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ADU & A.P.J.

अर्जवारावे मा.
नकोस जाई-आर. वें. 28/5/2015-
9/6/2015- (2)
601-
8/6/2015 8/6/2015-
रकम रुपये

संस्था बौदणी अप्रिबिजन 9480 अन्वये,
क्रमांक महा. राज्य संघर्ष 1816/2094
जी.बी.बी.एस.डी. दिनांक 25/09/2098

MEMORANDUM OF ASSOCIATION
OF
"Neonatology Forum Mumbai"

संस्था बौदणी अप्रिबिजन निबंधक
हस्तमुखई विभाग, मुंबई

1) NAME OF THE SOCIETY : "Neonatology Forum Mumbai" RW
2) OFFICE ADDRESS: c/o. Dr. Rahul Jayalishlal Verma
301-B, Niranjani, 99 Bhagwandas Road, Tod: Bal Voham
Marg, Marine Lines Railway Station, Marine
Drive, Mumbai - 400002.

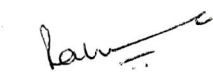
3) OBJECT OF SOCIETY:

The aims and objectives, for which this society is established, are as follows:

- i) To encourage and advance the knowledge, study and practice of the science of neonatology in all possible ways.
- ii) To provide facilities to scholars and for the study of or research in neonatology in any aspect by way of scholarships, fellowships, grants, endowments, etc.
- iii) To organize conferences, lectures, meetings, seminars, exhibitions for the promotion of its objectives.
- iv) To co-operate and affiliate with other bodies and also to engage in such other forms of activities as may be decided upon by the society from time to time for the purpose of carrying out all or any of the objectives of the society.
- v) To do all such other things as may be necessary, incidental, conducive or convenient to the attainment of the above objectives or any of them.
- vi) All income of the society shall be utilized towards the promotion of aims and objectives of the society



(PRESIDENT)



(SECRETARY)



(TREASURER)



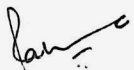
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4). The following persons, their addresses and designation, age, occupation and nationality are the members of the Governing Body of above society and are entrusted the work and management of the society as per Rules and Regulations of the Society.

No.	Names & Address	Designation	Age (yrs)	Occupation	Nationality
1.	Dr. Kishore Pratapkumar Sanghvi Flat no MA Sonkamal, 220-C Walkeshwar Road. Mumbai 400006	President	55	Doctor	Indian
2.	Dr. Manjula Himmatlal Rupani 501, Benhur, 32 Narayan Dhabolkar Road. Mumbai 400006	Vice-President	67	Doctor	Indian
3.	Dr. Rahul Jagdishlal Verma A-62/587, Gandhi Nagar, Bandra East. Mumbai 400051	Secretary	48	Doctor	Indian
4.	Dr. Sushma Malik 3/7, Colaba Mills Flat, Sorab Bharucha Road, Colaba. Mumbai.	Treasurer	56	Doctor	Indian
5.	Dr. Jayashree Arvind Mondkar 22, Vaibhav Apartments, S. K. Bole Road, Dadar West. Mumbai 400028	Executive Member	57	Doctor	Indian
6.	Dr. Ruchi Nimish Nanavati 7 A Suresh Colony, S V Road, Ville Parle West. Mumbai 400056	Executive Member	55	Doctor	Indian
7.	Dr. Swati Amol Manerkar 905 Giriraj, Neelkanth Valley, 7 th road Rajawadi, Ghatkopar East. Mumbai 400077	Executive Member	33	Doctor	Indian



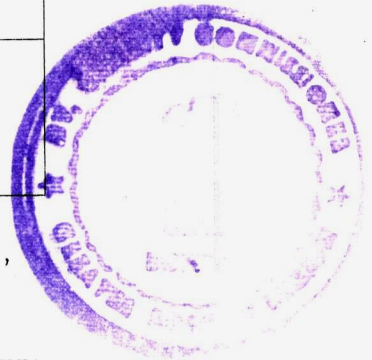
(PRESIDENT)



(SECRETARY)

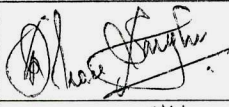
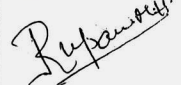

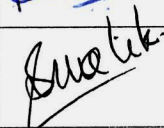
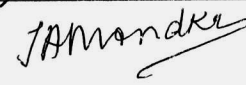
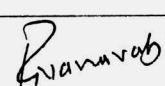
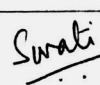


(TREASURER)



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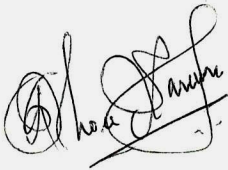
- 5). We the following signatories the members of the above Society jointly and severally declare that we wish to form a society and register the same under the Societies Registration Act, 1860, and for that object we met today i.e. on 01/6/2014 and formed the above society for registration.

No.	Names & Address	Signature
1.	Dr. Kishore Pratapkumar Sanghvi Flat no MA Sonkamal, 220-C Walkeshwar Road. Mumbai 400006	
2.	Dr. Manjula Himmatlal Rupani 501, Benhur, 32 Narayan Dhabolkar Road. Mumbai 400006	
3.	Dr. Rahul Jagdishlal Verma A-62/587, Gandhi Nagar, Bandra East. Mumbai 400051	
4.	Dr. Sushma Malik 3/7, Colaba Mills Flat, Sorab Bharucha Road, Colaba. Mumbai.	
5.	Dr. Jayashree Arvind Mondkar 22, Vaibhav Apartments, S. K. Bole Road, Dadar West. Mumbai 400028	
6.	Dr. Ruchi Nimish Nanavati 7 A Suresh Colony, S V Road, Ville Parle West. Mumbai 400056	
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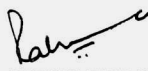
Mumbai :

Dated : 02/06/2014.

I know the above signatories and they have signed before me.
(SEO/ADVOCATE/C.A./NOTARY)



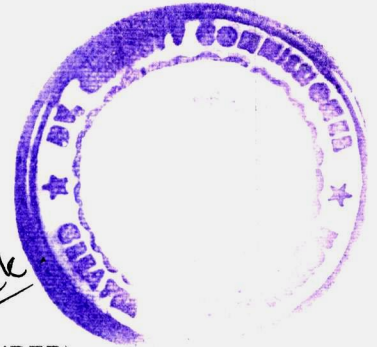
(PRESIDENT)




(SECRETARY)

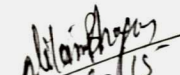


(TREASURER)



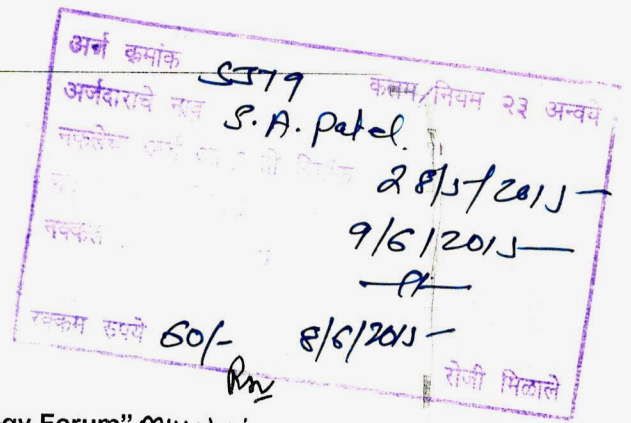

VIJAY SURESH RAORANE
(B.A., LL.B., GDC & A)
Advocate High Court
B/19, Deonar Shopping Centre,
Deonar Municipal Colony,
Govandi, Mumbai - 400 043

Certified to be a True Copy


9-6-15

(5)

RULES AND REGULATIONS OF
Neonatology Forum Mumbai *Rm*



1. **DEFINITION:**

The word "Society" wherever mentioned means "**Neonatology Forum" Mumbai**

2. **JURISDICTION:**

The jurisdiction of the Society shall be all over Mumbai.

संस्था बौदणी अधिनियम १८६० अन्वये,
कमांक महा. राज्य मुंबई १८१६/२०१४
ली.बी.बी.एस.डी. दिनांक २५/०९/२०१४

3. **FINANCIAL YEAR:**

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

4. **MEMBERSHIP:**

The Membership of the Society is open to all persons and who agree with the aims and objects of the Society. They shall have to abide by the Rules and Regulations of the said Society. Membership will be allowed after consideration and approval of Managing Committee. Managing Committee keeps the right to reject any application for membership without giving specific reason.

सहायक सल्ला निबंधक
सुप्रमुख विभाग, मुंबई

5. **ELIGIBILITY FOR MEMBERSHIP:**

For Pediatricians to become a Life member:

DCH/MD/Diplomate National Board and DM Neonatology are eligible to become life member. It is imperative that such a person exhibits commitment in neonatology with a reasonable time devoted to clinical care of newborns.

Attendance in NNF meeting, presentation of paper in NNF meeting, publication of an article related to neonatology, training in neonatology in India/Abroad would also be taken as evidence for involvement in newborn care.

For obstetricians:

Same as above after MD/Diplomate National Board/DGO.

Nurse/Health worker/Technical persons:

Experience of working for newborn exclusively/or newborn related actively for a period of at least 5 years after joining service.

6. **CEASING TO BE A MEMBER:**

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

- On his/her death.
- On his/her resignation of Membership.
- On his/her convicted of criminal offence.
- He or she will cease to be member of the Society in case the dues are not paid or if the GBM unanimously so decides on valid grounds.
- If he/she fails to pay his subscription for more than six months.
- If he/she breaks the Rules and Regulations of the Society.



7. **MANAGING COMMITTEE:**

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.

The Managing Committee shall be constituted of the following Office bearers.

President	1
Vice President	1
Secretary	1
Treasurer	1
Executive Members	9
Total	13

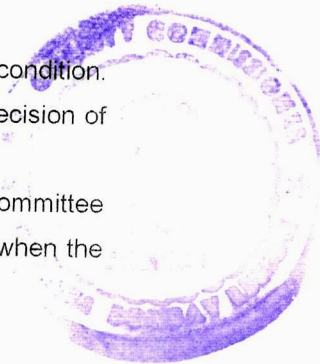
There shall be Maximum 13 and Minimum 7 Members in the Managing Committee. The Managing Committee so constituted as aforesaid shall elect from amongst themselves the Office-bearers. Any retiring member of the Managing Committee shall be eligible for re-election. The Managing Committee however, may fill up the casual vacancies. Any person appointed by the Managing Committee shall hold office for the remaining period only.

8. **POWERS 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 particulars 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.

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7

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.

H) The Governing Body shall, subject to these rules exercise all such powers and do all such acts and things as may be exercised or done by the Society.

I) *The Governing Body may appoint any committee consisting of members of the society and delegate to them such powers and duties as it may think fit.*

J) The Governing Body may frame regulations consistent with these rules for regulating the procedure of the board or its committee's elections of members of the board and the conduct of the affairs of the society.

K) The Governing body shall meet at such time and place as may be necessary for the transaction of the business of the Society as directed by the president, and ordinarily it shall meet not less than four times in a year.

L) The Secretary in consultation with the President shall convene every meeting of the governing body.

M) A fifteen day's notice shall be given for all meetings of governing body, except in case of emergency when a meeting may be called at seven days' notice at the express direction of the president.

N) The quorum of the governing body meeting will comprise of at least four members. If these are no quorum within 15 minutes of the scheduled time, the meeting shall be adjourned for half an hour and reconvened. No quorum will be necessary for the reconvened meeting.

O) One third of the members of the governing body through a written request of the secretary can requisition extraordinary meeting of the governing body. If there be no quorum for the extraordinary meeting within 15 minutes of the scheduled time, the meeting shall be adjourned.

9. **MEETING OF THE MANAGING COMMITTEE:**

Members of the Managing Committee shall meet ordinarily once in two months or more if necessary to conduct the affairs of the said society. Minimum seven days notice of the meeting in writing/by hand delivery 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 conveyed upon a requisition made in writing by President and/or any 3/5th 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, 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 3/5th members present in the meeting of the Managing Committee.

11. QUORUM FOR THE MANAGING COMMITTEE:

3/5th 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.

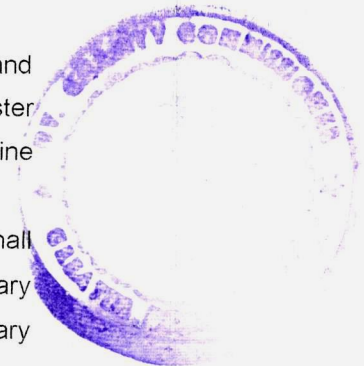
12. MINUTES TO BE KEPT:

Managing Committee shall have to maintain minute book in which shall appear:

- a. A clear report of the proceeding of such a meeting.
- b. 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.
- c. 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:** The Secretary shall accept application for membership and submit to the Managing Committee and he will maintain Membership Register up-to-date. He shall maintain minute book and attend daily routine correspondence. The Secretary shall maintain all other necessary books.
- D) **JT. SECRETARY AND TREASURER:** The Jt. Secretary cum Treasurer shall ordinarily receive all payments made to the Society and pass the necessary receipts and shall maintain account books. He/she will also help the secretary in his/her work.
- E) **MANAGING COMMITTEE MEMBERS:** He/ She shall attend all the Committee Meeting and shall actively participate in deliberation as agenda. He/ She shall assist, advice, suggests, guide and co-operate with other members of the Committee for proper discharge of their duties jointly and severally. He/ She



[Handwritten signature]

shall be bound to offer any service to the betterment and uplift of the Association.

14. 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 the Managing Committee shall determine.

15. EXTRA ORDINARY GENERAL BODY MEETING:

An Extra Ordinary General Body Meeting may be conveyed by the Managing Committee of its own motion, or upon a requisition made in writing by President and/or any 3/5th members of the Society. Such a 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.

- a) To admit new members as per decision taken by the Managing Committee.
- b) To appoint Advocate/Legal Adviser, Chartered Accountant and fix their remuneration's. To consider any other matter, due notices of which has been given five days prior to the 6

16. 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 non/receipt of such a notice by any member shall be invalid at the proceeding of any General Body Meeting.

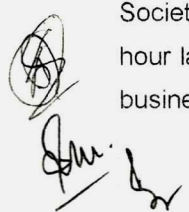
17. BUSINESS OF THE ANNUAL GENERAL BODY MEETING:

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 term is over.
- d) To admit new members as per decision taken by the Managing Committee.
- e) To appoint Advocate/Legal Adviser, Chartered Accountant and fix their remunerations.
- f) To consider any other matter, due notices of which has been given five days prior to the General Body Meeting

18. 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 transact at such meeting.



(10)

ELECTION

The society shall have a governing body consisting of the following:

- i) President
- ii) Vice President
- iii) Secretary
- iv) Joint secretary cum treasurer
- v) At least five members up to a maximum of nine members of governing body may be nominated by the president for a period of next 2 years.
- a) The Vice-President, after tenure of 2 years will automatically hold the office of president for a period of next 2 years.
- b) The Secretary and Joint secretary cum treasurer will be elected every alternate year for a period of 2 years.

The Election shall take place after every **two** years in the General Body Meeting by

Show of Hand or Secret Ballot Paper.

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 the any two out of the President, Secretary and Treasurer. President's signature shall be must.

22. **SUB COMMITTEE/COMMITTEES:**

The Managing Committee shall have power to appoint sub committee or committees as and when necessary and which the President of the Society shall preside over these sub committee or committees.

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 audit by qualified Chartered Accountant regularly.

24. **EXPENSES ON THE OBJECT:**

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

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

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



Sw.
[Signature]

(11)

PROVISION REGARDING LOANS AND DEPOSIT:

Managing Committee shall have the 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 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. PROVISION FOR AMENDMENTS IN RULES AND REGULATIONS:

This change shall be take place by 3/5th majority of General Body Meeting.

30. PROVISION FOR CHANGE IN NAME AND OBJECTS OF THE SOCIETY:

This change shall take place according to Section of 12 and 12-A of the Societies Registration Act, 1860.

31. DISSOLUTION:


The Society can be dissolved in accordance with Section 13 and 14 of the Societies Registration Act, 1860.

CERTIFICATE

Certified to be true copy of the Rules and Regulation of the Society viz.
"Neonatology Forum" Mumbai *RW*



(PRESIDENT)



(SECRETARY)



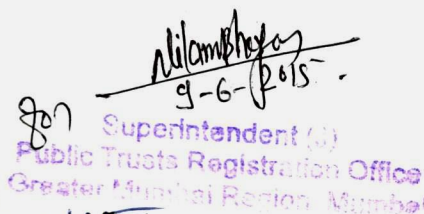
(TREASURER)

PLACE: MUMBAI.

DATED: 02/06/2014

Certified to be a True Copy




9-6-2015
Superintendent (3)
Public Trusts Registration Office
Greater Mumbai Region, Mumbai

