to plan, formulate, implement and monitor schemes and programmes for provision of affordable healthcare insurance for the residents of Delhi;
 - (iii) enrolment and digitisation of the entire population of Delhi for provision of healthcare services;
 - (iv) Collection, verification, analysis and dissemination of relevant data;
 - (v) to structure, or cause to be structured, PPP projects based on best practices and to engage experts and consultants for this purpose;
 - (vi) formulate standard bid documents or project-specific bid documents, for PPP and other forms of procurement with the assistance of experts and stakeholders.

- (vii) to shortlist and empanel hospitals, labs and healthcare providers, as may be required from time to time;
- (viii) to aid and advise in the procurement of goods and services required for affordable health care;
- (ix) to undertake consultations with experts, stakeholders and relevant departments and institutions in furtherance of its objectives;
- (x) to provide expert advice and other support on payment of fee or otherwise;
- (xi) to assist the government and other institutions in carrying out transactions or bid processes for PPP projects and for other forms of procurement in connection with supply and provision of affordable healthcare in Delhi;
- (xii) to provide information to the public in general, insurance companies, entrepreneurs and non-government organizations (NGOs) in particular, regarding the opportunities available in Delhi for private enterprise relating to provision of affordable healthcare;
- (xiii) to disseminate information through mass media and to create and accelerate the tempo for provision of affordable healthcare with the help of facilities and incentives available to the insurance companies, entrepreneurs and NGOs in Delhi;
- (xiv) to identify and encourage prospective insurance companies, entrepreneurs and NGOs and to motivate them to participate in various initiatives and schemes in Delhi with the objective of providing affordable healthcare;
- (xv) to organize, sponsor, associate or participate in any fair, exhibition, celebration or campaign relating to the objectives of the Society;
- (xvi) to organize training, guidance or information camps and courses for the benefit of the entrepreneurs, NGOs and the officers of the Government and other institutions;
- (xvii) to publish literature in the form of papers, case studies, reports, brochures, pamphlets, periodicals, digests, journals, project profiles or magazines and distribute these to the residents of Delhi, prospective entrepreneurs, NGOs and other entities, and to assist the Departments and other institutions engaged in connection with the objectives of the Society;
- (xviii) to establish, develop and support centers for documentation, maintenance and supply of data and information which may be useful to the government, insurance companies, entrepreneurs,

NGOs or residents of Delhi and to organize reference and information systems relevant to the objectives of the Society;

- (xix) to assist and help the residents of Delhi, insurance companies, entrepreneurs, NGOs and investors by providing necessary information and knowledge relating to the objectives of the Society;
- (xx) to co-ordinate the development, extension and promotional activities of all institutions engaged in promotion and provision of affordable healthcare through private participation in Delhi;
- (xxi) to establish, maintain or manage offices, Society and conference facilities wherever required to further the objectives of the Society;
- (xxii) to evaluate the performance and impact of various initiatives and schemes related to the objectives of the Society and to monitor their progress at the request of the Government;
- (xxiii) to raise or borrow money from time to time for any or all objects of the Society with or without giving any security, goods or articles or by mortgaging or pledging, charging, hypothecating, or selling or receiving on the sale of any land, building, machinery, goods, assets or revenue of the Society, present or future, as the governing body may in its absolute discretion deem expedient; and
- (xxiv) to do all such things as may be necessary, incidental or conducive to the attainment of all or any of the objects of the SOCIETY.

Provided that there shall be no profit motive in pursuit and realization of the above objectives.

5. The Governing Body of the Society shall be the body constituted as such under the rules of the Society.
6. The income and property of the Society shall be applied towards the promotion of the objects as set forth in this memorandum of association subject to such limitations as the Government may from time to time, impose. No portion 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 of profits to the persons who may at any time be or have been members of the Society or to any persons claiming through them. Provided, however, that nothing herein contained shall prevent or restrict payment in good faith or remuneration in return for any service rendered to the Society.
7. On the winding up or dissolution of the Society, if there shall remain after satisfaction of the debts and liabilities, any property whatsoever, the same shall not be paid or distributed among the members of the Society or any of them but shall be dealt with in such manner as the Government may determine.

8. The management of the affairs of the Society will be entrusted in accordance with the rules and regulations of the Society to a Governing Body of which the first and permanent members shall be:-

| S. No. | Name & Father's Name | Occupation | Address | Designation |
|--------|--|---|---|------------------|
| 1. | Sh. Satyendar Jain, s/o Sh. Ram Sharan Jain | Minister for Health | 7th Floor, Delhi Secretariat, Delhi-110002 | Chairman |
| 2. | Sh. Sanjeev Nandan Sahai, s/o Sh. K.N. Sahai | Principal Secretary (Finance) | 4th Floor, Delhi Secretariat, Delhi-110002 | Member |
| 3. | Sh. Tarun Seem, s/o Sh. Surendra Kumar Seem | Secretary (Health & FW) | 9th Floor, Delhi Secretariat, Delhi-110002 | Member |
| 4. | Sh. Tarun Seem, s/o Sh. Surendra Kumar Seem | Director General Health Services | F-17, Karkardooma, Delhi - 110032 | Member |
| 5. | Dr. Sunil Kumar s/o Sh. Dori Lal | RDHS (East Region) | GTB Hospital, Dilshad Garden, Delhi- 110095 | Member |
| 6. | Dr. Puneeta Mahajan d/o Sh. Ram Prakash | RDHS (North Region) | Dr. BSA Hospital, Sector-6, Rohini- 110085 | Member |
| 7. | Sh. Gajendra Haldea s/o Lt. Shri Rao T. N. Haldea | Member, Delhi Dialogue Commission | 33, Sham Nath Marg, Delhi- 110054 | Member |
| 8. | Dr. R.N. Das, s/o Sh. G. N. Das | Additional Secretary, Health & FW Department | 7th Floor, Delhi Secretariat, Delhi-110002 | Member Secretary |

The above members of the Governing Body shall remain in the office permanently by virtue of posts. Unless otherwise provided, membership of the Governing Body shall be vested with and transferred according to the

official designation mentioned above. The heads of the respective departments of the Government, as mentioned above, whether Principal Secretary or Secretary shall be the members of the Governing Body.

9. The first members of the SOCIETY shall be persons mentioned hereunder. Unless otherwise provided, membership of the SOCIETY shall be vested with and transferred according to the official designation mentioned hereunder:
10. We the several persons whose names and addresses are hereunder subscribed are desirous of being formed into a Society in pursuance of this Memorandum of Association.

| S. No. | Name & Father's Name | Occupation | Address | Designation |
|--------|---|---|---|---------------------|
| 1. | Sh. Satyendar Jain, s/o Sh. Ram Sharan Jain | Minister for Health | 7th Floor, Delhi Secretariat, Delhi-110002 | Chairman |
| 2. | Sh. Sanjeev Nandan Sahai, s/o Sh. K.N. Sahai | Principal Secretary (Finance) | 4th Floor, Delhi Secretariat, Delhi-110002 | Member |
| 3. | Sh. Tarun Seem, s/o Sh. Surendra Kumar Seem | Secretary (Health & FW) | 9th Floor, Delhi Secretariat, Delhi-110002 | Member |
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| 7. | Sh. Gajendra Haldea s/o Lt. Shri Rao T. N. Haldea | Member, Delhi Dialogue Commission | 33, Sham Nath Marg, Delhi- 110054 | Member |
| 8. | Dr. R.N. Das, s/o Sh. G. N. Das | Additional Secretary, Health & FW Department | 7th Floor, Delhi Secretariat, Delhi-110002 | Member Secretary |

We the undersigned are desirous of forming a society, namely, SOCIETY FOR UNIVERSAL HEALCARE IN DELHI, under the Society Registration Act of 1860, in pursuance of this Memorandum of the Society.

| S.No | Name | Address & Occupation | Signature |
|-------------|--|--|------------------|
| 1. | Sh. Satyendar Jain, s/o Sh. Ram Sharan Jain | Minister for Health 7th Floor, Delhi Secretariat, Delhi-110002 | Sd/- |
| 2. | Sh. Sanjeev Nandan Sahai, s/o Sh. K.N. Sahai | Principal Secretary (Finance) 4th Floor, Delhi Secretariat, Delhi-110002 | Sd/ |
| 3. | Sh. Tarun Seem, s/o Sh. Surendra Kumar Seem | Secretary (Health & FW) 9th Floor, Delhi Secretariat, Delhi-110002 | Sd/ |
| 4. | Sh. Tarun Seem, s/o Sh. Surendra Kumar Seem | Director General Health Services F-17, Karkardooma, Delhi - 110032 | Sd/ |
| 5. | Dr. Sunil Kumar s/o Sh. Dori Lal | RDHS (East Region) GTB Hospital, Dilshad Garden, Delhi- 110095 | Sd/ |
| 6. | Dr. Puneeta Mahajan d/o Sh. Ram Prakash | RDHS (North Region) Dr. BSA Hospital, Sector-6, Rohini- 110085 | Sd/ |
| 7. | Sh. Gajendra Haldea s/o Lt. Shri Rao T. N. Haldea | Member, Delhi Dialogue Commission 33, Sham Nath Marg, Delhi- 110054 | Sd/ |
| 8. | Dr. R.N. Das, s/o Sh. G. N. Das | Additional Secretary, Health & FW Department 7th Floor, Delhi Secretariat, Delhi- 110002 | Sd/ |

Sd/-
(Sh. Satyendar Jain)
Chairman

Sd/-
(Dr. Tarun Seem)
Member

Sd/-
(Dr. R.N. Das)
Member Secretary

We the undersigned certify that we know above persons and they have signed in our presence, we declare that we are not member of the Society.

Witness:

1.

2.

SOCIETY FOR UNIVERSAL HEALTHCARE INSURANCE IN DELHI

RULES

1. (a) The registered Office of the Society shall be situated at 33, Sham Nath Marg, Delhi - 110054 and its jurisdiction will extend to the whole NCT of Delhi. Its head office shall be in Delhi.
- (b) The Society is established to carry out the following objectives; namely-
 - (i) to aid and advise the Government in the provision of affordable healthcare to all segments of the population of Delhi, including through healthcare insurance, and for improving efficiencies and reducing costs through transparent and competitive Public Private Partnership (the “PPP”);
 - (ii) to plan, formulate, implement and monitor schemes and programmes for provision of affordable healthcare insurance for the residents of Delhi;
 - (iii) enrolment and digitisation of the entire population of Delhi for provision of healthcare services;
 - (iv) Collection, verification, analysis and dissemination of relevant data;
 - (v) to structure, or cause to be structured, PPP projects based on best practices and to engage experts and consultants for this purpose;
 - (vi) formulate standard bid documents or project-specific bid documents, for PPP and other forms of procurement with the assistance of experts and stakeholders.
 - (vii) to shortlist and empanel hospitals, labs and healthcare providers, as may be required from time to time;
 - (viii) to aid and advise in the procurement of goods and services required for affordable health care;
 - (ix) to undertake consultations with experts, stakeholders and relevant departments and institutions in furtherance of its objectives;
 - (x) to provide expert advice and other support on payment of fee or otherwise;
 - (xi) to assist the government and other institutions in carrying out transactions or bid processes for PPP projects and for other forms of procurement in connection with supply and provision of affordable healthcare in Delhi;

- (xii) to provide information to the public in general, insurance companies, entrepreneurs and non-government organizations (NGOs) in particular, regarding the opportunities available in Delhi for private enterprise relating to provision of affordable healthcare;
- (xiii) to disseminate information through mass media and to create and accelerate the tempo for provision of affordable healthcare with the help of facilities and incentives available to the insurance companies, entrepreneurs and NGOs in Delhi;
- (xiv) to identify and encourage prospective insurance companies, entrepreneurs and NGOs and to motivate them to participate in various initiatives and schemes in Delhi with the objective of providing affordable healthcare;
- (xv) to organize, sponsor, associate or participate in any fair, exhibition, celebration or campaign relating to the objectives of the Society;
- (xvi) to organize training, guidance or information camps and courses for the benefit of the entrepreneurs, NGOs and the officers of the Government and other institutions;
- (xvii) to publish literature in the form of papers, case studies, reports, brochures, pamphlets, periodicals, digests, journals, project profiles or magazines and distribute these to the residents of Delhi, prospective entrepreneurs, NGOs and other entities, and to assist the Departments and other institutions engaged in connection with the objectives of the Society;
- (xviii) to establish, develop and support centers for documentation, maintenance and supply of data and information which may be useful to the government, insurance companies, entrepreneurs, NGOs or residents of Delhi and to organize reference and information systems relevant to the objectives of the Society;
- (xix) to assist and help the residents of Delhi, insurance companies, entrepreneurs, NGOs and investors by providing necessary information and knowledge relating to the objectives of the Society;
- (xx) to co-ordinate the development, extension and promotional activities of all institutions engaged in promotion and provision of affordable healthcare through private participation in Delhi;
- (xxi) to establish, maintain or manage offices, Society and conference facilities wherever required to further the objectives of the Society;
- (xxii) to evaluate the performance and impact of various initiatives and schemes related to the objectives of the Society and to monitor their progress at the request of the Government;

- (xxiii) to raise or borrow money from time to time for any or all objects of the Society with or without giving any security, goods or articles or by mortgaging or pledging, charging, hypothecating, or selling or receiving on the sale of any land, building, machinery, goods, assets or revenue of the Society, present or future, as the governing body may in its absolute discretion deem expedient; and
- (xxiv) to do all such things as may be necessary, incidental or conducive to the attainment of all or any of the objects of the Society.

Provided that there shall be no profit motive in pursuit and realization of the above objectives.

MEMBERSHIP

2. The Society shall, for the time being, consist of the following members, namely:-
 - (a) Signatories to the Memorandum by virtue of their holding the respective office. The Heads of the respective Departments of the Government, as mentioned at paragraph 8 of the Memorandum of Association, whether Principal Secretary or Secretary, shall be the members of the Governing Body; and
 - (b) any person from the industry, business, education or profession having an outstanding status in the respective field, as nominated by the Governing Body. However, the number of persons so nominated shall not exceed six.
3. Persons who have signed the Memorandum of Association shall be the first members of the Society duly admitted.
4. When a person becomes or is appointed or nominated a member of the Society by virtue of an office held by him, his membership of the Society shall terminate when he ceases to hold that office and the vacancy so caused shall be filled by his successor to that office.
5. Whenever a nominated member desires to resign from the membership of the Society, he shall address his resignation to the Member Secretary and present it to him. His resignation shall take effect only on its acceptance by the Chairman of the Society.
6. Any vacancy in the membership of the Society by resignation or otherwise shall be filled up by appointment or nomination, as the case may be, by the Governing Body.

7. The Society shall function notwithstanding that any person entitled to be a member by reason of his office is not represented on the Society for the time being. The proceedings of the Society shall not be invalidated by the above reason from the existence of any vacancy or any defects in the appointment of any of its member.
8. The Society shall maintain a roll of members at its registered office and every member shall sign the roll and state therein his occupation and address.
9. It shall be incumbent upon a member of the Society to notify to the Member Secretary any change of his address and occupation.
10. The Society shall enter into the register of Membership the following particulars:-
 - (a) Name and address of each member;
 - (b) the date on which the member was admitted; and
 - (c) the date on which the member ceased to be a member.
11. A member of the Society or the Governing Body shall cease to be such member if he-
 - (a) dies,
 - (b) resigns his membership,
 - (c) becomes of unsound mind,
 - (d) becomes insolvent,
 - (e) is convicted of a criminal offence involving moral turpitude, or
 - (f) is removed by the Government in case of a member holding office in the Government.

GOVERNING BODY

12. (a) The Governing Body of the Society shall consist of the following members:

| | |
|--|----------|
| (i) Minister of Health, Govt. of NCT of Delhi | Chairman |
| (ii) Pr. Secretary (Finance) | Member |
| (iii) Secretary (Health & FW), Govt. of NCT of Delhi | Member |
| (iv) Director General, Health Services, GNCTD | Member |
| (v) RDHS (East Region) | Member |
| (vi) RDHS (North Region) | Member |

- (vii) Member Delhi Dialogue Commission Member
- (viii) Additional Secretary (Infrastructure), Health & FW Member Secretary
Department, Govt. of NCT of Delhi

(b) The members of the Governing Body, as specified in sub-paragraph (a) above, shall be the permanent members by virtue of their posts. The Heads of the respective Departments of the Government as mentioned above, whether Principal Secretary or Secretary, shall be the members of the Governing Body. However, the Member Secretary may be nominated by the Governing Board from time to time. The Governing Body is also empowered to nominate upto six members on the Governing Body for a period of three years. The said members shall be selected from the following categories:

- (i) Prominent experts in healthcare;
- (ii) Prominent experts in health insurance;
- (iii) Prominent economists;
- (iv) Prominent experts in finance or management;
- (v) Prominent entrepreneurs;
- (vi) Representatives from relevant NGOs; and
- (vii) Representatives from any field relevant to the objectives of the Society.

13. The members of the Governing Body shall not be less than seven and more than fifteen.

POWERS AND FUNCTIONS OF THE GOVERNING BODY

14. The general superintendence, direction and control of the affairs of the Society shall be vested in the Governing Body of the Society. Save as herein expressly provided, all the duties, powers, functions and rights whatsoever, and any matter consequential or incidental thereto shall be exercised by the Governing Body.

15. In particular and without prejudice to the generality of the foregoing provisions, and subject to the provisions of the Memorandum of Association, the Governing Body may-

- (a) make, amend or repeal any rules or bylaws in respect of the administration and management of the affairs of the Society,

subject to the provisions contained in the Societies Registration Act, 1860;

- (b) prepare and execute detailed plans, programs or projects for the establishment and promotion of the Society and to carry out its administration and management;
- (c) receive grants and contributions, and to have custody of the funds of the Society;
- (d) prepare the budget estimates of the Society for each year, and to sanction the expenditure within the limits of the budget;
- (e) fix, demand, receive and recover fees and other charges as may be prescribed by the Governing Body or the Government for any service provided by the Society;
- (f) pay honorarium, remuneration, fee or charges to any person, firm or institution in lieu of services to the Society in furtherance of any objective of the Society;
- (g) train or to give training in India or abroad to any member of the staff or Governing Body of the Society in employment or likely to be in employment of the Society in future, which training in the opinion of the Society is likely to benefit the Society in its day-to-day working, knowledge, management and administration including promotional activities;
- (h) create teaching, administrative, technical, financial, legal, operational, ministerial and other posts under the Society;
- (i) co-operate with any other organization in the matter of training, research, finance and other things related to the objectives of the Society;
- (j) enter into arrangements for and on behalf of the Society;
- (k) sue and defend all legal proceedings on behalf of the Society;
- (l) appoint committees for the disposal of any business of the Society or for rendering advice in any matter pertaining to the Society;
- (m) constitute an Executive Committee comprising at least three members of the Governing Body to exercise such powers and discharge such functions as the Governing Body may specify;
- (n) delegate to such extent, as it may deem necessary, any of its power to any officer or committee of the Governing Body;
- (o) consider and pass such resolution on the annual report, the annual accounts and the financial estimates of the Society as it thinks fit;

- (p) make, adopt, amend, vary or rescind from time to time any rules or bylaws-
 - (i) for conduct of Business of the Governing Body and any Committee to be appointed by it;
 - (ii) for delegation of its powers; and
 - (iii) for fixing the quorum; and
 - (q) Perform such additional functions and carry out such duties as may be assigned to it by the Government from time to time.
16. Chairman of the Governing Body shall be the Health Minister of the Government of NCT of Delhi.
17. Member Secretary of the Governing Body shall be the Chief Executive Officer of the Society until such time as a full time Chief Executive Officer is appointed. The Chief Executive Officer of the Society shall perform the day to day functions of the Society and exercise such powers as may be delegated by the Governing Body.

PROCEEDINGS OF THE GOVERNING BODY

18. (a) The Governing Body shall ordinarily meet once in every three months:
- Provided that the Chairman may, himself on his own or on a requisition of at least five members of the Governing Body, require a meeting to be called at any time. Not less than seven days' notice shall be given for every meeting of the Governing Body and a copy of the proceedings of the meeting shall be circulated to members of the Governing Body as soon as practicable after the meeting.
- (b) Three members including the Chairman shall constitute a quorum for any meeting of the Governing Body.
 - (c) In case of difference of opinion among members, the opinion of the majority shall prevail.
 - (d) Each member of the Governing Body, including the Chairman, shall have one vote and if there shall be equality of votes on any question to be determined by the Governing Body, the Chairman shall, in addition, have and exercise a casting vote.

- (e) Every meeting of the Governing Body shall be presided over by the Chairman, and in his absence, by a member elected by members present, to be a Chairman for that meeting.
 - (f) Any resolution except such as may be placed before the meeting of the Governing Body may be adopted by circulation among all its members and any resolution so circulated and adopted by a majority of the members who have signified their approval or disapproval of such a resolution, shall be as effective and binding as if the resolution has been passed at the meeting of the Governing Body.
19. The Governing Body shall by resolution delegate to the Chief Executive Officer and other functionaries of the Society such of its powers for the conduct of its affairs as it may consider necessary or desirable.
20. Subject to the Rules, Regulations, Bylaws and the orders of the Governing Body, the Chief Executive Officer of the Society shall be responsible for proper administration of the Society and for the conduct of staff under the direction and control of the Governing Body.
21. The Chairman shall have power to invite any person or persons, not being Members of the Governing Body, to attend the meeting of the Governing Body, but such invitees shall not be entitled to vote at the meeting.

ANNUAL GENERAL MEETING

22. (a) The Society shall hold an Annual General Meeting at least once in every year and not more than 18 months shall elapse between two successive Annual General Meetings.
- (b) The Balance Sheet, the Income and Expenditure Account, the Auditor's Report and Annual progress report shall be placed at the Annual General Meeting of the Society for consideration.
- (c) At least four members of the Society present at the Annual General Meeting shall form a quorum.

FUNDS OF THE SOCIETY

23. The funds of the Society shall consist of the following:-
- (a) Grants received from the Government, Central Government or from any Foundations or any other Body;

- (b) Fees for services rendered;
 - (c) Donations or contribution from persons or bodies;
 - (d) Income from investments;
 - (e) Income from other sources; and
 - (f) Borrowings from banks and other entities.
24. The bankers of the Society shall be appointed by the Chief Executive Officer. All funds of the Society shall be credited into the Society's Account with the said banks and shall not be withdrawn except by cheques signed by the Chief Executive Officer or by the officers empowered in this behalf by the Chief Executive Officer.

ACCOUNTS AND AUDIT

25. The Society shall keep at its registered office or its head office, as the case may be, proper books of accounts in which following should be entered accurately-
- (a) all sums of money received and the source thereof and all sums or money expended by the Society and the object or purpose for which sums are expended; and
 - (b) the Society's assets and liabilities.
26. Every member of the Governing Body shall have the right of inspection of accounts, registers and the proceedings of the meetings maintained by the Society, during office hours.
27. The accounts of the Society shall be audited by a Chartered Accountant to be appointed by the Governing Body.
28. Within 30 days after holding of Annual General Meeting, following shall be filed with the Registrar of Societies:
- (a) A list of names, address and occupations of the members of the Governing Body, the Chairman, Member Secretary and of the office bearers of the Society;
 - (b) an Annual Report for the previous year; and
 - (c) a copy of the Balance Sheet and of the Auditor's Report certified by the Auditor.

Such a list and the Annual Report shall be certified by the Chairman and the Member Secretary.

29. If any change occurs in the composition of the Governing Body or in the holder of the office of the Chairman, Member or the Member Secretary at any time for any reason, such change shall, within 30 days, be notified to the Registrar of Societies.

PROPERTY OF THE SOCIETY

30. All property belonging to the Society shall be deemed to be vested in the Governing Body of the Society and shall be referred as "The Property of the Society".

SUITS AND PROCEEDINGS BY AND AGAINST THE SOCIETY

31. The Society may sue or may be sued in the name of the Chairman or Member Secretary or any office bearer authorized by the Governing Body in this behalf.
 - (a) No suit or proceedings shall abate by reason of any vacancy or change in the holder of the office by the Chairman, the Member Secretary or any office bearer authorized in this behalf.
 - (b) Every decree or order against the Society in any suit or proceedings shall be executable against the property of the SOCIETY and not against the person or the property of the Chairman, the Member Secretary or any office bearer.
 - (c) Nothing herein shall exempt the Chairman, the Member Secretary or office bearer of the Society from any criminal liability or entitle him to claim any contribution from the property of the Society in respect of any claim paid by him on conviction by a Criminal Court.
32. Every Member of the Society may be sued or prosecuted by the Society for any loss or damage caused to the Society or its property for anything done by him detrimental to the interest of the Society.

NOTICES

33. (a) A notice may be served to any member of the Society either personally or by sending it through the post/courier in an envelope addressed to such members at the address mentioned in the roll of members.
- (b) Any notice so served by post shall be deemed to have been duly served on the day following that on which the letter, envelope or wrapper containing the same is posted and in providing such service it shall be sufficient to prove that the cover containing such notice was properly addressed and put in to the post office.

ALTERATION OR EXTENSION OF THE OBJECTS OF THE SOCIETY

34. The Society may alter or extend the objects, for which it is established, in the following ways:
- (a) The Governing Body shall submit the proposition for such alteration for extension as aforesaid to the members of the Society in a written or printed report.
- (b) The Governing Body shall convene a Special General Meeting according to the rules for consideration of the said proposition.
- (c) Such report shall be delivered or sent by post/courier to every member of the Society with a clear notice of fifteen days about the Special General Meeting as aforesaid.
- (d) Such proposition is confirmed by a resolution passed by two-third of the members present and voting at the Special General Meeting so convened.
35. The Rules of the Society may be altered at any time by a Resolution passed by the Society, as per the provisions of the Societies Registration Act, 1860, in any General Meeting of the Society, which shall have been duly convened for the purpose. The modified rules will be deemed to have come into force in accordance with the provisions contained in the Societies Registration Act, 1860.

DIRECTION AND INSTRUCTION OF THE GOVERNMENT

36. Notwithstanding anything contained in these rules, the Government may from time to time, issue such directions or instructions as it may consider necessary in regard to affairs or the conduct of the business of the Society or the Governing Body thereof and in like manner may vary and annul any such direction or instruction. The members of the Governing Body shall duly comply with and give immediate effect to the directions or instructions so issued.
37. The Registrar of Societies, Delhi shall have the right to inspect the records of the Society and his advice shall be complied with as per law.

We, undersigned being three of the members of the Governing Body of the Society certified that the above is a correct copy of the rules of the Society.

Sd/-
(Sh. Satyendar Jain)
Chairman

Sd/-
(Dr. Tarun Seem)
Member

Sd/-
(Dr. R. N. Das)
Member Secretary

BIO DATA PROFORMA

PHOTOGRAPH

1. Name :
2. Address :
3. Present company/Service :
4. Designation :
5. Date of Birth & age :
6. Educational Qualifications :
7. Years of experience :
8. Present emoluments :

9. Relevant experience :
(Add extra sheet if necessary)

10. Additional information, if any, which you would like to mention in support of your suitability for the post. Add an extra sheet, if necessary.

As per enclosure

Signature of the candidate

Address: