

# NORTH EASTERN INSTITUTE OF AYURVEDA AND HOMEOPATHY

(An Autonomous Institute under the Ministry of Ayush,  
Government of India)

पूर्वोत्तर आयुर्वेद एवं  
होम्योपैथी संस्थान



NORTH EASTERN INSTITUTE OF  
AYURVEDA & HOMOEOPATHY



**Memorandum of Association  
and  
Rules & Regulations of  
North Eastern Institute of Ayurveda and Homoeopathy  
Shillong, Meghalaya.**

**Ministry of Ayush, Govt. of India**



L-12019/15/2022-AS  
Government of India  
Ministry of Ayush

AAO/Ayush  
3/10/22

Ayush Bhawah,  
B-Block, GPO Complex,  
INA Colony, New Delhi – 110023  
Dated the 23<sup>rd</sup> September, 2022

To

The Director,  
North Eastern Institute of Ayurveda and Homoeopathy,  
Mawdiangdiang, Shillong,  
Meghalaya 793018


**Subject: Memorandum of Association (MoA) of NEIAH, Shillong– Reg.**

Madam,

I am directed to refer to your letter dated 19.07.2022 on the subject mentioned above and to inform you that Memorandum of Association (MoA) of NEIAH, Shillong has been approved by the Hon'ble Minister of Ayush in his capacity as President of General Body of the Institute. The same may be ratified in the next meeting of General Body.

2. Director, NEIAH is requested to take further necessary action.

Yours faithfully,

  
(B. S. Kothari) 23/09/2022

Under Secretary to the Govt. of India

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**Memorandum of Association**

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**Rules & Regulations of**

**North Eastern Institute of Ayurveda and Homoeopathy**

**Shillong, Meghalaya.**

**Ministry of Ayush, Govt. of India**

2

1



## INDEX

| S No                      | CONTENTS   | PAGE  |
|---------------------------|--|-------|
| 1                         | Memorandum of Association                                | 3     |
|                           | Objects  | 4     |
|                           | Functions  | 5-6   |
|                           | Name & Address of first Members of the Executive Council | 7     |
|                           | Signatories of MOA                                       | 8     |
| 2                         | Rules and Regulations of NEIAH                           | 9     |
|                           | 1. Title   | 9     |
|                           | 2. Definitions   | 9     |
|                           | 3. Authorities and Officers of the Institute             | 10    |
|                           | 4. President and Vice President                          | 11    |
|                           | 5. General Body  | 11-12 |
|                           | 6. Proceedings of the General Body                       | 13    |
|                           | 7. Executive Council                                     | 14    |
|                           | 8. Constitution of the Executive Council                 | 15-16 |
|                           | 9. Proceedings of the Executive Council                  | 16-18 |
|                           | 10. Powers of the Executive Council                      | 19    |
|                           | 11. Finance Committee                                    | 20    |
|                           | 12. Powers of the Finance Committee                      | 21    |
|                           | 13. Scientific Advisory Committee                        | 22    |
|                           | 14. Academic Committee                                   | 23    |
|                           | 15. Funds of the Institute                               | 24    |
|                           | 16. Powers and Functions of the President                | 25    |
|                           | 17. Powers and Functions of the Director                 | 26    |
|                           | 18. Annual report  | 27    |
|                           | 19. Annual Statement of Accounts                         | 27    |
|                           | 20. Legal proceedings                                    | 27    |
|                           | 21. Dissolution and Adjustments of Affairs               | 28    |
|                           | 22. Application of the Act                               | 28    |
| 23. Essential certificate | 28   |       |

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**MEMORANDUM OF ASSOCIATION,  
RULES AND REGULATIONS  
OF  
NORTH EASTERN INSTITUTE OF AYURVEDA &  
HOMOEOPATHY, SHILLONG, MEGHALAYA**

**2022**



**MEMORANDUM OF ASSOCIATION**  
**NORTH EASTERN INSTITUTE OF AYURVEDA AND HOMOEOPATHY,**  
**SHILLONG,**  
**MEGHALAYA**

**1. NAME**

The name of the Society shall be the North Eastern Institute of Ayurveda and Homocopathy, Shillong, Meghalaya.

**2. REGISTERED OFFICE**

The Registered Office of the society shall be situated at Mawdiangdiang, Shillong, and Meghalaya.

**3. OBJECTS**

- I. To provide under graduate, post graduate, doctoral and post-doctoral teaching, research facilities and quality patient care services under the Ayurvedic and Homoeopathic systems of Medicine;
- II. To conduct experiments and develop patterns of teaching in under graduate, post graduate education in all branches of the Ayurvedic and Homoeopathic systems of Medicine;
- III. To conduct research on various aspects of Ayurvedic and Homoeopathic systems of Medicine;
- IV. To provide medical care through Ayurvedic and Homoeopathic systems of medicine to the suffering humanity;
- V. To conduct refresher courses for Ayurvredic and Homoeopathic systems of Medicine;
- VI. To develop, promote and propagate the science and art of Ayurveda and Homoeopathy as the case may be.



#### 4. FUNCTIONS

In order to promote the above objects, the Institute may perform all necessary functions.

- I. To develop the Institute into an advanced clinical, educational, training & research centre in Ayurveda and Homoeopathy, as the case may be;
- II. To provide advanced training in professional techniques and theory in Ayurveda or Homoeopathy, as the case may be;
- III. To seek affiliation of the Institute with any recognized University.
- IV. To conduct refresher courses of Ayurvedic and Homoeopathic teachers, Ayurvedic or Homoeopathic physician and paramedical staff;
- V. To publish journals, research papers, leaflets and textbooks and augment and maintain libraries/information services in furtherance of the objects.
- VI. To invite representatives of the Government, Universities and from organizations of foreign countries and prominent scientists to participate in the programme of the Institute.
- VII. To cooperate with national and international agencies engaged in research and training in Ayurveda or Homoeopathic medicine and arrange for exchange of personnel, materials and data.
- VIII. To subscribe to, become a member of, or cooperate/coordinate with, any other association or society whose objects are similar.
- IX. To develop database on the knowledge regarding scientific discoveries, institutions involved in Ayurveda and Homoeopathic research, scientists and their contributions in the field of Ayurveda and Homoeopathy.
- X. To create administrative, technical, ministerial and other posts under the Institute and makes appointments thereto in accordance with the rules and regulations of the Institute.
- XI. To accept grants, gifts, donations, securities and movable and immovable properties of any kind offered by the Central Government and State Governments for the furtherance of the objectives.



- XII. To issue appeals and apply for money and funds in the furtherance of the objects of the Institute and to raise or collect funds by gifts, donations, subscriptions or otherwise of cash and securities and any property, either movable or immovable, and grant such rights and privileges to the donor, subscribers and other benefactors as the Institute may consider fit and proper.
- XIII. To acquire, purchase, exchange, lease, hire or otherwise, however, any property, movable or immovable, which may be necessary or convenient for running the Institute and build, construct, improve, alter, demolish and repair such buildings, works and construction, as may be necessary for carrying out the objects of the Institute.
- XIV. To invest and deal with funds and money of the Institute.
- XV. To appoint and hire services or discharge/terminate the services of the personnel and to pay them in return for the services rendered to the Institute, salaries, allowance, gratuities, provident fund and other allowances or remuneration in accordance with the rules and regulations of the Institute.
- XVI. To sell mortgage, lease, exchange, and otherwise transfer or dispose of all or any property, movable or immovable, of the Institute for the furtherance of its objects, or any of them, subject to prior approval of the Central Government.
- XVII. To grants prizes, awards, scholarships, grants, and stipends, and to carry out all such other activities for promotion of Ayurveda and Homoeopathy and things either alone or in conjunction with other organizations or persons as the Institute may consider necessary, incidental or conducive to the attainment of all of any one of the above mentioned objects.
5. All the incomes, earnings, movable and immovable properties of the society shall be solely utilized and applied towards the promotion of its objects and discharge of its functions as set forth in the Memorandum of

Association and no profit or part thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, profits or in any other manner whatsoever to the present or past members of the society or to any person claiming through any one or more of the present or the past members. No member of the society shall have any personal claim on any movable or immovable properties of the society or make any profits, whatsoever, by virtue of this membership.

6. The names, addresses, occupations and designations of the first members of the General Body to whom the management of the affairs of the society is entrusted, till the General Body is nominated according to the Rules and Regulations of the Society are as follows: -

| S. No. | Name  | Designation      |
|--------|---|------------------|
| i)     | The Union Minister of Ayush, Government of India, New Delhi   | President        |
| ii)    | Minister of State (Ayush), Government of India, New Delhi   | Vice President   |
| iii)   | Secretary, Ministry of Ayush, Government of India, New Delhi  | Member           |
| iv)    | Additional Secretary & Financial Adviser, Ministry of Health & Family Welfare, Government of India, New Delhi | Member           |
| v)     | Special Secretary/ Additional Secretary/ Joint Secretary-Incharge, Ministry of Ayush                          | Member           |
| vi)    | Adviser (Ayurveda), Ministry of Ayush, Government of India, New Delhi.  | Member           |
| vii)   | Adviser (Homoeopathy), Ministry of Ayush, Government of India, New Delhi                                      | Member           |
| viii)  | Director, North Eastern Institute of Ayurveda and Homoeopathy.  | Member Secretary |

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## SIGNATORIES TO THE MEMORANDUM OF ASSOCIATION

We, the undersigned whose names, addresses and occupations here under subscribed are desirous of being formed into a 'Society' named the North Eastern Institute of Ayurveda and Homeopathy under the Meghalaya Societies Registration Act, 1983 (Act. No.12 of 1983). In pursuance of this Memorandum of Association:

| S. No. | Address and Occupation  | Signature |
|--------|---|-----------|
| (i)    | The Union Minister of Ayush, Government of India, Ministry of Ayush, New Delhi  | Sd/-      |
| ii)    | Minister of State (Ayush), Government of India, Ministry of Ayush, New Delhi  | Sd/-      |
| iii)   | Secretary, Ministry of Ayush, Government of India, Ministry of Ayush, New Delhi   | Sd/-      |
| iv)    | Additional Secretary & Financial Adviser, Ministry of Health & Family Welfare, Government of India, M/o Health & Family Welfare, Nirman Bhawan, New Delhi | Sd/-      |
| v)     | Special Secretary/ Additional Secretary/ Joint Secretary-Incharge, Ministry of Ayush, New Delhi   | Sd/-      |
| vi)    | Adviser (Ayurveda), Ministry of Ayush, Government of India, Ministry of Ayush, New Delhi.   | Sd/-      |
| vii)   | Adviser (Homoeopathy), Ministry of Ayush, Government of India, Ministry of Ayush, New Delhi   | Sd/-      |
| viii)  | Director, North Eastern Institute of Ayurveda and Homoeopathy, Shillong   | Sd/-      |

I certify the aforesaid signatures.

(Dr. Neeta Maheskar)  
Director



**Rules and Regulations of the**  
**North Eastern Institute of Ayurveda and Homeopathy,**  
**Shillong, Meghalaya.**

1. TITLE AND DEFINITION

These Rules and Regulations may be called the North Eastern Institute of Ayurveda and Homeopathy, Shillong, Meghalaya Rules.

2. In these rules, unless there is anything repugnant in the subject or context.

- i. "Institute" means the North Eastern Institute of Ayurveda and Homeopathy, Shillong, Meghalaya;
- ii. "General Body" means the General Body of the North Eastern Institute of Ayurveda and Homeopathy, Shillong, Meghalaya;
- iii. "Executive Council" means the Executive Council of the North Eastern Institute of Ayurveda and Homeopathy, Shillong, Meghalaya;
- iv. "President" means the President of the North Eastern Institute of Ayurveda and Homeopathy, Shillong, Meghalaya;
- v. "Vice President" means the Vice-President of the North Eastern Institute of Ayurveda and Homeopathy, Shillong, Meghalaya;
- vi. "Chairperson" means the Chairperson of the Executive Council of North Eastern Institute of Ayurveda and Homeopathy, Shillong, Meghalaya;



- vii. "Director" means the Director of the North Eastern Institute of Ayurveda and Homeopathy, Shillong, Meghalaya;
- viii. "Colleges" means the Ayurveda college or the Homoeopathy college under the institute, as the case may be;
- ix. "Hospital" means the hospital attached to the Ayurveda college or the Homoeopathy college under the institute, as the case may be.
- x. "Dean/Principal" means the Dean/Principal of the Ayurveda college or the Homoeopathy college under the Institute, as the case may be;
- xi. 'Member' means a member of the General Body.
- xii. "Member-Secretary" means the Member-Secretary, Executive Council of the North Eastern Institute of Ayurveda and Homeopathy, Shillong, Meghalaya;
- xiii. "Society" means the North Eastern Institute of Ayurveda and Homeopathy, Shillong, Meghalaya;

### 3. AUTHORITIES AND OFFICERS OF THE INSTITUTE

1. The President
2. The General Body
3. The Executive Council
4. The Director
5. Such other committees, sub-committees, authorities and officers as may be appointed by the Executive Council.



#### 4. PRESIDENT AND VICE PRESIDENT

The Union Minister of Ayurveda, Yoga and Naturopathy, Unani, Siddha and Homoeopathy (Ayush), Government of India shall be the President of the Institute.

Minister of State (Ayush), Government of India shall be the Vice-President of the Institute.

#### 5. GENERAL BODY

The General Body shall consist of the following:


|                |   |                   |
|----------------|---|-------------------|
| (i)            | The Union Minister of Ayush, Government of India, New Delhi   | President         |
| ii)            | Minister of State (Ayush), Government of India, New Delhi   | Vice President    |
| iii)           | Secretary, Ministry of Ayush, Government of India, New Delhi  | Member            |
| iv)            | Additional Secretary & Financial Adviser, Ministry of Health & Family Welfare, Government of India, New Delhi | Member            |
| v)             | Special Secretary/ Additional Secretary/ Joint Secretary-Incharge, Ministry of Ayush                          | Member            |
| <del>vi)</del> | <del>Secretary, Medical Education, Government of Meghalaya</del>  | <del>Member</del> |
| vii)           | Vice Chancellor of the University to which the Institute is affiliated  | Member            |
| viii)          | Adviser (Ayurveda), Ministry of Ayush, Government of India, New Delhi.  | Member            |
| ix)            | Adviser (Homoeopathy), Ministry of Ayush, Government of India, New Delhi                                      | Member            |
| x)             | Dean/Principal, Ayurveda College, NEIAH, Shillong   | Member            |
| xi)            | Dean/Principal, Homoeopathic College, NEIAH, Shillong   | Member            |
| xii)           | Two Teachers/Researchers, one of each from Ayurveda and   | Member            |
| xiii)          | from Homoeopathy to be nominated by President   |                   |
| xiv)           | Director, North Eastern Institute of Ayurveda and Homoeopathy.  | Member Secretary  |

6. The Institute shall keep a roll of members of the General Body giving their addresses and occupations and every member shall sign the same.
7. The Institute shall function notwithstanding any vacancy in the General Body or the Executive Council and no act or proceeding of the Institute shall be invalid merely by reason of such vacancy or of any defect in the appointment of any of its members.
8. The term of Office of a nominated member shall not exceed 3 years. For ex-officio member, the term shall continue so long as he holds the Office by virtue of which the person is such a member.
9. An outgoing member shall be eligible for re-nomination, but only once.
10. Resignation of membership shall be tendered in writing to the Member Secretary in person and shall not take effect till it has been accepted by the President.
11. ~~One-half~~ members of the total strength of the General Body shall constitute a quorum at any meeting of the General Body. In case a meeting is adjourned for want of quorum, there shall be no quorum for the adjourned meeting.
12. All disputed questions at meetings of the General Body shall be determined by votes and the opinion of the majority shall prevail.
13. Each member of the General Body shall have one vote and in case of equality of votes, the President shall have a casting vote.
14. The President shall have the right to adjourn any meeting from time to time.
15. A decision given by the President on a point of order raised by a member shall be final.



## 6. PROCEEDINGS OF THE GENERAL BODY:

16. The General Body shall ordinarily meet once a year. The President may also convene a special meeting of the General Body.
17. An Annual Meeting of the General Body shall be held at such time, date and place as may be determined by the President. At such an Annual General Meeting, the Annual Report and the Audited Accounts of the Institute together with the Auditor's Report thereon shall be submitted along with the observations, if any, of the Executive Council Finally the Annual report and audited accounts to be placed in Parliament.
18. The President shall convene a Special Meeting of the General Body on the written requisition of not less than half of the total members of the General Body.
19. Any requisition so made by the members of the General Body shall express the object of the meeting proposed to be called and shall be left at the address of the Secretary or posted to his address.
20. At all Special General Meetings, no subjects other than those stated in the notice of requisition shall be discussed except when specifically authorized by the President.
21. Excepting as otherwise provided in these Rules, all meetings of the General Body shall be called by notice under the signature of the Secretary.
22. Every notice calling a meeting of the society shall state the date, time and place at which such meetings will be held and shall be served upon every member of the society to the extent not less than 15 clear days before the day appointed for any general meeting and 10 days for special meeting.



23. The accidental omission to give notice and agenda to or the non-receipt of notice and agenda by any member shall not invalidate the proceedings at any meeting.
24. The President shall preside at every General meeting. In absence of President, the Vice President shall preside over the General Meeting. In the absence of both, the members present shall choose a member to preside over that meeting.

#### 7. EXECUTIVE COUNCIL

25. The affairs of the Society shall be managed, administered, directed and controlled subject to Rules, Bye-Laws and Orders of the society by the Executive Council.
26. The property of the Institute shall be vested in the Executive Council and in any proceedings, civil or criminal may be described as the property of the Executive Council.
27. In any proceedings, the Institute may sue or be sued in the name of the Member Secretary.



## 8. CONSTITUTION OF THE EXECUTIVE COUNCIL:

28. The Executive Council of the society shall consist of the following:

|           |  |                  |
|-----------|--|------------------|
| i)        | Secretary, Ministry of Ayush, Government of India, New Delhi   | Chairperson      |
| ii)       | Additional Secretary & Financial Advisor, Ministry of Health & Family Welfare, Government of India, New Delhi                                      | Member           |
| iii)      | Special Secretary/ Additional Secretary/ Joint Secretary-Incharge, Ministry of Ayush, Government of India, New Delhi                               | Member           |
| iv)       | Secretary, Health & Family Welfare, Government of Meghalaya or his nominee.  | Member           |
| v)        | Vice Chancellor of the University to which the Institute is Affiliated   | Member           |
| vii)      | Dean/Principal, Ayurveda College, NEIAH, Shillong  | Member           |
| viii)     | Dean/Principal, Homoeopathy College, NEIAH, Shillong   | Member           |
| ix)<br>x) | One eminent person each from the field of Ayurveda and Homoeopathy, to be nominated by the President from amongst the Members of the General Body. | Members          |
| xi)       | Director, North Eastern Institute of Ayurveda and Homoeopathy, Shillong  | Member Secretary |

29. The Institute shall keep a roll of Member of the Executive Council giving their address and occupation and every member shall sign the same.

30.

- i. The term of office of a nominated member of the Executive Council shall be three years from the date of nomination except in the case of termination of membership.
- ii. An outgoing member shall be eligible for re-nomination, but only once.
- iii. Any member of the Executive Council shall cease to be member if:
  - a. he/she resigns, becomes of unsound mind, becomes insolvent or is convicted of a criminal offence involving moral turpitude,



- b. he/she does not attend three consecutive meetings of the Executive Council,
  - iv. Notwithstanding anything contained in sub-rule 31 whenever a person holds *Ex Officio* membership of the Executive Council by virtue of an office or appointment held by him/her, the membership shall terminate, when he/she ceases to hold that office or appointment and the vacancy so caused shall be filled by his/her successor to the office.
  - v. Resignation of membership shall be tendered to the Member Secretary in writing and shall come into effect when accepted by the Chairperson of the Executive Council.
31. The Institute shall function notwithstanding any vacancy in its body and no act or proceeding of the institute shall be invalid merely by reasons of such vacancy or of any defect in the appointment of any of its members.

#### **9. PROCEEDINGS OF EXECUTIVE COUNCIL:**

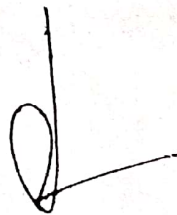
32. The Executive Council shall meet as often as may be considered necessary by the Chairperson for the transaction of the business of the Institute. The Chairperson shall decide the date, time and place of every meeting of the Executive Council and the agenda of the business for discussion at such meeting.
33. An extraordinary meeting of the Executive Council may be held at any time during the year as the Chairperson may decide.



34. An extraordinary meeting of the Executive Council may be called on a written requisition indicating the purpose of the meeting by at least six members of the Executive Council and on receipt of such a requisition, the Secretary shall call such a meeting after giving notice as required under Rule-35 and at such time and place as the Chairperson may decide. At such a meeting, no subject other than those stated in the requisition shall be discussed except when specifically authorized by the Chairperson.
35. Every notice calling a meeting of the Executive Council will be served by the Member Secretary and shall state the date, time and place at which such meeting will be held and shall be served, as far as may be practicable, upon every member of the Executive Council giving not less than 14 clear days in case of an ordinary meeting and not less than 7 clear days in the case of extraordinary meeting before the date of the meeting by Registered Post, E mail, courier or fax. The agenda shall also be sent along with the notice of the meeting and where this is not possible, the agenda shall be sent at least 7 days before an ordinary meeting and 5 days before an extraordinary meeting by Registered Post, E mail, courier or fax. The non-receipt of the notice or agenda by any member shall, however, not invalidate the proceedings of the meeting.
36. The Chairperson shall take the chair and preside over the meetings of the Executive Council. In the absence of the Chairperson, the members shall choose one from amongst themselves to preside over the meeting.
37. One-half of the members of the total strength of Executive Council shall constitute a quorum at any meeting of the Executive Council. In case a meeting is adjourned for want of quorum, there shall be no quorum for the adjourned meeting.



38. All disputed questions at meetings of the Executive Council shall be determined by votes and the opinion of the majority shall prevail.
39. Each member of the Executive Council shall have one vote and in the case of equality of votes, the Chairperson shall have a casting vote.
40. Any member desirous of moving any resolution at an ordinary meeting of the Executive Council shall give notice thereof in writing to the Secretary not less than seven days before the day of such meeting.
41. Any business which it may be necessary for the Executive Council to perform may be performed by way of a resolution in writing circulated amongst all its members and any such resolution so circulated and approved by a majority of members entitled to vote at a meeting of Executive Council shall be as effectual and binding as if such a resolution had been passed in a meeting of the Executive Council.
42. The Chairperson shall have the right to adjourn any meeting from time to time.
43. A decision given by the Chairperson of the meeting on a point of order raised by a member shall be final.
44. All proceedings of the meetings of the Executive Council shall be entered in a Minute Book to be maintained by the Secretary for the purpose and the Chairperson at the next meeting shall sign the minutes after the same are duly confirmed.



## 10. POWERS OF THE EXECUTIVE COUNCIL

45. The Executive Council shall have general control of the affairs of the Institute and shall have authority to do, exercise and perform all the powers, acts and deeds for the planning, establishment and running of the Institute, and its branches whether within or outside India consistent with the aims and objects of the Institute, as set forth in the Memorandum of its Association.
46. The Executive Council shall have full powers to make such bye laws as they shall think essential for the regulation of the business of the Institute and in particular with reference to (i) the keeping of accounts; (ii) the preparation and sanction of budget estimates; (iii) the sanctioning of expenditure; (iv) entering into contracts; (v) the appointment of staff and determination of their conditions of service; (vi) creation and abolition of posts; (vii) any other purpose that may be necessary.
47. The Executive Council may amalgamate, coordinate, take over or accept the ~~management and administration of any endowment or trust fund or any~~ subscription, donations or gifts, provided that the same is accompanied by any condition inconsistent or in conflict with the objects for which the Institute is established.
48. The Executive Council may by resolution delegate such administrative and financial powers as it may think proper to any Committee, the Chairperson, the Director and such other officers of the Institute as may be considered necessary.
49. The Executive Council shall have the power to frame, amend or repeal bye laws for the administration and management of the affairs of the Society.



50. The Executive Council shall have full powers to nominate, conduct, defend, compound, compromise or abandon any legal proceedings by or against the Institute or otherwise relating to the affairs of the Institute.
51. The Executive Council may appoint committees or sub-committees for such purposes and with such powers may be specified by it.
52. Nothing in these rules shall prevent the president from exercising any or all the powers of the Executive Council in case of emergency for the furtherance of the objects of the North Eastern Institute of Ayurveda and Homeopathy and the action taken by the president on such occasions shall be reported to the Executive Council subsequently for ratification information.

#### 11. FINANCE COMMITTEE

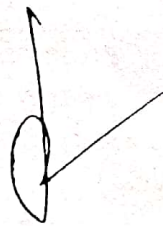
53. There shall be a Standing Finance Committee of the Institute consisting of the following:

|          |  |                  |
|----------|--|------------------|
| i)       | Special Secretary/ Additional Secretary/ Joint Secretary - Incharge, Ministry of AYUSH, Government of India, New Delhi.      | Chairperson      |
| ii)      | Additional Secretary & Financial Adviser, Ministry of Health and Family Welfare, Government of India, or his representative. | Member           |
| iii)     | Secretary (Health & Family Welfare), Govt. of Meghalaya or his nominee   | Member           |
| iv)-v)   | Adviser/Dy. Adviser, Ayurveda and Homoeopathy, Ministry of AYUSH, Government of India, New Delhi                             | Members          |
| vi)-vii) | Dean/Principal of Ayurveda & Homoeopathy College   | Members          |
| viii)    | Director, North Eastern Institute of Ayurveda & Homoeopathy  | Member Secretary |

## 12. POWERS OF THE FINANCE COMMITTEE

54. The Finance Committee shall be the recommending body with regard to the following matters;

- i) Security of Annual account and Audit Report thereon.
- ii) Approval of Budget and Revised Estimates.
- iii) Approval of re-appropriations exceeding the limit delegated by the Committee to the Director.
- iv) Approval of purchases and Award of works exceeding 50 lakhs.
- v) Proposals for creation of posts and initiation for outsourcing of contracts.
- vi) Examination of Audit Reports as response thereon of the Institute;
- vii) Examination for comments of proposals with financial implications requiring approval of the Executive Council and General Body.



### 13. SCIENTIFIC ADVISORY COMMITTEE

55. There shall be a Scientific Advisory Committee of the Institute consisting of the following:

|               |   |             |
|---------------|---|-------------|
| i)            | Director, North Eastern Institute of Ayurveda & Homoeopathy   | Chairperson |
| ii)           | Director General or his nominee not below the rank of Dy. Director (Technical), Central Council for Research in Ayurvedic Sciences, New Delhi.                | Member      |
| iii)          | Director General or his nominee not below the rank of Dy. Director (Technical), Central Council for Research in Homoeopathy, New Delhi.                       | Member      |
| iv)-<br>v)    | Dean/Principal of Ayurveda and Homoeopathy Colleges   | Members     |
| vi)-<br>vii)  | Medical Supt./ Deputy Medical Supt, Ayurveda and Homoeopathy Hospitals, (NELAH), Shillong.  | Members     |
| viii)-<br>ix) | One eminent person each from field of Ayurveda and Homoeopathy to be nominated by the President, General Body.  | Members     |
| x)            | One eminent Biostatistician to be nominated by the President, General Body.   | Member      |
| xi)-<br>xii)  | One representative each from the Medicine Manufacturing industry from Ayurveda and Homoeopathy to be nominated by the President, General Body.                | Members     |
| xiii)         | One each Senior Professors from the Ayurveda college and Homoeopathy college to be nominated by the Chairperson, Executive Council (by rotation of one year). | Convener    |

56. All proposals relating to the scientific objects of the Institute shall be referred to the Scientific Advisory Committee which shall consider them and make its recommendations thereon to Executive Council.




#### 14. ACADEMIC COMMITTEE

57. There shall be one Academic Committee each for the Ayurveda College and Homoeopathy College consisting of the following:

|              |  |             |
|--------------|--|-------------|
| i)           | Dean/ Principal of North Eastern Institute of Ayurveda and Homoeopathy (Ayurveda/ Homoeopathy College).              | Chairperson |
| ii)-<br>iii) | Two Professors from the respective College nominated by the President, General Body.                                 | Members     |
| iv)          | Nominee of the Vice Chancellor of the Affiliating University.  | Member      |
| v)           | One Professor each from the National Institutes of the concerned system, nominated by the President, Governing Body. | Member      |
| vi)          | Representative of Advisory Council of NCISM & NCH from the State of Meghalaya or adjoining States.                   | Member      |
| vii)         | One Senior faculty from the college to be nominated by the Chairperson, Executive Council (by rotation on one year). | Convener    |

58. All proposals relating to academic objects of the institute shall be referred to the Academic Committee which shall consider them and make its recommendations thereon to the Executive Council.

59. The term of office of the nominated members of the Finance Committee, Scientific Advisory Committee, and Academic Committee shall be co-terminus with the term of the Executive Council but shall not exceed three years. An outgoing member shall be eligible for re-nomination.



“No proceeding of the Finance Committee, the Scientific Advisory Committee and the Academic Committee shall be invalid for the reason of lack of nominated vacancy in the Committee”

60. Any business which it may be necessary for the Finance Committee, Scientific Advisory Committee, the Academic Committee to perform, may be performed by a resolution in writing circulated amongst all its members and any such resolution so circulated and approved by a majority of members that time shall be as effectual and binding as if such a resolution had been passed in a meeting of the Committee provided at least 3 members of the committee have given their approval to the resolution.

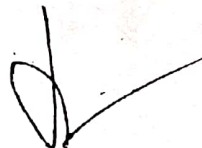
## 15. FUNDS OF THE INSTITUTE

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

- (i) Grants from Government of India.
- (ii) All fees and other charges received by the Institute.
- (iii) All money received by the Institute by way of grants, gifts, donations, benefactions, bequests or transfers; and
- (iv) All money received by the Institute in any other manner or from any other source.

62. All the money credited to the funds shall be deposited in a Nationalized Bank or invested in accordance with the directions issued from time to time by the Ministry of Finance or the Reserve Bank.

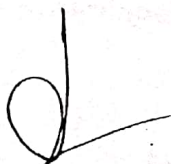
63. Funds shall be applied towards meeting the expenses of the Institute including expenses incurred in the exercise of its powers and discharge of its functions.



64. All funds shall be paid into the Institute's account with the Bank and shall not be withdrawn, except on a cheque signed by the Director or any other Officer authorized by the Executive Council or under the bye laws of the society.,
65. For the purposes of these Rules and Regulations, a financial year shall be taken to mean the twelve months commencing on the 1<sup>st</sup> April and ending 31<sup>st</sup> March of the following calendar year.
66. The Institute shall cause regular accounts to be kept of all its money and properties in respect of affairs of the Institute.
67. The accounts of the Institute shall be audited annually by Chartered Accounts firm empanelled by Comptroller and Auditor General of India for the respective financial year and any expenditure incurred in connection with such audit shall be payable by the Institute to the Chartered Accounts Firm. The Auditor shall have the right to demand the production of all Books, Accounts, Vouchers and other necessary documents and papers. The report of such audit shall be communicated by the auditors to the Institute with a copy to the Secretary, Ministry of Ayush.

## 16. POWERS AND FUNCTIONS OF THE PRESIDENT

68. The President shall exercise such powers and discharge such functions as laid down in these Rules and Regulations and Bye-laws of the Institute and as may be delegated by the General Body.
  - a. The General Body may by resolution delegate to the President and to the Secretary such of its powers for the conduct of business as the General Body may deem fit subject to the condition that action taken by the President or by



the Secretary shall be reported for confirmation at the meeting of the General Body.

- b. President may take decisions on behalf of General Body which may subsequently be reported for confirmation at the next meeting of General Body.

## 17. POWERS AND FUNCTIONS OF THE DIRECTOR

- 69. The Director shall be the Chief Executive Officer of the Institute and shall discharge the duties mentioned below:
  - a. He shall have all financial and administrative powers of the Head of the Department in the Government of India.
  - b. He shall be in charge of the administration of the Institute. He shall allocate duties to Officers and employees of the Institute and shall exercise such supervision and executive control over them as may be necessary subject to these rules and regulations and the byelaws.
  - c. He shall exercise such powers as are laid down in the bye laws of the Institute.
  - ~~d. He shall also have powers to delegate any of his administrative powers to Officers subject to such limitations as may be imposed by the Executive Council.~~
- 70. The Director shall be appointed by the President. The recruitment rules and conditions of service of the Director shall be decided by the Executive Council from time to time in accordance with the Recruitment Rules and directions of Appointments Committee of the Cabinet.

## 18. ANNUAL REPORT

71. An annual report of the proceedings of the Institute and of all work undertaken during the year shall be prepared and submitted to the Ministry of Ayush, Government of India after it is approved by the Executive Council. The report and the audited accounts of the society along with the auditor's report thereon shall be placed before the General Body at the annual meeting. After it is approved by the General Body, the Annual Report and Audited accounts shall be placed in Parliament.

## 19. ANNUAL STATEMENT OF ACCOUNTS

72. The annual statement of accounts including the balance sheet and revenue account of the Institute when accepted and passed at a meeting of the Executive Council shall be forwarded to the Government of India together with auditor's report thereon. It would require approval of the General Body and finally it shall be placed in Parliament.

## 20. LEGAL PROCEEDINGS

73. The Society may sue or be sued in the name of the Secretary as per provisions laid down in the Meghalaya Societies Registration Act, 1983 (Meghalaya Act. No. 12 of 1983)
74. Any amendment in the Memorandum of Association or name of the society will be carried out in accordance with procedure laid down at the Meghalaya Societies Registration Act, 1983 (Meghalaya Act. No.12 of 1983)



184  
3/10/22

75. The General Body will have power to amend or modify the Rules and Regulations of the society by a resolution adopted in the meeting of the General Council called for the purpose.

**21. DISSOLUTION AND ADJUSTMENT OF AFFAIRS**

76. If the Society needs to be dissolved, it shall be as per the provisions of the Meghalaya Societies Registration Act, 1983 (Meghalaya Act. No. 12 of 1983)

**22. APPLICATION OF THE ACT**

77. All the provisions under all the sections of the Meghalaya Societies Registration Act, 1983 (Meghalaya Act. No. 12 of 1983) as applicable to Meghalaya shall apply to the society.

**23. ESSENTIAL CERTIFICATE**

78. Certified that this is the correct copy of the Memorandum of Association and Rules and Regulations of the Society.

(Dr. Neeta Mahesekar)  
Director, NEIAH

