

Pakistan Thalassaemia Welfare Society



Memorandum and Articles of the Society

1. Name

The name of the Society shall be "Pakistan Thalassaemia Welfare Society" (PATHWEL). It is also referred to in this memorandum and the Articles as "The Society".

2. Registered Office

The registered office will be located in the premises of Thalassaemia House, Tipu Road, Rawalpindi, Pakistan.

3. Language

The language of the society shall be Urdu/ English.

4. Aims and Objectives

The Society shall be a non-political, non-sectarian, charitable body having the following aims and objectives:

1. To establish, maintain, run, manage and administer centers for the comprehensive management of thalassaemia and related/other blood disorder.
2. To provide facilities for the prevention of thalassaemia through public awareness, carrier screening, genetic counselling and prenatal diagnosis for the affected couples.
3. To educate the public and various health delivery organizations of Pakistan about the problem of Thalassaemia through lectures, symposia, and workshops. Pamphlets and literature on thalassaemia will be produced for educational purposes.
4. To promote and coordinate research in the field of Thalassaemia.
5. To bring together patients, families and well-wishers to exchange ideas and information.
6. To raise funds required for achieving aims and objectives of the Society.
7. To appeal, solicit or accept contributions, donations, grants and gifts, in cash or in kind, from lawful sources and to apply the same or the income thereof for the objectives of the Society.
8. To open and operate bank accounts and to draw, accept, and endorse the bills, cheques and other instruments for the Society.
9. To acquire, alter, improve, take on lease, hire, or let any movable or immovable property to achieve the objectives of the Society.
10. To nominate delegates and advisors to represent the Society at conferences, government bodies and other gatherings related to the objectives of the Society.

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11. To invest in profitable schemes approved by the government, the surplus money of the Society not immediately required as may be determined from time to time by the Executive Council.
12. To enter in to agreements, contracts, and arrangements with organizations, institutions, bodies and individuals for the purpose of carrying out the functions and activities of the Society.
13. To facilitate all kind of academic pursuits like teaching, organizing courses, doing research, publication of books, journals, booklets, pamphlets, holding seminars, symposia and workshops for promoting the objectives of the Society.
14. To procure services like consultancy, advisory, educational, technical, scientific, managerial and administrative connected with the objectives of the Society.
15. To act as an advisory body to safe-guard the socio-economic interests of Thalassaemia Patients.
16. To cooperate with any similar Association in and outside Pakistan for the furtherance of the objectives of the Society.

5. Scope of Activities

The Society will work on all Pakistan basis.

6. Interpretation of Articles

1. "Act" means the Society Registration Act (XXI of 1860) and any amendment or re-enactment thereof for the time being in force.
2. "Aims and Objectives" means the Aims and Objectives of the Society.
3. "Articles "or" These Articles" means Articles of the Pakistan Thalassaemia Welfare Society with such alteration as may be effected from time to time.
4. "Branch Office" means branch office of the Society.
5. "Executive Council" means the Executive Council of the Society.
6. "Member" means a member of the Society including founder members and fellow members.
7. "Memorandum" means the Memorandum of the Society as amended and updated from time to time.
8. "Office" means registered office of the Society.
9. "Ordinance" means the Voluntary Social Welfare Agencies (Registration and Control Ordinance 1961).
10. "Patron" means anyone who for the time being is the Patron of the Society.

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11. "Prescribed" means prescribed under these Articles and Memorandum of the Society.
12. "President, Vice President, Secretary General and Treasurer" means the President, Vice President, Secretary General and Treasurer of the Society.
13. "Society" means the Pakistan Thalassaemia Welfare Society.
14. "Special Resolution" means a Resolution passed by 2/3rd majority of the members present at Extraordinary General meeting of the Society.
15. "Register" means register of the members of the Society.
16. "Resolution" means a Resolution passed by Annual General Meetings, General Meetings, Special General Meetings, and meetings of the Executive Council.
17. Words importing the singular number include the plural number and vice versa.
18. Words importing the masculine gender also include the feminine gender.
19. Words importing persons includes bodies corporate, statutory bodies.
20. "Months & Years" means English calendar months and English calendar year.

7. Patron of the Society

The President of Pakistan or some other Pakistani dignitary of international repute shall be requested to be the Patron of the Society and upon acceptance he shall be the Patron of the Society. He may be invited to attend and address the meetings of the Society. He may issue guidelines for working and improvement of the Society.

8. Founding Members

The founding members of the Society are given in Annexure-A & B. From amongst those who are living shall continue to be honorary members of the Society and shall have the right to attend Annual General Meetings, General Meetings and special General meetings and shall also have the right of vote.

9. Members

1. Membership of the Society shall be open to all those who agree to abide by the Constitution and the rules and regulations of the Society. The members should also qualify for the following:
 - a. He is not a minor.
 - b. He is not insane.
 - c. He bears a good moral character and is not an ex-convict.
 - d. He has paid the membership fee.
 - e. He has signed the membership form as prescribed in schedule.

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2. Any person desirous of becoming a Member of the Society shall submit a written application in the prescribed form. The application shall be scrutinized by the officer authorized by the President & decision thereon shall be intimated to the applicant in writing.
3. Every person, upon applying for admission to membership, shall sign an undertaking that he will, if admitted, so long as he is a member, duly observe the Rules and Regulations of the Society for the time being in force.
4. Names of the Members shall be recorded in a Register to be called the "Register of Members". Academic qualifications, complete permanent as well as temporary address and telephone numbers shall also be recorded therein and any changes in such detail shall be promptly notified for entry in the said Register.
5. Membership fee shall be revised by the Executive Council from time to time. First membership fee shall be payable within one month of the acceptance of application for membership and thereafter shall be paid before the 5th day of current month in case of monthly fee and within 15 days of the current year in case of annual fee.
6. Membership of a new member shall start from the date he makes payment of membership fee.
7. Every member shall be issued a Membership Card by the Society.
8. Persons having specialized knowledge and experience scientific or literary attainment of or having rendered distinguished services in the medical field or in the field of specialized knowledge of Thalassaemia diagnosis and treatment, or those who have made notable contributions in the shape of donations can be nominated by the Executive Council as Honorary Life Members of Society.
9. Members paying the Life Membership fee shall be known as Life Members.

10. Privileges of the Members

1. Every Member shall have the right to receive a copy of the Memorandum and the Articles of the Society on payment of fee specified by the Executive Council.
2. Every Member shall have a right to use the reading rooms, library, restaurant, refreshment rooms as and when these are organized by the Society.
3. A Member with at least six months of membership shall have the right to vote in elections held by the Society.
4. Every member shall have a right to attend general meetings of the Society and take part in discussions and voting.
5. A member with at least six months membership shall have the right to contest in any election provided he fulfills the requirements for the particular office.



6. Every Member shall have the right to inspect the records and the register of Society by making written application to the President of the Society and inspect the same in the presence of a member of the Executive Council.

11. Obligations of the Members

Every member shall:

1. Observe the rules and regulation of the Society for the time being in force.
2. Make maximum possible efforts to popularize and make the Society effective.
3. Take active interest in the activities of the Society.
4. Co-operate in the attainment of the aims and objectives of the Society.
5. Render such assistance as he may be called upon to do by the Executive Council and answer all queries and questions within the specified period.
6. Pay the subscription fee and any other dues regularly and promptly.
7. Attend meetings as regularly and as possible.
8. Intimate to the Secretary General promptly, in writing, any change in his address or other particulars.
9. Render such advice as he thinks is conducive to the promotion of the interest of the Society.
10. No member shall set up or establish or promote any Society, Association, Company, Group or body parallel to the functions aims and objectives of the Society and if he does so he shall immediately cease to be a member of this Society.

12. Cessation/Expulsion/Removal from Membership

A person may be removed from the membership by the Executive Council and cease to be member of the Society:

1. If being an office bearer in the Society he has been removed from the office due to misuse of his position or any other charge.
2. If he is guilty of misconduct in the judgment of the Executive Council.
3. If he misbehaves or shows disorderly conduct or conduct that is unbecoming of a gentleman with another Member in the course of the meetings, functions or any other business of the Society.
4. He refuses or neglects to give effect to any decision of the Council.
5. He infringes any of the Articles of the Association.



6. He becomes insane or medically unfit to act as a member or is declared by a court of law for committing an offence including fraud or moral turpitude or works against the interests of the Society.
7. He is held by the Executive Council to have committed any act unbecoming of a gentleman with another member or has been found guilty of any such act by a court of law.
8. He acts or is threatening to act in a manner prejudicial to the interest or functioning of the Society or any other institute, body corporate, society, foundation or institution in which the Society has an interest.
9. Submits resignation in writing to the President and the same is accepted by the latter, he shall cease to be a member with effect from the day the resignation is accepted. The President shall give a decision within 15 days of the submission of the resignation. The registration shall stand accepted if no decision, thereon, is sent to the resigning Member within 15 days of the receipt of the registration. A Member, who is also an office bearer shall not be eligible to resign unless he has cleared the charge and obtained no-demand certificate from the Executive Council.
10. If a member has gone in arrears of membership fee for 3 months he shall be deemed to have ceased to be a Member.
11. No Member whose conduct is under investigation or enquiry can resign until the decision of such enquiry or investigation is pronounced.
12. The Membership subscription fee shall not be refundable in case of resignation, removal or death or termination or in any other case.
13. Termination of membership shall occur automatically:
 - a. In the event a member fails to pay any amount due by him to the Society within three (3) months after such obligation has become due.
 - b. If he is convicted of an offence involving moral turpitude. In case his conviction is set aside at a later stage he may be readmitted to Membership of the Society by the Executive Council after personal hearing.

13. Re-entry to Membership

An ex-member may be re-admitted to membership of the Society after examination by the Executive Council.

14. General Meetings

1. Annual General Meetings (AGM)
Meetings of members of the Society shall be held once every year to be called the Annual General Meeting (AGM). AGMs shall be held at Rawalpindi. Next AGM shall be

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held within 6 months of the approval of presently amended memorandum and Articles of Association.

2. Extraordinary General Meetings (EGM)
Extraordinary General Meeting may be held on requisition of at least 2/3rd members of the Executive Council or upon written requisition by at least 25 members of the Society addressed to the President. EGM may be held anywhere in Pakistan.
3. At least one week written or published notice shall be given for holding of the AGM or EGM stating the place date and time along with the agenda.
4. President of the Society shall preside the AGM/EGM of the Society except AGM for election of President in case he himself is a candidate for re-election as President and such Annual General Meeting shall be presided over by the Vice President of the Society. In the absence of the President, the Vice President of the Society shall preside over the AGM/EGM.
5. Minutes of AGM/EGM shall be recorded by the Secretary General and confirmed in the subsequent meeting and confirmation signed by the President.
6. A resolution once rejected in the AGM/EGM shall not be reconsidered unless a period of 3 months has elapsed or 5 Members of the Executive Council have signed a requisition for its reconsideration.

15. Quorum of General Meetings

The quorum for AGM/GM shall not be less than 1/3rd of the total Members of the Society.

16. Office Bearers of the Society

The Office Bearers of the Society shall comprise the following:

1. President
2. Vice President
3. Secretary General
4. Treasurer

17. President of the Society

1. A resident of Rawalpindi/Islamabad having National/International repute with vast knowledge and experience in the field of thalassaemia shall be eligible to be the President of the Society.
2. The President shall be an elected member of the Society.
3. Any Member of the Society with good standing may contest election for the Presidency.
4. The term of the President shall be for three years.



5. The President shall be elected by majority vote in the AGM of the Society.
6. The elections of the new President shall be completed 30 days prior to the expiry of the term of the existing President.
7. The President shall not be paid any remuneration for his services.
8. The President shall be the Chief Executive of the Society. He shall preside over all meetings of the Society.
9. The President shall nominate the members of the Executive Council.
10. He shall guide and control the activities of the Society.
11. He shall interpret the Memorandum and Articles of the Society.
12. He shall have a casting vote in addition to his ordinary vote.
13. He shall sign the record of minutes of the meeting/ resolutions of the Society.
14. He shall sign and verify pleadings, replications, contracts, deeds, and documents etc.

18. Vice President of the Society

1. A resident of Rawalpindi/Islamabad having good repute and experience of social work shall be eligible to be the Vice President of the Society.
2. The Vice President shall be nominated by the President from amongst the Executive Council members.
3. He shall officiate for and perform the duties of the President in his absence.
4. He shall also perform any duties assigned by the President/Executive Council.
5. The Vice President shall not be paid any remuneration for his services.

19. Secretary General of the Society

1. The Secretary General shall be an elected member of the Society.
2. Any member of the Society with good standing may contest election for the Secretary General. A member may contest for the post of the Secretary General for a maximum of two terms.
3. The term of the Secretary General shall be for three years.
4. The Secretary General shall be elected by majority vote in the AGM of the Society.
5. The elections of the new Secretary General shall be completed 30 days prior to the expiry of the term of the existing Secretary General.
6. The Secretary General shall not be paid any remuneration for his services.



20. Duties of the Secretary General

1. He shall record minutes of the meetings of the Society and present the same for confirmation to the subsequent meetings.
2. He shall conduct all meetings of the Society.
3. He shall assist the President in all matters.
4. He shall ensure observance of the Memorandum and the Articles of the Society.

21. Treasurer of the Society

1. The Treasurer shall be an elected member of the Society.
2. Any member of the Society with good standing may contest election for the Treasurer. A member may contest for the post of Treasurer for a maximum of two terms.
3. The term of the Treasurer shall be for three years.
4. The Treasurer shall be elected by majority vote in the AGM of the Society.
5. The elections of the new Treasurer shall be completed 30 days prior to the expiry of the term of the existing Treasurer.
6. The Treasurer shall not be paid any remuneration for his services.

22. Duties of the Treasurer

1. He shall be responsible for maintenance of the accounts of the Society in accordance with the generally accepted accounting principles and that may be inspected by the interested members of the Society, without any hindrance at all reasonable times.
2. He shall invest funds of the Society as approved by the Executive Council.
3. He shall incur expenditure in the light of the aims and objectives of the Society.
4. He shall refer any financial questions for opinion/approval of the Executive Council.
5. He shall get the accounts audited from a chartered accountant every year.
6. He shall present the accounts to the General Meetings for approval.

23. Executive Council

1. The Executive Council shall guide the President in laying down policies for achieving the aims and objectives of the Society.
2. The Executive Council shall comprise fifteen members.
3. The members of the Executive Council shall be nominated by the President from amongst the members of the Society.
4. The term of the Executive Council shall be three years from the date of its first session.

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5. The members of the Executive Council shall not be paid any remuneration for their services.
6. The quorum of a meeting of the Executive Council shall not be less than five or 1/3rd of the total members of EC including the President, the Secretary General and the Treasurer.
7. The meeting shall be chaired by the President. In the absence of the President the meeting shall be chaired by the Vice President or in his absence by senior member in age.
8. The minutes of the meetings of the Executive Council shall be recorded in a register by the Secretary General. In the absence of the Secretary General any person nominated by the President shall record the minutes of the meeting.
9. The minutes of the meeting shall be signed by the President and circulated to the members of the Executive Council within 4 working days after the meeting. The recorded/signed minutes shall be confirmed in the next meeting of the Executive Council.
10. The Executive Council shall hold its meetings at least once every three months. The Secretary General shall give at least 7 day notice for the meeting and the agenda points through mail/email to all members.
11. A meeting of the Executive Council may be requisitioned at the request of any three members of the Executive Council by giving 7 days prior notice in writing to the President of the Society clearly giving the reasons for requisitioning the meeting.
12. In the event of the vacancy of a member of the Executive Council falling vacant due to death, resignation or removal the President shall nominate his/her successor from amongst the members of the Society. The newly appointed member of the Executive Council should have the approval of the majority of the members of the Executive Council.
13. The members of the Executive Council shall make efforts for raising funds, developing contacts and relationship with similar national and international societies, associations and bodies, and doing anything required for achieving the aims and objectives of the Society.
14. The members of the Executive Council shall carry out any task assigned to them by the President in achieving the aims and objective of the Society.
15. A member of the Executive Council shall cease to be a member if:
 - a. He remains absent from three consecutive meetings of the Executive Council.
 - b. He resigns from the Executive Council of the Society.
 - c. 2/3rd majority of all members of the Executive Council vote against him.



- d. He is removed as member of the Society by resolution of 3/4th majority of the members present in an AGM/EGM. However, before voting such member shall be given an opportunity to make his submission before the AGM/EGM.

24. Removal of the Office Bearers

Any office bearer of the Society shall cease to hold his office if:

1. He becomes physically unfit to perform the duties.
2. He is removed as member of the Society by resolution of 3/4th majority of the members present at AGM/EGM. Before voting the office bearer shall be given opportunity to make his submission before the AGM/EGM.

25. Amendments in the Memorandum and Articles of Society

1. Change in the Memorandum and Articles of the Society shall be made with the approval of the AGM/EGM. The proposed amendments shall be submitted to the Executive Council at least one month before the next AGM.
2. Amendments in the Memorandum and the Articles of the Society shall only be made by 2/3rd majority of the members attending AGM/EGM.
3. That no amendment in the Memorandum and the Articles of the Society will be made without prior approval from the concerned Income Tax authorities.

26. Capital

The financial resources of the Society shall consist of the following:

1. Membership fee.
2. Aids, grants, contributions and donations which may be received from Government, Semi Government, national/ international organizations and philanthropists.
3. Finances raised/collected by the Society from sources as provided in the Memorandum and the Articles of the Society.

27. Dissolution

In the event of dissolution of the Society, all of its assets, money, movable and immovable properties etc. would be transferred after meeting all liabilities to another relatable and charitable association/trust which has also been accorded approval U/S 47(I)(d)/47 of the I.T.Ord.79 or is approved by the Federal Government, as the case may be, under the laws therein force. Intimation of such transference would be made to the Central Board of Revenue/Federal Government within three months of the dissolution.



28. Utilization of Income of the Society

All moneys, properties and incomes of this Society would be utilized solely for the promotion of the objectives of the Society for which it has been formed. The moneys, properties or income of the Society or any portion of the moneys, properties or income of the Society would not be paid or transferred directly or indirectly by way of dividends, books or profits etc. to any of the members of the Society or to any of their relatives/dependents. All accounts of the Society would be kept in a schedule bank located where the Society is located.

29. Utilization of money set apart at the Closing of Accounts

Any money validly set apart or the money not utilized at the end of the financial year i.e. 25% of the income of the Society or Rs.10,000/- whichever is less, would be invested in the government securities or in the NIT Units.

30. Bankers

The Society shall open its account only in a scheduled bank.