

# **MEMORANDUM OF ASSOCIATION OF 'MYOIN SOCIETY'**

## **1. NAME OF THE SOCIETY**

The Name of the Society shall be 'MYOIN SOCIETY' (Hereinafter called the Society)

## **2. REGISTERED OFFICE**

The registered office of the Society shall be Myoin Society, Department of Immunology and Rheumatology, Nizams Institute of Medical Sciences, Panjagutta, Hyderabad 500082. Its area of operation shall be on all India basis as well as internationally.

## **3. MAIN AIMS AND OBJECTS**

The Main Aims and objects for which the Society is established are as under: -

1. Promote collaboration among rheumatologists and clinical immunologists in providing for research in idiopathic inflammatory muscle disease. The research will be directed toward understanding cause, clinical behaviour and designing effective treatment of patients suffering from this rare disease to reduce disability and prevent mortality.
2. Promote collaborations among specialists among diverse discipline such as neurologists, pulmonary physicians, dermatologists, internists, paediatricians, pathologists, radiologists to develop standard and cost-effective protocol in diagnosis of early disease, investigations and treatment of patients in the country.
3. Education and support program to patients to promote awareness to harness the advances in the field.
4. To do CME for physicians, paediatricians, undergraduate and post graduate students of medicine and in the super speciality to discuss the latest advances in the field from time to time
5. To do conference annually to share knowledge among physicians, paediatricians

ALL THE INCOMES, EARNINGS, MOVABLE OR IMMOVABLE PROPERTIES OF THE SOCIETY SHALL BE SOLELY UTILIZED AND APPLIED TOWARDS THE PROMOTION OF ITS AIMS AND OBJECTS ONLY AS SET-FORTH IN THE MEMORANDUM OF ASSOCIATION AND NO PROFIT THEREOF SHALL BE PAID OR TRANSFERRED DIRECTLY OR INDIRECTLY BY WAY OF DIVIDENDS, BONUS, PROFITS OR IN ANY MANNER WHATSOEVER TO THE PRESENT OR PAST MEMBERS OF THE SOCIETY OR TO ANY PERSON CLAIMING THROUGH ANYONE OR MORE OF THE PRESENT OR PAST MEMBERS. NO MEMBER OF THE SOCIETY SHALL HAVE ANY PERSONAL CLAIM ON ANY MOVABLE OR IMMOVABLE PROPERTIES OF THE SOCIETY OR MAKE ANY PROFITS WHATSOEVER BY VIRTUE OF MEMBERSHIP.

#### 4. GOVERNING BODY

The names, address, occupations and designation of the present members of the GOVERNING BODY to whom the management of the Society is entrusted as required under section 2 of the Societies Registration Act, 1860, as applicable to the Name of the State, are as follows: -

Ser No.	Name of the office Bearer	Designation	Occupation	Residential Address
1	Dr Liza Rajasekhar D/o Bhisam Kumar Suri	President	Professor & HOD Department of Clinical Immunology & Rheumatology, Nizam's Institute of Medical Sciences, Hyderabad	3A, Casa Indira, Dwarakapuri Colony, Panjagutta, Irrum Manzil, Hyderabad – 500 082
2	Dr Sanjiv Nagin Amin S/o Nagin Chhota Bhai Amin	Vice President	Consultant, Rheumatologist, Mumbai	703, Wallace Apartments, 2B, Nauship Bharucha Marg, Grant Road (West), Mumbai, Maharashtra 400 007
3	Dr Vineeta Shobha W/o Lorange Peter	General Secretary	Professor, Department of Clinical Immunology & Rheumatology, St Johns Medical College and Hospital, Bengaluru	79/80, Sunny Brookes, Sarjapur Road, Near Wipro, Doddakannelli, Bangalore (South) – 560 035, Karnataka.
4	Dr Able Lawrence S/o Thoppil Lazar Stanly	Treasurer	Professor, Department of Clinical Immunology & Rheumatology, SGPGI, Lucknow	Thoppil House, Kochi, Mattancherry S.O, Ernakulam, Kerala – 682 002.
5	Dr Ramnath Misra S/o Gadadhar Misra	Executive Member	Consultant Rheumatologist, KIMS, Bhubaneswar. Ex Dean and Prof SGPGI	Type V A - 6, SGPGI Campus, Lucknow, Uttar Pradesh – 226014
6	Dr Megha Shantveer Uppin W/o Shantveer Gurulingappa Uppin	Executive Member	Addl Prof, Department of Pathology, Nizam's Institute of Medical Sciences, Hyderabad	6-3-907/1, Flat No. 402, SS Nivas, Kapadia Lane, Somajiguda, Hyderabad – 500082

7	Dr Raghunandan Nadig S/o H K Sridhar Murthy	Executive Member	Professor, Department of Neurology, St Johns Medical College and Hospital, Bengaluru	H No 109, Block I, 1 <sup>st</sup> Floor, Om Sri Residency, Uttarahalli Main Road, Bangalore (South), Subramanyapuri, Bangalore, Karnataka - 56011
8	Dr Vaddaboina Emmanuel Manoranjan S/o Vaddaboina Raja Sundaram	Executive Member	Patient's Representative	8-2-293/82/L/48/A/301, MLA Colony, Road No. 12, Banjara Hills, Hyderabad - 500034

## 5. DESIROUS PERSONS

We the undersigned are desirous of forming a Society namely "MYOIN SOCIETY", Department of Immunology and Rheumatology, Nizams Institute of Medical Sciences, Panjagutta, Hyderabad 500082 under the Societies Registration Act, 1860, as applicable to the state of Telangana, in pursuance of this Memorandum of Association of the Society.

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1	Dr Liza Rajasekhar D/o Bhisham Kumar Suri	President	Professor & HOD Department of Clinical Immunology & Rheumatology, Nizam's Institute of Medical Sciences, Hyderabad	3A, Casa Indira, Dwarakapuri Colony, Panjagutta, Irrum Manzil, Hyderabad – 500 082
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## **RULES & REGULATIONS OF 'MYOIN SOCIETY'**

### **1. NAME OF THE SOCIETY**

The name of the Society shall be "MYOIN SOCIETY."

DEFINITIONS: – In these Rules & Regulations' unless there is anything repugnant in the subject or context.

- a. The Society means "Myoin Society" - Registered under Societies Registration Act, 1860".
- b. The Governing Body means the Governing body to whom the management of the Society is entrusted as required under section 2 of the Societies Registration Act, 1860.
- c. The General Body means - The General Body of the Myoin Society comprising of the Governing Body and all Registered Members.
- d. The Executive Member means: – A Member of the Governing Body of Myoin Society.
- e. The Member means: – A Member of the general body of Myoin Society as per Par 2 (ii) below.

## **2. MEMBERSHIP**

The membership of the Society is open to any person who consents to abide by the MOA and R&R of the Society and is subject to approval of the Governing Body of the Society. There shall be **Four** types of membership as mentioned hereunder:

### **(i) Founder Life Members**

The signatories to the Memorandum of Association as desirous persons and who are also the Members of First Governing Body shall be called Founder Life Members of the Society and jointly, they will be called Board of Founder/Life Members.

### **(ii) Members**

All individuals who consent to abide by the MOA and R&R of the Society, and are specialised doctors with an MBBS Degree and a postgraduate medical degree, such as MD (Doctor of Medicine) or DM (Doctorate in Medicine) and the alike, engaged in the investigation, treatment and management of patients affected by various forms of myositis. may apply to the Secretary on prescribed form to become a member of the Society and the Society may enrol such a person on payment of membership fee, as a member of the Society. The request so received shall be placed by the Secretary in consultation with the President before the Governing Body and the Governing Body may approve or disapprove the name.

### **(iii) Associate Members:**

All individuals who consent to abide by the MOA and R&R of the Society and are Graduates engaged in the care, investigation, treatment and management of patients affected by various forms of myositis. (Including but not limited to Physiotherapy, Preventive Medicine, Laboratory Sciences, Bio-Informatics, Statistics, Accupunture, Yoga and the like) may apply to the Secretary on prescribed form to become an associate member of the Society and the Society may enrol such a person on payment of admission fee, as an Associate member of the Society. The request so received shall be placed by the Secretary in consultation with the President before the Governing Body and the Governing Body may approve or disapprove the name.

### **(iv) Honorary Members**

The Governing Body may enrol any person or an institution as an Honorary Member for a period of one year. This period may be extended in case of a specific person as deemed fit by the Governing Body. The Honorary members shall not have voting rights.

### **Patrons**

A patron is a distinguished and illustrious person, who agrees to lend his name to the Society as a way of supporting it. The Governing Body may invite and accept any person as a Patron for a period of two years. This period may be extended in case of a specific person as deemed fit by the Governing Body. They shall not have any membership rights within the Society.

## **3. MEMBERSHIP FEE & SUBSCRIPTION**

The Life Membership fee shall be as under;

### **a) Members**

Life Membership Fee (at the time of admission):      Rs. 10,000/-

b) Associate Members:

Life Membership Fee (at the time of admission): Rs. 5,000/-

The membership fee can be changed by the Governing Body of the Society. The Governing can add subscription fee in future, if found necessary. The Governing Body may also waive off the Membership Fee and Subscription in certain cases.

GST as applicable may be Charged.

#### **4. REFUSAL FOR MEMBERSHIP**

The Governing Body may refuse any person for membership and the reason for refusal shall be communicated to the concerned person/ applicant.

#### **5. WITHDRAWAL OF MEMBERSHIP**

Any member may withdraw from the membership on express desire to do so through a communication addressed to the General Secretary/Secretary. However, the Membership fees once paid shall not be refundable.

#### **6. TERMINATION/ CESSATION OF MEMBERSHIP**

The Governing Body of the Society shall have the powers to terminate a member(s) from the membership of the above Society on various grounds, including but not limited to, non-payment of fees, working against society's aims, involvement in anti-social activities, etc.

NOTE: The reason for termination /cessation from membership shall be communicated to concerned member in writing through any means.

#### **7. APPEAL AND RE-ADMISSION**

Every terminated member shall have a right to appeal before Governing Body for re-admission and decision of Governing Body shall be final.

#### **8. RIGHTS AND PRIVILEGES OF MEMBERS**

Every Member shall have the following rights and privileges in the SOCIETY:

- a. Have one vote at every meeting. Associate and Honorary Members will not have a Vote.
- b. To vote in the election of the Governing Body and to hold office in the Governing Body if elected for any.
- c. To take part in Seminars, Meetings, Lectures, Discussion, Conferences, Functions, Tours and other lawful gatherings of the SOCIETY if desired as such by the Governing Body.
- d. Have right to collect the Identity Card after deposing the required fee (fixed by the Governing Body).

#### **9. DUTIES OF MEMBERS**

All and every member of the Society shall:

- a. Administer the oath of office and loyalties to the Society.

- b. Elect the Governing Body of Myoin Society.
- c. Attend the General Body meetings regularly.
- d. Give necessary information to the Society pertaining to any matter which is necessary to be known by the Society.
- e. Not indulge in activities which are prejudicial to the Aims and Objects and / or the Rules and Regulations of the Society.

## **10. COMMUNICATION**

The primary means of communication between the members and the society shall be by registered email address of the society (myoinsociety@gmail.com) and the registered email ID of the Members. Any email sent by the Society from their registered email ID will be deemed to be conveyed to the Member.

## **11. GENERAL BODY**

### a) Constitution of General Body

All the members of the Society to include the Founding Members, Governing Body and Members as per Para 2 (ii) above shall constitute the 'GENERAL BODY' of the Society.

### b) Meetings

(i) The meetings of the General Body shall be held at least once in a year.

(ii) The emergency meeting of the General Body may be held at any time as desired by the Governing.

### c) Venue of Meetings

The time, date and place of meeting shall be decided by the Governing Body and shall be notified to all members on roll of the Society with not less than 15 days clear notice and emergency meeting may be summoned with a 3-day notice.

### d) Quorum

The quorum of the General Body meetings shall be 2/3rd of the members on roll of the Society. In absence of requisite quorum in any meeting, meeting shall be adjourned for number of days as decided by present members in meeting and no quorum shall be required in meeting reconvened after adjournment. The members may not be physically present and may be permitted to attend the meeting via online means.

### e) Business to be Transacted

The following business may be transacted in General Body meetings as put forth by Governing Body:

- (i) To elect President, Secretary, Treasurer and executive members of Governing Body.
- (ii) To approve annual programmes and policies of Society.
- (iii) To pass annual budget of SOCIETY.
- (iv) To discuss and decide all other matters, things and issues which are directly and/or indirectly relates to affairs of Society.

## **12. GOVERNING BODY**

The management and administration of the affairs of the Society or control and supervision of the activities taken up by the Society together with all its property of any nature or sort shall rest in the hands of the Governing Body.

### **a) Strength**

The strength of the Governing Body (including office bearers and executive members) shall not be less than 7 (seven) and not more than 21 (twenty-one).

### **b) Composition**

The composition of the Governing body shall be as under:

(i) PRESIDENT (ii) SECRETARY (iii) TREASURER (iv) MEMBERS (EXECUTIVE)

### **c) Term**

The term of every Governing Body shall be Three Years. However, the first general body comprising of the founder members shall continue in office for a period of 10 years (Up to 17 Nov 2031) to enable the society to establish itself and comply with all the statutory and other formalities.

### **d) Notice**

Minimum 7 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.

### **e) Quorum**

Quorum of every Governing Body meeting shall be 2/3rd of the total strength of the Governing Body (including Office bearers and executive members). In the absence of the requisite quorum in any meeting, the meeting shall be adjourned for a number of days as decided by the present members in the meeting and no quorum shall be required in the meeting reconvened after adjournment. However, the meeting cannot be adjourned beyond 7 days. The members may not be physically present and may be permitted to attend the meeting via online means.

### **f) Meetings**

Governing Body meeting shall be held once in 3 months (or as and when the Governing Body of the Society may decide from time to time).

### **g) Emergency Meetings**

The Emergency meeting of the Governing Body may be called by 24-hour notice but quorum for the same shall be 2/3rd of the total strength of the Governing Body of the Society.

### **h) Venue of Meetings**

The time, date and place of the meeting shall be decided by the General Secretary/Secretary in consultation with the President and shall be notified to all members of the Governing Body with a clear notice of seven days.

### **i) Filling up of Vacancies**



In case of any vacancy, the President in Consultation with the General Secretary/Secretary may fill-up the vacancy(s) by nomination out of the members of the Society for the remaining period of the term of the Governing Body.

#### **j) Functions & Powers of Governing Body**

(i) The Governing Body shall be responsible for management and administration of affairs of society. The Governing Body is authorized to appoint any member to look after any particular matter / function / institute or property of society. (ii) All decisions shall be taken by majority votes of office bearers and executive members. (iii) Any person / persons, member / members, executive member / members or office bearer / office bearers (authorized by Governing Body in writing) shall execute all agreements and contracts and sign bonds as well as receipts or legal documents on behalf of society. (iv) The Governing Body shall have all powers, mentioned in Memorandum of Association and these Rules & Regulations. (v) The Governing Body shall also have the following powers: a. To prepare plans and programmes for upliftment aims and objects of society. b. To receive, have, keep in custody and to expend funds / movable or immovable properties and to manage same. c. To appoint, control & terminate such staff as required for effective & efficient management affairs of society. Governing Body shall appoint Election Officer to complete election process. d. To arrange finance, if required from Bank(s), Institutions (or / and) Individual on reasonable terms & conditions and Governing Body shall also plan and implement its return. e. To publish literature & to propagate system to approach public, pertaining to upliftment/attainment Aims & Objects Society. f. To accept donations, charities, loans, grants, properties etc. from members, public, other Associations, Agencies and from Govt. or / and Semi Govt. Departments. To nominate the managing committee of any efforts of the society or to nominate any committee or sub-committee of any one or more members of the society in the interest of obtaining the aims and objects of the Society.

### **13. POWERS & DUTIES OF OFFICE BEARERS**

#### **a) President**

(i) Every meeting of the Society, Governing Body, General Body shall be headed by the President or any person authorized by the President from time to time. (ii) In case of equality of votes in any meeting, the President has the power to cast an extra vote to decide the matter. (iii) In case of any matters requiring an urgent decision and sufficient time is not available to call for a Governing Body meeting, the President shall have the powers to decide the issue/ matter. However, the President shall bring the matter to the notice of Governing Body at the earliest. (iv) All the documents on behalf of the Society shall be signed by at least two members of the Governing Body including President except the documents specifically mentioned in the Memorandum of Association.

#### **b) Secretary**

(i) Shall be responsible for the overall functioning of the Society as per procedure and norms laid down in the Memorandum of Association as well as in the Rules and Regulations of the Society. (ii) Shall maintain all records of the Society and also supervise the accounts maintained by the Treasurer. (iii) Shall submit annual report on audit of accounts of the Society in the General Body meeting of the Society. (iv) To prepare agenda of meetings and circulate same among members with approval of President. (v) To call meetings of Society with approval of President and circulate same timely among members of Society. (vi) To do all acts, deeds and things within Memorandum of Association as well as Rules and Regulations of Society to promote activities of Society at all levels and to achieve Aims and Objects of Society.

#### **c) Treasurer**

(i) Shall keep accounts receipts and expenditure SOCIETY in proper books accounts. (ii) All receipts shall be deposited in bank account. (iii) All payments shall be made after passing expenditure by authorized person as mentioned in Memorandum Association or Rules & Regulations Society.

#### **d) Executive Member**

(i) Executive members are an important part Governing Body. (ii) Executive members are supposed to attend all Governing Body meetings and also General Body meetings of the society.

### **14. SOURCE OF INCOME**

The source income Society shall be as under:

- (i) Admission Fee and subscription fee from members of the Society. (ii) Donations, gifts or voluntary contributions in cash or kind from members of the society, any other person or entity or earnings from movable & immovable properties, if any. (iii) Fund collected by society through any event organized by society.

### **15. SCOPE OF FUNDING FOR RESEARCH**

- (i) PI should be Indian.
- (ii) The research protocol should be approved by an independent research committee comprising minimum one and maximum two members of the Society with three members from outside the Society, one of whom should be an international authority in the field.
- (iii) The research committee corporation should be decided by the Governing Body. It should be for a minimum of three years.
- (iv) The research funding should work along the lines of DBT grants with heads of recurring and nonrecurring including provision for manpower, training specific for conduct of research.

**The funds of Society shall be utilized only for attainment aims and objects Society.**

### **16. OPERATION OF BANK ACCOUNTS**

The Bank accounts Society shall be operated in any scheduled bank by President and any Executive Member/Treasurer/Secretary Society under joint signatures.

### **17. FINANCIAL YEAR**

The financial year Society shall start from 1st Day April to 31st Day March next year.

### **18. MINUTES OF MEETINGS**

The minutes of meeting all Bodies shall be recorded by the Secretary.

### **19. AUDIT OF ACCOUNTS**

The accounts of the SOCIETY shall be audited by a qualified auditor appointed by the Governing Body after the end of each financial year.

## **20. ELECTION**

(i) After completion of the initial term of 10 years by the first Governing Body the election of all the Office Bearers and four Executive Members shall be held and repeated after every three years in the General Body meetings and mode of the election shall be through secret ballot. (ii) The election of the Office bearers and four Executive Members of the Governing Body shall be conducted by the Election Officer duly appointed by the Governing Body with approval of 1/3rd of the members on the roll of the society. The decision of the Election Officer in conducting of the election shall be final until unless decided otherwise by the General Body with 3/4th majority. 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 to Name of the State.

## **21. ANNUAL LIST OF GOVERNING BODY (SECTION 4)**

Once in a year a list of office bearers and Executive members of the Governing Body of SOCIETY shall be filed with the office of the Registrar of Societies, Hyderabad (South) as is required under section 4 of the Societies Registration Act, 1860.

## **22. LEGAL PROCEEDINGS (SECTION 6)**

The SOCIETY may sue or be sued in the name of the President or Secretary as per provisions laid down under Section 6 of the Societies Registration Act, 1860, as applicable to Name of the State.

## **23. AMENDMENTS (SECTION 12 & 12 A)**

Any amendment in the Memorandum of Association and Rules & Regulations shall be carried out as per provisions and procedures laid down under section 12 and 12 A of the Societies Registration Act, 1860, as applicable to the state of Telangana. However, as the society is in its early years, the Governing Body can make amendments to the Memorandum of Association and Rules & Regulations by a unanimous vote passed by the Governing Body. This concession shall cease to exist on completion of five years from the registration date of the society.

## **24. DISSOLUTION AND ADJUSTMENT OF AFFAIRS (SECTION 13 & 14)**

If the SOCIETY needs to be dissolved it shall be dissolved as per provisions laid down under section 13 & 14 of the societies Registration Act, 1860 as applicable to the State of Telangana.

## **25. APPLICATION OF THE ACT**

All provisions under all sections of society's registration Act, 1860 as applicable to the State of Telangana shall be applied to SOCIETY.

## **26. ESSENTIAL CERTIFICATE**

Certified that this is true copy Rules and Regulations SOCIETY.