

MAIN OBJECTIVES:

The Society is established for the purpose of imparting knowledge, education and spreading awareness amongst nephrologists, doctors, medical practitioners and health workers involved in providing medical treatment and care in Onconeurology in India which includes:

- i) To determine skills / competency standards and qualifications in the field of Onconeurology in consonance with international standards.
- ii) To identify needs of skill development in the field of Onconeurology including taking steps to prepare catalogue of types on skills, range and depth of skills.
- iii) To promote academies of excellence.
- iv) To facilitate in standardizing the protocols & guidelines which are to be utilized in Onconeurology.
- v) To improve the standards of diagnosis, treatment and care of patients with kidney diseases in Onconeurology setting by promoting and supporting the training of healthcare professionals.
- vi) To do and undertake the task of educational, professional and vocational upliftment in the field of Onconeurology
- vii) To enter into any arrangements with any Government(s) or authorities whether Central, State, municipal, local or any other person, that may seem conducive to the objects of the Society for enhancing the highest standards of Onconeurology
- viii) To organize and participate in seminars, conferences, fairs related to the objects of the Society and to compile, collate, edit and publish technical reports and papers etc. related to the objects of the Society.
- ix) To pay all expenses, preliminary or incidental to the formation of the Society and its registration.
- x) To run educational institutions, training institutions and publish books, reports, journals, magazines, newspapers, periodicals, thesis, researches, writings, discoveries, documents, news and information.

- xi) From time to time to organize regular campus to accept voluntary donation for the activities related to the objects of Society for the welfare of ailing community and needy persons.
- xii) To raise funds through collection, donation or subscription and other means and invest money or incur expenditure in such manner as shall promote the attainment of aims and objectives of **INDIAN SOCIETY OF ONCONEPHROLOGY**
- xiii) To undertake any other work or assignment which may be for the general welfare of the people.
- xiv) To undertake all such other lawful activities as may be incidental or conducive or ancillary to the attainment of the objectives of the Society.

It has been expressly provided that the Society shall carry the aforesaid activities educating and sharing the knowledge amongst the doctors and medical workers which would help in medical relief to the people in accordance with the provisions of section 2(15) of the Income Tax Act 1961 or any other relevant provision for the time being in force.

“RULES AND REGULATIONS”

DEFINITIONS:

In these Rules and Regulations unless there are any things repugnant in the subject or contest.

- 2.a) The *Indian Society of Onconeurology* means
- 2.b) The “Governing Body” means the Governing Body/ Executive Committee or the Managing Committee of the Welfare Society.
- 2.c) The ‘General Body’ means: the General Body of the Welfare Society.
- 2.d) The ‘Executive Member’ means: the member of Governing Body.

2.e) The 'Members' means: the member of General Body and Welfare Society.

MEMBERSHIP:

There shall be only one kind of members, i.e Life Members and who shall fulfill the terms and conditions of the Welfare Society subject to the approval of Governing Body. The Governing body may refuse any person for membership provided the reasons for refusal are communicated to the concerned person / applicant in writing.

TERMINATIONS OR CESSATION OF MEMBERSHIP:

The Governing body of the Welfare Society shall have the powers to expel / terminate member or / and members from the membership of the above Society on the following grounds.

- 5.a) On his/her death.
- 5.b) On his/her written resignation to the President.
- 5.c) If he/she is found to be involved in any anti – social / Welfare Interest Activity.
- 5.d) If he/she is found guilty by the Governing Body by means of anti - propaganda of the activities of the Society.
- 5.e) If he/she is adjudged by a competent court of law to be a criminal offender or unsound mind.
- 5.f) If he/she fails to pay the subscription or contributions for three months from the due date.
- 5.g) If he/she has not attended three consecutive meetings without proper intimation to the Society in writing.
- 5.h) If he/she disregards the Rules & Regulations or decisions of the Governing Body.

- 5.i) If five (or more than five) members of the society make a written complaint against any member the Governing Body of the Society is authorized to take the decision of termination of such member from the membership of the Society.
- 5. j) The Governing body may suspend a Member, if he / she indulge himself / herself in any act detrimental or prejudicial to the interest of the society.

NOTE:

- (1) The reason of termination/cessation from the membership of the Society shall be communicated to the member concerned in writing.
- (2) A member expelled from the membership of the Society shall have no right to enjoy the '*Rights & Privileges*' mentioned in clause No. 7 of the Rules & Regulations.

GENERAL BODY:

All the Life Member / Founder / Ordinary Members of the Society will constitute the 'GENERAL BODY' of the Welfare Society. If so authorized by the General Body the Governing Body may induct competent members from the medical fraternity who are able to contribute towards the attainment of the objectives of the Society .

RIGHT & PRIVILEGES OF MEMBER:

All and every members of the Welfare Society.

- 7.a) Have one vote in the entire Annual and Special General Body meeting.
- 7.b) All members shall be entitled to receive notice of all annual and special General Body Meeting.
- 7.c) Shall be entitled to participate in the meeting, seminars or / and events / functions and other lawful gatherings, called/arranged by the above Society.
- 7.d) Have right to collect the identity card after depositing the requisite /prescribed fee (fixed by the Governing Body).

- 7.e) The General Body has the power to amend Rules & Regulations and the objectives of Society from time to time in accordance with the Rules and Regulations laid down for amendments of these Rules / Regulations / objectives.
- 7.f) The General Body shall have power to make Bye – Laws in regard to the working of Society.
- 7.g) The General Body shall have power to make repeal / amend / modify these Bye – Laws with 2/3rd majority.
- 7.h) The General Body shall appoint the auditor or auditors for the Society, for Auditing its accounts and reporting thereon. The Annual action plan of the Society will be submitted to and will be discussed by the Governing Body / General Body during its meeting.
- 7.i) To vote in the election of the Governing Body and to hold office in the Governing Body, if elected.
- 7.j) Every member, their spouses, their dependents children, their parents and guest may use the facilities provided by the society on payment of fee / charges as fixed by the Governing Body from time to time.

DUTIES OF THE MEMBERS:

All and every members of the Society shall:

- 8.a) Administer the oath of the office and loyalties and/or constitution.
- 8.b) Elect the Governing Body of the Society.
- 8.c) Attend the General Body meeting.
- 8.d) Give the necessary information's pertaining to any matter which is necessary to be known by the Society.
- 8.e) Not indulge in activities which are prejudicial to the interest of the Rules & Regulations of the Society.

- 8.f) The Governing Body shall be responsible for the effective implementation of the Aims and Objects and smooth functioning of the Society. It shall have the sole discretion to appoint / take Members into the Organization from time to time.
- 8.g) The Committee shall be competent to do all such lawful deeds, acts and things as may be conducive or expedient in the interest of the Society on behalf of the President.

FUNCTIONS OF GENERAL BODY:

The annual General Body Meeting shall be called in the month of March every year or as and when the General Body will decide in the Governing Body meeting, called for this purpose every year's.

NOTE: Net less than 15 days clear notice shall be given to the members before the date of General Body meeting enclosing the agenda specifying date, time, place and general nature of business to be discussed at such meeting.

QUORUM:

The Quorum of the General Body meeting shall be 2/3rd of the total strength of General Body members, if the required quorum is not available in any meeting it shall be adjourned for a further period of 15 days. At such adjourned meeting no quorum shall be required / necessary.

GOVERNING BODY

The Governing Body will consist of Members elected by General Body, which will be given according to memorandum of association. This strength can either be increased as per the requirements by 2/3rd majority. The management and administration of all affairs of the present Society including the management and control of office. The control and supervision of other activities taken up by society together with its property of any nature or sort shall rest in the hands of the Governing Body.

TERM:

The term of every Governing Body shall be Three Years.

NOTICE AND QUORUM:

Minimum Five days clear notice shall be required for the Governing Body meeting enclosing the agenda specifying date time, place and the General Nature of Business to be discussed at such Governing Body meeting.

GOVERNING BODY MEETING:

Governing Body Meeting shall be held once in three months or as and when the Governing Body may decide from time to time.

QUORUM OF THE MEETING:

The Quorum of every Governing Body meeting is 2/3rd (two third) of the total strength of Governing Body.

FUNCTIONS & POWER OF GOVERNING BODY:

- 11a) The Governing Body shall be responsible for the management and administration of the affairs of the Society. The Governing Body may appoint any member to look after any particular matter/function/institute or the property of the Society.
- 11b) All the decisions shall be taken by the majority vote of the office bearers and the executive members present and voting.
- 11c) Any person/persons, member/members executive member/members of the office bearers (authorized by Governing Body) shall execute all agreements and contacts and sign bonds as well as receipts or legal documents on behalf of the Society.
- 11d) The Governing Body may appoint 'Honorary Patten or patterns'.

- 11e) The Governing body shall have all powers, as are powers of the Society mentioned in the Memorandum of the Welfare Society and these Rules & Regulations.

The Governing Body shall have also the following powers:

- 11f) To prepare plans and programmes for the upliftment of the Aims and objects of the Society.
- 11g) To receive / to have keep in custody of and to expend the funds/moveable or immovable properties and to manage the same.
- 11h) To appoint, control and terminate such persons as may be required for effective and efficient management of the affairs of the Society. Further the Governing Body shall appoint Election-Officer to complete the election process of the Society.
- 11i) To arrange finance if required from Bank(s) Institutions (or/and) individual on reasonable terms and conditions and the Governing body as a whole is liable for its return.
- 11j) To publish literature and propagate the system to approach the public pertaining to upliftment/ attainment of the Aims and Objects of the Welfare Society.
- 11k) To accept donations, charities, loans, grants, properties etc. from the members, public, other Association, Agencies and from Govt. or/and Semi Govt. Department.
- 11.l) Society is non – profit making and all the income, earnings, moveable or immovable properties of the Societies shall be solely utilized and applied towards the promotion of its aims and objects only for which it is set forth.
- 11.m) To pay all expenses incurred in the formation of the society and carrying out its objects.
- 11.n) To engage employees or honorary workers, settle their conditions of service & to take suitable disciplinary action against them as and when needed.

- 11.o) The proceeding, resolution and acts of the aforesaid by formal resolution in respect of any such committee or sub – committee.
- 11.p) It will be open to the Governing Body of the Society to remove any Member or Members of such committee and modify or alter any acts, proceedings & resolution.
- 11.q) To frame Rules and regulations for proper and efficient working of its Society and for regulating the business of its different activities, departments and section & generally to conduct the business of the Society.
- 11.r) The Governing Body may delegate all or any of the powers to a sub – committee. The Governing Body will fill the casual vacancies in the Governing Body.
- 11.s) To purchase assets for the society, and Register the assets if necessary in the name of the society. These assets will be under the control of President of the Society.
- 11.t) To raise funds through donations, by request, by public subscriptions, by appeals and by accepting contributions from State or Central Government, from individual contributions and / or offerings, by grants, presents, from philanthropic bodies, religious bodies, institutions, local bodies and industrial concerns, limited or private and to accept special offerings or gifts, both in the form of movable or immovable property for the purpose of fulfilling the aims and objectives of the Society.
- 11.u) To constitute and open Branches / sister concerns of the Society and to control over them and to receive fixed and variable assets as donation for the society and to look after them to make them safe.
- 11.v) To collect funds through grants, donations from Govt. / Non – Govt. / Charitable Agencies such as Samaj Kalyan Vibhag, U.P, Central & State Welfare Board, CAPART, AWARD, NABARD, SIDBI, UNICEF, BFID, DFID, DANIDA, DAWKRA, SIFSA, NAURAD, SUDA, DUDA, Khadi Gramodyog, Khadi Commissions,

Department of Education, Ministry of HRD, National & International Finance Agencies etc. for the fulfilment of objectives.

FILLING OF CASUAL VACANCIES:

Any casual vacancy amongst the Officer bearers & Executive Member of the Governing Body arising from death, resignation or otherwise shall be filled by the resolution passed by the majority of vote by the Governing Body and such appointment or the appointment shall be confirmed by the Governing Body in its coming Governing Body Meeting. The term of office of such Members shall be for the remaining period of the Member creating the vacancy.

ELECTION:

The Governing Body in its Annual Meeting will elect its President and all the office bearers and also the Executive Member of the Governing Body, after 2 years, by secret ballot papers or by show of hands as the election officer may decide. The Election Officer will be appointed by the Governing Body Meeting called for this purpose. The Powers of the Election Officer shall be framed in the same meeting to complete the election proceeding. The decisions of the Election Officer in conducting of the election shall be final until unless decided otherwise by the General Body with 3/4th majority of body.

The election proceedings after every election shall be supplied to the Registrar of Societies as per provisions laid down under the Societies Registration Act, 1860 as applicable.

BRANCHES OR THE SUB-COMMITTEES:

The Governing Body, in its meeting shall form the branches or the Sub-Committees all over India to attain the Aims of the Society. The Governing Body, from time to time shall make the Rules and General Directions for these Branches and Sub-Committees.

POWERS AND DUTIES OF OFFICE BEARERS & EXECUTIVE MEMBER:

PRESIDENT

The President shall be subject to the control and supervision of the Governing Body, shall have the power to give General Direction and Management of the affairs relating to the Welfare Society and shall preside over all the meeting of Governing Body and the General Body.

- 18a) In the course of any proceeding or meeting of the Governing Body or the General Body the decision of the President shall be considered as final in case of dispute as to the meaning or interpretation or any Rule.
- 18b) At the time of vote, on any subject (except election), if the votes of the groups of members happens to be equal in number, the President has the power to cast an extra vote to decide the issue.
- 18c) The President shall have the power to allow inclusion of any subject matter in the agenda for the discussion in the course of proceeding/ meeting.
- 18d) In case it is necessary to decide any point urgently and there is no time to call the Governing Body Meeting, President have the powers to decide the issue/matter, but he/she shall bring the matter to the notice of the Governing Body, as early as it is possible.
- 18e) In the event of any office bearers/seat falling vacant, the powers and functions of that office bearer executive member would vest in the President.
- 18f) He/She will sign on behalf of the society and shall conduct its correspondences.
- 18g) President will be liaison officer of the Society. He / She will coordinate with the Govt., NGOs & other Private Society / institutions.
- 18h) To execute the decision taken by the Society.

- 18i) Where Rules are silent, President can make Rules and taken decision in the interest of society.
- 18j) To permit for the membership.
- 18k) To prepare annual report of the previous year about the activities and progress, accounts and expenditure as well as Annual Budget and place it before Society.
- 18l) To sanction bills, vouchers, debit – notes, credit – notes, cheques and other documents as tenders, quotations, expenses, purchase etc., of the society by his / her signature.
- 18m) To exercise drawing and disbursing powers.
- 18n) To sanction salary, wages, tours, travelling etc.
- 18o) To engage, terminate, dismiss, suspend or penalize any employee / honorary worker with the consent of the Members of the Governing Body.
- 18p) He / she shall be responsible for the collection of funds for the society.
- 18q) He / she shall look after all financial matters of the Society.
- 18r) He / She shall be responsible for the maintenance and safe custody of all papers, documents and seals etc. pertaining to the Society.
- 18s) To look after the assets of the society.
- 18t) To survey officer and branches of the Society.
- 18u) To receive financial and non – financial assistance from the Government, Non – Government, Organization, International Agencies, banks and any other legal entity / individuals / institutions.

- 18v) To collect offerings, gifts or donations of all kinds, whether from Government, Central or Semi-Government, all institutions, local bodies or industrial concerns, limited or private, locally within the Union of India or from abroad, which will form part of the funds available to the Society whether the bodies are located in the Union of India or abroad.
- 18w) To erect, construct, alter, maintain, sell, lease, mortgage, transfer, improve, develop, manage and control all or any part of the buildings of the above Society, necessary or convenient for the purpose of the attainment of the aims and objects of the Society.
- 18x) President shall authorize anyone from the Governing Body to preside over the meetings in his/her absence.
- 18y) He shall ensure the safety of cash & deposits in the Nationalized or Schedule Banks/as decided by the Governing Body.
- 18z) He/She shall keep up-to date accounts of all the Expenditure and Income.

VICE-PRESIDENT

There shall be one Vice-President to assist the President of the Welfare Society. The President may delegate all or any his powers to the Vice-President in the event of his long absence.

GENERAL SECRETARY

The Secretary shall be responsible to the Governing Body for all day-to-day activities relating to the proper management, maintenance and upkeep of the Society and:

- (i) Will convene meetings of the Governing Body and General Body whenever necessary or called upon to do so.
- (ii) Will prepare the Register of Members as well as the proceedings register to record the minutes of the proceedings of the Governing Body meetings

and the General Body meetings and/or urgent meetings of the General Body and have them duly signed by the Members who attend the meetings.

- (iii) Look after the administration and other affairs and attend to all correspondence.
- (iv) Summon and attend the meetings of the General Body and the Governing Body.
- (v) Give effect to the directions and decisions taken at such meetings.
- (vi) Collect all dues to the Society and ensure through the Treasurer, where appointed, that proper accounts are maintained of all financial transactions relating to the Society.
- (vii) Manage, and control the staff, and take disciplinary action where necessary.
- (viii) Institute, prosecute and defend suits and other proceedings in which the Society may be involved.
- (ix) Prepare the annual report, and financial statement of accounts under the guidance of the Governing Body.
- (x) Generally, perform all such duties as are incidental to the office of Secretary.

If the General Body may appoint two Joint Secretaries to carry on the functions of General Secretary. The two Joint Secretaries may allocate and distribute work amongst themselves which shall be duly informed to the Governing Body.

TREASURER

- i) All the assets and funds of the Welfare Society shall remain under the care and under the management of Treasurer of the above Society.
- ii) He/She shall make disbursement in accordance with the directions of the Governing Body / President of the Welfare Society.
- iii) He/She shall maintain the accounts of all money which is received or / and paid by his/her on behalf of Welfare Society.
- iv) The Treasurer will ordinarily hold a cash balance not exceeding of Rs...../- (of the amount which may be fixed by the Governing Body of the society from time to time to meet the emergent needs relating to the Welfare Society.
- v) All cash in excess of the above amount shall be deposited in any Nationalized Bank/Bank, selected by the Governing Body Meeting.

EXECUTIVE MEMBER

The member of the Governing Body shall be as Executive Member or the Governing Body Member of the Welfare Society and he/she will attend every Governing Body Meeting as well as the Meeting of General Body regularly.

He/She is bound to inform the Welfare Society in writing if he/she is not able to attend any particular meeting or the meetings of the Governing Body.

He/She will be terminated (under the clause No.-5-g of these Rules) if he/she has not attended three consecutive meeting of the Governing Body without any written information to the Welfare Society.

That no income or funds of the society, which enures any benefit, shall be distributed to any members or office bearers or to their relatives as defined in section 13(3) of the Income Tax Act, however they shall be entitled for reimbursement of reasonable cost, duly approved by the governing body, which they may have incurred during the course of any services rendered to the society.

ADVISORY BOARD

The Governing Body is authorized to appoint/ nominate, any time, Advisory Board to solve any matter / issue.

ANNUAL LIST OF GOVERNING BODY

Once in every year a list of the office bearers and Executive Members (of the Governing Body/Managing Committee) shall be filed in the office of the “REGISTRAR OF SOCIETIES” DELHI, as it is required/ necessary under Section 4 of the SOCIETIES REGISTRATION ACT OF “1860” as applicable in the National Capital Territory of Delhi.

AMENDMENT

Any amendment in Memorandum, Rules & Regulations of the Welfare Society will be carried out in accordance with Section 12 & 120A of the “SOCIETIES REGISTRATION ACT OF “1860”, as applicable.

APPLICATION OF THE ACT

All the provisions under the “SOCIETIES REGISTRATION ACT OF “1860”, , shall be applicable .

APPLICATION OF INCOME TAX ACT

All clauses herein are intended to secure exemption from Income Tax on the income of contributions and donations to the Society and any clause or portion of this Deed of the Society which is inconsistent with or repugnant to the sections of the Income Tax Act, 1961 as amended, substituted or modified from time to time, shall be deemed to be deleted or modified with effect from the date on which the sections to which the clause or part of a clause is repugnant or inconsistent comes into force.