

## Constitutional Amendments of IOA-2014

4. **MEMBERSHIP:** Membership of the Association shall comprise of the following categories:

- (a) Honorary Fellows
- (b) Life Members
- (c) Associate members

5. **(a) HONORARY FELLOWS:** Honorary Fellows may be elected from men or women of distinction, including laymen residing in India or abroad, who have made outstanding contribution to the progress of Orthopaedic Surgery. There shall be one Honorary Fellow for every 300 members.

**(b) Life Members:** Orthopaedic Surgeon with proper training in the specialty with D Ortho.,MS (Ortho.), Mch (Ortho.), DNB (Ortho.), FRCS (Ortho.) who contribute a minimum of Rs. 5000/- (Five thousand only) to the funds of the association may be elected to life membership of the association. Membership has to be ratified by the General Body before being elected to the life membership of the association.

Shall read as proper training in the orthopaedic speciality, recognised by the Medical/State Councils of India or an internationally certified Medical council.

Following to be added

Life Members will apply for membership through the State Chapters as it will be mandatory for all to become members of both IOA & State Chapters from 2016.

Membership forms to be collected by State Chapters with two multi city cheques, one towards the state membership fee and the other for *Rs. 5,000/- (Five thousand only)* payable to *Indian Orthopaedic Association, New Delhi*. The state chapters will forward the application form and cheque after due verification to IOA House, New Delhi.

### **(c) Associate Membership:**

I. Associate members may be elected from those (1) who are training in orthopaedic surgery and from (2) physicians and surgeons in this or other countries who are interested in orthopaedic surgery or allied branches of medicine or (3) who are engaged in practice of allied subjects closely related to Orthopaedic Surgery. The application for associate membership of all categories will be made to the Secretary who will place it before the Executive Committee for scrutiny and acceptance.

II. Associate Members of the Association shall have the right of attending scientific meetings and social events and engaging in all scientific discussions but they shall not attend business meetings and take part in elections.

(Membership fees of Associate members: Postgraduates in Orthopaedics to pay Rs. 2000/- during training and Rs. 3000/- after qualification to become life members. Rest of the category of the medical personnel seeking Associate membership have to pay Rs. 3500/- or \$100 for overseas persons).

Membership fees of Associates members: Post Graduate Students in Orthopaedics to pay Rs. 2,000/- during training and the remaining Rs. 3,000/- after qualification to become life member within 5 years of becoming Associate Members. In case failure to do so the Associate Membership shall lapse and fresh application for life member will have to be submitted.

III. Applications for all categories of membership must be made on an official form and supported by two members of the Association and forwarded to the Hon. Secretary, who will place it before the Executive Committee for consideration. Life members may also submit names for consideration for Election to any category of membership to the Hon. Secretary.

Election for all categories of membership shall be by a majority vote at a business meeting. The membership of all applicants shall come into effect from the next day after ratification in the Annual General Body meeting of the Association.

#### **6. SUBSCRIPTIONS:**

(a) Life members may be invited to make periodical or annual contribution to any of the existing funds and trusts and other special activities of the Association.

(b) All persons attending scientific meeting may be required to pay a registration fee should it be considered necessary, if and when it is considered necessary, or for enhancement of contribution for Life Membership.

#### **7. CESSATION OF MEMBERSHIP:**

(a) Any member or associate wishing to withdraw his or her membership from the Association shall give notice in writing to the Secretary not less than three months before the end of the financial year.

(b) Any member or associate whose resignation is requested under Rule 16(d) shall have the right to appeal to the next business meeting of the Executive Committee provided he or she makes a written application to the Secretary within 14 days of receiving the request.

to be re read as member or associate whose resignation is requested under Rule 16(d) shall have the right to appeal to the executive committee. This shall be taken up in the next business meeting of the executive committee.

#### **8. CHAPTERS:**

There may be Regional or State Chapters of the Association in each State or Region as is thought feasible by the Executive Committee. Within the Region or State any District or City may have a local branch which shall be guided by the Regional or the State Chapter. All chapters shall be constituted and shall function in accordance with the Rules of the Association and directives given from time to time by the office of the Association. A Centre State Relationship Committee consisting of a chairman nominated by the executive committee, the President, Hon. Secretary, Immediate Past President and President-elect of the I.O.A. along with elected Presidents and Hon. Secretaries of all affiliated chapters will monitor the functioning of state chapters.

Affiliation: For a state chapter to be affiliated to the Association, the state chapter will apply to the Hon. Secretary through the State Hon. Secretary agreeing to adopt the constitution of the Association with modifications accepted by the executive committee of the Association. They will also send regular report of activities to the Hon. Secretary. The affiliated state chapter shall agree to follow the directive given from time to time by the Executive Committee of the Association.

At least 75% of the members of the chapter should be members of the Association and an undertaking with respect to Clause (b) to be given.

to be re read as At least 75% of the members of the chapter as now and all members enrolled after 2015 in the state should be members of the Association and an undertaking with respect to Clause (b) to be given.

The chapter should also be registered under the Registration of Societies Act of 1860 and should be having their Permanent Account Number of Income Tax.

Affiliation of State Chapters shall be renewed once in every 10 years. Application for renewal of affiliation should be sent to Secretary at least 6 months before expiry of affiliation.

**Cessation of Affiliation:** The Executive Committee shall have the right to cancel the affiliation of a state chapter if it is deemed to be working against the rules of the Association/directives of the Executive Committee. Prior notice of this shall be given to the concerned State Chapter at least 3 months before cessation of affiliation. If no reply is received within 3 months the affiliation will automatically cease and a new application will be required for reaffiliation.

Central Government Organizations with more than 50 serving orthopaedic surgeon will be allowed to organize themselves into a chapter of the Association. To have an executive committee member from such Chapter, it should have at least 75 members. Such chapters shall not have the status of the state chapters.

Chapters may hold scientific meetings during the year at any place in India as arranged by the Regional and/or state chapter. Dates of such meetings are to be informed and confirmed by the Executive Committee.

***The complete details of cessation of affiliation to be re written as follows:***

- Central Government Organizations with more than 50 serving orthopaedic surgeon will be allowed to organize themselves into a chapter of the Association. To have an executive committee member from such Chapter, it should have at least 75 members. Such chapters shall not have the status of the state chapters.
- Chapters may hold scientific meetings during the year at any place in India as arranged by the Regional and/or state chapter. Dates of such meetings are to be informed and confirmed by the Executive Committee.
- Overseas chapters may also be constituted in countries in which there are more than 25 members of IOA in the proposed country.
- A formal application with details of membership and constitution shall be provided to the Hon.Secretary of IOA who will put it up for ratification in Executive Committee meeting and General Body meeting. The overseas chapter will have to make a mention of its being a Chapter of Indian Orthopaedic Association in all its publications.
- They will also submit an annual report to the Hon.Secretary of IOA. The IOA will not be liable for any financial/legal responsibilities in running the affairs of the chapter.
- Cessation of affiliation: The Executive Committee shall have the right to cancel the affiliation of a state chapter if it is deemed to be working against the rules of the Association/directives of the Executive Committee. Prior notice of this shall be given to the concerned State Chapter at least 3 months before cessation of affiliation. If no reply is received within 3 months the affiliation will automatically cease and a new application will be required for re-affiliation.

**11. BUSINESS MEETING:**

(a) A business meeting shall be held at least once during the course of each scientific meeting of the Association (to be called the Annual General Body Meeting), and on such other occasions as may be

decided by the Executive Committee. The quorum for such meeting shall be 100. If the quorum is not complete, the meeting is to be adjourned and may be again convened after 15 minutes without adequate quorum.

(b) Only Life Members of the Association shall be entitled to attend and vote at business meetings.

(c) The President shall call a business meeting within twenty eight days of receiving a request signed by not less than 500 members specifying the nature of the business.

(d) "Ratification of Decisions of Meetings: All decisions taken in any AGM shall come into effect only after being ratified in subsequent AGM".

## **12. PUBLICATIONS:**

Indian Journal of Orthopaedics is the scientific publication of I.O.A. and IOA Newsletter is the official news/information publication of IOA.

(a) The main official publication of the Association shall be the Indian Journal of Orthopaedics. to be replaced by Indian Journal of Orthopaedics is the scientific publication of I.O.A. and IOA Newsletter is the official news/information publication of IOA.

(b) The office bearers of the editorial board shall be :- to be replaced by The office bearers of the editorial board of Indian Journal of Orthopaedic shall be.

v Editor (one)

v Associate Editors (two)

v Assistant editor (three)

v Subject specific members of editorial board (Spine, trauma, arthroplasty, arthroscopy, hand, basic sciences, statistics, pediatric, infection) etc.

v All these posts will have a term of 3 years: Members holding these posts may be re-elected for another term of three years.

to be re written as

Office Bearers of Editorial Board: May be re-elected/nominated/appointed for another term of 3 years.

## **13. EXECUTIVE COMMITTEE:**

The Executive Committee shall consist of the President, two immediate Past Presidents, President-Elect, two Vice-Presidents, Hon. Secretary, two Joint Secretaries (one from Delhi and one from the same city as Hon. Secretary). Treasurer and executive Members elected from affiliated State Chapters according to their I.O.A. membership strength st as on 31 December of the previous year, in the following ratio;

1 to 74 ... nil

75 to 149 ... one

150 to 249 ... two

250 and above ... three

Not more than three Executive Members shall be elected from any State Chapter. Each of these members shall hold office for three years but may contest for re-election for one more term.

Replace by The Executive Committee shall consist of the President, two immediate Past Presidents, President-Elect, two Vice-Presidents, Hon. Secretary, two Joint Secretaries (one from Delhi and one from the same city as Hon. Secretary and Treasurer. All State Presidents and Secretaries shall be members of the IOA Executive Committee. An additional executive member will be elected from each State Chapter,

having more than 250 members as on the 31<sup>st</sup> December of the previous year . The elected members will hold office for a term of 3 years but may contest for re-election for one more term of three years.

Only life members are eligible to contest.

The Editor of the Indian Journal of Orthopaedics and two Secretaries of the Fellowship Committees shall be ex-officio members of the Executive Committee and serve for three years. They may be elected for another term of three years. The Chairman of all sub-committees also will be ex-officio members of Executive Committee.

Ten shall form a quorum at a meeting of the Executive Committee.

No member of the Executive Committee shall serve for more than six years in the same post.

Only elected members shall have the privilege to vote in Executive Committee meetings (with the exception of the Editor of I.J.O who will have right to vote in E.C. meetings).

State Representative shall be elected by members of IOA, resident in that State, or who have opted for being considered to be on electoral rolls from that State(Explanation: Each member shall be put on electoral roles from only one State).

#### **15. Election of the officers and members of the Executive (on any one post).**

(a) The President-elect, two Vice-Presidents shall be elected annually, from amongst Life members of the Association who are eligible to vote in a manner stipulated in Rule 14(a). Their tenure shall be for one year and they cannot seek re-election to same office.

There shall be one Vice President elected who will automatically become President elect next year and President the year after. This will ensure his longer involvement with all decisions and planning of IOA.

Editor of the Indian Journal of Orthopaedics, Associate editors, members of the editorial board shall be appointed by the executive committee on the recommendation of the search committee consisting of the President, IOA, President-Elect of IOA, Hon. Secretary, IOA, Editor IJO and immediate past Editor. For the appointment of Editor, two Past Presidents will also be included in the committee. The nominated posts will be advertised in the IOA newsletter and desirous candidate should apply with their curriculum vitae. The C.V.'s will be short listed by the Hon. Secretary. He would place it before the search committee for recommending the names. The appointment shall be done by the Executive Committee. One Assistant Editor and 3 members of Editorial board shall be filled every year.

The Secretary, Joint Secretaries, Treasurer, Two Fellowship Secretaries, Editor of the Indian Journal of Orthopaedics, Associate Editors, Assistant Editors and members elected from approved state chapters shall hold office for a term of three years and shall be eligible for re-election for another term. Chairpersons for various sub-committee shall also hold office for 3 years and can be re-nominated for another term.

The Treasurer and the joint Secretary shall be nominated by the executive from such members of the IOA who are resident and working in the Union Territory of Delhi to facilitate smooth day-to-day running of the registered office at Delhi. One joint Secretary will be nominated by Hon. Secretary from the city where he is residing.

Add To contest for any post a member must have been a Life Member of the Association for atleast 5 years.

## **16. POWERS, FUNCTIONS AND DUTIES OF THE EXECUTIVE COMMITTEE:**

(a) The management of the Association shall vest in the Executive Committee of the Association.

(b) The Executive Committee shall have the power to fill up casual vacancies amongst the officers (except the President) and other members of the committee subject to confirmation at the next business meeting.

(c) The Executive Committee shall control the affairs of the Association, its funds and assets. The income and the property of the Association, howsoever derived shall be spent solely towards the objects of the Association and no portion thereof shall be paid or transferred directly or indirectly for any other purpose except for

v The purpose of providing scholarships and fellowships to be offered for competition amongst the life members, full members and Associates of the Association.

v As gift to the Orthopaedic Charitable, Education and other trusts of the Association, and

v For the purpose of building a permanent office in New Delhi and such other institutions as thought necessary in fulfilment of objects of the association.

v For scientific and professional activities of the Association.

v For purchase of equipment/furniture etc. for the office/building.

(a) The Executive Committee shall have power to request the resignation of member deemed to be working contrary to the interest of Association or to have ceased to take interest in the objects of the Association or to have been disobedient to the Rules or guilty of unprofessional act of public misdemeanour, provided that the person concerned shall be notified of the proposed action not less than eight weeks before the next business meeting.

(b) The Executive Committee shall have power to remit, reduce or suspend the subscription of any Life Member or Associate at its discretion.

(c) Without prejudice to the power of the general body of the Association the Executive Committee may Exercise powers, function and duties as under:

(i) To appoint committees, commissions and sub-committees and delegate such of the functions and powers to them as it may deem necessary.

(ii) To co-opt Life Member, Associate or any other person to any committee.

(iii) To appoint delegates to represent the Association at conferences in India and abroad.

(iv) To purchase, build or otherwise and hold land, buildings, machineries, plants, furniture, vehicles, books and other equipments that may be found necessary in furtherance of the function and duties of the association for and in the name of the Association.

(v) To receive donations and benefactions for and in the name of the Association.

(vi) To constitute trusts and foundations for specific activities of the Association, e.g. Education trusts.

(vii) To arrange scholarship and fellowships

(viii) To appoint and Auditor and fix his remuneration.

(ix) The Executive Committee may appoint a full time Executive Secretary and an Administrative Officer who will not be members of I.O.A. for better management of day to day office work.

Their remuneration and specific duties shall be fixed by the Executive Committee and approved

by the General Body. They will both work directly under orders from the President, Hon.

Secretary, Jt. Secretary and Treasurer of the Association.

(x) To build up protocols of the Association for its smooth functioning. These may be modified from time to time.

Executive committee can appoint subcommittees which will submit their reports during IOACON Meeting. Each committee will have only one chairman and they can co-opt members. Only the chairman shall be member of the executive committee. In his absence chairman can depute one of the members to act as chairman and attend the meeting. The number of such sub- committees shall not exceed 10.

Further if desired by President to help him in Presidential theme and other work, then additional 5 co-opted members may be nominated *who will hold office for one year only*.

## **17. Powers and duties of the Office Bearers.**

### **(a) President:**

(i) He shall preside over the meetings of the executive committee and all other scientific and business meetings, functions, seminars, symposia etc. convened by or on behalf of the Association. He shall deliver a Presidential address.

(ii) The President shall be ex-officio member of all committees and sub-committees.

(iii) The President may co-opt a Life Member in the Executive Committee from regions/states unrepresented in the Executive Committee. The number of co-opted members shall not exceed three and their tenure of service shall be determined by the President.

(iv) He shall have one seal of the Association.

(v) The President shall submit his resignation to the Executive Committee.

### **(b) President-Elect:**

(i) The President-Elect shall deputize for the President on all occasions when the President is absent or ceases to hold office during his term. He shall succeed as President for the rest of the term.

(ii) He shall be the returning officer for the I.O.A. elections during his term of office and sub-committees.

(iii) He shall be ex-officio member of all committees.

(iv) He shall submit his resignation to the President.

### **(c) Vice-Presidents:**

(i) In the absence of the President or President-Elect, one of the Vice-Presidents shall deputize for all functions of the President. They shall carry out functions as per protocols of the Association.

(ii) He shall submit his resignation to President. In the absence of the President, President-Elect & Vice-Presidents, the Executive Committee shall elect a Chairman for any particular meeting or for the remaining term of office.

### **(d) Hon. Secretary:**

(i) Secretary shall be responsible for the organization and execution of all policies and programs of the Association and shall submit reports at the meeting of the Executive Committee regarding thereto. He shall also present the annual report at the annual meeting of the Executive Committee giving a general review of the work of the Association in the preceding year.

(ii) He shall prepare and keep the minutes of all the business meetings of the Association and meeting of the Executive Committee and see that all notices are duly given in accordance with the provision of rules

andbye-laws. He will circulate the accounts for the year along with minutes of the last Annual General Body Meeting.

(iii) He shall be the custodian of the seal of the Association and other associated items.

(iv) He shall be the custodian of all the documents and the papers of the association.

(v) He shall be responsible for the appointment of all employees of the Association.

(vi) He shall have the power to suspend, punish and otherwise control or regulate the employees of the Association whose monthly salary is less than rupees Two thousand to be ratified by the Executive Committee in its next meeting.

(vii) He will sign and execute all contracts or other instruments in name of Association and shall exercise general supervision over all the affairs of the Association.

(viii) He shall be an ex-officio member of all committees and sub-committees of the Association.

(ix) He shall prepare a current voters list of all Life Members of the Association within the first quarter of each year.

(x) He shall submit his resignation to the President

(xi) He shall be an ex officio member for a period of one year after serving as a secretary for a period of three years in case he has not sought a second term. He will be designated as past Secretary. (This will ensure continuity and guidance to the incoming Secretary).

**(e) Joint Secretary:**

He shall look after the day-to-day working of the local office being a resident and working in the Union Territory of Delhi, and under the direction of the Secretary. The 2 Joint Secretary from same city as the Hon. Secretary shall assist the later in day-to-day affairs of the Association.

**(f) Treasurer:**

(i) He will keep accounts of the Association.

(ii) He shall present the Annual Audited Accounts of the previous year and an unaudited account of the current year at the Annual General Body Meeting.

(iii) He shall present a Budget for the next year at the Annual General Body Meeting.

(iv) During his absence due to illness or visit abroad, the President will delegate in writing his duties to any other member of the Executive Committee.

(v) All cheques and other negotiable instruments shall be signed jointly by the Treasurer and any one of the following: the Secretary or the President or Jt. Secretary (Explanation: All cheques of over Rs. 50,000/- have to be signed by the Treasurer and the President or Hon. Secretary).

(vi) He will hold charge of all assets (movable and immovable property) on behalf of the Association and shall hand over the same to his successor.

(vii) He will submit his resignation to the President. The Secretary and Treasurer may incur petty expenses for smooth running of the Association work not exceeding Twenty thousand Rupees for one single item and get it reimbursed on production of proper receipts and vouchers.

**18. SUB-COMMITTEES:**

(a) In accordance with the Rule 16-F(i), the Executive Committee shall have power to appoint sub-committees for such other purposes as it may decide and appoint members of Sub-committees. Executive committee can appoint subcommittees which will submit their reports during IOACON Meeting. Each committee will have only one chairman and they can co-opt members. Only the chairman shall be member of the executive committee. In his absence chairman can depute one of the members to act as chairman and attend the meeting. The number of such sub- committees shall not exceed 10.

Further if desired by President to help him in Presidential theme and other work, then additional 5 co-opted members may be nominated *who will hold office for one year only.*



(b) The Sub-committee shall have the power to co-opt any member who may assist its work without reference to Executive Committee provided the name of these co-opted members are recorded in the written report of the sub-committee to be presented annually to the Executive Committee.

(c) A written report of the proceedings of each Sub-Committee shall be presented annually to the Executive Committee.

(d) The following permanent Sub-Committees shall also be appointed as under:

v Fellowship Committees shall consist of The President of the Association, President-Elect, Two immediate Past Presidents, and Hon. Secretary, Two Joint Secretaries, Fellowship Committee-Foreign & Indian and Editor of the Indian Journal of Orthopaedics.

The Secretary of the Fellowship committees shall be elected by the Executive Committee for a term of three years which may be extended for another term. At least three shall form a quorum.

v The Central Committee for the Conference shall consist of-

1. President of IOA
2. President-elect of IOA
3. Vice Presidents
4. Hon. Secretary of IOA
5. Hon. Treasurer of IOA
6. Two immediate Past Presidents of IOA
7. Editor of IJO
8. Organizing Secretary
9. President of Host Chapter
10. Treasurer for the Organizing Committee
11. Chairman Scientific Committee of the Conference

The Central Committee shall decide all arrangements for the annual conference including scientific meetings and select free papers, conference lectures, to be presented at the annual conference. The Central Committee shall have its office in IOA House, New Delhi.

#### **19. ALTERATION OF CONSTITUTION AND RULES:**

The rules and regulations shall be altered only by the vote of at least three-fourths of the Members (Life) present at a meeting specially convened for the purpose. The Secretary shall dispatch a notice of such meeting and of every proposed alteration by post to every member eligible to vote not less than 30 days before the date of the Meeting and no rules shall be altered unless such notice has been given.

300 members shall form a quorum for a meeting convened to alter the constitution.

#### **20. INDEMNITY:**

Neither the office bearers nor the members of the General and/or Executive Committee nor members of the Association shall be answerable for any act done in good faith by them for the sake of conformity only, for the monies of the Association other than such as shall come into their own hands or for any collections or receiver of monies appointed by the Central Executive/Council/Branch Executive Committee concerned for any misfortune, loss or damage happening to the Association by reason of any deed executed by them as an office bearer or a member of the Central Executive Committee/Branch Executive Committee or member of the Association or any reason of any error in judgments or more indiscretion on their part in the performance of their duties or otherwise on account except for willful negligence or fraud. Every person being an office bearer or a member of the Central Executive Committee/Branch Executive Committee or a member of the Association, his heirs, Executors and administration shall at all times be indemnified out of the funds of the association/against all costs,

losses, damage and/or expenses whatsoever incurred or sustained by him in the execution of his powers or duties and every person having been and/or being an office bearer or a member of the Central Executive Committee/Branch Executive Committee or a member of the Association, his heirs, executors and administrations shall be indemnified and saved harmless out of the funds of the Association against all action, suits, claims, and demands whatsoever brought/made against him or them either singly or jointly in respect of any engagement of the Association such as may be incurred by his own personal willful neglect or fraud.

## **21. DISSOLUTION:**

No less than three-fifth of the Life Members of the Association may determine that it shall be dissolved, and thereupon it shall be dissolved forthwith, or any time agreed upon, and all necessary steps shall be taken by the Executive Committee for the disposal and settlement of the property of the Association, the claims and liabilities, according to the Rules of the Association.

## **BENEVOLENT FUND**

Benevolent Fund would be for the benefit of members / members family in case of

1. Demise
2. Critical illness like Malignancy, Cardiac illness requiring Open Heart Surgery or any disease which renders the member unable to practice
3. A member or family of disease member, who is holding life membership of IOA for at least two years would be eligible to apply.
4. An application, detailing the problem, along with relevant documentary proof, would be sent to the Hon. Secretary, IOA who would place it before president and other office bearers for a decision.
5. Rs.2,00,000/- will be the maximum permissible help under the scheme.

The Incidental Charges collected in the IOACON will go towards the corpus of the Benevolent Fund of IOA. Benevolent fund may come as article No. 19, immediately after article no. 18 of subcommittees. Other articles following this, will be re numbered.