NATIONAL INSTITUTE OF AYURVEDA
JAIPUR

MEMORANDUM OF ASSOCIATION

I. The name of the Institute is "National Institute of Ayurveda, Jaipur", hereinafter referred to as "the Institute".

The Registered Office of the Institute shall be situated at Jaipur and at present at the Premises of the existing Government Ayurvedic College, Jaipur.

II. The Objects for which the National Institute of Ayurveda is established are:
1. to promote the growth and development of Ayurveda;
2. to produce Graduates and Post-Graduates in all Branches of Ayurveda;
3. to conduct research on various aspects of Ayurveda;
4. to provide medical care through Ayurvedic System of Medicine to the suffering humanity.
5. to provide and assist in providing services and facilities of the highest order for research, evaluation, training, consultation and guidance to Ayurvedic System of Medicine;
6. to conduct experiments and develop patterns of teaching in Under-Graduate and Post-Graduate Education in all Branches of Ayurveda.

III. For the achievement of the above objects, the management may:
1. take over and manage the Regional Research Institute, Jaipur and the Government Ayurvedic Hospital and College, Jaipur as also other organisations having similar objects and amalgamate them into a single common institute;
2. develop the Institute into an advanced clinical, educational, training and research centre;
3. establish and maintain centres for teaching, therapy, guidance and counseling;
4. undertake, organise and facilitate study courses, conferences, lectures, seminars and the like to promote the objects;
5. arrange refresher courses for training of Vaidyas and Para-medical Staff;
6. seek affiliation of the Institute with the University of Rajasthan for one year in the first instance or till the Institute attains the standard of a Statutory Autonomous Body.
7. grant Certificates, Diplomas, Degrees and other academic distinctions and title as may be provided for in the regulations;
8. undertake and provide for the publication of journals, research papers, leaflets and text-books and augment and maintain libraries and information services in furtherance of the objects;
9. invite representatives of the Government, Universities and of organizations of foreign countries and prominent scientists to participate in the programmes of the Institute;

10. provide advance training in professional techniques and theory;

11. subscribe to, or become a member of or cooperate or coordinate with any other association or society whose objects are similar;

12. co-operate with international and national agencies engaged in Ayurvedic research and training and arrange for interchange of personnel, material and data;

13. create administrative, technical, ministerial and other posts under the Institute and make appointments thereto in accordance with the rules and regulations of the Institute;

14. appoint and hire services or discharge/terminate the services of the personnel and to pay them in return for the services to the Institute, salaries, wages, gratuities, Provident Fund and other allowances or remuneration in accordance with the Rules and Regulations of the Institute;

15. accept grants of money, securities and properties of any kind and/or procure capital, financial assistance or accommodation on such terms as may be expedient;

16. issue appeals and apply for money and funds in 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 moveable or immovable and grant such rights and privileges to the donors, subscribers and other benefactors as the Institute may consider fit and proper;

17. invest and deal with funds and money of the Institute;

18. acquire by gift, purchase, exchange, lease, hire or otherwise, howsoever, any property moveable or immovable which may be necessary or convenient for the purpose of the Institute and build, construct, improve, alter, demolish and repair such buildings, works and constructions as may be necessary for carrying out the objects of the Institute;

19. sell, mortgage, lease, exchange and otherwise transfer or dispose of all or any property, moveable or immovable of the Institute, for the furtherance of its objects or any of them subject to prior approval of the Central and State Government.

20. accept and undertake the management of any endowment or trust fund or donation to further the objectives of the Institute;

21. grant prizes, awards, scholarships, travel grants, research grant and stipends; and

22. do all such other lawful acts 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 or any of the above mentioned objects;
IV. Names, etc. of Members of the Governing Body:

The names, address and occupation of the Members of the Government Body of the Institute are:

1. Union Minister of Health & Family Welfare or Minister of State for Health & Family Welfare or Deputy Minister dealing with AYUSH
   
   1. President

2. Minister for Ayurveda
   Government of Rajasthan
   Jaipur.

3. Secretary
   Department of AYUSH
   Ministry of Health & Family Welfare

4. Additional Secretary(FA) 
   Ministry of Health & Family Welfare

5. Joint Secretary(AYUSH) 
   Department of AYUSH
   Ministry of Health & Family Welfare

6. Adviser(Ayurveda) 
   Department of AYUSH
   Ministry of Health and Family Welfare

7. Principal Secretary(Ayurveda) 
   Government of Rajasthan

8. Principal Secretary(Finance) 
   Government of Rajasthan

9. Director(Ayurveda) 
   Government of Rajasthan

10-13. Nominees of Government of India

14-15. Nominees of Government of Rajasthan

16. Director, NIA

   The President, Vice-President and Secretary(AYUSH), Joint Secretary (AYUSH), Adviser(Ayurveda) of Department of AYUSH, Ministry of Health and Family Welfare and Additional Secretary(FA) of the Ministry of Health and Family Welfare and Principal Secretary(Ayurveda), Principal Secretary(Finance) and Director of Ayurveda of Government of Rajasthan and Director, National Institute of Ayurveda will be the ex-officio Members of the Governing Body of the Institute.

V. The Registered Office of the Institute shall be at Jaipur.
VI. Signatories to the Memorandum of Association:

We, the undersigned, whose names, addresses and occupations are hereunder subscribed, are desirous of being formed into a Society under the Rajasthan Societies Registration Act, 1958.

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Name, Occupation and Address</th>
<th>Signature</th>
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</table>
| 1.    | Dr. Karan Singh  
Minister of Health and F.P.  
Government of India  
New Delhi.                                                            | Sd/-      |
| 2.    | Shrimati Kamla  
Minister of Ayurveda  
Government of Rajasthan  
Jaipur.                                                                | Sd/-      |
| 3.    | Shri Gian Prakash  
Secretary  
Ministry of Health & F.P.  
Government of India  
New Delhi.                                                              | Sd/-      |
| 4.    | Shri Vijay Singh  
Secretary  
Department of Health  
Government of Rajasthan  
Jaipur.                                                                 | Sd/-      |
| 5.    | Dr. P.N.V. Kurup  
Adviser in ISM  
Department of Health  
Ministry of Health & FP  
Government of India  
New Delhi.                                                              | Sd/-      |
| 6.    | Dr. Ashutosh Majumdar  
Consultant in Ayurveda  
90/8 Connaught Circus  
New Delhi.                                                                | Sd/-      |
| 7.    | Shri Sita Ram Mishra  
Consultant in Ayurveda  
Panch Batti  
MI Road  
Jaipur.                                                                 | Sd/-      |
| 8.    | Pandit Keerti Sharma  
Director  
National Institute of Ayurveda  
Jaipur.                                                                 | Sd/-      |
RULES AND REGULATIONS

1. These Rules and Regulations may be called the "National Institute of Ayurveda Rules."

2. In these Rules, unless there is anything repugnant in the subject or context:
   (i) "Institute" means the National Institute of Ayurveda, Jaipur.
   (ii) "The Governing Body" means the Governing Body of the National Institute of Ayurveda, Jaipur.
   (iii) "Director" means the Director of the National Institute of Ayurveda, Jaipur.
   (iv) The words and expressions used in the Rules and not defined in these Rules shall have the meaning assigned to them in the Rules.
   (v) "President" means the Union Minister for Health and Family Welfare or Minister of State for Health and Family Welfare or Deputy Minister dealing with Ayurveda, Yoga & Naturopathy, Unani, Siddha and Homoeopathy.

3. The Institute shall be controlled by and the management of its affairs entrusted to a Governing Body consisting of nine Representatives/Nominees of the Government of India of whom four shall be eminent persons in the field of Ayurveda, six Representatives/Nominees of the Government of Rajasthan of whom one shall be eminent person in the field of Ayurveda and the Director of the National Institute of Ayurveda which shall be entitled "The Governing Body of the National Institute of Ayurveda, Jaipur." The property of the Institute shall be vested in the Governing Body and in any proceedings, civil or criminal, may be described as the property of the Governing Body. In any proceedings the Institute may sue or be sued in the name of the Secretary or such other members as shall in reference to the matter concerned be appointed by the Governing Body for the occasion.

4. The Director of the Institute shall be the Member-Secretary of the Governing Body and Finance Committee.

Duration of Appointment of Members

5. (i) Unless their membership of the Governing is previously terminated as in Sub-Rule(2) the term of office of the members of the Governing Body will be three years, except that, when a person has been appointed member of the Governing Body by reason of the office or appointment he holds, his membership shall terminate when he ceases to hold that office or appointment and the vacancy in the Governing Body shall be filled in by appointment of his successor in office. The vacancy of the nominee of the State Government/Government of India, shall be filled in by nomination by the State Government/Government of India, as the case may be.

   (ii) Any Member of the Governing Body shall cease to be member if he resigns becomes of unsound mind, becomes insolvent or is convicted of a criminal offence involving moral turpitude.

   (iii) Resignation of membership shall be tendered to the President of the Governing Body in person through its Secretary, and shall not take effect until it has been accepted on behalf of the Governing Body by the President.
(iv) Any vacancy in the membership of the Governing Body by death or by any of the reasons mentioned in these Sub-Rules shall be filled by the State Government/Government of India, as the case may be, when moved to do so by the Secretary acting on behalf of the Governing Body.

**Proceedings of the Governing Body**

6. The Governing Body shall meet at least once a year at such time and place as the President shall decide. Other meetings of the Governing Body may be held at any time during the year as the President may decide and shall be called forthwith on a requisition signed by four members of the Governing Body. Such extra meetings shall be held at such time and place as the President may decide.

7. At the annual meeting of the Governing Body, the following business shall be brought forward and disposed of:

(i) The Annual Report  
(ii) The Balance Sheet for the past year  
(iii) The Budget for the next year  
(iv) Other business on the Agenda  
(v) Other business brought forward with the assent of the President.

8. Every notice calling a meeting of the Governing Body shall state the date, time and place at which such meetings will be held and shall be served upon every member of the Governing Body not less than 21 clear days in the case of annual meeting and not less than 7 clear days in the case of other meetings, before the day appointed for the meeting. Such notice shall be under the hand of the Secretary and shall be accompanied by the agenda of the business to be placed before the meeting.

9. The President shall take the Chair at meetings of the Governing Body. If the President/Vice-President be not present, the Governing Body may elect one of their members to act as President of the meeting.

10. Six members of the Governing Body, in addition to the President/Vice-President present in person, shall constitute a quorum at any meeting of the Governing Body.

11. All disputed questions at meetings of the Governing Body shall be determined by votes and the opinion of the majority shall prevail.

12. Each member of the Governing Body including the President shall have one vote and in case of equality of votes the President shall have a casting vote.

13. Any member desirous of moving any resolution at a meeting of the Governing Body shall give notice thereof in writing to the Secretary not less than 7 days in case of annual meeting and 5 days in case of other meetings before the day of such meeting.

14. Any business which it may be necessary for the Governing Body to perform, except such as may be placed before the annual meeting, may be carried out by circulation among all its members and any resolution so circulated and approved by a majority of the members present in the country at that time shall be as effectual and binding as if such resolution had been passed at a meeting of the Governing Body.

**Powers of the Governing Body**

15. The Governing Body 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, consistent with the aims and objects of the Institute.

16. The Governing Body shall have powers to create posts, subject to specific provision in the budget, on scales of pay applicable to similar posts under the Government of India or on scales of pay approved by Government of India classify them into grades and specify their designations provided that no post carrying an initial
salary of Rs. 1100/- or more may be created except with the previous approval of the Government of India. In all other matters, the Governing Body shall have full powers in the matter of expenditure from the funds of the Institute save in the matter of pay, allowances and concessions to Government servants on foreign service which shall be no greater than those admissible under the code rules of the Government.

17. The Governing Body 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 and (vi) any other purpose that may be necessary.

18. The Governing Body may accept the management and administration of any endowment or trust fund or any subscription or donation provided that the same is unaccompanied by any condition in consistent or in conflict with the nature and object for which the Institute is established.

19. The Governing Body may by resolution delegate to the President and to the Secretary such of its powers for the conduct of business as the Governing 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 Governing Body.

a) President may take decisions on behalf of Governing Body which may subsequently be reported for confirmation at the next meeting of Governing Body.

20. There would be a Standing Finance Committee consisting of the following Members:

i) Joint Secretary, Deptt. of AYUSH Government of India
   Chairman

ii) Additional Secretary & F.A. Ministry of Health & FW
   Member

iii) Pr. Secretary(Ayurveda/Health) Government of Rajasthan
   Member

iv) Director(AYUSH) dealing with NIA in the Department of AYUSH
   Member

v) Two Non-Official Members of the Governing Body to be nominated by the Government of India
   Members

vi) Director, NIA, Jaipur
   Member-Secretary

4 Out of 7 Members shall constitute a quorum at any meeting of the Standing Finance Committee.

The Standing Finance Committee shall have the following functions:

1. To consider and recommend for approval of the Governing Body the annual budget estimates of the Institute.

2. To consider and recommend for approval the annual audited accounts of the Institute.
3. To consider and recommend for approval new financial proposals which may arise during the course of the year which may not be already provided for under the budget; and to approve re-appropriations between previously approved major heads.

4. To consider quarterly reports submitted by the Director for information; to examine from time to time, the adequacy of resources of funds and the general financial position of the Institute; and to make appropriate recommendation to the Governing Body.

5. All proposals for creation of new posts, and

6. All matters relating to the invitation and acceptance of tenders.

(a) All decisions/recommendations of the Governing Body will be subject to the approval of Government of India wherever necessary.

21. The Governing Body may also appoint one or more Committees/Sub-Committees for proper functioning of the Institute.

22. The Director shall be the "Head of the Department" in terms of S.R.2(10) and shall exercise the powers of "Head of Department" and inter-alia discharge the duties mentioned below:

(a) He shall be In-charge of the administration of the Institute. He shall allocate duties to officers and employees of the Institute and exercise such supervision and executive control as may be necessary subject to the rules and regulations.

(b) He shall also exercise the powers as may be specified as powers of the Director.

(c) He shall also have powers to delegate any of his powers to the officers on the administrative side subject to such limitations as may be imposed by the Governing Body.

Funds of the Institute

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

1. Grant made by the Central Government and the State Government for the furtherance of the objects of the Institute;
2. Contribution from other sources;
3. Income from investment, and
4. Receipts of the Institute from other sources.

24. Application of the Income and Property:

The income and property of the Institute shall be applied solely towards the promotion of the objects of the Institute as specified in the Memorandum of Association and any expenditure incurred shall be subject to such restrictions as the Central Government or the State Government may from time to time impose in respect of grants or donations made by them. No part of the income or property of the Institute shall be spent or transferred directly or indirectly by way of dividends, bonus or otherwise, howsoever, to persons who, at any time have been members of the Institute, except by way of remuneration for services rendered to the Institute or as traveling allowance, daily allowance or other similarly compensatory allowance.
25. The Bankers shall be the State Bank of India. All funds shall be paid into the Institute’s account with the Bank and shall not be withdrawn except on a cheque signed by Director or by such officer as may be duly empowered by the President.

26. The Office of the Institute shall be situated at the premises of the existing Government Ayurvedic College, Jaipur.

27. For the purposes of the Rules and Regulations a year shall be taken to mean the twelve months commencing on the 1st April and ending on the 31st March.

28. The accounts of the Institute shall be audited by the Comptroller and Auditor General of India or by any other persons appointed by him in this behalf. The auditor shall have the right to demand the production of all books, accounts, vouchers and other necessary documents and papers. The Auditor shall submit a copy of the Audit Report to the Ministry of Health and Family Planning.

29. An annual report of the proceedings of the Institute and of all works undertaken during the year shall be prepared by the Governing Body for information of the Government of India.

30. The annual balance sheet and revenue account, when accepted and passed at the annual meeting of the Governing Body, shall be sent to the Government of India.

31. i) No propositions for altering, extending or abridging the objects and purposes for which the Institute is established or amalgamating the Institute with any other association, etc. shall be processed unless a special general meeting of the Governing Body has been convened for its consideration according to the rules and regulations of the Institute.

ii) No such proposals shall be carried into effect unless proposals for altering, extending or abridging the object, etc. has been delivered or sent by post to every member of the Governing Body of the Institute ten days previous to special general meeting of the Governing Body for the consideration thereof nor unless such proposals have been agreed to by the vote of two-thirds of the members delivered in person or by proxy and confirmed by the votes of the 2/3 of the members present at a second meeting convened by the Governing Body at an interval of one month after the former meeting.

iii) The Governing Body may, with the consent of not less than two-thirds of its members, by a resolution passed at a special general meeting convened for the purpose in accordance with the rules and regulations of the Institute and subject to the provisions of rules 31(iv), change its name.

iv) Notice in writing of every change in name signed by the Secretary and seven members of the Governing Body changing its name shall be sent to the Registrar of Societies, Jaipur within 15 days after passing of the resolution under rule 31(iii) for necessary action.

32. Two-thirds of the members of the Governing Body of the Institute may determine that it shall be dissolved and thereupon it shall stand dissolved forthwith or at the time then agreed upon and all necessary steps shall be taken for the disposal and settlement of the property of the Institute and its claims and liabilities according to the Rules and Regulations of the Institute, applicable thereto, if any, and if not, then as the Governing Body or a special Committee formed to replace the Governing Body in respect of matter affecting the winding up of the Institute shall find expedient provided that:

i) In the event of any dispute arising among the members of the Governing Body or if it has been replaced by a special committee, as aforesaid, among the members thereof, the adjustment of its affairs shall be referred to the Principal Court of original Civil Jurisdiction at Jaipur and the court shall make such order in the matter as it shall deem requisite.
(ii) Any matter decided by two-thirds of members of the Governing Body or any special committee formed to replace the Governing Body for the purpose of winding up the affairs of the Institute present either in person or by proxy at any meeting of the Governing Body or special committee shall not be deemed to be a matter of dispute within the meaning of Sub-Rule(i) above.

(iii) The Institute shall not be dissolved without the consent of the Government of India and the Government of Rajasthan and unless two-thirds of the members of the Governing Body of the Institute shall have expressed a wish for such dissolution by their votes delivered in person or by proxy by a special general meeting convened for the purpose.

33. If, upon the dissolution of the Institute there shall remain after the satisfaction of all its debts and liabilities, any property, whatsoever, the same shall be reached between the Government of India and Rajasthan.

34. The Registrar of Societies, Rajasthan, Jaipur shall have the right of inspection of the Institute and the suggestions, if any, made by him shall be complied with.

35. The Central Government will have the powers to issue directives to the Institute.

36. The Institute shall follow the Rules, Regulations, Law, Guidelines, etc. of the Central Government issued from time to time, including any Rules, Regulation, etc. framed by it in accordance with such relevant Rules/Guidelines of the Central Government.

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