

PAKISTAN SOCIETY OF CHEMICAL PATHOLOGISTS

CONSTITUTION

ARTICLE NO 1 NAME OF CHARITY

The name of the Charity is “**Pakistan Society of Chemical Pathologists**”, hereafter would be referred as CHARITY

ARTICLE NO. 2. ADDRESS / OFFICE OF CHARITY

I) The Principal Office of the Charity shall be situated at Office no.1, Ground Floor, Javed Block, opposite Rajgan CNG, GT Road ,T- Chowk , Rawat , Islamabad Capital Territory.

ARTICLE NO. 3 AREA OF OPERATION

Charity area of operation will be Islamabad.

ARTICLE NO. 4 AIMS / OBJECTIVES

The objectives for which the Charity is established will be all or any of the followings;

- i. To promote and propagate the cause of **Chemical Pathology** and for that purpose hold meetings, symposia, seminars, lectures and clinical workshops and conferences related to the subject of chemical pathology.
- ii. To encourage and advance the high standards of chemical pathology in laboratory medicine.
- iii. To encourage and promote highest standards of service, education and research in chemical pathology.
- iv. To promote and develop rules and procedures for quality assurance in chemical pathology laboratories and organization of quality assurance surveys and accreditation of laboratories.
- v. To motivate and encourage chemical pathologists for multicenter research activities.
- vi. To provide a forum for closer liaison and free exchange of professional Information among chemical pathologists in the country.
- vii. To seek the co-operation and assistance of professional bodies, scientific and business communities in promoting chemical pathology discipline in medical and public sector.
- viii. To provide a forum for closer liaison and free exchange of professional information among chemical pathologists in the country.
- ix. To publish newsletters and journals and to prepare and exhibit video films to promote and disseminate knowledge related with chemical pathology.
- x. To award, from time to time, scholarships to outstanding students and scholars working in field of chemical pathology.
- xi. To award, from time to time, prizes in recognition of outstanding original research work.
- xii. To purchase, take on lease, exchange, hire or otherwise acquire any real and personal or immovable and movable property and any rights and privileges whatsoever and to build, construct, alter and maintain buildings, houses or other constructions for the Society or its staff or as may be necessary or convenient for any of the objects or purposes of the Society.
- xiii. To propagate, promote and coordinate health policies and programmes, nationally and internationally.

- xiv. To propagate and promote systems for surveys, surveillance, monitoring, measurement, examination and inspection to combat degradation of standards of chemical pathology subject.
- xv. To encourage, promote, support or arrange symposia, seminars, lectures, classes, demonstrations and exhibitions to advance the objectives of the Society.
- xvi. To undertake, in any other manner, the diffusion of knowledge and expertise on health issues relayed to chemical pathology.
- xvii. To promote an awareness about health issues.
- xviii. To foster co-operation and co-ordination with and between like minded societies both in Pakistan and abroad, and to become affiliated with international, regional, national and other organizations anywhere in the world.
- xix. To establish, subsidize, aid, assist, maintain, run, administer and manage trusts, funds, grants and other benefactions in the furtherance of the objectives of the Society.
- xx. To enter into agreements, contracts and arrangements with Governments, organizations, institutions, bodies and or individuals for the purpose of carrying out its functions and activities.
- xxi. To establish, subsidize promote, co-operate with, become member of, act as or appoint trustees, agents or delegates for, control, manage, superintend, give gifts and lend monetary or other assistance to any Society, institute or fund, whether incorporated or not, which the Society may consider appropriate to further any of its objectives.
- xxii. To establish, undertake, superintend, administer, control, subsidize and contribute to any provident, benevolent or charitable funds or from which may be made gifts, grants, scholarships, donations, advances and loans and to make and give gifts, grants, donations, advances, loans and to contribute or otherwise assist any charitable or benevolent institutions or undertakings or objects.
- xxiii. To promote, establish, manage, control, supervise and give gifts, scholarships, grants, aid, loans, advances and monetary or other assistance to any person, company, co-operative society, corporation, body or undertaking or Society of persons as may seem to the society conducive to or to achieve or to further any of the objects and purposes of the Society.
- xxiv. To undertake and execute any trusts which may seem to the Society conducive to any of its objects.
- xxv. To receive and accepts gifts, grants, aids, donations, benefactions of all nature and kind whatsoever and raise, establish, and maintain funds, properties and assets by subscription and contribution and by receiving and acceptance of gifts, grants, aids, donations, benefactions and other means.
- xxvi. To raise and borrow any monies and funds required for purposes of the Society without security or on such security as the Society may think fit and to repay any such borrowings.
- xxvii. To work, improve, manage, administer, develop, turn to account, gift away, sell, lease, mortgage or otherwise dispose of or deal with all or any of the funds, properties and assets of the Society.
- xxviii. To invest monies of the Society not immediately required in such securities, shares, debentures or otherwise in such manner as may from time to time, be determined by the Council of Governors of the Society.
- xxix. To guarantee the payment of money or performance of any obligation or undertaking whatsoever and to stand security and perform and discharge obligations arising from the giving of guarantee or security.
- xxx. To promote, organize and establish branches and offices of the Hospital and the Society wherever considered necessary and manage and control such branches and offices and delegate such powers and functions to such branches and offices as may be considered necessary.
- xxxi. To receive and administer funds for scientific, educational and charitable purposes, for the public welfare and for no other purposes, and to that end take and hold, by bequest, device, gift, purchase, or lease, either absolutely or in trust, for such objects and purposes or any of them, any property,

real, personal, or mixed, without limitation as to amount or value, except such limitation, if any, as may be imposed by law and to sell, convey, dispose of any such property and invest and reinvest the principal and income thereof, and deal with and expend the principal and income of such funds for any of the objectives of the Society without limitation, except such limitation, if any, as may be contained in the instruments under which such funds are received or other limitations imposed by law.

- xxxii. To receive any property, real, personal, or mixed in trust, under the terms of any will, deed of trust, or other trust instrument for the purposes of the Society and in administering the same carry out the directions and exercise the powers contained in the trust instrument under which the property is received, including the expenditure of the principal, as well as the income, for one or more of such purposes, if authorized or directed in the trust instrument under which it is received.
- xxxiii. To receive, take title, hold and use the proceeds and income of stocks, bonds, obligations, or other securities of any companies or corporations, domestic or foreign, but only for any, some or all of the purposes of the Society.
- xxxiv. To receive funds from other societies, charitable organizations, governments, local bodies and persons, whether corporate or otherwise, and under such terms and conditions as may be agreed upon between the Society and the donor.
- xxxv. To use the financial and other resources allocated to it for the execution of its functions.
- xxxvi. To do all such other things as are incidental or conducive to the attainment of the above objects or any of them.

The objects set forth in any sub-clause of this clause shall not, except where the context so requires, be in any way limited or restricted by reference to the terms of any other sub-clause(s) or the objects therein specified and the powers thereby conferred shall be deemed subsidiary or auxiliary merely to the objects mentioned in the first sub-clause of this clause.

ARTICLE NO. 5 NATURE OF CHARITY:

The **Pakistan Society of Chemical Pathologists** Charity shall be an NGO, non - political. Non - profitable, non - sectarian and recognizes no color, caste or creed: To achieve the objectives stated above all possible endeavors shall be made within the existing situation and laws of the country.

ARTICLE NO. 6 MEMBERSHIPS:

I. Eligibility of Membership Any adult person either of sex or of sound mind and good character could be enrolled as a member upon approval of the executive committee. Membership of the Charity shall not be limited to any number. Subscriptions, contributions and donations shall be accepted from the members and public. Organizations and from other agencies.

There will be three types of members i.e. Life Members. Regular members and honorary members.

II. Categories of Membership

- (i) Life Members
- (ii) Regular Members
- (iii) Honorary Members

i. Life Members

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All the 7 (Seven) founder members shall be considered as life time Members including Patron as life time patron.

ii. Regular Members

Any person can become regular member, who fulfill the following requirements. He/she will be a minimum matriculation or university graduate.

Sincere with the empathy of poor/needy and motivated to support CHARITY cause. Not expecting and designation and financial assistance from the CHARITY except as given by the organization itself.

Willing to follow the rules and regulations of the CHARITY.

iii. Honorary Members

The Executive Council shall confer "Honorary Membership" of the CHARITY distinguished person for his/her services for the CHARITY. He/She may attend any meeting but shall have no right of vote.

III. Procedure of Rejection

Any member who acts or behave in contravention of the aims and objects of the society either by active behavior or otherwise and a resolution of that effect passed against him by the executive committee or the general body.

- i. A member shall cease to be a member of the CHARITY for any of the following reasons:
- ii. Resignation accepted by the Executive Committee.
- iii. Death of the member
- iv. Gross conduct
- v. Final conviction and sentence by the court of law involving Moral turpitude followed by a resolution of executive committee.

IV Procedure of restoration of membership

Members who have ceased to be a member of the society or whose membership has been terminated for any of the reasons mentioned above may be re-enrolled as member with the approval of the executive committee on the written request.

ARTICLE NO. 7 ORGANIZATIONAL STRUCTURE

CONSIST OF GENERAL BODY AND EXECUTIVE COMMITTEE

ARTICLE NO. 8 GENERAL BODY

All the regular member of the organization will be the members of the General Body. General Body Meeting will be held once in a year (January). The notice period for the said meeting shall not be less than fifteen days. a) Powers and Functions of General Body.

Powers and Functions of General Body include:

- i. Confirmation of the minutes of the last General Body Meeting.
- ii. Approval of the annual plan for the coining and going financial years.
- ii. Consideration of the appointment of Auditors.

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- iv. One third of total membership in good standing shall constitute the quorum at any General Body Meeting or special meeting of the CHARITY. The decision will be made on 2/3rd majority.
- v. The special meeting of the General Body and of the Executive Council shall preside by the Patron.
- vi. In case of an equality of votes at a meeting the person on chair will have a Second Vote.
- vii. The amendment requires in the constitution, will be made by the General Body Meeting. When deemed necessary the General Body Meeting may be called in emergency for such an amendment.

b) Executive Committee

- i) The Charity shall be managed by Executive Body. The number of Executive Body shall never be less than 3 (three) nor more than 7 (seven) and will comprise of the following.

Designation	Name	Mobile	CNIC
Chairman	Aamir Ijaz	03005203194	53202-28675847
General Secretary	Muhammad Aamir	03222711537	37405-0390158-7
Finance Secretary	Naveed Asif	03215010562	37405-0448642-3

- ii) Upon the death or resignation of a member or upon his/her dismissal by a 2/3 majority of all the Executive Body, the remaining Executive Body may elect another person as a member in his/her place.
- iii) Executive Body may from time to time by unanimous resolution or if deemed necessary by Foundation. Appoint any other qualified person to be an additional member for such period and on such conditions as they may deem fit.
- iv) Implement decision of board of Governors as well as its own.
- v) Grant expenditures approvals.
- vi) Nominate scheduled bank and open an account.
- vii) Establish sub and/or program committee in consultation with the board of governors.
- viii) Prepare progress and annual reports and arrange audited accounts.
- ix) The tenure of the Executive committee shall be of three years.

ARTICLE NO. 9 POWERS AND FUNCTIONS OF OFFICE BEARERS

I. CHAIRMAN

The Chairman shall

- i) Shall be the chief executive/functional head of the Foundation.
- ii) Preside over the executive committee meetings.
- iii) Confirm minutes of the last meeting.
- iv) Have a casting vote in case of a tie.
- v) Be entitled to authorize expenditure up to Rs. 10,000 in advance approvable in the next executive committee meeting.

CHAIRMAN NAME AND SIGNATURE SECRETARY NAME AND SIGNATURE FINANCE SECRETARY NAME AND SIGNATURE

vi) Coordinate programs and pursue for the achievement of the objectives.

II. VICE CHAIRMAN

He / She shall perform functions in the absence of the Chairman.

III. GENERAL SECRETARY

i) He / She shall prepare meeting agenda

ii) Write minutes of the meeting.

iii) Deal with correspondence and program development.

iv) Ensure implementation of Executive Committee's decisions.

v) Be responsible for furtherance of the objectives.

vi) Be entitled to authorize an expenditure in advance up to rupees 10,000. Approvable in the next Executive committee meeting.

JOINT SECRETARY

He/she shall assist the secretary general as directed and act as such in the absence of the Secretary General.

FINANCE SECRETARY

He / She shall

(i) Maintain accounts

(ii) Submit income/expenditure statement to the executive committee meetings.

(iii) Maintain bank account jointly operable by him/her and the Chairman. Maintain an imprest amount of Rs. 30,000/.

ARTICLE NO. 10 MEETINGS

i. A general body meeting shall be held every year to review the progress. Members shall be provided with agenda, progress and report along with financial reports.

ii. Emergency general body meeting should be convened of its own by the Executive committee or requisitions by 1/3 of membership. The quorum for a general body meeting shall be at least 11 members.

iii. Regular meeting of the executive committee shall be held every month with agenda, date, time and place. Emergency meetings could be convened as and when necessary. Procedures of mail poll could also be adopted. The quorum for the executive committee meetings shall be 3 members.

ARTICLE NO. 11 TERM OF OFFICE

The tenure of the Executive committee shall be of three years.

ARTICLE NO. 12 ELECTIONS

1) The Foundation shall be managed by Executive Body. The number of Executive Body shall never be less than 3 (three) nor more than 7 (seven).

2) Upon the death or resignation of a member or upon his/her dismissal by a 2/3 majority of all the Executive Body. The remaining Executive Body may elect another person as member in his/her place.

3) Executive Body may from time to time by unanimous resolution or if deemed necessary by Foundation, appoint any other qualified person to be an additional member for such period and on such conditions as they may deem fit.

ARTICLE NO. 13 VESTING:

All assets and property of the Foundation shall be vested in the Executive Body, but always subject to the terms of this condition.

ARTICLE NO. 14 FINANCIAL ADMINISTRATION

i. The Executive Body shall maintain proper financial records which shall at all-time accurately reflect the financial position of the Foundation.

ii. A statement of account in respect of the previous financial year shall be placed before each annual general meeting of the Foundation and a copy of such statement shall be made upon request,

iii. The money of the Foundation shall be lodged in such bank. Saving bank. or other institutions or other place as the Executive Body may decide from time to time.

iv. Such account shall be opened in the Name of The Foundation and shall be operated upon by cheque or notices of withdrawal by the elected executive provided the opening of the bank account has been agreed by the Executive Body.

ARTICLE NO. 15 AMENDMENTS IN THE CONSTITUTION

The Articles of this constitution may be amended or replaced if

(1) The Executive body in consultation with agency proposes any alteration.

(2) 3/5 of the members approve of such amendments or repeal.

ARTICLE NO.16 DISSOLUTION OF THE FOUNDATION

The Foundation may be dissolved by resolution passed by 3/5 of member at a properly constituted general meeting of the Foundation. Its assets shall not be paid to or distributed among the members of the Foundation but shall be sold, given or transferred to organizations or institutions specified in the resolution having objects similar to some or all of the object of the Foundation and to which approval has been granted by the central board of revenue under the religious and charitable institutions rules 1975 with intimation of such transference to the Central Board of Revenue within three months of the dissolution and in consultation with Foundation, or return, if permissible to the respective donor Foundation.

ARTICLE NO.17 LEGAL STATUS AND LIMIED LIABILITY:

1) The Foundation shall not distribute any of its profits or gains to any person and it shall use its funds solely for the objects for which it has been established and for investments subject to article (XIII) hereinafter.

2) It shall have perpetual succession.

3) the liabilities of the Foundation arc limited to its assets.

We the several persons whose names and address are subscribed are desirous of being formed into a foundation in pursuance of this constitution

S. NO	Name, Designation & Address	CNIC No	Phone	Signatures
Founders / Office Bearers				
1	Chairman	53202-28675847	03005203194	
2	General Secretary	37405-0390158-7	03222711537	
Executive Body / Office Bearers				
3	Finance Secretary	37405-0448642-3	03215010562	
General Body				
1	Member			
2	Member			
3	Member			
4	Member			
5	Member			
6	Member			
7	Member			
8	Member			
9	Member			
10	Member			
11	Member			
12	Member			
13	Member			

CERTIFIED TO BE TRUE AND CORRECT COPYO F CONSTITUTION OF “PAKISTAN SOCIETY OF CHEMICAL PATHOLOGISTS”

Islamabad Dated 19-03-2024

CHAIRMAN NAME AND SIGNATURE SECRETARY NAME AND SIGNATURE FINANCE SECRETARY NAME AND SIGNATURE

PAKISTAN SOCIETY OF CHEMICAL PATHOLOGISTS

LIST OF OFFICE BEARERS (with attested CNIC copies)

S. NO	Name, Designation & Address	CNIC No	Phone	Signatures
1	Aamir Ijaz , Chairman & House No. 1478, Street No.10/12, Sector E, Phase 8 Bahria Town, Rawalpindi	53202-28675847	03005203194	
2	Muhammad Aamir, General Secretary , House No. 717, Street No.5, Sector A, Phase 8 Bahria Town, Rawalpindi	37405-0390158-7	03222711537	
3	Naveed Asif, Finance Secretary , House No. 826-Y, Mohallah Toheedi Road, Ratta Amral , Rawalpindi	37405-0448642-3	03215010562	

PAKISTAN SOCIETY OF CHEMICAL PATHOLOGISTS

LIST OF GENERAL BODY MEMBERS (with attested CNIC copies)

S. NO	Name, Designation & Address	CNIC No	Phone	Signatures
General Body				
1	Member			
2	Member			
3	Member			
4	Member			
5	Member			
6	Member			
7	Member			
8	Member			
9	Member			
10	Member			
11	Member			
12	Member			
13	Member			

CHAIRMAN NAME AND SIGNATURE SECRETARY NAME AND SIGNATURE FINANCE SECRETARY NAME AND SIGNATURE

PAKISTAN SOCIETY OF CHEMICAL PATHOLOGISTS

MINUTES OF MEETING

Agenda no 1: Discussion on Implementing Strategies to Achieve Objectives.

Agenda no.2: Planning Educational Activities in Chemical Pathology.

Agenda no. 3: Outreach and Public Awareness Campaigns on Health Issues.

Meeting Venue: Office of PAKISTAN SOCIETY OF CHEMICAL PATHOLOGISTS

Brief Description:

On 19-03-2024, a meeting was organized at Office of PAKISTAN SOCIETY OF CHEMICAL PATHOLOGISTS by Chairman this meeting comprised of seven members among them were the following:

S. NO	Name, Designation & Address	CNIC No	Phone	Signatures
1	Aamir Ijaz , Chairman & House No. 1478, Street No.10/12, Sector E, Phase 8 Bahria Town, Rawalpindi	53202-28675847	03005203194	
2	Muhammad Aamir, General Secretary , House No. 717, Street No.5, Sector A, Phase 8 Bahria Town, Rawalpindi	37405-0390158-7	03222711537	
3	Naveed Asif, Finance Secretary , House No. 826-Y, Mohallah Toheedi Road, Ratta Amral , Rawalpindi	37405-0448642-3	03215010562	

The meeting commenced with a warm welcome from the President, emphasizing the importance of aligning the society's activities with its objectives for the advancement of chemical pathology in Pakistan. Members engaged in a discussion regarding the objectives outlined for the Pakistan Society of Chemical Pathologists, focusing on strategies to promote and advance the field. Recognizing the significance of education in chemical pathology, members discussed various initiatives to promote educational development within the field. Key strategies proposed and supported by all members included:

- Organizing meetings, symposia, seminars, lectures, and clinical workshops to disseminate knowledge and advancements in chemical pathology.
- Encouraging the development and registration of educational institutions specializing in chemical pathology.
- Providing scholarships and financial assistance to deserving students pursuing studies in chemical pathology.
- Publishing newsletters, journals, and educational materials to promote and disseminate knowledge related to chemical pathology.

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Beside the above mentioned, many positive ideas were shared by all the members present at the meeting had been very fruitful, as all the members agreed to work on the mentioned areas enthusiastically and with the consent of all we decided to work for this good cause as soon as possible in order to make our society and nation is better place for all.

After all the discussion and agreement the meeting was declared closed with prayer and good wishes.

MINTUES OF MEETING PREPARED BY: MR Muhammad Aamir
(GENERAL SECRETARY, PAKISTAN SOCIETY OF CHEMICAL PATHOLOGISTS)

Regards,

Mr. Muhammad Aamir

(General Secretary)