



**Dr. Aabaji Thatte Seva
Aur Anusandhan Sanstha**



Dr. Aabaji Thatte Seva Aur Anusandhan Sanstha

• Society Registration No. MH/696/96 • Bombay Public Trust No. F 13603(A)

293, 'Sita-Ram' Smruti, WHC Road, Dharampeth, Nagpur 10, MH, India.
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CONSTITUTION

1. The name of the Trust/Sanstha shall be -

"Dr. Aabaji Thatte Seva Aur Anusandhan Sanstha"

2. Organizational Set-up

2.1) The Head Office of the Sanstha shall be at "Sita-Ram Smruti", 293, West High Court Road, Dharampeth, Nagpur-440010, District - Nagpur, Maharashtra, India.

2.2) The Governing Board of the Sanstha shall govern the affairs of the Sanstha.

2.3) The area of operation of the Sanstha shall be India and such other areas outside India as may be decided by the General Body.

3. The Aims and Objects of the Sanstha shall be

3.1) To establish, operate & manage institutions including hospitals, specially major Cancer Hospitals & research centers, Referral Centers and to undertake any project related to public health or medicine or to any branch, field or activity which would help in improving the quality of health services & facilities available to the public at large.

3.2) To take necessary steps for proper co-ordination & co-operation with all the associations, trusts, organizations also striving for the similar aims & objects that of the Sanstha.

3.3) To the aforesaid end, to establish healthcare services/hospitals, Cancer Care Hospitals & research centers, educational university & Institutions, libraries and other institutions, which would serve as centers of excellence and which would promote the stated objects of the Sanstha.

3.4) To take all steps and adopt all measures to ensure that the philosophy of Late Dr. Aabaji Thatte, is propagated and his vision and views regarding medical education and training and national health are translated into reality.



3.5) To function as a catalyst in the process of nation-building and to contribute in every possible manner, if need be, in active association or cooperation with likeminded institutions, to the power and prosperity in India.

3.6) To render humanitarian services in times of natural calamities and distresses like earthquakes, floods, famines etc. to the needy masses anywhere, without any discrimination on the basis of castes, colour, creed, religion, race or language.

3.7) To establish, operate and run all such projects such as dharmashalas, hostels, library and reading halls, hospitals, medical centers and blood banks, eye banks, ambulance services etc.

3.8) To print and publish books, booklets, leaflets, bulletins, pamphlets, Journals and newspaper etc. and to release audio and visuals in order to promote the aims and objectives of the Sanstha & its institutions.

3.9) To offer grants, scholarships and stipends, rewards, prizes, certificates or render other financial or material help or aid in furtherance of the aforesaid objects.

4. Composition

4.1) The Sanstha shall be composed of members who are above the age of 18 yrs and who accept the "aims and objects" of the Sanstha as set out in the Constitution of the Dr Aabaji Thatte Seva Aur Anusandhan Sanstha and whose membership is accepted by the Governing Board. The Sanstha shall not consist of more than 21 members.

4.2) A person shall not be eligible for membership if:

4.2.1) He/She is convicted by any court or authority for criminal offence involving moral turpitude.

4.2.2) His/her Services are terminated by his/her employer on the grounds of misconduct involving moral turpitude or misconduct

involving gross irregularities or financial misappropriation or the like.

4.2.3) He/She is declared insolvent by any competent court or authority.

4.2.4) The Governing Body finds the applicant unsuitable or otherwise concludes that his/her admission shall not be in the interest of the Sanstha.

4.3) Every application for membership shall be forwarded in the prescribed form & accompanied by membership fees of Rs. 10,000/- shall be forwarded to the Governing Board. The decision of the Governing Board shall be final.

4.3.1) Every member shall have only one vote, which shall be exercised in person and not by proxy and such right of participation in the affairs of the Sanstha shall be restricted to the meetings of the General Body.

4.4) A member shall not be eligible to vote in election or to contest the election unless he/she is a member for at least six months preceding the date of election.

4.5) Notwithstanding anything contained herein, the Governing Board, may by special resolution confer Honorary Membership on any person who enjoys special standing in the Sanstha by virtue of his achievements in the field of public health, medicine, public service, academics, armed or combat forces or any organization or who, in the opinion of the Governing Board shall subserve and further the interests and objects of the Sanstha. Honorary members shall however, not be entitled to contest any of the elections to the Governing Board or to vote in any meeting of the General Body including any meeting convened to hold the election.

4.6) Any member may be expelled from the membership of the Sanstha, if after a preliminary enquiry conducted by the Governing Board, he/she is found disqualified under the



provisions of the constitution or is found to have indulged in activities prejudicial to the interest of the Sanstha. The expulsion shall attain finality upon approval by the General Body. However such member should be given an opportunity of being heard before the final expulsion order.

5. Management of the Sanstha

5.1) General Body: - The supreme authority of the Sanstha shall vest in the General body. General Body of the Sanstha which shall consist of not more than 21 ordinary members & such Honorary members as are admitted by the Governing Board.

5.2) Governing Board: - The day-to-day management of the Sanstha shall vest in managing committee which shall be known as "Governing Board". The Governing Board shall also be the Board of Trustees and shall strictly observe the provisions of the Bombay Public Trust Act.

5.2.1) The Governing Board shall consist of following FOUR office bearers and ONE member, to be elected by the General Body :-

President	One (1)
Vice President	One (1)
General Secretary	One (1)
Treasurer	One (1)
Member	One (1)

TOTAL **Five (5)**

5.2.2) Governing Board shall have power to Co-opt not more than two members from amongst the General Body who, however, shall not exercise any voting rights.

5.2.3) Tenure of the Governing Board: The Governing Board shall normally hold office for a term of 05 years. Members of the Governing Board shall be eligible to re-contest, subject to the condition that no member of the Governing Board shall hold the

same office for more than three consecutive terms.

5.2.4) Filling up of vacancies: - Any vacancy in the Governing Board caused due to death or resignation or cessation of membership shall be filled in by the Governing Board from the members of the Sanstha. The tenure of such member shall be coterminous with the tenure of the Governing Board.

6) Powers of the General Body:-

6.1.) The General Body shall be the final and supreme authority of the Sanstha. Without prejudice to the generality of the powers vested in it, the General Body shall, in particular, be empowered to:-

6.1.1) Establish any new institution or undertake any new activity or project, in furtherance of the objects of the Sanstha.

6.1.2) Exercise overall control and supervision over the affairs of the Sanstha.

6.1.3) Discuss and deliberate the budget of the Sanstha sanctioned by the Governing Board and to direct any revision and modification there to.

6.1.4) Acquire any property; accept donations, contributions, endowments and any other kind of aid, on such terms and conditions as are not inconsistent with the objects of the Sanstha and not against the interest of the Sanstha.

6.1.5) Dispose of any immovable property of the Sanstha by sale, exchange, lease, gift or otherwise.

6.1.6) Generally take all steps and adopt all measures to promote the objects of the Sanstha & to further delegate to the Governing Board any of the powers stated herein above, in the interest of efficient & effective functioning of the Sanstha.



6.1.7) Elect after a period of every Five years, following Governing Board of the Sanstha:

- | | |
|----------------------------------|---------|
| A) President | One (1) |
| B) Vice-President | One (1) |
| C) General Secretary | One (1) |
| D) Treasurer | One (1) |
| E) Member of the Governing Board | One (1) |

TOTAL **Five (5)**

The General Body shall have the right to recall any elected office bearer or member of the Governing Board by a 3/4th majority of members of the General Body who are entitled to vote, in a meeting specially convened for the said purpose.

6.1.8) Appoint advisory boards for respective institutions of the Sanstha and seek their guidance for the efficient functioning of the respective institution and to take advice from such other committees or persons from outside.

6.2) Do all such acts, deeds and things which are not included herein above for the achievements of the objects and aims of the Sanstha.

7) Transaction of Business by the General Body:

7.1) The General Body shall ordinarily transact business in general meetings, which shall be held at least once in a year with a prior notice of 14 days.

7.2) The General Body may hold a special meeting to discuss any subject of substantial urgency with a notice of 07 days.

7.3) The General Secretary shall be duty bound to convene a special requisition meeting of the Sanstha, upon the written requisition of not less than half of the members of the General Body, within a period of 60 days from the receipt of such requisition, with a notice of 21 days.

7.4) The requisition referred to in 7.3 shall clearly mention the subjects on the agenda. No requisition shall be entertained for a period of 12 months with regard to any subject which is already deliberated upon in a special requisition meeting.

7.5) The quorum for transaction of business of the General Body meeting, Special General Body meeting or the Special Requisition meeting shall be 50% of the members of the General Body. Any meeting which is adjourned for want of quorum shall be held after half an hour on the same day, at the same venue to discuss the same agenda, irrespective of the quorum.

8) Powers and functions of the Governing Board:

8.1) Subject to the overall supervision and control of the General Body, and in particular subject to the provisions of clause 7 above, the administration and management of the affairs of the Sanstha shall vest in the Governing Board.

8.2) Without prejudice to the generality of powers vested, the Governing Board shall, in particular, be empowered to -

(i) Prepare and present the annual budget of the Sanstha and its institutions.

(ii) Constitute committees or subcommittees and to assign such roles or delegate such functions to such committees or subcommittees, as the Governing Board may deem fit.

(iii) Raise finance in furtherance of the objects of the Sanstha, by way of loan or donations or gifts or grants, and to enter into any agreement of mortgage or other security, if required.

(iv) Appoint employees in the Sanstha and its institutions and decide the terms and conditions of their engagement.

(v) Frame rules or by-laws governing any aspect of administration or management of the Sanstha & its institutions including employer - employee relationship, provided such rules



or by-laws are not contrary to or inconsistent with the provisions of the constitution of the Sanstha or any law for the time being in force.

(vi) Manage and administer the day-to-day affairs of the Sanstha and its respective institutions.

(vii) Supervise the employees engaged in the Sanstha & its institutions, within its jurisdiction, are concerned except, to the extent to the powers specifically conferred upon by the General Body.

(viii) Exercise administrative and disciplinary control in relation to the employees engaged in the Sanstha & its institutions; and to frame service rules and the service conditions for them, which shall bind such employees.

ix) Institute and defend any proceedings on behalf of Sanstha before the judicial and quasi-judicial forums, to appoint advocates, compromise suits, claims, awards etc. and to appoint legal counsel and to incur expenses from the funds of the Sanstha in this behalf.

(x) Appoint panel of not less than three persons to conduct the elections of the Sanstha.

(xi) Appoint auditors to audit the accounts of the Sanstha & its institutions and approve the audited statements of accounts & reports, prior to putting it before General Body for approval.

(xii) Lay down the procedure for the conduct of election of the Sanstha.

(xiii) Exercise overall control and supervision over the functioning of the institutions.

(xiii) To exercise such powers of the General Body as are delegated to the Governing Board expressly or by necessary implication.

9) Transaction of Business, by the Governing Board

9.1) The Governing Board shall ordinarily transact business in meetings convened by the General Secretary with prior notice of seven days to the office bearers and members. At least one meeting shall be conducted in every quarter of the financial year.

9.2) Meetings can also be convened by giving a shorter notice, should there be any administrative or managerial exigency or any urgent or important business is to be deliberated and discussed.

9.3) The quorum for meetings shall be THREE.

9.4) Any meeting which is adjourned for want of quorum shall be held after half an hour on the same day, at the same venue to discuss the same agenda, irrespective of the quorum.

9.5) All decisions in meetings shall be taken by majority of the members present and voting.

The President shall have a casting vote in case of a tie.

10) Powers and Functions of the office bearers of the Sanstha

10.1) President:

The President shall be the chief patron of the Sanstha and shall:-

(i) Preside over the meetings of the General Body.

(ii) Have an advisory role regarding the overall functioning of the Sanstha in general and institutions in particular.

(iii) Act as friend, philosopher and guide to ensure optimum co-ordination, co-operation and synergy amongst the various functionaries and institutions of the Sanstha.

(iv) Supervise the day to day affairs of the Sanstha in general and those of the institutions in particular.

(v) Render necessary guidance and advice to the various functionaries of the Sanstha, respective institutions, in order to



ensure that the affairs of the Sanstha are conducted smoothly and in furtherance of the objects of the Sanstha.

(vi) Take such measures and steps as are necessary to ensure the progress and overall development of the institutions under the Sanstha as are necessary to enhance the reputation and prestige of the Sanstha.

(vii) Act as ex-officio member of every committee or subcommittee constituted by the Governing Board and/or its institutions.

10.2) Vice-President:

The Vice-President shall:-

i) Render such assistance to the President, as the President may seek from him.

ii) In the absence of president, Vice. President shall preside over the meetings of the General Body and the Governing Board.

iii) Exercise such authority and shoulder such responsibility as may be specifically conferred upon/assigned to him by the President.

iv) In the event of the President being unable to function in view of long absence or sickness or like reasons, the Vice President may be called upon by the Governing Board to discharge the responsibility of the president.

10.3) General Secretary:

(i) The General Secretary shall be the Chief Executive Officer (CEO) of the Sanstha.

(ii) Convene the meetings of the General Body and the Governing Board.

(iii) Ensure that the meetings of the General Body and Governing Board are convened in accordance with the constitution of the Sanstha.

(iv) Exercise control and supervision over the day to day administration and management of the Sanstha and its institutions within the framework of the constitution of the Sanstha.

(iv) Be responsible for executing decisions of the General Body & Governing Board and for implementing their policies, in consultation with the President.

(v) Communicate, for and on behalf of the Sanstha, with any governmental or non governmental authority or institution and to sign and execute such deeds and documents for and on behalf of the Sanstha as may be necessary to execute or implement the decisions or policies of the Sanstha or the Governing Board.

(vi) Act as Ex-officio member of every committee or subcommittee constituted by the Governing Board and the institutions.

(vii) Exercise such other powers as are assigned by the General Body or the Governing Board.

10.4) Treasurer:

The Treasurer shall be the custodian of the funds and financial assets of the Sanstha and shall in consultation with the General Secretary:-

(i) Maintain accounts of the Sanstha and its institutions and ensure their audit.

(ii) Ensure the compliance of the provisions of the Bombay Public Trust Act, 1950 and any other law in force governing accounts and audit of the Sanstha.

(iii) Prepare the annual budget of the Sanstha and/or its institutions; and present the same before the Governing Board for



approval and sanction, which shall thereafter be tabled before the General Body.

iv) Be responsible for developing and having in place systematic accounting procedures checks and balances in order to ensure that the financial assets of the Sanstha and its institutions are properly accounted for and audited.

v) Act as Ex-officio member of every committee or subcommittee constituted by the Governing Board and institutions.

11) No modification or alteration or amendment shall be effected to the constitution unless the same is approved by two third majorities of members of General Body, who are entitled to vote, in a meeting which is specially convened for consideration of such modification or alteration or amendment. Such meeting shall be convened with a notice of not less than 21 days.

12) Dissolution of the Sanstha:-

In case of dissolution of the Sanstha the surplus assets of the Sanstha shall be distributed in accordance with the law for the time being in force or shall be given to any other such Sanstha or institutions having objects and aims which are similar to the aims and objects of the Sanstha.

This set of principals governing the affairs of the Sanstha shall collectively be referred to as "The Constitution".

13) The provisions of this Constitution shall come into force with effect from 1st June, 2014.

"This text of the Constitution has been approved by Special General Body Meeting held on 24th May 2014, to confirm the minutes Special General Body meeting held on 7th June 2014".

