



The
Indian Red Cross Society

ACT XV OF 1920
(As amended by Act No. 22 of 1956 and the
Adaptation of Laws (No.4) Order 1957
and the Act. 14 of 1992)

AND THE

RULES MADE BY THE MANAGING BODY
FOR THE MANAGEMENT, FUNCTIONS,
CONTROL AND PROCEDURE OF THE SOCIETY

INDEX

S.NO	Subject	Page No.
1.	Act No. XV of 1920	2-10
2.	Managing Body Rules for regulating the management, function, control & procedure of the Society	11-25
3.	The First schedule	26
4.	The Second schedule	27
5.	The Third schedule	28

Act No. XV of 1920

An Act to constitute Indian Red Cross Society

WHEREAS it is expedient to provide for the future administration of the various monies and gifts received from the public for the purpose of medical and other aid to the sick and wounded and other purposes of a like nature during the late war, and more especially for the administration of the monies and property held by a Committee known as the Joint War Committee, Indian Branch, of the Order of St. John of Jerusalem in England and the British Red Cross Society.

AND WHEREAS it is expedient to constitute an Indian Red Cross Society with a view to the continuation in peace time, on a wider basis and with a wider purpose, of the work carried on by the said Committee during the war, and to provide for the affiliation therewith of other Societies and Bodies having similar objects; it is hereby enacted as follows:

1. This Act may be called the Indian Red Cross Society Act 1920.

Short title and extent.

2. There shall be constituted by this Act a Society to be known as the Indian Red Cross Society (hereinafter called the Society). The first Members of the Society shall be nominated by persons who immediately before the commencement of this Act were members of the Joint War Committee, Indian Branch, of the Order of St. John of Jerusalem in England and the British Red Cross Society (hereinafter called the Committee) at a meeting to be summoned and held for the purpose in accordance with the usual practice of the Committee within three months from the commencement of this Act. The number of Members to be so nominated shall not be less than twenty five or more than fifty.

Constitution of Indian Red Cross Society

3. The Committee shall also at the same Appointment meeting appoint from among the Members of Managing nominated under Section 2, the Managing Body of Body. the Society (henceinafter called the Managing Body), the Members of which shall hold office as such until a new Managing Body is appointed as hereinafter provided. The number of members of the Managing Body shall not be less than ten or more than thirty.

4. The first Members of the Society and all Incorporation persons who may hereafter become Members thereof so long as they continue to be, are hereby constituted a Body corporate under the name of the Indian Red Cross Society, and the said Body shall have perpetual succession and a common seal with power to hold and acquire property, movable and immovable, and shall sue and be sued by the said name.

4A. The President of India shall be the President of the Society (hereinafter referred to as the President). President of the Society

4B.(1) Notwithstanding anything contained in Section 3, the Managing Body shall consist of Composition of Managing Body the following members namely: -

- a) Chairman to be nominated by the President for such term as he may deem fit;
- b) Six members to be nominated by the President for such term as he may deem fit;
- c) Twelve members to be elected by the State Branch Committees for a term of two years in accordance with the rules made by the Managing Body under section 5;

Provided that not more than one member shall be elected by any State Branch Committee;

Provided further that no member, elected under this section, shall hold office continuously for more than two terms.

(2) The Managing Body existing immediately before the commencement of the Indian Red Cross Society (Amendment) Act, 1992 shall cease to exist and the Chairman and all the members of the said Body shall be deemed to have vacated their offices on such commencement and the Managing Body shall be reconstituted within a period of six months from such commencement in accordance, with the provisions of Sub-Section (1) and until it is so reconstituted, the President may authorize any person or body to persons to exercise and discharge all the powers, function and duties which may, under the provisions of this Act or the rules made thereunder, be exercised or discharged by or on behalf of the Managing Body.

4C. (1) The Managing Body shall, with the previous approval of the President appoint a Secretary General and a Treasurer of the Society.

(2) The term of office and the conditions of service of the Secretary General and a Treasurer of the Society.

Provided that the term of office and conditions of service of the Secretary General and the Treasurer may be varied in like manner by the Managing Body.

(3) Notwithstanding anything contained in any contract or agreement and notwithstanding any judgment, decree or order to any court, tribunal or authority or anything contained in any other provision of this Act or the rules made thereunder, the term of office and conditions of any person appointed as the Secretary General of the Society at any time before the commencement of the Indian Red Cross Society (Amendment) Act, 1992 may be varied by the Managing Body with the previous approval of the President.

4D. (1) The powers and functions of the Chairman shall be - Powers and functions of the Chairman

- (a) To preside over the meetings of the Managing Body and all other Committees set up by the Managing Body of which he is the Chairman; and Vice-Chairman

- (b) To re-appropriate, on the advice of the Treasurer of the Society, budgetary allocation from one major head of account to another major head of account;
- (c) to authorize, on the advice of the Treasurer of the Society, expenditure on items not contemplated in the Annual Budget of the Society, subject to the availability of funds;
- (d) to institute, if necessary, disciplinary proceedings against officers of and above the rank of Deputy Secretary of the Society;

Provided that the final decision on the basis of the disciplinary proceedings so instituted shall be taken.

- (i) In case of the Secretary General of the Society, with the previous approval of the President.
- (ii) In other cases, with the previous approval of the Managing Body.

(2) The powers and functions of the Vice-Chairman shall be

- (a) to exercise the powers and perform the functions conferred on the Chairman under sub-section (1) or delegated to him under sub-section (3), in the absence of the Chairman on leave or on tour abroad or for any other similar reasons;
- (b) to act as ex-officio member in all the Committees or sub-Committees appointed by the Managing Body.
- (3) The Chairman and the Vice-Chairman shall, in addition to the powers exercisable by them under the sub-section (1) and (2), exercise such other financial and administrative powers as may be delegated to them by the Managing Body in accordance with rules made by it under Section 5.

4E. (1) If, at any time, the President is of the opinion -

- (a) that there has been gross failure in the management of the affairs of the Society by the Managing Body; or

Powers of the President to supersede the Managing Body

- (b) that the Managing Body is acting in a manner which is prejudicial to carrying out the objectives of the Society.

The President may, by order in writing supersede the Managing Body for such period, not exceeding six months as may be specified in the order.

Provide that before issuing an order under this sub-section, the President shall give a reasonable opportunity to the Managing Body to show cause why it should not be superseded and shall consider the explanations and objections, if any, of the Managing Body.

(2) Upon the issue of an order under sub-section (1) superseding the Managing Body: -

- (a) all the members of the Managing Body shall, as from the date of suppression, vacate their offices as such;
- (b) all the powers, functions and duties which may, under the provision of this Act or the rule made thereunder, be exercised or discharged by or on behalf of the Managing Body shall, until the Managing Body is reconstituted, be exercised and discharged by such person or body or persons as the President may appoint in this behalf.

(3) On the expiration of the period of super session specified in the order issued under sub-section (1) the President may extend the period or super session for a further period not exceeding six months as may be recommended by the person or body of persons appointed under clause (b) or sub-section (2);

Provided that the President may, at any time before the expiration of the period of supersession, whether as originally specified under sub-section (1) or extended under this sub-section, take such steps as are necessary to reconstitute the Managing Body in accordance with the provisions of Section 4B.

5. (1) The Managing Body may, with the Powers to approval of the President make Rule for the make Rules. management, functions, control and procedure of the Society. The Rules may provide among other matters for the following namely: -

- (a) the conditions of membership of the Society;
- (b) the appointment and term of the office of Members of the Managing Body;
- (c) the choice of representatives on International and other Committees;
- (d) the procedure of election of members by State Branch Committees;
- (e) the constitution of Finance, Medical and other Committees and the delegation of powers to them;
- (f) the powers exercisable by the Managing Body in supervising the activities of State Branch Committees;
- (g) delegation of financial and administrative powers to the Chairman and the Vice-Chairman;
- (h) disqualifications for membership of the Managing Body;
- (i) the term of office and conditions of service of the Secretary General and the Treasurer and other officers of the Society;
- (j) the regulation of the procedure generally of the Society and the Managing Body.

(2) The Central Government shall cause every rule made under this section to be laid as soon as may be after the rule is made before each House of Parliament, while it is in session, for a total period of thirty days which may be comprised in one session or in two or more successive sessions, and if, before the expiry of the session immediately following the session or the successive session aforesaid, both House agree in making any modification in the rule or both Houses agree that the rule should not be made, that rule shall thereafter have effect, only in such modified form or be of no effect, as the as may be; so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under that rule.

6. Upon the nomination of the first Members of Society and the appointment of the Managing Body: -

- (a) at Committee shall be dissolved;
- (b) all property movable, or immovable, of or belonging to the Committee shall vest in the Society and shall be applied by the Managing Body to the objects and purposes hereinafter set out; and
- (c) all the debts and liabilities of the Committee shall be transferred to the Society, and shall thereafter be discharged and satisfied by it out of the aforesaid property, and each and every Member of the Committee shall be wholly discharged therefrom.

7. Notwithstanding anything contained in any appeal for subscriptions or gifts to or for the purposes of the Committee, the Managing Body may in its discretion apply: -

Purpose to which Funds of the Society may be applied.

- (a) either the corpus or the income or any part of such corpus or income of any property vested in it under Clause (b) of Section 6 for the relief of sickness, suffering or distress caused by the operation of war in India or in any other country in which Expeditionary Forces from India may, from time to time, be employed and for purpose cognate to that object and in maintaining of Red Cross Depots for military purposes;
- (c) in accordance with the provision of Section 8, the income only of any such property but not the corpus or any part thereof for the relief of sickness or suffering in India, whether due to the operation or war or not, or in pursuance of any of the objects set forth in the first schedule.

8. (1) If Branch Committee consisting of Members of the Society are constituted in any of the States in India specified in the second schedule, then, subject to the requirements of the Managing Body for the

Constitution of Branch Committee.

purpose of Clause (a) Section 7 and Section 13 and any provision for expenses of management, the income of the property which has been vested in the Society under Clause (b) of Section 6 shall be distributed annually among such Branch Committees in the proportion shown in the said schedule, to be expended by them and at their discretion upon all or any of the objects referred to in Clause (b) of Section 7.

(2) The Central Government may, by notification in the Gazette of India, direct that any part of India specified in the first column of the Second Schedule shall be excluded therefrom or that any part of India not specified therein shall be included therein and that the percentages specified in the second column of the said Schedule shall be varied as required by any such exclusion or inclusion.

(3) On the issue of a notification under Sub-Section (2) the second Schedule shall be deemed to be amended in accordance with such notification.

(4) No notification under Sub-Section (2) shall be made without the consent of every Branch Committee constituted in any part in India for the time being included in the second schedule.

9. The Managing Body may also affiliate to the Society any other Society or Body whether constituted in India or in any other country having all or any of the objects and purposes referred to in Section 7, and may provide for the allocation and distribution of fund, through such Society or Body, to or for any such object or purposes. Affiliation of other Society.

10. The Managing Body shall have authority to determine in all cases what matters properly fall within the scope of Clause (b) of Section 7, and its decision in all such matters shall be binding on all Branch Committees and affiliation Societies or Bodies. Decision of Managing Body as to purposes final.

11. The Managing Body may also receive and Receipt and hold gifts of whatsoever description either for use of gifts. the general purpose and on receipt of such gifts may, subject to the provisions of Rules made under Section 5, apply the same to such purposes, either directly or through Branch Committees, or Societies or Bodies affiliated under Section 9.

12. Subject to the provisions of Rules made under Section 5, and the powers of supervision exercisable by the Managing Body thereunder each Branch Committee shall have all power to receive gifts and expend all monies received by it for its purposes, either directly or through other Societies or Bodies.

13. (1) Notwithstanding anything contained in this Act, the Managing Body may, from out of the funds specified in column 1 of the Third Schedule transfer to the Pakistan Red Cross Society the amounts specified in the Schedule as being the share of the Pakistan Red Cross Society which that Society has agreed to receive for being applied to the purposes for which they were held by the Society.

(2) Upon the transfer of such amounts to the Pakistan Red Cross Society under subsection (1) the Society shall be freed and discharged from all obligations imposed upon it by or under this Act as in force before the commencement of the Indian Red Cross Society (Amendment) Act, 1956, or under any trust or other document in respect of anything to be done in Pakistan or in any past thereof.

THE FIRST SCHEDULE

(See Section 7)

Objects to which the funds of the Society may be applied: -

(1) Aid to the sick and wounded members of the Armed Forces of the Union in accordance with the terms and spirit of the Geneva Conventions of 12th August, 1949 and discharge of other obligations developing upon the Society under the Conventions as the recognized auxiliary of the Armed Forces Medical Services.

(2) Aid to the demobilized sick and wounded members of the Armed Forces of the Union.

(3) Maternity and Child Welfare.

(4) Junior Red Cross

(5) Nursing and ambulance work.

(6) Provision of relief of the mitigation of suffering caused by epidemics, earthquake, famines, floods and other disasters, whether in India or outside.

(7) The establishment and maintenance of peace among all nations in accordance with the decisions of the International Red Cross Organization.

(8) Work parties to provide comforts and necessary garments, etc., for hospitals and health institutions.

(9) The expenses of management of the Society and its branches and affiliation societies and bodies.

(10) The representation of the Society on or at International or other Committees formed for furthering objects similar to those of the Society.

(11) The improvement of health, prevention of disease and mitigation of suffering and such other cognate objects as may be approved by the Society from time to time.

THE SECOND SCHEDULE

(See Section 8)

Statement showing the approximate percentage of the claim of the States and Union Territories of the income of the property vested in the Society under Clause (b) of Section 6.

Name of States and Union Territories	Approximate Percentage
Andhra Pradesh	7.88
Arunachal Pradesh	0.10
Assam	2.65
Bihar	10.25
Chandigarh	0.08
Delhi	1.11
Gujarat	4.89
Goa	0.14
Haryana	1.94
Himachal Pradesh	0.61
Jammu & Kashmir	0.71
Karnataka	5.32
Kerala	3.44
Madhya Pradesh	7.85
Maharashtra	9.35
Manipur	0.22
Meghalaya	0.21
Mizoram	0.08
Orissa	3.74
Nagaland	0.14
PUnjab	2.40
Rajasthan	5.21
Sikkam	0.05
Tamil Nadu	6.60
Tripura	0.32
Uttar Pradesh	16.47
West Bengal	8.07
Andaman & Nicobar	0.03
Dadra & Nagar Haveli	0.02
Lakshadweep	0.01
Daman & Diu	0.01
Pondichery	0.10
	100.00

THE THIRD SCHEDULE

(See Section 13)

Statement showing the share of Pakistan Red Cross
Society in the funds specified in column 1

Name of the Fund for Fund from which transfer is to be made	Share of Pakistan Red Cross Society as on 30.6.48			Amount advanced to Pakistan Red Cross Society upto 31.12.52			Balance payable to Pakistan Red Cross Society in securities at cost and cash as agreed upon		
1	2			3			4		
	Rs.	a.	p.	Rs.	a.	p.	Rs.	a.	p.
Indian Red Cross Society	41,74,208	6	3	4,04,348	13	5	37,69,859	8	10
Indian Forces Medical After Care Fund	4,81,232	14	0	1,30,000	0	0	3,51,232	14	0
Lady Chelmsford All India Maternity and Child Welfare Bureau Army Child Welfare Fund	91,225	0	0	8,186	13	0	83,038	3	0
Victoria Memorial Scholarship Fund	1,83,669	4	0	18,395	8	0	1,65,273	12	0
Total	49,30,335	8	3	5,60,931	2	5	43,69,404	5	10
Add: - Amount due from Assam Red Cross Branch							36,351	0	0
							44,05,755	5	10
Deduct: -Amount due from West Punjab Branch of the Pakistan Red Cross							5,543	0	0
Net Amount payable to Pakistan Red Cross							44,00,212	5	10

Add- Interest on the securities in the share of the Pakistan Red Cross from 1.7.48 to the date of transfer after adjusting interest on the amount due from the West Punjab Branch of the Pakistan Red Cross Society.

INDIAN RED CROSS SOCIETY

New Delhi, the 20th June 1994

No. 48/Org/93-94

In exercise of the pervious conferred by section 5 of the Indian Red Cross Society Act, 1920 (XV of 1920), the Managing Body of the Indian Red Cross Society, with the previous approval of the President hereby makes the following Rule for regulating the management, function, control and procedure of the Society.

1. SHORT TITLE AND COMMENCEMENT :

1. These rules may be called the Indian Red Cross Society Rules, 1994.
2. They shall come into force at once.

2. DEFINITIONS :

1. In these rules, unless the context otherwise requires-
 - a. "ACT" means the Indian Red Cross Society Act, 1920 (XV of 1920) with all amendments threof;
 - b. "Chairman" means the Chairman of the Indian Red Cross Society nominated by the President under Section 4B(1) (a) of the Indian Red Cross Society Act, 1920;
 - c. "Headquarters" means the National Headquarters of the Indian Red Cross Society at New Delhi;
 - d. "President" means the President of India.
 - e. "Secretary-Genera" means the Secretary General of the Indian Red Cross Society appointed under Section 4C(a) of the Indian Red Cross Society Act, 1920;
 - f. "Treasurer" means the Treasurer of the Indian Red Cross Society appointed under Section 4C(1) of the Indian Red Cross Society Act, 1920;
 - g. "Vice-Chairman" means the Vice-Chairman of the Indian Red Cross Society appointed under Rule 5(2) of the Rules.
2. All other words and expressions not defined shall carry the normal meaning assigned to them.

3. **MEMBERS :**

1. There shall be the following grades of members of the Society :

- a. Vice-Presidents
- b. Patrons
- c. Vice-Patrons
- d. Members
- e. Associate Members
- f. Institutional Members

2. The Vice-Presidents shall be the Presidents of States and Union Territory Red Cross Branches:

Provided that any Honorary Vice-President enrolled in accordance with the Rule 1(b) of chapter I already made, who is a members of the Society shall be determined by the Managing Body of the Society from time to time.

3. The rate of subscriptions which with entitle a member to be categorized in one or other of the above grades of members of the Society shall be determined by the Managing Body of the Society from time to time.

4. An Institutional Member may, at any time, become a Patron or vice-Patron. The sum of subscription for the grade of a Patron or Vice-Patron shall be as determined by Managing Body :

Subject to the condition that such membership shall be valid for ten years from the date of admission into the new grade.

5. The Managing Body may also nominate any person to Honorary Membership of the Society of any grade for the service rendered by him to the Society.

6(a) Payment of subscription could be made either to National Headquarters or to the State/Union Territory or District Branch concerned. Such payment shall be apportioned in the following manner:

- i. Headquarters 15%
- ii. State/Union Territory Brach 15%, and
- iii. District Branch to which the members belongs 70%

In case of member not belonging to any District Branch the apportionment shall be as follows:

- a. Headquarters 15%
- b. State/Union Territory Branch 85%.

6(b) Donations received by the Headquarters/any of the Branches shall, unless the donor specifies the particular purpose for which the same is to be used, be utilized by the receiving body for its general purpose provided that in case of donations received by a District Branch and not earmarked for a particular purpose, 15% of the same shall be payable to the State/Union Territory Branch and 15% to the National Headquarters and in case of donations received by any of the State/Union Territory Branches not earmarked for a particular purpose, 15 % of the same shall be payable to Headquarters.

6(c) The provisions of Section 6(b) above shall apply in respect of net proceeds of collections from fairs, raffles, sale of pin-flags, seals, fetes, lotteries and variety shows and any other collections received by any of the District or State/Union Territory Branches and not earmarked for a specific purpose.

GENERAL MEETING
INDIAN RED CROSS SOCIETY
New Delhi, the 29th June 1992

No.26/ADM/92. - In exercise of the powers conferred by Section 5 of the Indian Red Cross Society Act, 1920 (XV of 1920), the Managing Body of the Indian Red Cross Society with previous approval of the President of the Society, hereby makes the following Rules for regulating the constitution of the Managing Body: -

1. SHORT TITLE AND COMMENCEMENT:

- (1) These Rules may be called the Indian Red Cross Society (Constitution of Managing Body) Rules, 1992.
- (2) They should come into force at once.

2. COMPOSITION OF MANAGING BODY:

The following Body of the Society shall consist of the following members, viz:

- (a) a Chairman to be nominated by the President: for such term as he may deem fit.
- (b) Six months to be nominated to be nominated by the President for such term as he may deem fit.
- (c) Twelve members to be elected by the State and Union Territory Branch Committees for a term of two years in accordance with the procedure laid down in Rule 4:

Provided that no more than one member shall be elected by each State/Union Territory Branch Committee.

Provide further that no member elected under this Section, shall hold continuously for more than two terms.

3. ELECTORAL COLLEGE:

For electing twelve members of the Managing Body there shall be an electoral college consisting of one elected representative from each State and Union Territory Branch Committee.

4. ELECTION OF MEMBERS TO THE NATIONAL MANAGING BODY

- (1) The Place, date and time at which the election for the members of the National Managing Body shall be held shall be notified with the approval of the Chairman.
- (2) The members of the Electoral College shall elect from amongst themselves twelve members to represent the State and Union Territory Branches in the National Managing Body.
- (3) At the time of election, each member of the Electoral College shall be entitled to cast twelve votes subject to the condition that he shall not cast more than three votes in favour of candidates from each of the following four regions.

Northern Region: - Haryana, Himachal Pradesh, Jammu and Kashmir, Punjab, Uttar Pradesh, Chandigarh and Delhi.

Southern Region: - Andhra Pradesh, Karnataka, Kerala, Andaman and Nicobar, Tamil Nadu, Lakshadweep, Pondicherry and Orissa.

Eastern Region: - Assam, Bihar, Manipur, Meghalaya, West Bengal, Nagaland, Sikkim, Tripura, Mizoram and Arunachal Pradesh.

Western Region: - Madhya Pradesh, Maharashtra, Dadra and Nagar Haveli, Daman and Diu, Gujarat, Goa and Rajasthan.

- (4) From each region the first three Branch representatives who would have secured the maximum votes in that region shall be declared as elected on the National Managing Body.
- (5) In the event of tie, the Chairman shall decide as of which Branch representative shall be elected in the Managing Body and his decision shall be final.
- (6) The elected Branch representative shall hold office as members until the National Managing Body is reconstituted for the next term.
- (7) Vacancies among the elected members occurring during the unexpired term of the National Managing Body

shall be filled by a Branch representative elected by the State/Union Territory Committee to which the vacating member belongs.

5. INTERPRETATION

Where any doubt arises as to the interpretation of these Rules it shall be referred to the Managing Body for a decision and the decision of the Managing Body shall be final.

6. REPEAL AND SAVING

On the commencement of these rules, every rule, regulation or order in force immediately before such commencement shall in so far as it provides for any of the matter contained in these rules ceases to operate.

4. GENERAL MEETING

1. A General Meeting of the Society shall be held once a year at the Station of the Headquarters of the Society upon a date (or dates) to be fixed by the President. Notice of such Annual General Meeting shall be given at least twenty one days before the date fixed by publication in the press and shall specify the business to be transacted.

2. The following shall be entitled to attend the Annual General Meeting and to vote on any question that may be brought before the meeting for determination:

- a. The Presidents of State and Union Territory Red Cross Branches in their capacity as Vice-Presidents;
- b. Members of the Managing Body;
- c. Ten member delegates, other than Associate Members, nominated by each Branch Committee; &
- d. Associate Member delegates (to attend as Observers) nominated by each State and Union Territory Branch Committee on the basis of one percent of the representative membership strength subject to a maximum of 40.

The Honorary Legal Advisor or any other authority or person who in the opinion of the Managing Body is associated with the functions and activities of the Society, shall be special invitees at the Annual General Meeting.

NOTE: The Institutional Member's right to vote shall, if available, be exercised by appropriate authorized representative.

3. At each Annual General Meeting, the Annual Report, the audited Annual Accounts and the Budget for the succeeding financial year shall be presented, considered and adopted. At the Annual General Meeting a practicing Chartered Accountant shall be appointed as a statutory Auditor for the purpose of compilation and certification of accounts.

4. The Annual Accounts for the financial year concluding prior to the Annual General Meeting shall, before being presented, be circulated to the State and Union Territory Branch Committees.

5. (a) An Extraordinary General Meeting of the Society may be convened at any time by the President for any purpose connected with the Society.

5.(b) Fifteen day's notice shall be given of such meeting by publication in the press, with the agenda to be brought before it, and no business other than specified in such agenda shall be transacted.

6.(a) All Annual General Meeting shall be presided over by the President or in his absence by the Chairman of the Managing Body or some other person appointed in such agenda shall be transacted.

6. (b) The resolutions before Annual General Meeting shall be passed and decided by the majority of members present and voting, the voting being by show of hands.

6. (c) In case of an equality of votes, the Chairman of the meeting shall have a second or casting vote.

5. **MANAGING BODY:**

1. The Managing Body of the Society shall be constituted in accordance with the provision of the Act and the Indian Red Cross Society (constitution of Managing Body) Rules, 1992.

2. The Managing Body shall at the first meeting held after its composition or election, elect from amongst themselves a Vice-Chairman.

3. An ordinary Meeting of the Managing Body shall be held once a quarter at such time and at such place as may be fixed by the Chairman. At the meeting held in the last quarter of the year, the Annual Budget of the Society for the succeeding year shall be considered.

4. An Extraordinary Meeting of the Managing Body may be called at any time by the Chairman.

5. Upon a requisition in writing made by any five members of the Managing Body, the Chairman shall call an Extraordinary Meeting.

6. Fourteen day's clear notice of any meeting of the Managing Body, specifying the place, day and hour of meeting, and the general nature of the business to be transacted shall be given to every member of Managing Body by post, provided that non receipt of such notice by a member for reasons beyond the control of the Society shall not render the proceedings invalid.

7. At meetings of the Managing Body five members shall form the quorum.

8. If no quorum is present within half an hour of the time fixed for a meeting, the meeting shall be adjourned to the next week to be held at the same time and at the same place. At such adjourned meeting, the business for which the meeting called may be transacted, whether a quorum is present or not.

9. In the event of an equality of votes at any meeting, the Chairman shall have a second or casting vote.

10. The Managing Body may from time to time, appoint representative(s) of the Society to participate in meetings of the International Federation of Red Cross & Red Crescent Societies or to serve on its Committee convened for the consideration of objects with concern the Society, and may sanction all reasonable expenditures for such purposes.

11(i) The Managing Body shall, with the previous approval of the President, appoint the Secretary General and the Treasurer of the Society.

11(ii) The term of office and the condition of service of the Secretary General and the Treasurer shall be as fixed by the Managing Body from time to time.

11(ii) Appointment of all other officers and staff at the Headquarters shall be made by the Secretary General on the recommendations of appropriate Selection Committee to be appointed by Managing Body from time to time, subject to the conditions that-

- (a) In the case of appointments to posts of Joint Secretary and Director, Blood Bank, the approval of the Managing Body shall be taken; and
- (b) In the case of appointments to posts of Deputy Secretary and Director for approval of the Chairman shall be taken.

12. There shall be a Honorary Legal Advisor appointed to advise, render legal assistance and make representations on behalf of the Society as is required by the Society.

13. The Seal of the Society shall not be affixed to any instrument except by the authority of a resolution of the Managing Body and in the presence of one member of the Managing Body and the Secretary General or such other person as the Managing Body may appoint for the purpose; the member and Secretary General or other person as aforesaid shall sign every instrument to which the Seal of the Society is so affixed in their presence.

14. Ordinary documents such as service agreements, leases etc. may be executed by the Secretary General on behalf of the Society and Managing Body.

15. Any notice by the Society or the Managing Body shall be valid if given by the Secretary General.

16. The Managing Body shall have the power to make Standing Orders for regulating its own procedure, the procedure of Committee appointed by it, and the duties of the Officers of the Society.

6. **EXECUTIVE COMMITTEE:**

1. At the first meeting in each year, the Managing Body may appoint an Executive Committee for the transaction of the current duties of the Society. The transaction of such Committee shall be duly recorded and laid before the Managing Body at its next meeting.

2. The Executive Committee shall consist of -

- (a) The Chairman and Vice-Chairman of the Managing Body,
- (b) Four members elected by the Managing Body from among its members,
- (c) Honorary Legal Advisor, and
- (d) Not exceeding two members co-opted by the Executive Committee.

3. The Executive Committee shall ordinarily meet once a month provided that Chairman may convene a meeting of the Committee whenever in his opinion it is necessary. Four members shall form a quorum.

4. In case of an emergency arising, the Executive Committee may perform any duty laid on the Managing Body by these Rules; but in such case it shall report any action so taken to the Managing Body at the next meeting for confirmation.

7. **FINANCE COMMITTEE:**

1. The Managing Body shall appoint a Finance Committee consisting of the Vice-Chairman, two members of the Managing Body, the Honorary Legal Advisor, the Secretary General and the Treasurer.

2. All matters affecting the finances of the Society shall ordinarily be referred to the Finance Committee for advice and opinion before being determined by the Executive Committee or the Managing Body, as the case may be.

3. The Managing Body may empower the Finance Committee to transact and decide on matters of current financial business provided such business does not involve any departure from the objectives of the Society and the money involved in the budget estimates.

4. The Finance Committee may be empowered to sanction expenditure beyond the budget estimates upto a limit as may be determined by the Managing Body from time to time.

5. The Finance Committee may likewise empower the Secretary General to incur expenditure of a routine nature involving no departure from the objectives of the Society if the sum involved is included in the budget estimates.

6. The Secretary General may also be empowered by the Finance Committee to incur, when necessary, expenditure beyond the budget estimates upto a limit as may be determined by the Managing Body from time to time.

7. The Finance Committee may also empower the Secretary General to sanction expenditure for such specific purposes for which donations have been received in cash or kind subject to subsequent report to the Managing Body. The Finance Committee may likewise empower the Secretary General to incur expenditure in each ordinary case and in emergencies subject to reporting to the Finance Committee at its next meeting for ratification.

8. The Finance Committee shall be empowered to sanction grants in circulation.

9. The Finance Committee shall consider the report of the Auditors and scrutinize the annual accounts of the Society and shall prepare the annual budget and shall submit the same to the Managing Body for consideration. The detailed report of the Auditors shall be submitted to the Treasurer who will take necessary action on the report in consultation with the Secretary General.

10. The Finance Committee shall ordinarily meet once every three months. Additional meetings may be called when necessary. Three members shall form the quorum.

11. The proceedings of the Finance Committee shall be laid before the Managing Body and the Executive Committee for consideration.

8. **MEDICAL AND MATERNITY & CHILD WELFARE COMMITTEE:**

1. The Managing Body shall appoint a Medical and Maternity & Child Welfare Committee consisting of the Vice-Chairman, the Secretary General, the Director General of Health Services or his representative, the Director General or Armed Forces Medical Services or his representative, the Surgeon to the President, one medical personnel from each of the four regions of the State/Union Territory Branches, and two representatives of social organizations concerning maternity & child welfare activity.

2. The Committee shall advise on all such questions that may be referred to it either by the Managing Body or the Executive Committee or the Secretary General.

3. Matters relating to Maternity & Child Welfare work of the Society shall also be looked after by this Committee.

4. The Committee shall administer the Lady Chelmsford All India League for Maternity and Child Welfare Fund and shall carry on the activities of these bodies.

5. The Committee shall assume the management of any other funds or money intended for Maternity & Child Welfare in India and entrusted by the Managing Body of the Society.

6. The separate identity of the funds specified or any other formally constituted funds entrusted to the Committee shall be preserved. A separate budget and statement of accounts shall also be maintained for each of the funds as long as it may, with the annual income by way of interest on the original corpus, be possible to support distinct national programmes.

7. The Committee shall ordinarily meet once every six months at such time and place as may be fixed by the Chairman of the Committee. Additional meetings may be called when necessary. During such meetings five members shall form the quorum.

8. The budget of the funds and the minutes of the Committee shall be laid before the Managing Body and the Executive Committee for consideration.

9. The three lakhs of rupees allocated from the Silver Jubilee Fund, India, 1935, for Indian Army Child Welfare and handed over to the Society for administration and all

transactions connected therewith shall be shown separately in the Lady Chelmsford All India League for Maternity and Child Welfare Fund budget.

9. **ANY OTHER COMMITTEE (S) :**

The Managing Body may appoint such other Committee(s) for specific task(s) and for such duration as it may consider necessary from time to time.

The proceedings of such Committee(s) shall be laid before the Managing Body and the Executive Committee for consideration.

10. **BANKERS :**

The Bankers of the Society and all the funds administered by the Society shall be the State Bank of India and/or any other nationalized bank as the Managing Body may name from time to time for maintenance of current accounts or savings bank accounts and short term or fixed deposits.

11. **AUDITORS :**

The annual accounts of the Society as well as funds administered by the Society shall be audited by a practicing Chartered Accountant to be appointed as a statutory Auditor for the purpose of compilation and certification of accounts.

12. **INVESTMENTS :**

All investments of funds shall be held in any of the forms as provided under section 11(3) of Income Tax Act 1961. Investments shall only be made or altered in accordance with Section 11(3) of the Income Tax Act 1961 with the approval of the Finance Committee which in turn will be reporting to the Managing Body.

2. All transactions involving expenditure of invested capital shall be authorized by a resolution of the Managing Body of the Society confirmed by the President of the Society.

3. All transactions, endorsements, discharges and communications to the bankers of the funds and others concerned regarding investments including the placings and taking up of fixed deposits, shall be made only with the approval of the Chairman and the Treasurer.

4. The current and savings bank accounts of the Society and its allied funds shall be operated upon jointly by atleast two of the following officers of the Society:

- a. Secretary General
- b. Joint Secretary
- c. Deputy Secretary/Director Incharge of Finance of the Society.

Provided that in case of financial transactions exceeding Rs.10,000/- one of the signatories shall necessarily be the Secretary General.

13. **INTERPRETATION:**

Where any doubt arises as to the interpretation of these rules, it shall be referred to the Managing Body of the Society for a decision and the decision of the Managing Body shall be final.

14. **REPEAL AND SAVING:**

1. On the commencement of these rules, every rule, regulation or order in force immediately before such commencement shall, in so far as it provides for any of the matters contained in these rules, cease to operate.

2. Notwithstanding such cessation of operation, any thing done or any action taken under the old rules, regulations or order, shall be deemed to have been done or taken under the corresponding provisions of these rules.