

Bye Laws, Rules & Regulations of The Spinal Foundation

The Constitution of The Spinal Foundation shall comprise Memorandum of Association and Bye Laws, Rules & Regulations. This, the second part, is the Bye Laws, Rules & Regulations of The Spinal Foundation.

1 Name

The Name of the Society shall be The Spinal Foundation, hereinafter called by the same name, or as 'Society' in this document and other legal documents relating to The Spinal Foundation.

2 Registered Office

Mary Verghese Trust for Physically Handicapped
127, Swimming Pool Road
Edayansathu
Bagayam (Pin Code 632002)
Vellore, India

3 Date of Formation & Registration

The date of the formation of The Spinal Foundation is April 14, 2014.

4 Registrar

As the Registered Office of The Spinal Foundation is situated in Vellore, The Spinal Foundation comes under the jurisdiction of the Registrar of Vellore.

5 Objects

The objects of The Spinal Foundation are enumerated in the Aims & Objects contained in the Memorandum of Association of The Spinal Foundation.

6 Definitions

In the interpretation of the Memorandum of Association and the Bye Laws, Rules & Regulations of The Spinal Foundation, the following words and expressions shall have the meanings indicated unless repugnant to the subject or context. In these Bye Laws, Rules & Regulations, words indicating singular shall include plural, and vice versa, and words indicating masculine gender shall include feminine gender, transgender or appropriate gender, as the case may be.

6.1 Act: The Tamil Nadu Societies Registration Act, 1975 (Act 27 of 1975)

6.2 Business: The Spinal Foundation is a non-profit, non-government organization working for the enhancement in the quality of life of persons with spinal cord injury.

6.3 Bye Laws: This denotes the Bye Laws, Rules & Regulations of The Spinal Foundation

6.4 Executive Committee: The Executive Committee, comprising elected members of The Governing Board, shall serve as a body that proposes goals, prepares and presents action plans for The Spinal Foundation to The Governing Board, implements the plans of the organisation and takes care of the regular management of the affairs of The Spinal Foundation.

6.5 Fiscal Year / Financial Year: The fiscal or financial year of The Spinal Foundation is from 1st April of a year to 31st of March of the next year.

6.6 General Body: The Members whose names are contained in the Register of Members of The Spinal Foundation.

- 6.7 Governing Board:** The Governing Board of The Spinal Foundation as constituted by the Bye Laws, Rules & Regulations.
- 6.8 Meeting:** A meeting of the General Body, The Governing Board, Executive Committee or any other committee of The Spinal Foundation shall be a valid meeting if members are present physically and / or via video conferencing, internet facility, via tele calls, teleconferencing and using any other technology, incumbent or emerging. Presence using one or more forms will also be considered as valid for the purpose of reckoning Quorum for each such meeting.
- 6.9 Member:** An individual who has been admitted to the Membership of The Spinal Foundation, and whose name and other prescribed details are entered in the Register of Members.
- 6.10 Memorandum:** The Memorandum of Association of The Spinal Foundation
- 6.11 Officer Bearer:** An individual elected / appointed to the posts of President, Vice President, Secretary and Treasurer, in accordance with the Bye Laws, Rules & Regulations of The Spinal Foundation.
- 6.12 Rules:** The Tamil Nadu Societies Registration Rules, 1978
- 6.13 Society:** The Spinal Foundation
- 6.14 Spinal Cord Injury:** A Spinal Cord Injury is as an impairment of the spinal cord that leads to multiple physical challenges / disabilities. Spinal Cord Impairment refers to abnormality in one or more of the following body functions - sensory, motor, bladder-bowel, respiratory, sexual, hemodynamic stability and temperature control. The degree of abnormality could range from mild reduction to complete absence of functions, depending on the severity of impairment.
- Spinal Cord Impairment may be due to any cause, including, but not limited to, traumatic injury, infection, congenital causes, tumors, or any other disease condition.
- Traumatic causes could be road / train accidents, fall from heights, bullet wounds, construction / factory site accidents, defective surgical processes and sports injuries, to name a few.
 - Non-traumatic causes include congenital defects, Spina Bifida, Meningo, Myelocoele, TB of spine, brain fever, Transverse Myelitis, other diseases and any other condition that leads to effects similar to paraplegia and tetraplegia (also referred as quadriplegia).
- 6.15 Tenure of Office:** Tenure of office refers to the period for which an elected Office Bearer may hold an office in The Spinal Foundation.
- The elected officer bearers namely, President, Vice-President, Secretary, Treasurer and the members of The Governing Board shall normally serve a term of three years and until their successors are elected and installed in the office. They shall assume the duties and the powers of the respective officers on the date approved by the General Body in its meeting where they were elected. On the same day when the new Office Bearers assume office, the former incumbents shall vacate the respective offices.
- 6.16 Terms of Office:** The Office Bearers (President, Vice President, Secretary and Treasurer) shall be entitled to hold the office for a period of two consecutive terms of three years, if re-elected. Each Office Bearer, on completion of two consecutive terms, may stand for election to a different office immediately. He / she can, however, stand for election to the same office that was held for two consecutive terms only after a gap of one term of three-years.
- There shall be no restriction on the number of terms for a member of The Governing Board subject to being elected by the General Body.

The terms of office for members of the Executive Committee shall be as decided by The Governing Board.

7 Working Hours

The normal working hours of The Spinal Foundation will be from 10.30 hours to 17.00 hours on all working days from Monday to Friday or as decided by The Governing Board.

8 Purpose of Bye Laws, Rules & Regulations

The Bye Laws, Rules & Regulations of The Spinal Foundation provide for the basic Rules & Regulations concerning the organisation and operation of The Spinal Foundation, and the powers and duties of The Governing Board and the General Body for the purpose of carrying out activities to seek to achieve the aims and objects of Spinal Foundation, as provided in the Memorandum of Association of The Spinal Foundation.

9 Membership

Membership of The Spinal Foundation is open to a person with spinal cord injury, who is above 21 years of age, and, fulfills the following criteria:

- Has qualities and expertise that will help further the interests of persons with spinal cord injury.
- Has a track record of service towards the larger population of persons with spinal cord injury.
- Brings insights about the real life issues faced by persons with spinal cord injury in different places.
- Offers perspectives on living with spinal cord injury for various SCI population groups such as the young, recently injured, women, elderly and with different forms of effects due to the injury.
- Has worked with persons with spinal cord injury for at least five years. Exceptions to the five-year time frame for a person must be discussed and recommended by The Governing Board, and approved at the next meeting of the General Body.

At its first meeting and in any meeting thereafter, the General Body shall, by simple majority of Members present, establish or modify the criterion for selection of Members, and communicate the same to all Members, as and when there are changes to the eligibility norms for being a member of The Spinal Foundation.

9.1 Admission to Membership

Any person desirous of becoming a Member of The Spinal Foundation must submit a written request giving his full particulars to The Governing Board of The Spinal Foundation.

The Executive Committee shall scrutinise all application and nominations for the Membership, and its recommendations will be placed before The Governing Board for acceptance. Membership will commence on the receipt of acceptance of the Membership and payment of initial fees, as applicable.

The Executive Committee reserves the right to reject an application for Membership without assigning any reason whatsoever. The Executive Committee can also admit Members by inviting suitable person to join The Spinal Foundation.

The Governing Board (acting directly or through the Executive Committee) shall prescribe the application form for Membership, the documents to be furnished along with the application, and the procedure for submitting the applications, its scrutiny and its recommendation or rejection.

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For the purpose of inviting, scrutinising and recommending applications for Membership, The Governing Board may, if deemed necessary, constitute a Committee, called Membership Committee consisting of its Members. Office Bearers shall review the applications for Membership Committee. They may issue suitable instructions to the Membership Committee.

The Governing Board or the Membership Committee may require the personal appearance of the applicant.

The names of the persons proposed for admission to Membership shall be placed before the meeting of The Governing Board for its decision.

The Governing Board may accept or reject the recommendations of the Executive Committee / Membership Committee. The decision of The Governing Board shall be final in the matter of admission of Members.

A person whose application for Membership has been rejected is ineligible for consideration for Membership for one year from the date of such rejection.

9.2 Rights of Members

Each Member shall have the right to:

- Attend all open and general meetings of The Spinal Foundation.
- Vote in every meeting of the General Body.
- Inspect the book of accounts at the Registered Office by submitting a written request.
- Resign from Membership.

9.3 Responsibility of Members

Members shall attend general meetings either physically or through electronic platforms. They must exercise their voting rights pursuant to the provisions of these Bye Laws, Rules & Regulations. Members may undertake to perform such duties as may be assigned to them by The Governing Board in furtherance of the interest and objects of The Spinal Foundation.

9.4 Cessation of Membership

A Member shall cease to be a Member on the occurrence any of the following:

- Resignation by the Member
- Termination of Membership by The Spinal Foundation
- Expulsion from Membership by The Spinal Foundation

A person who ceases to be a Member shall continue to be liable to pay all fees payable to The Spinal Foundation till the date of cessation of Membership.

9.4.1 Resignation of Membership: A Member who wishes to resign his Membership shall submit a letter of resignation to The Governing Board of The Spinal Foundation. No such resignation would be valid unless the Member concerned has intimated The Governing Board of his intention to resign, and The Governing Board has approved such resignation. The resignation shall take effect after its approval by The Governing Board. The approval of The Governing Board shall not be unreasonably withheld. The effective date of resignation would be the date of acceptance of such resignation by The Governing Board. Upon resignation, the name of the Member concerned shall be removed from the Register of Members. The Member shall cease to have any rights in The Spinal Foundation from the date the resignation is effective.

9.4.2 Termination of Membership: Membership will be terminated, if

- The Member passes away.
- The person is convicted of a crime involving moral turpitude.
- The Member fails to act in accordance with or willfully disobeys the Bye Laws, Rules & Regulations, or otherwise, acts in a manner that is detrimental to the interests of The Spinal Foundation.
- A Member defaults in the payment of fees for more than six months, he is considered to be not in good standing and he shall be so informed. His rights and privileges, as a Member shall stand suspended until the arrears are cleared. If the period of default extends to two years, The Governing Board will automatically communicate to the Member the cessation of his Membership.
- The Member fails to return to The Spinal Foundation, any asset of The Spinal Foundation, which he possesses without permission.
- In case the Member has not attended three consecutive meetings of the General Body without any intimation.

Reasons for the termination shall be communicated to the person concerned in writing.

9.4.3 Expulsion of a Member: A Member can be expelled from the Membership if his conduct and activities would bring disrepute to The Spinal Foundation, or if he works against the common interests of the Members of The Spinal Foundation.

The decision of the General Body shall be final with respect to the admission, cessation or expulsion.

9.5 Readmission of person who ceased to be Members

A person whose Membership has been terminated shall be eligible to be re-admitted as a Member after the expiry of a period of one year from the date of the termination, provided that he satisfies the other requirements of being admitted as a Member, and if the reasons for the termination earlier no longer exist.

9.6 Filling of Vacancies of Members

If, at any time, the number of Members declines below seven, by death and / or resignation, the vacancies shall be filled immediately by nomination by The Governing Board, so that the number of the Members of The Spinal Foundation shall not at any time be less than seven.

9.7 Fees

The Admission Fee shall be Rs. 50. Annual Subscription Fee, Life Membership Fee, any other fee and any charges of services offered by The Spinal Foundation shall be as is decided by The Governing Board.

Members may voluntarily, make financial contribution to The Spinal Foundation, but will not, on that account, acquire any additional rights.

10 Register of Members

The Spinal Foundation will keep a Register at the Registered Office in which shall be entered:

- The name, address and contact details of each Member.
- The nature and type of activity carried on by each Member.

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- The date on which each Member is admitted to the Membership of The Spinal Foundation.
- The date on which any Member ceases to be a Member.
- A photograph of each Member.
- Changes of Membership taking place from time to time.
- Any other information that may be specified by The Governing Board.

The Register shall be open to inspection by any Member during working hours on business days.

11 Management

The General Body shall be the supreme authority in The Spinal Foundation. The Governing Board, which shall be accountable to the General Body of The Spinal Foundation, shall manage the affairs of the organisation. The roles and responsibility of all Office Bearers shall be as approved by the simple majority of the General Body. An Executive Committee comprising a smaller group of Members of The Governing Board may be set up to take charge of formulation and execution of the plans of The Spinal Foundation. The Secretary of The Spinal Foundation or such other person, nominated by The Governing Board, will be responsible for the day-to-day management of the organisation and will periodically report to The Governing Board.

12 Governing Board

The management, administration and control of the affairs of The Spinal Foundation shall vest in The Governing Board. They shall exercise and perform such powers and duties as the General Body entrusts, with the paramount object of best securing the interests of The Spinal Foundation.

The Governing Board shall consist of not less than seven and not more than seventeen members, to be elected by the General Body. All Members of The Spinal Foundation can offer themselves for election to the Governing Board. The Governing Board members would be elected by way of simple majority of members present and voting at the General Body meeting.

The Governing Board shall comprise of:

- President
- Vice President
- Secretary
- Treasurer
- Other Members of the Executive Committee
- Additional Members (such that the numbers of Members of The Governing Board does not exceed the maximum stipulated in these Bye Laws, Rules & Regulations)

The first Members of The Governing Board shall from among themselves elect a President, Vice President, Secretary and Treasurer. The persons so elected shall act as Office Bearers of The Spinal Foundation till the elected Office Bearers take charge on completion of the first General Body meeting.

The candidate, the proposer, and seconder for election for the vacancies in The Governing Board to be filled should be Members of the General Body. No Member is eligible to be elected to The Governing Board if he, or his proposer, or seconder is in arrears of any subscription or any payment due to or is in possession of any asset of The Spinal Foundation without appropriate permission.

A persons shall be entitled to act as a Member of The Governing Board only after a declaration of acceptance and willingness to act in written or email form is received.

All the Members of The Governing Board shall assume the duties and the powers of the respective officers on the date approved by the General Body in its meeting where they were elected. On the same day the new Office Bearers assume office, the former incumbents shall vacate the respective offices.

The proceedings of The Governing Board shall not be invalidated by any vacancy among their members or by any failure to appoint or any defect in the appointment or qualification of a member of The Governing Board.

If any member of The Governing Board fails to attend three consecutive meetings of The Governing Board, without leave of absence, he shall be liable to be removed from the membership of The Governing Board by The Governing Board after being given an opportunity to explain his absence.

12.1 Powers of The Governing Board

The management, administration and control of the affairs, activities and property of The Spinal Foundation shall be vested in The Governing Board, which shall exercise all the powers, authorities and functions of The Spinal Foundation, except such as are expressly directed or required to be exercised by the Members of The Spinal Foundation in General Body Meetings.

The Governing Board shall exercise all such powers as are necessary, incidental or conducive to the proper management of the affairs of The Spinal Foundation, whether or not such powers are expressly provided for or authorised by these Bye Laws, Rules and Regulations or by the Memorandum of Association of The Spinal Foundation. Without restricting the generality of such powers, The Governing Board shall have the following authority and powers:

- To maintain the properties of The Spinal Foundation and to solicit funds from any lawful source, receive and administer funds received from any lawful source, and to dispose of the same for any legitimate purpose of The Spinal Foundation in a lawful manner.
- To receive moneys, securities, instruments, or other movable or immovable property for and on behalf of The Spinal Foundation to attain objects of The Spinal Foundation.
- To raise funds for The Spinal Foundation by gifts, donations or otherwise, from time to time and to invest the same.
- To accept on behalf of The Spinal Foundation upon such terms as they may think fit, donations or contributions from any private/or public trust, government, institution, company, firm or persons whomsoever, whether such donations or contributions be of money, and/or any other property, movable or immovable.
 - o Provided always that the terms upon which such donations or contributions shall be accepted, shall not in any way be inconsistent with or repugnant to the aims and objects of The Spinal Foundation, as set forth in the Memorandum of Association, and shall only be for the purpose of advancement of such aims and objects of The Spinal Foundation and shall be utilised only in furtherance of such aims and projects.
 - o Further provided that, save as otherwise expressly provided by the terms of the donations or contributions as aforesaid, The Governing Board shall in its absolute discretion be entitled to treat whole or any part thereof as part of the corpus of the property of The Spinal Foundation, and to utilise such donations or contributions or any part thereof for the furtherance and fulfillment of the aims and objects of The Spinal Foundation.
- To acquire on behalf of The Spinal Foundation by gift, purchase, exchange, lease or otherwise, land & buildings or other immovable and movable properties together with all rights thereto.

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- To open bank accounts, authorise two or more of the Office Bearers to operate jointly the accounts and close them.
- To invest the funds of The Spinal Foundation upon such terms and conditions as may be deemed fit and advisable for furtherance of the objects of The Spinal Foundation, and in accordance with legal requirements.
- To incur all expenses necessary for the activities of The Spinal Foundation.
- To acquire, maintain and manage property of any kind, in furtherance of the objects of The Spinal Foundation upon such terms, as The Governing Board may deem fit and proper.
- To make donations or contributions to any trust, public funds or institutions set up for charitable purposes, which have charitable objects, or objects similar to those of The Spinal Foundation.
- To enroll Members and to impart to them the necessary orientation of the contents of Memorandum of Association, Bye Laws, Rules & Regulations and functioning /working of The Spinal Foundation.
- To employ such persons, on a permanent or contractual basis, and on such terms and conditions as may be deemed fit, for the purposes of providing administrative assistance to The Spinal Foundation or furthering the objects of The Spinal Foundation.
- To contract, and otherwise make legally binding agreements on behalf of The Spinal Foundation upon such terms and conditions as The Governing Board from time to time may resolve.
- To represent or authorise representation of The Spinal Foundation in any court or before any other administrative, political, governmental or judicial, body or authority.
- To formulate a Signature Mandate for The Spinal Foundation.
- To authorise one of its Office Bearers or Members to be the spokesperson on behalf of The Spinal Foundation.
- To authorise the signing and execution of all such documents and instruments, as may be necessary and proper for carrying out the management of the property or affairs of The Spinal Foundation.
- To make an annual report on the working of The Spinal Foundation to be presented to the General Body
- To approve the annual accounts for the previous year to be presented to the General Body
- To make statutory filings with the regulatory authorities including those under the Tamil Nadu Societies Registration Act, 1975 and any other law, regulations and directives.
- To appoint various Committees as may be necessary, and appoint and remove Members of the Committees and to dissolve the Committees.
- To appoint any sub-committee or employee(s) to look after the responsibilities entrusted to it and to provide the terms of reference for the same.
- To determine and collect the charges for the various facilities and services offered by The Spinal Foundation.
- To make, vary and repeal rules for the regulation of the business of The Spinal Foundation and any Committee constituted by The Spinal Foundation for the conduct of elections to

The Governing Board and Office Bearers.

- To institute conciliation, arbitration and legal proceedings, to defend The Spinal Foundation in any such proceedings, and to arrive at settlements in such proceedings directly or with the assistance of authorities who are conducting the proceedings.
- To enter into arrangements with any organisations anywhere in the world to further the objectives of The Spinal Foundation.
- To do all other incidental and usually necessary things that are needed for the attainment of the objectives of The Spinal Foundation and the day to day functioning of The Spinal Foundation, subject to the restrictions laid down by the General Body.

All immovable and movable properties of The Spinal Foundation, including monies, securities, banking accounts and credits shall vest in The Governing Board, which shall have power to sell, transfer, or otherwise deal with, dispose of and use the same in such manner as it considers conducive to the interests of The Spinal Foundation.

The decision of The Governing Board on any issue regarding the meaning of any of the clauses of the Memorandum of Association or Bye Laws, Rules & Regulations is final till Members make a decision in the next General Body meeting.

12.2 Duties of The Governing Board

The members of The Governing Board shall

- Act in an honest, sincere and ethical manner.
- Act in a manner that is in the best interests of The Spinal Foundation.
- Maintain the confidentiality of board information.
- Attend board meetings regularly and participate actively.
- Be willing to serve on at least one committee.
- Review information and data provided to the board and make informed decisions.
- Exercise reasonable business judgment in the conduct of board business.
- Participate actively in board issues by critiquing reports and providing innovative resolutions to problems.
- Assure that the needs and interest of the community are represented in plans and decisions regarding services to be offered.
- Not have a personal interest in any financial transactions relating to The Spinal Foundation.

12.3 Meeting of The Governing Board

- A meeting of The Governing Board shall be held at such place and at such time as the President in consultation with the other members shall decide giving a minimum of seven days notice.
- The President can call a meeting at a shorter notice in any emergency.
- A meeting of The Governing Board shall be held at least four times in a financial year.
- The Governing Board may also meet by using electronic media and telecommunication facilities such as conference calls apart from presence of members physically.
- A meeting of The Governing Board via video conferencing or other electronic / communications means providing the same interface would be a valid meeting. The place of such a meeting would be deemed to be the Registered Office of The Spinal Foundation.

- The quorum for every meeting of The Governing Board shall be half of the total number of its members at the relevant time subject a minimum of five members, of whom at least three must not be members of the Executive Committee.
- A meeting of The Governing Board shall be presided over by the President or in his/her absence, by the Vice-President of The Spinal Foundation, and in the absence of both, any member of The Governing Board as decided by simple majority.
- Every business before The Governing Board shall be decided by a majority vote of the members present with each member of The Governing Board having one vote.
- Every decision of The Governing Board shall be decided in the first instance by voice vote and the President / Chairperson of the meeting shall declare the decision.
- The President / Chairperson of the meeting shall have the casting vote.
- The President / Chairperson of the meeting may order poll on his volition, and shall order a poll if 5 or more members of The Governing Board demand such a poll. The result of the poll, as declared by the President / Chairperson of the meeting, and as entered in the minutes book recording the proceedings of The Governing Board, shall be conclusive evidence of the fact.
- All acts, done by any meeting of The Governing Board or by any person acting as a member of The Governing Board, shall, notwithstanding that it may afterwards be discovered that there was defect in the appointment of any of such members or that any of them was disqualified to be a member of The Governing Board, be as valid as if every such member of The Governing Board had been duly appointed and was qualified to be a member of The Governing Board at the time the decision was taken.
- Save as or otherwise expressly provided in the Act, a resolution in writing signed by 75% of the members of The Governing Board shall be as valid and effectual as if it had been passed at a meeting of The Governing Board, duly convened and held.
- The President / Vice President may invite members and non-members of The Spinal Foundation to any meeting of The Governing Board. Such invitees shall not participate in the voting in any issue in the meeting.
- The Secretary upon receiving a written requisition signed by at least two thirds of the members of The Governing Board shall convene a meeting of The Governing Board within 10 days of the receipt of such requisition. If the Secretary fails to do so, one or more of the requisitioning members themselves shall be at liberty to convene the meeting of The Governing Board by sending a notice 10 days before the date of the meeting. The requisition must contain the matters to be discussed in the meeting. The meeting shall consider only those matters. The requisitioned meeting can also be held using telecommunication and electronic methods. If a quorum is not present in the requisitioned meeting, the requisition should be considered as lapsed.
- The minutes of the meetings shall be recorded and signed by the President / Chairperson of the meeting within 60 days or the next meeting of The Governing Board, whichever is earlier. The Minute Books shall be kept at the Registered Office of The Spinal Foundation.

12.4 Mode of Exercise of Powers

At every meeting of The Governing Board, the matters, over which powers are vested with The Governing Board, should be discussed. Approval must be by moving and passing a resolution with simple majority. In an exigency, an email resolution may be used, and this shall have same

validity as if it had been passed at a meeting of The Governing Board. In executing the decisions, all transactions shall have to be authorised by two designated members of The Governing Board.

All financial decisions, having an impact of expense or receipt of money, shall require an approval in a meeting of The Governing Board with a two-third majority, and approval of at least of three out of the four Office Bearers (President / Vice President / Secretary / Treasurer).

The proceedings regarding all such financial matters must be recorded separately and communicated to all members of The Governing Board. The decisions involving financial matters will become actionable only one week after minutes are published so that all members have had a chance to view the decisions.

12.5 Resignation of The Governing Board Member

Any member of The Governing Board may submit his resignation from the office of the membership of Governing Board by submitting a letter to that effect to the President. The resignation shall take effect from the date of its acceptance by The Governing Board.

12.6 Suspension of any Governing Board Member

The Governing Board may suspend any member of The Governing Board from his office in a meeting in which at least three fourths of the total strength of The Governing Board, present and voting, supports the proposal. The proposal for suspension along with the reasons for the proposal, should be signed by the President or at least ten members of Governing Board, and should be circulated to all members of The Governing Board at least 10 days before the meeting of Governing Board in which the proposal is to be considered. The member should be given an opportunity to reply to the charges against him before The Governing Board.

13 Patrons

The Governing Board may confer the title of Patron on select Members to recognise their exceptional work in the cause of persons with spinal cord injury, and draw on their expertise, presence, inspiration and experience. Appointment of Patrons must be ratified at the next meeting of the General Body. Patrons will be automatic invitees to meetings of The Governing Board, and shall receive all communication and information, as if he or she is a Member of The Governing Board of The Spinal Foundation.

14 Executive Committee

The administration and regular management of The Spinal Foundation is vested in the Executive Committee, which will consist of five members of The Governing Board.

- The members are elected by The Governing Board
- The Executive Committee shall hold a meeting at least once in every two months. The meeting may also be through tele-calls, video-conferencing and use of online medium.
- Notice for the Executive Committee Meeting shall be issued at least seven days prior to the meeting.
- Quorum for a meeting of the Executive Committee shall be three members.

14.1 Power and duties of Executive Committee

- Proposed goals.
- Prepares implementation programs for carrying out the general policies prescribed by the General Body.
- Oversees and monitor execution of various programs of The Spinal Foundation.

- Considers and recommends reports, statements of audited accounts, and budget estimates for adoption and approval of The Governing Board.
- Makes decisions subject to approval by The Governing Board and if needed, the General Body.
- Frames rules consistent with the Bye Laws, Rules & Regulations for the smooth, efficient, and disciplined operation of The Spinal Foundation.

15 Office Bearers, Powers & Duties

At the Annual General Meeting of The Spinal Foundation, the Members shall elect from among themselves a President, a Vice-President, a Secretary and a Treasurer, who shall hold office for three years starting after the conclusion of that meeting.

15.1 President

The President will be the head of The Spinal Foundation. The President is empowered to give direction regarding the working of The Spinal Foundation.

The President shall:

- Preside over all the meetings of The Governing Board and General Body meetings of Members.
- Be an ex-officio member of all committees and sub-committees of The Spinal Foundation. He shall lead all the delegations of The Spinal Foundation.
- Have apart from his personal vote, a casting vote in case of a tie in any voting in meetings of The Governing Board and General Body.
- Place before meetings of The Governing Board and General Body any subject that is not dealt in these Bye Laws, Rules & Regulations, and which he wants them to consider and give a decision.
- Represent The Spinal Foundation before the government authorities, foreign delegations, trade bodies, public meetings, social events, media events, cultural functions and similar gatherings.
- Co-ordinate the activities of the Office Bearers, and direct any of the Office Bearers to do such acts as he may think fit.
- Authorise the Vice President to act on his behalf in his absence or in the case of his inability to act.
- Direct any of the Office Bearers to act on behalf, or in the place of any other Office Bearer or in the absence such Office Bearer, or in the case of the inability of the said Office Bearers to perform his duties.
- Authorise the expenditure on any item not budgeted for up to 10% of the total expenditure budget approved by the Annual General Meeting.
- In consultation with other Office Bearers, shall appoint employees of The Spinal Foundation, entrust with them such work as may be necessary, remunerate them, promote them and terminate their services.
- In consultation with other Office Bearers, shall engage psychiatrists, general doctors, therapists, social workers, consultants, legal advisers, advocates, accountants, architects, engineers and other professionals, and determine the terms of their engagement.
- In consultation with other Office Bearers, shall contract for such services as may be needed for the activities of The Spinal Foundation.

15.2 Vice President

The Vice President shall attend to such duties as may be assigned to him/her by the President and The Governing Board.

In the absence of the President, and in the absence of his direction as to who should substitute for him, the Vice President shall officiate in the place of the President, and shall enjoy all powers and duties, which are entrusted to the President.

15.3 Secretary

The Secretary shall be in charge of the day-to-day administration of The Spinal Foundation. Without restricting in any way the generality of the foregoing statement, the Secretary shall:

- Convene meetings of The Governing Board and General Body..
- Convene all meetings of Members, and non-members to deliberate on any matter, as required of him by The Governing Board, the General Body or the Office Bearers.
- Call Extra-ordinary General Meeting if desired on written request of at least ten Members.
- Correspond for and on behalf of The Spinal Foundation.
- Institute any legal action on behalf of or defend The Spinal Foundation in any legal action, after due approval from The Governing Board as per the Signature Mandate.
- Incur any expenditure for and on behalf of The Spinal Foundation, as provided in the Budget or approved by The Governing Board.
- Issue circulars, media statements, leaflets and publish other materials as may be warranted for meeting the objectives of The Spinal Foundation, after due approval as per the Signature Mandate.
- Keep in safe custody all the documents and records of The Spinal Foundation.
- Supervise the day-to-day functioning of Registered Office of The Spinal Foundation.
- Maintain all records, registers, accounts, filings and documents required under law in force.
- Submit all statutory returns to various authorities.
- Execute or sign, or certify documents on behalf of The Spinal Foundation with the authorisation of The Governing Board.
- Maintain a record of the proceedings of The Governing Board and General Meetings.

In addition to the above, the President and The Governing Board may assign the Secretary additional responsibilities.

15.4 Treasurer

The Treasurer shall

- Be in charge of all assets of The Spinal Foundation.
- Open and manage The Spinal Foundation's bank accounts, its cash and investments.
- Collect all revenues due to The Spinal Foundation.
- Disburse all funds of The Spinal Foundation.
- Keep accounts of all receipts and expenditure of The Spinal Foundation.
- Ensure proper records and accounts of all receipts and payments, and all liabilities and assets of The Spinal Foundation.

- Present the annual audited accounts to the General Body.
- Ensure safe custody of all records and documents related to his functioning.
- Ensure all statutory payments to be made by The Spinal Foundation in respect of its activities are made on time, and all statutory returns relating to them are submitted to the appropriate authorities.

Bank Accounts: Bank accounts opened in the name of the Spinal Foundation will be operated under the joint signatures of any two authorised signatories. The Governing Board may authorise three Members to be authorised signatories and any two of them jointly can sign banking documents. The Treasurer should always be an authorised signatory and should ideally be one of the signatory on all documents, except in the case of not being available.

15.5 Resignation by Office Bearer

Any Office Bearer may resign his office by submitting a letter to The Governing Board, and the resignation will come into effect from the date of its acceptance by The Governing Board. The Governing Board should nominate a person to the vacancy so caused in the office of the Office Bearer. The person so nominated shall continue in office only till the date of the next General Body meeting when an election should be held to fill such a vacancy.

15.6 Removal of Office Bearer

The Members of The Spinal Foundation in a General Body Meeting may remove any Office Bearer from his office with the support of three fourths of the members of the General Body. The General Body shall elect a person to the vacancy so caused from among its Members. The person so elected shall continue in office only till the date the person whom he has succeeded would have been in office

16 General Body Meetings

- In addition to any other meetings, one General Body meeting of the Members shall be held in each year in accordance with the provisions of the Act within and not later than September 30 (six months after the close of the financial year) of The Spinal Foundation. Such a General Body meeting shall be called the Annual General Meeting (AGM), and shall be held at such time, date and place as may be decided by The Governing Board having regard to the directions, if any, given in this respect by the Members of The Spinal Foundation in a General Meeting. All other meetings of the General Body shall be called Extra-Ordinary General Meetings.
- The First Annual General Meeting of the Members of The Spinal Foundation shall be held within a year from the date of the registration of The Spinal Foundation.
- There should not be a gap of more than 15 months between two such meetings.
- All Members of The Spinal Foundation shall be entitled to attend and vote at General Body Meetings.
- The notice for the General Body meeting must be sent at least 21 days before the meeting, duly signed by the Secretary. The notice must enclose agenda, explanatory statement for the special business, annual working report and annual audited accounts with auditors report in case of annual general meeting or agenda and explanatory statement in case of other meetings.
- The President shall be the Chairperson of subsequent annual general meetings, or the Vice-President in his absence. If neither is present, before any other business is transacted, the persons present shall appoint a Chairperson of the meeting.
- The Governing Board shall present the report and accounts of The Spinal Foundation for the preceding financial year to each Annual General Meeting

- The ordinary business of the Annual General Meeting shall be:
 - To receive and adopt, the Annual Report of The Governing Board on the activities of The Spinal Foundation in the previous financial year, the Income and Expenditure Account and Balance Sheet relating to the previous financial year certified by the Auditors with the Auditor's report thereof for the year (the accounts must be for a period ending less than six months before the date of the General Body Meeting).
 - To record the names of the persons elected to the office of the President, Vice President, Secretary and Treasurer and to the membership of The Governing Board as reported by the Election Officer(s) in the years when elections are due either on the expiry of the three-year term or due to a vacancy due to any reason.
 - To appoint Chartered Accountants as auditors as defined under the Chartered Accountants Act, 1949, and determine their remuneration.
 - To consider the Annual Budget Estimate of Income and Expenditure and for Capital Expenditure for the year concerned, if any, submitted by The Governing Board.
 - To consider such resolutions as may be included by The Governing Board in the agenda of business, and such other resolutions as may be brought forward in accordance with these Bye Laws, Rules & Regulations.

Except the first four subjects listed above, all other business transacted at an Annual General Meeting and all business transacted at an Extra-ordinary General Meeting shall be deemed as special business.

The General Body Meetings will allow Members to attend physically or via telecommunication and electronic means (tele-conference, video-conference or any other medium that may emerge) and such presence shall be construed as valid for the purposes of reckoning quorum.

All the resolutions will be passed by the show of hands, or voice vote or SMS or email or any other medium that may emerge. A poll may be demanded by at least one-fourth of the Members present. Upon the demand of the poll, the President may fix a date, time and place for the poll. The President will have a casting vote.

The secretary or other person specially appointed by The Governing Board shall keep a full record of proceedings of every General Body meeting of The Spinal Foundation.

16.1 Extraordinary General Meetings

The Governing Board may call an Extraordinary General Meetings of The Spinal Foundation at any time. If at least ten Members request such a meeting in writing stating the business to be considered, the Secretary shall call such a meeting by giving at least 21 days' notice.

The notice must state the business to be discussed. Any requisition by the Members shall state the object of the meeting proposed to be called, must be signed by the requisitioners and deposited at the Registered Office of The Spinal Foundation in such form as may be prescribed by The Governing Board.

16.2 Quorum for General Body meeting

There shall be a quorum when at least one-third of the current Membership, or ten Members of The Spinal Foundation, whichever is the greater, are present at any general meeting.

No business shall transacted at any General Meeting of The Spinal Foundation unless a quorum is present in such form as may be decided by The Governing Board at the time when the meeting proceeds to take up business.

16.3 Adjournment of Annual General Meeting and other Meetings of Members

If within half an hour from the time appointed for any General Body meeting, a quorum is not present, the meeting, if convened upon the requisition of Members, shall be dissolved. The Secretary shall then call for a new meeting, if needed.

The President / Chairperson may adjourn any meeting for such duration as he thinks fit on the same day and same place, with the concurrence of the Members present in the meeting, but no business shall be transacted at the adjourned meeting other than the business left unfinished at the meeting from where the adjournment took place. When a meeting is adjourned for 30 days or more, a notice of the adjourned meeting shall be given as in the case of original meeting.

Save as aforesaid, it shall not be necessary to give any notice of an adjournment or of the business to be transacted at an adjourned meeting.

17 Books of Accounts

The Spinal Foundation shall keep proper records and books of accounts with respect to all sums of money received and disbursed, and assets and liabilities. The books of accounts and records shall be kept at the Registered Office.

The Treasurer shall cause the preparation of the Income & Expenditure Account for each financial year and the Balance Sheet as on the last day of the financial year. These statements shall be audited and certified by the auditors, who shall append their report on them. These statements, signed by the President and Treasurer, shall be placed before The Governing Board for its approval.

A copy of the Income and Expenditure Account for the previous financial year and Balance Sheet as on the last date of the financial year along with auditor's report thereon and every document required by law to be annexed or attached to these accounts statements shall be sent to every Member along with the notice of the Annual General Meeting. Sending soft copy versions by email or weblinks will be a valid discharge of this obligation.

At every Annual General Meeting, The Governing Board shall seek the approval of the Members for the Income & Expenditure Account for the financial year immediately preceding the Annual General Meeting and the Balance Sheet of the assets and liabilities as on 31st day of March of the preceding financial year.

The Treasurer shall also prepare a budget for the income and expenditure and a budget for the capital expenditure for each year and get it approved by The Governing Board.

The Governing Board shall also seek the approval of the Members in the Annual General Meeting for the income and expenditure and capital expenditure budgets for the current year. The Governing Board shall furnish such information as may be requested by the Members, in this regard.

18 Investment

The funds of The Spinal Foundation shall be invested only in the assets specified by Section 24 of the Act.

Permissible investments are savings accounts in public sector banks, bank deposits in public sector banks, Post Office Savings Bank Account and government securities.

Capital Preservation shall be the prime objective that will underpin such investments.

19 Auditors

One or more auditors shall audit every year the books of accounts, and funds connected with or controlled by The Spinal Foundation.

The Spinal Foundation shall at each Annual General Meeting appoint one or more qualified chartered accountants as auditor or auditors to hold office from the conclusion of that meeting until the conclusion of the next Annual General Meeting. Subject to the appointment terms, the appointment, remuneration, rights and duties of the auditor / auditors shall be regulated by Section 16 of the Act.

All notices of, and other communications relating to any general meeting of which any Member of The Spinal Foundation is entitled to have sent to him, shall also be forwarded to the Auditor (s). The Auditor (s) shall be entitled to attend any General Meeting, which the Member attends on any part of the business that concerns them as Auditor (s).

The Auditor's Report shall be read before the Members in the Annual General Meeting and shall be open to inspection by any Member of The Spinal Foundation.

20 Notice

Save as provided in the Act, a General Body Meeting or Extra-ordinary General Meeting of The Spinal Foundation may be called by giving a notice in writing of not less than 21 days. The notice shall be given by post or otherwise. The date of posting or service of notice otherwise shall be excluded for the purpose of calculation of the 21 days.

Every notice of a meeting shall specify the place and the day and hour of the Meeting, and shall contain a statement of the business to be transacted. The notice must also contain an explanatory statement regarding the special business, if any, to be transacted in the meeting.

The accidental omission to give notice to or the non-receipt of notice by a Member, or other person to whom it should have been given, shall not invalidate the proceedings of the meeting.

Any notice required to be served on any Member of The Spinal Foundation shall be in writing and shall be served by the Secretary on any Member either personally or by sending it through the post in a prepaid letter addressed to such Member at his or her last known address in India, and any letter so sent shall be deemed to have been received within 10 days of posting.

All notices, other than a show cause notice, to be given to any Member will be deemed to have been duly given if posted, under certificate of posting, to the Member's address appearing in the Register of the Members maintained by The Spinal Foundation.

Show cause notices shall be served by Registered post or delivered in person to the Member concerned under due acknowledgment.

A notice may also be sent via email, other telecommunication and electronic methods.

21 Minutes

The Secretary of The Spinal Foundation shall prepare minutes of all proceedings of every meeting of General Body, and of every meeting of The Governing Board (or sub-committees). The minutes shall be kept in a hardbound or loose-leaf form or soft copy or recording form with a covering letter. The minutes book for each meeting must duly signed by the President / Chairperson for the meeting within 60 days of the meeting or at the next meeting, whichever is earlier. The President / Chairperson for the meeting must also initial each page of the minutes. Any such minute, if signed by the President / Chairperson of the meeting at which the proceedings were held shall be the conclusive evidence of the proceedings. The minutes of each meeting must be read at the subsequent meeting.

The minutes of the General Meetings of The Spinal Foundation are kept at the Registered Office of The Spinal Foundation. The books containing the minutes aforesaid shall, during business hours be open to the inspection of any Member, free of charge. The Members may obtain certified copy of the minutes by paying such charges as may be fixed by The Governing Board.

22 Elections

Until the formation of the first elected Governing Board, the affairs of The Spinal Foundation would be looked after by The Governing Board and Executive Committee formed and approved by the Founder Members.

Elections for the Office Bearers and membership of The Governing Board shall be held on the day of the Annual General Meeting, if the tenure of the Office Bearers and Members of The Governing Board is to end in the next 12 months. This will normally mean elections once in three years, but in case of vacancies arising due to any reason there will be an election in an intervening Annual General Meeting.

Elections should be conducted by secret ballot. The vote may be exercised in physical form, email, SMS or any other form of messaging / electronic / online facility.

The Governing Board shall appoint not more than three persons to conduct the elections at least 30 days before the date of Annual General Meeting in which the newly elected Office Bearers or members of The Governing Board are to assume their office. The persons so appointed shall be called Election Officer (s) and they shall conduct the elections for The Governing Board Members and the Office Bearers in a fair and transparent manner.

The Governing Board may prescribe the procedures of election and issue instructions to the Election Officer(s). If the Election Officer has strong reservations about the process in that the process may hamper fairness of the elections, he has a right to present his views at the General Body Meeting.

22.1 Election Process

For the election of the Office Bearers and members of The Governing Board, the Election Officer(s) shall finalise a schedule for the various events for the election, and communicate the schedule to the Members and invite nominations of the candidates for the Office for which the election is to be held, at least 21 days before the date of election.

The Election Officer should not be a candidate in the election. The Governing Board and the office of The Spinal Foundation shall provide all assistance to the Election Officer for the conduct of the election.

The Governing Board shall prescribe the format of the nomination forms and the quantum of fees to be remitted along with the nomination form. The nominations for election should be signed by the candidates, the proposer and seconders, and should be accompanied by the receipt issued by The Spinal Foundation acknowledging the payment of fees prescribed for the nomination. The nomination for the Office Bearers and Members of The Governing Board should be proposed by a Member and seconded by another Members of the General Body.

All nominations must be in the name of the Member, with the name of the authorised Representative also being given, where applicable.

A Member can contest only for one post. If a Member were nominated for more than one post, all his / her nominations would be rejected.

If the number of candidates validly nominated for the post of any Office Bearer or membership of The Governing Board is equal or less than the number of seats vacant, then, the said candidate(s) shall be declared as elected by the Election Officer(s). If there are more candidates than the seats vacant, an election shall be held. The election shall be by secret ballots, and should offer adequate opportunity for all Members to exercise their votes. The persons, who have received the largest number of votes, till the vacancies available are filled, shall be declared elected.

The Election Officer(s) shall submit before the Annual General Meeting the list of names of the elected candidates, and the votes polled by all candidates.

The decisions of the Election Officer(s), so long they are not in contradiction of these Bye Laws, Rules & Regulations, are final and binding in all matters connected with the election process and the declaration of results.

The Spinal Foundation shall reimburse all expenses incurred by the Election Officer (s).

The Spinal Foundation may destroy all or any records and documents relating to the election after a period of six years from the date of election.

22.2 Votes of Members

Every Member present shall have one vote. The vote may be exercised in physical form, email, SMS or any other form of messaging / electronic / online facility. Every question and resolution submitted to a General Meeting shall be decided by a majority of votes on a show of hands / voice-vote by the Members present. In case of any equality of votes, the President shall have a casting vote. All resolutions about financial matters shall require a two-third majority of Members, present and voting.

23 Committees

The Governing Board shall have the power to, subject to a majority approval of the General Body, delegate any of its functions and duties to such committees as it may deem fit. The Committees may consist of members of The Governing Board, employees, Members of The Spinal Foundation or such other persons as may be deemed fit by The Governing Board. For the purposes of tabling the formulation of a Committee, The Governing Board would present the following details to the General Body:

- The reason for constitution of the Committee.
- The terms of reference for the Committee.
- The powers and duties delegated to the Committee.
- Any financial powers delegated to the Committee.
- Persons nominated by The Governing Board for the Committee with a brief profile of each person so nominated.
- The term of each Member of the Committee.
- Rules and regulations for the conduct of business of such Committee.
- The designated Coordinator of the Committee.
- The term of each Committee shall be for not more than a period of three years, and the Committee would need to be re-appointed not later than 30 days before the expiry of its term.
- Every Committee shall report to The Governing Board and present a working summary by circulation to The Governing Board every six months.

24 Special Committees

Subject to the approval thereof by The Governing Board, the President shall appoint any Special Committee (s) as considered desirable by him.

25 Copy of Documents

Photocopy or soft copy of the Memorandum of Association, Bylaws, Rules & Regulations, Income and Expenditure Accounts, and Balance Sheets will be given to Members on demand at the cost of Rs 1 per page for each document.

26 Registers

The Register of Members, Minutes Book, Books of Accounts and other documents required by law or as determined by The Governing Board, shall be kept at the Registered Office of The Spinal Foundation for inspection by its Members. The right to inspect these Registers does not involve any payment. A request should be made in writing to the Secretary.

27 Filing with Registrar

On or before the fourteen days succeeding the day on which Annual General Meeting of The Spinal Foundation is held, there shall be filed with Registrar an authenticated copy of the Income and Expenditure Account, Balance Sheet, Audit Report, a list of the names, addresses and occupations of persons who were members of The Spinal Foundation as of the last day of the immediately preceding financial year, and a declaration to the effect that the Spinal Foundation has been in operation during the preceding financial year shall be filed with the Registrar. Necessary legally prescribed filing fees shall be paid to the Registrar.

28 Interpretation of The Rules And Regulations

The General Body shall be the sole authority for interpretation of the Bye Laws, Rules and Regulations. The majority decision of the General Body on the question of interpretation, or any matter affecting The Spinal Foundation, and not provided for by these Rules & Regulations shall be final and binding on the Members / Office Bearers of The Spinal Foundation.

Provided that the 'majority decision' herein shall mean the majority of the Members, present and voting, at any General Body meeting having question of interpretation of the Rules and Regulations as part of its agenda.

29 Jurisdiction

Vellore, Tamil Nadu

30 Establishment Date

April 14, 2014

Registration Date

Founding Day

May 26, 2014

31 Change of Name

The name of The Spinal Foundation may be amended by a resolution passed at a Special General Meeting convened for the purpose, of which written or printed notice shall have been delivered or sent by post to every Member of The Spinal Foundation at least 21 days prior to the date of the Special General Meeting, and the resolution proposing the amendment is passed by the three-fourths of the Members of The Spinal Foundation voting in favour of the resolution.

32 Alterations to the Constitution

Subject to the following provisions of this clause, the Constitution (Memorandum of Association and Bye Laws, Rules & Regulations) of The Spinal Foundation may be altered by a resolution passed by a majority of not less than three fourths of the Members, present and voting, at a general meeting.

The notice of the general meeting must include notice of the resolution, which must also set out the terms of the alteration proposed.

Amendment/alteration, extension or abridgment of aims and objects or change of name shall be made only in accordance with the provisions of the Tamil Nadu Societies Registration Act, 1975 or the rules made thereunder.

The procedure laid down in the applicable Act and other applicable statutory provisions/conditions shall be followed for amending the Memorandum of Association and Bye Laws, Rules & Regulations of The Spinal Foundation.

No amendment may be made which would have the effect of making The Spinal Foundation cease to be a non-profit, non-government organization at law.

33 Indemnity

The Office Bearers and Members of The Spinal Foundation shall be indemnified in respect of all acts done by them, for The Spinal Foundation, in good faith. No Office Bearer or Members of The Spinal Foundation shall be liable for any act done by any other bearer or Member of The Spinal Foundation.

34 Legal proceeding

The Spinal Foundation shall sue or be sued in its own name.

35 Applicable Act

Tamil Nadu Societies Registration Act (27 of 1975)

36 Dissolution

If The Governing Board decides that it is necessary or advisable to dissolve The Spinal Foundation, it shall call a meeting of all Members of The Spinal Foundation, of which not less than 21 days' notice (stating the terms of the resolution to be proposed) shall be given. If the proposal is confirmed by a four-fifths majority of those present and voting, including through a validly nominated proxy in accordance with the rules that may be prescribed for authorisation of proxy. Every member shall have the right to inspect the process.

On completion of 90 days from the date of a resolution, The Governing Board shall have power to realise any assets held by or on behalf of the Spinal Foundation.

Upon the dissolution of The Spinal Foundation registered under this Act, there shall remain, after the satisfaction of all the debts and liabilities any property whatsoever, the same shall not be paid to or distributed among the Members of The Spinal Foundation.

Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable institution or institutions having objects similar to the objects of The Spinal Foundation as the Members of The Spinal Foundation may determine, or, failing that, shall be applied for some other charitable purpose.

A copy of the statement of accounts for the final accounting period of The Spinal Foundation must be prepared, audited and submitted to the relevant authority, if any.

37 Effective Date

The Bye Laws, Rules & Regulations will come into force from the date of registering The Spinal Foundation under Tamil Nadu Societies Registration Act, 1975.

38 Certification

It is, hereby, certified that this is the correct copy of the Bye Laws, Rules & Regulations of The Spinal Foundation.

President

Secretary

Treasurer

(Major Har Pal Singh (HPS) Ahluwalia)

(S Vaidya Nathan)

(Chandra Rama Rao)

| Serial No | Name | Address | Occupation | Signature |
|-----------|-------------------------------------|--|---|-----------------------------|
| 1 | R Bharatharajan | 5 – D – 1 TNHB Phase II Sathuvachari Vellore Tamil Nadu 632009 | Government Employee & Peer Counsellor | Voter ID Number: XNO0490979 |
| 2 | Chandra Rama Rao | 286 Arun Vihar Gautam Budh Nagar Uttar Pradesh 201033 | Disability & Social Activist | PAN AAGPR6239J |
| 3 | Major Har Pal Singh (HPS) Ahluwalia | Indian Spinal Injuries Centre (ISIC) Sector C Vasant Kunj New Delhi 110070 | Founder Chairmain, ISIC | PAN AAIPA0204G |
| 4 | Jayakumar | 188 2/87, Govindraj Nagar Arni Road Vellore Tamil Nadu 632002 | Tailor & Social Activist | PAN AZGPj5617H |
| 5 | Dr Komal Kamra | 5, Residential Complex SGTB Khalsa College University of Delhi Delhi 110007 | Associate Professor of Zoology | PAN AAOPK8594K |
| 6 | Nitin Goyal | H No. 1456 Sector 46 Gurgaon Haryana 122003 | Finance Professional & Peer Counsellor | PAN AASPG7410L |

...23...

| Serial No | Name | Address | Occupation | Signature |
|-----------|-----------------------|--|---------------------------------------|----------------|
| 7 | Shivjeet Singh Raghav | 201 1/16 Shivaji Nagar Gurgaon Haryana 122001 | Peer Counsellor, ISIC | PAN AJKPR7709J |
| 8 | P Suresh Krishna | 5/18 Maraikayar Nagar 6th Street Neelagarai Chennai 600115 | Community Worker (Plegia.org) | PAN BEPPS3528P |
| 9 | S Vaidyanathan | 203, 18th Street Chowdhry Nagar Valasaravakkam Chennai 600087 | Community Worker (The Ganga Trust) | PAN AABPV4898A |

“We hereby witness the signatures of all the desirous persons.”

Dr Guru Nagarajan

Social Worker

Mary Verghese Institute of Rehabilitation

Christian Medical College

Vellore 632002

PAN: ADIPN1756B

Elango Arumugam

Social Worker

Mary Verghese Institute of Rehabilitation

Christian Medical College

Vellore 632002

PAN: AADPE4751B