

FORM II

CERTIFICATE OF FILING

No. KC.No. 916/1994-95

OFFICE OF REGISTRAR OF FIRMS
AND SOCIETIES, PUNJAB

The Registrar of Firms and Societies, Punjab acknowledge the Receipt of the under mentioned document(s) relating to Punjab Institute of Medical Sciences, Society, O/O Civil Surgeon, Jalandhar.

(Description of document(s))

1. Amended Memorandum of Association and Rules and Regulations

.....

Station Chandigarh.

Dated 12/x/of.

Registrar, Firms and Societies, Punjab

Registrar of Firms & Societies,
Punjab. 3

PUNJAB INSTITUTE OF MEDICAL SCIENCES SOCIETY
JALANDHAR

Memorandum of Association
and
Rules and Regulations of the Society

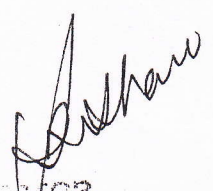
Regd. Office : Office of the Civil Surgeon
Civil Hospital
Jalandhar (Punjab)

Head Office : 42 Sector 11-A
Chandigarh 160011


Director Principal,

Punjab Institute of Medical Sciences
Jalandhar


Principal
Govt. Medical College, Amritsar


DIRECTOR
Punjab Institute of Medical Sciences
Jalandhar

ਪ੍ਰਮਾਣਿਤ ਸਹੀ ਨਕਲ

(Amended)

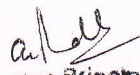
MEMORANDUM OF ASSOCIATION AND THE RULES
RELATING TO ESTABLISHMENT OF PUNJAB
INSTITUTE OF MEDICAL SCIENCES, JALANDHAR.

In the matter of Act XXI of 1860 for the Registration of a Charitable Society for imparting medical education and research and providing patient care.

In the matter of Punjab Institute of Medical Sciences, Jalandhar, Society, hereinafter referred to as the Society.

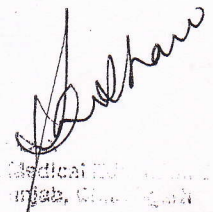
MEMORANDUM OF ASSOCIATION

1. i) The name of the Society shall be Punjab Institute of Medical Sciences, Society, Jalandhar and its head office will be located in the O/O Civil Surgeon, Jalandhar.
- ii) The Registered office of the Society shall be situated at Jalandhar.
2. In this Memorandum and the Rules made thereunder unless the context otherwise requires.
 - a) "Institute" shall mean Punjab Institute of Medical Sciences, Jalandhar, Punjab.
 - b) "Society" shall mean Punjab Institute of Medical Sciences Society, Jalandhar,
 - c) "Central Government" shall mean the Government of India.
 - d) "State Government" shall mean the Government of Punjab.
3. i) The objects for which the Society is established are:
 - (a) To establish and to carry on the Administration and management of Punjab Institute of Medical Sciences, Jalandhar.
 - (b) To set up, establish, promote, manage or associate with, any other Institution or Centre in the State of Punjab devoted to education, training, research and related infrastructure in various branches of health sciences and working for the advancement of scientific knowledge aimed at enhancing the quality of patient care. (New object added)


Director Principal,

Punjab Institute of Medical Sciences


Principal


Principal

ii) The functions of the Society shall be :

- a) to provide for training, instructions and research in such branches of medical education and research & to induct advanced medical knowledge and techniques into our medical education system and to set up Punjab Institute of Medical Sciences at Jalandhar as the Institute may think fit and for the advancement of learning and dissemination of knowledge and Patient care in such branches;
- b) to get affiliation to the Medical Council of India or any other affiliating agency for the award of degrees, diplomas and certificates;
- c) to institute and award fellowships, scholarships, prizes and medals in accordance with the Rules and Bye-laws;
- d) to confer honorary awards or other distinctions;
- e) to fix, demand and receive such fees and other charges as may be laid down in the Bye-laws made under the rules of the Society.
- f) to establish, maintain and manage halls and hostels for the residence of students;
- g) to provide for the maintenance of units of the National Cadet Corps when established for the students of the Institute;
- h) to create administrative, teaching/non-teaching and ministerial and other posts under the society and make appointments there to as needed in accordance with rules and Bye-laws;
- i) to co-operate with educational or other institutions in any part of the world having objectives wholly or partly similar to those of the Society by exchange of teachers, scholars &

- generally in such manner as may be conducive to their common objects;
- j) to make Rules and Bye-laws for the conduct of the affairs of the Society and to amend, vary or rescind them from time to time with the approval of the State Govt./ Medical Council of India.
 - k) to acquire and hold property, provided prior approval of the state Govt. is obtained for the acquisition of immovable property;
 - l) to deal with or dispose off or write off any property or loss therein belonging to or vested in the Society in such manner as the Society may deem fit for advancing its objectives subject to the provision that in case of transfer and disposal of any immovable property the prior approval of the State Govt. shall be obtained;
 - m) to maintain a Fund to which shall be credited :-
 - i) all money provided by the Central and State Government;
 - ii) all fees and other charges received by the society;
 - iii) all moneys received by the society by way of grants, gifts, donations, benefactions, bequests or transfers; and
 - iv) all moneys received by the society in any other manner or from any other sources.
 - n) to deposit all moneys credited to the Fund in such banks or to invest them in such manner as the Society may, with the approval of the State Government, decide;

- o) to meet expenses of Society including expenses incurred in the exercise of its Powers and discharges of its functions out of the Fund;
- p) to prepare and maintain accounts and other relevant records and to prepare an annual statement of accounts including the balance sheet of the society in such form as may be prescribed by the State Government in consultation with the Accountant General of Punjab.
- q) to forward annually to the State Government the accounts of the Society as certified by the Accountant General, Punjab or any other authority as may be decided by the State Government.
- r) to do all such things as may be necessary incidental or conducive to the attainment of all or any of the objects of the Society.
- s) to constitute such committee or committees as it may deem fit for the disposal of any business of the institute or for tendering advice in any matter pertaining to the Institute;
- t) to delegate any or all of its powers to the Governing Body of the Institute or to any of the committee or committees constituted by it;

4. i) The Institute shall be open to persons of either sex and of whatever race, creed, caste or class, and no test or condition shall be imposed as to religious belief or condition shall be imposed as to profession in admitting students or appointing members, teachers and other staff of the Institute.

ii) No beneficiation shall be accepted by the Society which in its opinion involves condition or objections opposed to the spirit and object of this paragraph.

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Director, Punjab
Govt. Medical College, Amritsar

[Signature]
Principal
Govt. Medical College, Amritsar

[Signature]
Principal
Govt. Medical College, Amritsar

5. The State Government may at any time appoint one or more persons to review the work & progress of the Society or the Institute and to hold an enquiry into the affairs thereof and to report thereon, in such manner as the State Government may stipulate. Upon receipt of any such report, the State Government may take such action and issue such directions as it may consider necessary in respect of any of the matters dealt with in the report regarding the society or the Institute, as the case may be, and the Society shall be bound to comply with such directions.
6. In case the State Government is satisfied that the Society or Institute is not functioning properly, the State Government shall have the power to take over the administration and assets of the Institute.
7. If, on the winding up or dissolution of the Society there shall remain, after satisfaction of all its debts and liabilities, and assets and property whatsoever, the same shall not be paid to or distributed among the members of the Society or any of them but shall be dealt with in such manner as the State Government may determine.
8. The State Government will be competent to issue any directive to the management of the Institution with regard to any policy matter.
9. The names, addresses and occupations of the first members of the Governing Body of the Society to which, by the Rules and the Bye-laws of the Society the Management of its affairs is entrusted are :-

- | | |
|--------------------|---------------|
| 1. Chief Minister | Chairman |
| 2. M.E.R.M. | Vice-Chairman |
| 3. Chief Secretary | Member |

Signature
Director Principal,

Punjab Institute of Medical Sciences
Jalandhar

Signature

Signature
DIRECTOR
Punjab Institute of Medical Sciences
Jalandhar

4. One representative of
Medical Council of India Member
5. One representative of
Central Govt. / Directorate
General of Health Services. Member
6. Principal Secretary to
Chief Minister, Punjab Member
7. Senior-most Principal from
the State Govt. Medical
Colleges Member
8. Two Eminent Medical
Educationists Members
9. Secretary, Research and
Medical Education, Punjab Member
10. D.R.M.E. Punjab Member
11. Among the Medical Specialists :-
 - i) Dr.J.S. Bajaj of all
India Institute of
Medical Sciences, New
Delhi and also member
planning committee. Member
 - ii) Dr. P.S. Maini, formerly
of Medical Colleges,
Patiala Rohtak & PGI &
an Orthopaedist of
International fame. Member
 - iii) Dr. K.S. Chugh, a well
known Kidney Specialist
who has recently retired
as Dean, P.G.I. Member
12. The Director of the
Institute as Ex-Officio
Member Secretary

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Director Principal.

Punjab Institute of Medical Sciences
Jalandhar

[Signature]
Principal

Govt Medical College, Amritsar.

[Signature]
Principal
Govt Medical College, Amritsar.

10. A copy of the Rules of the Society certified to be a correct copy by (three) members of the Society is filed alongwith the Memorandum of Association. We, the several persons whose names and addresses are given below, having associated ourselves for the purpose described in this Memorandum of Association, do hereby subscribe our names to this Memorandum of Association, and set our several and respective hands hereunto and form ourselves in to a society under ACT XXI of 1860 this 10th day of October, 1994.

S.No.	Names, address and occupation of the members	Names, addresses & occupation of the witnesses
1.	Chief Minister	Chairman
2.	M.E.R.M.	Vice-Chirman
3.	Chief Secretary	Member
4.	One representative of Medical Council of India	Member
5.	One representative of Central Govt./Directorate General of Health Services.	Member
6.	Principal Secretary to Chief Minister, Punjab	Member
7.	Senior-most Principal from the State Medical Colleges, Punjab.	Member
8.	Two Eminent Medical Educationists	Members
9.	Secretary, Research and Medical Education, Punjab	Member
10.	D.R.M.E. Punjab	Member

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Director Principal,
Punjab Institute of Medical Sciences
Jalandhar

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We the following members of the Board of Governors, certify that the Rules of Society given above are a correct copy thereof.

- | | | |
|-----|--|---------------|
| 1. | Chief Minister | Chairman |
| 2. | M.E.R.M. | Vice-Chairman |
| 3. | Chief Secretary | Member |
| 4. | One representative of Medical Council of India | Member |
| 5. | One representative of Central Govt/Directorate General of Health Services | Member |
| 6. | Principal Secretary to Chief Minister, Punjab | Member |
| 7. | Senior-most Principal from The State Govt. Medical Colleges | Member |
| 8. | The Eminent Medical Educationists | Member |
| 9. | Secretary ,Research and Medical Education, Punjab | Member |
| 10. | D.R.M.E., Punjab | Member |
| 11. | Among the Medical Specialists: | |
| | i) Prof.J.S.Bajaj,
All India Institute of Medical Sciences, New Delhi
and Member, Planning Commission, Govt.of India | Member |
| | ii) Dr. P.S.Maini
Formerly of Medical College, Patiala, Rohtak and PGI,Chandigarh and an eminent Orthopaedic Surgeon | Member |
| | iii) Dr. K.S.Chugh
a well-known Kidney specialist recently retired as Prof. & Head Dept. of Nephrology and Dean, PGIMER, Chandigarh | Member |
| 12. | The Director of the Institute as ex-officio Member Secretary | |

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Official Principal,
Medical Institute of Research Sciences

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PUNJAB INSTITUTE OF MEDICAL EDUCATION AND RESEARCH,
JALANDHAR

R U L E S

1. The Registered office of the Society shall be situated at Jalandhar (Punjab).
2. The Society shall consist of the following members:-
 1. Chief Minister Chairman
 2. M.E.R.M. Vice-Chairman
 3. Chief Secretary Member
 4. One representative of Medical Council of India Member
 5. One representative of Central Govt. / Directorate General of Health Services Member
 6. Principal Secretary to Chief Minister, Punjab Member
 7. Senior-most Principal from the State Govt. Medical Colleges Member
 8. Two Eminent Medical Educationists Members
 9. Secretary, Research and Medical Education, Punjab Member
 10. D.R.M.E. Punjab Member
 11. Among the Medical Specialists :-

Aruldas
Director-Principal,
Punjab Institute of Medical Education
Jalandhar

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Aruldas

Aruldas
Punjab Institute of Medical Education
Jalandhar

i) Prof. J.S. Bajaj of All India Institute of Medical Sciences, New Delhi and also member planning committee. Member

ii) Dr. P.S. Maini formerly of Medical Colleges, Patiala Rohtak & PGI & an Orthopaedic Surgeon of International fame Member

iii) Dr. K.S. Chugh, a well known Kidney Specialist who has recently retired as Dean, P.G.I. Member

12. The Director of the Institute as ex-Officio Member Secretary

3. If a member of the Society shall change his address he may notify to the secretary his new address, but if he fails to notify such new address, his address as recorded in the roll of the members shall be deemed to be his address.
4. The General Governance, direction and control of the affairs of the Society and its income and property shall be vested in the Governing Body of Punjab Institute of Medical Sciences Societies Jalandhar, hereinafter referred to as "The Board".
5. The Board Governing body shall be composed of the following members :-

GOVERNING BODY :

- | | | |
|----|-----------------|---------------|
| 1. | Chief Minister | Chairman |
| 2. | M.E.R.M. | Vice-Chairman |
| 3. | Chief Secretary | Member |

4. One representative of
Medical Council of India Member
5. One representative of
Central Govt./Directorate
General of Health Services. Member
6. Principal Secretary to
Chief Minister, Punjab Member
7. Senior-most Principal from
the State Govt. Medical
Colleges Member
8. Two Eminent Medical
Educationists Members
9. Secretary, Research and
Medical Education, Punjab Member
10. D.R.M.E. Punjab Member
11. Among the Medical
Specialists :-
 - i) Prof. J.S. Bajaj of all
India Institute of
Medical Sciences, New
Delhi and also member
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 - ii) Dr. P.S.Maini, formerly
of Medical Colleges,
Patiala Rohtak & PGI &
an Orthopaedist of
International fame. Member
 - iii) Dr. K.S. Chugh, a well
known Kidney Specialist
who has recently retired
as Dean, P.G.I. Member

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Secretary

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12. The Director of the
Institute as ex-officio
Member Secretary

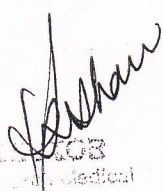
6. i) Where a member of the Society or the Board becomes such member by reason of the office he holds, his membership shall terminate when he ceases to hold that office.
- ii) A member of the society or the Governing Body representing a department of the Central Government shall continue to be such member during the pleasure of the Central Government.
- iii) A member of the Society or the Board representing a department of the State Government shall continue to be such member during the pleasure of the State Government
- iv) Two members of the Board nominated by the Chairman from amongst the academic staff of the Institute will cease to be such members, on the expiry of one year from the date of their nomination.
- v) Every other member of the Society or the Board including the Chairman, shall cease to be such member or Chairman on the expiry of three years from the date of their appointment or nomination but shall be eligible for re-appointment or re-nomination as the case may be.
- vi) Should any member of the Society (other than the Chairman, the representative of the Medical Council of India, the non-official representatives from the region and the Principal) be un-able to attend a meeting of the Society or the Governing body due to any reason, he shall be at liberty to appoint and authorise a representative to take his place at that meeting of the Society or the Board and such representative shall have all the rights and privileges of a member of the society or Board for that meeting only.


Director Principal,

Punjab Institute of Medical Sciences

Jalandhar


Principal


Medical Officer

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7. A member of the Society or the Governing Body shall ceases to be such member if he (a) dies or b) resigns his membership or (c) becomes of unsound mind or (d) becomes insolvent or (e) is convicted of a criminal offence involving moral turpitude of (f) if he is removed by the State Govt. from the membership of the Society or (g) if excepting in the case of the Director of the Institute and the academic staff of the Institute, he accepts a full time appointment in the Institute or (h) if he fails to attend three consecutive meetings of the society or Board/Governing Body without the leave of the Chairman.
8. i) The Chairman of the Society or the Board Governing Body may resign his office by a letter addressed to the state Government and his resignation shall take effect from the date it is accepted by the State Government.
- ii) A member of the Society or the Board (other than an Ex-officio member, or a member representing the Central Government, or a member representing Department of the State Government) may resign office by a letter addressed to the Chairman and such resignation shall take effect from the date it is accepted by the Chairman.
9. Any casual vacancy in the Society or the Board shall be filled by the appointment or nomination of a member by the appropriate authority entitled to make such appointment or nomination and the member appointed or nominated to fill such casual vacancy shall hold office for the remainder of the term, if any, of the members in whose place he has been appointed or nominated.
10. The Society or the Board shall function notwithstanding any vacancy therein and notwithstanding any defect in the appointment, nomination or co-option of any of its members, and no act or proceeding of the Society or the Board shall be called in question merely by reason of the

defect in the appointment, nomination or co-option of any of its members.

11. i) The Society shall meet whenever the Chairman thinks fit provided that the Chairman shall call a meeting of the Society upon a written requisition of not less than six members.
- ii) For every meeting of the society, fifteen day notice shall be given to the members.
- iii) Six members including the Chairman shall constitute a quorum at any meeting of the Society.
- iv) In case of difference of opinion amongst the members, the opinion of the majority shall prevail.
- v) Each member of the Society, including the Chairman, shall have one vote and if there shall be an equality of votes on any question to be determined by the Society, the Chairman shall in addition have and exercise a casting vote.
- vi) Every meeting of the Society, shall be presided over by the Chairman and, in his absence from any meeting, by a member chosen from amongst themselves by the members, present at the meeting.
- vii) Any resolution except such as may be placed before the meetings of the society may be adopted by a majority of the members who have signified their approval or provided that in every such case at least six members of the Society shall have recorded their approval of the resolution.

POWERS AND FUNCTIONS OF GOVERNING BODY.

12. Subject to the provisions of the Memorandum, the Governing Body shall have the Powers :-

- i) to prepare and execute detailed plans and programmes for establishment of the Institute and to carry on its administration and management.
- ii) to receive grants and contributions and to have custody of the Funds of the Institute and to manage the properties of the Institute.
- iii) to prepare the budget estimates of the Society for each year and to sanction expenditure within the limits of the budget as approved by the State Govt.
- iv) to forward to the State Government, before October each year, Annual Report/Audit Report (both English and Punjabi versions) of the previous years.
- v) to consider and suggest courses of study and training in different branches of Medical Education to the appropriate authority for the advancement of learning and dissemination of knowledge in such branches.
- vi) to prescribe rules and regulations for the admission of students to the various courses of study in conformity with the Policy approved in this behalf by the State Government.
- vii) to consider & suggest rules & regulations for holding examinations, & give awards for various courses and make all such arrangements as may be required under Ordinance and regulations of the Medical Council of India or any other agency to which the Institute is affiliated.
- viii) to institute and award fellowships, scholarships, prizes and medals.
- ix) to provide for and supervise residence, health, discipline and well-being of the students of the institute.
- x) to create teaching, administrative, teaching/non-teaching ministerial and other posts under the

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Institute other than the Post of Director and the posts, the maximum of the scale of pay of which exceeds Rs. 4000/- and to make appointments there to provided that the post so created are in the cadres and scales of pay as approved by the State Government from time to time and that the posts are created only on the recommendations of the Finance Committee (which have Financial Advisor's concurrence) of the Institute for the efficient management of the affairs of the Institute and to regulate their recruitment and conditions of service and control of staff.

- xi) to cooperate with any other organization in the matter of Medical education and Research.
- xii) to enter into agreements for and on behalf of the Institute.
- xiii) to use and defend all legal proceedings on behalf of the Institute.
- xiv) to appoint committees for the disposal of any business of the Institute or for tendering advice in any matter pertaining to the Institute.
- xv) to delegate to such extent as it may deem necessary, any of its powers to any officer or committee of the Board/Governing Body.
- xvi) to consider & pass such resolutions on the annual report, the annual accounts and the financial estimates of the society or the Institute as it thinks fit, such annual reports, annual accounts & financial estimates alongwith the resolution passed thereby by the Governing Body being submitted to the State Government.
- xvii) to make, adopt, amend, vary or rescind, from time to time, with the prior approval of the State Government, Bye-laws for the regulation of and for any purposes connected with the management and

administration of the affairs of the Institute and for the furtherance of its objectives.

xviii) to make, adopt, amend, vary or rescind, from time to time, Bye-laws (a) for the conduct of the business of the society and the committees to be appointed by it (b) for delegation of its powers (c) for fixing the quorum or (d) for the co-option of members on the Governing Body of the Society and;

xix) to perform such additional functions and to carry out such duties as may from time to time be assigned to it by the State Government.

13. i) The Board shall ordinarily meet once in every three months provided that the Chairman may, whenever he thinks fit, and shall, on the written requisition of not less than six members, call a special meeting. Not less than fifteen days notice shall be given for every meeting of the Governing Body of the Society and a copy of the proceedings of every meeting shall be furnished to the State Government as soon as practicable after the meeting.
- ii) Six members of the Governing Body of the Society including the Chairman shall constitute a quorum for any meeting of the Board.
- iii) In case of difference of opinion amongst the members, the opinion of the majority shall prevail.
- iv) Each member of the Governing Body including the Chairman shall have one vote and if there shall be an equality of votes of any question to be determined by the Governing Body. The Chairman shall in addition have and exercise a casting vote.
- v) Every meeting of the Board/Governing Body shall be presided over by the Chairman, and, in his absence from any meeting, by a member chosen from amongst themselves by the members present at the meeting.

- vi) Any resolution except such as may be placed before the meetings of the Governing Body may be adopted by circulation among all its members and any resolution so circulated and adopted by a majority of the members who have signified their approval of such resolution shall be as effectual and binding as if such resolution had been passed at a meeting of the Board, provided that in every such case, atleast six members of the Board shall have recorded their approval of the resolution.
14. Till such time the Board comes into existence, State Govt. will make suitable arrangements connected with the operation of the affairs of the society.
15. CHAIRMAN :
- i) It shall be the duty of the Chairman to see that the decisions taken by the Board are implemented.
 - ii) The Chairman shall exercise such other powers as may be delegated to him by the Board.

16. DIRECTOR :
- i) The Director of the Institute shall be appointed by the Governing Body for a period of five years with the approval of the State Government.
 - ii) The Director shall be the Chief Academic and Executive Officer of the Institute and shall be responsible for the proper administration of the Institute and for the imparting of instructions and maintenance of discipline therein. All other staff of the Institute shall be Subordinate to the Director. He shall be the custodian of the records, the funds of the Institute and such other property of the Institute as the Board may commit to his charge.

- iii) The Director shall have such other powers and perform such other duties as may be delegated or assigned to him by the Board.
- iv) The Director may delegate any of his powers to any of his subordinates with the approval of the Board.
- v) The Director shall act as the Secretary of the society, the Board and such other Committees as the case may be or the Board/Governing Body may decide.
- vi) In the event of the post of the Director remaining vacant or the Director being absent or unable to perform his duties for any reason, it shall be open for the Governing Body to direct any officer or officers in the service of the Society to exercise temporarily such powers and perform such functions and duties of the Director as the Board may deem fit.

17. ADMINISTRATIVE OFFICER :

- i) The Administrative Officer shall be a whole time officer of the Institute and shall be appointed by the Governing Body on such terms and conditions as may be laid down in the Bye-laws.
- ii) The Administrative Officer shall be directly responsible to the Director of the Institute for the proper discharge of his duties and functions as laid down in the By-Laws.
- iii) The Administrative Officer shall exercise such powers and perform such duties as may be delegated or assigned to him by the Governing Body or the Director.

18. The members of the Society of the Governing Body or of any Committee appointed by the Society or the Governing Body except the Director as a Member-Secretary of the Society or the Governing Body and the two teachers' representatives as members of the

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Secretary

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Board shall not be entitled to any remuneration from the Society or the Governing Body but they shall be paid by the Society such travelling and daily allowance as may be provided for the Bye-laws to be made in this behalf, in respect of any journey undertaken by them for attending the meeting of the Society or Board or any Committee, or in connection with any of their other business.

19. i) Within six months after the close of the previous financial year, the Society shall submit to the Department of Medical Education & Research, Punjab Government a report on the working of the Institute in the previous year together with an audited statement of accounts showing the income and expenditure for that year both in Punjabi and English. The Department of Medical Education & Research shall cause the same to be laid before the Punjab Assembly within nine months after the close of the financial year.

ii) The Society shall submit to the State Government the Budget Estimates for every financial year by such date before the end of the previous year as the State Government may fix in this behalf.

FINANCIAL ADVISOR OF THE INSTITUTE :

20. The Finance Secretary of the State Government or his nominee shall be the Financial Advisor to the Institute.

21. Matters concerning the financial aspects of the affairs of the Institute shall be referred to the Financial Advisor for advice.

FUNDS OF THE INSTITUTE :

22. The funds of the Institute will consist of the following:

a) All money provided by the Central Government

and
Director Principal,
Punjab Institute of Medical Sciences

Punjab Institute of Medical Sciences

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ਲਿਖਤਰਚ ਮਾਮਲਾ ਨੰ. 148/2005

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Director Principal,
Punjab Institute of Medical Sciences

- b) All money provided by the State Government
 - c) All fees and other charges received by the Institute.
 - d) All money received by the Institute by way of grants-in-aid, donations, benefactions, bequests or transfers; and
 - e) All money received by the Institute in any other manner or from any other sources.
23. The Banker of the Institute shall be a nationalised bank as may be approved by the Finance Committee of the Institute. All funds of the Institute shall be paid into the Institutes account and shall not be withdrawn except on a cheque signed by the Administrative Officer and countersigned by the Director of the Institute.
24. No benefaction shall be accepted by the Institute which, in its opinion, involves conditions, obligations opposed to the spirit and objects of the Institute.

ACCOUNTS OF THE INSTITUTE :

25. The Institute shall prepare and maintain proper accounts and other relevant records and prepare an annual statement of accounts including the balance sheet in such form as may be prescribed by the State Government.
26. The Accounts of the Institute shall be audited annually by the Accountant General, Punjab or any other authority as may be decided by State Government any expenditure incurred in connection with the audit shall be payable by the Institute.
27. The Accounts of the Institute as certified by the Accountant General, Punjab or any other authority as may be decided by the State Government together with the Audit Report thereon shall be forwarded annually to the State Government.

Ans 240
Director Principal,

Punjab Institute of Medical Sciences

Gout. Medical College, Amritsar

ਪ੍ਰਾਇਮਰੀ ਸਰੀ ਨਕਲ

[Signature]
Principal

[Signature]
Principal

GOVERNANCE OF THE INSTITUTE AND CONSTITUTION OF COMMITTEES

The Governing Body will appoint the following committees for broad functions relating to buildings and their maintenance, Finance purchase of equipment and store and recruitment of staff. The composition of these committees will be as under:

I) FINANCE COMMITTEE :

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|--|----------|
| 1) Chairman, Board of Governors
or his nominee | Chairman |
| 2) Two members of the Board | Members |
| 3) Secretary to Government, Punjab
Finance Department or his
nominee | Member |
| 4) Director, Research & Medical
Education Punjab. | Member |
| 5) A nominee of Medical Council
of India | Member |
| 6) Director, Punjab Institute of
Medical Sciences, Jalandhar. | Member |

II) BUILDING & WORKS COMMITTEE :

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|--|----------|
| 1) Secretary to Government, Punjab
Department of Medical Education
& Research | Chairman |
| 2) Chief Engineer, Punjab PWD B&R
(Senior most) | Member |
| 3) Chief Architect of State Govt.
or his nominee not below the
rank of a Senior Architect. | Member |

Signature
Secretary

Signature
Chairman

Signature
Member

4) Director, Punjab Institute of
Medical Sciences Jalandhar.

Member
Secretary

III) EQUIPMENT & STORE PURCHASE COMMITTEE :

1) Director of the Institute

Chairman

2) Director, Research & Medical
Education Punjab.

Member

3) A representative of Department
of Finance, Govt. of Punjab.

Member

4) Head of the concerned
Department.

Member
Secretary.

IV) STAFF SELECTION COMMITTEES :

For the post of Director :

1) Chairman of Board/Governing Body

Chairman

2) One nominee of Medical Council
of India.

Member

3-4) Two eminent medical educationists

Members

5) Vice-Chancellor of the University
in the region

Member

6) Secy. to Govt. Punjab Department
of Medical Education & Research

Member
Secretary

For the post of Professor & Asstt. Professor

1) Chairman of Board/Governing Body
or his nominee.

Chairman

Signature
Principal

Signature
Principal

Signature
Principal

- | | | |
|------|--|---------------------|
| 2) | One nominee of Medical Council of India. | Member |
| 3-4) | Atleast 2 external experts from the panel of names approved by the Board of Governors. | Members |
| 5) | Director, Research & Medical Education Punjab. | Member |
| 6) | Director, Punjab Institute of Medical Sciences, Jalandhar | Member
Secretary |

For the post of Lecturer & other Grade "A" & "B" Posts :

- | | | |
|------|---|---------------------|
| 1) | Director, Punjab Institute of Medical Sciences, Jalandhar. | Chairman . |
| 2) | One nominee of Medical Council of India | Member |
| 3) | Director, Research & Medical Education Punjab | Member |
| 4-5) | Atleast 2 External experts from the panel of names approved by the Governing Body | Members |
| 6) | Head of the concerned Department | Member |
| 7) | Registrar | Member
Secretary |

For all other Grade "C" & "D " Posts :

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|----|---|----------|
| 1) | Director, Punjab Institute of Medical Sciences, Jalandhar | Chairman |
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- 2) Head of the concerned
Department for teaching posts
and the Senior most Professor
in the case of Non-
teaching/Administrative posts. Member
- 3) Professor or Senior most
officer of the concerned
Department Member
- 4) One expert to be nominated by
the Chairman, Governing Body Members
- 5) Registrar of the institute (in
the absence of Registrar, the
Director will nominate a
Member-Secretary Member
Secretary

For the purpose of section 6 of the Registration of Societies Act 1860, the person in whose name the Society may or be shall be the Secretary of Society. .

All contracts for and on behalf of the Society or the Institute shall be expressed to be made in the name of the Society or the Institute as the Director and of the Institute, subject to prior approval of the State Government, the Society may alter, extend or abridge any purpose for which it is established, provided that the procedure prescribed in that behalf by Act XXI 1860 has been followed. These rules may be altered by the Society with the prior approval of the State Government at any time by a resolution passed by a majority of two thirds of the total members present at any meeting of the Society, which shall have been convened for the purpose after giving due notice of such resolution to the members of the Society.