

JHARKHAND ORTHOPAEDIC ASSOCIATION

GENERAL BODY 'S RESOLUTION

A general body's meeting was held under the Presidentship of Dr. Sudhir Kumar on 11th February 2013 in the office of the society "JHARKHAND ORTHOPAEDIC ASSOCIATION" situated at Sagar Orthopaedic Centre, Jay Prakash Nagar, Bariyatu Road, Near Booty More, Ranchi-834009, Jharkhand in which the following resolutions have been passed:

Resolution No.-1

General Body has unanimously passed a resolution for the registration of the society "JHARKHAND ORTHOPAEDIC ASSOCIATION" under Societies Registration Act 21, 1860.

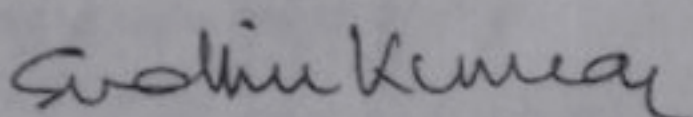
Resolution No.-2

General Body has unanimously authorized Dr. Pawan Kumar, Secretary of the society to contact Registration Department for the Registration of the Society under Society Registration Act 21, 1860.

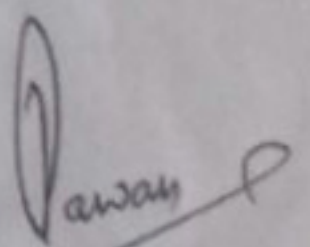
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PRESIDENT

Certify that this is true copy of resolution passed by General Body.



PRESIDENT



SECRETARY

JHARKHAND ORTHOPAEDIC ASSOCIATION RULES AND REGULATIONS

1. **NAME:** The name of the Association shall be "JHARKHAND ORTHOPAEDIC ASSOCIATION".
2. **OBJECTS:** The aims and objects of the association are given in the memorandum of the Association.
3. **LOGO:** The logo of Indian Orthopaedic Association will be used. The word 'India' will be replaced by 'Jharkhand' in the logo.
4. **Office and Scope:** The Association shall operate throughout the state of Jharkhand. The permanent office of the association shall be at Ranchi.
ii. The office of the Association shall be attached with the secretary of the Association.
5. **Membership:** Membership of the Association shall comprise of the following categories:
 - a. **Patrons:** Patrons shall be such person who has made outstanding contribution to the development of orthopaedic surgery. Patrons shall be invited to accept the office on the executive committee. They shall be invited to meetings of the Executive Committee, Journal committee and other official meetings of the Association and its committee with consultative status. They shall also receive information material concerning activities of the Association.
 - b. **Honorary Fellow:** Honorary fellows may be elected from men or women of distinction including laymen residing in this state or in any part of the country or overseas, who have made outstanding contribution to the advancement of orthopaedic surgery.
 - c. **Full Members:** Full members shall be elected from persons who possess a postgraduate Degree or Diploma in orthopaedic surgery and are engaged in the practice of orthopaedic for a minimum period of two years.
 - d. **Life Membership:** Full members of Association who contribute a minimum of Rs.1000 (Rupees one thousand only) towards the funds of the Association may be elected as life members of the Association. The whole contribution amount from life member will be kept in a fixed deposit and only its annual interest will be treated as annual income.



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e. **Associate Members:** Associate members may be elected from:-

- I. Doctors with acceptable training in orthopaedic with more than two years practice in the specialty.
- II. Doctor engaged in House jobs in orthopaedics or allied subjects.
- III. Doctors pursuing research in orthopaedic surgery.
- IV. Paramedical personal like qualified physiotherapists occupational Therapists, Prosthetic and orthotic technician interested in rehabilitation of orthopaedically handicapped.

6. **ELECTION OF MEMBERS: -**

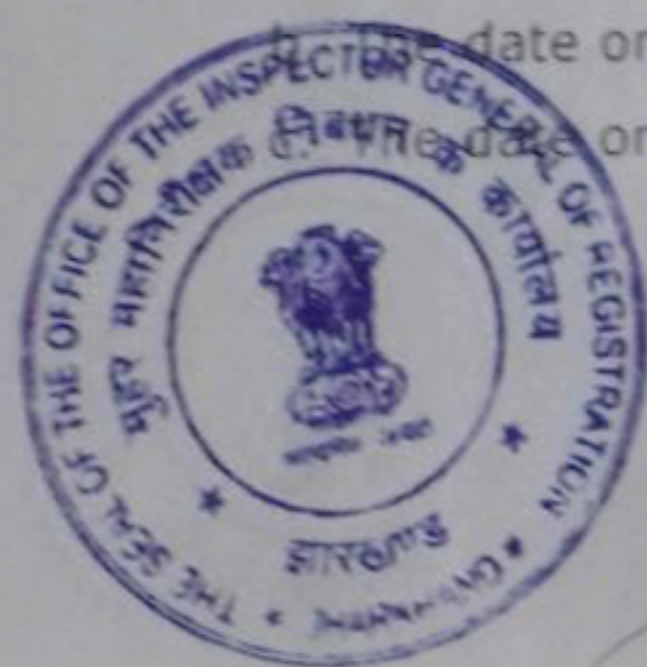
- I. Patrons: Patron shall be nominated on the advice or the executive committee and shall hold office unless he or she wishes to relinquish office voluntarily.
- II. Honorary fellow: The names of the honorary fellow will be prepared by the Executive committee and approved at a Business meeting by majority votes.
- III. Application for enrolment for membership in other categories of members shall be made to the secretary of the Association on an official form and recommended by two full members of the Association. The Executive committee shall appoint a Membership scrutiny committee of three persons who shall scrutinize all applications for membership and recommend to the Executive committee the names that are eligible for acceptance. Eligible names will be admitted by next General Body meeting by a majority votes on the advice of the Executive Committee.

7. **REGISTER OF MEMBERS** - The Association shall maintain its register of its members and shall enter therein within 15 days after the admission of a member or a cessation of this membership as the case may be, the following particulars.

a. The name and address of the member.

b. The date on which the member was admitted.

c. The date on which a member ceased to be such member.



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8. ANNUAL SUBSCRIPTION :-

- I. The annual subscription for full and associate member shall be due on the 1st of April and will be payable in advance.
- II. The annual subscription shall be determined from time to time by the Executive Committee and approved by a simple majority vote in a Business Meeting.
- III. The subscription shall be charged at the following rates.
 - a. Life Member Rs. 1000/.
 - b. Full Member Rs. 100/- Per Year.
 - c. Associate Member Rs. 75/-Per year
- IV. Fifty percent of the total annual subscription shall be made payable to "**Jharkhand Orthopaedics Association**" and the remaining fifty percent shall be year marked for 'The Journal of "**Jharkhand Orthopaedic Association**" and shall be maintained in a separate account. All cheques of the Association shall be signed by two persons the secretary & the Treasurer while all cheques of the journal shall be signed jointly by the Editor the journal and the Treasurer.
- V. All categories of members may be requested to contribute to any other existing funds or trust or special activities of the association.
- VI. The executive Committee may recommend to the General Body for approval of an admission fee for any category of members if and when it is considered necessary.

9. RIGHT OF MEMBER:-

- I. Each life & full member shall have one vote at every meeting.
- II. All life & full member and Associate members of association shall be entitled to participate in scientific or General Body meetings.
- III. All life & full members shall have right to inspect the books of account, book-containing minutes of proceeding of general body meeting and register of meeting of association on any working day during business hours by giving reasonable notice.



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- IV. All the life, full members of the Association shall be bound by the rules and regulations and / or by-laws framed from time to time.

10. NON FUNCTIONING MEMBERS -

Member who will be absent in continuous three Annual General Body Meeting will be treated as non-functioning member, who will be absent from three executive committee members meeting will be treated as suspended from the membership of the executive committee. They have to apply to the secretary for renewal of their membership. The executive committee will remove the suspension if the committee is satisfied with the explanation of the member. During this period the name of the member will be dropped from mailing list of the Association.

11. CEASATION OF THE MEMBERS: -

- I. The association's financial year shall extend from 1st of April to 31st of March every year.
- II. The account of the Association shall be maintained in the name of the Association either in state Bank of India or any other scheduled Bank authorized by Executive Committee.
- III. Any member whose resignation is demanded by the Executive Committee for misconduct which may go against the interest of the Association shall have the right to represent in the next Business Meeting and shall make a written application to the Secretary within 14 days of receiving the demand.

12. ACCOUNT AND FINANCES: -

- I. The association's financial year shall extend from 1st of April to 31st of March each year.
- II. The account of the Association shall be maintained in the name of the Association either in state Bank of India or any other scheduled Bank authorized by Executive Committee.

III. The treasurer will be in-charge of all money and assets of the Association.

IV. All property and money shall be invested in the name of the Association.



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- V. The payment of subscription and / or donations shall be payable to the "**Jharkhand Orthopaedic Association**".
- VI. A Chartered accountant approved by the Executive Committee shall audit the account of the Association annually.
- VII. The Secretary & Treasurer of the Association shall operate bank account of the Association jointly.
- VIII. All payments are to made either by cash or crossed cheque or draft postal order in the name of the Association and the treasurer shall grant an official receipt.

13. SCIENTIFIC MEETINGS: -

- I. The scientific meetings shall be held at least once a year along with the annual conference of the Association. The venue and date of the Annual Conference of the Association. The venue and date of the Annual Conference of the Association held during an annual meeting.
- II. The Association will prepare a 'GUIDE LINE' for holding annual conference. It will be amended, whenever required, by simple majority vote in General Body Meeting.
- III. In member desirous to hold Annual Conference in his/her place will apply to the secretary, Jharkhand Orthopaedic Association in writing at least one month before the annual conference of the current year for being considered for next year conference.
- IV. The Association at its annual Business Meeting shall elect one Organizing Secretary to organize the next annual conference by a majority vote. The organizing secretary should be a member of the Association and preferably from the place of the venue decided.
- V. The programme of each Annual Conference shall be settled by the local organizing committee in consultation with the programme implementation committee consisting of the president, the secretary and three other members of executive committee. The organizing secretary shall communicate the tentative programme of the conference to the members of the Association under certificate of



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posting at least two months prior to the commencement of the Annual conference.

- VI. Any member wishing to present a paper shall furnish three copies of the abstract of the paper to the organizing secretary at least four weeks prior to the date of the conference.
- VII. The organizing Committee shall scrutinize each paper and shall have the right to either accept or reject any paper.
- VIII. The organizing committee may invite one or more persons of eminence in the field or orthopaedic or allied subjects from outside the state to present paper or deliver lectures, oration, etc and such nomination shall have to be approved by the Executive Committee. The organizing secretary is empowered to correspond with outside guest speakers and finalize their programme. However Jharkhand Orthopaedic Association will not bear any expenditure on this. The Secretary of Association may help the Organizing Secretary in this matter.
- IX. The organizing secretary shall as far as practicable obtain paper from member of Jharkhand Orthopaedic Association, paper from orthopaedic surgeons outside the state of Jharkhand shall be accepted only with the prior approval of the president and the secretary of the Association.
- X. No paper shall be presented to the Association that has either been previously read or published unless specially requested by the programme committee.
- XI. Every paper presented at the scientific meetings becomes the property of the Association, which shall have the right to publish in the official publication of the Association.
- XII. The organizing committee shall raise funds required for holding the conference.
- XIII. The executive committee will authorize the organizing secretary and the treasurer of the conference to open an account in any schedule bank.

Organizing committee will prepare a budget and get it approved by Executive Committee of Jharkhand Orthopaedic Association.



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- XV. After the conference is over the chartered Accountant will audit the account. The audited account will be presented to Executive Committee next business meeting for approval. All the savings will go to "Jharkhand Orthopaedic Association".

14. BUSINESS MEETING: -

- I. A Business meeting shall be held once a year during the Annual conference on the opening day.
- II. All categories of members are entitled to attend.
- III. Twenty members shall form the quorum and Associate members shall not have the voting rights.
- IV. An extra ordinary Business meeting can be summoned by the President within one month if at least 50 % members enrolled have made a written and signed request specifying the nature of the business, but quorum for such a meeting shall be not less than 35 members.
- V. An urgent issue may be taken up after obtaining permission of the chair.

FUNCTIONS OF GENERAL BODY: -

- a. Condolence resolution if any.
- b. Confirmation of the minutes of last meeting.
- c. Consideration of the Annual report of the previous year.
- d. Consideration of audited account by chartered Accountant of previous financial year of Association, Journal, CME, seminar, work etc.
- e. Consideration of expenditure of current financial year of association and journal.
- f. Consideration of budget for coming financial year of association and journal.
- g. Official resolution proposed by the Executive committee.
- h. Non-official resolution proposed by the members.

Any other business with the permission of the chair.

The secretary of the Association shall receive the resolution at least 15 days prior to the date of commencement of Business meeting.



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- k. The president shall have the power to reject any non-official resolution and his decision in the matter shall be final.

15. PUBLICATION

- I. A. The official publication of the Association shall be 'JOURNAL OF JHARKHAND ORTHOPAEDIC ASSOCIATION'. At least two issue of the journal will be published every year.
- II. The office bearers of the Editorial Board shall be: -
- a. Editor - One
 - b. Associate Editor - One.
 - c. Members - Three
- III. Editor and Associate Editor shall be elected by electoral process every three years.
- IV. Members shall be elected by electoral process every year.
- V. Editorial Board will meet at least twice in a year.

B. News Letter:

The Association will publish its own newsletter, which will be known as Jharkhand Orthopaedic newsletter. Honorary secretary, Jharkhand Orthopaedic Association will be the Editor. At least two issues will be publish every year.

16. OFFICE BEARERS:

The Association shall have the following office Bearer who will honorary: -

- a. President one
- b. President Elect one
- c. Vice President one
- d. Secretary one
- e. Joint Secretary Three posts [One from Ranchi]
- f. Treasurer one. [from Ranchi]



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17. EXECUTIVE COMMITTEE:

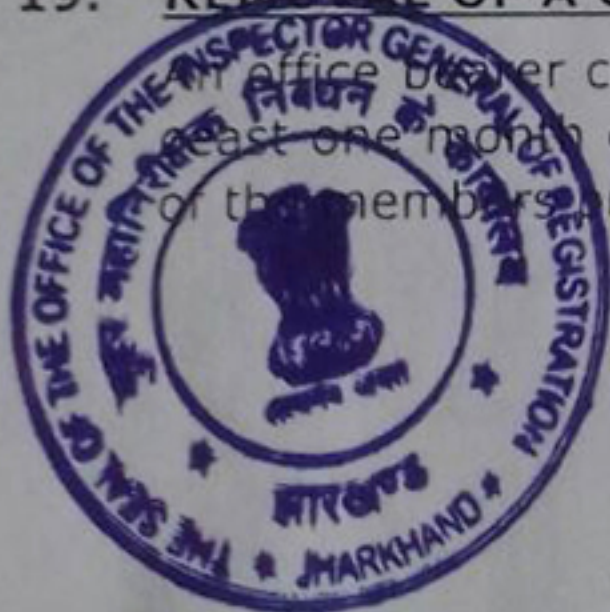
- I. The executive Committee shall constitute of:
 - a. President one
 - b. Immediate Past President one
 - c. President Elect one
 - d. Vice President one
 - e. Secretary one
 - f. Joint Secretary Three (one from Ranchi)
 - g. Treasurer one
 - h. Members six
- II. Editor and Associate Editor shall be Ex-officio member of the Executive committee.
- III. Five members shall form a quorum of the Executive committee.
- IV. Member of executive committee shall have one vote in every executive committee meeting.
- V. Patrons and all past president of the association shall be invited to the executive committee meeting.

18. ELECTION OF OFFICE BEARERS AND MEMBERS OF EXECUTIVE COMMITTEE: -

- I. The secretary, treasurer, Editor and Associate Editor shall hold office for a term of three years and shall be eligible for one more term.
- II. President Elect, Vice-president, three joint secretaries, two executive committee members and three members of Editorial Board shall be elected annually by electoral process. After holding office for one year, the president elect will automatically succeed and will take over charge as the president from the out going President and hold office of the President for one year.
- III. Two out of six ordinary members of the Executive committee shall retire every year after completion of three years terms. Every year two new members will be elected.

19. REMOVAL OF A OFFICE BEARER: -

An office bearer can be removed by a no confidence vote proposed at least one month earlier and which is supported by at least two thirds of the members present in a general body meeting.



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20 TERMINATION OF MEMBERSHIP:

The membership of the society shall be terminated in case of:-

- a) Death.
- b) Resignation addressed to the president or secretary in writing and accepted by the governing body.
- c) Becoming of unsound mind or insolvent.
- d) Conviction for a criminal offence involving moral turpitude; or
- e) Failure to attend three consecutive meetings without proper leave of the Governing body.
- f) If any member does anything against rule and regulations of the society, misbehaves, shows indisciplinary work, misuses the fund of the society, unsatisfactory result of their work, the secretary will have the right to suspend such type of members from their membership.

21. POWER FUNCTION AND DUTIES OF THE OFFICE BEARERS:

(A) PRESIDENT

- a) The president shall be the honorary head of the society.
- b) He/She shall preside over all the meetings of the Executive Body.
- c) He/She shall have the power to convene ordinary and extraordinary meetings.
- d) He/She shall have powers to invite any other person to attend to the Executive body meetings as a special invitee.
- e) He/She shall have the right of casting a vote in case of equal division.
- f) He/She shall convey the decision of the Executive Body to the secretary.

(B) SECRETARY

- a) Subject to any orders, rules and byelaws of the society, the Secretary of the Society shall be responsible for the proper administration of the affairs of the Society under the direction and guidance of the executive Body.
- b) The Secretary shall be the executive head of the society.
- c) The Secretary shall prescribe duties of all members of the staff of the Society and shall exercise supervision and disciplinary control as may be necessary under the rules.
- d) The Secretary shall maintain a record of the minutes of all the meetings of the Executive Body and shall be responsible for the proper execution and implementation of the decisions of the Executive Body and Committee.

In the absence of President and secretary, Vice President and its secretary will perform the powers of President & secretary

e) The Secretary shall entrust responsibility for activities to the Programs functionaries proportionately to ensure their full and potential participation. He/She shall also hold regular meetings with the staff member, particularly with the programs functionaries to plan and implement and to review the activities as allocated.

f) The Secretary will initiate action for conducting and periodically updating socio-economic profiles and survey and for identifying areas, locations and target groups for planning and formulation of the work plan.

g) The Secretary will initiate action for assessment of learning needs and requirements of training for identified groups and in areas selected for programs operation.

h) The Secretary will initiate action for developing and maintaining a system for identification, selection and training of resource and the instructors.

(C) TREASURER

a) Treasurer of the Society will be responsible for the fund management of the Society.

b) He/She will be responsible for all the Bank Transactions.

c) He/ She will be responsible for Accounting and auditing of the fund of the society.

e) He will keep all the records and Expenditure of the society.

22) MEETING OF THE GENERAL BODY

a) Annual General Meeting of the General Body will be held every year, preferably in the month of February. Special or Emergency meeting of the General Body can be convened any time.

b) **Requisitional meeting:-** Requisitional meeting of the general body will be convened within 30(thirty) days by the secretary on the demand of 1/3rd majority of the members of the general body in which signature of the requisite members and topic for discussion in the meeting within 30 days, requisite member have power to convene the requisitional meeting by informing other members and take the decision on the topic clearly mentioned for the requisitional meeting.

c) **Quorum:-** One more of half of the member (i.e. 50%+1) of the general body will form a quorum for the meeting. No meeting will be held in absence of quorum.

d) **Information of general body meeting:-**

Members of the General Body will be informed at least 10 days before the meeting of the General Body.

Information of the meeting will be given by the registered post or by information-register with signature of receiver.



23) MEETING OF THE EXECUTIVE BODY

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- a) Every meeting shall be preside over by the President, and in the absence of the President, any senior most shall preside over that meeting.
- b) 3/5th members of the Executive Body present at any meeting shall constitute the quorum. No meeting shall take place in the absence of the secretary except in unavoidable circumstances when next senior most staff member will act as substitute.
- c) An emergency meeting of the Executive Body shall be summoned in extraordinary circumstances. On such occasions, the member shall be given at least 3 days notice. Discussion that have taken place at the emergency meeting need to be placed before the full meeting of the Executive Body when it meet next.
- d) In case of a different of opinion among the members and where there in an equal division, the president shall have a right of casting a decisive vote.
- e) The Executive Body shall necessarily meet at least twice in a financial year.
- f) Members will be informed 7 days before the meeting of the Executive Body.
- g) In case of emergency meeting, members should be informed 48 hours before the meeting of Executive Body.

24) AUDIT OF ACCOUNT:

- a) If inspector general of registration desires to audit the account of the society, he can appoint any recognized auditor and the fee for the same will be borne by the society.

25) AMENDMENTS IN RULES & REGULATION:

Any amendment of the rules and regulation of the society will be passed by majority of the executive body and it will be ratified by the general body with 3/5 majority. Amendments should be in conformity with the corresponding rules of society registration Act 21, 1860 and Jharkhand society rules.

26) INSPECTION OF RECORDED:

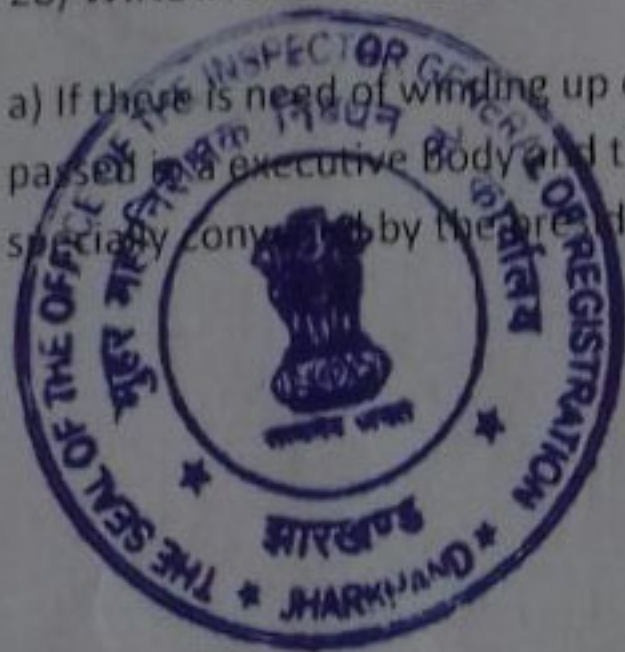
All the records of the society will keep safely in the office of the society in custody of the secretary. Any member/government official can inspect the records with the prior permission of secretary.

27) LEGAL PROCEEDINGS:

The society may sue or be sued the name of the secretary.

28) WINDING UP OR DISSOLUTION OF SOCIETY AND MANAGEMENT OF FUNDS AFTER DISSOLUTION:

- a) If there is need of winding up or merger or dissolution of society, resolution to this effect is first passed in a executive body and then this resolution will be forwarded to the general body meeting specially convened by the president of the executive body. Majority of 3/5th member of the general



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body take a decision in this matter and the society will be dissolved after a second special meeting with the majority of 3/5th members of the general body.

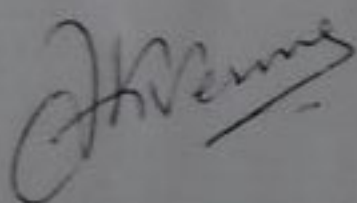
b) After dissolution /merger of the society, all the properties (movable & immovable), after fulfilling the liabilities, shall be donated to the other society having the same objects or shall be given to the government of Jharkhand by the majority of 3/5th members of the society.

c) In the matter of dissolution/merger section -13 and 14 of the registration act-21, 1860 shall strictly be followed.

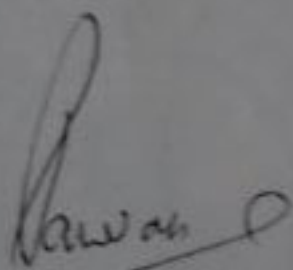
29) OTHERS:

Any matter relating to the affairs of the society is not expressly provided for, in these Bye-laws or rules & regulations framed there under shall be dealt with in accordance with the provisions of societies registration act-21, 1860 and rules framed there in.

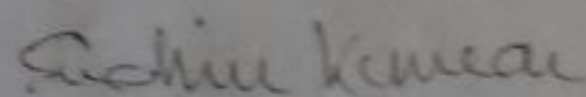
Certified that this is the true copy of rules and regulations of the society.



TREASURER



SECRETARY



PRESIDENT



यह सच्ची अभिप्रायित प्रतिलिपि है।
वास्तो निबंधन महानिरीक्षक, झारखण्ड

MEMORANDUM OF ASSOCIATION "JHARKHAND ORTHOPAEDIC ASSOCIATION"

1. Name of the Society: The name of the Society shall be "JHARKHAND ORTHOPAEDIC ASSOCIATION "

2. Registered Office of the Society: Sagar Orthopaedic Centre, Jay Prakash Nagar, Bariyatu Road,
Near Booty More, Ranchi-834009, JHARKHAND
(M) 09431163369, 08986868736

The registered office shall be changed as necessary. The information about changed office shall be given to the Registration Department and other concerned offices within 15 days.

3. Area of Operation : All over Jharkhand

4. Aims and Objectives of the Society:

- a.) To hold scientific meetings separately or such other association or societies.
- b.) To encourage scientific research and experimental work in orthopaedic surgery.
- c.) To hold scientific discussion and read papers on orthopaedic and allied subject.
- d.) To provide for the delivery and holding of lecture, meetings and classes for medical practitioners /other for the purpose of directly or indirectly advancing the cause of orthopaedic surgery.
- e.) To establish and maintain reference library/libraries relating to orthopaedic surgery.
- f.) To provide instruction and education for the advancement of orthopaedic surgery among medical practitioners.
- g.) To watch and advice legislation affecting orthopaedic surgery and allied subject.
- h.) To advise other association/voluntary bodies/Government agencies on matters affecting the interest and development of orthopaedic surgery including standardization of instrument implants and orthotic and prosthetic appliances problem of rehabilitation and resettlement of physically handicapped, to advice on matter concerning teaching and training of medical students (Undergraduates and post - graduates) and research in orthopaedic surgery and to suggest ways and means for improving the training of the paramedical personnel. Pertaining to orthopaedic surgery and allied subjects.
- i.) To promote social and professional contact among the surgeons in India and abroad.
- j.) To hold properties movable or immovable that may be necessary or advantageous for the aforesaid objects to purchase, sell, lease, and mortgage the same for the benefit the association.



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k.)To receive donation and subscription and to hold the funds in trust for any particular purpose or purpose for the advancement of orthopaedic surgery and allied branches.

l.)To encourage exhibitions of instrument, implants, tools, appliances etc, connected with or pertaining to orthopaedic surgery and to attempt to improve such instrument and appliances for special needs of this country.

m.)To construct alter and maintain any building necessary for the running of the association.

n.)To make rules regulations and by laws of the association and to delete, change or add to the same and when necessary conducive to the attainment of all or any of the object of the association.

o.)To initiate any orthopaedic programmer which may be decided on from time to time by the association for the advancement of orthopaedic surgery?

3. The association shall function in accordance with the rules and regulations.

4. The names, addresses and the occupation of the executive committee to whom, by the rules of the association, the management of affairs are interested for the durations of their offices consist of the president, the vice president and the secretary. The executive committee shall be the Government body of the society to whom the rules and regulations of the society, the management of its affairs is interested.

Sudhir Kumar

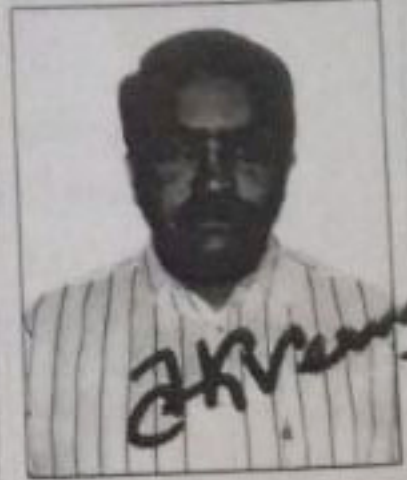
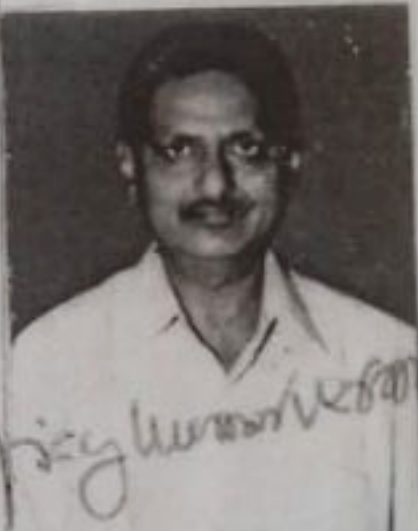


PRESIDENT

Rawat

SECRETARY



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Dr. Anand Kishor Verma S/O Shri Ganesh Prasad Verma	MIG /D-23, Harmu Housing Colony, Ranchi -834002 (M) 9431169819	40 Yrs	MBBS, D. Ortho	Doctor	Treasurer	 Anand Kishor Verma
Dr. Ajay Kumar Verma S/O Late Ramashish Prasad Verma	138, Balihar Road, Morabadi, Ranchi- 834008 (M) 9934999475	58 Yrs	MBBS, MS (Ortho)	Doctor	Member	 Ajay Kumar Verma
Dr. Sanjay Kumar Jaiswal S/O Shri Laxmi Prasad Choudhary	2/C, Pranam Sahav Compound, Thadpakna, Ranchi - 834001 (M) 9431114624	42 yrs	MBBS, MS (Ortho)	Doctor	Member	 Sanjay Kumar Jaiswal
Dr. Pritish Singh S/O Dr Amar Kumar Singh	Singh Sadan, Barwatu Road, Ranchi - 834009 (M) 9234458160	36 yrs	MBBS, MS (Ortho)	Doctor	Member	 Pritish Singh



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