THE CHARTER

of Public Health Institution «Lipetsk Regional Children’s Hospital» (new version)

Lipetsk, 2011

1. GENERAL RULES
2. Public Health Institution «Lipetsk Regional Children’s Hospital» (hereinafter - Institution) was established in accordance with the Fundamentals of the Law of the Russian Federation on Protection of Citizens' Health.

The institution is a non-profit organization established to carry out work and provide services in order to ensure the exercise of the powers of State bodies (State bodies) in the field of health care provided for in the legislation of the Russian Federation.

1. The institution belongs to the public health system of the Lipetsk region
2. The name of the institution in Russian:

full - государственное учреждение здравоохранения «Областная детская больница»;

abbreviated - ГУЗ «ОДБ».

1. Type of institution: budgetary
2. The location of the Institution –398055, Lipetsk, Moskovskaya street; the house 6 «a».
3. Name of founder and owner of the Institution’s property: Lipetsk Region.
4. Name of the executive body of the state authority of the region, exercising the functions and powers of the founder: Health Administration of Lipetsk Region (hereinafter - Founder).

Founder’s location: 398050, Lipetsk, Zegel Street, 6.

1. The Land and Property Administration of Lipetsk Region exercises the authority of the owner over the property under the operational management of the Institution.
2. The institution shall carry out its activities in accordance with the object and objectives of its activities, as defined in accordance with the legislation in force in the Russian Federation and the present Charter.
3. The institution is a legal entity under Russian law and has property assigned to it by the right of operational management, independent balance sheet, personal accounts opened in the Federal Treasury Office for Lipetsk region (regional financial administration)with its full name and the name of the founder in Russian.

The establishment may also have a duly registered emblem,

1. The institution, on its own behalf, acquires and exercises property and personal non-property rights, performs duties, is liable, and acts as plaintiff and defendant in court in accordance with the legislation of the Russian Federation; shall be liable for its obligations to all property under its operational control, whether secured by the owner of the property or acquired from income from income-generating activities, with the exception of particularly valuable moveable property, The owner of such property or acquired by the Institution from the funds allocated by the owner to the Institution, as well as from immovable property. The owner of the property of the Institution shall not be liable under the obligations of the Institution.
2. The work of the institution is guided by the Constitution of the Russian Federation, federal laws and presidential acts. The Government of the Russian Federation, the normative legal acts of the Ministry of Health and Social Development of the Russian Federation, the authorities and administrations of the Lipetsk region, the orders of the Office, as well as the present Charter.
3. The institution was established without a time limit.
4. The institution may establish branches and open representative offices.

 Branches and offices carry out activities on behalf of the institution is responsible for the activities of its affiliates and missions.

1. The institution carries out State measures for mobilization training and civil defence in accordance with the legislation in force and the regulations of the Government of the Russian Federation, and ensures that it retains the task of mobilization training, Civil defence and emergency medical services in emergency situations of peace and war.

2. OBJECT AND OBJECTIVES OF THE INSTITUTION

1. The institution carries out its activities in accordance with the object and purpose of the activities defined in accordance with federal laws, other normative legal acts and the present Charter.
2. The object and purpose of the Institution is to provide medical assistance to children aged 0 to 18 years inclusive.
3. In order to achieve the objectives set out in paragraph 2.2 of this Charter, the Institution shall carry out the following main activities:
* provision of medical assistance to the population (pre-hospital medical care. outpatient medical care, specialized medical care, in-patient medical care, high-tech medical care);
* pharmaceutical activities, including those related to trafficking in narcotic drugs and psychotropic substances;
* organization of leisure time, catering for patients;
* the organization and implementation of hospitalization services for accompanying caregivers (0-3 years of age and for indications);
* rehabilitation of patients (including those treated at the Institution);
* provision of medical and social services to the population;
* carrying out preventive and health information work among the population;
* humber of planned and consultative visits to municipalities in the regions for practical assistance and consultation to patients;
* the implementation of transport activities related to the core activities of the Institution;
* the organization of sanatoriums and spa treatment of children in children’s sanatoriums and sanatorium health establishments throughout the year, within the limits of the authority delegated to the institution by the founder.
1. In order to achieve the objectives set forth in this Charter, the Institution may, in addition to the core activities, provide remunerated services and other income-generating activities:
* provision of additional health services, including fee-for-service and voluntary health insurance;
* the provision of paid medical services in accordance with a medical licence;
* realization of the Institution’s assets;
* leasing of Institution’s property;
* the organization and implementation of stay services for accompanying caregivers (aged 3 and over);
* advisory activities
* organizing conferences, seminars, exhibitions and other events on the Instutution’s core activities;
* publication and implementation of methodological, informational and other printed and audio-visual electronic materials on the main activities of the Instutution;
* provision of services and services in the medical diagnostic process:
* provision of water, heat, gas, water to third parties and other public services;
* provision of transport services;
* sales of wastes generated by the Instutution’s activities.
1. The Institution carries out activities subject to licensing only if a licence for such activities has been obtained in accordance with established procedure.
2. The institution carries out, in accordance with State tasks and (or) obligations to the insurer for compulsory social insurance, activities related to the performance of work, the provision of services related to its main types of activity.
3. The State tasks for the Institution in accordance with the basic activities provided for in the present Charter form and approve the Founder. An institution may not refuse to carry out a State mission,
4. An institution may, in excess of a specified State mission and in cases specified by federal laws, perform work within the limits of a specified State assignment, provide services relating to its main activities, as provided for in the present Charter In the area of health care, for citizens and legal entities for payment and under the same conditions for the provision of the same services.
5. An institution may, in excess of a specified State mission and in cases specified by federal laws, perform work within the limits of a specified State assignment, provide services relating to its main activities, as provided for in the present Charter
6. The institution carries out work and provides services to consumers at prices. established in accordance with the legislation in force.

3. ORGANIZATION OF THE ACTIVITIES AND MANAGEMENT OF THE INSTITUTION

1. The institution performs treatment, diagnosis, preventive and other medical activities in accordance with the approved instructions and methods established in accordance with the procedure. Right to exercise of these types of activity confirmed by State licence
2. The Institution is patient-friendly and ensures the quality of work and services.

The institution shall base its relations with State bodies and other legal and natural persons on the basis of the legislation in force in the Russian Federation, the present Statute and the treaties (agreements, contracts) concluded;

3.3. In order to fulfil the purpose of its activities in accordance with the legislation in force, the Institution has the right:

- to own, use and dispose of property established by the right of operational administration, within the limits prescribed by law, in accordance with the purposes of their activities, the purpose of that property and, unless otherwise provided by law, To dispose of such property with the consent of the owner of the property.

- contract legal and natural persons to perform work, provide services for income-generating activities

* to manage independently the income derived from entrepreneurial and other income-generating activities and the property acquired from such income;
* to invest in the medical and pharmaceutical sectors in the development of their own social sectors and in the medical and social services in order to improve the quality of medical care for the population:
* to conduct foreign economic and other activities in accordance with the law in force: Russian Federation;
* in order to achieve the objectives set forth in this Statute, to establish other non-profit organizations and to join associations and unions;
* to rent out particularly valuable movable property assigned to the Institution by the founder or acquired by the Institution with funds allocated to it by the founder for the acquisition of such property, as well as immovable property, only with the consent of the Founder and the Lipetsk Region Property and Land Administration;
* with the consent of the Founder and the Property and Land Administration: Relations of the Lipetsk Region, transfer money to non-profit organizations as their founder or participant (unless otherwise stipulated by conditions of their allocation) and other property, with the exception of particularly valuable moveable property, which has been assigned to it by the owner or the acquisition of such property by the budget institution with the funds allocated to it by the owner, as well as immovable property;
* in the cases and in the manner prescribed by federal laws, the vira shall contribute the said property to the charter capital of economic societies and. Otherwise transfer to them the property as its founder and member;
* to establish, in accordance with established procedure, branches and representative offices in the territory of the Russian Federation;
* assign (from own resources) workers abroad to: study existing experience in the work of medical establishments and enterprises);
* to plan its activities and define its development prospects in consultation with the Founder, and on the basis of the demand of users for services and contracts concluded;
* to define and establish the organizational structure and staffing of the Agency and the regulations on organizational units, including separate units - branches, offices;
* to determine, in accordance with the established procedure, the system of remuneration for work and the amount of funds allocated for the remuneration of the employees of the institution, for their promotion, and for the industrial and social development of the institution;
* to accept and dismiss employees of the institution in accordance with the labour legislation in force;
* to establish additional leave, reduced working hours and other social benefits for their employees in accordance with the legislation of the Russian Federation, in accordance with the established procedure, to determine the amount of funds; The Agency is responsible for improving the quality of its work and directing it to productive and social development.
* to perform the functions of a customer in the design, reconstruction, expansion and technical re-equipment of a capital building facility, assigned to the Budget Institution the right of operational control, as well as the design and construction of new facilities to be placed under the operational control of the Budget Office;
* to place orders for the delivery of goods, works and services required for the performance of the Institution’s activities;
* to organize major and routine repairs to buildings, buildings and installations under the operational control of the Institute;
* to perform other actions corresponding to the statutory objectives and in accordance with the requirements of the legislation in force.

3.4. The budget institution is responsible:

- to ensure that all of their obligations are met within the limits of the Government’s allotment and the funds received from income-generating activities

- for participation in compulsory health programmes of insurance of citizens;

- to organize and provide full medical services under the programme of State guarantees of medical assistance to the population approved by the Government of the Russian Federation;

- to participate in the implementation of compulsory and voluntary health insurance programmes in accordance with the established procedure of dating

-to develop and improve the material and technical base in accordance with the objectives of its activities;

- to provide its employees with safe working conditions and to be liable, in accordance with established procedure, for damage caused to their health and working capacity;

- to ensure the rational use of land and other natural resources. To eliminate pollution of the environment and violations of the regulations on safety and health and hygiene standards and the requirements for the protection of the health of workers and the public of consumers of products (work and services);

- to ensure the safety, effectiveness and targeted use of assetsl

- be responsible for the preservation of documents (management, financial and business);

- to ensure, in accordance with the labour legislation of the Russian Federation, a minimum wage and social protection measures for the employees of the institution;

- keep and use personnel documents as required

- to keep up-to-date accounts of the results of production, economic and other activities, to keep statistical and accounting records and to report on the results of activities in accordance with the procedure and procedures established by the legislation of the Russian Federation;

- to keep a complete military register in accordance with the requirements of current legislation of the Russian Federation.

-to be liable under the law of the Russian Federation for breaches of contractual, settlement and economic regulations;

- to ensure the transfer of documents to public storage, archival collections according to an agreed list of documents.

3.5. The Institution uses even-numbered primary and strict reporting forms approved in due course.

3.6. The institution secures information containing State secrets, personal data and other information protected by law Information in accordance with the legislation in force in the Russian Federation.

З.7. The Budget Institiution is headed by the Head of the Institution (hereinafter referred to as Chief Physician), who is appointed and exempted from in accordance with the legislation in force, the Health Department of Lipetsk Region has a fixed-term employment contract for persons with higher medical education.

An employment contract may be terminated or renegotiated before the expiry of the period in accordance with the terms of the employment contract or the legislation in force.

Head By virtue of their competence:

* supervises the activities of the Institution on the basis of a single head of Institution, in accordance with the legislation of the Russian Federation and the Statute;
* without a power of attorney, represents the interests of the Institution, in all judicial bodies and organizations, in relations with natural persons;
* within the limits established by the labour contract and by the present Charter, he shall dispose of the property of the Institution and conclude contracts and contracts corresponding to the purposes of the Institution’s activities;
* determines and approves the structure, staffing table of the Institution, regulations on structural units, including separate units - branches, representations, on the basis of the Staff Regulations approved by the Office, within the limits of the amount to be paid:
* approves and reports on budget, statistics, performance and assets;
* appoints and dismisses employees (institutions conclude, modify and terminate contracts of employment, approve job descriptions, apply rewards and disciplinary sanctions to employees, issue letters of attorney on behalf of the Institution;
* submits statistical and other necessary reports to the public administration;
* ensures that State tasks are carried out and submits performance reports to the Founder for approval;
* concludes contracts on behalf of the Institution with legal and natural persons;
* in consultation with the Founder: Plans the activities of the Institution;
* in consultation with the Founder, decides on the establishment of branches, organizes and coordinates the work of branches;
* arranges for collection, storage and use of archival documents
* resolves other matters relating to the activities of the Institution within the limits of competence.

3.8. The head of the institution is liable for failure to perform or improper performance of the duties entrusted to him in accordance with the legislation of the Russian Federation.

The Head of the Institution shall be liable for damages caused to the Agency as a result of a major transaction in breach of the law, whether or not the transaction has been declared null and void.

3.9. Deputy (deputy) head and other employees of the Institution are appointed to the post and dismissed by the head in accordance with the procedure established by law. Appointment to the post of Deputy (Deputy) Head is made by agreement with the Founder.

З.10. Supervision and audit of the activities of the Institute shall be carried out by the founder of the Federal Treasury and by the financial, tax, environmental and other bodies within the limits of their competence, for which, in accordance with the legislation in force to audit regional institutions.

4. PROPERTY AND FINANCIAL SECURITY OF THE INSTITUTION

1. The Institution’s assets are organized as follows:
* property transferred to it by the administration of property and land opinions of the Lipetsk region in accordance with the established procedure:
* budget funds in the form of grants received for the implementation of State assignment and other purposes;
* income from compulsory health insurance funds and insurance organizations under compulsory health insurance:
* income from contract medical services: paid health insurance;
* income derived from work, services and other activities authorized by the Institution;
* voluntary contributions and donations from Russian and foreign nationals and legal entities;
* funds for work and services under contracts with citizens, individual entrepreneurs and legal entities;
* uncome from the use of the Institution’s assets;
* other not prohibited by Russian law earnings
1. The property of the Institution is owned by the State in the Lipetsk region, affects the Institution’s independent balance sheet and is assigned to it the right of operational management of the Office property and land relations of Lipetsk Region in accordance with the Civil Code of the Russian Federation.
2. The land parcel necessary for the Institution to carry out its charter tasks is granted to it as permanent (indefinite) use.
3. In exercising its powers of operational administration, the Institution is obliged:
* to use assets effectively;
* to ensure the safety and use of property for specific purposes assigning;
* prevent deterioration in the technical condition of equipment other than that resulting from normal wear and tear during operation;
* to carry out real estate repairs and maintenance;
* to charge a depreciation charge.
1. The Lipetsk Region Property and Land Administration is responsible for the control of the use and security of property, which has been established by the Institution as a matter of operational control.
2. The amount of the subsidy granted for the performance of a State mission during the period of its execution is reduced only if the State’s assignment is modified accordingly.
3. Financial support for the performance of a State mission shall be provided in the light of expenditure on the maintenance of immovable property and particularly valuable movable property assigned to the Institution by the Founder or acquired by the Institution from funds; The Founder grants to him for the purchase of such property, tax expenses, as the object of taxation, according to which the relevant property, including land parcels, is recognized. In the event of a lease, with the consent of the Founder of the Property and Land Relations Office of the Lipetsk Region, of immovable property and especially valuable moveable property assigned to the Institution by the Founder or acquired by the Institution from funds, The Founder does not provide financial support for the maintenance of such property.
4. The Institution’s financial support for the exercise of the public obligations authority of the State of Lipetsk Region is carried out in accordance with the procedure established by the administration of the Lipetsk Region.

4.9. The institution deals with funds received in accordance with the legislation of the Russian Federation through personal accounts opened in the territorial body of the Federal Treasury in accordance with the provisions of the Budget Code of the Russian Federation.

4.10. The Institution without the consent of the founder and the Lipetsk Region Property and Land Administration may not dispose of particularly valuable moveable property that has been assigned to it or acquired by the Institution from funds; granted to him by the founder to acquire such property, also immovable property.

Particularly valuable movable property is defined as property without which the Agency’s statutory activities will be significantly impaired.

Lists of particularly valuable movable property are defined by the Founder.

4.11. The Institution may dispose of the remaining assets under the operational control, if another it is not as provided in the present Charter.

4.12. The institution may, with the consent of the founder and the Property and Land Administration of the Lipetsk Region, transfer money to non-profit organizations as their founder or participant (unless otherwise stipulated by the conditions of their allocation) and other property, with the exception of particularly valuable movable property, which is assigned to.

In the cases and in the manner prescribed by federal laws, the Institution is entitled to deposit the said property in the statutory (warehousing) capital of the economy or otherwise transfer it to them as their founder or participant.

4.13 A major transaction is a transaction or several related transactions involving the disposition of funds, the disposition of other assets (which, under federal law, the Institution is entitled to dispose of independently) as well as with the use or pledge of such property, provided that the value of such transaction or of the property disposed of or transferred exceeds 10 per cent of the book value of the Institution’s assets, as at the last reporting date.

A major transaction that fails to meet these requirements may be declared null and void at the request of the Institution or the Founder if it is proved that the other party to the transaction knew or should have known that the Founder of the Institution did not give its prior consent.

The Head of the Institution shall be liable to the latter for the amount of damages caused to the Agency as a result of a major transaction in violation of the said requirements, whether or not the transaction has been declared null and void.

4.14. An institution may not deposit money with credit organizations or engage in securities transactions, unless otherwise provided by federal laws.

4.15. If the person concerned has an interest in the transaction to which the institution is a party or intends to be a party, and in case of another conflict of interest between the person concerned and the Institution with respect to

an existing or proposed transaction:

- it is obliged to communicate its interest to the Founder;

- the transaction must be approved by the Founder.

4.15. The institution shall be responsible for its obligations to all property under its operational control, both those assigned to it by the Lipetsk Region Office of Property and Land Relations and those acquired from income-generating activities, with the exception of particularly valuable movable property assigned to the Institution or acquired by it from the property allocated by the owner, as well as immovable property. The owner of the property of the Institution shall not be liable for its obligations.

1. The owner of the property may seize surplus, unused or misused property which he has secured for the institution or which he has acquired with the funds allocated to him by the owner for the acquisition of that property. The owner of the property seized from the institution may dispose of it at his discretion.

The institution shall, in accordance with the legislation in force, conduct operational accounting of the results of production, economic and other activities, keep statistical and accounting records, report on the results of activities in a time frame, established under the legislation of the Russian Federation.

Officials incur disciplinary, administrative and criminal liability under Russian law for misreporting.

5. INFORMATION ON THE ACTIVITIES OF THE INSTITUTION

5.1. The institution shall ensure the openness and accessibility of the following documents:

1) Constituent instruments, including amendments thereto;

2) Certificate of State Registration of the Institution;

3) Decision of the founder on the establishment of the Institution;

4) Decision of the founder on the appointment of the head of the institution;

5) Regulations on branches and representations of the Institution;

6) The financial and economic plan of the institution, which is drawn up and approved in accordance with the procedure established by the relevant body exercising the functions and powers of the founder and in accordance with the requirements established by the Ministry of Finance of the Russian Federation:

7) The Institution’s annual accounts;

8) Details of the monitoring activities carried out and their results;

9) State mission to provide services (performance of works);

10) Report on the results of its activities and on the use of the State property assigned to it, to be drawn up and approved in the manner determined by the Founder and in accordance with the general requirements established by the federal executive body, which is responsible for formulating State policy and regulating the budget, tax, insurance, currency and banking sectors.

5.2. The institution shall ensure the openness and accessibility of the documents referred to in paragraph 5.1 of the present Statute, taking into account the requirements of the legislation of the Russian Federation on the protection of State secrets.

5.3 The provision of information by the institution, the posting of information on the official Internet site and the maintenance of the website are carried out in accordance with the procedure established by the federal executive authority responsible for formulating State policy and regulations; Legal regulation of budgetary, tax, insurance, currency and banking activities.

6. TERMINATION OF THE INSTITUTION

1. An institution may be terminated by reorganization (joining another entity) or liquidation.
2. The liquidation and reorganization of the institution shall be carried out in accordance with the procedure established by law.
3. Liquidation or reorganization proceedings shall be conducted by the relevant commission.
4. In liquidation or reorganization, laid-off workers are guaranteed the exercise of their rights in accordance with the labour legislation in force.
5. The assets of the institution being liquidated are transferred to the Property and Land Relations Department of Lipetsk Oblast, after regular payments to employees, creditors and other obligations of the Institution.
6. An institution shall be deemed to have ceased its activities as soon as it is entered in the Single State Register of Legal Entities.

AMENDMENT TO THE CHARTER

Of Public Health Institution «Lipetsk Regional Children’s Hospital»

* 1. In Section 2 «OBJECT AND OBJECTIVES OF THE INSTITUTION":

In paragraph 2.3, paragraph 5, amend to read:

«- the organization and implementation of services for persons accompanying them in the care of patients (from 0 to 4 years of age, and for medical reasons);»;

In paragraph 2.4, paragraph 6, amend to read:

«- organization and implementation of services for the stay of accompanying persons in the care of patients (from 4 years of age);».

* 1. In section 3 «Organization of activities and management of the institution":

in paragraph 3.3, add the following paragraph after paragraph 4: учреждением»: «- To distribute funds received from the Institution’s services (works) on a fee-paying basis and from other income-generating activities, in accordance with methodological recommendations approved by the Office;»

in paragraph 3.7:

Paragraph 7 should read as follows:

«- determines and approves the structure, agreed with the Office, of the staffing table of the Institution within the limits of the funds for payment of labour, the regulations on structural units, including separate units - branches, representations;»;

Add the following paragraph after paragraph 7:

«Before the beginning of the calendar year, submit to the Office each year a staffing table as of January,1 of the following year for the purpose of harmonizing staffing levels, and also during the calendar year in the event of a change thereof, for an increase in relation to the previously agreed staffing;»

Paragraph 3.9 should read as follows:

The deputy (deputy) head and other employees of the Institution shall be appointed and dismissed by the Head in accordance with the procedure established by law. The appointment of a deputy (deputy) head is subject to the approval of the head of the office. The Head of Department decides alone on the extension of the term of office of the employee holding the position of Deputy Head until he reaches the age of seventy.».