

# THE AHMEDABAD OBSTETRICS & GYNAECOLOGICAL SOCIETY

ESTD. 1936 Regd. No. F 638 Gujarat 565

2nd Floor, A.M.A. Building, Near Natraj Cinema, Ashram Road, Ahmedabad - 380009. Phone : 079 - 26586426

Dear Members

In the last GBM held on 19-1 -07 during the agenda of constitution committee repeat certain amendments were passed and few amendments have been revised.

We are circulating this for your suggestions and opinion. We request you to send your feedback within 15 days. This revised amendment will be on agenda of next GBM to be held on 10th March 2007.

**Dr. Jignesh Shah**  
President

**Dr. Vijay Shah**  
Secretary

**Dr. Dipesh Dholakia**  
Jt. Secretary

**Dr. M. C. Patel**  
Constitution  
Committee

## Proposed amendments were passed with following corrections.

1. Spelling and grammatical mistakes were corrected.
2. Page no.2

### **(vii) Joint programmes**

#### **Accepted amendment (GBM 04-09-2005)**

The president, secretary with managing committee will decide about joint programme with any outside org., institution or any individual member. It was also passed that 25% of the registration fees for any joint programme with AOGS shall be given to AOGS.

#### **Proposed amendment**

##### **(ix) joint programmes:**

The president .secretary with managing committee will decide about joint programme with any outside org., institution or any individual member. It was also passed that 20% of the registration fees & 25% of the profit for any joint programme with AOGS should be given to AOGS.

In broucher and other publication 1 st name would be of primary organisation(organising programme primarily) and 2nd name would be of secondary organisation (joining in organising programme with primary organisation) In organising committee and stage sharing would be equal.

This column should be shifted and included under Article 11 under heading of Financial Management (rules)

3. Page no.6

#### **Proposed amendment**

##### **(e) couple member**

##### **(f) couple life member**

Both will not be subscribing for FOGSI journal. Only one will subscribe for the same.

##### **(f) Patron:**

He/She shall be invited to join the society as a mark of honour to his or her services to the society.

##### **(h) Couple patron :**

couple shall be invited to join the society as a mark of honour to their services to the society. It was not passed.

4. page no.7

(c) All the members except Associate members, Life Members, and Honorary Members will have to pay the subscription for any organization (like SOGOG, FOGSI) with which the Society gets affiliated-along with the AOGS membership fees.

### **(c) proposed amendment**

All the members except Life Members and Honorary Members will have to pay the subscription for any organization (like S0G06, FOGSI) with which the Society gets affiliated-along with the AOGS membership fees.

#### 5. page no.7&8

##### (iv) Procedure for the Membership enrolment:

All eligible persons will apply for membership in prescribed form to gather with cheque to the Secretary of the Society, which shall be put by the Secretary for approval of the Managing Committee, acceptance of which shall require at least 2/3 of the majority of those present in the Committee Meeting. In case of rejection, the matter shall be put to the General Body & its decision shall be final. Upon realization of the cheque they will be able to exercise all their rights as a member as provided in the constitution.

##### **Proposed amendment**

##### (iv) Procedure for the Membership enrolment:

All eligible persons will apply for membership in prescribed form to gather with prescribed fee by cash, cheque and D.D to the Secretary of the Society, which shall be put by the Secretary for approval of the Managing Committee, acceptance of which shall require at least 2/3 of the majority of those present in the Committee Meeting. In case of rejection, the matter shall be put to the General Body & its decision shall be final. Upon realization of the cheque they will be able to exercise all their rights as a member as provided in the constitution. Out station cheque will not be entertained.

#### 6. page no.8

##### (v) Rights and Duties of the Members:

Each member except Honorary Member shall have voting rights. However associate members shall have voting right only for the local matters of AOGS. Member shall be eligible for membership of any committee or for any office of the Society as provided in this constitution. No member shall act or behave anywhere in such a way, which can harm the image of the profession in public.

##### **Proposed amendment**

##### (v) Rights and Duties of the Members:

Each member except Honorary Member and associate member shall have voting rights. Member shall be eligible for membership of any committee or for any office of the Society as provided in this constitution. No member shall act or behave anywhere in such a way, which can harm the image and interest of the profession in public.

#### 7. page no.8 & 9.

##### (c) By removal of name on ground of undesirable conduct,

If the conduct of the member be deemed by the Managing Committee to be prejudicial and bringing disrepute to the medical profession, the president may ask him/her to submit a written explanation of the same. If the explanation is found unsatisfactory, or he/she does not submit explanation the next Managing Committee may consider the issue on agenda and if deemed fit, may remove his/her name from the register of membership. Such decision shall require 2/3 of the majority of the committee members present in the meeting. Such removal of the member shall have to be ratified by the General Body of the Society, by simple Majority after representation of such member if he/she so desires.

##### **Proposed amendment**

##### (c) By removal of name on ground of undesirable conduct.

If the conduct of the member be deemed by the Managing Committee to be prejudicial and bringing disrepute to the medical profession, the president may ask him/her to submit a written explanation of the same. If the explanation is found unsatisfactory, or he/she does not submit explanation the next Managing Committee may consider the issue on agenda and if deemed fit, may remove his/her name from the register of membership. Such decision shall require 2/3 of the majority of the committee members present in the quorum meeting. Such removal of the member shall have to be ratified by the General Body of the Society, by simple Majority after representation of such member if he/she so desires.

(d) The member, whose name is removed from the register by the State Medical Committee Shall automatically cease to be the member of the Society with immediate effect on receipt of information in writing from the registrar of the state Medical Committee. The member shall be informed about the same.

### **Proposed amendment**

(d)The member, whose name is removed from the register by the State Medical Council Shall automatically cease to be the member of the Society with immediate effect on receipt of information in writing from the registrar of the state Medical Council. The member shall be informed about the same.

(e)The member who is alleged to be responsible for any criminal offence or for moral turpitude or convicted by the Government under any law of the land shall cease to be the member of the Society. Upon acquittal he/she may be restored his/her membership.

### **proposed amendment**

(e) On recommendation by managing committee and approved by GBM, the member who is alleged to be responsible for any criminal offence or for moral turpitude or convicted by the Government under any law of the land shall cease to be the member of the Society. Upon acquittal he/she may be restored his/her membership.

### (vii) Re-admission

(a)A member, whose name has been removed from the register of the Society under part II/2/vi, may be readmitted on expiry of the period specified by the managing committee or State Medical Committee, &/or IMC on receiving a fresh application from the person or the court order of acquittal as the case may be.

(b)Re-admission charges shall be decided from time to time by the Managing committee & shall be ratified by the General Body.

### **Proposed amendment**

(vii) Re-admission:

(a)A member, whose name has been removed from the register of the Society under part II/2/vi, may be readmitted on expiry of the period specified by the managing council or State Medical Committee, &/or IMC on receiving a fresh application from the person or the court order of acquittal as the case may be.

(b) Re-admission charges shall be decided from time to time by the Managing committee & shall be ratified by the General Body.

8. page no.10

(iv) Method of Election:

### **Proposed amendment**

#### **1.Election committee**

a. Election committee shall be appointed by GBM which will be fully incharge of election procedure from inviting nominations to declaration of result.

b. Election committee will be headed by election officer.

c. Election officer shall be appointed in GBM

d. Election officer shall appoint two or more assistants as per need.

e. Election officer and assistants shall not be eligible for contesting for any post for respective year.

f. For counting of votes election officer may take help of other members as per need with consent of contesting member.

g. Election committee will declare election by giving notification.

h. Whole programme of election i.e notification, inviting nominations, scrutiny of nominations. withdrawal of nomination. date of election, date of counting of votes. declaration of result shall be decided and declared by election committee.

i. President and hon. Secretary shall be invitee members in election committee by virtue of the post provided any of them shall not be contesting for any post in the same election. Election rules as per constitution shall be given with notification. It was not passed

9. page no.10

(b) Each office bearer and member to the managing Committee shall be separately proposed, seconded and voted for in case election.

### **Proposed amendment**

(b) Each candidate contesting for office bearer or member to the managing Committee shall be separately proposed, seconded and voted for in case election.

### **10. proposed amendment.**

President may invite two members as special invitee in managing committee.

Person from the society holding important post at FOGSI managing committee shall be invited as special invitee in managing committee till they are holding the post. **It was not passed**

### **10. page no.13 &14**

#### **(i) Requisition Meeting :**

In case of extraordinary circumstances the committee meeting can be requisitioned by written application to the President or Secretary by 1/3rd of the members of the Committee. In such a meeting, the transaction of business shall ordinarily be restricted to the purpose for which it is requisitioned.

### **Proposed amendment**

#### **(i) Requisition Meeting :**

In case of extraordinary circumstances the committee meeting can be requisitioned by written application to the President or Secretary by 1/3rd of the members of the Committee. In such a meeting, the transaction of business shall be restricted to the purpose for which it is requisitioned.

All the members signing letter for requisition meeting shall remain present in requisition meeting. failing which meeting shall stand cancelled.

Telephonic, verbal or written apology with valid reason for inability to remain present shall be granted by President. If president or secretary does not call requisition meeting inspite of fulfilling criteria persons requesting for requisition meeting may call meeting and in the same meeting from the floor one person if he/she gives consent may be proposed by one eligible member and seconded by another eligible member to chair the meeting shall be chair person of the meeting to transact the business for which meeting is called.

### **11. page no. 14 & 15**

(f) amount of Rs. 2500 was proposed to be raised to Rs. 25000

### **12. page no. 21**

(c) Reserve fund shall not be utilized ordinarily. In extra ordinary circumstances, 2/3rd of the majority of the General Body Meeting, called for the purpose, having presence of 2/3rd of the members on roll can grant sanction to utilize the Reserve Fund/Corpus Fund or part thereof. In case when 2/3rd of the members on roll are not present in the meeting, the members present may take the decision and such decision is circulated by the Secretary to all th members.

If no written objection is raised within a period of 15 days, the funds may be utilized as per sanction. In case of objection the next General Body Meeting shall discuss with the objecting member about its purpose and decide as deemed fit by simple majority.

### **Proposed amendment**

(c) Reserve fund shall not be utilized ordinarily. In extra ordinary circumstances, 2/3rd of the majority of the General Body Meeting, called for the purpose, having presence of 2/3rd of the members on roll can grant sanction to utilize the Reserve Fund/Corpus Fund or part thereof. In case when 2/3rd of the members on roll are not present in the meeting, the members present may take the decision and such decision is circulated by the Secretary to all the members.

If no written objection is raised within a period of 15 days, the funds may be utilized as per sanction. In case of objection the next General Body Meeting shall discuss with the objecting member about its purpose and decide as deemed fit by 2/3 majority.

### **13. Article 15 : Jurisdiction**

The Jurisdiction of Ahmedabad Obstetrics and Gynecological Society shall be Ahmedabad.

# **CONSTITUTION OF THE AHMEDABAD OBSTETRICS & GYNAECOLOGICAL SOCIETY**

To fellow members,

Hope this letter will find you at the best of your health and happiness.

As to make functioning of AOGS smooth, better effective and meticulous as per the demand of time, our constitution needed review and few needy amendments.

Constitution committee had proposed the same for your kind consideration, comments and suggestions which were sent with the agenda of the GBM to be held on 19.01.2007. We have tried to write it in "Article" manner

After detail discussion at GBM held on 19.01.2007 proposed amendments which were on agenda, were passed with few corrections.

This corrected memorandum was sent to you for your kind consideration, comments and suggestions on 3.02.2007.

In successive GBM held on 10.03.2007. These amendments were passed. Thanking you for your kind suggestions and supports. Yours truly,

**Dr. Jignesh Shah**

**Dr. Vijay Shah**

**Dr. M. C. Patel**  
Constitute Committee

## **PREAMBLE**

The Ahmedabad Obstetrics and Gynaecological Society was established in 1936 when Ahmedabad was very small town having less than 10 Gynaecologist practicing.

There after in 1965 the Constitution was revised with a view to set right-certain issues related to functioning of The Ahmedabad Obstetrics and Gynaecological Society.

In 1976 the entire constitution was reframed.

There after from time to time certain amendments were done for better and smooth functioning of the society.

It is appropriate to review the constitution and rewrite the same to include amendments adopted so far, as well as to make certain provisions which may prevent constitutional crisis and to run the organization smoothly.

**CONSTITUTION OF**  
**THE AHMEDABAD OBSTETRICS & GYNAECOLOGICAL SOCIETY**  
**(Easted in 1936)**

PART-1

Article 1: Name  
The Society shall be called " The Ahmedabad Obstetrics & Gynaecological Society."

Article 2: Office  
The Office of the Society shall be located in Ahmedabad at  
2nd floor at Ahmedabad Medical Association House,  
Behind Handloom House, Ashram Road, Ahmedabad-380006  
The General Body of Ahmedabad Obstetrics and Gynaecological society shall decide about change in  
location of office in case of need arises.

Article 3: Aims and Objects:

- (I) To promote Co-operation and brotherliness amongst the members and to provide such amenities as are feasible, with a view to help the members of the profession and general public.
- (ii) To protect the interests of the profession and to maintain and uphold the honour and dignity there of.
- (iii) To maintain adequate standards of education and practice of Obstetrics and Gynaecology and to encourage research in the field.
- (iv) To take interest and to create public opinion in the matters relating to Maternal ' & Child-welfare and Family planning.
- (v) To associate with or participate in, activities consistent with the dignity of the profession, for furtherance of public - health, medical and allied sciences.
- (vi) To cater to the intellectual, academic, social, cultural and professional needs of the members.

Article 4: Ways and Means  
To attain these aims and objects, the Society, may-

- (i) Co-operate, affiliate or be affiliated to or amalgamate with or enter in to a Federation with other associations or Societies having similar aims and objects, on terms mutually agreed upon.
- (ii) Arrange periodically-meetings, conferences, symposia discussions, Lectures, demonstrations etc. pertaining to medical and allied sciences.
- (iii) Maintain a reading room library.
- (iv) Collect, raise or borrow funds and utilize them in suitable manner.
- (v) Make sound investments of its funds or part thereof in such a manner as may, from time tot: ., be determined by the Managing Committee & to be ratified by the General Body Meeting.
- (vi) Procure, erect, maintain, improve or alter and keep in repair, any buildings and such other properties for the purpose of the society.
- (vii) Take all such other steps and decisions which are cognate with and are conducive to the above aims and objects.

THE SOCIETY SHALL HAVE NO CONNECTION WITH ANY POLITICAL OR COMMUNAL BODY.

## PART-II

# RULES AND REGULATIONS

Article 5: Financial year:

The financial year shall be from 1st of April to 31st of March.

It shall be decided from time to time by GBM as per Income tax rule

Article 6: Membership

(I) Eligibility

On payment of prevailing fee Gynae post Graduate degree or diploma holder can be member of AOGS or any other degree holder of Ob.Gyn. recognized by MCI can also be member of AOGS (i.e FRCOG. MRCOG etc). Others can become associate member but with out voting rights.

Any new member of AOGS should be holding a post graduate degree or diploma in OB GYN. or should be registered with a recognized university as a bonafide student of a post graduate course in OBGYN.

**(ii) Types of membership:**

(a) Ordinary Membership

Any eligible member of the profession desirous of joining the Society may be enrolled as ordinary member of the Society.

**(b) Associate Membership:**

Those practioner who are eligible to be registered under MCI act 1956 or Gujarat MC act 1967 and who are not having post graduate degree or diploma in Ob and Gyn and still having Ob and Gyn nursing home or are interested in Ob and Gyn can become associate member with out voting right.

**(c) Life Member:**

Any eligible member of the profession desirous of joining the Society as a Life Member, may be enrolled as a life Member of the Society.

**(d) Honorary Member:**

Any eminent person, who has rendered Valuable distinguished services to science or public at large, may be enrolled as Honorary Member of the Society. Such member will not have to apply or to pay any fees to the Society. Such members will serve the Society in advisory capacity only without voting right or eligibility to contest for the Election.

**(iii) Subscription-Membership Fees:**

(a) The membership fees shall be decided from time to time once in a year by the General Body of the Society taking the same on agenda.

The current fee and proposed fee will be communicated to the members with logical reason. The revised fee structure shall come into effect from the date specified in GBM. if date of effect is not specified in the same GBM then revision of the fee will be in effect from the date of GBM in which revision was approved.

The change in fee structure if proposed will be communicated in next earlier circular

(b) Every member except Honorary Member will have to pay entrance fee as decided from time to time by the General Body of the Society taking the proposed revision on agenda.

The current entrance fee and proposed entrance fee will be communicated to the members with logical reason.

The revised entrance fee structure shall come into effect from the date specified in GBM. If date of effect is not specified in the same GBM then revision of the entrance fee will be in effect after approving the minutes of the meeting in which revision was approved. The change in entrance fee structure if proposed will be communicated in next earlier circular.

This entire amount will be taken invariably to the reserve funds.

Any Member who does not pay his annual fees within one month of the commencement of the next year shall cease to be a member automatically.

The last date of payment may be extended by the Managing Committee for a period not exceeding one month.

All members whose membership is cancelled due to non-payment of fees in time, shall have to remit readmission fees which will be decided by the General Body from time to time to gather with arrears if any taking on agenda. The amount of the readmission fee shall invariably be taken to reserve fund.

(c) All the members except Life Members and Honorary Members will have to pay the subscription for any organization (like SOGOG, FOGSI) with which the Society gets affiliated-along with the AOGS membership fees.

(d) Revision of charges for any subscription shall be proposed by the Managing committee Whenever it becomes necessary and shall become effective only after approval of the same by the General Body

(e) Change in the subscription to the SOGOG or Federation and Journal etc. shall be binding & will be conveyed to the members by circular only.

(iv) Procedure for the Membership enrolment:

All eligible persons will apply for membership in prescribed form to gather with prescribed fee by cash, cheque and D.D to the Secretary of the Society, which shall be put by the Secretary for approval of the Managing Committee, acceptance of which shall require at least 2/3 of the majority of those present in the Committee Meeting. In case of rejection, the matter shall be put to the General Body & its decision shall be final. Upon realization of the cheque they will be able to exercise all their rights as a member as provided in the constitution. Out station cheque will not be entertained.

(v) Rights and Duties of the Members:

Each member except Honorary Member and associate member shall have voting rights. Member shall be eligible for membership of any committee or for any office of the Society as provided in this constitution.

No member shall act or behave anywhere in such a way, which can harm the image and interest of the profession in public.

(vi) Termination of Membership:

Membership of any category may be terminated.

(a) By resignation:

A member may at any time resign his/her membership by giving one month's notice in writing to the Secretary. The resigning member shall be pay up all the dues, if any.

(b) By removal of names on account of non-payment of dues.

(c) By removal of name on ground of undesirable conduct,

If the conduct of the member be deemed by the Managing Committee to be prejudicial and bringing disrepute to the medical profession, the president may ask him/her to submit a written explanation of the same. If the explanation is found unsatisfactory, or he/she does not submit explanation the next Managing Committee may consider the issue on agenda and if deemed fit, may remove his/her name from the register of membership. Such decision shall require 2/3 of the majority of the commute members present in the quorum meeting. Such removal of the member shall have to be ratified by th. General Body of the Society, by simple Majority after representation of such member if he/she so desires.

(d) The member, whose name is removed from the register by the State Medical Council Shall automatically cease to be the member of the Society with immediate effect on receipt of information in writing from the registrar of the state Medical Council. The member shall be informed about the same.

(e) On recommendation by managing committee and approved by GBM, the member who is alleged to be responsible for .any criminal offence or for moral turpitude or convicted by the Government under any law of the land shall cease to be the /member of the Society. Upon acquittal he/she may be restored his/her membership.,

(vii) Re-admission:

(a) A member, whose name has been removed from the register of the Society under part II/2/vi, may be readmitted on expiry of the period specified by the managing council or State Medical Committee, &/ or IMC on receiving a fresh application from the person or the court order of acquittal as the case may be.



(b) Re-admission charges shall be decided from time to time by the Managing committee & shall be ratified by the General Body. 3. Management of the Society.

#### **Article 7:**

##### **Management of the Society:**

- (i) The working of the Society shall be vested in the Managing Committee.'
- (ii) The office Bearers and members of the Managing Committee shall be suitably elected by free and fair election by the members of the society(AOGS) having voting rights
- (iii) The term of the Managing Committee shall be ordinarily of one year duration except in case of national calamity, political crisis.major disaster not under control of human being.(vis major)
- (iv) Method of Election:
  - (a) Nomination forms shall be made available to the members from the office during office hours.
  - (b) Each candidate contesting for office bearer or member to the managing Committee shall be separately proposed, seconded and voted for in case election.
  - (c) Nomination forms should be submitted back as per election notice
  - (d) Nomination can be withdrawn till date fixed for withdrawal in notification.
  - (e) In case of contest, election shall be held by ballot.
  - (f) In case of contest, the president shall appoint an election officer. He will proceed with the election by ballot by scrutiny and counting the ballot papers and will submit the result to the president who will then declare the result in General Body Meeting.
  - (g) In case of equal votes, the election officer shall decide the way with consent of contesting candidates.
  - (h) In case when no nomination has been received for any office, from the member present at the Annual General Body Meeting nomination shall be invited. If duly proposed and duly seconded then that name may be accepted as a candidate, if consent is given by the candidate.
  - (i) If there is only one candidate for a post, he/she will be declared elected by the president. In case there are more than one nomination for a post the election will be conducted as described in (f)
- (j) Elections Rules:**
  - (i) A member can contest for the managing committee only after one year membership in the society, & should have attended at least one General Body Meeting. \_
  - (ii) A member can contest for the post of office bearers only after remaining as Managing Committee member for one tenure.
  - ( i i i ) Post of president elect was passed in this GBM dt . 19-03-1995.  
President elect will work as a president next year  
Rules applicable for election of president is to be followed for president elect.  
"A candidate of president and vice president of AOGS should have completed the term of past Hon. Secretary of AOGS".
  - (iv) No member shall remain on the same post for more than 3 consecutive terms. ..
  - (v) Membership subscription & past dues if any of the proposers, the seconders and the candidates for the year along with past dues if any must have been received by the office prior to/along with the nomination form.
- (vi) Treasurer:
  - 1.Tenure of the post of treasure shall be of one year instead of two years.
  - 2.Any member of AOGS who has been a member of the managing committee for two years shall be eligible for contesting the post of treasurer  
Any member who has worked as office bearer except president can contest for the post of Treasurer.
- (vii) 1. One candidate can contest for one post only.
  - 2. Actual list of members contesting election ,must reach each member before the date of election.

4. The Managing Committee:

**Article : 8 The Managing Committee:**

- (a) Shall consist of president, president elect, Vice- President, hon.Secretary, jt.secretary, Treasurer, Two Ex-officio members (Imm.Past President and Imm.Past Hon. Secretary) and members of the Managing Committee.
- (b) Immediate Past President and Immediate past Hon. Secretary shall be the Ex-officio member of the committee
- (c) Ordinary members of the managing committee shall be 10(ten). They may be elected at the rate of one per 50 members or part thereof after the membership crosses 800.
- (d) Any vacancy occurring in the Managing Committee during the year will be filled up by the committee it self by co-opting the member if found necessary.
- (e) Any office bearer or managing committee member, not attending three consecutive meetings without valid ground and/or prior information shall automatically cease to be the member of the managing committee. In case of telephonic or verbal message it should be followed by a letter of apology for failing to attend. The vacancy so created will be filled as per 4-d.
- (f) The President, if found desirable may co-opt up to two members.
- (g) The President may appoint sub-committee for special purpose.
- (h) Number of the meeting:

The committee shall meet at least four times in a year.

(i) Requisition Meeting:

In case of extraordinary circumstances the committee meeting can be requisitioned by written application to the President or Secretary by 1/3rd of the members of the Committee. In such a meeting, the transaction of business shall be restricted to the purpose for which it is requisitioned.

All the members signing letter for requisition meeting shall remain present in requisition meeting. failing which meeting shall stand cancelled.

Telephonic. verbal or written apology with valid reason for inability to remain present shall be granted by President.

If president or secretary does not call requisition meeting inspite of fulfilling criteria persons requesting for requisition meeting may call meeting and in the same meeting from the floor one person if he/she gives consent may be proposed by one eligible member and seconded by another eligible member to chair the meeting shall be chair person of the meeting to transact the business for which meeting is called .

(j) Quorum:

- (i) At any meeting of the committee, 1/3rd of the members shall form a quorum.
- (ii) In absence of quorum, the meeting shall be declared adjourned and shall meet as a non-quorum meeting the business transacted shall only be that on Agenda, already sent to the members along with the notice.

(k) Notice: Ordinarily 7 days' notice will be required to call Managing Committee Meeting. Extra-ordinary Meeting can be called for specific business at 24 hours' notice & even by telephonic invitation, Agenda must always accompany the notice in any case, except in case of extra-ordinary meeting in which agenda shall be circulated before initiation of extra -ordinary meeting.

**Article 9 : Duties and powers of the office Bearers:**

A. President:

- (a) Shall be the custodian of the constitution, the funds & the property of the Society.
- (b) Shall interpret the Constitution.
- (c) Shall be the Chairman of all the General Body and Managing Committee Meeting.
- (d) Shall guide, supervise and control the work of all the office bearers and look after harmony of the activities of the Society.
- (e) May utilize his/her casting vote in case of equality of votes any matters.
- (f) Shall sanction the bills for payments in consultation with the Secretary and Treasurer & approve upto Rs.25000/- for unbudgeted items or over-expenditure of amount in very special circumstances

to be ratified by the Managing Committee & General Body at the earliest.

- (g) Shall appoint the committees or sub-committee for specific purpose. This will be in consultation with managing committee.
- (h) Shall co-opt members to managing committee in case of need.
- (i) In case of any dispute the President's decision shall be final.
- (j) Shall be the official representative of the society at all the levels and shall have privilege to delegate any member of Society the powers of representing the Society.
- (k) President may invite two members as special invitee in managing committee.

**B. Vice-president:**

- (a) Shall assist the President in carrying out his duties.
- (b) Shall exercise all the powers of the President in his absence.

**C. Honorary Secretary:**

- (a) Shall record diligently the minutes of the proceedings of all meetings.
- (b) Shall be in charge of the office.
- (c) Shall handle all the correspondence- under the guidance of the President.
- (d) Shall submit all expenditure bills to the President for their approval.
- (e) Shall be responsible for all the records, correspondence and minutes of all the meetings. In case of his absence same responsibilities shall be carried out by the Joint Secretary. He shall arrange this by prior information to the other office bearers and gives charge to the Joint Secretary.
- (f) Shall be ex-officio member of all the committees appointed by the President. All the records must be kept upto-date by the Secretary with the help of convenor.
- (g) Shall maintain an upto-date register of all the members category- wise with the help of Treasurer or office secretary.
- (h) Shall look after all the movable and immovable properties of the Society.
- (i) Shall co-ordinate all the activities of the Society, prepare statements, reports etc.
- (j) shall take charge of the office from out going hon. secretary which includes all the past documents, minutes, property of the society etc. in presence of president and treasurer and shall hand over charge to the incoming hon. secretary in the same manner.
- (k) no original letter or office copy of any correspondence should go outside the office. Only photo copy may be given in case of need, if found suitable. It should be drawn to the notice of president.

**D. Joint Secretary:**

- (a) Shall perform all the duties and shall share all the responsibilities with the Hon. Secretary.
- (b) Shall ordinarily be responsible for membership-drive & maintenance of register.
- (c) Shall be the co-ordinator for scientific activities.

**E. Treasurer:**

- (a) Shall receive all the money from various sources and deposit the same in the Bank Account as decided by the Managing Committee.
- (b) Shall be one of the persons to operate the Bank Accounts.
- (c) Shall prepare & present the budget for the year to the 1st managing Committee & after its recommendation shall get it approved by the first General Body Meeting of the year.
- (d) Shall make all the payments as approved by the Secretary or President.
- (e) Shall inform the office bearers & Managing Committee, when expenditure is likely to cross the budgeted limits.
- (f) Shall keep upto-date account and keep the office bearers and Managing committee aware of the financial situation.
- (g) Shall prepare the annual statement of Account and get it approved by the Managing Committee prior to the submission & or audit.
- (h) The audited accounts of the previous year shall be put for approval in the first General Body Meeting of the Society after its adoption in Managing Committee.

F. President elect

- (a) Shall co ordinate the President in carrying out his duties. Committee For Special Issues:
- (a) Whenever the need arises the president shall inform the General Body of such need and shall appoint the Committee on such issues.
- (b) The members of such committees shall be selected from the General Body Meeting.
- (c) The General Secretary or the Joint Secretary will be the Convenor of such committees ordinarily.
- (d) The convenor will be responsible for keeping all the records and hand- over the same to the secretary from time to time.
- (e) Such committee shall not incur any expenditure for purposes other than those for which it is appointed.
- (f) The amount spent not cross the limit sanctioned by the Managing Council or General Body as the Case May be.

**Article : 10      General Body Meeting Rules:**

**Proposed amendment**

- i) Various meeting of the General Body can be called at notice as mentioned against each below: Annual General Body Meeting 10 days  
Ordinary General Body Meeting 7 days Extra-  
Ordinary General Body Meeting 3 days Requisitioned  
General Body Meeting 3 days General Body Meeting  
For Scientific Purpose 3 days
- ii) Quorum:
  - (a) 1/3rd of the enrolled members shall form quorum for any General Body Meeting.
  - (b) If the quorum is not reached the meeting will be declared adjourned.
  - (c) Such adjourned meeting may meet as non-quorum meeting (except the requisitioned meeting) after 15 minutes of adjournment, and shall ordinarily transact the business which is on agenda.
- iii) The matter for which the decision has been given by General Body once, shall not be brought on the agenda of the General Body for next six months.
- iv) Annual General Body Meeting:
  - a) Annual General Body Meeting shall be called in the last month of the official year.
  - b) Notice ,of 10 days shall be the minimum notice period.
  - c) Agenda will always include,
    - (1) Election .
    - (2) Appointment of auditors.
    - (3) Statement of accounts.
    - (4) Finance resolutions.
    - (5) Annual report by secretary.
- v) Ordinary General Body Meeting:
  - (a) Ordinary General Body Meeting may be called by the Secretary with 7 day's notice period.
  - (b) Agenda will be sent along with the notice.
  - (c) Any business other than agenda may be transacted only with the permission of the Chairman.
- vi) Extra-Ordinary General .Body Meeting:
  - (a) Extra -ordinary General Body Meeting shall be called for important purpose by the Secretary and shall require 3 days' notice.
  - (b) Agenda will be sent along with the notice.
  - (c) No business other than agenda can be transacted in such.

Vii) Requisitioned General Body Meeting:

- (a) Requisitioned General Body Meeting for a specific purpose shall be called by the Secretary or the President on receiving in writing for specific purpose along with signatures of 1/3rd of members on Roll. Such a request shall be put to the Managing Committee within 24 hours & the notice for the requisitioned General Body Meeting shall not ordinarily exceed 3 days from the date of Managing Committee Meeting.
- (b) Agenda will be sent along with the notice.
- (c) No business other than that on agenda shall be transacted in such a meeting.
- (d) Such meeting shall not meet without quorum.
- (e) All the members signing letter for requisition meeting shall remain present in requisition meeting, failing which meeting shall stand cancelled.

Telephonic, verbal or written apology with valid reason for inability to remain present shall be granted by President.

If president or secretary does not call requisition meeting inspite of fulfilling criteria persons requesting for requisition meeting may call meeting and in the same meeting from the floor one person if he/she gives consent may be proposed by one eligible member and seconded by another eligible member to chair the meeting shall be chair person of the meeting to transact the business for which meeting is called.

Vii) Scientific Meeting:

- (a) Scientific General Body Meeting can be called with 3 days notice ordinarily.
- (b) Quorum is not required for such meeting.
- (c) Members of the Society may invite their medical friends eligible for membership to such meetings on prior approval of the President or Hon. Secretary.

Financial Management (Rules):

**Article 11:**

**Financial Management (Rules):**

- (i) The financial year shall be from 1 st of April to 31 st of March.  
It shall be decided from time to time by GBM as per Income tax rule
- (ii) The auditor shall be appointed in for every year at Annual General Body Meeting.
- (iii) Ordinarily all the amount received shall be deposited in Bank Account.
- (iv) Bank Account of the AOGS shall be operated by any two of the following (a or b & c)
  - (a) President ( or Vice-President)
  - (b) General Secretary (or Joint Secretary) and the
  - (c) Treasurer.

- (v) F.D. should be distributed in two heads as corpus fund and working capital
  - I. Working capital up to 5 lac
  - II. Corpus fund should be distributed (about 15%) in different savings schemes(e.g. IDBI, Capital, Govt. Bonds, Schedule Bank FDS. Short term & long term Mutual Funds. etc.) Working capital upto 5lac should be in bank F.D. (e.g. FOGSI contribution for FOGSI journal every year. office expenses or any. emergency expense etc.)  
Working capital can be withdrawn with managing committee members approval as and when required.

Corpus fund can be withdrawn with approval of GBM of respective year only. Signatories of withdrawal of F.D.

Signatories for the new F.D. should be president, president ELECT, imm. past president, secretary, treasurer. Signature of current treasurer And president shall generally be insisted for F.D. withdrawal. it was decided that not more than 15% of total fund should be deposited in one unit (Bank nor Bond or Mutual fund etc) except Government institutions like RBI. Up to rs.5 lac in a year can be deposited & can be withdrawn with approval by managing committee in event of urgency.

- (vi) Ordinarily no amount shall be spent which is not budgeted in special situation or emergency only the President/Hon. Secretary may spend upto Rs.25000/-which should than be ratified by managing committee and General Body at the earliest.
- (vii) Whenever expenditure is likely to exceed any budgeted head-the Hon. Treasurer will bring it to the notice of the Managing Committee, and the Managing committee, after due deliberations and finance being available, shall sanction the additional amount which may then be ratified by the General Body at the earliest.
- (viii) All the payments shall be done by cheques barring exceptional circumstances.
- (ix) joint programmes :
  - The president .secretary with managing committee will decide about joint programme with any out side org., institution,any trust.trust hospital.private hospital or any individual member. It was also passed that 25% of the registration fees for any joint programe with AOGS should be given to AOGS. Primary organisation may give 20% of profit from joint programme to AOGS In brochure and other publication 1st name would be of primary organisation(organising the programme primarily) and 2nd name would be of secondary organisation (joining in organising programme with primary organisation) In organising committee and stage (inauguration,veledictory and other stage function) sharing would be equal.

## **Article 12:**

### **Reserve Funds:**

- (a) Entrance Fees, Re-admission Fees and Life Membership Fees, shall be taken to the Reserve Funds.
- (b) The interest of the Reserve Funds shall be utilized for the activities of the Society.
- (c) Reserve fund shall not be utilized ordinarily. In extra ordinary circumstances, 2/3rd of the majority of the General Body Meeting, called for the purpose, having presence of 2/3rd of the members on roll can grant sanction to utilize the Reserve Fund/Corpus Fund or part thereof. In case when 2/3rd of the members on roll are not present in the meeting, the members present may take the decision and such decision is circulated by the Secretary to all the members.
  - If no written objection is raised within a period of 15 days, the funds may be utilized as per sanction.
  - In case of objection the next General Body Meeting shall discuss with the objecting member about its purpose and decide as deemed fit by 2/3 majority. Types of Reserve Funds:
- (a) Life Membership Corpus Fund.
- (b) Community Service Corpus Fund.
- (c) Scientific activity corpus Fund.
- (d) Building Corpus Fund.
- (e) Office maintenance corpus Fund.
- (f) Research Corpus Fund.
- (g) C. M. E. Corpus Fund.
- (h) Oncology corpus Fund.
  - 1. Sinking Funds. Etc. Trust Fund or any other Corpus fund as decided from doner for special purpose.

## **Article 13.**

### **Alteration in Rules:**

Any alteration, cancellation or change in the constitution and rules can be done in General Body Meeting Called for the purpose, where 2/3rd of the members on roll are present, or 50 members are present whichever is less, when adequate no of members is not reached the members present may discuss and decide about the change in rules etc. which is on agenda and once 2/3rd of the majority of members present have accepted the same they may be sent to all the members under\* certificate of posting, and if no written objection is raised by any member in 15 days, they may be incorporated in constitution and rules as finally passed and accepted rules'of the society. In case of objection raised the next meeting will discuss only the objection and decide about the same by simple majority, but in that case the members who raised the objection must remain present.

**Article 14: Dissolution of the society:**

Any time when a General Body Meeting called for the purpose having presence of 2/3rd of its members on roll may resolve to dissolve the Society. The assets of the society shall be utilized only for the organization having identical purpose, which shall be decided prior to the move for dissolution in the same meeting. The debt or dues unpaid may be paid by collection and donations or selling of the properties-by the care-taker appointed by the General Body Meeting.

**Article 15: Jurisdiction**

The Jurisdiction of Ahmedabad Obstetrics and Gynaecological Society shall be Ahmedabad. Proposed amendments were passed with following corrections. (GBM 19.01.2007)

1. Spelling and grammatical mistakes were corrected, (vii) joint programmes

**Accepted amendment (GBM 04-09-2005)**

The president .secretary with managing committee will decide about joint programme with any out side org., institution or any individual member. It was also passed that 20% of the registration fees & 20% of the profit for any joint programe with AOGS should be given to AOGS.

**Proposed amendment**

**(ix) joint programmes :**

The president .secretary with managing committee will decide about joint proqramm° with any out side org., institution.any trust.trust hospital.private hospital or any individual member. It was also passed that 25% of the registration fees for any joint programe with AOGS should be given to AOGS. Primary organisation may give 20% of profit from joint programme to AOGS

In broucher and other publication 1st name would be of primary organisation(organising the programme primarily) and 2nd name would be of secondary organisation (joining in organising programme with primary organisation) In organising committee and stage (inaijguration. veledictory and other stage function) sharing would be equal.

In case of any dispute decision of managing committee shall be final

This column should be shifted and included under Article 11 under heading of Financial Management (rules)

**Proposed amendment**

**(e) couple member**

**(f) couple life member**

Both will not be subscribing for FOGSI journal. Only one will subscribe for the same.

**(g) Patron :**

He/She shall be invited to join the society as a mark of honour to his or her services to the society.

**(h) couple patron:**

couple shall be invited to join the society as a mark of honour to their services to the society.

**It was not passed.**

(c) All the members except Associate members, Life Members, and Honorary Members will have to pay the subscription for any organization (like SOGOG, FOGSI) with which the Society gets affiliated-along with the AOGS membership fees.

**(c) proposed amendment**

All the members except Life Members and Honorary Members will have to pay the subscription for any organization (like SOGOG, FOGSI) with-which the Society gets affiliated-along with the AOGS membership fees.

(iv) Procedure for the Membership enrolment:

All eligible persons will apply for membership in prescribed form to gather with cheque to the Secretary of the Society, which shall be put by the Secretary for approval of the Managing Committee, acceptance of which shall require at least 2/3 of the majority of those present in the Committee Meeting. In case of rejection, the matter shall be put to the General Body & its decision shall be final. Upon realization of the cheque they will be able to exercise all their rights as a member as provided in the constitution.

**Proposed amendment**

(iv) Procedure for the Membership enrolment:

All eligible persons will apply for membership in prescribed form to gather with prescribed fee by cash, cheque and D.D to the Secretary of the Society, which shall be put by the Secretary for approval of the Managing Committee, acceptance of which shall require at least 2/3 of the majority of those present in the Committee Meeting. In case of rejection, the matter shall be put to the General Body & its decision shall be final. Upon realization of the cheque they will be able to exercise all their rights as a member as provided in the constitution. Out station cheque will not be entertained.

(v) Rights and Duties of the Members:

Each member except Honorary Member shall have voting rights. However associate members shall have voting right only for the local matters of AOGS. Member shall be eligible for membership of any committee or for any office of the Society as provided in this constitution. No member shall act or behave anywhere in such a way, which can harm the image of the profession in public.

**Proposed amendment**

(v) Rights and Duties of the Members:

Each member except Honorary Member and associate member shall have voting rights. Member shall be eligible for membership of any committee or for any office of the Society as provided in this constitution. No member shall act or behave anywhere in such a way, which can harm the image and interest of the profession in public.

(c) By removal of name on ground of undesirable conduct,

If the conduct of the member be deemed by the Managing Committee to be prejudicial and bringing disrepute to the medical profession, the president may ask him/her to submit a written explanation of the same. If the explanation is found unsatisfactory, or he/she does not submit explanation the next Managing Committee may consider the issue on agenda and if deemed fit, may remove his/her name from the register of membership. Such decision shall require 2/3 of the majority of the committee members present in the meeting. Such removal of the member shall have to be ratified by the General Body of the Society, by simple Majority after representation of such member if he/she so desires.

**Proposed amendment**

(c) By removal of name on ground of undesirable conduct,

If the conduct of the member be deemed by the Managing Committee to be prejudicial and bringing disrepute to the medical profession, the president may ask him/her to submit a written explanation of the same. If the explanation is found unsatisfactory, or he/she does not submit explanation the next Managing Committee may consider the issue on agenda and if deemed fit, may remove his/her name from the register of membership. Such decision shall require 2/3 of the majority of the committee members present in the quorum meeting. Such removal of the member shall have to be ratified by the General Body of the Society, by simple Majority after representation of such member if he/she so desires.

(d) The member, whose name is removed from the register by the State Medical Committee Shall automatically cease to be the member of the Society with immediate effect on receipt of information in writing from the registrar of the state Medical Committee. The member shall be informed about the same.

**Proposed amendment**



- (d) The member, whose name is removed from the register by the State Medical Council Shall automatically cease to be the member of the Society with immediate effect on receipt of information in writing from the registrar of the state Medical Council. The member shall be informed about the same.
- (e) The member who is alleged to be responsible for any criminal offence or for moral turpitude or convicted by the Government under any law of the land shall cease to be the member-of the Society. Upon acquittal he/she may be restored his/her membership.

**proposed amendment**

- (e) On recommendation by managing committee and approved by GBM.the member who is alleged to be responsible for any criminal offence or for moral turpitude or convicted by the Government under any law of the land shall cease to be the member of the Society. Upon acquittal he/she may be restored his/her membership.

(vii) Re-admission

- (a) A member, whose name has been removed from the register of the Society under part II/2/vi, may be readmitted on expiry of the period specified by the managing committee or State Medical Committee, &/or IMC on receiving a fresh application from the person or the court order of acquittal as the case may be.
- (b) Re-admission charges shall be decided from time to time by the Managing committee & shall be ratified by the General Body.

**Proposed amendment**

(vii) Re-admission:

- (a) A member, whose name has been removed from the register of the Society under part II/2/vi, may be readmitted on expiry of the period specified by the managing council or State Medical Committee, &/or IMC on receiving a fresh application from the person or the court order of acquittal as the case may be.
- (b) Re-admission charges shall be decided from time to time by the Managing committee & shall be ratified by the General Body.

(iv) Method of Election:

**Proposed amendment**

1. Election committee
  - a. Election committee shall be appointed by GBM which will be fully incharge of election procedure from inviting nominations to declaration of result.
  - b. Election committee will be headed by election officer.
  - c. Election officer shall be appointed in GBM
  - d. Election officer shall appoint two or more assistants as per need.
  - e. Election officer and assistants shall not be eligible for contesting for any post for respective year.
  - f. For counting of votes election officer may take help of other members as per need with consent of contesting member.
  - g. Election committee will declare election by giving notification.
  - h. Whole programme of election i.e notification,inviting nominations, scrutiny of nominations.withdrawal of nomination.date of election, date of counting of votes.declaration of result shall be decided and declared by election committee.
  - i. President and hon. Secretary shall be invitee members in election committee by virtue of the post provided any of them shall not be contesting for any post in the same election
  - j. Election rules as per constitution shall be given with notification

**It was not passed**

- b. Each office bearer and member to the managing Committee shall be separately proposed, seconded and voted for in case election.

**Proposed amendment**

- b. Each candidate contesting for office bearer or member to the managing Committee shall be separately proposed, seconded and voted for in case election.

10. proposed amendment.

President may invite two members as special invitee in managing committee.

**It was passed**

Person from the society holding important post at FOGSI managing committee shall be invited as special invitee in managing committee till they are holding the post.

**It was not passed**

- (I) Requisition Meeting:

In case of extraordinary circumstances the committee meeting can be requisitioned by written application to the President or Secretary by 1/3rd of the members of the Committee. In such a meeting, the transaction of business shall ordinarily be restricted to the purpose for which it is requisitioned.

**Proposed amendment**

- (I) Requisition Meeting:

In case of extraordinary circumstances the committee meeting can be requisitioned by written application to the President or Secretary by 1/3rd of the members of the Committee. In such a meeting, the transaction of business shall be restricted to the purpose for which it is requisitioned. All the members signing letter for requisition meeting shall remain present in requisition meeting, failing which meeting shall stand cancelled.

Telephonic, verbal or written apology with valid reason for inability to remain present shall be granted by President.

If president or secretary does not call requisition meeting inspite of fulfilling criteria persons requesting for requisition meeting may call meeting and in the same meeting from the floor one person if he/she gives consent may be proposed by one eligible member and seconded by another eligible member to chair the meeting shall be chair person of the meeting to transact the business for which meeting is called .

- (f) amount of Rs.2500 was proposed to be raised to Rs.25000

- (c) Reserve fund shall not be utilized ordinarily. In extra ordinary circumstances, 2/3rd of the majority of the General Body Meeting, called for the purpose, having presence of 2/3rd of the members on roll can grant sanction to utilize the Reserve Fund/Corpus Fund or part thereof. In case when 2/3rd of the members on roll are not present in the meeting, the members present may take the decision and such decision is circulated by the Secretary to all the members.

If no written objection is raised within a period of 15 days, the funds may be utilized as per sanction. In case of objection the next General Body Meeting shall discuss with the objecting member about its purpose and decide as deemed fit by simple majority.

**Proposed amendment**

- (c) Reserve fund shall not be utilized ordinarily. In extra ordinary circumstances, 2/3rd of the majority of the General Body Meeting, called for the purpose, having presence of 2/3rd of the members on roll can grant sanction to utilize the Reserve Fund/Corpus Fund or part

thereof. In case when 2/3rd of the members on roll are not present in the meeting, the members present may take the decision and such decision is circulated by the Secretary to all the members.

If no written objection is raised within a period of 15 days, the funds may be utilized as per sanction. In case of objection the next General Body Meeting shall discuss with the objecting member about its purpose and decide as deemed fit by 2/3 majority.

13. Article 15: Jurisdiction.

The Jurisdiction of Ahmedabad Obstetrics and Gynaecological Society shall be Ahmedabad.

## **CONSTITUTION OF THE AHMEDABAD OBSTETRICS & GYNAECOLOGICAL SOCIETY**

(Easted in 1936)

### PART-1

**1: Name**

**The Society shall be called " The Ahmedabad Obstetrics & Gynaecological Society. "**

**2. Office:**

The Office of the Society shall be located in Ahmedabad.

The location shall be decided by the Managing Committee from time to time be ratified by the General Body Meeting.

**3. AIMS AND OBJECTS:**

- (I) To promote Co-operation and brotherliness amongst the members and to provide such amenities as are feasible, with a view to help the members of the profession and general public.
- (ii) To protact the interests of the profession and to maintain and uphold the honour and dignity there of.
- (iii) To maintain adequate standards of education and practice of Obstetrics and Gynaecology and to encourage research in the field.
- (iv) To take interest and to create public opinion in the matters relating to Maternal & Child-welfare and Family planning.
- (v) To associate with or participate in, activities consistant with the dignity of the profession, for furtherance of public-health, medical and allied sciences.
- (vi) To cater to the intellectual, academic, social, cultural and professional needs of the members.

**4. WAYS AND MEANS:**

To attain these aims and objects, the Society, may-

- (I) Co-operate, affiliate or be affiliated to or amalgamate with or enter in to a Federation with other associations or Societies having similar aims and objects, on terms mutually agreed upon.
- (ii) Arrange periodically-meetings, conferences, symposia discussions, Lectures, demonstrations etc. pertaining to medical and allied sciences.
- (iii) Maintain a reading room library.
- (iv) Collect, raise or borrow funds, and utilise them in suitable manner
- (v) Make sound investments of its funds or part thereof in such a manner as may, from time to time, be determined by the Managing Committee & to be ratified by the General Body Meeting.
- (vi) Procure, erect, maintain, improve or alter and keep in repair, any buildings and such other properties for the purpose of the society.
- (vii) Take all such other steps and decisions which are cognate with and are conducive to the above aims and objects.

THE SOCIETY SHALL HAVE NO CONNECTION WITH ANY POLITICAL OR COMMUNAL BODY.

## PART-II

### RULES AND REGULATIONS

1. FINANCIAL YEAR: Financial year will be decided from time to time by the General Body of the Society.

#### 2. MEMBERSHIP:

**(I) Eligibility:**

Registered members of medical profession (i.e. those registered under Indian Medical Council Act, 1956 or Gujarat Medical Council Act 1967) of good standing, having interest in obstetrics & Gynaecology for practicing the same are eligible to be the members of the Society.

(ii) Types of membership:

**(a) Ordinary Membership**

Any eligible member of the profession desirous of joining the Society may be enrolled as ordinary member of the Society.

**(b) Associate Membership:**

Any eligible member of the profession desirous of joining the society, for local activities only, may be enrolled as an Associate Member of the Society. Such member will not be a members of FOGSI & shall not be entitled to FOGSI Journal. Such member shall have voting rights only for local AOGS activities.

**(c) Life Member:**

Any eligible member of the profession desirous of joining the Society as a Life Member, may be enrolled as a life Member of the Society.

**(d) Honorary Member:**

Any eminent person, who has rendered Valuable distinguished services to science or public at large, may be enrolled as Honorary Member of the Society. Such member will not have to apply or to pay any fees to the Society. Such members will serve the Society in advisory capacity only without voting right or eligibility to contest for the Election.

(iii) Subscription-Membership Fees:

(a) The membership fees will be decided from time to time by the General Body of the Society.

(b) Every member except Honorary Member will have to pay entrance fee as decided from time to time by the General Body of the Society. This entire amount will be taken invariably to the reserve funds. All members whose membership is cancelled due to non-payment of fees in time, shall have to remit readmission fees which will be decided by the General Body from time to time to gather with arrears if any. The amount of the readmission fee shall invariably be taken to reserve fund.

(c) All the members except Associate members, Life Members, and Honorary Members will have to pay the subscription for any organization (like SOGOG, FOGSI) with which the Society gets affiliated-along with the AOGS membership fees.

(d) Revision of charges for any subscription shall be proposed by the Managing committee When ever it becomes necessary and shall become effective only after approval of the same by the General Body.

(e) Change in the subscription to the SOGOG or Federation and Journal etc. shall be binding & will be conveyed to the members by circular only.

(iv) Procedure for the Membership enrolment: All eligible persons will apply for membership in prescribed form to gather with cheque to the Secretary of the Society, which shall be put by the Secretary for approval of the Managing Committee, acceptance of which shall require at least 2/3 of the majority of those present in the Committee Meeting. In case of rejection, the matter shall be put to the General Body & its decision shall be final. Upon realization of the cheque they will be able to exercise all their rights as a member as provided in the constitution.

(v) Rights and Duties of the Members:

Each member except Honorary Member shall have voting rights. However associate members shall have voting right only for the local matters of AOGS. Member shall be eligible for membership of any committee or for any office of the Society as provided in this constitution. No member shall act or behave anywhere in such a way, which can harm the image of the profession in public.

(vi) Termination of Membership:

Membership of any category may be terminated.

(a) By resignation:

A member may at any time resign his/her membership by giving one month's notice in writing to the Secretary. The resigning member shall be pay up all the dues, if any.

(b) By removal of names on account of non-payment of dues.

(c) By removal of name on ground of undesirable conduct,

If the conduct of the member be deemed by the Managing Committee to be prejudicial and bringing disrepute to the medical profession, the president may ask him/her to submit a written explanation of the same. If the explanation is found unsatisfactory, or he/she does not submit explanation the next Managing Committee may consider the issue on agenda and if deemed fit, may remove his/her name from the register of membership. Such decision shall require 2/3 of the majority of the committee members present in the meeting. Such removal of the member shall have to be ratified by the General Body of the Society, by simple Majority after representation of such member if he/she so desires.

(d) The member, whose name is removed from the register by the State Medical Committee Shall automatically cease to be the member of the Society with immediate effect on receipt of information in writing from the registrar of the state Medical Committee. The member shall be informed about the same.

(e) The member who is alleged to be responsible for any criminal offence or for moral turpitude or convicted by the Government under any law of the land shall cease to be the member of the Society. Upon acquittal he/she may be restored his/her membership.

(vii) Re-admission

(a) A member, whose name has been removed from the register of the Society under part II/2/vi, may be readmitted on expiry of the period specified by the managing committee or State Medical Committee, &/or IMC on receiving a fresh application from the person or the court order of acquittal as the case may be.

(b) Re-admission charges shall be decided from time to time by the Managing committee & shall be ratified by the General Body.

### 3. Management of the Society.

(i) The working of the Society shall be vested in the Managing Committee.

(ii) The office Bearers and members of the Managing Committee shall be elected in the Annual General Body Meeting.

(iii) The term of the Managing Committee shall be ordinarily of one year duration.

(iv) Method of Election:

(a) Nomination forms shall be made available to the members from the office.

(b) Each office bearer and member to the managing Committee shall be separately proposed, seconded and voted for in case election.

(c) Nomination forms should be submitted back to the Secretary 3 days prior to the meeting.

(d) Nomination can be withdrawn up to the time of starting the meeting or date fixed for withdrawal.

(e) In case of contest, election shall be held by ballot.

(f) In case of contest, -the president shall appoint an election officer. He will proceed with the election by ballot by scrutiny and counting the ballot papers and will submit the result to the president who will then declare the result in General Body Meeting.

- (g) In case of equal votes, the President will use either casting vote or decide by drawing lots.
- (h) In case when no nomination has been received for any office the member present at the Annual General Body Meeting. If duly seconded then that name may be accepted as a candidate, if consent is given by the candidate.
- (i) If there is only one candidate for a post, he/she will be declared elected by the president. In case there are more than one nomination for a post the election will be conducted as described in
- (j) Elections Rules:
  - (i) A member can contest for the managing committee only after one year membership in the society, & should have attended atleast one General Body Meeting.
  - (ii) A member can contest for the post of office bearers only after remaining as Managing Committee member for one tenure.
  - (iii) A member who have completed at least one term as Secretary or three years as Managing Committee member can only contest for the post of president or Vice President.
  - (iv) No member shall remain on the same post for more than 3 consecutive terms.
  - (v) Membership subscription & past dues if any of the proposers, the seconders and the candidates for the year along with past dues if any must have been received by the office prior to/ along with the nomination form.
  - (vi) Treasurer: Member who has served the term as President or Secretary can only contest for the post of Treasurer.

#### **4.The Managing Committee:**

- (a) shall consist of one president, one Vice-President, one Hon. Secretary, one jt.secretary,one Treasurer, Two Ex-officio members (Imm.Past President and Imm.Past Hon. Secretary) and members of the Managing Committee.
- (b) Immediate Past President and Immediate past Hon. Secretary shall be the Ex-officio member of the committee
- (c) Ordinary members of the managing committee shall be 8(eight). They may be elected at the rate of one per 50 members or part thereof after the membership crosses 800.
- (d) Any vacancy occurring in the Managing Committee during the year will be filled up by the committee it self by co-opting the member, if found necessary.
- (e) Any office bearer or managing committee member ,not attending three consecutive meetings with out valid ground and/or prior information shall automatically cease to be the member of the managing committee. Inn case of telephonic or verbal massage it should be followed by a letter of apology for failing to attend. The vacancy so created will be filled as per 4-d.
- (f) The President, if found desirable may co-opt up to two members.
- (g) The President may appoint sub-committee for special purpose.
- (h) Number of the meeting:  
The committee shall meet at least four times in a year.
- (i) Requisition Meeting:  
In case of extraordinary circumstances the committee meeting can be requisitioned by written application to the President or Secretary by 1/3rd of the members of the Committee. In such a meeting, the transaction of business shall ordinarily be restricted to the purpose for which it is requisitioned.
- (J) Quorum:
  - (I) At any meeting of the committee, 1/3rd of the members shall from a quorum.
  - (ii) In absence of quorum, the meeting shall be declared adjourned and shall meet as a non- quorum meeting the business transected shall only be that on Agenda, already sent to ' the members along with the notice.

- (k) Notice: Ordinarily 7 days' notice will be required to call Managing Committee Meeting. Extra-ordinary Meeting can be called for specific business at 24 hours' notice & even by telephonic invitation, Agenda must always accompany the notice in any case, except in case of extra-ordinary meeting.

**Duties and powers of the office Bearers:**

**A. President:**

- (a) Shall be the custodian of the constitution, the funds & the property of the Society.
- (b) Shall interpret the Constitution.
- (c) Shall be the Chairman of all the General Body and Managing Committee Meeting.
- (d) Shall guide, supervise and control the work of all the office bearers and look after harmony of the activities of the Society.
- (e) May utilize his/her casting vote in case of equality of votes any matters.
- (f) Shall sanction the bills for payments in consultation with the Secretary and Treasurer & approve upto Rs.25007- for unbudgeted items or over-expenditure of amount in very special circumstances to be ratified by the Managing Committee & General Body at the earliest.
- (g) Shall appoint the committees or sub-expenditure of amount in very special circumstances to be ratified by the Managing Committee & General Body at the earliest.
- (h) Shall co-opt members to managing committee in case of need.
- (i) In case of any dispute the President's decision shall be final.
- (j) Shall be the official representative of the society at all the levels and shall have privilege to delegate any member of Society the powers of representing the Society.

**B. Vice-president:**

- (a) Shall assist the President in carrying out his duties.
- (b) Shall exercise all the powers of the President in his absence.

**C. Honorary Secretary:**

- (a) Shall record diligently the minutes of the proceedings of all meetings.
- (b) Shall be incharge of the office.
- (c) Shall handle all the correspondence- under the guidance of the President.
- (d) Shall submit all expenditure bills to the President for their approval.
- (e) Shall be responsible for all the records, correspondence and minutes of all the meetings. In case of his absence same responsibilities shall be carried out by the Joint Secretary. He shall arrange this by prior information to the other office bearers and gives charge to the Joint Secretary.
- (f) Shall be ex-officio member of all the committees appointed by the President. All the records must be kept upto-date by the Secretary with the help of convenor.
- (g) Shall maintain an upto-date register of all the members category-wise with the help of Treasurer or office secretary.
- (h) Shall look after all the movable and immovable properties of the Society.
- (i) Shall co-ordinate all the activities of the Society, prepare statements, reports etc.

**D. Joint Secretary:**

- (a) Shall perform all the duties and shall share all the responsibilities with the Hon. Secretary.
- (b) Shall ordinarily be responsible for membership-drive & maintenance of register.
- (c) Shall be the co-ordinator for scientific activities.

**E. Treasurer:**

- (a) Shall receive all the money from various sources and deposit the same in the Bank Account as decided by the Managing Committee.
- (b) Shall be one of the persons to operate the Bank Accounts.
- (c) Shall prepare & present the budget for the year to the 1 st managing Committee & after its recommendation shall get it approved by the first General Body Meeting of the year.
- (d) Shall make all the payments as approved by the Secretary or President.

- (e) Shall inform the office bearers & Managing Committee, when expenditure is likely to cross the budgeted limits.
- (f) Shall keep upto-date account and keep the office bearers and Managing committee aware of the financial situation.
- (g) Shall prepare the annual statement of Account and get it approved by the Managing Committee prior to the submission & or audit.
- (h) The audited accounts of the previous year shall be put for approval in the first General Body Meeting of the Society after its adoption in Managing Committee.

**Committee For Special Issues:**

- (a) Whenever the need arises the president shall inform the General Body of such need and shall appoint the Committee on such issues.
- (b) The members of such committees shall be selected from the General Body Meeting.
- (c) The General Secretary or the Joint Secretary will be the Convenor of such committees ordinarily.
- (d) The convenor will be responsible for keeping all the records and hand-over the same to the secretary from time to time.
- (e) Such committee shall not incur any expenditure for purposes other than those for which it is appointed.
- (f) The amount spent not cross the limit sanctioned by the Managing Council or General Body as the Case May be.

**General Body Meeting Rules:**

- i. Various meeting of the General Body can be called at notice as mentioned against each below:

Annual General Body Meeting 10 days

Ordinary General Body Meeting 7 days

Extra-Ordinary General Body Meeting 3 days

Requisitioned General Body Meeting 3 days

General Body Meeting For Scientific Pur Pose 3 days

- ii. Quorrum:1/4

- a) 1/3rd of the enrolled members shall from quorum for any General Body Meeting.
- b) If the quorum is not reached the meeting will be declared adjourned.
- c) Such adjourned meeting may meet as non-quorrum meeting (except the requisitioned meeting) after 15 minutes of adjournment, and shall ordinarily transact the business which is on agenda.

- iii. The matter for which the decision has been given by General Body once, shall not be brought on the agenda of the General Body for next six months.

- iv. Annual General Body Meeting:

- a) Annual General Body Meeting shall be called in the last month of the official year.
- b) Notice of 10 days shall be the minimum notice period.
- c) Agenda will always include,
  - 1.Election
  - 2.Appointment of auditors.
  - 3.Statement of accounts.
  - 4.Finance resolutions.
  5. Annual report by secretary,

- (v) Ordinary General Body Meeting:

- a) Ordinary General Body Meeting may be called by the Secretary which will be after 7 day's notice period.
- b) Agenda will be sent along with the notice.
- c) Any business other than agenda may be transacted only with the permission of the Chairman.



(vi) Extra-Ordinary General Body Meeting:

- (a) Extra -ordinary General Body Meeting shall be called for important purpose by the Secretary and shall require 3 days' notice.
- (b) Agenda will be sent along with the notice.
- (c) No business other than agenda can be transacted in such.

(vii) Requisitioned General Body Meeting:

- (a) Requisitioned General Body Meeting for a specific purpose shall be called by the Secretary or the President on receiving in writing for specific purpose alongwith signatures of 1/3rd of members on Roll. Such a request shall be put to the Managing Committee within 24 hours & the notice for the requisitioned General Body Meeting shall not ordinarily exceed 3 days from the date of Managing Committee Meeting.
- (b) Agenda will be sent along with the notice.
- (c) No business other than that on agenda shall be transacted in such a meeting.
- (d) Such meeting shall not meet without quorum.

(viii) Scientific Meeting:

- a) Scientific General Body Meeting can be called with 3 days notice ordinarily.
- b) Quorum is not required for such meeting.
- c) Members of the Society may invite their medical friends eligible for membership to such meetings on prior approval of the President or Hon. Secretary.

Financial Management (Rules):

- (i) Financial year shall be decided from time to time by the General Body.
- (ii) The auditor shall be appointed in for every year at Annual General Body Meeting.
- (iii) Ordinarily all the amount received shall be deposited in Bank Account.
- (iv) Bank Account of the AOGS shall be operated by any two of the following (A or B & C)
  - (b) President ( or Vice-President)
  - (c) General Secretary (or Joint Secretary) and the
  - (d) Treasurer.
- (v) For operating term deposit Accounts of the Society, three Senior/Life Members may be elected by General Body of the Society who will release/reinvest the amount on the instruction of the President, Secretary & Treasurer under the guidance of the General Body resolutions.
- (vi) Ordinarily no amount shall be spent which is not budgeted in special situation or emergency only the President/Hon. Secretary may spend upto Rs.2500/-which should than be ratified by managing committee and General Body at the earliest.
- (vii) Whenever expenditure is likely to exceed any budgeted head-the Hon. Treasurer will bring it to the notice of the Managing Committee, and the Managing committee, after due deliberations and finance being available, shall sanction the additional amount which may then be ratified by the General Body at the earliest.
- (viii) All the payments shall be done by cheques barring exceptional circumstances. Reserve Funds:
  - (a) Entrance Fees, Re-admission Fees and Life Membership Fees, shall be taken to the Reserve Funds.
  - (b) The interest of the Reserve Funds shall be utilized for the activities of the Society.
  - (c) Reserve fund shall not be utilized ordinarily. In extra ordinary circumstances, 2/3rd of the majority of the General Body Meeting, called for the purpose, having presence of 2/3rd of the members on roll can grant sanction to utilize the Reserve Fund/Corpus Fund or part thereof. In case when 2/3rd of the, ' members on roll are not present in the meeting, the members present may take the decision and such decision is circulated by the Secretary to all the members.

If no written objection is raised within a period of 15 days, the funds may be utilized as per sanction. In case of objection the next General Body Meeting shall discuss with the objecting member about its purpose and decide as deemed fit by simple majority.

#### Alteration in Rules:

Any alteration, cancellation or change in the constitution and rules can be done in General Body Meeting Called for the purpose, where 2/3rd of the members on roll are present, or 50 members are present whichever is less, when adequate no of members is not reached the members present may discuss and decide about the change in rules etc. which is on agenda and once 2/3rd of the majority of members present have accepted the same they may be sent to all the members under certificate of posting, and if no written objection is raised by any member in 15 days, they may be incorporated in constitution and rules as finally passed and accepted rules of the society. In case of objection raised the next meeting will discuss only the objection and decide about the same by simple majority, but in that case the members who raised the objection must remain present.

#### Dissolution of the society:

Any time when a General Body Meeting called for the purpose having presence of 2/3rd of its members on roll may resolve to dissolve the Society. The assets of the society shall be utilized only for the organization having identical purpose, which shall be decided prior to the move for dissolution in the same meeting. The debt or dues unpaid may be paid by collection and donations or selling of the properties by the care-taker appointed by the General Body Meeting.

## APPLICATION FORM FOR MEMBERSHIP TO A.O.G.S.

To

Hon. Secretary,

The Ahmedabad Obstetrics & .

Gynaecological Society,

Ahmedabad.

Sir/Madam,

I here by apply for,

- Ordinary Member
- Associate Member
- Life Member

Of the Ahmedabad Obstetrics & Gynaecological Society. I have read the rules & regulations of the Society and agree to abide by them. The necessary fees are sent herewith by DD/Cheque No..... dated ..... drawn on .....

Yours saithfully,

.....

Dr.

## APPENDIX -1

1. LOCATION: The Present location of the Ahmedabad Obstetrics & Gynaecological Society is, 2nd floor, Ahmedabad Medical Association, Nr. Natraj Cinema, Ashram Road, Navrangpura , Ahmedabad- 380 009.
2. FEES: Present fees are:
  - (I) Life Membership Rs. 2500/- Once only.
  - (II) Ordinary Membership..... Rs. 295/- Yearly.
    - Journal Fees..... Rs.150/-
    - National Federatiob Fund..... Rs.50/-
    - Sogog Fees..... Rs.10/-
    - A.O.G.S. Fees..... Rs.85/-
  - (III) Admission Fees Rs. 50/- Once Only.
    - FOGSI Building Fund..... Rs.30/-
    - AOGS Admission Fees..... Rs.20/-
  - (IV) Re-admission Fees..... Rs.100/- Once Only.
  - (V) Associate Membership..... Rs.100/- Yearly.
3. Affiliation:
  - i. Federation of obstetrics & Gynaecological Societies of India. (FOGSI)
  - ii. State org. of Gyn. & Obst. Of Guj. (SOGOG)
4. FINANCIAL YEAR: 1 ST April to 31 st March Next Year.

## APPENDIX-II

Types of Reserve Funds:

- a) Life Membership Corpus Fund.
- b) Community Service Corpus Fund.
- c) Scientific activity corpus Fund.
- d) Building Corpus Fund.
- e) Office maintenance corpus Fund.
- f) Research Corpus Fund.
- g) C. M. E. Corpus Fund.
- h) Oncology corpus Fund. (1) Sinking Funds. Etc. Trust Fund or any other Corpus fund as decided from doner for special purpose.

