

MEMORANDUM OF ASSOCIATION
OF
HEADACHE SOCIETY OF INDIA (HSI)



1. Name of society: HEADACHE SOCIETY OF INDIA (HSI)
2. Registered Office: - A-292 MEERA BAGH, OUTER RING ROAD, NEW DELHI 110087, India.
The address of HSI may be changed from time to time to such other place or places the members may deem fit and proper at their discretion.
3. Work Area: The area of operation of society shall be whole of India.
4. Aims and objects: The aims and objects for which the society is established are as under:
 - a. The HSI is organized for clinical care, educational, scientific, social, and community aspects of Headache management in India.
 - b. To help members know, support, and foster each other's goals and objectives.
 - c. To bring together physicians, particularly the ones interested in Headache research and clinical management from all over India, to enhance their knowledge clinical skills and mutual understanding of their perception of headache.
 - d. To assist medical students, physicians, neurologists, and trainees from India to help in clinical care, promote research, and conduct educational programs to acquaint the members with academic and clinical advances in Headache disorders.
 - e. To educate the medical practitioners from the country to rationalize the management of headache disorders in India.
 - f. To disseminate information about the headache diagnosis and management across the country by means of information booklets, periodicals, books, and social media.
 - g. To provide a platform for the headache experts in India to collaborate and interact with other regional and global organisations concerned with headache.
 - h. To arrange /support academic fellowship programs for junior doctors who want to be trained in headache medicine at National/ International centres.
 - i. To establish and keep updating the guidelines for headache diagnosis and management in India and get them peer reviewed.
 - j. Make local sections/subsections/branches of the society/state wise.
 - k. To disseminate Knowledge and material among Indian physicians and neurologists about research in India on headache disorders initially by publishing a quarterly headache newsletter and long-term planning to publish the Indian Headache Journal.
 - l. To support epidemiological research in headache medicine in India.
5. The society will invest its money and funds according to the section. 11(5) of the Income Tax Act 1961.
6. The society will not engage in any financial activities, such as housing projects.
7. All the acts/activities/programs shall be non-profit and shall be done on a non-profit-no-loss basis.
8. All the income, earnings, movable/immovable properties of the society shall be solely utilized and applied towards the promotion of its aims and objects only as set forth in memorandum of the society and no profit thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, profit or in any manner whatsoever to the society or make any profits, whatsoever, by this.

President

Secretary

Treasurer





membership. No member of society shall have any personal claim on any movable or immovable properties of the society or make any profit, whatsoever by virtue of his membership.

6. **Governing body:** The names, addresses, occupations and Designations of the present members of the governing body to whom the management of the society is entrusted as required under section 2 of the societies Registration Act 1860, as applicable to all over India are as follows:-

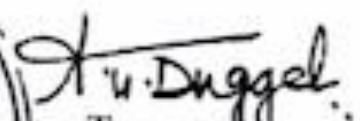
SL. No.	Name	Occupation	Designation
1.	DR DEBASHISH CHOWDHURY S/O Shri A.C. Chowdhury D-668, C R Park, Aali, Ali, South Delhi, Delhi 110019	NEUROLOGIST AND HEADACHE SPECIALIST	President
2.	DR MV FRANCIS s/o SREYAS, C M C 12, CHERTHALA, PO VTC: Cherthala North (part) PO: Cherthala, District: Alappuzha, Kerala, PIN Code: 688524	NEUROOPHTHALMOLOGIST & HEADACHE SPECIALIST	Vice President
3.	DR SUMIT SINGH S/o Radhey Shiam, C-508, ground floor, Sushant Lok, Phase 1, Gurugram, 122009, Haryana	NEUROLOGIST AND HEADACHE SPECIALIST	Secretary
4.	DR SANJAY PRAKASH s/o Yugal Kishore Singh A-304, Shukan-5, Sama Savli Road, Near Canal Vemali, Vadodara Eme, Gujarat, 390008	NEUROLOGIST AND HEADACHE SPECIALIST	Joint Secretary
5.	DR ASHISH KUMAR DUGGAL S/o Ashok Kumar Duggal, JD 11A, DDA Flats Pitam Pura, Delhi 110034	NEUROLOGIST AND HEADACHE SPECIALIST	Treasurer
6.	DR RAJIV ANAND S/o Husan Lal Anand, A-292, Meera Bagh, Paschim Vihar, Sundar Vihar, S.O, West Delhi 110087, Delhi	NEUROLOGIST AND HEADACHE SPECIALIST	Member
7.	DR YASHPAL SINGH S/o Shyam Lal, B14/2, Swamirama Himalyan University Campus, Himalayan Hospital, Jaullygrant Dehradun, Uttarakhand 248140	NEUROLOGIST AND HEADACHE SPECIALIST	Member
8.	DR SANDEEP GOEL S/O Amarjit Goel 77, Shaheed Udham Singh Nagar, Jalandhar- 1 Jalandahr City, Jalandhar, Punjab 144001	NEUROLOGIST AND HEADACHE SPECIALIST	Member




President


Secretary




Treasurer



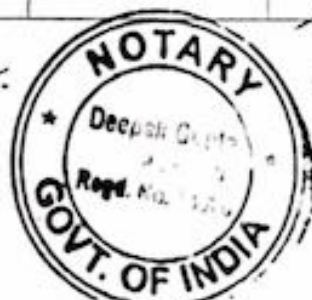
9.	DR RAMESH BHATTACHARYYA s/o Rampada Bhattacharyya 13, Swati 3G, Chanditala Lane, Regent Park, Circus Avenue, Kolkata, West Bengal 700040	NEUROLOGIST AND HEADACHE SPECIALIST	Member
10.	DR VIBHOR PARDASANI s/o P.B. Pardasani Flat No 62, New Nevrang Building, Peddar Road, Mumbai 400026, Maharashtra	NEUROLOGIST AND HEADACHE SPECIALIST	Member
11.	DR NEELAV SARMA S/o Gautam Sarma Ghoramara Chowk, Beltola, Beltola GMC, Kamrup, Assam 781028	NEUROLOGIST AND HEADACHE SPECIALIST	Member

7. Desirous persons: - We, The undersigned are desirous of forming a society namely "HEADACHE SOCIETY OF INDIA "(HSI) UNDER SOCIETIES REGISTRATION ACT, 1860 as applicable in all India bases in the pursuance of memorandum of association of the society.

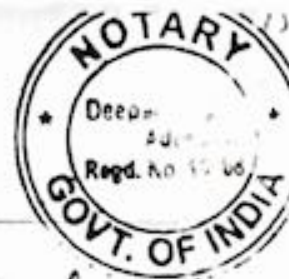
SL. No.	Name	Occupation	Signature
1.	DR MEENA GUPTA W/O Ajay Kumar Gupta, Flat no.501, Tower 12, Orchid petals, Sohna Road, sector 49, South city II, Gurgaon, Haryana-122018	NEUROLOGIST AND HEADACHE SPECIALIST	
2.	DR. RAVINDER MOHAN DHAMIJA S/o F.C. Dhamija, B-9/6466, Vasant Kunj S.o, South West Delhi, Delhi, 110070	NEUROLOGIST AND HEADACHE SPECIALIST	
3.	DR DEBASHISH CHOWDHURY S/O A.C. Chowdhury D-668, C R Park, Aali, Ali, South Delhi, Delhi 110019	NEUROLOGIST AND HEADACHE SPECIALIST	
4.	DR MV FRANCIS s/o SREYAS, C M C 12, CHERTHALA, PO VTC: Cherthala North (part) PO: Cherthala, District: Alappuzha, Kerala, PIN Code: 688524	NEUROOPHTHAL MOLOGIST & HEADACHE SPECIALIST	
5.	DR SUMIT SINGH S/o Radhey Shiam, C-508, ground floor, Sushant Lok, Phase 1, Gurugram, 122009, Haryana	NEUROLOGIST AND HEADACHE SPECIALIST	
6.	DR SANJAY PRAKASH s/o Yugal Kishore Singh A-304, Shukan-5, Sama Savli Road, Near Canal Vemali, Vadodara Eme, Gujarat, 390008	NEUROLOGIST AND HEADACHE SPECIALIST	

President

Secretary



Treasurer



7	DR ASHISH KUMAR DUGGAL S/o Ashok Kumar Duggal, JD 11A, DDA Flats Pitam Pura, Delhi 110034	NEUROLOGIST AND HEADACHE SPECIALIST	<i>A. Duggal</i>
8.	DR RAJIV ANAND S/o Husan Lal Anand, A-292, Meera Bagh, Paschim Vihar, Sundar Vihar, S.O, West Delhi 110087, Delhi	NEUROLOGIST AND HEADACHE SPECIALIST	<i>R Anand</i>
9.	DR YASHPAL SINGH S/o Shyam Lal, B14/2, Swamirama Himalyan University Campus, Himalayan Hospital, Jaullygrant Dehradun, Uttarakhand 248140	NEUROLOGIST AND HEADACHE SPECIALIST	<i>Y Singh</i>
10	DR SANDEEP GOEL S/O Amarjit Goel 77, Shaheed Udham Singh Nagar, Jalandhar- 1 Jalandhar City, Jalandhar, Punjab 144001	NEUROLOGIST AND HEADACHE SPECIALIST	<i>Sandeep Goel</i>
11.	DR RAMESH BHATTACHARYYA s/o Rampada Bhattacharyya 13, Swati 3G, Chanditala Lane, Regent Park, Circus Avenue, Kolkata, West Bengal 700040	NEUROLOGIST AND HEADACHE SPECIALIST	<i>Ramesh of Sonu Sharma</i>
12.	DR VIBHOR PARDASANI s/o P.B. Pardasani Flat No 62, New Nevrang Building, Peddar Road, Mumbai 400026, Maharashtra	NEUROLOGIST AND HEADACHE SPECIALIST	<i>Pardasani</i>
13.	DR NEELAV SARMA S/o Gautam Sarma Ghoramara Chowk, Beltola, Beltola GMC, Kamrup, Assam 781028	NEUROLOGIST AND HEADACHE SPECIALIST	<i>Neelav Sarma</i>
14.	DR RUBY SHARMA (nee CHOPRA) W/O Sonu Sharma, House no431, behind bansal nursing, Adarsh colony, Palwal, Haryana	NEUROLOGIST AND HEADACHE SPECIALIST	<i>Ruby Chopra</i>
15.	DR AMIT SHANKAR SINGH S/O Ram Sanehi Verma, E-3/713, sector j, Aliganj, Lucknow, Uttar Pradesh 226024	NEUROLOGIST AND HEADACHE SPECIALIST	<i>Amit Shankar Singh</i>



[Signature]

President

[Signature]

Secretary

ATTESTED

[Signature]

NOTARY PUBLIC

A. Duggal
Treasurer

16 OCT 2025

**RULES AND REGULATIONS
OF
HEADACHE SOCIETY OF INDIA (HSI)**

RULES AND REGULATIONS:-

- (I) **Name of the society:-** Name of the society shall be "HEADACHE SOCIETY OF INDIA (HSI)" Hereinafter referred to as the "society". The registered office of society shall be situated at A-292 MERA BAGH, OUTER RING ROAD, NEW DELHI 110087, India. The address of HSI may be changed from time to time to such other place or places the members may deem fit and proper at their discretion.
- (II) **Membership defined:** Any person who has been taken in the society as per clause (III) and (IV) below shall be known as member of the society.
- (III) **Admission and qualification for Membership:** The membership of the society is open to any person:
- Who has attained the age of majority
 - Who has not been adjudged as insolvent
 - Who is of sound mind
 - Who has not been detained for any offence involving moral turpitude
 - Who is a Neuro-physician, physician, neuroscientist, basic scientist with demonstrable evidence in interest in headache medicine.
 - And fulfills the terms and conditions of the society

However, the membership shall be subject to the approval of the governing body of the society.

- (IV) **Types of membership and Subscription for the membership**

(i) **Types of membership**

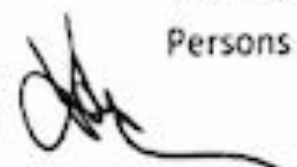
The society shall consist of the following six categories of members :

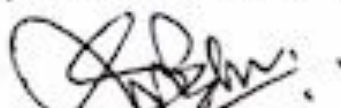
A. Patron

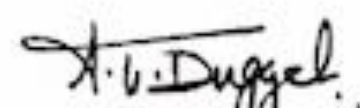
There shall be a maximum of 3 Patron Members – senior Neurologists – Headache specialists. Nominated by the founder members with internal proposals and voting – for a period of maximum 3 years. Patrons may be re-nominated after a gap of 3 years.

B. Founder Members / Desirous Persons

A group of persons initiating the process of formation of the society shall be called as founder members / Desirous Persons. A maximum of 15 of these founder members / Desirous Persons shall remain there for as long as the society or the members stay. Founder members / Desirous Persons shall automatically be life members of the society.


President


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Treasurer



C. Life Members

Any Neurologist (after successfully completing DM/DNB neurology) who are eligible for membership may become a "life member" of the Association by paying the membership fee. The amount is to be decided by the GOVERNING BODY and may be changed from time to time. Their application must be recommended by two existing life members. Life members shall have all the privileges under these Rules and regulations and shall have the right to vote at the General Body Meetings after 1 year of joining the society.

D. Honorary Members

Honorary membership may be conferred by the Executive Committee upon any physician and/or any other person of *outstanding achievements and contributed significantly* and/or who has shown *special interest in this society* or the discipline or its principles and practices. They shall have all the privileges under these Rules and regulations and shall have the right to vote after 1 year of joining the society. Overseas headache specialists (Indian/ foreigner) can be given honorary membership; however, they shall not have the right to vote at the General Body Meetings.

E. Associate Members

Associate membership will be for trainee Neurologists for three years only. They will pay the dues of the society on 3 yearly basis. The amount is to be decided by the EXECUTIVE COMMITTEE and may be changed with time. Their application must be recommended by two life members. They shall have all the privileges under these Rules and regulations except the right to vote at the General Body Meetings. After successfully completing DM/DNB neurology, they can apply for life membership.

**F. Associate Life Members**

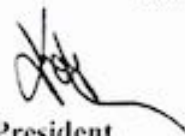
Associate life membership will be for Physicians, Ophthalmologists, and ENT specialist. They will pay the dues of the society once in lifetime. The amount is to be decided by the EXECUTIVE COMMITTEE and may be changed with time. Their application must be recommended by two life members. They shall have all the privileges under these Rules and regulations except the right to vote at the General Body Meetings.

Members shall be included in the society by filling in a form which shall be available online in future but shall be also administered physically to the society.

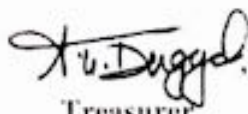
Nomination needed for honorary members, and patron members.

(ii) Fee Structure

- A. The Founder members, honorary members and the patrons shall pay onetime fees of Rs 15000 (Fifteen thousand) only.


President


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- B. Life members shall pay onetime fees of Rs 10000 (ten thousand) only. The fee structure shall be reviewed and modified as needed by the Board from time to time.
- C. Associate members shall pay annual dues. Annual fee for Associate membership will be 3000 (three thousand) only for 3 years. The fee structure shall be reviewed and modified as needed by the Board from time to time.
- D. Associate life members shall pay onetime fees of Rs 5000 (five thousand) only. The fee structure shall be reviewed and modified as needed by the Board from time to time.
- E. Annual dues shall be due and payable on or before March 31st of each year. Non-payment of dues by 1st May would invite the first reminder notice and the second reminder will be on the 1st of August. Dues unpaid by the 1st October shall disqualify the member from the legibility.
- F. Fees may be paid by cash or DD/Crossed cheque in Favor of "Headache Society of India". Later online payment portal may be allowed.

(Note: - if the membership is not approved by the governing body of the society the reason of refusal shall be communicate to the person/applicant Concerned.)

(V) Appeal and re-admission of membership

(a) Re-Admission

In case, any member of the society is expelled by the governing body on the reason of non-payment of the subscription, he can be readmitted, provided the member concerned pays all up to date dues with the permission of the governing body.

(b) Appeals

All the appeal shall be preferred to the general body of the society and the decision of the general body shall be final.



(VI) Right and privileges of membership

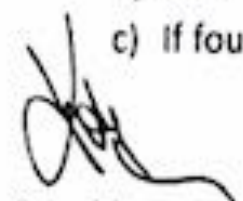
All members of the society-

- (a) Shall be entitled to participate in meetings, cultural/education functions and other lawful gatherings, called/arranged by the society.
- (b) Shall be entitled to an identity card after depositing the required/prescribed fee (fixed by the Governing Body).
- (c) Shall be entitled to inspect the record of the society with the prior approval of governing body.

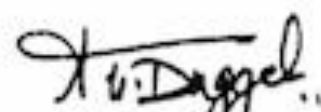
(VII) Termination, Cessation or Forfeiture of Membership:

The governing body of the society shall have the powers to Expel/terminate a member or/and members, from the membership of the above society, on the following grounds:-

- a) On his/her death
- b) On written resignation
- c) If found to be involved in any anti-social activities


President


Secretary


Treasurer

- d) If adjudged by any court of law to be a criminal offender
- e) If member works against the aims and objects of the society
- f) If he fails to pay the subscription of contribution for three month
- g) If he has not attended three consecutive meeting
- h) If he disregards rules and regulations or disobeys the decisions of the Governing Body

NOTE: - The decision of the Governing body regarding the termination from the membership of the society shall be communicated to the member concerned.

(VIII) GENERAL BODY

- (i) General body defined – All members of the society will constitute the General Body of the society.

- (ii) Duties/Functions of the General bodies

Duties of the Members:-

All and every member of the society shall:

- a) Elect the Governing Body of the society
- b) Attend the General Body of the society
- c) Give the necessary information to the society, pertaining to matter which is necessary to be known by the society
- d) Not indulge in activities which are prejudicial to the Aims and Objects and/or the Rules and Regulations of the society

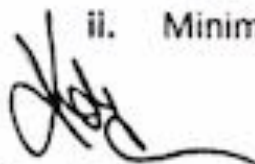


- (iii) Notice of meeting and periodicity of meeting :-

- a) Notice-Minimum 45 days' notice shall be given to the members, before the date of general body meeting and enclosing agenda specifying Date, Time, Place and issues to be discussed.
- b) Meeting-General Body Meeting shall be held once in every year regularly.
- c) Quorum- The quorum of General Body Meeting Shall be $\frac{2}{3}^{\text{rd}}$ (two-third) of the total strength of the General body members of the society.
- d) Voting : All matters at the General body Meeting shall be decided by voting through show of hands or through secret ballot if the same is demanded by simple majority of members present at the meeting.

(IX) GOVERNING BODY

- i. Governing Body defined: All members of the society who are holding any executive post and executive members shall be known as the governing body of the society.
- ii. Minimum seven and maximum strength including office bearers will be twenty.


President


Secretary


Treasurer

iii. Composition of the Governing body

The composition of the governing body shall be as under:

(a)	President/Chairman	One
(b)	Vice president	One
(c)	Treasurer	One
(d)	Secretary	One
(e)	Joint secretary	One
(f)	Executive Members	Six

iv. **Election and Its Mode:-** The First Governing Body shall be as defined in Clause 5 of the Memorandum of association . Thereafter, members of subsequent Governing Body shall be elected by members in General Body Meetings.

v. **Term of the office of the governing Body:-** Tenure of the First Governing Body shall be five years i.e. the President, Vice President , Secretary, Joint secretary , Treasurer and the Executive Members shall hold office for five years.

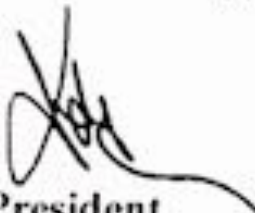
However, tenure of every subsequent Governing Body shall be three years except that , the terms of office of the President, and the Vice President shall be one year only . Starting from year 6, and every subsequent year, the election for Vice President shall be held at the Annual General Body Meeting of Society . In the year, immediately following the year of his/her election, the vice president shall automatically assume the charge of the President of Society during the Annual General Body Meeting .

vi. **Power and duties of the office bearers:-** Governing Body shall be responsible for the management and administration of all affairs of the society and as specified in these rules and regulations.

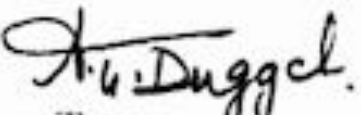
The Governing Body shall have following powers:-

A. President /Chairman

- President/chairman shall preside over all the meeting of the society.
- At the time of voting on any matter/subject (except Election), if the total votes cast happens to be equal in number, the President has the power to cast an extra vote to decide the matter/subject.


President


Secretary


Treasurer

- (iii) President/Chairman shall have the power to allow inclusion of any subject/matter in agenda for the discussion in the course of proceeding/meeting.
- (iv) President/chairman will sign all the paper/letters, on the behalf of the society, to conduct its correspondences.

B. Vice president

- (i) The vice-president of the society shall enjoy all the powers of the President in his/her absence.

C. Secretary

- (i) General Secretary will summon and attend the meeting of the Governing Body and General Body.
- (ii) Secretary will prepare the membership Register as well as the proceeding Register to record the minutes of the proceeding of the Governing Body meetings and General Body Meetings and have them duly signed by the members who attend the meeting.

D. Joint Secretary

- (i) The Joint Secretary of the society shall enjoy all the powers of the Secretary in his/her absence.

C. Treasurer

- (i) All funds of society shall remain under the care and management of treasurer.
- (ii) Treasurer shall maintain the accounts of all money which is received and/or paid by him/her on behalf of the society.

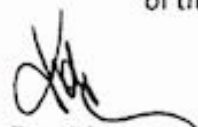
vii. **Quorum:** - Quorum of every Governing Body meeting shall be $\frac{2}{3}$ of the total strength of the Governing Body

viii. **Meeting:** - Governing Body Meeting shall be held once in three months regularly (or as and when the Governing Body of the society may decide from time to time). The meeting shall take place physically, via teleconference or via video conference.

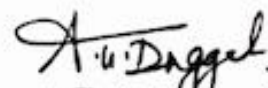
ix. All Governing Body members shall attend at least 50% of the Governing Body meetings. A person who fails attend two consecutive Governing Body meetings or fails to attend 50% of the Governing Body meetings in a year (without a valid and accepted reason) may be removed from the Governing Body if the majority of the Governing Body votes to do so.

x. All matters at a meeting of Governing Body shall be decided by a majority of the members present thereat. Voting shall take place by a show of hands.

xi. **Urgent Meeting:** - the Urgent Governing Body Meeting may be called by the 24 hour notice but quorum for the same urgent Governing Body Meeting shall be $\frac{2}{3}$ of the total strength of the Governing Body of the society.


President


Secretary


Treasurer

- xi. **Filling up of casual vacancies:** - Any casual vacancy amongst the Governing Body, shall be filled up by the resolution passed by the Governing Body, such appointment(s) shall be confirmed by the General Body in its next General Body Meeting.

(X) **Financial Year**

The first financial year of the society shall end on 31st of March, 2023 and the next financial Year of society shall start from 1st April to 31st march of next Year.

Notice: - Minimum 5 days' notice shall be required for every Governing Body meeting of the society but urgent Governing Body Meeting can be called by 24 hours' notice.

- (XI) **SUB- COMMITTEE, if any, formation, Composition, duties and functions:-** For discharging any special function, the existing governing body may form one or more sub-committee(s) consisting of members of Society. The duties and function of members of sub-committee shall be limited to discharging the assigned task.

- (XII) **Sources of income and utilization of funds :-** All the income of the society shall be utilized only for the promotion and upliftment of the Aims and object of the society and sources of income of the society are as under:

- Admission Fee and Subscription from the members of the society.
- Donation, Contribution and/or grants from private, public, governments departments or institution or any other suitable source from India or abroad.
- Contribution from Honorary member and patrons.
- Income from gifts, legacies of movable or immovable properties, and
- Income from other activities of the society including publication.



- (XIII) **Audit of Accounts:** -The accounts of society shall be compulsorily audited by a Chartered Accountant or a firm of Chartered accountants (hereinafter referred to as the auditor) every year, who will be appointed by the Governing Body. Once appointed the auditor chartered Accountant can only be removed either by his resignation or by way of a resolution passed in the meeting of general body with 3/4th majority.

- (XIV) **Operation of the Bank Account:** -Bank Accounts shall be operated by the President/ secretary and treasurer jointly or any of two jointly as decided by governing body.

- (XV) **Annual list of Governing Body to be filed :-** Once in every year a list of the office-Bearers and the executive Members (of the Governing Body) shall be filed in the office of the Register of societies, Delhi as it is required under section 4 of the societies Registration Act, 1860.

- (XVI) **Suits by and against Societies:** -Every society registered under this Act may sue or be sued in the name of the president, chairman, or trustees, as shall be determined by the rules and regulations


President


Secretary


Treasurer

of the society and, in default of such determination, in the name of such person as shall be appointed by the governing Body for the occasion.

Provided that it shall be competent for any person having a claim or demand against the society, to sue the president or chairman, or principal secretary or the trustees thereof, if on application to the governing body some other officer or person be not nominated to be the defendant.

(XVII) **Legal proceedings:** - Society may sue and/or sued in the name of president/secretary as per provisions laid down under section 6 of the societies Regulation Act, 1860.

(XVIII) **Amendment:** - Any amendments in memorandum Rules and Regulation will carried out in accordance with section 12 and 12 A of the Societies Registration Act, 1860.

(XIX) **Dissolution and Adjustment of Affairs:** - If the society needs to be dissolved, it shall be dissolved as per provisions laid down under the section 13 and 14 of the societies Regulation Act, 1860, as applicable to Union Territory of Delhi shall apply to this Society.

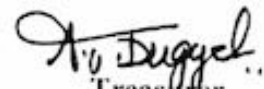
(XX) **Application of the Act:** - All the provision under all the section of the "Societies Registration Act, 1860" as applicable to the Union Territory of Delhi shall be apply to this society.

(XXI) **Essential certificate:** -Certificate that this is the correct version of the rules and regulations of the society.




President


Secretary


Treasurer