

**DRAFT SCHEME FOR THE MANAGEMENT AND ADMINISTRATION
OF
THE INDIAN ASSOCIATION OF DERMATOLOGISTS, VENEREOLOGISTS
AND LEPROLOGISTS (IADVL)
(MAHARASHTRA BRANCH)
P.T.R. NO. E – 475 (Mum).**

1. NAME OF THE TRUST:

This Public Association shall be designated and known as “**THE INDIAN ASSOCIATION OF DERMATOLOGISTS, VENEREOLOGISTS AND LEPROLOGISTS**” (IADVL) (MAHARASHTRA BRANCH) and shall, hereinafter for brevity’s sake be referred to as the “**said Association**”

2. REGISTERED OFFICE:

The registered office of the Association shall be at the office address of IADVL Maharashtra

_____. The State Secretary should have an office appointed by the Managing Committee in Mumbai or at a place to be decided by the Managing Committee of the Association from time to time.

3. VESTING OF THE ASSOCIATION FUND:

The said Association Estate shall vest in the State council for the time being of the said Association and shall be administered and managed by them subject to and in conformity with the provisions hereof under guidance of GB.

4. COLLECTION AND APPLICATION OF THE ASSOCIATION PROPERTY, INCOME ETC.

- a. The members of the State council shall collect the donations, dividends, Interests, rents, profits and other Income of the Association Fund (hereinafter for brevity’s sake called “the Income of the Association Fund”) and from out of the same in the first place pay all costs, charges, interest and expenses of and incidental to the collection thereof and all outgoing payable in respect of the Association Properties for the time being as also the costs, charges and expenses of and incidental to the conduct, management and

administration of the Association and powers herein contained and apply, the balance for the purpose of carrying out the objects of the association.

- b. Subject to the provisions of the foregoing sub-clause (a) the state council shall hold the Association Fund (so that the yearly income thereof be used for all or any one or more of the public charitable objects and purposes specified below.)

5. AIMS OBJECTS OF THE ASSOCIATION:

The aims and objects of the Association are briefly specified herein below and the benefit thereof shall be extended to all irrespective of class, community, creed or religion and for general public utility. The State council shall hold the Association Funds upon Association (so that as far as practicable the corpus shall always remain intact and only the income thereof shall be used, but with the liberty to the Executive committee at their discretion to use the corpus from time to time either wholly or in part or parts) for the public charitable purposes including:—

A. Primary Objects:

The aims and objectives of the Association shall be the following:

- a. To promote and advance dermatology, venereology, leprology and allied subjects.
- b. To create public opinion in the aforementioned specialties and educate the public in matters related to the prevention and cure of these diseases in all their aspects and initiate every effort as deemed necessary for achieving these objectives.
- c. To promote professional fellowship and camaraderie, co-operation, and exchange of views among members and to uphold their interests.
- d. To support publication and circulation of the Indian Journal of Drugs in Dermatology
- e. To enable exchange of academic knowledge of dermatology, venereology and leprology.

- f. To hold a State conference named as CUTICON Maharashtra every year in the month of DECEMBER. If held as part of DERMAZONE WEST/A national /international conference , or in exigent circumstances the schedule may be changed at discretion of state council.
- g. To hold CME and other activities to further the above objectives
- h. To do all other things as are cognate to the aims and objectives of the Association.

B. Ancillary Objects:

- a. Medical Relief for the underprivileged
- b. Education.
- c. Advancement of any other object of general public utility.
- d. Social, Cultural and other allied functions for its members.

PROVIDED that the income as well as corpus shall be applied only towards the public charitable purposes aforesaid and any accumulation of income shall also be made and deemed to be made for the application of the public charitable purposes as aforesaid;

PROVIDED FURTHER THAT NOTWITHSTANDING anything hereinbefore or hereinafter contained, the income as also the corpus of the Association Funds shall be applied and be applicable only to or for such public charitable purpose and objects and subject to such conditions and/or limitation, if any, as may, from time to time to be laid down in the Income Tax Act, 1961, or any other Act governing the taxation of income as will ensure or make the Association and its income as eligible for exemption from Taxation under the Income Tax Act, 1961 or any replacement or re-enactment thereof or modification thereof or under any other Government Taxation for the time being force in India without effecting the generality of the foregoing object or purposes, but subject as aforesaid, IT IS DECLARED that the Executive Council shall, in each year, apply the income of the Association Funds in such proportion and manner in all respect as a that is to say :-

- a. That notwithstanding anything hereinbefore or hereinafter contained the income as also the corpus of the said Association Fund shall be applied and/or be applicable to or for such public

charitable purposes and objects and within such territories only and subject to such conditions or limitations if any, as may from time to time be laid down in the Income Tax Act 1961 or any replacement or re-enactment thereof or modification or substitution thereof or any other act governing taxation for the time be in force in India.

- b. That the said Association shall be one to which the applicable provisions of the Income Tax Act, 1961 or any replacement or re-enactment or modification thereof for the time being in force shall also apply so that any donation thereto be recognized eligible for exemption or relief from tax in regard to the donor thereof as far as possible.

6. MEMBERSHIP:

- a. The Association will consist of those members whose names are now in the Register of Members, and those subsequent members who will be duly accepted as members in a prescribed manner as laid down and upon such conditions as may be prescribed from time to time by the Rules and Bye-laws of the Association.
- b. The eligibility criteria for becoming a life member of the Association shall be a post-graduate qualification in the specialty (i.e. a diploma or a degree in Dermatology, Venereology and Leprosy) from a medical college affiliated to and awarded by an Indian University or an institution recognized by the Medical Council of India (MCI) or an equivalent organization of the Government of India; or a Diploma in Dermatology or Dermatology and Venereology of the National Board of Medical Examinations, New Delhi. Others with foreign degrees or diplomas or equivalent qualifications should have their qualifications recognized by the MCI or an equivalent organization of the Government of India to become eligible.

7. CLASSES OF MEMBERSHIP AND ELIGIBILITY:

a. LIFE MEMBER:

Any person fulfilling the eligibility criteria as prescribed in 6(b) above may become a life member by making a one-time payment of an amount of money decided by the National EC/ NATIONAL

GENERAL Body and enjoy all the privileges of a life member. He or she will have to submit an application in a prescribed form(Annexure-I) online to the Honorary Secretary. Only Life members shall be entitled to Vote.

b. PROVISIONAL LIFE MEMBER (PLM)

Postgraduate students studying in the specialty can be made provisional life members. They will present to the Honorary Secretary a letter from the head of the specialty department where they are studying, stating the date of their joining the postgraduate course and the date of its due completion, along with the application for membership. They have to send their qualification certificate within 05 years of their registration for the postgraduate course to the Honorary Secretary in order to become permanent life members. In case they fail to do so, in the defined period, they will have to register once again as a Life member after following the due procedure through the state branch. The Provisional Life Membership number will reflect their tenure of PLM membership. It shall read as PLM/number/tenure of PLM membership (e.g. 2014-2019). They will not have any voting rights and cannot hold any IADV L post.

c. ASSOCIATE LIFE MEMBER:

Associate Life Membership can be awarded to doctors & other specialists working in the field of dermatology, venereology and leprology (e.g. dermatopathologists, academicians, researchers and genetic scientists). They will not have any voting rights and cannot hold any IADV L post.

8. REGISTER OF MEMBERS:

A register of different classes of members shall be maintained by the Honorary General Secretary with their names and latest addresses. The list shall be continuously updated. The names of the members in the records and register of IADV L should be identical to those

shown in the registration with the state medical council or Medical Council of India.

9. CESSATION OF MEMBERSHIP:

Removal of the name on the ground of undesirable conduct:

- a. A member shall be automatically removed as a member if it comes to the knowledge of the Association that the name of the member is removed from the Medical Council register.
- b. Whenever it comes to the knowledge of the Association or state council or Executive Committee that a member has been alleged to have committed an act or acts derogatory to the dignity of the profession or detrimental to the interests of the profession or the Association or has acted unconstitutionally as a member, it shall call upon the member to furnish in writing a full explanation of the act or acts alleged against him and recommend action for the same and forward the same to the national EC for necessary action to be taken.
- c. If a member is removed from the membership of the Association under Rule 10 (b), the same shall be communicated to the member by the Honorary Secretary and to the allied national and international organizations as the State council Managing Committee deems necessary.
- d. On his/her resignation of Membership.
- e. On his/her convicted of criminal offence.
- f. On his/her death.

10. RE-ADMISSION OF A MEMBER :

A member whose membership has been terminated under Rule 10 (a) to (f) may apply for re-admission after expiry of 05 years from the date of action of termination of membership by the State Council. Any action decided will be taken only by the State Council and shall be passed by a majority of three-fourths of the members present. The decision to be endorsed by AGBM The member shall then be informed of the decision taken by registered post with acknowledgement due. The decision to be

forwarded to national EC for final decision

11. PRIVILEGES OF MEMBERS :

All classes of members shall have the right to attend and participate in general and clinical meetings, conferences, workshops, lectures, etc. organized by the State Council or branches. All special fees and other amounts, as determined, to be paid for the meetings, conferences, lectures, etc. are payable by all classes of members.

12. MANAGEMENT OF THE ASSOCIATION:

All the executive and financial power of the Association shall be vested in the State Council(Managing Committee). The State Council(Managing Committee) shall consist of not less than 15 (Fifteen) and not more than 40 (Forty) members, the designation shall be as mentioned herein under:

State Council:

- i. 1 (One) President
- ii. 2 (Two) Vice President
 - a) Senior Vice President (President Elect)
 - b) Junior Vice President
- iii. 1 (One) Secretary
- iv. 1 (One) Treasurer
- v. 2 (Two) Joint Secretaries
- vi. 4 (Four) Immediate Past President
- vii. State Council members at the rate of one member for every 40 members or part thereof.
- viii. President, Secretary and treasurer shall be members of the state council for a period of 4 years after completion of their full term

President:

- a) To be eligible for the post of the President the member should have held the post of Vice President for a period of 2 (Two) continuous years.
- b) The President shall serve for a term of 1 year.
- c) The president shall be a member of the association for last 10 years with good standing and with no outstanding indebtedness to the association.
- d) Shall be exclusively engaged in the practice, teaching and/or research associated with the speciality
- e) He/She should declare conflict of interest

Vice-President:

- a) A member who has been elected as Vice-President shall be designated as the Junior Vice-President for the first year and thereafter, as the Senior Vice-President or President Elect for the second year.
- b) To be eligible for the post of Vice President, the member should have worked a full term either as a Treasurer, Secretary, Joint Secretary or a member of the State Council for a period of at least five years on the last date fixed for receipt of the application for the post.
- c) The president shall be a member of the association for last 10 years with good standing and with no outstanding indebtedness to the association
- d) Shall be exclusively engaged in the practice, teaching and/or research associated with the speciality
- e) He/She should declare conflict of interest

Secretary:

- a) To be eligible for the post of the Secretary, the member should have worked as a Joint Secretary or a member of the State Council for a period of at least two years on the last date fixed for receipt of the application for the post.
- b) The secretary shall be a member of the association for last 5 years with good standing and with no outstanding indebtedness to the association

- c) Shall be exclusively engaged in the practice, teaching and/or research associated with the speciality
- d) He/She should declare conflict of interest

Treasurer:

- a) To be eligible for the post of Treasurer, the member should have worked as a member of the State Council for a period of at least two years on the last date fixed for receipt of the application for the post.
- b) shall be a member of the association for last 5 years with goodstanding and with no outstanding indebtness to the association
- c) Shall be exclusively engaged in the practice, teaching and/or research associated with the speciality
- d) He/She should declare conflict of interest

Joint Secretary: Tenure 2 years

- a) To be eligible for the post of Joint Secretary, the member should have worked as a member of the State Council for a period of at least two years on the last date fixed for receipt of the application for the post.
- b) shall be a member of the association for last 3 years with good standing and with no outstanding indebtness to the association
- c) Shall be exclusively engaged in the practice, teaching and/or research associated with the speciality
- d) He/She should declare conflict of interest

A mandatory moratorium for existing executive council members is in place before they can apply for the next post. An existing EC Member cannot file for nomination for any other post - Honorary Secretary, Treasurer or Junior Vice President before the end of their current tenure, and only during the next period elections, after a moratorium of one year. This mandate gives the existing office bearers a breather and some time to re-evaluate their objectives for the next post. It also serves to be inclusive for other candidates to apply as office bearers for these posts.

13. FUNCTION OF THE STATE COUNCIL (Managing Committee):

- a) The State Council (managing Committee) shall be the principal governing body of the Association. It shall oversee and regulate the general functioning of the Association and have overall control on all matters related to the Association It will be in charge of themaintenance and administration of its office, library and other properties of the Association and also for the publications of the Association through its

designated office bearers.

- b) To appoint committees and subcommittees and ratify the President's action taken in exigent circumstances.
- c) To represent before the government or the Medical Council of India or an equivalent organization of the Government of India or public bodies any matter in which it considers the interests of the Association or of the medical profession or of the specialties of Dermatology, Venereology and Leprology or their allied subjects are affected.

14. DUTIES AND TENURE OF STATE COUNCIL MEMBERS:

To control and administer the Society, the duties and powers of the State Council shall be as under:

a) The President:

- i. Shall chair all the meetings of the State Council and any of the special committees when appointed and any other committee of which he or she may be a member and for which no Chairperson has been appointed.
- ii. Shall preside at the Annual Conference (CUTICON) for the year of his tenure
- iii. Shall deliver the Presidential address after the inauguration of the conference held for the year of his/her term of office.
- iv. Shall guide and control the activities of the Association along with the Honorary General Secretary who shall normally be in charge of the office of the Association.
- v. Shall conduct the proceedings of the meetings and conferences held during his or her term of office.
- vi. Shall in the case of doubtful points in the Rules and Bye-laws interpret the same with four other members of the State Council consisting of the President Elect, the two Vice-Presidents and the Immediate Past President. If the interpretation of the ambiguous or doubtful points is not unanimous, the advice of a legal expert shall be sought and his opinion shall be placed before the state council (Managing Committee) And if necessary before the AGBM

- vii. Shall in extraordinary, unforeseen circumstances, in consultation with the State Council, use his or her discretionary powers to take a decision to resolve any problem. The decision to be ratified in subsequent AGBM
- viii. Shall in addition to his or her ordinary vote have a casting vote in case of equality of votes, i.e. in case of a tie. If he or she fails to give his or her casting vote, the motion shall be declared invalid.
- ix. Shall continue as a member of the State Council for 4 years after his or her term of office as President. During this term as a member of the State Council, he or she shall be eligible for voting rights.
- x. Shall be actively involved in the activities of state and local branches either directly or through his or her Vice - Presidents and Joint General Secretaries. The President shall also appoint these officers of IADVL as in -charge of their contiguous Local Chapters.
- xi. Shall call meetings of the State Council to discuss, evaluate, review and assess the activities and general management of the Association. The venues of such meetings are to be decided in consultation with the Honorary General Secretary.

b) The President Elect:

- i. Shall be a member of the State Council with voting rights and shall assist the President in the performance of his or her duties and shall succeed to the office of President during the Annual Conference and Annual General Body Meeting (AGBM) in the year following his election as President Elect.
- ii. Shall help in enlarging the activities of the Association and encourage the activities of the branches, zonal branches and sub-branches by attending such meetings, symposia, conferences etc., whenever possible.

c) The Vice-President:

- i. Shall act as a presiding officer in the absence of the President, the chair being taken by the senior Vice-President.
- ii. The Vice-Presidents shall be actively involved with the activities of state or local branches allocated by the President. They shall attend their organizational and scientific meetings and send an annual report for sending to central IADVL and publication in the

IADVL Maharashtra NEWS published at the time of CUTICON The two Vice-Presidents and two Joint Secretaries will also act as zonal coordinators. They will have regular interaction with the respective chapters and should intimate the IADVL about progress in the membership drive and any problem faced by the concerned chapter and any reportable activities.

d) The Honorary General Secretary:

i. Shall be in charge of the State office.

ii. Shall conduct all correspondence.

Shall have general supervision of accounts, pass all bills for payments and shall sign the cheques jointly with the Honorary Treasurer or in the absence of the Honorary Treasurer with the President

iii. Shall organize, arrange and convene meetings, conferences, lectures and demonstrations.

iv. Shall attend meetings of the State Council and the GBMs and maintain records of their proceedings.

v. Shall be an ex-officio member of all committees constituted by the State Council and shall try to attend their meetings.

vi. Shall maintain an accurate and updated register of all members of the Association and a record of the activities of the various chapters

vii. Shall dispatch all the circulars for various meetings in time. The circulars shall be fully informative.

viii. Shall present the annual report for his or her period of office.

ix. Shall maintain and update the IADVL Maharashtra website

e) The Joint Secretaries:

i. Shall help the Honorary General Secretary or the President, whenever necessary.

ii. One of the Joint General Secretaries in the order of seniority shall act for the Honorary General Secretary in his or her absence, and

under such circumstances, the duties and powers of the Honorary General Secretary shall, for the time being, vest on him/her.

- iii. Shall actively involve themselves with the activities of state or local branches allocated to them by the President. They shall attend their organizational and scientific meetings and send their annual reports of such activities for sending to central office and publication in the IADVL Maharashtra NEWS published at the time of CUTICON.

f) The Honorary Treasurer:

- i. Shall receive all amounts of money of the Association and deposit them in a nationalized bank to the credit of the Association, the operation of the Bank account being subject to Rules 19 and 20.
- ii. Shall be responsible for the collection of subscription from all the members of the Association.
- iii. Shall submit to the Honorary General Secretary a quarterly updated list of the valid members of the Association taking into account the application of Rule 18.
- iv. Shall be responsible for maintaining updated accounts of the Association.
- v. Shall get all the accounts audited by the Auditor of the Association.
- vi. Shall prepare an annual statement of accounts and a balance sheet showing the financial position of the Association and get it audited by the registered auditor of the Association for the financial year, i.e. 1st April of a year to 31st March next year. He or she will circulate it to all the members in the first issue of IADVL Maharashtra NEWS for the year. At the AGB meeting, he or she will prepare and present the unaudited balance sheet for the remaining months of the year, i.e. from 1st April to 30th November of the year of the conference.
- vii. Shall dispose-off the bills for payment as sanctioned by the Honorary General Secretary and only on his written order.
- viii. Shall have the right to point out any error or discrepancy in the order of payment of the Honorary General Secretary and refer the order back to him with his remarks. In the event of disagreement between the Honorary General Secretary and the Honorary

Treasurer, the matter shall be referred to the President for a decision to be later approved by the State Council at its next meeting.

- g) The tenure of all the office bearers shall be for one Association year, except for the Vice-President, State Secretary and State Treasurer, for whom it shall be two Association years. Vice president will be designated Jr Vice president in first year and senior vice president(President (President Elect) in the second year. The tenure of the President shall not exceed one term.
- h) The two past president shall be, being the Returning Officer for the election of the State Branch, shall not be eligible to contest for any post as long as they are in office.

15. VACANCIES IN THE STATE COUNCIL:

- i. .
- ii. If the vacancy is related to the office of the President, the senior Vice-President shall act as President during the remaining term of the former's office.
- iii. In the absence of both the President and the senior Vice -President, the second Vice-President will assume the duties of the President during the remaining period of the former's office.
- iv. Any members who does not attend at least 2 state council meetings during the year shall cease to be a member of the Council in the subsequent at least 2 years.
- v. State council members should have at least 2 years experience in the field of dermatology after receiving their degree.

16. PROCEDURE OF ELECTION OF OFFICE BEARERS:

- a) The state branch and local branches(Local chapters) should hold the election every year and new office bearers are to be appointed at the Annual General Body Meeting (AGBM).
- b) Electoral roll: All those life members who are on State Register, and have paid all outstanding dues to the branch shall constitute the electoral roll.

- c) Election officer: The State Council shall appoint an election officer for the ensuing session from among the past state Presidents to conduct and supervise the state election and get it approved in the preceding AGBM. The secretary and treasurer shall be the returning officer and joint returning officer respectively
- d) The mode of election shall be by direct secret ballot election at the time of AGBM. The Returning Officer shall invite nominations at least a month in advance, scrutinize them, give an opportunity to contestants to withdraw, and then put to election, which is to be conducted by the Election Officer by direct ballot at the time of Annual General Body Meeting.
- e) The executive Council may recommend a maximum of 3 members who have a standing, ability and reputation in the Association who are willing to proactively serve on the Committee for the furtherance of the aims and objectives of the Association.
- f) All disputes pertaining to the election shall be decided by an Arbitration Panel constituting of three available State Immediate Past Presidents. The arbitration proceedings will be conducted in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and any amendments thereafter. The State Past President who has conducted and supervised the election process pertaining to which the dispute has arisen will not be a member of the Arbitration Panel. The venue of arbitration will be in Mumbai and the arbitration proceedings will be conducted in English. The majority decision of the Arbitration Panel shall be binding on the parties concerned.

17. FUND OF STATE BRANCH:

- a) The funds or the income of the Association shall be derived from the following sources:
 - (i) Contribution from the Local Chapters. Contribution from the branches to the State fund shall be as per the decisions of the State Council and approved by the General Body.
 - (ii) Donations or legacies from members or well -wishers of the Association.

- (iii) Donations will be accepted from members and others (non - members) for prizes, awards, etc. The donated amount will be kept in a bank fixed deposit. The prize money, award, etc. shall come from the interest of the deposit, accrued during the year. The prize shall consist of a memento or cash The donation money will be minimum ` 5,00,000/- for members and ` 10,00,000/- from others (non-members) for 5 years. The memento will be prepared by the Honorary General Secretary. New awards **titled** with specific names should be considered only posthumously in rare cases for very senior members with extraordinary contribution to the association and after due approval in AGBM
- (iv) Sale proceeds and amounts derived from advertisements in souvenirs, etc. or the transactions or any publications of the Association, including the royalties of the sale of textbooks,rents due to subletting the premises, if any, authorized by the State Council.
- (v) Surplus accruing from all state conferences (CUTICON), known as corpus fund of CUTICON, will be divided as follows . 70% to state branch and 30% to Local Chapter after paying all relevant taxes.
- (vi) Surplus accruing from all zonal/National conferences: The audited accounts of each conference (DERMAZONE) should be submitted to the central IADV L, and 50% of the surplus given to the IADV L , from the rest 50%, to be divided between state branch and local chapter in 70: 30 proportion(Annexure IV).
- (vii) Educational grants from pharmaceutical industry and well wishers
- (viii) Such other sources of income as may be authorized by the State Council/AGBM.

The office holder who draws upon the funds of the Association will be subject to strict accounting for the amounts withdrawn and is answerable to the State Council/AGBM.

Any income to the Association is tax-free as per a letter from the income tax authorities received by the Association and the PAN is AAATT0358A

b) Reserve Fund/ Corpus:

- i. At least 25% of the surplus each year shall be credited to this fund after all expenses and taxes.
- ii. The reserve fund shall be deposited in a separate account in a savings bank or fixed deposit account in a nationalized bank as approved by the State Council.
- iii. The reserve fund shall be drawn upon only IN EXTRAORDINARY CIRCUMSTANCES by a special resolution of a meeting of the State Council in which three fourths of the members present vote in favor of the resolution of withdrawal and under the exclusive condition that the expenditure is necessary in furtherance of the objectives of the Association, as mentioned under Rule 5. The decision is to be ratified in the AGBM with complete explanation and details of expendituresuch made

c) Subscription:

a) Membership fees : state contribution from the national IADVL membership

Class of membership	Central fund contribution (CFC) (in `)	Branch contribution (BC) (in `)	Journal contribution (JC) (in `)	Total (in `)
Life Members				
Provisional Life members				
Associate Life members				

fees as follows

- b) All membership fees will be non-refundable and non-transferable.
- c) All dermatology heads of departments and state secretaries are to encourage all fresh dermatology postgraduates to become provisional life members or associate life members of the IADVL to

ensure they receive the IADVL regularly. All newly qualified dermatologists should be asked to become life members.

18. MEETINGS

(a) State Council:

The Annual State Council meeting should be held at the time of CUTICON. The President may call an urgent State Council meeting at 3 days' notice.

Two-thirds of the state council members can call a Requisition State Council Meeting at 15 days' notice to consider a specific circulated agenda. At the Annual State Council Meeting, the usual routine business shall be transacted.

- 1) State Council meetings will be held during CUTICON and during 3 QSMs every year
- 2) The number of members for state council will be one member for every 40 members subject to upper limit of total 40 members.
- 3) For each state council meet the president , secretary and treasurer will be reimbursed economy class air travel fare
- 4) The annual state Council Meeting (CCM) for the closing year shall be held on the afternoon of the last day of CUTICON
- 5) Seven members shall form the quorum, of whom at least three shall be other than office bearers.
 - 6) The business to be transacted at the annual State Council Meeting for the closing year shall be in the following order unless otherwise determined at the meeting:
 - a) To adopt the annual report of the Honorary General Secretary for the previous year.
 - b) To adopt the audited statement of accounts of the Honorary Treasurer for the previous year.
 - c) To review and adopt the activities of the various committees and subcommittees appointed during the previous year.

- d) To consider any resolutions or proposals sent by members.
 - e) Any other business, but not more than two matters, allowed by the presiding officer.
- 6) The business to be transacted at the first State Council Meeting for the new Association year will be as follows:
- a) To discuss, report and adopt the proceedings of the first AGBM for the year held earlier [refer bye-laws 16(B)].
 - b) To elect and nominate various committees and subcommittees from among the members of the State Council. Preferably, each such committee or subcommittee will elect its own Chairperson and Secretary (Convener). The President and Honorary General Secretary shall be the ex-officio members in all these committees.
 - c) Any other business, but not exceeding two matters, will be allowed by the presiding officer.

(b) Annual General Body Meeting:

The General body Meeting shall take place at the time of CUTICON to (i) hold the election, (ii) to confirm the proceedings of previous year's AGBM, (iii) to adopt an annual budget, and pass the audited accounts of previous financial year (iv) to decide the venue of the next annual conference and its program, (v) to appoint the election officer, and (vi) to discuss and adopt any proposal from the members which may not be more than two in number.

The quorum shall be one-sixteenth of the members on the register or 40 MEMBERS whichever is lesser.

(c) Extra-Ordinary General Body Meeting:

The Honorary General Secretary, when authorized by the State Council or on written request by at least 50 members of the Association, may call a special GBM within a month, in consultation with the President.

19. QUORUM:

- a) State Council Meeting: Seven members shall form the quorum, of whom at least three shall be other than office bearers.
- b) Annual General Body Meeting: Forty valid members present at the AGBM will form the Quorum at the AGBM.

In the absence of a quorum, the meeting of the State Council or the Annual General Body Meeting shall be adjourned for half an hour and shall be held thereafter.

20. MINUTES:

- a) The minutes of the General Body and the State Council meetings shall be confirmed at the subsequent meeting and duly signed by the Chairperson of the meeting.
- b) The minutes of each meeting of the State Council shall be circulated at the subsequent meeting.

21. CUTICON:

The state branch shall organize an Annual State Conference, named CUTICON followed by the name of the local state branch, hosted by any local branch or on its own, e.g. CUTICON Maharashtra-2016. "...th/..st State Conference of IADVL" will be mentioned in the next line. CUTICON shall have a one or two day program in which organizational meetings (State Council and General Body Meeting), guest lectures, scientific meetings and symposia, and free papers, shall be organized.

CUTICON shall be open to all registered IADVL members. The Organizing Committee shall in general follow the same pattern as in the case of DERMACON and should encourage their members to donate awards, medals and prizes to ensure larger participation.

22. POWERS AND RESPONSIBILITIES OF THE STATE COUNCIL:**a. Power to make Rules, etc.:**

- a) The State Council shall have the power to recommend to the General Body any changes in the rules of the Association and

the amendment of the Constitution will be valid only when approved by a two third majority in the State Council and shall come into effect immediately after it is passed by the General Body.

- b) If the proposition or resolution sought to be moved by the member has the effect of making amendment/modification in the constitutional provision, then before putting it directly before the AGBM for discussion, the Honorary General Secretary will take the opinion of the state council..
- c) The state council CC MIDDERMAMEET will not take any decision to make constitutional changes. However, if any such decision is required to be taken in case of extreme necessity, it shall be placed before the next AGBM for approval.
- d) Any member wanting to propose any change in the rules of the Association shall give at least 30 days' notice of such a proposal before the date of AGBM to the Honorary General Secretary in writing, signed by the proposer and duly seconded and supported by five other valid members. he Honorary General Secretary shall circulate the proposal to the state council within 10 days of receiving the proposal for their opinion and if approved by the State Council, place it before the next GBM of the Association.

b. Obligations of State Council:

The member of the State Council shall keep in good and substantial repair and safety all the moveable and immovable properties.

c. Register of Properties:

The State Council shall maintain a Register of Properties belonging to the Association in accordance with the provisions of the Maharashtra Public Trust Act, 1950 and the rules framed there under from time to time.

23. SUB-BRANCHE/S AND LOCAL CHAPTERS:

In order to achieve the objectives of the Association, chapters may be formed in various areas of Maharashtra, if they are not already in place, subject to the following rules:

- i. A minimum of 25 members of IADVL from any district, town or zone may form a local branch after approval of the State Council. The local branch may chart out their own Rules and Bye-laws in consonance with the State and National Constitution.
- ii. The local shall, function within the gamut of state branch and national IADVL Constitution. Their ACADEMIC activities should not confornt with MAJOR state branch activities and hence prior permission from state branch is must
- iii. The local branches may host state conference of IADVL (CUTICON) and organize scientific meetings. Any money saved from a CUTICON shall be shared in the proportion of 30:70 for the local branch and the state branch respectively.
- iv. The local branch may also create a fund of its own, by different sources as outlined in Rule 19 of the Constitution.
- v. These branches will write "IADVL Maharashtra State _____ Chapter"

24. DISSOLUTION OF SUB-BRANCHE/S AND CITY CHAPTERS:

If the State Managing Committee is satisfied that any branch/sub-branch/s or City Chapters is not functioning properly as per the Constitution, i.e., it is either inactive for a period of the last one year or the administrative and/or financial affairs of the branch/sub-branch/s are being mismanaged, it has the power either to recommend to the AGBM the dissolution of the branch/sub-branch/s or to remove all the office bearers of the branch/sub-branch/s from their posts. But prior to this, the President and Secretary of the said branch/sub-branch/s shall be given a show cause notice by the State Secretary under the direction from the State Managing Committee and the causes shown shall be considered in the State Managing Committee meeting. After final approval of AGBM dissolving a sub-branch/s or City Chapters, the members who are willing shall be affiliated as direct members until a fresh branch is formed. In case only the office bearers are removed from their posts, fresh election will be held within 6 months, according to the procedure laid by and under an election officer appointed by the President of the State IADVL. All assets, movable and

immovable, shall stand frozen and remain under the custody of the State IADVL after the dissolution of the sub-branch/s or City Chapter. Such assets shall be restored to the newly formed sub-branch/s or City Chapter as per rules.

25. PROPERTIES OF THE ASSOCIATION:

All the properties movable or immovable belonging to the Association shall vest in the State Council.

Provided No sale, exchange, mortgage, lease or other transfer of immovable property belonging to the Association shall be valid unless the President and Honorary General Secretary shall execute the document of transfer after approval from gb

26. BANK ACCOUNT:

a. All funds of the Association and its branches shall be kept in nationalized bank (Savings Bank and Fixed Deposit) opened in the name of the Association. All banking operations shall normally be carried out by either the Honorary Treasurer and Honorary General Secretary . The signatories of the account will be the president, secretary and treasurer with any two of the three signatures being required for the transactions. However

b.

c. The surplus funds after expenditure and taxes will be kept in a bank fixed deposit. The Association will meet its expenditure out of 1. the interest earned on different fixed deposits and portion of the savings of CUTICON2. Educational grants/ donations received during the year and all sources of income mentioned earlier. Only the State Council Members, by a three fourth majority vote, can authorize full or partial withdrawals from the fixed deposits and for using the money for specified purposes only in exigent circumstances and provide due explanation in AGBM for same and get it ratified in AGBM . No office bearer shall make full or partial withdrawals from the fixed deposits without the express permission of the State Council Members.

27. EXPENDITURE :

b. As per the budgetary allocation, the Honorary Treasurer and

Honorary General Secretary, as authorized by the State Council, shall pay rents, salaries, wages and such other charges as may be necessary for carrying out the work of the Association. It shall further provide for the issue of the journal of the Association when found necessary and such publications as may be authorized and shall be empowered to spend money on scientific investigations, conferences, prizes, awards, fellowships and on such other purposes as it may consider advisable in order to achieve the objectives of the Association. A committee comprising the President, Honorary General Secretary, Honorary Treasurer shall allocate money during any emergency situation. The President, Honorary General Secretary and Honorary Treasurer will be reimbursed up to 75% of their telephone and mobile bills as office expenses up to a limit of Rs. 5000 monthly. The President, Honorary Secretary and Honorary Treasurer will be reimbursed for travel expenses for Association activities.

28. INVESTMENT :

Any money of the Association, not immediately required, may be invested as determined by the State Council.

All moneys forming part of the Association Fund requiring investment shall be invested in the name of the Association in fixed deposits with a nationalized bank. Any other investments should be approved by AGBM.

29. ASSOCIATION YEAR AND FINANCIAL YEAR :

The financial year of the Association shall be from 1st April of a year to the 31st March of the next year. The Honorary Treasurer will circulate an audited account of income and expenditure and liabilities of the previous year in the first circular/newsletter issued by the association. At the time of the AGBM, an unaudited account for the remaining period will be circulated for members' perusal. The Association year will be from 1st April to 31st March of the next year for administrative purposes. However, the President, Honorary General Secretary, and other members of the Executive Committee will start working from the day they assume charge.

30. ARBITRATION COMMITTEE:

Any dispute among members of the Association shall be referred by the President, Executive Committee or Executive Council to the Arbitration Committee, consisting of the five Immediate Past Presidents (except immediate past President who is a member of the Executive committee), to be approved by the General Body. The verdict of the Arbitration Committee shall be placed before AGBM for final approval. In case of inability of any of the immediate 5 past presidents to serve on the arbitration committee, previous presidents can be appointed into the committee as per seniority

31. AFFILIATION:

The Association i.e. **“The Indian Association of Dermatologists, Venereologists and Leprologists (IADVL) (Maharashtra Branch)”** shall be affiliated to **“THE INDIAN ASSOCIATION OF DERMATOLOGISTS, VENEREOLOGISTS AND LEPROLOGISTS (IADVL)”**.

32. ACCUMULATION:

33. BOOKS OF ACCOUNTS AND AUDIT:

The State Council shall regularly keep proper books of accounts to which all receipts and all expenditure relating to the Association shall be entered and such books shall be kept at the registered office of the Association or at such other place as the State Council may decide. Such accounts shall be audited from time to time and file in the Office of the Deputy Charity Commissioner, Greater Mumbai Region, in Accordance with the Maharashtra Public Trust Act 1950 and/or with any other department as prescribed by any other Act for time being in force.

34. CHARGEABLE:

The State Council shall be respectively chargeable only for such monies and securities as they shall respectively actually receive notwithstanding their respectively signing any receipt or cheque for the sake of conformity and shall not be answerable or responsible for the acts, receipts, omissions, neglects and defaults of any banker, broker, auctioneer or other person with whom or into whose hands any moneys or securities shall be deposited or come or for any other unless the same shall happen

through their own negligence, default, omission, breach of trust, misapplication or misconduct.

35. DISSOLUTION:

It shall be lawful for the State Council members in the event of Winding– up /dissolution, the members in the General Body should have 3/4th clear majority and also subject to the provision of the Maharashtra Public Trust Act, 1950 and the Income Tax Act, 1961 and that the assets remaining on the date of winding up, etc. under no circumstances shall be distributed amongst the member/s but same shall be transferred to central IADVL

Name	Signatures
Dr. Rashmikant Shah	
Dr. K.E.Mukadam	

Date :

Place : Mumbai.