



**SOCIETY FOR THE EDUCATION OF THE CRIPPLED**  
(Child And Adult)

Registered under the Societies Registration Act, 1860  
Act XXI of 1860

No. Bom. 82/1959 G. B. B. S. D. &

Registered under the Bombay Public Trusts Act, 1950  
Bom. XXIX of 1950. No. F-734 (Bom)

**MEMORANDUM OF ASSOCIATION AND  
RULES AND REGULATIONS**

*CERTIFIED TRUE COPY*

FOR SOCIETY FOR THE EDUCATION OF THE CRIPPLED  
(CHILD & ADULT)

**1991**

*RB Khambatta*  
**PRESIDENT**



# MEMORANDUM OF ASSOCIATION

## OF

### THE SOCIETY FOR THE EDUCATION OF THE CRIPPLED (CHILD & ADULT).

**1. Name :** The name of the Society shall be THE SOCIETY FOR THE EDUCATION OF THE CRIPPLED (Child and Adult).

**2. Office :** The Registered office of the Society shall be in Bombay, Agripada Municipal School Bldg., Motlibai Street, Bombay-400 011.

**3. Aims and** The Aims and Objects of the Society shall be :-

#### **Objects**

- a) To organise education facilities for the Orthopaedically disabled and crippled and Handicapped with multiple learning disabilities in child and adult, covering all stages, i.e. pre-primary, High School, University, Vocational and technical.
- b) To create and educate public opinion, and arouse the social conscience on the need for educating the orthopaedically disabled and crippled child and adult.
- c) To collect, compile and publish statistics and maintain records relating to the orthopaedically disabled and crippled.

To achieve the above-named aims and objects the Society may :-

- a) Organise, equip and maintain Schools, Classes, Vocational Guidance and Training and Medical and Allied Centres.
- b) Encourage and stimulate other organisations in Bombay and elsewhere in India to organise similar centres.
- c) Organise classes and/or teaching institutions for imparting specialised training to teachers in all aspects of the education of the orthopaedically disabled and crippled child and adult.



- d) Collect a library of films and other literature in the form of books, journals and periodicals connected with education of the orthopaedically disabled and crippled child and adult.
- e) Organise propaganda whether through the press, or by publication or by film or otherwise, for educating the public and creating in them a realization for the need of developing educational facilities for the orthopaedically disabled and crippled child and adult.
- f) Co-operate with, become affiliated to, or otherwise collaborate with, other organisations and institutions which are already, or may hereafter be, established in India and other countries having similar aims and objects to those of the Society, and maintain contact with the progress of work in the field of the education of the orthopaedically disabled and crippled child and adult.
- g) Generally do all such acts and things as are incidental to or conducive to the attainment of the above aims and objects of the Society including medical rehabilitation facilities.

The management of the affairs of the Society is entrusted in accordance with the Rules and Regulations of the Association to an Executive Committee of which the first members are :

	NAME	ADDRESS	OCCUPATION
1.	Mrs. Fathema Ismail	20, Napean Sea Road, Bombay 6.	Housewife
2.	Mrs. D. P. Mathur	Sealand, Cuffe Parade, Bombay 5.	Housewife
3.	Miss. R. Fazalbhoj	White House 15th Road, Khar, Bombay 21.	Lecturer
4.	Mrs. E. A. Mody	Ivanhoe Foreshore Road, Bombay 1.	Housewife



5. Miss. A. E. Lambert      Queen Mary High      Principal,  
School, Bombay 4.      Girls' School,
6. Mr. V. Karmarkar      C/o. Mr. Karve      Employee L.I.C.  
Dr. Deshmukh Lane,  
Bombay 4.
7. Mrs. S. Das      49-D, Bhadwar Park,      Housewife  
Colaba, Bombay 5.
8. Mrs. R. Pothan      Imperial Mansion,      Housewife  
Colaba, Bombay 5.
9. Mrs. Mangla Zatakia      Shah Baug, Pedder      Housewife  
Road, Bombay 26.
10. Mrs. R. Muncherjee      7-G, Bhadwar Park,      Housewife  
Colaba, Bombay 5.
11. Mrs. D. Robinson      5-G, Bhadwar Park,      Housewife  
Colaba, Bombay 5.
12. Mrs. R. Ahmedbhoy      Shanti Kutir, Marine      Housewife  
Drive, Bombay 1.
13. Mrs. Pretha Sundara      Beryl House,      Housewife  
Wodehouse Road,  
Bombay 1.
14. Miss. T. Mandlik      Kusum Villa,      Teacher  
Alexandra Road, Bombay 7.

We, the members of the Society for the Education of the Crippled (Child & Adult), are desirous of being formed into a Society under the Societies Registration Act, 1860

1. Mrs. Fathema Ismail      President      Sd./ Fathema Ismail
2. Miss. A. E. Lambert      Hon. Treasurer      Sd./ A. E. Lambert
3. Mr. V. Karmarkar      Hon. Treasurer      Sd./ V. Karmarkar
4. Mrs. E. H. Mody      Associate      Sd./ E. H. Mody  
Hon. Secretary
5. Miss. R. Fazalbhoy      Hon. General      Sd./Rehmut Fazalbhoy  
Secretary
6. Mrs. R. Pothan      Member      Sd./R. Pothan
7. Mrs. R. Ahmedbhoy      Member      Sd./Rukhsar Ahmedbhoy

BOMBAY Dated this 19th day of October 1959



# RULES AND REGULATIONS OF THE SOCIETY FOR THE EDUCATION OF THE CRIPPLED (CHILD & ADULT) MEMBERSHIP

1. **Individual Membership**
  - (a) Membership is open to all adult persons over eighteen years of age who agree in writing to abide by all the rules and regulations of the Society.
  - (b) Membership (Associate) is open to all crippled children between the ages of six and eighteen and whose guardians shall agree in writing that they will abide by all the rules and regulations of the Society.
2. **Classification of members.** Membership shall be classified as under :
  1. Patrons
  2. Life Members
  3. Ordinary Members
  4. Honorary Members
  5. Affiliate Members (Institutional)
  6. Associate Members (crippled children between 6 and 18)
3. **Patrons.** A patron shall be one who shall subscribe Rs. 10,000/- or more to the Society in cash or kind.
4. **Life Members.** A Life Member shall be one who shall subscribe Rs. 1,000/- or more in cash or kind.
5. **Ordinary Member** An Ordinary Member shall be one who pays an annual subscription of Rs. 50 to the Society.
- 6A. **President Emeritus ;** On the recommendation of the Executive Committee, the General Body of the Society, at an Annual General Meeting may appoint not more than two eminent persons as President Emeritus for LIFE in recognition of their outstanding



service to the Society for the Education of the Crippled, provided that at no time there shall be more than two President Emeritus of the Society.

**6B. Honorary** On the recommendation of the Executive

**Members. ;** Committee the General Body of the Society may elect as Honorary Members eminent persons who have rendered special service to the orthopaedically disabled and crippled child and adult, either in the Society or anywhere else. Such members shall be elected for LIFE and shall not be liable to pay any fee or subscription to the Society.

**7. Affiliate** Any Institution or Organization interested in or working  
**Members** for the Aims and Objects of the Society may on payment  
**(Institutional)** of an Annual subscription of Rs. 50 be enrolled as an affiliate member of the Society Such an Affiliate Member shall be entitled to nominate one representative who will until his nomination is cancelled, exercise all the rights of an ordinary member of the Society.

**8. Financial** The Financial Year of the Society shall be from 1st April  
**Year:** to 31st March.

**9. Payment of** The Annual subscriptions shall be payable in advance  
**Subscription** at the beginning of the fiscal year Members joining in any part of the year shall be liable to pay subscription for the whole year, i.e., from 1st April to 31st March.

**10.Applications** All applications for membership shall be made in writing  
**for Member-** or on prescribed form which must be sent in to the  
**ship** Honorary General Secretary of the Society along with the requisite subscription. These shall be placed before the Executive Committee for acceptance.



**11. Rejection of Application.** The Executive Committee reserves to itself the right to reject any application for membership without assigning any reason thereof.

**12. Disqualification of Members.** The powers and privileges of a member shall not be transferable and every member of the Society shall cease to be a member -

- a) On his death or, if an Institution, on its liquidation or dissolution.
- b) On the failure to pay the due subscription within two years of the appointed time.
- c) On tendering his resignation to the Executive Committee after paying all the dues to the Society.
- d) On accepting employment with the Society.
- e) If an Extraordinary resolution, of the Society passed in a general meeting by 2/3rds majority present and voting, determines that the membership shall cease. However before passing such resolution the member concerned shall be given opportunity to show cause why the resolution should not be passed.
- f) On being a representative member, the Society or Body by which he was nominated revoking his nomination by notice in writing to the Society or ceasing to be an affiliate Society.

**13. Duties of Members.** Every member shall, to the best of his or her ability, further the Aims, Objects and Interests of the Society.

### GENERAL BODY

**14.** The General Body shall consist of Patrons, Life Members, and Ordinary Members. The General Body shall be supreme and it shall elect at Annual General Meeting in each year an Executive Committee consisting of the following office bearers and eight others:



- (a) The President
- (b) The Vice-President
- (c) The Honorary General Secretary
- (d) The Associate Honorary General Secretary.
- (e) Two Honorary Treasurers.
- (f) Eight members, and

It shall delegate the Management of the day to day affairs of the Society to this Executive Committee.

### MANAGEMENT

- 15. The Office Bearers and the Members of the Executive Committee shall be elected every alternate year at the Annual General Meeting by the general body from amongst Patrons, Life Members and Ordinary Members.
- 16. Members of the Executive Committee shall remain in office for a period of two years or until such time as a new Executive Committee is constituted. Retiring Members of the Executive Committee shall be eligible for re-election.
- 17. No person who is an employee of the Society shall be eligible for election to the Executive Committee or to hold any office.
- 18. The Executive Committee shall meet at least six times each year.
- 19. At all meetings of the Executive Committee the President shall take the chair, and in his absence, the Vice-President shall take the chair. In the absence of both, the Executive Committee may elect one of its members as chairman of the meeting.
- 20. **Vacancies.** In the event of the office of the President becoming



- vacant at any time, the Vice-President shall act as President until another President is elected at the Annual General Meeting.
21. In the event of the office of the Vice-President becoming vacant, the Committee shall elect a member of their own body to be Vice-President and may co-opt a further member of the Society to the Committee in place of the member elected as Vice-President.
  22. Non attendance of an elected member at three consecutive meetings of the Executive Committee without permission, shall constitute a vacancy. However, the Committee shall have the power to reinstate that elected member after obtaining proper explanation of absence.
  23. Vacancies among the elected members of the Committee occurring between two General Meetings may be filled by the Committee from eligible members of the Society.
  24. The Executive Committee shall exercise supervision and control over the work and policy of the Society in all its details.
  25. The Executive Committee shall have powers to frame such by-laws from time to time as may be necessary to ensure efficient working of the affairs of the Society.
  26. These by-laws shall not be altered, modified or rescinded except by the vote of a 2/3rd majority of the members present and voting at the Executive Committee Meeting. Any question raised at the meeting of the Executive Committee shall not be



reopened before the expiry of three months.

27. The Executive Committee shall have the power to co-opt. members of other Institutions or Organizations to represent special interests. But, not more than three such members may be co-opted.

28. Any member wishing to bring forward any subject for discussion shall give two week's notice to the Honorary General Secretary, who shall place the same on the agenda.

29. **Register of Members** The Society shall maintain a Register of Members in which shall be entered :

- a) The name and address of the member.
- b) The class of Membership.
- c) Such other information as the Executive Committee may prescribe.

Every Member shall from time to time notify the Honorary General Secretary any change of address or interest.

30. The Executive Committee shall cause proper books of accounts to be kept. The books of accounts shall be kept at the Registered Office of the Society or at such place or places as the Committee thinks fit, and shall always be open to inspection to members.

31. All orders made by the Executive Committee for the payment of money shall be authorised by and specified in a resolution of the Executive Committee.

32. **Requisitioned Meeting.** The Honorary General Secretary shall, on the requisition of any four members of Executive Committee, convene a meeting thereof. Such requisitions



- must state the objects of the meeting and must be duly signed by the requisitionists and deposited at the office of the Society. If the Honorary General Secretary does not proceed to call such meeting within fourteen days of the deposit of the requisition, the requisitionists may themselves convene the meeting within three months of the date of the deposit of the requisitions.
33. The Executive Committee shall have power to act notwithstanding any vacancy which may exist in its membership.
34. **Ordinary Meetings.** Notice of an ordinary meeting of the Executive Committee shall be given in writing by the Honorary General Secretary at least seven clear days in advance of the meeting. Notice of Extra Ordinary Meetings of the Executive Committee must be given at least two days in advance of the meeting.
35. **Quorum.** Five members shall form a quorum of the meetings of the Executive Committee.
36. Questions arising at any meeting of the Executive Committee shall be decided by a majority vote and in case of an equality of votes the Chairman shall have a second or casting vote.
37. **Circular Resolution.** The Executive Committee may conduct business through a resolution duly circulated to all available members of the Committee which is supported and signed by a majority of such members. Such a resolution shall in all respects be as effective as a resolution of the Committee passed at a meeting duly convened, but must be placed before the next meeting of the Executive Committee.



- 38. Sub Committee.** The Executive Committee may appoint from time to time from among its members, such sub-committees as they deem necessary and expedient, with powers to co-opt both members and non-members and may delegate such powers and duties of the committee as they may determine. Such sub-committee shall not have any power to transact any business other than that expressly authorized by the Executive Committee and shall report its progress periodically to the Executive Committee. Each such sub-committee shall have its own concenor and elect its own chairman and secretary. The President, Vice-President and one Honorary General Secreatry shall be ex-officio members of such sub-committees. The Honorary Treasurers of the Executive Committee shall be the Honorary Treasurers of all subcommittees.

### DUTIES OF OFFICE BEARERS

- 39. President.** It shall be the duty of the President, and in his absence the Vice-President, to preside at all meetings of the Society and to perform such other duties as originally pertain to his office.
- 40. Secretary.** It shall be the duty of the Honorary General Secretary to carry on the managment and correspondence as well as reply to all urgent communications with the sanction of the President. He shall submit a report of work done to the Executive Committee before the Annual General Meeting. The Honorary General Secretary shall record minutes of each meeting and have them confirmed and signed by the Chairman at the next Meeting.
- 41. Treasurers.** It shall be the duty of the Honorary Treasurers to have custody of all the funds. accounting for the same to the Society at its Annual General Meeting and at any



other time upon demand by the Executive committee. They shall perform such other duties as pertain to their office. The Treasurers shall deposit all funds of the Society in the Bank or Banks which shall be decided by the Executive Committee.

### GENERAL MEETING

**42. General Meeting** A general meeting of the Society may be ordinary or extraordinary.

**43. Annual General Meeting.** The annual general meeting of the Society shall be held once in every year not more than fifteen months after the preceding annual general meeting.

The business of the annual general meeting shall be :

- a) To receive and adopt the audited statement of accounts and the Report of the Executive Committee on the working of the Society for the preceding year.
- b) To elect office bearers of the Society.
- c) To elect from amongst members (other than Honorary and Affiliated members) eight members to the Executive Committee.
- d) To appoint an auditor or auditors for the ensuing year and to fix their remuneration.
- e) To appoint Honorary Legal Advisers.
- f) To transact such other business as may be brought forward by the Committee, or any other business that may be permitted by the Chairman of which seven days notice has been given in writing.

**44.** A copy of the Balance Sheet together with a copy of the Auditor's Report to be considered at the Annual General Meeting shall be kept in the Office of the Society for inspection for a period of ten



days before the meeting. Any member desiring to inspect the same may do so during office hours.

**45. Extraordinary General Meeting.** An Extraordinary General Meeting may at any time be convened by the Executive Committee, and shall be so convened upon a requisition made in writing and signed by not less than twenty-five members (other than Honorary and Affiliated members.). Such requisition shall specify the objects of the meeting and shall be delivered at the office of the Society.

**46.** If within 31 days from the date of delivery of the requisition the Executive Committee shall fail to convene an extraordinary general meeting, the requisitionists themselves shall convene such meeting within two months from the date of delivery of the requisition.

**47.** Fourteen clear days' notice in writing specifying the place, date, hour and nature of the business shall be given to the members by post or hand delivery at their respective addresses registered with the Society, of any general meeting, whether ordinary or extraordinary. The notice shall be signed and issued by the Honorary General Secretary. Provided always that the proceedings of any General Meetings shall not be invalidated by any irregularity in respect of such notice or by the accidental omission to give or non receipt any notice by any member or by reason of any business being considered at a general meeting which is not specified in such notice.

**48.** One third of the total membership or twenty members, whichever is less, shall form a quorum at any general meeting of the Society. No business shall be transacted



at such meeting unless the prescribed quorum is present.

49. If within half an hour from the time appointed for the General Meeting, there is no quorum present, the meeting shall, if convened on the requisition of the members, be dissolved and if convened otherwise, shall stand adjourned. After half an hour, it will be reconvened and such adjourned meeting shall transact the business for which the meeting was called. At such adjourned meeting, the members present shall form the quorum but no business other than specified in the notice shall be transacted thereat.

50. The President, and in his absence, the Vice President, shall be entitled to preside at all meetings of the Society. In the absence of both the President and Vice-President, a Chairman shall be elected by the members present from amongst themselves.

### **VOTING AT GENERAL MEETINGS**

51. At any General Meeting Honorary and Associate members shall have no right to vote.
52. Members shall acquire voting rights only after completion of three month's membership.
53. At any General Meeting every question shall be decided by a show of hands unless a poll is (before or on the declaration of the result of the show of hands) demanded by any member. Unless a poll is so demanded a declaration by the chairman that a resolution has on the show of hands, been carried unanimously, or by a particular majority, or lost, and an entry to that effect made in the book of proceedings of the Society shall be



conclusive evidence of the fact, without proof of number or proportion of the votes recorded in favour of or against that resolution.

54. Three members or the Chairman of the Meeting shall be entitled to demand a poll.
55. If a poll is duly demanded it shall be taken in such a manner as the Chairman directs and the results of the poll shall be deemed to be the resolution of the Meeting at which it was demanded. On an equality of votes, whether on show of hands or on a poll, the Chairman shall have a second or casting vote.
56. At all elections at General Meetings voting shall be by ballot.
57. (a) Nominations duly signed by the member, by his proposer and by his seconder shall be sent to the Honorary General Secretary at least seven clear days before the date fixed for the holding of the Annual General Meeting.  
(b) In case there are no valid nominations for any of the vacant seats the Members present at the Annual General Meeting shall nominate candidates for such vacant seats and elect there from in case there are more than one nomination.

#### MINUTES

58. The Honorary General Secretary shall duly record the minutes of all meetings of the Society and of the Executive Committee under the direction and approval of the President. The Secretary of any subcommittee shall also record such minutes under the direction and approval of the Chairman of the Sub-Committee.



59. Minutes of all Meetings of the Society shall be open for inspection by any member at the office of the Society during office hours.

60. At all meetings of the Society an attendance book shall be laid on the table in which every member present shall sign his name.

61. The Minutes of any Committee Meeting shall only be confirmed at the next meeting of the Executive Committee, and those of General Meeting at the next General Meeting.

### FUNDS

62. The funds of the Society shall consist of :

- a) subscriptions from members.
- b) donations, grants and bequests.
- c) any collections made by the Executive Committee by means of any functions or special appeals organized for the purpose.

63. The funds of the Society shall be invested in Government Securities or deposited in such Bank or Banks as may be decided by the Executive Committee.

64. (a) All securities purchased on behalf on the Society shall be purchased in and endorsed to the name of the Society. All securities so purchased shall be endorsed and transferred on behalf of the Society and all dividend and interest warrants, coupons and receipts and all other documents relating to such securities shall be signed or endorsed by any three of the following office bearers as the Executive Committee may from time to time decide namely:



- (A) The President
- (B) The Honorary General Secretary.
- (C) The Associate Honorary General Secretary
- (D) The two Honorary Treasurers.

(b) The Honorary General Secretary shall from time to time send to the Public Debt Office or other Public Body or Authority whose Securities shall be held by the Society a copy certified by him as a true copy of the Resolution of the Executive Committee setting out the names of the persons any three of whom shall for the time being be authorized under sub-rule (a) of this rule 64.

65.

The Executive Committee shall have power with the authority of a resolution passed by two-thirds of the members of the Society present at an Extraordinary General Meeting and voting thereat; to :

- a) raise and borrow money upon such terms and conditions and in such manner as may be specified in such resolution.
- b) collect, receive and hold funds, money and any other properties whatsoever for all or any of purposes of the Society by way of gift, loan, trust, or other-wise in such manner and on such terms and conditions as may be specified in the resolution.
- c) sell, develop, lease, mortgage, dispose of or otherwise deal with all or any part of the properties of the Society and deal with the same in any manner and on such terms and conditions as may be specified in such resolution.

#### AUDIT

66. Once at least in every year the accounts of the Society shall be examined and the correctness of the



statement of accounts and the balance sheet certified by one or more certified Auditor or Auditors.

67. Auditors shall be appointed at the Annual General Meeting and no member of the Society shall be eligible to be elected Auditor of the Society.

### **AMENDMENT OF RULES AND REGULATIONS.**

68. The Society shall have power to amend, alter or delete any of the Rules and Regulations of the Society for the time being by a resolution of the Society passed at an Extraordinary General Meeting convened for the purpose by a majority of two-thirds of the members present and entitled to vote thereat, provided that any such additions, amendments, alteration or omission shall not directly or indirectly subvert any of the aims and objects of the Society set out in the Memorandum of Association.

69. Any member desirous of proposing any alteration or amendment in the Rules and Regulations shall give at least fifteen clear days' notice in writing thereof to the Honorary General Secretary. Such notice shall be signed by the member proposing the alteration or amendment and shall be supported by at least twenty members of the Society (other than Honorary Members) who shall sign the notice.

### **SUITS**

70. The Society may sue or be sued in the name of its President.

### **INDEMNITY**

71. Every member of the Executive Committee and every Officer for the time being of the Society shall be



indemnified out of the funds of the Society against all losses and expenses incurred in the discharge of his duties, except such as shall happen through his own wilful neglect or default.

### **DISSOLUTION**

72.

In the event of the Society being dissolved, the surplus assets, if any, shall not be paid or distributed among members of the Society but shall be given to a deserving Indian Charity, preferably one which serves the cause of the disabled, to be decided, by a simple majority of votes at an Extraordinary General Meeting convened for that purpose, and in accordance with sections 13 and 14 of the Societies Registration Act of 1860

Dated this 19th day of October, 1959