

MEMORANDUM OF THE ASSOCIATION

- I. Name of the Association : Association of Pulmonologist of
Tamil Nadu
- II. Address of the Registered: F-185, Shan shelter, F-Block,
Office of the Association 9th street, Anna Nagar East, Chennai – 600 102.
- III. Date of Formation of the
Association: 14.04.2016.
- IV. Registration District : Chennai Central.

V. OBJECTIVES OF THE ASSOCIATION

- a. To encourage in advancing the knowledge and practice of pulmonary medicine.
- b. To promote the welfare of the students and practitioners of pulmonary medicine.
- c. To support, protect and uphold the status, interest, prestige and dignity of students and practitioners of pulmonary medicine and to secure for them just rights, privileges and status.
- d. To promote and achieve co-operation of the members of the association with regard to fulfilment of the objectives of the Association.
- e. To co-operate with other regional, national and international bodies in the field of pulmonary medicine and related areas.
- f. To promote the awareness of pulmonary medicine amongst the public at large.
- g. To undertake such work as and when decided upon by the Association from time to time.
- h. To protect and preserve the interest and welfare of its members.
- i. To assist and advise Government and Non-Governmental Agencies in all matters pertaining to practice of pulmonary medicine.
- j. To propagate, and impart and adopt methods for community welfare.
- k. To undertake/assist research in pulmonary medicine and to start

Educational institutions for pulmonary medicine.

We the undersigned are desirous of forming an Association named Association of Pulmonologists of Tamil Nadu.

S.No.	Name & Address	Designation	Signature
1	Dr. Prasanna Kumar Thomas 401 -A, 32 nd street, 6 th Sector, K.K Nagar, Chennai – 600 078.	President	
2	Dr. C. Chandrasekar L 2, Bhatia Garden, No. 66, Manapakkam Road, Manapakkam, Chennai - 600 116	Vice-President	
3	Dr. Sridhar R No:3/7,1 st Street, Ragavanagar, Madipakkam, Chennai-600091.	Vice-President	
4	Dr. Dhanasekar AJ – 147, No.3, Golden Aster Apartments, 9 th Main Road, Anna nagar, Madipakkam, Chennai- 91.	Hon. Secretary	
5	Dr.A.Devarajan S-3, Marvellous Enclave, 37, Alagiri Nagar, 5 th Street, Vadapalani, Chennai -600 026.	Treasurer	
6	Dr. B. Rajagopalan AI – 102, Anna Nagar, Chennai – 600 040.	Executive Member	
7	Dr. Logamurthy R 10/12 8th Street, Dr.RadhakrishnanSalai, Mylapore, Chennai – 600 004	Executive Member	

Signed in our presence this day of 2016 at Chennai.

WITNESSES:

1.

2.

Hon. Secretary

BYE-LAWS OF THE ASSOCIATION OF PULMONOLOGIST
OF TAMILNADU

1. Name of the Association : Association of Pulmonologist of Tamil Nadu
2. Address of the Registered Office of the association : F-185, Shan shelter, F-Block, 9th street, Anna Nagar East, Chennai- 600 102.
3. Date of Formation of the Association : 14.04.2016
4. Registration District : Chennai Central

2. INTERPERTATION:

In these bye-laws unless there is anything in the subject or context inconsistent therewith

- a. The Association means the Association of Pulmonologists of Tamil Nadu.
- b. The Committee means the Governing Body to whom the management of the Association is entrusted by these Bye-Laws.
- c. The Annual General Body meeting and Extra Ordinary General Body meeting means only such General meeting of the Association as are convened and held under the rules of Association in force.
- d. Financial year means the year commencing from 1st April to 31st March of the succeeding year.
- e. Ordinary resolution means the resolution passed in the usual course of activities of the Association by a simple majority of the members entitled to vote as are present in person at a meeting.
- f. Special Resolution means a resolution passed by a majority of not less than three fourths of the members of the Association entitled vote as are present in person at a General Meeting of which notice of not less than 21 clear days, specifying the intention propose of the resolution as a special resolution, has been clearly given.
- g. 'Seal' means the seal of the Association.

- h. 'Act' means the Tamil Nadu Societies Registration Act 1974.
- i. Unless the context means otherwise "He" includes "she" and cross- gender also.

3. OBJECTIVES OF THE ASSOCIATION

1. To encourage in advancing the knowledge and practice of pulmonary medicine.
2. To promote the welfare of the students and practitioners of pulmonary medicine.
3. To support, protect and uphold the status, interest, prestige and dignity of students and practitioners of pulmonary medicine and to secure for them just rights, privileges and status.
4. To promote and achieve co-operation of the members of the association with regard to fulfilment of the objectives of the Association.
5. To co-operate with other regional, national and international bodies in the field of pulmonary medicine and related areas.
6. To promote the awareness of pulmonary medicine amongst the public at large.
7. To undertake such work as and when decided upon by the Association from time to time.
8. To protect and preserve the interest and welfare of its members.
9. To assist and advise Government and Non-Governmental Agencies in all matters pertaining to practice of pulmonary medicine.
10. To propagate, and impart and adopt methods for community Welfare
11. To undertake/assist research in pulmonary medicine and to start Educational institutions for pulmonary medicine.

4. ACTIVITIES OF THE ASSOCIATION IN FURTHERANCE OF THE OBJECTIVES

- a. Raising funds by subscription, donation and grants or other legal means in order to do all things to further the objectives mentioned above in a manner that may be decided upon by the Governing Body from time to time.
- b. The holding and management of such fund in order to carry out the objectives of the Association.
- c. The acquisition, management, improvement or development of property for the Association including the power to sell properties for the purpose of achieving the objectives of the Association.
- d. To convene conferences and convention for discussing issues regarding the objective of the Association under the name and style of "TAPPCON" on annual basis.
- e. To institute and maintain an adequate library and documentation Centre for the use of members of the Association
- f. To institute endowment lectures on topics of current importance relating to pulmonary medicine.
- g. To form study-groups to analyze the legislation concerning practices of

pulmonary medicine with a view to suggest removal of any discrimination of any sort.

- h. To form special committees to suggest law reforms and legislative enactments.
- i. To hold meetings, workshops, conferences and seminars pertaining to pulmonary medicine and matter of public and national importance.
- j. To publish periodicals/journals with regard to pulmonary medicine for the benefit of practitioners of pulmonology and also general public.

5. MEMBERS:

- i. Any student of pulmonary medicine or practitioner of pulmonary medicine and other branches allowed to practice by Tamilnadu medical council can only become the members of the association.
- ii. Those who have suspended their practice cannot be admitted as members.
- iii. Anyone who has been suspended by the Medical Council cannot become a member.

The Association shall consist the following as members:-

- a) **Founder members:** The seven members who have applied for the registration of the association in 2016 are the founder members of association
- b) **Life members:** Any member who holds DM/MD/DNB/DTCD (Pulmonary / Respiratory Medicine) can become a life member subject to the approval of the Governing body.
- c) **Honorary Member:** Senior members of our specialty with DM/MD/DNB/DTCD qualification will be nominated as a Hon. members by the Governing Body. They are exempted from subscription and serve as Hon. Members without voting right.
- d) **Ordinary members:** Any member who holds DM/MD/DNB/DTCD (Pulmonary / Respiratory Medicine) can become an ordinary member, they can renew the membership annually.
- e) **Associate members:** Any Medical Practitioner practicing in other related fields permitted by the Medical Council to carry on the profession within the jurisdictional limit of Tamil Nadu can be accepted as an associated member with the approval of the Governing Body.
- f) **Student Member:** Any Student pursuing a DM/MD/DNB/DTCD in pulmonary medicine can be admitted as a student member.

A) VOTING RIGHT:

Only ordinary members who have renewed their membership consecutively for atleast 3 years and life members are entitled to vote in the Annual and Extra Ordinary General Body Meeting of the Association and in the Elections.

10. SUBSCRIPTION:

- Any member on admission shall pay Rs.200/- at the time of becoming a member of the Association.
- Annual subscription shall be

Life Member	Rs.10000/-
Ordinary members	Rs.1000/- per annum
Associate Member	Rs.500/- per annum
Student Members	Rs.1000/- (valid only during study period)
Honorary Member	Nil

11. GOVERNING BODY: The Governing body will be consisting of

- a. President(1)
- b. Immediate Past President(1)
- c. Vice presidents (2) one of whom will be lady.
- d. Honorary secretary (1)
- e. Immediate Past Honorary secretary(1)
- f. Joint Secretary(1)
- g. Treasurer (1)
- h. Executive Committee Members (10)
- i. Editor in Chief of JAPT

12. ELIGIBILITY TO CONTEST ELECTIONS:

- a. **President/Vice President:** Any Life member of the association who has completed 15 years of continuous practice in the field of pulmonary medicine and also the member of the Association who is entitled to vote shall be eligible to contest for the post of President/Vice President. He should have at least served one term as an Executive member.
- b. **Honorary/Joint Secretary/Treasurer:** Any Life member of the Association who has completed 10 years of continuous practice in the field of pulmonary medicine and also the member of the Association who is entitled to vote shall be eligible to contest for the post of Honorary Secretary/Joint Secretary/Treasurer. He should have at least served one term as an Executive member.
- c. **Executive Committee Member:** Any Life member of the Association who has completed 5 years of continuous practice in the field of pulmonary medicine and also the member of the Association who is entitled to vote shall be eligible to contest for the post of Executive Committee Member.

- d. **Editor In Chief:** Any Life member of the Association who has completed 10 years of continuous practice in the field of pulmonary medicine and also the member of the Association who is entitled to vote shall be eligible to contest for the post of Editor in Chief.

No person shall be entitled to hold the same post (President/Vice President, Treasurer, Executive committee Member) for more than two consecutive terms. Only Honorary Secretary/Joint Secretary are eligible to contest for same post beyond 2 terms subjected to approval of the governing body.

13. PERSON TO SUE:

The Association shall sue and be sued in the name of the Hon. Secretary.

14. JURISDICTION:

The territorial jurisdiction of the Association at the time of its registration is Tamil Nadu and hence all legal disputes shall be within Chennai jurisdiction only.

15. GENERAL BODY MEETING:

- a. The General Body meeting of the Association shall be held once a year at the time of the Annual state conference.
- b. To consider the report of the Committee/the Governing Body on the working of the Association for the previous year beginning from 1st April and ending with 31st March of every calendar year.
- c. To consider the report of the Auditor on the accounts of the Association.
- d. To consider any subject that may be brought by a written requisition to the Secretary by a member at least 15 days prior to the date of the meeting. Such requisition shall have the name, the membership number and signature of each member calling the Extra-ordinary General Body Meeting.
- e. A notice of minimum 21 clear days shall be given by the Secretary for the convening and conduction of the General Body Meeting.

16. EXTRA-ORDINARY GENERAL BODY MEETING:

- i. The Governing Body may on its own motion or at the written request of not less than 1/3rd of ordinary members be entitled to convene an Extra-ordinary General Body meeting of the Association for considering any urgent subject covered by the objects of the Association or any situation that requires with 21 days' notice, if the situation warrants the same. Such requisitions shall have the name, membership number and

signature of each member calling for the Extra-ordinary General Body Meeting.

If the Executive Committee fails to convene meeting within 1 month, the requisitionists can themselves convene the meeting by giving 21 days notice. The quorum of the Extra-ordinary General Body Meeting should be 1/3rd of the members. Special resolution can be passed by 3/4th majority of the members present.

17. QUORUM FOR A MEETING:

- a. The quorum for all the meetings of the Association shall be 50% of the members entitled to vote. In all matters, the decision of the majority shall prevail. In case of equal votes, the President or Chairman of the meeting shall have the casting vote.
- b. The Executive Committee may, at any time, convene meetings either in the premises of the Association or outside, at which eminent persons in medical field may be invited by the Association for the purpose of delivering addresses or reading papers or leading debates on subjects relating to the study of medicine (Pulmonology) its, practice or other matters involving public and national importance.
- c. Proceedings of all the meetings of the General Body and Executive Committee shall be recorded in a book to be kept for the purpose by the Secretary and signed by the President or Chairman of the meeting.

18. ELECTIONS:

1).The President, Vice President, Secretary, Treasurer, and Executive Committee members shall be elected by a Secret ballot in an election to be held once in every three years on the day fixed by the Executive Committee and approved by the General Body and the elected officers shall hold office for a period of three years from the date of their election. Editor In chief will hold the office for Six years and election will be conducted once in six years for post of Editor in Chief. Editor in chief will be nominate editorial board members from the members of association subjected to approval of governing body.

2).The elections shall be conducted every third year on or before 15th day of April of the English calendar year in which the elections become due.

3).If any vacancy arises among the office bearers or the committee

members, consequent to death, resignation or otherwise, the Governing Body shall nominate the candidate who scored the next highest vote to fill up the vacancy until next election or on the basis of majority resolution of the Executive committee.

4) After the formation and Registration of this Association the elections will be conducted only after three years until then the Governing body will be a nominated one.

19. ELECTION RULES:

a. **Notification for election:** The President of the Association of Pulmonologists of Tamil Nadu as the case may be in the month of March in the year, in which the elections are due, shall issue notification appointing a Chief Returning officer to conduct the elections of the Office bearers for the ensuing term. The Honorary Secretary concerned shall within 7 days from the date of issue of notification deliver the complete list of candidates having right and eligibility to vote to the chief Returning officer.

b. **Returning Officer:**

He should be senior member who have completed atleast 15 years of continuous practice in the field of pulmonary medicine and also life member of association.

Duties and Power of the Returning Officer:

- Do all such acts and things as may be necessary for conducting effectively the elections under the rules.
- He should act in a fair and impartial manner.
- In case of any disputes arising with regard to nominations/voters list etc., he has to follow the Principles of Natural justice and abide by the General Laws.
- The voting process should be done in a very transparent manner without any favour or ill will towards the particular contesting candidate and should be using his office in an impartial manner.
- A member cannot propose of second two different candidates for the single position in the elections. In that case the election officer is duty bound to cancel or reject the nomination.

c. **Conduct of Elections:**

C-1: Notice of Nomination: As soon as the notification of elections issued, the Chief Returning Officer shall give notice to all concerned member inviting nominations for elections ensuing the election

- The last date for making nomination, which shall be the 21st day after the date of issue of the notice for nomination, and duly specifying the manner and the place at which the nomination

papers are to be delivered.

- The Date for the scrutiny of the nominations which shall be the day immediately following the last day for making the nominations or if that day is a public holiday the next succeeding day which is not a public holiday.
- The last day for the withdrawal of candidature which shall be the 15th day from the date of sending the list of valid nominations or, if the day is the public holiday, the next succeeding day which is not a public holiday?
- The date by which a poll shall if necessary be taken through, receipt of ballot shall be the 21st day after the date of issue of the ballot papers or if that day is a public holiday, the next succeeding day which is not a public holiday.
- The date of counting of the contested positions
- The date of declaration of the results.
- The date of assumption of office of the office bearers.

21. FUNCTIONS OF OFFICE BEARERS:

I. President :

- The President shall preside over the meeting of the Executive committee and all the meetings of the Association.
- The President shall jointly operate the Bank Account with the Treasurer.

II. Vice President

- a. The senior Vice President shall function as the President in event of temporary absence of the President. When the post of the President falls vacant or the President is permanently absent, the senior Vice President shall act as President.

III. Honorary Secretary:

- a. The Secretary shall help the President in convening the meetings of the Association.
 - b. The Secretary shall be in charge of all administrative functions of the Association.
 - c. The Secretary in consultation with the President shall have power to appoint necessary staff of the Association and shall have the power to appoint, suspend or punish the staff in case of misconduct.
 - d. The decision of the Secretary taken in consultation with the President regarding the appointment, punishment and dismissal of the staff shall be subject to an appeal to the Governing Body and the decision of the Governing Body shall be final.
- The Secretary along with the President is the authority regarding all the Association activities, including its management and administration, with the exception of the financial aspects of the Association.

I. Treasurer:

- The Treasurer shall be in charge of the accounts of the Association. He is authorized to maintain all the books of accounts and is empowered to have an amount not exceeding Rs.2000/- for a day to day transaction of the business of the Association and the balance excess amount shall be deposited in the Association Account. He shall jointly operate the bank account along with the President.
- Day to day account shall be maintained by the Treasurer.
- The Treasurer shall on receipt immediately deposit all the money (cheques/cash/Demand draft etc.) received by him/Association in the Bank account. All Cheques for payment of Association expenses shall be signed by both the Treasurer and the President.
- The monthly accounts of the Association shall be audited every month by the Executive Committee. Statements of receipts, expenditure and balance shall be placed before the Committee every month.

V. Executive committee members:

- a. The Executive Committee shall have, in addition to the powers conferred on it by these rules, the power
 - To recommend the purchase of books and journals.
 - To recommend the application of the funds of the Association in furtherance of its objects and to do all other acts relating to its work and management.
- b. The Committee shall meet at least once in a month. Special meetings of the Committee may be convened by the President or the Secretary and shall also be convened on the written requisition of not less than five members of the Committee for any specified purpose.
 - The quorum for all the meetings of the Committee shall be 50%
 - The President shall preside over all the meetings and in his absence the senior Vice President shall preside and if both the President and Vice President are absent; the Secretary shall preside over the meeting.
 - In all the matters, the decisions of the majority shall prevail and in case of an equality of votes, the President shall have a second/casting vote.
 - A minute's book shall be kept by the Secretary in which the resolutions of the Committee shall be recorded and the same shall be read and confirmed at the next meeting of

the Governing Body.

c. The Committee shall have the power to dispose of routine and administrative matters by taking the opinion of the members by circulation instead of at a meeting of the council.

22. FUNDS AND ACCOUNTS:

- Subscriptions and entrance fees shall constitute an account the “General Account”.
- The Library funds/deposits, fines and donations for purchasing journals shall constitute an account called the “Journal Account”
- The contributions (preferably by cheques) from the members or outsiders for any activity such as Annual day and other activities and donations shall constitute an account called “Activities Account”. Receipts should be issued to the contributors immediately on receiving the contribution.
- The Provident fund Account represents the contribution of the employees and that of the Association. From this account amount shall be disbursed to an employee on his leaving service or by loans which may be sanctioned during service by the Council on the recommendations of the Treasurer as per the rules and Regulations of the Provident Fund.
- The Treasurer and the Secretary shall have power to open close or transfer the bank accounts as and when required.
- The Treasurer and the President shall operate the bank accounts jointly.
- No amount standing to the credit of the General Account shall be transferred or utilized for any other purpose including celebrations etc., The General Account shall be used exclusively for administrative purpose.
- The amounts collected shall be deposited to the respective accounts on the next working day.
- No fixed deposit or other deposit shall be withdrawn/terminated without the approval of the General Body.
- The funds of the Association shall not be used for Travelling Allowance of any of the office bearers or the Executive Committee Members unless there is a resolution passed by the governing body.
- The committee shall have the powers to mobilize funds by way of contribution, Subscription, Free Aid and other form of Loan.

Mortgage are create charge against immovable assets and liabilities for the development of the association activities subject to the approval of General Body Meeting

23. MODIFICATION AND REPEAL:

- a. Bye-Laws made by the General Body shall be notified on the Notice Board of the Association as soon as they are made and shall be placed at the next General Body Meeting of the Association for the information of

the members and they shall have the same force as the rules of the Association, until rescinded or modified by a resolution of the Association.

- b. The Association may either at the Annual General Body meeting or at the Extra-ordinary General Body Meeting, add, alter or repeal any of the rules of the Association or the Bye-laws made by the Committee provided that no rule shall be altered or replaced expect at a meeting in which not less than one third of the members entitled to vote are present.

24. MISCELLANEOUS:

- a. Any complaint or suggestion which any member may desire to make regarding the affairs of the Association may be entered in the book kept, in the Association premises for the purpose or be communicated in writing to the Secretary. All such complaints and suggestions shall be considered by the Committee and the decision shall be communicated to the member by the Secretary.
- b. If any member causes damages or loss to the properties of the Association, he shall be required to compensate the same. Failing compliance, he may be removed from the membership and his conduct may be notified to the Medical Council.
- c. Notices of the meeting of the General Body of the Association shall be deemed sufficient under the rules if affixed in the notice board on the Association three days before the date fixed for the meeting.

25. MEETING:

All proposals put to any meeting of the Governing Body shall duly be recorded in the proceedings book and shall be signed by all members present at the meeting. At least one Governing Body Meeting shall be convened in a month.

26. PRESIDING OFFICER:

The President shall preside over the General Body Meeting. In the absence of the President the senior Vice President shall preside over such meeting. When both are not available, the Secretary shall preside.

27. PREPARATION AND FILING OF FORMS WITH THE REGISTRAR OF SOCIETIES.

The Secretary of the Association shall verify all the returns to be filed with the Registrar of Societies and in token of such verification; he shall sign adding the following declaration in such returns.

“I declare that the particulars furnished above are true and correct to

the best of my knowledge and belief”.

- The returns to be filed are :
 - i) A declaration to the effect that the Association has been in continuous operation during the preceding financial year.
 - ii) A statement of the names, addresses and occupations of the persons, who, at the expiry of the preceding financial year.
 - iii) An authenticated copy of receipts and expenditure account, balance sheet and report.
 - iv) Any change in the location of Registered Office of the Association in Form No. V.
 - v) Any change in the Committee or Members etc., in Form No.VI (within 3 months from the date of such change)
 - vi) Any mortgage or charge created on the property of the Association shall be filled in Form No. VIII or IX respectively (within one months from the date of such mortgage or change)
 - vii) Special Resolution (within three months from the date of passing of such resolution)

28. ACCOUNTS AND AUDITING:

The Association shall keep and maintain the following book of Accounts:

- Cash book showing daily receipt and expenditure and the balance at the end of each day.
- Receipt book, containing forms in duplicate, one of each set to be issued with details for money received by the Association and other to serve as counter foils.
- Voucher file, containing all vouchers for contingent and other expenditure incurred by the Association, numbered serially and filed chronologically.
- Ledger showing consolidated and separate account of all items of receipts and expenditure, member wise as well as item wise.
- Monthly register of receipts and expenditure.

The accounts of the Association shall be audited every year not later than February by an Auditor appointed by the Committee and the Auditor's report shall be placed before the Association, at the annual General Meeting with the remarks of the Council, if any.

29. SUPPLY OF COPIES OF BYE-LAWS ETC., TO MEMBERS:

The Copies of Bye-laws, the receipt and expenditure account and the balance sheet shall be furnished to the members of the Association on application at their own cost with prior permission of the Governing Body.

30. POWER AND PROCEDURE TO MEMBERS:

i) The Committee shall have power, either upon complaint or of its own motion to inquire into the conduct of any member or of any agent, servant or other employee of any member, so far as such conduct relates to any breach or supposed breach of these rules or the professional conduct or honour of any member for the purpose of any such inquiry, may do all acts and things which may be necessary or expedient to enable the committee to render such inquiry effectively.

Provided that before the Committee shall take any action upon the result of such inquiry, the Committee shall inform the member concerned or whose agent, servant or other employee is concerned, of the nature of charge and shall afford him/her a reasonable opportunity of tendering to the Committee his explanation, either personally or in writing and of submitting to the Committee any rebutting evidence which he may desire to produce before it.

(ii) If after such inquiry, the Committee shall be of opinion that a breach of any of these rules has been committed or permitted by any member or that any member has been guilty of unprofessional or dishonorable conduct, the Committee shall submit a report on the matter to a General Body Meeting for disposal.

Provided that the Committee may in any case in which they may deem proper to do so, before making such report afford the member concerned an opportunity of tendering his resignation.

(iii) If after such inquiry, the Committee is of the opinion that any agent, servant or other employee of any member, has been guilty of a breach of any of these rules, it may pass such order in the matter as they may deem and proper under the provisions of the rules.

(iv) In every case submitted to the General Meeting under the preceding clause, the member shall be furnished with the copy of the

report.

(v) Every notice issued by the Committee under this rule shall be sent by registered post with acknowledgement due addressed to such member at his/her ordinary place of business or last known address. Every notice so sent shall be deemed to have been duly served on the date on which letter would ordinarily be delivered in the ordinary course of postal delivery. If the governing body decides can be affixed on the notice board.

(vi) Any member may, after the provisions provided herein above have been complied with be expelled from membership by resolution passed in General body Meeting as provided above.

(vii) The removal of any member from the rolls of members or the expulsion of any member shall carry with it absolute forfeiture of donation, subscription and entrance fee paid by such member to the Association provided that the Association shall be entitled to recover the arrears of subscriptions due from any member at the time of his removal or expulsion.

(viii) Any member whose name is removed from the roll of the Medical council shall automatically cease to be member of the Association and his/her membership terminated without following the procedure for removal of member from the rolls of the members of Association.

(ix) Every order or decision of the Committee affecting any member or any employee of any member shall be subject to appeal to a General Body Meeting by such member.

(x) Every such appeal shall be in writing and shall be signed by the member and delivered to Secretary within ... days of him/her becoming aware of the order or decision against which he/she desires to appeal.

(xi) The Secretary shall, without delay, place every appeal received un the sub-clause (a) above mentioned before the Committee, who shall there upon convene a special General Body Meeting for the purpose of disposing of such appeal within one month from the date of receipt of the appeal by the Secretary unless the appellant agrees to or desires a longer date.

(xii) All communications made to the Committee or to the General Body and inquiries held under the preceding rules shall be deemed to be privile.

31. DAY TO DAY TRANSACTIONS:

The day to day transactions shall be carried out by the Honorary Secretary/Joint Secretary or such office bearers authorized by the Governing Body. The Governing Body is authorized to employ staffs to assist the office bearers. The rules regulating the remuneration and service conditions of such staff will be framed by the Governing Body.

32. NOTICE:

- a. Notice of General Body Meeting shall be given to the members at least 21 days before the day appointed for such meeting.
- b. The notice shall be sent to the members by one or more of the following modes, viz.,
 - i) By local delivery; or
 - ii) By post, e-mail or SMS; or
 - iii) By circulation among the members; or
 - iv) By publication through press; or
 - v) The notice shall also be affixed to the notice board of the society in addition to the modes specified in (i) to (iv) above.

33. REGISTER OF MEMBERS:

The Register of Members of the Association shall be kept in Form No.VI and it is open to inspection by the members at the registered office of the Association with the prior permission of the Committee.

34. MINUTE BOOKS:

The minute Books shall be maintained separately for recording the proceedings of the Governing Body and General Body and the same shall be open to inspection by the Members of the Association at the registered office of the Association during business hours, free of charge.

35. GENERAL:

Where ever the interpretations of the by-laws are not clear or silent,
the Societies Act will apply.

**CERTIFIED THAT THE BYE-LAWS IS THE CORRECT COPY OF THE
BYE-LAWS OF THE ASSOCIATION OF PULMONOLOGISTS OF TAMIL
NADU.**

S.No.	Name & Address	Designation	Signature
1	Dr. Prasanna Kumar Thomas 401 -A, 32 nd street, 6 th Sector, K.K Nagar, Chennai – 600 078.	President	
2	Dr. C. Chandrasekar L 2, Bhatia Garden, No. 66, Manapakkam Road, Manapakkam, Chennai - 600 116	Vice-President	
3	Dr. Sridhar R No:3/7,1 st Street, Ragavanagar, Madipakkam, Chennai-600091.	Vice-President	
4	Dr. Dhanasekar AJ – 147,No.3, Golden Aster Apartments,9 th Main Road, Anna nagar,Madipakkam,Chennai- 91.	Hon. Secretary	
5	Dr.A.Devarajan S-3, Marvellous Enclave, 37, Alagiri Nagar, 5 th Street, Vadapalani, Chennai -600 026.	Treasurer	
6	Dr. B. Rajagopalan AI – 102, Anna Nagar, Chennai – 600 040.	Executive Member	
7	Dr. Logamurthy R 10/12 8th Street, Dr.RadhakrishnanSalai,Mylapore, Chennai – 600 004	Executive Member	

Signed in our presence this day of 2016 at Chennai.

WITNESSES:

1.

2.

Hon. Secretary

FORM V**(See rule 15 of Tamil Nadu Societies Registration Rules, 1978)****NOTICE OF SITUATION/CHANGE OF SITUATION OF THE REGISTERED OFFICE OF THE SOCIETY UNDER SUB-SECTION (1) OF SECTION 13 OF THE TAMIL NADU SOCIETIES REGISTRATION ACT, 1975 (TAMIL NADU ACT 27 OF 1975)**

1	Name of the Society	The Association of Pulmonologists of Tamil Nadu
2	Date of Registration	
3	The Registration Number & Year of Registration	
4	Presented by	Dr.T.Dhanasekar, Hon.Secretary

To

The Registrar of Societies,
District Registrar Office,
Chennai – Central,
Triplicane,
Chennai.

Sir,

The Association of Pulmonologists of Tamil Nadu hereby gives you notice under sub-section (1) of Section 13 of the Tamil Nadu Societies Registration Act, 1975 (Tamil Nadu Act 27 of 1975) that the Registered Office of the Society is situated at F-185, Shan shelter, F-Block, 9th street, Anna Nagar East, Chennai – 600 102 on the 14th day of April 2016.

PRESIDENT**FORM VI****(See rule 16 of Tamil Nadu Societies Registration Rules, 1978)****REGISTER OF MEMBERS TO BE MAINTAINED UNDER SUB-SECTION (1) OF SECTION 14 OF THE TAMIL NADU SOCIETIES REGISTRATION ACT, 1975 (TAMIL NADU ACT 27 OF 1975)**

1	Name of the Society	The Association of Pulmonologists of Tamil Nadu
2	Date of Registration	
3	The Registration Number & Year of Registration	

S.No.	Name & Address	Designation	Signature
1	Dr. Prasanna Kumar Thomas 401 -A, 32 nd street, 6 th Sector, K.K Nagar, Chennai – 600 078.	President	
2	Dr. C. Chandrasekar L 2, Bhatia Garden, No. 66, Manapakkam Road, Manapakkam, Chennai - 600 116	Vice-President	
3	Dr. Sridhar R No:3/7, 1 st Street, Ragavanagar, Madipakkam, Chennai-600091.	Vice-President	
4	Dr. Dhanasekar AJ – 147, No.3, Golden Aster Apartments, 9 th Main Road, Anna nagar, Madipakkam, Chennai- 91.	Hon. Secretary	
5	Dr. A. Devarajan S-3, Marvellous Enclave, 37, Alagiri Nagar, 5 th Street, Vadapalani, Chennai -600 026.	Treasurer	

6	Dr. B. Rajagopalan AI – 102, Anna Nagar, Chennai – 600 040.	Executive Member	
7	Dr. Logamurthy R 10/12 8th Street, Dr.RadhakrishnanSalai,Mylapore, Chennai – 600 004	Executive Member	