

MEMORANDUM OF ASSOCIATION
OF
MOLECULAR PATHOLOGY ASSOCIATION OF INDIA (MPAI)

1) **NAME OF THE SOCIETY** :

The Association shall be called **MOLECULAR PATHOLOGY ASSOCIATION OF INDIA (MPAI)**

2) **OFFICE ADDRESS** :

The Association shall hold its office at Research & Development Division, **Super Religare Laboratories Ltd. Prime Square Building, Plot No.1 , Gaiwadi Industrial Estate. S.V. Road, Goregaon (W) Mumbai-400062.**

3) **OBJECTIVE OF THE SOCIETY:**

The main objective of the Association will be the cultivation and promotion of the study and practice of Molecular Pathology and to promote social contacts among the Molecular Pathologists of India and more particularly the objects are stated hereunder:

(a) Encouraging scientific research and experimental work on Molecular Pathology and Allied Scientific Areas.

(b) Providing facilities for training of research work in the field of Molecular Pathology and Allied Scientific Areas.

(c) Holding scientific discussions and bringing the members of the Association, periodically together at meetings.

(d) To create bridge and relationship with the International Experts in the field of Molecular Pathology for dissemination of knowledge, education and training for the Indian Molecular Pathology.

(e) Establishing and maintaining reference library & furnishing them with books, reviews, magazines etc. relating to Molecular Pathology

(f) Holding properties movable or immovable that may be necessary for the aforesaid objects and to purchase, sell, lease, develop and rent or mortgage the same for the purpose of the Association.

(g) Receiving annual subscription from members, receiving donations from members as well as non-members, hold the fund in trust for the advancement of science of Molecular Pathology.

(h) Making necessary rules and regulations related to the discipline and professional conduct of members for proper functioning of the association.

(i) Encouraging young talents to come up with novel and innovative ideas in the field of Molecular Pathology.

4. The following are the members, their addresses and designation, age, occupations and nationality who are the member of the Governing Body of above society. And they are entrusted the work and management of the society as per Rules and Regulations of the society.

No.	Name & Address	Designation	Age	Nationality	Occupation
1.	Dr. B. R. Das	President		Indian	President – Research & Innovation Mentor – Molecular Pathology & Clinical Research Services
2.	Dr. Pravin D. Potdar	1 st Vice President		Indian	Head Molecular Medicine & Biology
3	Dr. P. K. Patra	2 nd Vice President		Indian	Professor and Head Dept. of Biochemistry
4.	Dr. Usha P. Dave	Secretary		Indian	Medical Geneticist & Neuroscientist Principal Scientist - Research & Technology
5.	Dr. Sanjay Patil	Jt. Secretary		Indian	Consult. Ob & Gyn Specialist- IVF & Assisted Reproduction
6.	Dr. Vandhana Bansal	Treasurer		Indian	Assistant Professor- Dept of Obst. & Gynecology
7.	Dr. V. Babu Rao	Jt. Treasurer		Indian	Scientist-D National Institute of Immunohematology
8.	Dr. Shilpa Kulkarni	Member		Indian	Associate Professor- Dept of Pediatrics & Ped. Neurosciences

5. We the following signatories the members of the above society jointly and severally declare that we wish to form a society and register the same under the Societies Registration Act, 1960, and for that objective we met today i.e. on and formed the above society for registration.

No.	Name & Address	Signature
1.	Dr. B. R. Das Super Religare Laboratories Prime Square Building, Plot No. 1, Gaiwadi Industrial Estate, S. V. Road, Goregaon - West, Mumbai - 400062 Tel. # 022 - 67801208	
2.	Dr. Pravin D. Potdar Head- Molecular Medicine & Biology, Jaslok Hospital & Research Centre, 15, Dr. J. Deshmukh Marg, Mumbai- 400026 Tel-	
3.	Dr. P. K. Patra Professor and Head Dept. of Biochemistry Pt. J.N.M. Medical College Mobile - 9198931-00505 Tel: 91-771-2272611	
4.	Dr. Usha P. Dave Super Religare Laboratories Prime Square Building, Plot No. 1, Gaiwadi Industrial Estate, S. V. Road, Goregaon - West, Mumbai - 400062 (Maharashtra) Tel. # 022 - 67801311	
5.	Dr. Sanjay Patil Dr. Patil's IVF & Fertility Clinic, 25/97, Yeshwant Nagar, Bungalow Co-	

	op. Housing Society, Unnat Nagar Road No.1, Mumbai – 400 062.	
6.	Dr. Vandhana Bansal Assistant Professor- Dept of Obst. & Gynecology N. Wadia Maternity Hospital Parel, Mumbai- 400 012.	
7.	Dr. V. Babu Rao National Institute of Immunohematology 13th Floor, New Multistorey Bldg. KEM Hospital Campus Parel, Mumbai- 400 012	
8	Dr. Shilpa Kulkarni Associate Professor- Dept of Pediatrics & Ped. Neurosciences B. J. Wadia Children's Hospital Parel, Mumbai-400 012	

Mumbai :

Dated : 30th June, 2011

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

(PRESIDENT)

(SECRETARY)

(TREASURER)

RULES AND REGULATIONS OF
“MOLECULAR PATHOLOGY ASSOCIATION OF INDIA
(MPAI)”

1. DEFINITION:

The word “Society” wherever mentioned means “Molecular Pathology Association of India (MPAI)”.

2. The Society shall at present hold its registered office at Super Religare Laboratories Ltd. Prime Square Building, Plot No.1 , Gaiwadi Industrial Estate. S.V. Road, Goregaon (W) Mumbai-400062.

3. FINANCIAL YEAR:

The Financial year of the Society shall be 1st April to 31st March of every year.

4. MEMBERSHIP:

I TYPES OF MEMBERS:

There shall be six categories of membership, viz.,

a. Life member:

Open to all those who are engaged in the field of Molecular Pathology and allied science areas

b. Ordinary Member:

Open to all those who are engaged in the field of Molecular Pathology and allied science areas

c. Student Member:

Open to all post-graduate and Ph.D. students who are specializing in Molecular Pathology and allied areas

d. Honorary Member:

Those elected by the Association for their contributions in the field of Molecular Pathology and allied science areas

e. Session Member:

Non-members of the Association wishing to present papers at the annual meeting or any other meeting arranged exclusively or in conjunction with other organizations

f. Corporate Member:

Such of the Industries in the corporate sector (public or private) and Institutions whose aims and objectives would be in consonance with those of the Association and whose association, in the opinion of the Executive Committee can materially assist in furthering the work as well as objectives of the Association may be admitted as Corporate Members on payment of such fees as the General body may decide from time to time. Such applications will be accepted by the executive committee at its meeting or by circulation among the members.

II Enrollment:

Application of Membership shall be made on the form provided by the Association and submitted to the President or Secretary for enrollment. For Corporate Members the application will be approved by the Executive Committee of the Association at its meeting or by circulation amongst the Executive Committee members.

III Subscription:

The subscription for the membership of the Association shall be:

A. For Resident Indians:

Life Member Rs. 5000/- to be paid in one installment or not more than 2 installments during one financial year ending March 31

Ordinary Member Rs. 1500/- for each financial year ending March 31

Student Member Rs. 500/- for each financial year ending March 31

Student Life Member- Rs.1500/ to be paid in one installment or not more than 2 installments during one financial year ending March 31

Corporate Member Rs. 50,000/- payable in not more than three installments within one financial year ending March 31

Session Member Rs. 3000/- for the particular scientific meeting organized by the Association

ADMISSION FEES:

All fresh members, other than Session Members shall pay a sum of Rs. 250/- as Admission Fee in addition to the Membership subscription. Those, whose membership was discontinued due to non-payment of subscription for two consecutive years, shall also pay the Admission Fee when seeking fresh membership.

B. For non-resident Indians and others:

Life Member US\$ 300/- payable in one financial year

Ordinary Member US\$ 100/- every financial year

Admission Fee for New Members, US\$ 30/-

IV . CEASING TO BE A MEMBER:

A person shall ipso-facto to cease to be a member and shall be removed as such by the Managing Committee.

- a) On his/her death.
- b) On his/her resignation of Membership.
- c) On his/her convicted of criminal offence.
- d) If he/she fails to pay his subscription for more than six months.
- e) If he/she breaks the Rules and Regulations of the Society.

5. MANAGEMENT:

The Management and administration of the said Society shall be carried out on and managed by the Managing Committee which may pay all legal expenses incurred in promoting and registration of the said society, are

mentioned herein these Rules and Regulations and specifically required to be exercised by the Committee in General Body Meeting.

6. MANAGING COMMITTEE :

(A) The managing committee shall be constituted from amongst the members of the Association and shall consist of minimum 11 members and maximum of 21 members elected in the General Body meeting by secret ballot from amongst the Members of the association. The election of the association shall be as per the norms and bye-laws as stated in the Schedule which is annexed hereto at Annexure-“A”.

(B) The managing committee members shall hold the office for the period of three years.

(C) The managing committee is empowered to appoint Three Co-opt members.

(D) Office Bearers:

The Managing Committee so constituted as aforesaid shall elect from amongst themselves the Office-bearers as mentioned:

President	-	1
1 st Vice President	-	1
2 nd Vice President	-	1
Secretary	-	1
Jt. Secretary	-	1
Treasurer	-	1
Jt. Treasurer	-	1

Member - 1

Rest of the members shall be committee members.

Any retiring member of the Managing Committee shall be eligible for re-election. The Managing Committee however, may fill up the casual vacancies. Any person appointed by the Managing Committee shall hold office for the remaining period only.

7. POWER OF THE MANAGING COMMITTEE:

The Managing Committee shall work and have full powers and authority to do all acts, matter, things and deeds which may be necessary or expedient for the purpose of and in particular to the following :-

- A. To look after, manage, supervise and control the management of the said society and its properties.
- B. To admit or reject new member and accept resignation of the members.
- C. To have an audited statement of accounts prepared every year for submission to the Registrar of Societies and any other authority as may be required as the Law for the time being in force, if any.
- D. To accept donation in cash or in kind on such condition and without condition.
- E. To make an appeal to the people for general donation as per the decision of the General Body.
- F. To appoint such committee with such powers as the Managing Committee may think fit and proper, for

such purpose. And / or to dismiss the same when the purpose is full-filled.

G. Generally, to do all such other acts, things as are incidental or conducive to the attainment of the above powers and duties or anyone or more of them and the aims and objects specified in the Memorandum of Association.

9. MEETING OF THE MANAGING COMMITTEE:

- i) Members of the Managing Committee shall meet ordinarily once in three months or more if necessary to conduct the affairs of the said society.
- ii) Minimum seven days notice of the meeting in writing/by hand delivery/by e-mail should be given to the members of the Managing Committee.

10. REQUISITION MEETING OF THE MANAGING COMMITTEE:

The requisition meeting of the Managing Committee may be convened upon a requisition made in writing by the President and / or any 1/3rd members of the Managing Committee Members. Such requisition shall specify the subject of the meeting proposed to be called and must be signed by all the requisitionists and shall be delivered at the office of the Society. On receipt of the requisition the Managing Committee shall forthwith proceed to convene the meeting. If the Managing Committee fails to do so, then the President and/or the requisitionists themselves may convene such meeting within 10 days from the delivery of such requisition.

Quorum for the requisition meeting shall be 1/3rd members present in the meeting of the Managing Committee.

11. **QUORUM FOR THE MANAGING COMMITTEE:**

1/3rd members present in the meeting shall form a quorum of the Managing Committee. If meeting is adjourned for want of quorum shall be held an hour later at the same place and members present shall form the quorum. But, no event any business that is specified in the Notice be transacted in such meeting.

12. **MINUTES TO BE KEPT:**

Managing Committee shall have to maintain minute book which shall appear A clear report of the proceeding of such meeting, A copy of each notice convening the meeting of Managing Committee and General Body and of each circular in which the decision has been arrived at by the Managing Committee. Minutes shall be read over the next meeting of the Managing Committee and when confirmed shall be signed by the President of such meeting.

13. **OFFICE BEARERS AND THEIR DUTIES:**

A) PRESIDENT: The President of the Society shall preside over the meeting and regulate all the meeting of the Managing Committee. The President shall in addition to his rights of voting as a member has a casting vote in case tie.

- B) VICE PRESIDENT:** The Vice President shall assist the President in his work and shall perform his duties in his absence.
- C) SECRETARY:** Secretary will be Executive Officer of the Association and shall be responsible for
- (a) all day-to-day activities of the Association
 - (b) maintaining minutes of all the meetings of the Executive Committee and the General Body
 - (c) convening the Executive Committee and General Body meetings
 - (d) maintaining all records of the Association
 - (e) submitting an Annual statement of activities of the Association to the Annual General body
- D) JT. SECRETARY:** The Jt. Secretary shall assist the Secretary in his work and shall perform his duties in his absence.
- E) TREASURER:** The Treasurer shall ordinarily receive all payments made to the Society and pass the necessary receipts and shall account books. Treasurer will be responsible for
- (a) the finance of the Association
 - (b) receiving all subscriptions, fees, donations and other money due to the Association

(c) issuing receipts for all moneys received on behalf of the Association

(d) submitting statement of account at the end of each year for auditing by a person appointed by the Executive Committee

F) JT.TREASURER: The Jt. Treasurer shall assist the Treasurer in his work and shall perform his duties in his absence.

G) COMMITTEE MEMBER: He/She shall attend all the Committee Meeting and shall actively participate in deliberation as agenda. He shall assist, advice, suggest, guide and co-operate with other members of the Committee for proper discharge of their duties jointly and severally. He shall be bound to offer any service to the betterment and uplift of the Association.

14. Honorary Executive Secretary:

The Molecular Pathology Association of India's headquarters will be located at Mumbai and an Honorary Executive Secretary be appointed at the headquarters for smooth functioning of the Association. The Executive Secretary will be nominated by the Executive Committee from amongst the Life members working at the headquarters of the Association for a period of five years so that the term of Executive Secretary overlaps with the term of Executive Committee for better continuity of the affairs. The Executive Secretary shall be responsible for:

- (a) safe-keeping (archiving) of Association's records
- (b) providing information and guidelines to the elected Secretary
- (c) providing assistance to the EC in maintaining accounts
- (d) to file income tax returns
- (e) safe-keeping and maintenance of accounts of Association's assets.

Investments of the Association's funds shall be jointly made by any two of the elected authorized signatories (President, Secretary, Treasurer and in absence of Secretary, the Joint Secretary) and the Executive Secretary.

The interest/dividend etc. on Association's investments will be received by the Executive Secretary at headquarters and the amount so received shall be duly transferred to the Association's bank account operated by the elected Secretary/Treasurer.

The Executive Committee will prepare a separate annual budget for the headquarters and provide that amount to the Association's bank account at the headquarters which will be operated by the Executive Secretary.

The Executive Secretary shall participate in every Annual General Body and Executive Committee meetings of the Association. If required, the Executive Secretary may be paid travel expenses by the organizers of the Annual All India Molecular Pathology Conference for attending these meetings. No other honorarium shall be payable to the Executive Secretary.

15. GENERAL BODY MEETING:

The General Body Meeting of the Society shall be held once in a year within 90 days immediately after 31st March of every year at such place, time and date as Managing Committee shall determine.

16. EXTRA ORDINARY GENERAL BODY MEETING:

An Extra Ordinary General Body Meeting may be conveying by the Managing Committee of its own motion, or upon a requisition made in writing by President and/or and 3/5th members of the Society. Such requisition shall specify the subject of the meeting proposed to be called and must be signed by all the requisitionists and shall be delivered at the office of the Society.

17. NOTICE OF THE GENERAL BODY/EXTRA GENERAL BODY MEETING:

Fifteen clear days notice specifying the place, date, time with agenda shall be given to the each and every member of the society, by hand delivery to their registered address or by Registered Post. A.D. But the accidental omission to` give or not/ receipt of such a notice by any member shall be invalid at the proceeding of any General Body Meeting.

18. BUSINESS OF THE ANNUAL GENERAL BODY MEETING :

The business of the annual General Body Meeting shall be:-

- a) To confirm the minute of the previous Annual General Body Meeting.
- b) To adopt the previous years and audited statement of documents.

- c) To elect the Managing Committee for the next terms, if the terms is over.
- d) To admit new members as per decision taken by the Managing Committee.
- e) To appoint Advocate/ Legal Advisor, Chartered Accountant and fix their remuneration's.
- f) To consider any other matter, due notice of which has been given five days prior to the General Body Meeting.

19. **QUORUM OF THE GENERAL BODY MEETING:**

The Quorum for the General Body Meeting shall be 3/5th of the members of The Society on record. Any adjourned meeting for want of quorum shall be held half an hour later at the same place and the members present shall form the quorum. But no business other than that specified in the notice shall be transacted at such meeting.

20. **SOURCE OF INCOME:**

Society shall raise their funds by way of subscription, contribution, membership fees, Grants, bank interests, donation in cash or in kind.

21. **BANK ACCOUNT:**

The Managing Committee shall open Bank Accounts/Accounts in any Scheduled Bank/Nationalized Bank in the name of the society and shall be operated by jointly at least two-office bearer out of President, Secretary and Treasurer. The persons to operate the account will be duly authorized by each Executive Committee.

22. **SUB COMMITTEE/COMMITTEE:**

The Managing committee shall have power to appoint sub committee or committee as and when necessary and which the President of the Society shall preside over these sub committee or committees. Such Sub-committee shall be appointed for conducting the various activities of the Association

23. **BOOKS OF ACCOUNTS:**

The Managing Committee shall direct the Treasurer to keep the accounts, up- to-date, and/or the help of the auditor specifically appointed for the purpose. And shall be audited by qualified Chartered Accountant regularly.

24. **EXPENSES ON THE OBJECT:**

The fund of the Society should be used for the full-fillment of the objects of the Society as specified in the Memorandum of Association.

25. **PROVISION REGARDING SALE AND PURCHASE OF IMMOVABLE PROPERTY:**

Society can sale its property in the name of the society as decided by General Body Meeting with prior permission of the Charity Commissioner.

26. **PROVISION REGARDING LOANS AND DEPOSIT:**

Managing Committee shall have power to keep Society Deposit in a Scheduled Bank or Nationalized Bank and also

it shall have power to raise interest free loans from any Individual Body or Institution for the requirement of the Society by taking permission of the Charity Commissioner.

27. MEMBERSHIP REGISTER TO BE KEPT:

A Membership up-to-date register of members who are members within the meaning of Section 15 of the Societies Registration Act, 1860 will be maintained in the form of Schedule VI to the Societies Registration (Maharashtra) Rules, 1971 vide rule 15 thereof. This Membership Register shall be produced at the time of General Body Meeting for the verification of the General Body.

28. CUSTODY OF THE DOCUMENTS:

Any important papers connected to the Society shall be kept at the registered office and / or any other suitable place as per the decision of the Society.

29. Filling of List of Members of the Executive Committee:

Office-bearers will be elected every other year and on or before the 14th day succeeding the elections of the Association, a list shall be filed with the Registrar of Joint Stock Companies of the names, addresses and occupations of the members of the Executive Committee of the Association.

30. Suits by and against the Association:

The Association may sue or may be sued in the name of the President of Association.

31. Amendments to the Constitution:

Propositions for any amendment, extension, abridgement or deletion of constitution of the Association including the purpose for which it has been established, and any decision on the amalgamation of the Association either wholly or partially with any other Association shall be announced by a circular to all members of the Association at least 3 months before holding a special meeting for the said purpose of the members. In the Special meeting two-thirds or more members present at the meeting should vote in favor of the proposal for its acceptance.

32, Dissolution of the Association:

Any member not less than two-thirds of all members of the Association, may determine by their votes in General Body Meeting that it shall be dissolved and thereupon it shall be dissolved forthwith or at the time agreed upon and all the necessary steps shall be taken for the disposal, settlement of the property of the Association, its claims and liabilities by the Executive Committee of the Association. In the event of any dispute arising among the members of the Executive Committee, the adjudgement of its affairs shall be referred or the Principal court of original Civil jurisdiction of the district in which the chief building of the Association is situated and the court shall make such order in the matter as it shall deem requisite.

33. NO MEMBER TO RECEIVE PROFIT AFTER DISSOLUTION

If upon the dissolution of the Association, there shall remain after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among members of the Association or any of them, but shall be given to some other Association, to be determined by the votes of not less than two-thirds of the members present personally or by proxy at the time of dissolution or in default thereof, by such court as aforesaid.

34. **Member Defined:**

A member of the Association shall be Honorary, Life, Ordinary, Student and Corporate Member and shall have paid the necessary subscription. No person shall be entitled to vote or be counted as Member whose subscription at the time shall have been in arrears for a period exceeding two years.

CERTIFICATE

Certified to be true copy of the Rules and Regulation of the Society viz.

(PRESIDENT)

(SECRETARY)

(TREASURER)

PLACE: MUMBAI

DATE: