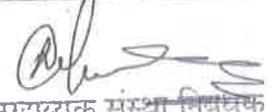




महा. / 1319 / 2022 पुणे  
दिनांक 08/8/2022 पुणे

अर्ज क्र. 6341  
अर्जदाराचे नाव : डॉ. संतोष शिंदे  
पत्रेचा अर्ज आला तो दिनांक 5-09-21  
तयार दि. :-  
पत्रे द्यावे तो दि. 07-09-2022

## SCHEDULE B

  
सहाय्यक संस्था निदेशक  
पुणे विभाग, पुणे

### MEMORANDUM OF ASSOCIATION OF "MEDICO LEGAL SOCIETY OF INDIA"

NAME OF THE SOCIETY: MEDICO LEGAL SOCIETY OF  
INDIA.

OFFICE ADDRESS: At 1416 Sadashiv Peth, Pune 411030,  
Maharashtra, India  
AREA OF WORKING: Area of working of society is the whole  
territory of India.

#### OBJECTS OF SOCIETY:

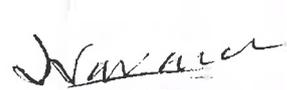
The aims and objects of the Society, for which the same is  
established, are as under:-

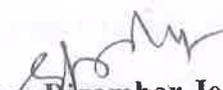
#### A. OBJECTIVES:

Main objectives of the association will be related to

- (i) The object of the Society shall be the promotion of Medico-Legal knowledge in all its aspects. This object shall be attained by holding meetings at which papers shall be read and discussed, and by such other means as the Executive Committee shall approve.
- (ii) Medico-legal Issues like: (Civil, Criminal or Consumer), Insurance matters, proceedings, applications etc.
- (iii) Mediation cell, settlement of medico-legal disputes arising out of medical profession
- (iv) To train medical and legal professionals in :-

  
Dr. Sanjay Gupte  
(President)

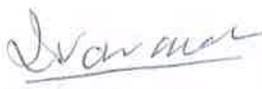
  
Dr. Jayant Navarange,  
(Treasurer)

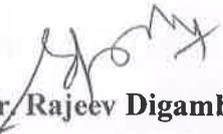
  
Dr. Rajeev Digambar Joshi,  
(Founder/Proposer)

- (a) Training of Medico-legal issues.
- (b) Training of Ethical and moral aspects
- v) To increase awareness in Indian society regarding problems, issues faced by healthcare professionals.
- vi) To watch and advise on legislation affecting all medical specialties and super specialties and allied subjects.
- vii) To establish contacts with other societies or associations or groups of doctors of all specialties and exchange medico-legal information and collaborate with them in progress of common interest
- viii) To receive donations and subscriptions and to hold the funds in trust for any particular purpose for the advancement of medico-legal, social or charitable purpose
- ix) To hold scientific meetings, conferences, discussions, Continuous Professional Development (CPD) Programmes, CMEs, workshops and disseminate and further the knowledge of medicolegal art and science
- x) To initiate any other programme which may be decided from time to time by the society for advancement of medico-legal field and for public at large
- xi) To organize various seminars on medico-legal topics for the medical fraternity of all pathies, specialties and paramedical professionals as well as for the benefit of the general public.
- xii) To donate reasonable funds for the purpose of education, culture and activities.
- xiii) To donate a reasonable amount for the needy persons in society, who are victims of natural calamity such as flood, earthquake epidemic, pandemic or any other mass casualties.



  
**Dr. Sanjay Gupte**  
(President)

  
**Dr. Jayant Navarange,**  
(Treasurer)

  
**Dr. Rajeev Digambar Joshi,**  
(Founder/Proposer )

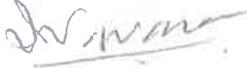


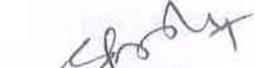
- xiv) To hold scientific meetings, conferences, discussions, and disseminate and further the **medico-legal art and science**
- xv) To establish and maintain websites relating to medico-legal issues.
- xvi) To make every medical and law graduate to be a member of this association in addition to practitioners of all pathies.
- xvii) To assist doctors, hospitals and its members in various legal issues such as civil, criminal, consumer and other likewise cases which may occur during the service in private or public hospitals, labs, wards, etc. and also assist in filing FIR, Civil and Criminal Proceeding against such acts like mental and physical violence, threats and vandalism in hospitals, Laboratory and research centers and other places wherein hospital services are provided.

#### **B. Income Source for Society:-**

- 1) To receive financial assistance (in the shape of loan or otherwise) from Government, Non-Government organizations, banks or any other legal entity or individual on reasonable terms and conditions.
- 2) To borrow or receive money (with interest or without interest) and upon such terms and conditions as are approved by the Government body of the society.
- 3) To accept donations, grants, presents and other offerings (in the shape of movable or immovable

  
**Dr. Sanjay Gupte**  
(President)

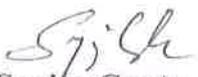
  
**Dr. Jayant Navarange,**  
(Treasurer)

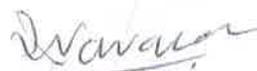
  
**Dr. Rajeev Digambar Joshi,**  
(Founder/Proposer)

properties) and the same shall be utilized for the promotion of aims and objects of the Society.

- 4) To raise funds and resources for the attainment of any of the aims and objects of the society by all lawful means including investment of the funds, donation, fund – raising campaigns, cultural programs, sale of literature, property development, rent from the building etc.
- 5) To do or perform any other act which may be incidental or complete to the attainment of any of the objects of the above society.
- 6) All the income, earning, movable & immovable properties of the society shall be solely utilized and applied towards the promotion of its aims and objects as set for in the memorandum of association. No profit thereof shall be paid or transferred directly by way of dividends, bonus, profits or in any manner whatsoever to the present or future members of the society or any person, through any one or more of the present or the future members.

No member of the society shall have any personal claim on any movable or immovable properties of the society or make any profit whatsoever by virtue of this membership.

  
Dr. Sanjay Gupte  
(President)

  
Dr. Jayant Navarange,  
(Treasurer)

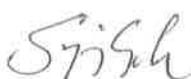
  
Dr. Rajeev Digambar Joshi,  
(Founder/Proposer )





The following shall be the first governing body/ Board of Trustees of 'Medico-legal Society of India.' which has been empowered to carry on the administration and affairs of the said Society as per the rules and regulations of the Society

Sr. No.	Full name of the Member and address	Nationality	Occupation	Age	Designation	Email address
1.	Dr. Sanjay Anant Gupte, Vyankatesh Apts, 894 Bhandarkar Road, Deccan Gymkhana, Pune 411004	Indian	Medical Profession	71	President	<a href="mailto:guptehospital@gmail.com">guptehospital@gmail.com</a>
2	Dr. Mukesh Yadav Flat No 903, D2, MI Rustle Court, Gomtinagar Extension, Gomtinagar, Lucknow, UP 226010	Indian	Medical Profession	57	President Elect	<a href="mailto:drmukesh65@yahoo.co.in">drmukesh65@yahoo.co.in</a>
3	Dr. Surendra Kumar Saxena, E 100/39 Shivaji Nagar, Bhopal, MP 462016	Indian	Medical Profession	72	Vice President	<a href="mailto:drsks1950@gmail.com">drsks1950@gmail.com</a>
4	Dr. Jayanta Das FD-421, Salt Lake, Sector 3, Bidhannagar(M) North 24 Parganas West Bengal 700106	Indian	Medical Profession	48	Secretary	<a href="mailto:docjayantadas@dkf.org.in">docjayantadas@dkf.org.in</a>
5	Dr. Jayant Ramchandra Navarange, Near CGHS, 76/83/3 Shri Mukund Society, Mukund Nagar, Pune City, Market Yard, Pune 411037	Indian	Medical Profession	71	Treasurer	<a href="mailto:jayantnavarange@gmail.com">jayantnavarange@gmail.com</a>

  
Dr. Sanjay Gupte  
(President)

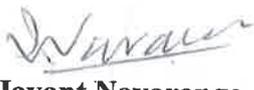
  
Dr. Jayant Navarange,  
(Treasurer)

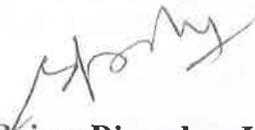
  
Dr. Rajeev Digambar Joshi,  
(Founder/Proposer)

6	Dr. Ashish Ramesh Khatod, Behind hotel Mayur, Santaji Nagar, Shelu Phata, Malegaon Dist Washim 444503 MAH India	Indian	Medical Profession	39	Joint Secretary	<a href="mailto:hospitalkhatod@gmail.com">hospitalkhatod@gmail.com</a>
7	Dr. Sangeeta Hemant Pikale, Uma Mahesh building, MMC Cross Road No 2, Mahim Mumbai 400016	Indian	Medical Profession	56	Joint Treasurer	<a href="mailto:drshpikale@gmail.com">drshpikale@gmail.com</a>
8	Dr Nitin Arun Dhande, 23 Sanchit, Ranchod Nagar, Panchaukhi Hanuman Wyamshala Jalgaon 425001	Indian	Medical Profession	46	Executive Trustee	<a href="mailto:doctornitindhande@gmail.com">doctornitindhande@gmail.com</a>
9	Dr. Rajeev Digambar Joshi, 1416, Sadashiv Peth, Pune 411030 Mah India	Indian	Medical Profession	61	Founder Proposer/ Immediate Past	<a href="mailto:rajeevdjoshi@gmail.com">rajeevdjoshi@gmail.com</a>

Following signatories the members of the above Association jointly and severally declare that we wish to form an Association and register the same under the Societies Registration Act, 1860, and for that object we met today i.e. on 01 / 06 / 2021 and formed the above Association for registration

  
Dr. Sanjay Gupte  
(President)

  
Dr. Jayant Navarange,  
(Treasurer)

  
Dr. Rajeev Digambar Joshi,  
(Founder/Proposer)



Sr. No.	Full name of the Member and address	Nationality	Occupation	Age	Designation	Signature
1.	Dr. Sanjay Anant Gupte, Vyankatesh Apts, 894 Bhandarkar Road, Deccan Gymkhana, Pune 411004	Indian	Medical Profession	71	President	
2	Dr. Mukesh Yadav Flat No 903, D2, MI Rustle Court, Gomti Nagar Extension, Gomtinagar, Lucknow, UP 226010	Indian	Medical Profession	57	President Elect	
3	Dr. Surendra Kumar Saxena, E 100/39 Shivaji Nagar, Bhopal, MP 462016	Indian	Medical Profession	72	Vice President	
4	Dr. Jayanta Das FD-421, Salt Lake, Sector 3, Bidhannagar(M) North 24 Parganas West Bengal 700106	Indian	Medical Profession	48	Secretary	
5	Dr. Jayant Ramchandra Navarange, Near CGHS, 76/83/3 Shri Mukund Society, Mukund Nagar, Pune City, Market Yard, Pune 411037	Indian	Medical Profession	71	Treasurer	
6	Dr. Ashish Ramesh Khatod, R/at:- Behind hotel Mayur, Santaji Nagar, Shelu Phata, Malegaon Dist Washim 444503 MAH India	Indian	Medical Profession	39	Joint Secretary	
7	Dr. Sangeeta Hemant Pikale, Uma Mahesh building,	Indian	Medical Profession	56	Joint Treasurer	

Dr. Sanjay Gupte  
(President)

Dr. Jayant Navarange,  
(Treasurer)

Dr. Rajeev Digambar Joshi,  
(Founder/Proposer)



	MMC Cross Road No 2, Mahim Mumbai 400016					
8	Dr Nitin Arun Dhande, 23 Sanchit, Ranchod Nagar, Panchaukhi Hanuman Wyamshala Jalgaon 425001	Indian	Medical Profession	46	Executive Trustee	
9	Dr. Rajeev Digambar Joshi, 1416, Sadashiv Peth, Pune 411030 Mah India	Indian	Medical Profession	61	Founder Proposer/ Immediate Past	
**founder / proposer will be in the board of trustees, in the place of immediate past president; till such time a new president is appointed so that president becomes immediate past president (Tenure of 3 years)						

I know the above signatories and they have signed before me.

Advocate

Mr. Parmeshwar T. Khobare  
Adv. Parmeshwar T. Khobare  
BSL, LLM  
MAH/5063/2008  
Shivaji Nagar, Pune, M:9096359526

Place : PUNE.

Date : 16/07/2022

Founder / proposer  
Dr. Rajeev Digambar Joshi

Dr. Sanjay Gupte  
(President)

Dr. Jayant Navarange,  
(Treasurer)

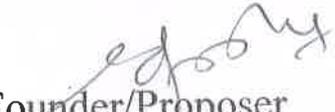
Dr. Rajeev Digambar Joshi,  
(Founder/Proposer )



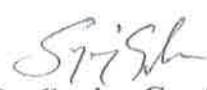
CERTIFICATE

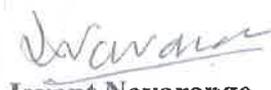
This is to certify that, to the best of my knowledge, no society in the name of 'Medicolegal **Society of India.** ' or having similar name thereto is in existence and registered under the Society Registration Act 1860

Place: PUNE.

  
Founder/Proposer

Date: 16/07/2022

  
Dr. Sanjay Gupte  
(President)

  
Dr. Jayant Navarange,  
(Treasurer)

  
Dr. Rajeev Digambar Joshi,  
(Founder/Proposer)



महा. / 1319 / 2022 पुणे  
दिनांक 25/8/2022 पुणे

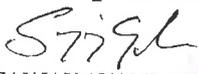
## SCHEDULE C

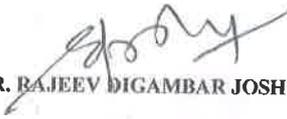
# RULES AND REGULATIONS OF THE सहायक संस्था निबंधक "MEDICO-LEGAL SOCIETY OF INDIA". पुणे विभाग, पुणे

### 1) DEFINITIONS/REFERENCE WORD:

In the Constitution, following expressions shall have the following meaning.

- a. **Society:** means an establishment registered under the Society Registration Act, 1860. Herein "The Medico-Legal Society of India."
- b. **Meeting:** A seating of members of the society with prior notice for discussion or taking decision on subject matters mentioned therein on the agenda of notice.
- c. **Medico-Legal :** Includes all streams of medicine and legal field comes together for interchanging their knowledge and expertise for the benefit of the society and public at large pertaining to legal aspects of medical profession or day to day practice.
- d. **Constitution:** means the memorandum of the association and the Rules and regulations of the society.
- e. Words imparting masculine gender and singular number shall respectively include feminine gender and plural number and vice versa.
- f. **Member :** a person who has been enrolled as the member of the society under respective categories by fulfilling respective eligibility criteria mentioned in the constitution of the society. (e.g. individual doctors , lawyers, medical students or an Associations of doctors, and includes legal person also)

  
DR. SANJAY ANANT GUPTÉ  
(PRESIDENT)

  
DR. RAJEEV DIGAMBAR JOSHI  
(FOUNDER PROPOSER)

  
DR. JAYANTRAMCHANDRA  
NAVRANGE  
(TREASURER)



- g. Seminar/Webinar** : means and includes a meeting called on a place or online platform fixed by the society for discussions or short intensive course of study or sharing or exchange of the knowledge of medical or legal profession, law and government rules and regulations pertaining to medical stream by abiding all rules and regulations, procedure and law framed by Government, or Apex Authority of medical stream.
- h. Conference**: means a series of meetings for scientific discussions or consultations on the regulation of an area of activity or the exchange of information.
- i. Year**: means financial year of the Society commencing from 1st April of a year and ending on 31st March of succeeding year both days inclusive.
- j. Office bearers** : means the members of the executive committee
- k. Office**: Office of the Society shall be the registered address of the association or the address of the honorary secretary, if any change in address of the society which shall convey to the office of charity commissioner/ Registrar of society from time to time.
- l. Executive trustee** means trustee of the Society who has been entrusted with day to day functioning of the trust under which the association is formed.

## 2. MEMBERSHIP AND ITS ENROLLMENT:

### A. Membership :

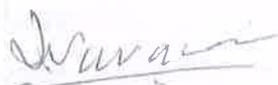
The membership of the association shall be open to any person, association or legal person fulfilling the criteria of membership as laid down in clause 3 of the rules and regulations of the

  
DR. SANJAY ANANT GUPTÉ

(PRESIDENT)

  
DR. RAJEEV DIGAMBAR JOSHI

(FOUNDER PROPOSER)

  
DR. JAYANTRAMCHANDRA  
NAVRANGE

(TREASURER)



Society and shall not discriminate on the ground of any class, caste, community or creed of people.

## **B. Categories of Members:**

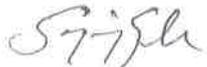
There shall be three categories of the members as follows:

1. Student
2. Individual : a person of Medical Profession after fulfilling eligibility criteria as laid down by Government or Concern Authority of medical profession
3. Institutional :
  - (a) A Corporate Hospital having more than 100 post-graduate medical practitioners or consultants working in the hospital.
  - (b) An association of doctors
    - (i) National or State level
    - (ii) District level
    - (iii) Local association
4. Honorary Members
5. Affiliated members

## **C. Membership :**

### **1). Individual Member:**

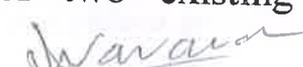
- a. A person who has completed education in the Medical or Paramedical field, and qualified as professional or registered under the provisions of applicable National or State Law by competent authority (Such as Medical Council or Paramedical Council).
- b. An Application for membership shall be preferred in prescribed format and the same shall be submitted in the office of the Society or to the Honorary Secretary of Society along with recommendation of two existing

  
DR. SANJAY ANANT GUPTÉ

(PRESIDENT)

  
DR. RAJEEV DIGAMBAR JOSHI

(FOUNDER PROPOSER)

  
DR. JAYANTRAMCHANDRA  
NAVRANGE

(TREASURER)

members of the society. The application will be screened by the Executive Committee. The executive is the only authority to admit new members or reject the membership of any new membership.

- c. After completion of this procedure newly admitted member shall pay requisite membership fee for the respective category in which he has been enrolled with the due permission of the Executive Committee, subject to final approval or confirmation of Annual General Body Meeting.

## 2). Institutional Member :

Institutional membership shall be open to

- (i) An institutional hospitals which have a minimum of 100 consultants working capacity in the hospital OR
- (ii) Any other professional association of doctors and paramedical professionals which has been registered with respective bodies under provisions of applicable law to respective association and having a minimum number of
  - a. 1000 members at national or state level, or
  - b. 500 members at District level or
  - c. 200 members at local level

Subject to full payment of requisite fees of membership as

in the chart in section 3 i.e. Rs. 100/-, Rs. 200/-



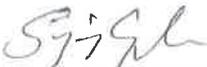


field from this association or any course/training program conducted and recognized by this association or any other association/reputed institute.

Affiliated members have no right to vote or claim voting rights with respect to any resolution of the society however the society will give preference to affiliated members for representation of any case / claim / application on behalf of the association in court / tribunal / commission as and when required.

#### 4). **Honorary Member:**

1. Any person who is deeply interested in objects of the society and also to endeavor its promotion and to give contribution for growth of the society and dissemination of knowledge of the Medico-legal field.
2. The Executive Committee shall decide to give a membership to a person who is interested to be Honorary member and ready to pay the necessary fee as prescribed by the Executive committee.
3. Honorary Membership may be conferred upon outstanding individuals who have taken deep interest and have promoted and contributed the growth and dissemination of the knowledge of the medicolegal field. Such Honorary members will not have any right as of ordinary Member, such as right to attend the Annual General Meeting or a right to vote or to contest the Election of Executive Committee etc. They shall be members of the governing council and can also be a member of any working Committee except the Executive Committee, Journal editor or Webmaster.

  
DR. SANJAY ANANT GUPTÉ  
(PRESIDENT)

  
DR. RAJEEV DIGAMBAR JOSHI  
(FOUNDER PROPOSER)

  
DR. JAYANTRAMCHANDRA  
NAVRANGE  
(TREASURER)

4. The Tenure for Honorary Membership shall be for period of 5 years only which may be extended or renewed with approval of the General Body Meeting

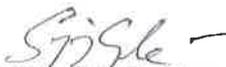
**5). Student Member:**

1. Any person who is pursuing any training for graduation from the recognized field of medicine such as Allopathic, Dental, AYUSH from the recognized universities or
2. Who are taking training in paramedical courses such as nursing or physiotherapy etc.
3. The membership only be given on the approval of the Executive Committee and same if confirmed in General Body meeting.
4. NO member of this category has the right to Vote or Contest or participate in election. However they are eligible for other benefits of membership.
5. Student members can attend General Body Meetings however will have no Voting right, nor can propose any Resolution till confirmation of his membership by General Body.



**D. Conditions for Qualifying for Membership:-**

- a. The Society consists of members whose names are included in the register of membership of the Society at formation of the society and rules and regulations came into force and subsequent members who, being eligible, shall be admitted in such manner and on such conditions as may be prescribed in the constitution of the society.
- b. There shall be a register of membership in which the names of all members of the association shall be enrolled with their details of qualifications, addresses, photographs, aadhar

  
DR. SANJAY ANANT GUPTÉ

(PRESIDENT)

  
DR. RAJEEV DIGAMBAR JOSHI

(FOUNDER PROPOSER)

  
DR. JAYANTRAM CHANDRA  
NAVRANGE

(TREASURER)



numbers, PAN numbers in such a manner as laid down by the Executive committee.

- c. Any person possessing medical qualification recognized by the National Medical Commission or State Medical Council is eligible for the membership of the association. The qualification may be from all medical pathies including AYUSH, all specialties, super specialties and paramedical branches of medical services.
- d. Any person possessing qualification in law recognized by the bar council of India is eligible for the affiliate membership of the association, provided that he has completed a training program in medico-legal field conducted by the society or training program which is recognized by the society but conducted by any other reputed institute.
- e. Any association of doctors registered with charity commissioner or institutional hospital registered with the local health department will be eligible for Institutional membership on terms and conditions mentioned below.
- f. Each member shall pay Rs. 2500/- as admission fee in addition to membership fees as given in the following table for various types of members i.e. persons and legal persons

No	Type of member	Member-ship Fees	Renewal	Comments
1	Student	0	NO	Shall pay admission fee in the beginning AND membership fees after completion of education i.e. at the end of 3 years.
2	<b>Individual Medical Professional</b> after	: Rs. 10000	2500 after 5	Will be represented by elected members of the

DR. SANJAY ANANT GUPTA

(PRESIDENT)

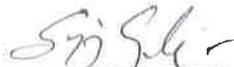
DR. RAJEEV DIGAMBAR JOSHI

(FOUNDER PROPOSER)

DR. JAYANTRAM CHANDRA NAVRANGE

(TREASURER)

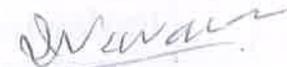
	passing or qualifying criteria for medical profession		years	executive committee
3	<b>Institutional :</b>		Annually no. of Members as under	
(a)	Corporate Hospital having post-graduate consultants working in the hospital.	Rs.1000/- per consultant	more than 100	One medico-legal expert from the hospital will get a seat on governing council
(b)	Professional association of doctors (National or State)	Rs 100/- per member	Min 1000	Renewal annually per member. One medico-legal expert from the association will get a seat on governing council
(c)	District level	Rs 200/-	Min 500	
(d)	Local association	Rs. 500/-	Min 200	
5	<b>Honorary Members</b>	0	After 5 years	They will be invited based on their expertise and contribution to the medico-legal field
6	<b>Affiliate member</b>	Rs. 10000	2500 after 5 years	Certificate courses on Law and Medicine mandatory for membership for law graduates. Cannot contest / vote in elections

  
DR. SANJAY ANANT GUPTÉ

(PRESIDENT)

  
DR. RAJEEV DIGAMBAR JOSHI

(FOUNDER PROPOSER)

  
DR. JAYANTRAMCHANDRA  
NAVRANGE

(TREASURER)

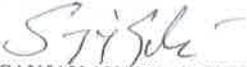


- g. The prescribed fee for above categories will be modified or revised in the meeting of the General Body of the society from time to time depending upon the cost of living index, inflation and expenses incurred in previous year and proposed to be spend in next year (e.g 5% [per annum])
- h. Membership shall be conferred after prior application to and approval by executive committee and subsequent ratification by the Annual General Meeting.

### **E. Rights of the Members:**

- a. The member shall be entitled to all the privileges of the membership of the association.
- b. A member shall have the right to attend all the meetings and conferences and discussions conducted by the association (on payment of concessional fees as compared to fees prescribed if any for Non- members).
- c. A member shall have the right to attend the Annual General Meeting or such other general meetings of the association. Further has the right to discuss the function of the association, Annual accounts, Balance Sheet, and future policy and planning of the association, provided he has paid subscription dues to the association if any.
- d. Voting rights: Only individual Members will have voting rights.
- e. Right to contest the election to the EC : Only individual members will have right to contest the election to the EC as per the procedure laid down in clause (11)
- f. A member shall have right to avail services provided by the association or any other commercial venture linked to the association at 50% of normal rates.

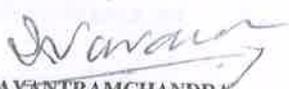
### **3. CANCELLATION/DISQUALIFICATION OF**

  
DR. SANJAY ANANT GUPTÉ

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NAVRANGE

(TREASURER)

## MEMBERSHIP:

- a. Resignation by the Member or death / termination of the member
- b. If the member is convicted of any offense of moral turpitude or any criminal offense; or is found to have committed financial misappropriation with the Society, mishandling of funds of the society or any financial matter related to the society, or is seen to be involved in misbehavior or misconduct, malpractice with members of the society his membership can be terminated temporarily by procedure of suspension or permanently by procedure of eviction from the society after giving an opportunity to be heard.
- c. A member of executive committee holding a post of office-bearer remains absent for three consecutive meetings of the Executive Committee without prior notice or intimation to the President / Secretary shall cease to be a member of the Executive committee till next general meeting. In which General Body may reinstate terminated/suspended member on the said post after submission of an apology letter or undertaking not to do such act in future to the society
- d. On account of the death of the member.

### 3. Procedure related to suspension/ termination/ disciplinary Action:

- a. The Executive Committee can terminate a member from membership of the society for any of the above mentioned reasons in clause- by majority and suspend the Member till the next General Body meeting. Membership can be terminated or suspended for a period by the General Body Meeting by its resolution with simple majority.

  
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- b. The executive committee shall send a show cause notice to member with respect to such suspension / termination of the member by email or registered or speed post or any other electronic mode to the member. Terminated member can submit can his explanation in written format prior to 15 days of the General Body Meeting and also give a chance to him to submit his explanation in writing about the charges leading to suspension or termination. Such an explanation should reach to the executive committee 24 hours before the General Body Meeting and no extension or further time be given to the member who does not make use of the opportunity to be heard.
- c. All disputes in relation to suspension or termination of a membership of the society shall be tried and decided within Pune Jurisdiction only

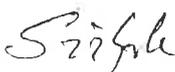
#### 4. RE-ADMISSION :

- a. Terminated Members may be reinstated, as a New member again, by making fresh applications after completing their period of termination only. This new membership will be given only after approval by GB by simple majority.
- b. While re-admitting those members, who were terminated because of going to the Court against decisions of GB and because the verdict had gone against them, they should pay the all expenses incurred by the association, while defending/fighting the case in the Court. Then only they may be considered for New membership.

#### 5. EXECUTIVE COMMITTEE:

The Executive Committee shall consist of not less than 7 members and more than 09 elected members and constituted as follows, according to the hierarchy:

##### 1. President

  
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(PRESIDENT)

  
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(FOUNDER PROPOSER)

  
DR. JAYANTRAMCHANDRA  
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2. Vice President
3. President Elect
4. Secretary
5. Treasurer
6. Joint Secretary
7. Joint Treasurer
8. Executive Trustee
9. Immediate Past President (founder/proposer)

First executive committee shall appoint the following persons as members of the working committee for assistance of the executive committee.

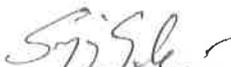
1. 6 Zonal Incharge from each zone
2. State Presidents form all states and union territories.

Journal Editor, Journal Co-Editor, Webmaster, Assistant Webmaster will be nominated from above working committee members or co-opted from ordinary members depending on their expertise.

Further on the next term members of the working committee will elect the members of the executive committee. Procedure for election will be as in the annexure A.

All Executive committee members shall work on honorary basis but will be entitled for TA and DA (traveling charges and accommodation charges) as would be agreed by the Executive Committee, from time to time, especially for attending court cases with the lawyers appointed by the association for getting redressal on various issues.

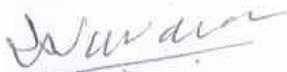
The Executive committee members shall work for three years, but general body meetings will be conducted annually in which elections for members of the working committee will be conducted.

  
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### **Working committee :**

Working committee shall consist of heads of all states and union territories in addition to 6 zonal heads. Members will be elected by members of respective states and union territories. Zonal heads will be elected by representatives of states / union territories of the respective zone.

Divisional, district and taluka level representatives will be elected by the members of concerned districts / talukas by their own election procedure, monitored by the executive committee.

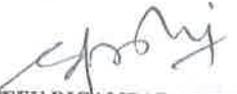
Criteria for the all above elections will be similar to the election of executive committee as described in the annexure A.

## **6. POWERS AND FUNCTIONS OF EXECUTIVE COMMITTEE**

- a) The Executive Committee shall be the Executive Authority in Administration and Management of the society.
- b) The Executive Committee has power to implement rules and regulations, various policies and programs of the association, and also in the implementation of the GB and GC Resolution passed from time to time. GB will be the Apex Authority and GC will be subordinate authority to GB.
- c) To regulate and issue instructions for the proper working of the association and for maintenance and administration of the association, Office, building, library and properties of the Society.

  
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NAVRANGE

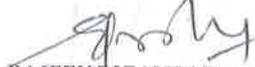
(TREASURER)

- d) To appoint committees, sub-committees as and when necessary.
- e) To appoint and remove salaried officers and servants of the association.
- f) To represent any matter to safeguard the interest of the association or the medical profession before Government or other public bodies or any properly constituted authority.
- g) To consider an application for new membership.
- h) To decide and approve day to day management, expenses, capital expenditure during the course of the activities of the association.
- i) To follow any other Powers and/or duties mentioned elsewhere in this Schedule
- j) Executive Committee has a power to overrule decision of any office bearer, in the meeting Executive Committee by Simple majority
- k) The Executive Committee can change, alter, modify, add, edit, cancel any decision taken/ resolutions passed by previous Executive Committees or in any previous Executive Committee meetings.
- l) The Executive Committee doesn't have any right to change, alter, modify, add, edit, postpone, or cancel any decision taken/ resolutions passed by the General Meeting. It can be changed only by subsequent General Meetings. The Executive Committee has to implement decisions taken by the General Body without any unwarranted delay or prejudice.

## 7. CODE OF CONDUCT FOR EXECUTIVE COMMITTEE MEMBERS

  
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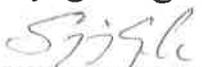




1. Every member should inform the office of the society with respect to their probable absence from any meeting prior to one day of scheduled meeting.
2. If any members remains absent for 2 consecutive meetings without any valid or genuine reason, EC will give him warning and still, if he remains absent for a three consecutive meeting disciplinary action would be taken by EC, as specified in clause 7(b)
3. EC members shall follow and implement the work assigned to them by the President or Secretary or EC. If any member defies or not to do so, he will be reprimanded, and if this continues the disciplinary action will be taken by EC against him, by 2/3 majority, like suspension from EC, for 6 months or even disqualifying for any post for next 6 years, which should be confirmed in the next General Body Meeting by simple majority

#### **8. EXECUTIVE COMMITTEE MEETINGS (EC MEETINGS)**

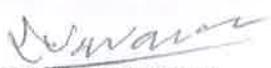
1. The Executive Committee shall ordinarily meet quarterly (Minimum Total 4 meetings in a year) and also before the General Body Meeting and if required, after the General Body Meeting.
2. The Executive committee may invite a member or a non-member expert for resolution on a specific issue but the invitee shall have no voting right.
3. Extraordinary Executive Committee meeting can be called upon by the President and/or Secretary, only to address special or specific purpose by giving 3 days prior notice.
4. Executive Committee members may call an emergency meeting by giving notice to the President of the association. Such notice

  
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NAVRANGE

(TREASURER)

must be signed by at least 5(five) members of the Executive Committee or they can send a separate email to official email id of the society i.e. association @gmail.com.

5. If the President fails to call such a meeting within 10 days of receiving such notice, then the Executive Committee members themselves shall call a meeting of the Executive Committee. This meeting may be held online. In this meeting, only that agenda will be transacted for which this meeting is called for.
6. All Executive Committee Meetings, including Extra Ordinary, should have good and clear quality of Audio-Visual Recording, which should be kept at the office of the society, for record purpose. It is a property of the society and will be made available to Members, by specific resolution of the Executive Committee, after requisition raised by any member with respect to it. It will be given to any member, in digital format after paying ₹ 1000 plus hardware charges & Courier Charges in the office of the society.



## 9. POWERS AND FUNCTIONS OF THE OFFICE BEARERS OF THE EXECUTIVE COMMITTEE:

### A) President:

- 1) The president shall be the Chairman of all the Executive Committee and General Body meetings of the association.
- 2) To conduct Meetings or appoint any one of the Office Bearers to conduct the meetings.
- 3) To guide and control the activities of the society.
- 4) To declare his theme for the year, this will be implemented by all EC Members
- 5) The President has the right of casting(Veto Power) his vote in case of equal votes in passing any resolution or decision.

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Thereafter such decision or resolution can become final or confirmed.

- 6) The President has the right to suggest names of Nominated Members to the Executive Committee. However, these members shall be appointed by a 2/3rd majority of the EC Members present for the meeting.

**B) Honorary Secretary:**

- 1) Honorary Secretary shall be in-charge of the office and Record.
- 2) To conduct all correspondence.
- 3) To supervise over all accounts; pass all bills for payments as directed by Executive Committee and to sign cheques along with signing authorities / President.
- 4) To arrange meetings, lectures and discussions.
- 5) To maintain a correct and up-to-date all Registers of the society and register of Membership and maintain nomination of all Members of the Society.
- 6) To prepare Annual Report to be presented to Annual General Meeting after approval from Executive Committee. He shall also keep up to date records of Minutes and Attendance of the meeting and other mandatory compliance as laid down by government or concerned authority from time to time.
- 7) To present the names of applicants as new members first in the EC meeting and after its approval shall present the list in GBM for ratification
- 8) To make all statutory compliances with the Hon'ble Charity Commissioner from time to time.

**C) Honorary Treasurer:**

  
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(TREASURER)

- 1) To receive all money of the Society and shall deposit it in a Nationalized Bank Account and same be approved by the Executive Committee for deposit/credit of the society.
- 2) To receive or collect subscription fees from all the members of the society.
- 3) To keep and maintain day today transactions and up-to-date the accounts of the association.
- 4) To get all the accounts audited by the Auditor appointed by the Executive Committee.



To present the Annual Statement of the Accounts and Balance Sheet showing the financial position of the association and put it before the Annual General Meeting of the association 6) Audited accounts of the previous financial year should be circulated to all the members before the General Board meeting along with the agenda of the meeting.

#### **D) Vice President**

- 1) To help the President in all his work.
- 2) The Vice President will be in-charge, will coordinate and be responsible for executing activities of the association.
- 3) To look after all events in coordination with the President.
- 4) To all duties and responsibilities of president on all occasions in the absence of president or when the President hasn't assigned his responsibility to anyone else
- 5) If the President ceases to hold the office during his term due to whatever reason, to work as the President for the remaining term.

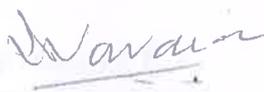
#### **E) President-Elect**

  
DR. SANJAY ANANT GUPTÉ

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(FOUNDER PROPOSER)

  
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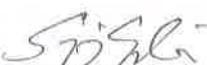


- 1) President Elect will hold office for one term as a member of the Executive Committee and become President in the next term if election is not held for the post of President.
- 2) He will be in-charge, will coordinate and be responsible for executing all academic and non-academic events.
- 3) He will help to execute, implement all issues required to get the Trophy.
- 4) He will be in-charge, will coordinate and be responsible for executing celebrations of the association.
- 5) He will supervise work and follow up Guardian Ministers.
- 6) He will look after implementation of Academic initiatives of Hon President

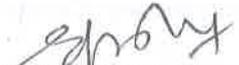
#### **F) Joint Secretary**

- 1) Joint Secretary shall have the basic function to assist the secretary in the secretarial work of the association
- 2) Joint Secretary shall act at the instance of the Secretary and the President of the association.
- 3) The joint Secretary will be responsible for all activities, meetings and coordination. He should supervise whether all constitutional provisions are followed by all State Presidents, Divisional commissioners, District incharge and Taluka member secretaries..
- 4) Joint secretary shall conduct the works of supervisory and administrative or executive nature, which shall not be left at his discretion and detailed directions as to procedure to conduct the activity shall be detailed to him.

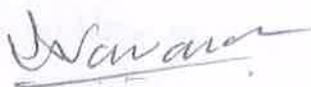
#### **G) Joint Treasurer**

  
DR. SANJAY ANANT GUPTÉ

(PRESIDENT)

  
DR. RAJEEV DIGAMBAR JOSHI

(FOUNDER PROPOSER)

  
DR. JAYANTRAMCHANDRA  
NAVRANGE

(TREASURER)

- 1) Joint Treasurer shall have the basic function to assist the Treasurer in the secretarial work of the association
- 2) Joint Treasurer shall act at the instance of the Secretary and the President of the association.
- 3) The Joint Treasurer will be responsible for supervision of whether proper accounting practices are followed by all State Presidents, Divisional commissioners, District incharge and Taluka member secretaries..
- 4) Joint secretary shall conduct the works of supervisory and administrative or executive nature , which shall not be left at his discretion and detailed directions as to procedure to conduct the activity shall be detailed to him.

#### **H) Executive Trustee**

- 1) To do all day today work for the society and to supervise whether all works are being implemented properly or not.
- 2) To reply to all urgent communications with the sanction of the president.
- 3) To prepare day today work analysis and communicate the same to the Executive Committee.
- 4) To maintain confidentiality of the records, minutes, and daily communicates with him.

#### **I) Immediate Past President:**

- 1) The Immediate Past President is eminent man of prudence, as he has observed & conducted the proceeding of the association since last 3 years
- 2) To guide at the strength of his experience to the EC, therefore he shall act as advisor to the President of the association.

  
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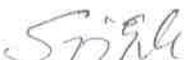




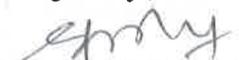
- 3). To coordinate between the association & allied associations of doctors. He will be responsible for all activities, meetings and coordination with all institutional members of the association.
- 4) The Immediate Past President will ensure proper communication between the association & other associations regarding all the activities. He shall ensure proper representation of the association with other associations.
- 5) He will supervise the representatives of the association at State, Divisional, District and Taluka levels. He will observe and get the work done from them as mentioned in the in the constitution

**J) DISCIPLINARY ACTION AGAINST OFFICE BEARERS:**

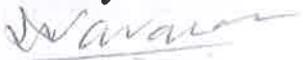
- 1) President, Secretary and all OTHER office bearers of the association including Org sec/Org President of Conference should discharge their duties according to constitution and guidelines laid down from time to time.
- 2) If they fail to do so, the Executive Committee can appoint an Enquiry Committee consisting of 2 members, who are expert and senior members of the association.
- 3) Such an Enquiry Committee will inquire about the issue and give its report to the Executive Committee within 10 days.
- 4) After receiving the Enquiry Committee's report, the Executive Committee will decide to take action of either termination of post or termination of membership of association or otherwise, against such President, Secretary and/or any Office Bearers of association including Org sec/ Org President of Conference, by 2/3 majority. Then, It will be submitted in GBM where a decision by 2/3rd majority, after giving opportunity to such

  
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(TREASURER)

office bearers to submit in writing as also orally in the said meeting.

- 5) The decision of GB will be final and will come into effect on passing of the said resolution.

## 10. GENERAL BODY:

### GENERAL BODY MEETING (GBM)

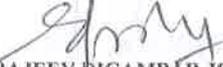
1. The Executive Committee shall call and convene every year, a meeting called Annual General Body Meeting of the members of the Society , preferably to be held during the annual conference of the Society. If for any unavoidable reasons, physical GBM is not possible, then online or in electronic form GBM may be conducted, irrespective of the conference of association (i.e.association conference).
2. Written Notice of Annual General Meeting must be given to reach the members not less than 15 days before the date of Annual General Meeting to every member of the Society by Email to the registered email address and will also be published on the website of the association.
3. All General Body Meetings, including Extra Ordinary, should have good quality Audio-Visual Recording, which should be kept at the Office of the association, for record purposes. It is a property of the association and will be made public only by specific resolution of the Executive Committee. It will be given to any member, in digital format after paying ₹ 2000 plus hardware charges & Courier Charges to association Office

## 11. RULES APPLICABLE FOR THE MEETING:

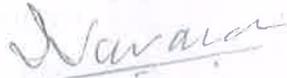
The rules for the meetings will be applicable as per the laws of meetings.

  
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### **CHAIRMAN OF MEETINGS:**

- i. The President of the association shall be Chairman for all the Meetings of the association.
- ii. In absence of the President, the Vice-President shall be the Chairman of the Meeting.
- iii. In exceptional Circumstances, the President can appoint another Office Bearer or Senior Executive Member as Chairman, which needs to be approved by present EC Members,
- iv. If both are absent, then the members of the meeting will appoint Chairman for that meeting

### **12. FINANCIAL YEAR:**

- a. The Financial year of the association for the accounting purpose shall start from 1st April of every year and shall end on 31st March of the following year.
- b. If the Govt changes the Accounting year, this will also change accordingly.
- c. The Administrative Year will also start from 1st April of every year and shall end on 31st March of the following year.

### **13. SURPLUS :-**

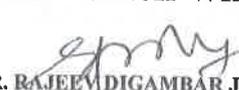
The association shall be a Nonprofit making organization. The surplus if any of the association shall be utilized for the furtherance of all or any of the objects hereinabove mentioned and will not be distributed among the members.

### **13. MANAGEMENT :-**

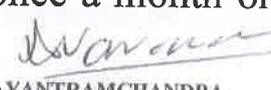
The management of the association shall be entrusted to the elected members of the executive committee as provided in the rules and regulations which will meet at least once a month or

  
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more frequently as necessary online or physically as may be decided by the President or Secretary of the association.

Executive committee will comprise of President, Vice President, President Elect, Honorary Secretary, Hon Treasurer, Joint Secretary, Joint Treasurer, Immediate Past President, Executive Trustee and SIX Elected Executive Members from six Regions for a period of three years

Journal Editor, Journal Co-Editor, Webmaster, Assistant Web Master and Media Manager (or spokesperson) will be selected from above 15 members of the executive committee or may be co opted from ordinary members (without voting rights for the EC)

#### 14. GOVERNING COUNCIL :

1. There shall be a governing council consisting of executive committee members, honorary members, advisers, representatives of professional associations and corporate hospitals having more than 100 consultants.
2. Governing council shall meet using electronic mode once in 3 months or more frequently if necessary as may be decided by the President or Secretary of the association.
3. Governing council will decide on various issues, problems, disputes arising from time to time, and its decisions will be executed by the executive committee. Such decisions shall be ratified in the next general meeting after any decision is taken by the governing council.

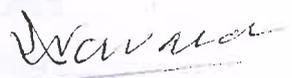
#### 15. ACTIVITIES OF THE ASSOCIATION:-

  
DR. SANJAY ANANT GUPPTE

(PRESIDENT)

  
DR. RAJEEV DIGAMBAR JOSHI

(FOUNDER PROPOSER)

  
DR. JAYANTRAMCHANDRA  
NAVRANGE

(TREASURER)





There shall be three types of activities of the society described as under

a. **Litigation Services to Aggrieved Members, Hospitals, Students, Medical Professionals against issues faced by doctors:**

Against Insurance companies, IRDA or NABH etc bodies whose decisions hamper medical professionals in their day to day functioning. For this corpus from membership fees may be utilized and contributions from members who want to donate from time to time based on cause can be spent for the litigation. In case of any resolution / Act by the central or state Government which is likely to be adverse to the medical professionals, or may cause grievance to the medical professionals, which may harm their day to day practice, the association will not require to get any resolution passed by the general body for filing an appropriate petition in court.

B. **Services:** such as legal consultancy, assistance for drafting of reply to notices, drafting of notices or petitions of doctors for individual beneficial purposes etc will be charged services, with some concession to the members. There may be categories of members such as life members, annual members, emergency members and non members for different charges for services provided through association.

C. **Collective activities** can be taken up e.g. insurance cover for group etc. this may include procedure specific consent, training program in Law and medicine etc. so as to help members in all aspects

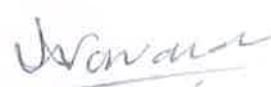
**16. ELECTIONS RULES AND PROCEDURE:**

  
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DR. RAJEEV DIGAMBAR JOSHI

(FOUNDER PROPOSER)

  
DR. JAYANTRAMCHANDRA  
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(TREASURER)

i] In the General body meeting, minimum 7 and maximum 9 members shall be elected on the Executive Committee.

ii] The election of the Executive Committee members shall be by show of hands or by secret ballot or through online portal or any other mode as and when decided by General Body depending upon conditions and situations in the interest of the Society

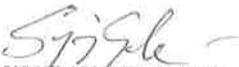
iii) The members who want to contest the election for being elected as the member of the Executive Committee shall be proposed by one member and seconded by another member.

iv] The nomination for the purpose of elections shall be submitted to the Honorary Secretary, 15 days in advance prior to the date of General Body Meeting fixed for election.

v] Any additional rules for the election shall be decided by the Executive Committee as and when found necessary in the interest of the society.

vi) The procedure of election mode and procedure is provided in the Annexure-A of Rules and Regulations of the society, which can be considered as guideline for the elections, and the election officer should try to adhere to it as much as possible. However, an election officer can make changes as required by the prevailing circumstances at the time of actual conduct of elections.

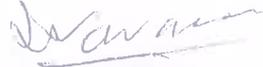
**17. MANNER OF TEMPORARY FILLING OF THE POST OF THE EXECUTIVE COMMITTEE MEMBER:-**

  
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(PRESIDENT)

  
DR. RAJEEV DIGAMBAR JOSHI

(FOUNDER PROPOSER)

  
DR. JAYANTRAMCHANDRA  
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If for any reason the post of any member of the Executive Committee becomes vacant before the term of the office of the Executive Committee expires, such post shall be filled in by remaining members of the Executive Committee by majority, for the remaining term from the respective categories from which such persons are elected

### 18. TENURE OF THE OFFICE BEARERS

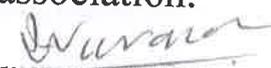
- a. The tenure of the office of the office bearers shall be for three years.
- b. Administrative Year of the executive Body will be from 1st April to 31st March. Oath will be given on 1st January, either in a small physical function or online or before that at the time of conference of the Society.
- c. The Outgoing Past President will give Oath to following Newly Elected Members of the Executive Committee)
  1. President
  2. Vice President
  3. President Elect
  4. Secretary
  5. Treasurer
  6. Joint Secretary
  7. Joint Treasurer
  8. Executive trustee
  9. Immediate past president
- d. Six Zonal Incharge members (one from each zone) will be elected a year after above office bearers are elected so as to maintain continuity in the functionality of the association.

  
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Along with election of these office bearers, elections for State Presidents for all states and UTs will be conducted by the Society.

One Year after State Presidents, Following office bearers will be elected by the association for all states and Union Territories.

- a. Divisional commissioners
- b. District Incharge
- c. Taluka member secretary

Nobody shall hold two posts at the same time.

Nobody shall hold the same post for more than two consecutive terms. Under exceptional Circumstances, the General Body can give permission for contesting, after being on that post for more than 2 times.

a) **ELIGIBILITY CRITERIA :**

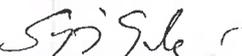
1). Dr. Rajeev Joshi, the founder / proposer of the association will take the place of immediate past president in the executive committee, till such time elections are held and new President is elected.

2). Executive committee members should be an **INDIVIDUAL** member of the Society for the period mentioned below.

- (i) 02 consecutive years after 2024
- (ii) 03 consecutive years after 2026
- (iii) 04 consecutive years after 2028
- (iv) 05 consecutive years after 2030 and

and

- a. Degree in law from a college recognized by the Bar council of India OR

  
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- b. M D in Forensic Medicine from recognized medical college under recognized university OR
  - c. Working regularly as faculty for the certificate program in medico-legal aspects offered by the association or any recognized institution OR
  - d. Should have successfully completed the certificate program in medico-legal course conducted by the Society.
3. No person is eligible who has been convicted for criminal charges before any Competent Court, Authority and or Medical Council of India / National Medical Council and State Medical Council.
4. If there is a medical profession related reason for criminal charges, it is necessary to take prior permission and approval of the Executive Committee to contest the Election. Executive Committee shall decide and define whether the charges are of criminal nature or not.
5. If an elected person resigns from his post without any justifiable cause, or explanation to Executive Committee, which if not accepted by Executive Committee, will not be eligible to contest any post for next 5 years from such resignation

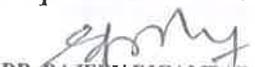
## 19. QUORUM FOR THE MEETING

Quorum for the Annual General Meeting shall be 10% of the total membership strength of the Society.

Quorum for all other meetings shall be 1/3rd of the body of that meeting (e.g. The Executive Committee has 11 members so quorum shall be 4) If quorum is not present at scheduled time on the date of the meeting then the meeting shall be adjourned for half an hour. If the quorum is not present after half an hour, then the members present shall form the quorum.

  
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## 20. EXTRAORDINARY GENERAL MEETING

a) It can be called when the Executive Committee is of the opinion to call an extraordinary general meeting for urgent decisions to be taken from the general body of members, whenever required.

b) A draft notice of the meeting stating business to be transacted must be approved by the Executive Committee.



Extraordinary General Body meeting can also be called upon in the name of the President and/or Secretary, only to address special or specific issues by giving 7 days' prior notice

(d) If Executive Committee Members come to the conclusion that it is necessary to take Extra Ordinary Meeting of the General Body; Executive Committee members may call for extraordinary General Meeting by giving requisition notice to the President of the Society, such notice must be signed by at least 1/5 members from and out of total members of the association. The President shall convene the same within 1 months from the receipt of such requisition notice.

## 21. EXTRAORDINARY MEETING OF THE EXECUTIVE COMMITTEE

a) Extraordinary Executive Committee meeting can be called upon by the President and/or Secretary, only to address special or specific issues by giving 3 days prior notice

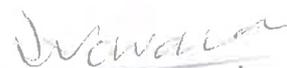
b) Executive Committee members may call a meeting by giving notice to the President of the association. Such notice must be signed by at least 5(five) members of the Executive Committee or they can send a separate email to officeofassociation@gmail.com. Even they can send the notice on Official WhatsApp Group

  
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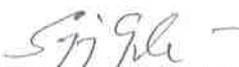


- c) If the President fails to call such a meeting within 10 days of receiving such notice, then the Executive Committee members themselves shall call the meeting of the Executive Committee. This meeting may be held online in an emergency or pandemic situation. In this meeting only that business will be transacted for which this meeting is called for.

## **22. POWER TO REMOVE DIFFICULTIES:**

1. If any difficulty or any doubt arises in giving effect to Rule and / or regulation to meet or resolve situation, or if there is any ambiguity about interpretation of any rule or regulation, the Executive Body is hereby empowered and authorized to resolve such day to day difficulty (and / or supplement anything or Omit anything) and the decision of the Executive Committee on such day to day issue shall be binding on the association.
2. However, if such difficulty or doubt is regarding any Change in the Constitution, which will alter the basic purpose of that clause, and if it is affecting interest of the association or against the Aims and Objectives of the association, then such decision of the Executive Committee shall be implemented only after approval by the General Meeting by simple Majority. The power of such interpretation, of whether it is against interest of the association or against the Aims and Objectives of the association, will be vested with the Executive Committee, which will be decided by 2/3 Majority of attending members in EC Meeting. Then it will be implemented after approval in the Executive Committee. But, it can be reversed, altered by the General Meeting in the subsequent Meeting.

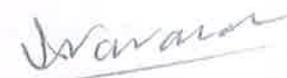
## **23. AFFILIATION OF ANY PROFESSIONAL ASSOCIATION**

  
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A) AFFILIATION AND RECOGNITION OF NATIONAL / STATE LEVEL ASSOCIATIONS : 1000 members and it will pay Rs. 100/- per member as annual fees.

B) AFFILIATION OF ANY DISTRICT LEVEL ASSOCIATION : 500 members and it will pay Rs. 200/- per member as annual fees.

C) AFFILIATION OF ANY LOCAL ASSOCIATIONS : 200 members and it will pay Rs. 500/- per member as annual fees.

All above affiliated members will get one seat on the Governing Council.

## 24. CONFERENCE

1. Annual Conference shall be held in INDIA only.
2. Annual Conference will be granted to an affiliated State level association only and not to any District, City or an Individual.
3. The applications will be invited 2 years in advance.
4. The place/city shall be approved by the executive committee first and then by AGM.
5. The venue will be approved by the executive committee or venue approval committee of the Executive Committee.
6. A Memorandum of Understanding, Bipartite or (Tripartite if an event manager is appointed, at the time of signing the MOU,) shall be signed by the President of the State of affiliated association holding the conference, Organising Secretary of the conference elected / selected by affiliate association holding the conference, and event manager (if any) with President and Secretary of association as per the format decided by executive committee (5 signatories for such an agreement)

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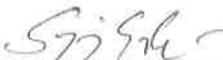


## 25. REGIONAL CONFERENCE AND ONLINE CONFERENCES / WEBINARS:

Regional conferences, online conferences and webinars shall be arranged with prior approval and finalization by Executive Committee of association.

## 26. PROTOCOL FOR APPOINTMENT OF OFFICE STAFF :

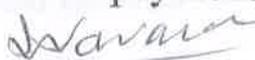
- 1) **Office Manager:** The Office Manager will be appointed after an interview by the Secretary. Job / appointment shall be on contract basis & not employee relationship. Salary shall be fixed and revised as per labor laws and as per approval of Executive Committee
- 2) **Chartered Accountant:** A chartered Accountant can be appointed for a period of 3 years, with the approval of the Executive Committee. He should be preferably from the City where the IT department, at which association is registered. Following Services shall be provided by him.
  - a. **Audit under the Bombay Public trusts Act 1950:** He should provide the services of Auditing under BPT Act requiring an auditor to express their opinion on the financial statements of the trust. He should apply test checks of the transactions of the association including the compliance of various laws and sections applicable to the trust and compliance of the Accounting standards applicable to the trust.
  - b. **Income Tax Returns Filing:** He should assist association in filing the returns of income under the Income Tax Act based on information provided as required under the Act.
  - c. **TDS Compliances under Income Tax Act:** The trust registered in India are required to withhold the Tax on various payments

  
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such as fees to the professionals, payments to the caterers, Payments to the Travel consultants, Cab operators etc. The trust is required to file on a quarterly basis the TDS returns with the department. He should provide the services of filing these quarterly returns by collating the data from the trust and processing them in the required format and filing the return on behalf of the trust.

- d. Other matters: Besides the above mentioned services, he should also assist in appellate proceedings under income tax law and other laws.
- e. Fees: His remuneration will be decided and approved by the Executive Committee for BPT Audit under Trust Act and Income Tax returns will be on Annual Basis, TDS Compliances per return basis, Filing of CIT appeals on per Appeal basis, Attendance with CIT Appeals on per effective hearing. Any other taxation matters will be decided on a case to case basis.



- 3) **Lawyer or Advocate:** A Lawyer on part time basis or a freelancer on retainerhip basis can be appointed by the Executive Committee as per the need. The Executive Committee will decide the remuneration and duration of appointment,

## 27. OFFICIAL EMAIL IDS OF THE OFFICE BEARERS

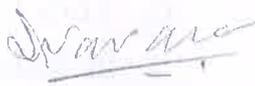
1. Official Email for correspondence with the office will be [office.medicolegalsociety@gmail.com](mailto:office.medicolegalsociety@gmail.com) and will be managed by Hon. Secretary
2. Official email ID of the Secretary will be [secretary.medicolegalsociety@gmail.com](mailto:secretary.medicolegalsociety@gmail.com) will be managed by Hon. Secretary

  
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3. Official email ID of the President will be president.medicolegalsociety@gmail.com will be managed by Hon. President

## 28. FORCE MAJEURE:

1. In no event shall the trustee be responsible or liable for any failure or delay in the performance of its obligations hereunder arising out of of caused by, directly or indirectly, forces beyond its control, including, without limitation, strikes, work stoppages, accidents, acts of war or terrorism, civil or military disturbances , nuclear catastrophes or acts of god , and interruptions, loss of malfunctions or uitilities, communications or computer(software or hardware) services. It being understood that trustee shall use reasonable efforts which are consistent with accepted practices under provisions of law and shall resume work as soon practicable under the circumstances
2. The provisions and the suitable changes in respect to emergency situations, epidemic, or pandemic shall be finalized by the executive committee, on discussion with Trustees and Past Presidents.

## 29. SOCIAL MEDIA GROUPS (eg WhatsApp, Telegram, KooHoo etc):

- A) Following are the GUIDELINES rules to use social media on Official Executive Committee Group,
- B) Social media is a very important and effective mode of Communication with all members. It should not be misused for malicious propaganda. It is very important to maintain discipline and decorum in the groups.
- C) Admins of the Group:
  - (1) The Admins will be the President and Secretary of .

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(2) Additional Admin can be taken by Hon President for that particular year of tenure of President.

(3) Additionally, EC can also choose and appoint Admin. His duration will be fixed by EC. EC has got power to remove him by Simple Majority

D) Group Formation:

(1) There will be following Groups, which will be permanent and will be changed only in GBM by 2/3 Majority

(2) Association Administrative Group (Alphabetical)

i) It will have posts only of Administrative in Nature. It will be used for informing association EC decisions to Members and Member's communication with EC.

ii) If a member wants to communicate with any Sub-Committee or needs any help, he can communicate in this group.

iii) The membership of this Group is mandatory for all association Members. Because, the all Official Communication from association Office with association Members will be on this groups

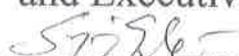
iv) It is a responsibility of individual members of the association to verify whether they are there in the Alphabetical Administrative Group.

(3) Association Academic Group (Alphabetical): It will have contents of only academic in nature

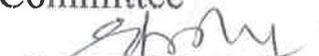
(4) Association Executive Committee Group (Year)

(5) Association SDRC Group (will change every Year):

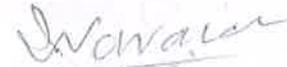
i) It will involve only communication between District Chapters and Executive Committee

  
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ii) It should be used to solve issues related to the members of that district.

(6) Association Immediate Past President Group (will change every Year)

(7) Association Social Group: Voluntary

(8) Association PG Students Group

(9) Additional Groups may be formed by the Hon Secretary as and when required.

#### E) RULES AND REGULATIONS OF SOCIAL MEDIA GROUPS:

(1) Duties, Rights and Responsibilities of Admin

i) Admin has a Right to control activities in the Group.

ii) Admin will be responsible for maintaining decency, decorum and discipline in that group.

iii) Admin has a right to remove a member, if he/she violates rules and regulations of the Group. Nobody from the Group, should criticise this decision and create bad environment or conflicts

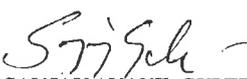
(2) Removal of Member from WhatsApp group

i) If a member is deceased

ii) If association membership of a member is suspended or terminated

iii) If he leaves the group on his own

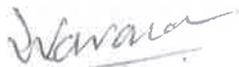
iv) If a member is violating rules of that Group

  
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(1) Initially, it will be brought to the notice of that member, preferably on personal number

(2) If it is violated again, then final warning can be given in the group

(3) If it is violated 3rd time, he can be removed from the group

(3) Reinstatement of a Member

i) If he leaves the group, inadvertently and informs the Admin accordingly

ii) If his phone number is changed

iii) If removed due to indiscipline and then tenders apology

iv) If he is reinstated as the society member again

#### F) GUIDELINES ABOUT POSTS

(1) The association should not publish any view against IMA or any other professional association of doctors. These associations have their own limitations, and we should evolve methods of overcoming these limitations.

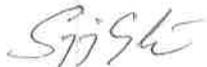
(2) The Group should be used only for the purpose for which it is created. e.g. Don't put Social post on Academic or Administrative group

(3) In case of dispute, decision of admin will be final

(4) Avoid Good Morning, Good Night posts

(5) Avoid wishing for any festival, new year, wishes like birthday, Congrates, Thank you posts. You can wish on personal number

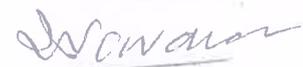
(6) Avoid Political, communal, indecent, immoral, sexual, disgusting, hateful or derogatory posts. Avoid propaganda of

  
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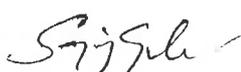
any political party. This has to be followed on Social Groups also.

- (7) Use parliamentary Language, No personal attack or abuse
- (8) Whenever any post is put on WhatsApp, it is taken as addressed to all. If at all, somebody wishes to post to an individual, it should be put on his personal number and not in the Group.
- (9) No EC Member should use these group to put his complaints against EC or GB. In this regard, He can communicate on individual numbers or using his own groups. As

### **30. FUNDS OF THE SOCIETY AND ITS UTILIZATION:-**

#### **(A) FUNDS AND INCOME OF THE ASSOCIATION:**

- a) Subscription from members
- b) Donation from members and patrons of the association
- c) Government grants for the activities of the association
- d) Interests and dividends received on investments of the association
- e) Website advertisements
- f) Donations from Pharmaceutical companies, Legal chambers, or partners or associates of law firms.
- g) **Conference** : Profit from the Conferences either organized by association or its affiliated associations. Separate income and expenditure account for conferences organized by association to be maintained and surplus amount to be added to the income of the conference.

  
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h) Project specific contributions / donations from interested people or associations.

(B) The funds and properties of the Society shall be dealt with under two heads, namely, Permanent Funds / Properties of the Society and Current Funds. The President and the Secretary shall administer the same.

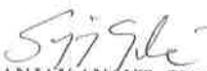
[a] **The Permanent Funds and Properties of the Society shall include:**

- i] All donations and gifts not made for specific purposes pertaining to the Current Funds.
- ii] All lands and buildings of the society and all other lands and buildings not used for any particular institution.
- iii] All dead stocks such as furniture and equipment coming under capital expenditure of the Society.

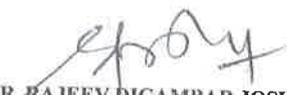
[b] **The Current Funds of an Institution of the Society shall include:**

- i] Grant-in-aid, if and when received, from Government or Local Bodies for conducting the activities as enshrined in the Memorandum.
- ii] Money grants made for specific purposes pertaining to the Current Funds of the Society or its Institutions.

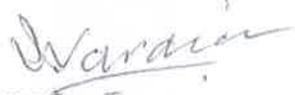


  
DR. SANJAY ANANT GUPTÉ

(PRESIDENT)

  
DR. RAJEEV DIGAMBAR JOSHI

(FOUNDER PROPOSER)

  
DR. JAYANTRAMCHANDRA  
NAVRANGE

(TREASURER)



[C] The Permanent Funds of the Society shall be invested when not required for building, dead stock and unapplied interest from time to time shall be reinvested. A donation year-marked for a particular purpose by the donor thereof shall be utilized for that purpose only.

[D] The Current Funds of each institution shall be used exclusively for the benefit of that institution.

[E] Presently the Society holds no immovable or movable property.

**31. PERCENTAGE OF EXPENDITURE :-**

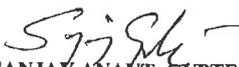
Out of the income of the Society, at least 85% of the income shall be incurred for carrying out the objects of the Society and up to 15% income shall be utilized for the administrative activities. Balance of the 85% if remains unutilized in a year, shall be carried forward for the objects in the next year.

The format of expenditure for the society is provided in Annexure-B of Rules and Regulations of the society.

**32. LOAN:-**

The Society may raise loans for carrying out the objects of the Society with the consent of requisite Authorities of the Charity Organization as and when necessary.

**33. PURCHASE AND SALE OF IMMOVABLE PROPERTY :-**

  
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If any immovable property is acquired by the Society, the necessary change report shall be filed by the Governing body of the Society under Sec. 22A of the Bombay Public Trust Act 1950 within the period limit of 90 days prescribed by law. If any immovable property is required to be sold, mortgaged, then the consent the Charity Commissioner as laid down under Sec. 36 of Bombay Public Trust Act, 1950 will be obtained.



**34. BANK ACCOUNT: -**

a. The bank account may be opened in the name of the Society and the same shall be operated by the signatures of any of two signatories of the society out of President or Secretary or treasurer only.

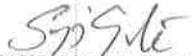
b. But in case of any extraordinary or genuine difficulties and if the President, Secretary and Treasurer does not have any written objection and if the Executive Committee approves, such a bank Account can be managed by the Secretary or Treasurer along with any member of the Executive Committee as Co-Signatory.

c. The account may be opened preferably in Nationalized Bank or Scheduled bank having net banking facility

**35. LIST OF MEMBERS OF THE SOCIETY :-**

The list of the members of the Society shall be maintained as prescribed by the rules framed under the Societies Registration Act 1860.

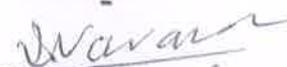
**36. AMENDMENT OF RULES AND REGULATIONS :-**

  
DR. SANJAY ANANT GUPTÉ

(PRESIDENT)

  
DR. RAJEEV DIGAMBAR JOSHI

(FOUNDER PROPOSER)

  
DR. JAYANTRAM CHANDRA  
NAVRANGE

(TREASURER)



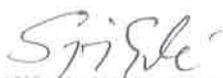
Any amendment or alterations in the rules and regulations framed above shall be carried in the meeting of the General Body and for carrying out such amendment or alterations resolution by 2/3rd of the total members shall be necessary.

**37. ALTERATIONS OR AMENDMENT IN THE NAME OR OBJECT OF THE SOCIETY: -**

Any change in the name or object of the Society shall be carried out in consonance with the provisions of Sec. 12 and 12 A of the Societies Registration Act, 1860.

**38. PROVISION FOR DISSOLUTION OF THE SOCIETY AND ADJUSTMENT OF ITS AFFAIRS:**

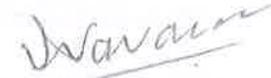
If for any reasons it is decided to dissolve the society, the provision of Sec 13 and 14 of Society Registration Act 1860 shall be complied with. In the event of dissolution the surplus assets / funds of the society as would remain after discharging and all liabilities shall be transfer to any other public charitable institution / society having similar objects and also registration under Section 12 A of Income Tax Act 1961 and the same shall not be distributed the members.

  
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DR. RAJEEV DIGAMBAR JOSHI

(FOUNDER PROPOSER)

  
DR. JAYANTRAMCHANDRA  
NAVRANGE

(TREASURER)



## CERTIFICATE

Certified that, the same is the true copy of the Rules and Regulations of 'Medico-legal Society of India.'

No	Full name of the Member	Designation	Signature
1	Dr. Sanjay Anant Gupte	President	
2	Dr. Mukesh Yadav	President Elect	
3	Dr. Surendra Kumar Saxena	Vice President	
4	Dr. Jayanta Das	Secretary	
5	Dr. Jayant Ramchandra Navarange	Treasurer	
6	Dr. Ashish Ramesh Khatod	Joint Secretary	
7	Dr. Sangeeta Hemant Pikale	Joint Treasurer	
8	Dr Nitin Arun Dhande	Executive Trustee	

DR. SANJAY ANANT GUPTÉ

(PRESIDENT)

DR. RAJEEV DIGAMBAR JOSHI

(FOUNDER PROPOSER)

DR. JAYANT RAMCHANDRA  
NAVRANGE

(TREASURER)



9	Dr. Rajeev Digambar Joshi	founder/ proposer/ Immediate president	past	
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Place: PUNE

Dated: 16/07/2022

### ANNEXURE- A

#### **A. PROTOCOL & PROCESS: Election of office bearers has to be conducted every 3 year under any circumstances.**

1. There will be Online Elections only. There will be no Ballot voting.
2. For some reason, if the Online Voting is not possible then for the said year, postal ballot voting will be arranged so as to accommodate all the members. In AGM voting by ballot may be needed in exceptional situations.
3. There will be an Election Committee to carry out the election process. This Committee will be headed by a Chief Election Officer who will be immediate past president. The Executive Committee can appoint a Chief Election Officer from any of the Past Presidents by 2/3 Majority in case immediate past president is not available for this work.
4. Election officer will select 2 members to assist him, prior to the beginning of the election process and inform their names to the executive committee.

DR. SANJAY ANANT GUPTÉ

(PRESIDENT)

DR. RAJEEV DIGAMBAR JOSHI

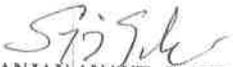
(FOUNDER PROPOSER)

DR. JAYANTRAMCHANDRA  
NAVRANGE

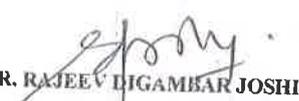
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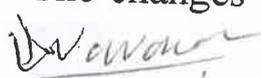
5. The Executive Committee can appoint the remaining 2 Election Committee Members from the Executive Committee, who are not contesting the Election in case the election officer does not inform names of two members within the stipulated period.
6. The election Committee composed of 3 members will be appointed by the Executive Committee, before 1st August of every year. These 3 members among themselves will take any decision, by simple majority.
7. This Committee will work only in the ambit of the Constitution and will inform every decision to the Executive Committee. Any decision will be implemented only after approval by the EC by simple majority.
8. The Executive Committee may alter and approve the Election Time Table and will declare the Election and hand over further proceedings to The Election Committee.
9. Accordingly, the Chief Election officer will declare the election and send the notice by email and WhatsApp to all the members who are the voters, on the basis of the members list as on date, submitted by the Secretary. This declaration and the time table will be posted on all Official WhatsApp groups by the Secretary and also put on the Official Website by Webmaster.
10. Chief Election officer shall invite Nomination forms by sending Application Form, stating the posts to be filled in, with Eligibility criteria for each declared post, as mentioned in Constitution, by email and WhatsApp Post to all Voters. The Application form will also be available on the Official Website.
11. The Voters list would be displayed on the Website of the association. It will also be available at the association Office.
12. Election Process is considered to be started, only when Actual Voting is started.
13. Both email and Mobile number, registered at the association office, should be considered for Voting ID Proof. The changes

  
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NAVRANGE

(TREASURER)

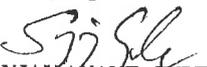


in the email and Mobile number have to be updated before the Voting Process has been started. Afterwards, under exceptional circumstances, it can be changed, 24 hrs prior to the last voting date, only after approval of the President &/or Secretary, who will be responsible for determining the actual Mobile number and Email ID of the Eligible Voter.

14. Photo to be captured and submitted during voting, may be kept optional
15. No objection about Qualification or Eligibility will be allowed, after Voting has started.
16. The Election Committee will hand over the result to the organization office, who will declare it on Official WhatsApp Groups the same day and will be put on the Website on the same day.
17. Incomplete Applications will be rejected by the Election committee. No further date extension for correction of incomplete applications should be given.

## **B. ELECTION VENDOR :**

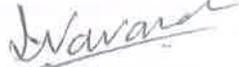
1. The agency has to be chosen and approved by the Executive Committee, before 1st August, every year.
2. There will be an MOU between the Election Vendor and President & Secretary of the association..
3. Election Vendor is answerable to President, Secretary and Election Committee Members. He shouldn't communicate directly with any contestant or voter.
4. He should provide his services, continuously, from 0900am to 0600pm, every day during the Voting Period. He should keep multiple lines open. His number shouldn't remain continuously engaged or switched off during this time.

  
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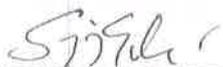
(FOUNDER PROPOSER)

  
DR. JAYANTRAMCHANDRA  
NAVRANGE

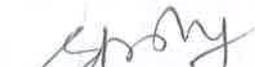
(TREASURER)

5. He should change the data of voters, whenever either Chief Election Officer, President or Secretary informs him. He should do it within 2 hrs.
6. He should facilitate the voting process, make it very simple.
7. Short Biodata (maximum 100 words) with photographs of candidates will be provided on the Voting Page.
8. Once voting starts, the Voters and Non-voters list will be provided to all the candidates every alternate day.
9. Not more than 2 votes should be done from one IP address, i.e. from the same mobile, laptop, computer on any digital device.
10. While opening the result, there will be 3 Passwords. They will be with an Election vendor, Chief Election Officer and President or Secretary. This Password will be given to all, after Voting is Over and before opening the result. The final result should be seen only after entering all three passwords
11. Result should be opened in front of Election Committee, EC and Candidates (or their authorised representative), to maintain transparency in elections
12. Vendors should provide all election data within 5 days of declaring the result, which is a property of the association.
13. He will be paid 50% fees at the time of MOU, 25% at the time of result and remaining 25% after election data has been submitted.
14. In the case of any difficulty or issue with the Election Vendor, the power will remain with the Executive Committee. Any refusal by Election Vendor to follow this, will be considered as Breach of Terms and Conditions and will be dealt accordingly.

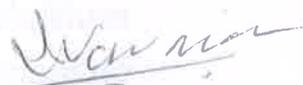
### C. NOMINATIONS :

  
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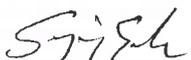
  
DR. JAYANTRAMCHANDRA  
NAVRANGE

(TREASURER)

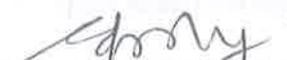




- 1) Members who desire to contest the elections of executive committee should submit their application duly signed by the proposer and seconded from the members of the association to the election officer.
- 2) Election Officer will open the envelopes containing application forms, as per declared timetable, in front of candidate/s or his/her authorised representative (optional to candidate).
- 3) He will validate or invalidate the forms after due scrutiny, as per declared timetable and will reject forms which are incomplete, improperly filled or stating any wrong information on the part of the candidate.
- 4) The Election Officer as far as possible will clear all doubts and grievances about the form at the same time.
- 5) Then the Election officer will confirm eligibility of the candidates regarding any unpaid dues, validity of membership issues for any reason, reported known criminal cases against candidate & conviction. After due scrutiny and satisfying himself about the eligibility of the Candidate, he will prepare the Initial list of candidates and inform the same to the association office, Executive committee and to candidates by email.
- 6) The Election Officer will also publish the Initial list of candidates on the website.
- 7) The Election officer shall communicate to the candidates, whose applications have been rejected and also inform this to the Executive Committee.
- 8) Any member aggrieved by rejection of nomination, shall communicate to the Executive Committee to make an appeal, as per declared timetable and accordingly the Executive

  
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NAVRANGE

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Committee shall call an Emergency Executive Meeting, within 5 days. An application for an appeal can be filed online or personally to the Executive Committee. This meeting will also be attended by Election Committee members and the aggrieved, who will put their say.

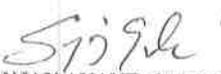


- 9) Then, the Executive Committee shall discuss the matter, after the aggrieved leaves the meeting. They shall give a verdict by simple majority. Their decision shall be final.
- 10) If none or less number of applications are received than the number of vacancies to the executive committee, then the applications will be invited in AGBM. If applications received are more than the number of vacancies, then the elections will be carried out in AGBM by Electronic method or Ballot.
- 11) A member should fulfill the Eligibility criteria at the time he applies or at the time of assuming the Office, for any post of Executive committee.
- 12) A member shall not contest for more than one post.
- 13) A member can't be on any post for more than 2 times. Under exceptional Circumstances, GB can give permission for contesting, after being on that post for more than 2 times.

#### **D. TIME TABLE OF ELECTION**

Guidelines for the Time table shall be as follows. It can be altered to a limited extent by Executive Committee. It will be given by association Office to Election Committee

1. First circular of Elections by 1st August
2. Invite applications in between 2nd August- 16th August  
04:55pm

  
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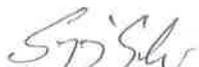
3. Opening of the envelopes & Declaration of Applicants: 16th August @0500pm
4. Last date of withdrawal: 23rd August @05:00pm
5. Declaration of Initial List of Eligible Applicants: 23rd August @06:00pm
6. Last date of filing grievance by the applicants: 30th August @0600pm
7. Redressal of Grievances: 31st August to 5th September
8. Declaration of final list of Eligible Contestants: 5th September @0600pm
9. Online voting 15th September @1100am to 30th September @1100am
10. Results to be declared on 30th September @1200 Noon

#### **E. INFORMATION OF FINAL CANDIDATES ON WEBSITE**

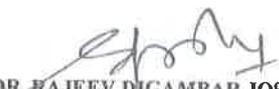
1. Bio-data of all Final Eligible candidates along with his photograph, will be uploaded on election web page so that members will know the candidate and his work
2. 'Bio-data should contain only name and his vision about the association , in maximum 100 words.

#### **F. BALLOT:**

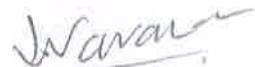
1. Elections shall be done through online procedure. For some reason, if the Online Voting is not possible then for the said year, postal ballot voting will be arranged so as to accommodate all the members.

  
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NAVRANGE

(TREASURER)

2. All members should verify their email IDs and Contact numbers at either association office or on the website. It is the primary responsibility of the member, himself, to see whether their name is in that list and all information about them is correct. Association office or Executive Committee will not be responsible, if incorrect information is there in association record or Website.

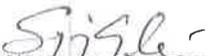
### G. INVALID ELECTION:

In case of Either Whole Election or Election for any particular post is declared invalid, by General Body,

1. If any kind of gross fraud, misappropriation, manipulation is found by Executive Committee, while conducting the whole election Process, an Extra Ordinary General Body meeting has to be called within 7 days, which will take decision of validity of election.
2. If the whole Election is cancelled and declared null and void by General Body, it should be declared again as per time table, decided by Executive Committee, within 15 days. New Election Committee will be formed by Executive Committee, as per rules.
3. If Election of any post is cancelled because of any reason, fresh election, for only that post should be taken

### H. SUFFICIENCY OF NOTICE:

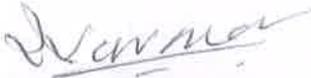
All notices, notifications and other communications by the Election Officer for information of members shall be held proper and sufficient if the same are put on the official Website of the association. But, Executive Committee has got right to overrule any such notices, notifications and other communications

  
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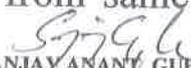


## I. CODE OF CONDUCT :

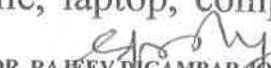
Guidelines and code of conduct are proposed for free, fair and transparent elections. The aim is also to avoid gush of SMS, emails and WhatsApp to members by contestants, which most of the times irritates the members and disturbs them.

## J. The Guidelines for Campaigning:

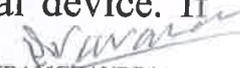
1. During elections, candidates can send only one bulk SMS, one bulk email, one campaign telephone call, one WhatsApp post on the Official (Administrative) group of the association, only once a week. He can send his post to the association office, who will post it in all official groups.
2. Accordingly, candidates can contact personally as many times as he can, provided the voter member is not annoyed. If any member writes to the candidate, not to communicate him by any means, the candidate should avoid it.
3. DO NOT USE association academic Groups, even once, for campaigning.
4. Avoid Automated Call Center bulk calling.
5. Election Committee Members and office bearers (except candidates) should not get involved in direct campaign, for any candidate
6. Once voting starts, Voters and Non-voters list will be provided to all the candidates every alternate day. SMS/email/ calls should be send to only nonvoters. Members who have already voted should not be inconvenienced, any more.
7. Not more than 2 votes should be done from one IP address, i.e. from same mobile, laptop, computer on any digital device. If

  
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NAVRANGE

(TREASURER)

found, severe disciplinary action will be taken against the culprit.

8. All candidates will be given information and suggestions time to time by election Committee.
9. If any contestant has grievance against any candidate or agency, of any manipulation or malpractice, initially, it will be dealt with by the Election Committee. If the contestant is not satisfied with the verdict of the Election Committee, he will appeal to the EC, within 24 hrs of the verdict. Then, immediately, Executive Committee will form a committee of 3 past presidents and 2 EC Members, who will give verdict in 5 working days and if found guilty of any malpractice, agency will be black-listed and will not be given work in future and the candidate will be suspended from association for six years, after appropriate approval procedures, of EC and GBM, as a Disciplinary Action.
10. If code of conduct is violated by any candidate, following actions will be taken .
  - 10.1 If the candidate fails to observe the code for first time, he will not be allowed to send email/SMS for next 1 week.
  - 10.2 If the same candidate defaults again, he will not be allowed to send any update for the remaining period of elections.
  - 10.3 For further defaults, action will be decided by the Election Committee and Executive Committee if necessary
  - 10.4 If a complaint is registered to EO by any member of the association, with proof, that he is repeatedly troubled by the candidate, then EO will inform this to EC through the office of the association. EC will take the final decision. maximum to the termination of his candidature, as a Disciplinary Action.



DR. SANJAY ANANT GUPTA

*[Signature]*  
(PRESIDENT)

DR. RAJEEV DIGAMBAR JOSHI

*[Signature]*  
(FOUNDER PROPOSER)

*[Signature]*  
DR. JAVANTRAM CHANDRA  
NAVRANGE

(TREASURER)

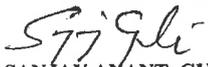


## **K. Appointment of Editor, Co-Editor of journal, Webmaster and Assistant Webmaster:**

1. For appointment of Editor & Co-Editor of journal and the Webmaster & Assistant Webmaster, applications will be invited from the members for which eligibility criteria will be declared by the executive committee.
2. The Executive Committee will select candidates for these posts by Simple majority voting based on their satisfying the eligibility criteria, experience, qualification and past performance.
3. In case there are multiple candidates eligible for any post, there will be election along with other posts of executive committee
4. In case of resignation or termination of any of these members, the Executive Committee will nominate any Member for the remaining tenure.

### **ANNEXURE- B**

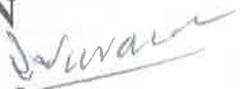
#### **EXPENDITURE HEADS FOR THE ASSOCIATION**

  
DR. SANJAY ANANT GUPTÉ

(PRESIDENT)

  
DR. RAJEEV DIGAMBAR JOSHI

(FOUNDER PROPOSER)

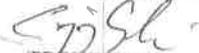
  
DR. JAYANTRAMCHANDRA  
NAVRANGE

(TREASURER)

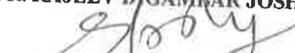


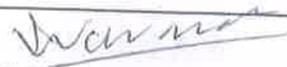
<b>1. Office expenses :</b>	
A Rent	
B Electricity	
C Telephone	
D Internet charges	
<b>2. Staff to be appointed</b>	Part time in the beginning
A Assistant / Accountant / Clerk	Additional as required
<b>3. Printing and Stationery</b>	
<b>4. Services hired for filing the petitions</b>	
A Scanning	
B Xerox	
C Court clerks professional charge	
<b>5. Travel expenses</b>	
A for attending the hearing in High court	Road / Rail / Air travel
B For interstate travel for hearing / association work	Air fare TA DA Stay etc

DR. SANJAY ANANT GUPTA

  
(PRESIDENT)

DR. RAJEEV DIGAMBAR JOSHI

  
(FOUNDER PROPOSER)

  
DR. JAYANTRAMCHANDRA  
NAVRANGE

(TREASURER)



C	For attending the hearing in Supreme Court	Air fare, TA DA Stay etc
6.	Newspapers purchased by members who will send the news items related to medicolegal issues	To central office as and when story published
7.	Payment made to the lawyer for litigation	We can enter into a contract with a lawyer's firm or individual lawyer. The case may be for various charges from the beginning of the case and get the schedule approved by the executive committee.
A	drafting of the petition / rejoinder	
B	appearance without any argument	
C	pleading	
8.	Auditors of the association	
9.	Company secretary in case of litigation / compliance	
10	Lawyers	
A	Formation of association	
b	Amendments in byelaws	
11	Software development charges	
a	Database creation for association membership	
b	Consent mechanism etc ongoing projects	Preferably as service projects

DR. SANJAY ANANT GUPTA

(PRESIDENT)

DR. RAJEEV DIGAMBAR JOSHI

(FOUNDER PROPOSER)

DR. JAYANTRAMCHANDRA NAVRANGE

(TREASURER)