



**CONSTITUTION**  
**Of**  
**SOCIAL SECURITY SCHEME**  
*Of*  
**THE ASSOCIATION OF SURGEONS OF INDIA**  
21, Swamy Sivananda Salai, Chepauk  
Chennai 600 005

**Effective from 02 / 04 / 2023**

**CONSTITUTION**

**I.**     **Title:**

The Scheme shall be known as “SOCIAL SECURITY SCHEME of ASI” and will be treated as a mutual benefit scheme He should be read as she where ever applicable.

## **II. Aims & Objects of the Scheme:**

- a. To provide financial assistance to the members of the family of the deceased enrolled in the Scheme.
- b. To promote social activities of ASI.

## **III. Eligibility for Membership:**

Any member of the ASI (Full or Associate), below the age of 65 years on the day of joining scheme, is eligible to become a member of this Scheme.

### **NOTE**

1. A member above the age of 65 years is not eligible to become a member.
2. The members who have joined this scheme before 30.11.17 shall be considered as “FOUNDER MEMBERS” of this scheme.
3. Filled up application form with specimen signatures of nominee and preferably with photo and ID approved by the Govt of India and are to be sent to the office.
4. There will be a window period of **TWO YEARS** for the scheme. - Eligibility to claim will be honored only after completion of **24** months from the date of joining the scheme.

## **IV. Admission Fees:**

Any eligible member of ASI willing to become a member of this scheme can do so on payment of admission fees (plus GST 18% and any other taxes as applicable) as stated below:

### **Members:**

1. Below the age 30 years	Rs.	5,000/-
2. Between 30-35 years	Rs.	6,000/-
3. Between 35 to 40 years	Rs.	8,000/-
4. Between 40 to 45 years	Rs.	10,000/-
5. Between 45 to 50 yrs.	Rs.	15,000
6. Between 50 to 55 yrs.	Rs	20,000/-
7. Between 55 to 60 yrs.	Rs	25,000/-
8. Between 60 to 65 yrs.	Rs	30,000/-

**Admission fee (+GST)** can be revised on recommendation by GBM of SSS. This admission fee shall remain with the corpus of the scheme and shall be kept only in the account of ASI SSS as Fixed Deposit in any Nationalized Bank for the purpose of security.

## **V. Annual subscription**

Every member of the scheme shall make a compulsory payment within the stipulated period of (Rs **1000 + GST**) every year (**April to March**)

## **VI. Fraternity Contribution**

Every member of the scheme shall pay a fraternity contribution of Rs.500/- per death for a continuous period of 25 years.

## **VII. Honorary member**

Those who make payments for 25 years continuously need NOT make any further payment by way of Fraternity Contribution but will pay the annual subscription of (Rs **1000 + GST**) per year. They will remain as honorary members of the scheme with all the benefits of an ordinary member.

## **VIII. Disqualification of Membership**

1. Every member of the scheme shall pay the annual subscription (**Rs.1000/- plus GST**) and fraternity contribution at the rate of **Rs. 500/- per death**. The Secretary of the scheme will send individual demand notice by an email by the 3rd week of July showing the exact amount to be paid. The last date for payment without fine shall be 30th of September of every year, after which a late fee of **Rs. 200/- per month** will be levied. If the member does not make this payment (200 per month) within 90 days, a registered notice shall be sent at the members' cost. The membership shall stand terminated if the member does not make the payment **within 45 days of issue of the notice**.

2. If any member provides any wrong information in his application form or at any time later during his membership or violates any provision and tries to obtain any benefit under this scheme, then after giving him an opportunity of being heard before the, **Executive Board**, and if his explanation is not found satisfactory, the **Executive Board**, of the scheme shall have the right to terminate the membership. This will be subject to ratification by the General Body of ASI-SSS.

3. After termination of membership, any member can rejoin the scheme as a new member by paying the stipulated admission fees.

4. If any member, at any time, for any reason ceases to be a member of ASI his membership of this scheme shall cease automatically. But if such a member revives his membership in ASI within a period of six months, he can get his membership of the scheme revived on payment of Rs. 200/- and arrears of demand, if any. If he does not get his membership revived within the stipulated period, he will be treated as a voluntarily retired member.

## **IX. Fraternity benefit**

## CALCULATION DONE FOR 1000 MEMBERS

### DEATH BENEFIT:

5 DEATHS PER YEAR @ 500/- = 2500

1000 MEMBERS =  $1000 \times 2500 = 25,00,000$  25 LAKHS

TOTAL AMOUNT 25,00,000

5 FAMILIES WILL GET = RS 5,00,000/- FIVE LAKHS each

### **X.** **How to join the scheme:**

Application forms can be obtained from the ASI Head Office Chennai/ or download from ASI website ( [www.asiindia.org](http://www.asiindia.org) ). Filled up application forms with documents to prove the age and copy of the life membership certificate of ASI along with the Online payment / Cheque at par or / DD for appropriate amount can be directly sent to the ASI Office. Policy document with Membership No. will be sent to all the members within a month of receipt of the application form, after realization of the Cheque. Payment to Scheme has to be made as online payment to ASI-SSS account / DD / at par Cheque drawn in favor of Social Security Scheme payable at Chennai (H.O.)

### **XI.** **Discontinuation of Membership:**

If any member voluntarily retires as a member **or doesn't pay Annual Subscription /Fraternity Contribution within stipulated period**; he shall not be eligible for refund of his contribution.

### **XII.** **Member's Rights:**

1. In the event of death of a member, nominee / legal heir will get fraternity amount as per calculation in clause – IX
2. In the event of demise of a member, the fraternity benefit will be paid to only to the nominee / nominees / legal heirs if the member has been a member of the scheme for at least two years from the date of joining the scheme.
3. The amount to be paid under clause (1) & (2) above shall be paid as online payment / Cheque / DD payable at the place of the nominee / nominees or legal heirs within one month of the receipt of the information and relevant documents of death as the case may be, subject to satisfying all conditions prescribed by the Executive Board, and on surrender of the policy document.

4. In the event of loss or non-surrender of the Social Security Scheme policy document, the Executive Board, will take the final decision on the disposal of the claim.
5. Loyalty bonus will be given to the nominee of the members who had remained members for 20 years or more and have paid all Annual Subscription & DFC (death fraternity contribution). The loyalty bonus shall be 10% for those with 20 years membership. There will be an additional 1% Loyalty bonus per year of every year over 20 years of membership. Thus for one who remained as member for 25 years shall get 15% Loyalty bonus. Maximum Loyalty bonus is sealed at 15%. The final amount the nominee gets will be DFC as per calculation with the Loyalty Bonus.
6. Death Certificate, members' identity, Policy Document of the Scheme, and state/city branch secretary's recommendation are the only documents needed for claim

### **XIII. Executive Board of the scheme:**

#### **A. Composition**

1. Chairman, Secretary, Treasurer and **6 executive members of SSS. (Total 9)** elected from the enrolled members of ASI SSS.
2. President, Vice President, Hon. Secretary and Hon. Treasurer of ASI, shall be the ex-officio members of the Executive Board.
3. Immediate Past President of ASI and Immediate past Chairman of ASI-SSS will be the advisers of the Executive Board.
4. Thus, Executive Board comprises of  $9+4+2=15$  members
5. The duration of elected ASI SSS members of the EB shall be for 3 years
6. Executive members can have maximum two terms of three years upon reelection, The Office bearers (i.e., Chairman, Secretary & Treasurer) will be eligible for one term of three years only for each post.

#### **B. Functions of Executive Board**

It shall receive, discuss and amend or approve the reports and accounts by the Secretary and the Treasurer for the period between the times of the two consecutive Executive Board meetings. The Executive Board shall decide the policy regarding disbursement and / or investment of the funds at the disposal of the Scheme.

#### **C. Functions of the Chairman**

The Chairman shall conduct all the meetings of the Executive Board and the GB with permission of the President ASI and shall be reporting directly to the President ASI in policy matters. He also is vested with the power to safeguard the constitution of ASI-ASS.

**D. Functions & Responsibilities of the Secretary**

The Secretary shall carry out all day-to-day functions of the Scheme and shall implement the decisions taken by the Executive Board. He shall be overall in charge of the membership enrollment, fees collection, and routine administration, besides other duties and functions as specified by the Executive Board.

**E. Functions of the Treasurer**

The Treasurer shall maintain day-to-day accounts of the Scheme and submit the accounts for approval to the Executive Board and to the General Body. He shall also submit a statement of the audited Annual Accounts and the Budget to the Executive Board and General Body of ASI-SSS for approval.

**F. Meetings of Executive Board**

1. President of ASI will preside over the meeting of the Executive Board and call the meeting to order. There upon will request the Chairman to conduct the meeting of the Executive Board along with Ex Officio Members to transact the business.
2. Ex Officio members shall have the right to Vote in case of any difference in passing of the resolutions.
3. Executive Board shall meet at least twice a year. One shall be held preferably along with ASICON prior to the GB Meeting of ASI-SSS. **Second meeting can be held on a virtual platform.** The Executive Board is empowered to spend no more than Rs. 5000/- (Rupees Five thousand only) over budgeted expenditure.
4. The quorum of Executive Board meetings shall be a minimum of 50 % of the Executive Board members (7/15)

**G. Elections** to the various posts in ASI SSS

1. Elections will be held every 3 year and will be conducted electronically by ASI at the time of ASI elections.
2. Electorate shall comprise of all enrolled members of ASI-SSS in the current year as on 30<sup>th</sup> September.

3. Elections will be held for the posts of Chairman, Secretary, and Treasurer & Members of the Executive Board.
4. If there is any midterm vacancy in Office bearers or Executive Board, they shall be filled by the President of ASI on recommendation of Executive Board.

#### **H. Eligibility for Elections:**

1. A candidate applying for any position in the administration of ASI-SSS should have completed a minimum period of 5 years of membership in good standing in the scheme at the time of election.
2. Chairman, Hon. Secretary & Hon Treasurer should have preferably served at least one term as member in the Executive Board.

#### **XIV. General Body**

1. The General Body of ASI-SSS consists of all valid members in that current year in good standing.
2. The General Body of ASI-SSS shall be the supreme body in the Management of the Scheme and shall have the powers to make decisions within the framework of the constitution.
3. The General Body meetings of ASI-SSS shall be attended only by the members of the Scheme.
4. It shall ordinarily meet once every year but can call a special GB meeting for any specific purpose as the body feels fit to do so.
5. Any decision contrary to its constitution or otherwise has to be approved by GC and GB of ASI.
6. Quorum for the GB: - The quorum for the GB shall be 10 % of the total number of members registered on that day or 50 members whichever is less. A meeting without the quorum shall be adjourned for 10 minutes and subsequently can be called in and shall transact the business on the agenda only. The Ordinary General Body shall take decisions by a simple majority.
7. Any meeting of the General Body of ASI-SSS shall have a notice issued by the Secretary with the full agenda and shall be served to the members 6 weeks ahead of the scheduled meeting.
  
8. Special General Body Meetings
  - a. Special General Body Meetings for any specific purpose shall be convened with a clear notice of 3 weeks by the Secretary in consultation with the President
  - b. Quorum for the Special GB: - The quorum for the GB shall be also be 10 % of the total number of members registered on that day or 50 members whichever is less. A meeting without the quorum shall

be adjourned for 10 minutes and subsequently can be called in and shall transact the business on the agenda only.

- c. Any decisions taken in such special General Body shall be immediately communicated to the ASI President. The decisions and directives given by the ASI President in consultation with his officers and/or with EC shall be binding on the ASI-SSS.

9. Requisitioned General Body Meeting

- a. A general Body meeting can be requisitioned through signatures of minimum 50 members. Such a requisitioned meeting shall be convened by the office within a stipulated period of one month from the date on which the request is received.
- b. Requisitioned meeting shall have a quorum of 50 members. If there is no quorum for the meeting, it shall not transact any business and shall automatically stand dissolved. A requisitioned meeting shall not be requisitioned again for the same agenda for a period of six months from the date of said notice. Decision for requisitioned meeting for the next date shall be taken by 2/3 majority of the members present at the meeting.

**XV. Constitutional Amendments**

1. Constitutional Amendments can only be made in a regular General Body Meeting or in a specially summoned General Body meeting with a prior proper notice of 6 weeks for this purpose alone, where the circulated agenda shall have the item- "Constitutional Amendments".
2. All Members shall be served with existing clauses and proposed amendments along with the notice for the meeting.
3. Quorum for such a meeting shall be a minimum of 50 members. If the meeting does not have the quorum, such meetings shall not transact any business pertaining to any Constitutional amendments. The decisions of such a General Body Meeting for the rest of the agenda shall be taken by 2/3 majority of the members present. Another special General Body can be scheduled for the sole purpose of Constitutional amendments after a period of 6 weeks with due notice and in such meeting the constitutional amendments can be passed with a 2/3<sup>rd</sup> majority even if there is no quorum.
4. General Body summoned for Constitutional amendment shall discuss only that business that appears on the agenda.
5. The constitutional amendments made shall be sent to ASI EC and GB for ratification, and will only be effective after ratification by the ASI.

**XVI. Accounts and Audits:**

1. The scheme shall have a separate Bank Account named – ASI-SSS.



2. It shall be operated through any Nationalized Bank at Chennai and shall be operated jointly by **Three Signatories i.e., any two of the Three Office Bearers viz. Chairman, Secretary, Treasurer of ASI-SSS and the Treasurer of ASI.**
3. The financial year of the Scheme shall be from the 1st April to 31st March.
4. The Executive Board shall approve after discussion, the account submitted by the Treasurer of ASI SSS duly audited by the Chartered Accountant appointed by the ASI, and shall be ratified by the annual GBM of ASI SSS.
5. The ultimate authority of the investment, utility and disinvestment of the funds shall entirely rest with the members of the Scheme, and shall be approved by EC and GB of ASI.
6. In any case, the corpus fund will not be used for any other purposes other than what is specified in the aim and objectives of the scheme, either by ASI or by ASI-SSS.
7. The ASI-SSS will use **the PAN card of ASI** but the scheme will be individually and solely responsible for any Tax Liability or penalty applicable to ASI SSS account.

#### **XVII. Miscellaneous:**

1. Every member shall specify his nominee/ nominees for obtaining benefit under this Scheme.
2. Legal heirs means nominated heir/s, or natural heirs like spouses, sons and daughters and in the absence of them, heirs under any legal succession or any customary succession.
3. Any income derived from the property of this Scheme shall be utilized only for the objects of this Scheme.
4. If the total disbursement in any year in terms of clause IX above is more than the fraternity contribution of the members of the Scheme, the Executive Board shall have the rights to utilize the Corpus Fund to meet such deficiencies.

#### **XVIII. Dissolution:**

Dissolution of the ASI- SSS shall be proposed under the following situations.

1. If it becomes impossible to carry out the objectives of this Scheme.
2. Extraordinary General Body meeting of the members of the Scheme attended by 60% of the members of the scheme, decided by 3/4<sup>th</sup> majority to dissolve the scheme and communicated by Secretary of ASI-SSS to the President ASI.

3. Final dissolution can be made effective only after the same is ratified by the EC & GB of ASI.
4. Once the formalities of dissolution is passed by the GB of ASI, the Executive board after settling the debts & liabilities and recovering the receivables to the extent possible, shall decide on the disbursement of the assets of the scheme to the benefit of its members within the frame work of law or pass the assets to the ASI.

1. Any disputes will be looked by Executive Board of ASI SSS
2. Court's jurisdiction will be Chennai Civil Court

For any such situations not otherwise mentioned in this constitution the provisions of ASI Constitution may be referred hereafter.

Approved by the Executive Committee of the ASI in its meeting held on **April 2<sup>nd</sup>, 2023** at ASI Headquarters Chennai and shall be enforce from the date of approval.

**(Signed By)**

Dr. Sanjay Kumar Jain  
President ASI 2023

Dr. Pratapsinh A Varute  
Hon. Secretary ASI 2023

**Witness:**

Dr. C. Khandelwal  
Chairman – ASI SSS

Dr. Kaushik Shah  
Secretary – ASI SSS

Dr. Probal Neogi  
Vice President ASI 2023

Dr. Bhanwar Lal Yadav  
Hon. Treasurer ASI 2023

Date: 02.04.2023

Place: Chennai

Stamp: