

NATIONAL INSTITUTE OF
REHABILITATION TRAINING & RESEARCH
(NIRTAR) FORMERLY CALLED (NIPOT)



GOVERNMENT OF INDIA
MINISTRY OF SOCIAL WELFARE
NEW DELHI

CERTIFICATE OF REGISTRATION
OF
SOCIETY ACT XXI
1860

No. S/ 14772

of 1984.

I, hereby certify that "NATIONAL INSTITUTE
OF REHABILITATION, TRAINING AND RESEARCH
(NIRTAR)"

has this day been registered under the Societies Registra-
tion Act, XXI of 1860.

Given under my hand at Delhi on this 22nd
day of FEBRUARY One Thousand Nine Hundred and Eighty
Four.

REGISTRATION FEE OF Rs. 50/- PAID.

[Signature]
REGISTRAR OF SOCIETIES:
DELHI ADMINISTRATION:
DELHI:

**NATIONAL INSTITUTE OF
REHABILITATION TRAINING AND RESEARCH
(NIRTAR) FORMERLY CALLED (NIPOT)**

MEMORANDUM OF ASSOCIATION

1. Name of the Society:
 - 1.1 The name of the Society shall be National Institute of Rehabilitation Training and Research (NIRTAR).
2. The registered office of the Society shall be situated at Room No.623, 'A' Wing, Shastri Bhawan, New Delhi-110001.
3. The aims and objectives of the Society are as under:-
 - (i) To promote the use of products of Artificial Limbs Manufacturing Corporation of India (A Government of India Undertaking).
 - (ii) To undertake, sponsor or coordinate the training of personnel such as Doctors, Engineers, Prosthetists, Orthotists, Prosthetic and Orthotic Technicians, Physiotherapists, Occupational Therapists, Multipurpose Rehabilitation Therapists and such other personnel deemed necessary for the rehabilitation of physically handicapped.
 - (iii) To conduct, sponsor, coordinate or subsidize research into biomedical engineering, both fundamental and applied, leading to the effective evaluation of mobility aids for the orthopaedically disabled persons or suitable surgical or medical procedures or development of new aids.
 - (iv) To develop models of service delivery programmes for rehabilitation of the physically handicapped.
 - (v) To distribute or promote or subsidize the manufacture of prototypes and distribution of any or all aids designed to promote any aspects of the education and rehabilitation therapy of the Physically Handicapped.
 - (vi) To undertake vocational training, placement and social, economic, educational and any form of rehabilitation and any activity incidental to these.

(vii) To undertake any other action in the area of rehabilitation of the Physically Handicapped.

(viii) All the income will be utilized for the fulfillment of above aims and objects.

4. GOVERNING BODY:- The names, address, occupations and designation of the present members of the Governing Body to whom the Management of the society is entrusted as required under section 2 of the Societies Registration Act of 1860, as applicable to the U.T. of Delhi, are as follows:-

Sl. No.	Name	Designation & Address	Description
1	Dr. B. Mukhopadhaya	Chairman, Artificial Limbs Manufacturer Corporation of India, Kanpur.	Chairman
2	Shri Man Mohan Singh	Financial Adviser, Ministry of Social Welfare, New Delhi	Member
3	Shri K. Srinivasan	Secretary, Social Welfare, Government of Orissa	Member
4	Shri B.S. Lamba	Director, Ministry of Social Welfare, Govt. of India, New Delhi	Member
5	Shri A. Balakrishnan	Director, National Institute of Rehabilitation Training and Research.	Member Secretary

5. Signatories of the Memorandum of Association:

We, the persons whose names and addresses are given below, have associated ourselves for the purpose described in the memorandum of Association, do hereby subscribe our names to this Memorandum of Association and set our hands hereunto and form ourselves into a Society under:-

Sl. No.	Name	Occupation and Address	Signature
1	Shri R.P. Khosla	Secretary, Ministry of Social Welfare, Govt. of India, New Delhi	Sd/-
2	Dr. B. Mukhopadhaya	Chairman, Artificial Limbs Mfg. Corpn. of India, Saidpur Road, Patna-4	Sd/-
3	Shri Man Mohan Singh	Financial Adviser, Ministry of Education and Social Welfare, Govt. of India New Delhi	Sd/-
4	Shri M.C. Narasimhan	Joint Secretary, Ministry of Social Welfare, Govt. of India, New Delhi.	Sd/-
5	Dr. S.K. Verma VSM (Retd.)	Head of the Deptt. of Rehabilitation and Artificial Limb Centre, AIIMS, New Delhi.	Sd/-
6	Lt. Col. A.K. Tewari	Managing Director, Artificial Limbs Mfg. Corpn. of India, G.T. Road, Kanpur-208016.	Sd/-

7	Shri B.S. Lamba	Director(NI), Ministry of Social Welfare, Govt. of India, New Delhi.	Sd/-
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Witness to the above signatures:-

1	Shri M.R. Khurana	Desk Officer, Ministry of Social Welfare, Govt. of India, New Delhi	Sd/-
2	Shri R.L. Duggal	Desk Officer, Ministry of Social Welfare, Govt. of India, New Delhi	Sd/-

Dated the

day of

1983

**RULES AND REGULATIONS OF NATIONAL INSTITUTE OF REHABILITATION
TRAINING AND RESEARCH (SVNIRTAR)**

1. Definitions:

1.1 In these unless there is anything repugnant to the subject or context:

- (a) The 'Institute' means the National Institute of Rehabilitation Training and Research.
- (b) The 'General Council' means the General Council of the Institute.
- (c) The 'Executive Council' means the Executive Council of the Institute.
- (d) The 'President' means the President of the General Council and 'Chairman' means the 'Chairman' of the Executive Council.
- (e) 'Memorandum' means the Registered Memorandum of Association and Rules of the National Institute of Rehabilitation Training and Research (NIRTAR) as may be amended from time to time by the Society.
- (f) The 'Rules' means the rules registered along with the Memorandum of Association and as may be amended by the society from time to time.
- (g) 'Society' means the Society forming the Institute.
- (h) 'Office Bearers' means the Patron or President Members Secretary or any others who may be designated by the Patron or the President.
- (i) 'Government' means the Central Government.
- (j) 'Year' means the financial year of the Central Government.

2. Authorities of the Institute.

The following shall be the authorities of the Institute.

General Council

Executive Council

Such other authorities as may be prescribed from time to time by the General Council.

3. General Council:

The composition of the General Council shall be:

- | | | |
|--|---|-----------|
| (a). Secretary, Ministry of Social Welfare,
Govt. of India, New Delhi. | - | President |
| (b). Chairman, Artificial Limbs Mfg. Corpn.
of India, New Delhi. | - | Member |
| (c). Joint Secretary in-charge of Handicapped
Bureau, Ministry of Social Welfare,
Govt. of India, New Delhi. | - | Member |
| (d). Financial Adviser, Ministry of Social Welfare
Govt. of India, New Delhi. | - | Member |
| (e). Secretary, Health & Family Welfare
Govt. of Orissa. | - | Member |

- (f). Secretary, Social Welfare - Member
Govt. of Orissa.
 - (g). 5 persons of eminence in the field of Orthopaedic/- Members
Rehabilitation to be nominated by the President
In consultation with the Ministry of Welfare.
 - (h). Managing Director, Artificial Limbs Mfg. Corpn. - Member
of India
 - (i). A representative from Ministry of Social Welfare - Member
Govt. of India, New Delhi.
 - (j). Director, NIRTAR. - Member Secy.
- 3.2. The General Council will have the power to coopt from time to time for such period as they deem fit representative or representatives of such other organizations or institutions and individuals as they deem desirable in the interest of the Institute. The cooperated member shall have the right to participate in discussion but not to vote.
4. Term of office:
- 4.1 The tenure of office of the Members and office Bearers of the General Council except that of the President shall be two years or until their successors are nominated whichever is later and they shall be eligible for re-nomination.
- 4.2 The tenure of office of the member of the General Council shall be at the pleasure of the Central Government.
- 4.3 At ex-officio member shall automatically cease to be a member of General Council on vacating office.
5. Meeting of General Council:
- 5.1 The Annual General meeting of the General Council shall be called by the President every year after giving at least 21 days written notice of the date, time, place and agenda and as such meeting it shall transact the following business:
- (a) Consideration of Annual Report:
 - (b) Consideration of the Balance Sheet and the audited accounts for the previous years.
 - (c) Receipt and consideration of budget proposals for the following year and
 - (d) Such other matter or matters as the Chairman may direct.
- 5.2 The President may convene a special meeting of the General Council whenever he/she thinks it necessary to do so, by giving not less than 14 days notice and indicating the purpose of the meeting.
- 5.3 At such special meeting of the General Council convened by the President no business other than the business included in the notice of the meeting shall be conducted.
- 5.4 Powers and duties of the president of the General Council shall include:
- (a) Calling and presiding over all meetings of the General Council; and
 - (b) Moving the Executive Council to take into consideration his views in regard to any matter which is required to be considered by it.
6. The Executive Council:
- 6.1 The composition of the Executive Council shall be :
- a). Chairman, Artificial Limbs Manufacturing - Chairman
of India Ltd., Kanpur.

OR

Joint Secretary in charge of Handicapped Bureau,
Ministry of social Welfare, New Delhi

- b). Director (NI), Ministry of Social Welfare
New Delhi. - Member
 - c). Financial Adviser
Ministry of Social Welfare, New Delhi. - Member
 - d). Secretary, Health & Family Welfare,
Govt. of Orissa. - Member
 - e). Director, NIRTAR - Member
 - f). Two specialists/representatives of Voluntary
organizations/social welfares in the field
(to be nominated by the Govt. of India). - Member
- 6.2, The Chairman of the Executive Council may invite any person to attend any particular meeting or meetings as he/she thinks it desirable.
- 6.3 Powers and duties of the Chairman of the Executive Council:
- i). To preside over the meetings of the Executive Council.
 - ii). To take emergent action whenever exigencies of the situation demand it in the interests of the Institute and to have the same rectified by the Executive Council at its next meeting.
7. Tenure of office:
- 7.1 Member nominated under clause 3.1(d) and under clause 6.1 (c) shall hold office for a period of two years from the date of nomination. The members shall be eligible for re-nomination.
- 7.2 Where a member of General Council/Executive Council changes his address, he may notify to the Member-Secy. His new address; but if he fails to notify such address, his address as recorded on the roles of the members shall be deemed to be his address.
8. Ceasation or Termination of Membership:
- 8.1. A member of the General Council or Executive Council shall cease to be such a member if he (a) dies, or (b) resign his membership, or (c) become of unsound mind, or (d) becomes insolvent, or (e) is convicted of a criminal offence involving moral turpitude or (f) is removed by the Central Government from the membership or (g) except in the case of Director of the Institute, accepts a full time appointment in the Institute, or (h) fails to attend three consecutive meetings, without the leave of the President of the General Council or Chairman of the Executive Council as the case may be.
- 8.2 A member of the General Council or Executive Council (other than ex-officio member or a member representing the Central Govt.) may resign office by a letter addressed to the President of the General Council or to the Chairman of the Executive Council whatever the case may be and such resignation shall take effect from the date it is accepted by the concerned President/Chairman.
9. Casual Vacancy:
- 9.1 Any casual vacancy in the General Council or in the Executive Council shall be filled by the appointment or nomination of a member by the appropriate authority entitled to make such appointment or nomination and the member appointed or

- nominated to fill such casual vacancy shall hold office for the remainder of the term, if any, of the member in whose place he has been appointed or nominated.
- 9.2 The General Council or the Executive Council shall function notwithstanding any vacancy therein and notwithstanding any defect in the appointment or nomination of any of its members, and no act or proceedings of the General Council or Executive Council shall be called in question merely by reason of the existence of any vacancy therein or of any defect in the appointment or nomination of any of its members.
10. Meeting of the Executive Council:
- 10.1 The Executive Council of the Institute shall meet at least once every three months.
- 10.2 The meeting of the Executive Council may be convened by the Chairman of the Executive Council or any other member of the Executive Council who may be authorized by him in this behalf.
- 10.3 The meetings of the Executive Council shall be presided over by the Chairman of the executive Council and in his absence a member elected by the members present shall function as Chairman for that particular meeting.
11. Powers and functions of the Executive Council:
- 11.1 Subject to general control and directives of the General Council the Executive Council shall be responsible for the management and administration of the affairs of the Institute in accordance with the Memorandum of Association, the rules and bye-laws made there-under for the furtherance of the objects and shall have all powers which may be necessary or expedient for the purpose including:
- (a) to lay down broad policy to carry out the purposes of the Institute;
 - (b) to review and sanction budget estimates;
 - (c) to sanction expenditure so defined in financial bye-laws;
 - (d) to invest the funds of the Institute;
 - (e) to borrow on terms and conditions expedient; and
 - (f) to create posts and recruit and appoint staff.
- 11.2 The appointment of the Director shall be made by the Executive Council with the prior approval of the Government.
- 11.2(a) Creation and appointment to all such posts as carry an initial monthly pay of Rs.1600 or above, shall be done with prior approval of the Government.
- 11.3 Creation and appointment of other posts shall be made by the Executive Council.
- 11.4 The Director of the Institute shall be in-charge of the Management of the Institute and shall exercise such powers in respect of the affairs of the Institute as may be delegated to him by the Executive Council from time to time.
- 11.5 The Executive Council may by resolutions appoint one or more committee or committees or sub-committees for such purposes and with such powers as may be specified by it.
- 11.6 The Executive Council of the Institute may by resolution, delegate separately to the Chairman or the Director or jointly to both of them such of its powers as it may deem fit for the conduct of business.
- 11.7 The Executive Council may with prior approval of the Govt. alter or repeal or frame new rules.
12. Funds for the Institute, Accounts and Audit:
- 12.1 The funds of the Institute shall consist of the following:

- (a) grants made by or through the Government of India or any State Government;
 - (b) donation and contributions from other sources; and
 - (c) other income and receipts of the Institute.
- 12.2 The funds of the Institute shall be deposited in a bank to be named by the Executive Council. Funds received shall be paid into the Institute's account maintained in such a bank and shall not be withdrawn except on cheque signed by two persons designated by the Executive Council and authorized to function on their behalf.
- 12.3 The Institute shall maintain proper accounts including a balance sheet in such forms as may be prescribed under the bye-laws.
- 12.4 The accounts of the Institute shall be audited annually in such manner as the Central Govt. may direct and any expenditure incurred in connection with the audit of the accounts of the Institute shall be payable by the Institute. The auditors shall have the right to demand production of books 'accounts' vouchers and other documents and papers and to inspect the office of the Institute.
- 12.5 Within six months after the close of every financial year, the Institute shall submit to the Central Govt. the audited statement of accounts of the previous year.
- 12.6 The financial year of the Institute shall be from the first of April to the thirty-first of March of the following year.
13. The Institute shall invest and deal with funds and moneys of the society and shall have the right –
- (a) to issue appeals and applications for money and funds in furtherance of the said objectives and to raise or collect funds by gifts, donations, subscriptions or other wise, of cash and securities, and any property either movable or immovable and to grant such rights and privileges to the donors, subscribers and other benefactors as the society may consider proper;
 - (b). to acquire, purchase or otherwise own or take on lease or hire temporarily or permanently buy any movable or immovable property necessary or convenient for the furtherance of the object of the society.
 - (c) to borrow and raise money with or without security or on the security of a mortgage, charge or on the security hypothecation or pledge of all or any of the movable or immovable properties belonging to the society or in any other manner whatsoever, provided that prior approval in writing of the Govt. of India is obtained in that behalf;
 - (d) to sell, assign, mortgage, lease, exchange and otherwise transfer or dispose of all or any propriety movable or immovable of the society the furtherance of the objects of the society provided prior approval of the Govt. of India is obtained (in writing) for the transfer of the immovable property;
 - (e) to enter into any agreement with any Govt. or authority municipal, local or otherwise, to obtain from such Govt. or authority any rights, privileges, concessions, fiduciary or otherwise that the society may deem desirable to obtain and carry out exercise and comply with such arrangements and rights, privileges and concessions;
 - (f) to draw, make accept, endorse, discount, execute, sign, issue and otherwise deal with cheques, hundis, drafts, certificates, receipts, Govt. securities,

- promissory notes, bills of exchange or other instruments and securities whether negotiable or transferable or not;
- (g) to build, construct, maintain, repair, alter, improve or develop or furnish any buildings or work necessary or convenient for the purpose of the society.
 - (i) to appoint, or employ temporarily or permanently, any person or persons that may be required for purposes of the society and to pay them or other persons in returns for services rendered to the society, salaries, wages, honoraria, fees, gratuities, provident funds and pensions;
 - (j) to mobilize available expertise in the field of the physically handicapped and to offer technical and consultancy services with or without payment of remuneration as necessary;
 - (k) to establish a provident fund and other benefits for its employees of the society;
 - (l) to institute, offer, or grant prizes, awards, scholarships fellowships and stipends in furtherance of the objects of the society; and
 - (m) to receive and accept grant/donations and other contributions;
14. Govt. of India may appoint one or more persons to review the work and progress of the Institute and to hold enquiries into the affairs thereof and to report thereon in such manner as the Govt. of India may stipulate, and upon receipt of any such report, the Govt. of India may take such action and issue such directions as it may consider necessary in respect of any of the matters dealt with in the report and the Institute shall be bound to comply with such directions;
- 14.1 The Govt. of India may give from time to time directives to Institute as it deems fit and these shall be binding on the Institute.
- 14.2 The Institute shall be open to persons of either sex, and of whatever race, creed, caste or class and no test or conditions shall be imposed as to religious belief or profession in admitting trainees/students or appointing members, teachers and other technical/non-technical staff of the institute.
- 14.3 No benefaction shall be accepted by the society which, in its opinion, involves condition or obligation or obligations opposed to the spirit and object of the society.
- 14.4 In case the Govt. of India is satisfied that the Institute is not functioning properly, the Govt. of India shall have the power to take over the administration of the Institute and to appoint an administrator for this purpose. During the period such an order is subsisting the General Council and the Executive Council shall remain suspended and all the powers of the General Council and the Executive Council shall vest in the administrator.
15. Bye-laws:
- (a) With the previous approval of the Govt. of India the Society shall have power to frame and amend bye-laws not inconsistent with the Memorandum of Association and these rules, for the Administration and management of its affairs.
 - (b) Without prejudice to the generality of the foregoing provision such regulations may provide for the following matters:
 - (i) The preparation and sanction of budget estimates, the sanctioning of expenditure, making and execution of contracts, the investment of the funds of

the society and the sale or alternation of such investment and accounts and audit.

(ii) The procedure, terms and tenure of appointments, emoluments, allowances, rules of discipline and other conditions of service of the officers and staff of the society.

(iii) The procedure, terms and tenure of appointments, emoluments, allowances, rules of discipline and other conditions of service of the officers and staff of the society.

(iv) Terms and conditions governing scholarships, fellowships, deputations, grant-in-aid, research schemes and projects.

(v) Such other matters as may be necessary for the furtherance of the objectives and proper administration of the affairs of the society.

16. Quorum:

16.1 1/3 members of the General Council shall constitute a quorum at a General Council meeting or a special meeting of the General Council.

16.2 1/3 members of the Executive Council shall form the quorum at any meeting of the Executive Council.

16.3 If at any meeting of the General Council or Executive Council there is no quorum, the meeting shall stand adjourned to a date to be fixed by the Presiding Officer, if at any adjourned meeting there is no quorum the members present shall constitute the quorum.

16.4 A written notice shall be sent to every member of the General Council or Executive Council, as the case may be, either personally or through post under certificate of posting to address mentioned in the latest roll of members.

16.5 Any notice so sent by post shall be deemed to have been duly served and in providing such services, it shall be sufficient to show that cover containing such notice was properly addressed and put into the Post-office under a certificate of posting.

16.6 Non-receipt of the notice of any meeting of the General Council or Executive Council by any member shall not invalidate the proceeding of the meetings.

16.7 The minimum period of notice for meeting of the General Council/Executive Council shall be as follow:

- (a) for the Annual general meeting of the General Council: 21 days;
- (b) for special meeting of the General Council: 14 days;
- (c) for ordinary meeting of the Executive Council: 14 days and
- (d) for Extraordinary meeting of the Executive Council: 7 days.

16.8 In case of difference of opinion among the members of the General Council or the Executive Council at any meetings; the opinion of the majority shall prevail. Each member other than coopted members of the General Council or of the Executive Council as the case may be including the President shall have one vote and if there be equality of votes on any question; the Presiding Officer shall in addition have a casting or second vote.

17. Roll of Members:

17.1 The Institute shall keep a roll of members and their address and occupations.

18. Resolution by Circulation:

18.1 Any business in respect of which the Chairman is satisfied that the matter is urgent and that it is not possible to hold a meeting of the Executive Council in the near future, may be carried out by circulation among all its members of the Executive Council and shall be effective and binding as if such resolution has been passed at a meeting of the Executive Council.

For the realization of its objectives the NIRTAR will undertake:-

- (i) To establish, administer, manage, take over or subsidize the management and administration of prosthetic and Orthotics fitting Centres, hospitals Schools, workshops, printing press or any other activity the Institute considers essential or desirable for realization of its objectives for the physically handicapped.
- (ii) To conduct examinations and award diplomas and certificates for the courses conducted by it.
- (iii) To promote the interpretation of physically disabled children in schools and adults in society in general.
- (iv) To undertake experimental programmes for the education; training and rehabilitation of physically disabled children and adults.
- (v) To undertake, sponsor, coordinate or subsidize educational programmes for parents, relatives attendants and other members of the public concerned with looking after, management and rehabilitation of the disabled.
- (vi) To offer technical assistance to individuals or organizations, in developing research projects or establishing prosthetic and orthotic fitting Centres and training Centres for the management and rehabilitating of the physically disabled.
- (vii) To organize, coordinate or assist financially or otherwise centres providing documentation on all aspects of training and research in the management and rehabilitation of the physically disabled.
- (viii) To undertake, sponsor or financially assist the production, writing or publication of books, pamphlets, films, videotapes or other materials having a bearing on training and research in the management and rehabilitation of physically disabled.
- (ix) To explore and identify areas of research and development in the field of management and rehabilitation of physically disabled and take steps for practical implementation of there results of research.
- (x) To run and maintain prosthetic and Orthotics fitting centres of adequate capacity and facilities for the purpose of extension training and research specified in sub-clauses above.
- (xi) To run and maintain hospitals of adequate bed strength and facilities for the purpose of extension training and research in the field of physically handicapped.
- (xii) To advise the Govt. of India on such matters concerning training and research pertaining to management and rehabilitation of physically disabled.
- (xiii) To do such other Lawful needs as are conducive or incidental to the attainment of the subjects of the institute.

19. General:
- 19.1 All contracts shall be executed on behalf of the Institute by the Director in consultation with the Chairman, as per rules defined in the financial bye-laws to be framed by the societies.
- 19.2 For the purpose of Section 6 of the Societies registration Act, as applicable to the Union Territory of Delhi the person in whose name, the Institute may sue or be sued shall be the Director of the Institute.
20. Income and Property:
- 20.1 The income and property of the Society, howsoever derived, shall be applied towards, the promotion of the objects thereof as set forth in the Memorandum subject nevertheless to the conditions the Govt. of India may from time to time impose in respect of expenditure or grants made by them. No portion of the income and property of the society shall be paid or transferred directly or indirectly by way of dividends, bonus or otherwise, however by way of profit to the persons who at any time are or have been members of the society or to any of them or to any person claiming them or any of them provided that nothing therein containing shall prevent the payment in good faith of honorarium to a member thereof no remuneration to any officer in the Institute in return for any service rendered to the society or for traveling allowance halting allowance or other similar charges. If however, a member of the society is a Member of Parliament he shall be paid only the compensatory allowance as provided under the Parliament (Prevention of Disqualification) Act, 1959 until he ceases to be a Member of Parliament.
21. Alteration of Memorandum of Association and Rules and Regulations:
- (1) Whenever it shall appear to the General Council of the Institute that it is advisable to alter, extend or abridge such purpose or for other purposes specified in Section-12 of the Registration of Societies Act, 1860, the General Council, with the prior approval of Central Govt. may submit the proposition to the members of the Institute in a written or printed report, and may convene a Special General meeting for the consideration thereof according to the Rules and Regulations. No such proposition shall be deemed to have been approved unless such report has been delivered or sent by registered post to every member of the Institute 10 days previous to the date of the Special General meeting convened by the General Council for the consideration thereof, and unless such proposition shall have been agreed to by the votes cast in favour of the proposition by the member who being entitled to do so, and such votes are not less than three-fourth of the members delivered in person or by proxy so entitled and voting and confirmed by similar majority or votes at a second special general meeting convened by the General Council after an interval of one month after the former meeting.

- (2) Whenever it shall appear to the General Council of the Institute to alter, extend or abridge such purpose or for other purposes within the meaning of the Act or to amalgamate such society either wholly or partially with any other society, the General Council may submit the Proposition to the members of the Institute either in written or printed report any may convene a special meeting for the consideration thereof according to the rules and regulations. But no such proposition shall be carried into effect unless such report shall have been delivered or sent by post to every members of the society ten days previous to the special meeting convened by the Governing body for the consideration thereof, nor unless such proposition shall have been agreed to by the votes of three-fifths of the members delivered in person or by proxy, and confirmed by the votes of three-fifths of the members present at a second special meeting convened by the governing body at an interval of one month after the former meeting.
22. Once in every year a list of the office bearers and members of the General Council/Executive Council shall be filled with the Registrar of Societies, Delhi as required under Section-4 of the Societies registration Act of 1860, as applicable to the Union Territory of Delhi.
23. Any kind of amendment in the Memorandum of the Society shall be made as per provisions of Section 12 and 12 (A) of the Societies Registration Act of 1860 as applicable to the Union Territory of Delhi.
24. If the Society needs to be dissolved it shall be dissolved as per provisions laid down under Section 13 and 14 of the Societies Registration Act of 1860, as applicable to the Union Territory of Delhi.
25. Winding up:
- 25.1 If on the winding up or dissolution of the society there shall remain after the satisfaction of all the dealt with in the manner provided by the Registration of Societies Act 1860. All the provisions of the Societies Registration Act, 1860 will apply to this Society.
- 25.2 The society may sue or be sued in the name of the Secretary as per provisions laid down under Sec.6 of the S.R. Act 1860 as applicable to the U.T. of Delhi.
- 25.3 Essentiality Certificate: Certified that above is the true copy of rules and regulations.

Sd/-
(Dr.B. Mukhopadhaya)

Sd/-
(Lt.Col.A.K. Tewari)

Sd/-
(B.S. Lamba)
