

Articles of Association

Name of The Association

The name of the Association shall be

" INDIAN CHAPTER OF INTERNATIONAL HEPATO PANCREATO BILIARY ASSOCIATION (IHPBA) "

Objectives of Association

- To study any relevant problems that affect the liver, pancreas and biliary tract and to facilitate collaborative research into the factors that lead to disease of these organs and their prevention
- To promote understanding of the causes, investigation and treatment of disorders of the liver, pancreas and biliary tree.
- To encourage the interchange of clinical and scientific knowledge among surgeons and members of related disciplines working in this field.
- To foster friendship among clinicians and scientists involved in hepatic pancreatic and biliary disciplines
- To strive towards the highest ethical standards in the chosen fields of endeavor
- To foster education and career development in the field through identifiable funding mechanism.

Membership

The number of members enrolled in the Chapter is unlimited.

The Chapter shall consists of the following types of members

- Founder Life Members
- Life Members
- Associate Life Members
- Honorary Members
- Corporate Life Members
- International Life Members

Membership shall be available to any suitably qualified medical practitioner or scientist involved in any of the hepatic, pancreatic or biliary fields.

Application for membership should be on the Official application form.

Founder Life Member

Life Member who joined the Chapter before 31st March 2001.

Life Member

Post Graduate Medical Doctor from any Institution or University recognized by the Medical Council of India or approved by the Executive Committee, and with an active interest in IHPBA.

Associate Life Member

Person from medical, nursing or technical background with an active interest in IHPBA but not fulfilling the criteria for Life Member. They shall have no voting rights nor shall they contest any position in the Executive Committee.

Honorary Life Member

Person of renown, who has made outstanding contribution to the field of IHPBA. To be nominated by unanimous vote of Executive Committee and to be ratified by simple majority of the General Body.

Corporate Life Member

Person from Industry with an active contribution to the requirement of IHPBA.

Corporate Life Member

Life Member from a country other than India but without voting rights.

Voting

Every Life member of the Association will be entitled to one vote.

Membership Fees

Members of all categories are required to pay the Life subscription and support the activities of the Chapter. The level of the fees shall be determined by the Executive Committee and approved by the General Body of the Chapter.

Discontinuation of the Membership

Irrespective of the type of Membership, the members will cease to belong to the Chapter as determined by the Executive Committee by virtue of the following :

- Resignation in writing to the Organizing Secretary / General Secretary.
- Failure to adhere to the Chapters Constitution.
- Failure to retain good standing with the Medical Profession.
- Expulsion by the General Body on the recommendation of the Executive Committee.

The Executive Committee

The affairs of the " INDIAN CHAPTER OF INTERNATIONAL HEPATO PANCREATO BILIARY ASSOCIATION (IHPBA)" shall be conducted by the Executive Committee having the following office bearers :-

- President
- Secretary
- Treasurer
- President Elect
- Conference Secretary
- Immediate Past President
- Zonal Vice President - 1, Zonal Members - 2 (Each Zone) (North, South, East, West and Central – The Zones are as listed by Govt. of India)

The Executive Committee of the Association shall have a minimum of 7 members and the maximum will be determined by the Executive and elected at the General Body Meeting of " INDIAN CHAPTER OF INTERNATIONAL HEPATO PANCREATO BILIARY ASSOCIATION (IHPBA)"

Vacancies

Vacancies occurring unexpectedly among the Executive, other than that of President, shall be appointed by the President in consultation with the Executive Committee members.

Election of Members

Candidates of various types of Memberships shall obtain the official application form from and submit it duly completed to the General Secretary of Chapter for approval by the Executive Committee. Membership commences on receipt of acceptance from the General Secretary.

Election of Executive Committee Members

Nominations for the several vacancies in the Executive Committee shall be submitted to General Secretary in writing not less than one month before the next General Body Meeting / Annual Conference. Candidates, proposers and seconders shall be Life Members of the Chapter and the consent of the Candidate should accompany the nomination. In the absence of nominations from the Members, the Current Executive Committee will propose names for the Executive Committee. The names will be scrutinized by the Credentials Committee consisting of Eminent Experts in the field. The credentials committee will be appointed by the executive committee. The new Committee Members will be appointed at the General Body on the recommendation of the Executive Committee.

A Committee comprising President, Past President, three members and the General Secretary shall select candidates for awards of prizes or determine grant of Travel Fellowships from out of funds earmarked for this purpose.

Powers and Proceedings of the Executive

- The Executive may act for all purposes notwithstanding any vacancy in their number.
- The Association and the property and affairs thereof shall be under the control and management of the Executive.
- The Secretary shall, subject to the direction of the Executive, exercise general control over the management and administration of the Association.

- The President, Secretary and the Treasurer may deposit in or withdraw money from any scheduled bank or banks in any one or more types of accounts on behalf of the Association as may be required provided that no moneys will be withdrawn unless two of the three designated office bearers sign the cheques or withdrawal slip.
- To affiliate, subscribe or to become member of and co-operate with or join any other organization.
- To Establish a separate fund or funds for carrying association or body or federation in or outside India whose objects are altogether or in part similar to those of the Association out any one or more of the objects of the Association.
- To borrow or raise any moneys required for the purpose of the Association upon such terms and in such manner and on such securities as may be considered necessary.
- To accept any request, gift, donation or subscription from any member or from any other person or institution either with or without any conditions or otherwise and to establish a fund or endowment for promotion or attainment of the objects of the Association and to apply the income arising thereafter carrying out any of the objects of the Association.
- To acquire purchase, lease, leave and licence or otherwise any movable or immovable property and / or properties to carry out any or all of the objects aforesaid and give the same leave, leave and licence or otherwise transfer the said property and / or properties if so desired, and to employ persons to run the office and activities of the Association.

Executive Committee

The Executive Committee shall consist of members formed as per the procedures followed by the International Body of IHPBA and any co-opted member at the discretion of the President. It will meet during the Annual Conference prior to the General Body Meeting and at other times as deemed necessary by the President to consider affairs of the Chapter.

Membership Register

A list of persons, who are members within the meaning of section 15 of the Societies Reg. Act. 1860, will be maintained in the name of Schedule IV to the Societies Reg. (Mah) Rules 1971 vide Rule 15 thereof.

Duties of Office Bearers

- President shall chair meetings of the Executive Committee and shall ensure that the Constitution and Rules of Procedure are observed. He/she is elected for two years and cannot be re-elected.
- President Elect is elected two years in advance of assuming Presidency and will deputize for the President in his /her absence.
- General Secretary is responsible to the Executive Committee for the administration of the Chapter, including collection of the Membership fees and payment of the Chapter's running costs, maintenance of membership lists, registration of documents, establishment of contacts with other Scientific Societies and Organizations and retention of the archives.

The General Secretary shall maintain the Chapter funds in an appropriate account and will forward details of transactions to the Treasurer for presentation to the Executive Committee at the Annual General Body Meeting. He/She shall prepare the agenda and rules for procedure for each Meeting of the Executive Committee and Annual General Body and shall keep their records. He/she is elected for a period of four years.

- Treasurer is responsible to oversee the Chapter's finances. He/she shall maintain proper records of all Financial transactions and shall submit accounts to the General Body for approval. He/she is elected initially for a period of four years and later for two year terms and will assume the responsibilities of the General Secretary in the absence of Secretary elect. The Treasurer in conjunction with the General Secretary will establish and maintain a fund for the express purpose of facilitating attendance at the Annual Meeting by trainees and young investigators in the field by allocating a proportion of the Membership fees.

- Conference Secretary shall organize the Conference at the end of his / her tenure in office for one year. The Conference Secretary is elected at the Annual General Body from the Members belonging to the Venue of next Annual Meeting.
- Immediate Past President shall serve on the Executive Committee for two years immediately after the end of his / her tenure as President.
- Zonal Vice President- (one) and Members– (two) (North, South, East, West and Central - The Zones are as listed by Government of India) are elected to the Executive Committee for a period of two years. No zonal Member can serve for more than four consecutive years unless elected to that office.

No Confidence Motion and Resolution

A No Confidence motion in the Executive may be passed by a 2/3 majority of the members present and voting at the general body meeting. A resolution of the association except the amendment to the Memorandum of Association and the Rules and Regulations, may be passed by a simple majority of the members present and voting. Amendments of the Memorandum of Association and the Rules and Regulations may be hereinafter provided be passed.

Notice

Notice of the meetings of the Association of the Executive may be intimated to members thereof in such a manner as may be decided by the Executive from time to time.

Annual Conference and General Body Meeting

The business meeting of the General Body shall be held together with the Annual Conference. The dates and venues shall be proposed by the Executive Committee and approved by the General Body. All members are entitled to submit to the General Secretary in writing items for inclusion on the agenda of the General Body meeting three months in advance. All matters of policy shall be decided by majority vote of members present at the assembly. Any change in Articles of the Chapter will require 75% majority of members present at the General Body. Scientific Papers can be presented by Members or Individuals sponsored by Members.

Scientific Committee shall designate time limit for presentations and discussion and may invite Speakers who are not Members of the Chapter. Guests shall have the privilege of the floor by invitation at the Scientific Sessions but will not be allowed to attend the general body meeting.

Quorum

The presence of at least one third of the members of the General Body Meeting shall be necessary to form a quorum as a General Meeting. However, if the quorum is not present at the stipulated time of the meeting, the Chairperson of the meeting may adjourn the meeting for half an hour after which the meeting can carry on irrespective of number of people attending the meeting. No quorum is necessary for adjourned meetings.

Extra Ordinary General Meeting

- The President, Secretary and the Treasurer may deposit in or withdraw money from any scheduled bank or banks in any one or more types of accounts on behalf of the Association as may be required provided that no moneys will be withdrawn unless two of the three designated office bearers sign the cheques or withdrawal slip.
- An Extra Ordinary general meeting summoned or requisitioned on default two thirds of the total ordinary membership shall be the quorum.

Sources of Income

- Membership fees
- Donations
- Bank interest
- Income from Cultural Programme
- Annual and Biennial Conferences

Bank Accounts

The funds shall be deposited in a National or Scheduled Bank in the name of Association, and the account shall be jointly operated by the President, Secretary and Treasurer. No money will be withdrawn unless at least two of them sign the cheques or withdrawal slips.

Amendments of Rules

The Rules may be amended, altered, replaced, rescinded or added to at any time by 2/3rd majority of the members of the General Body Meetings provided previous notice of at least 7 days is given to the members of then proposed alterations. If a change is desired in the name of objects of Association or if two or more societies are to be amalgamated, procedure laid down in section 12 or 12A of the Societies Registration Act 1860, will be followed. The Financial Year of the Association shall be from 1st April to 31st March of the Calendar year.

Dissolution of the Association

The Association shall not be dissolved except by the vote of a majority of the three fourths members present at General Body Meetings called for the purpose, provided the total number of votes cast at such a meeting is not less than two-third of the total of the members than on the rolls of the society under section 13 & 14 of the Societies Registration Act 1860. The Financial Year of the Association shall be from 1st April to 31st March of the Calendar year.