

INDIAN RADIOLOGICAL & IMAGING ASSOCIATION

CONSTITUTION



(REGN. No.: 6644 YEAR: 1936-37)

Registered under "Registration of Societies Act XXI of 1860"

Secretariat :

IRIA House

C-5, Qutab Institutional Area, NEW DELHI-110 016

Tel. 011 - 26965598, 011- 41688846. • Fax: 011- 26565391

Email: iria37@gmail.com • Website: www.iria.in



Certificate of Registration of Societies.

ACT XXI OF 1860.

No. *6644* of 1936-1937.

I hereby certify that *The Indian Radiological Association* x x x x x x x x x x

has this day been registered under the Societies' Registration Act, 1860 of 1860.

Given under my hand at *Calcutta* this *Thirtieth* day of *March*

One thousand nine hundred and *thirtyseven*

P. K. Majumdar
Registrar of Societies & Companies.

H. K. Das

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OF
INDIAN RADIOLOGICAL & IMAGING ASSOCIATION**



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Registered under "Registration of Societies Act XXI of 1860"

Registered office:

6, Park Side Road
Kolkata-700 026

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Tel. 011-26965598, 41688846
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Constitution Update Committee of IRIA

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Ex- Officio Members:

President IRIA
Dr. O.P. Bansal

President Elect IRIA
Dr. Bhupendra Ahuja

Immediate Past President IRIA
Dr. Jignesh Thakker



Acknowledgement

The Constitution Update Committee acknowledge the excellent work done by the members in the past for creating the wonderful constitution and periodically updating the same with amendments to suit the day to day need of smooth functioning of our Association in the interest of the Members. The hard work done by late Prof. Arcot Gajaraj for initiating the process of Review of Constitution of our Association and the whole hearted continued support of the Members of our Association made the task of Review of Constitution easy.

FOREWORD

The Memorandum of Rules and Bye-Laws of the 'Indian Radiological & Imaging Association' were last printed in 2008. A long time has since passed and there was a deeply felt need for updating and printing of the Memorandum, Rules and Bye Laws of the association incorporating the amendments passed in last eight years.

The current copy amended up to January 2016, has been the result of painstaking and combined efforts of entire Constitution Update Committee and I take this opportunity to thank Members of the committee Dr. S.K. Bhargava, Dr. Harshad Shah, Dr. Arvind Jain, Dr. Bhupendra Ahuja; Dr. Pramod Lonikar as member cum convener, Dr. Jignesh Thakker, Immediate Past President, Mr. Harish Saryal & Mr. Deepak Kumar from IRJA HQ for their whole hearted continued support and hard work which made the task of updating the constitution easy.

Though every effort has been taken "to err is but human", hence the request that the error and omissions, if any, may kindly be brought to the notice of the IRJA HQ office for necessary corrections.



(Dr. O.P. Bansal)

President

Indian Radiological & Imaging Association

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PART-1

ARTICLE OF MEMORANDUM

NAME

- 1 The name of the association is INDIAN RADIOLOGICAL & IMAGING ASSOCIATION (IRIA), hereinafter called the Association.
2. The permanent headquarters of the Association shall be in India, presently at IRIA House, C-5, Qutab Institutional Area, New Delhi-110016.

AIMS AND OBJECTS

3. To promote the study, practice of Diagnostic Radiological and Imaging Modalities including X-ray, Ultrasound, C.T., M.R.I., PET CT/MRI and other Imaging Modalities Radio-Biology, Radiation Medicine, Molecular Imaging and Interventional Radiology and other related sub-specialties/ super-specialties.
- 4(a) The Association, its Official Journal and Indian College of Radiology & Imaging shall be non-profitable organizations for promotion of Radio-diagnosis, Ultrasound, C.T., M.R.I., PET CT/MRI and other Imaging Modalities, Radio-Biology, Radiation Medicine, Molecular Imaging and Interventional Radiology and other related sub-specialties/ super-specialties.
- (b) To protect and preserve the interest and welfare of members.
- (c) To assist and advise Government and non-governmental agencies in all matters pertaining to Radiology and Medical Diagnostic Imaging.
- (d) To propagate, impart and adopt methods for community welfare.

METHODS

For the attainment and furtherance of these objectives, the Association may:

5. Hold periodical meetings, CME PROGRAMMES and conferences of the members of the Association.
6. Arrange from time to time Conferences, CME PROGRAMMES, lectures, discussions and Workshops on any aspect of Radio-diagnosis, Ultrasound, C.T., M.R.I., PET CT/MRI and other Imaging Modalities, Radiobiology, Radiation Medicine, Molecular Imaging and Interventional Radiology and other related sub-specialties/ super specialties.

- 6.(a) The academic and teaching activities of the association shall be promoted by the Indian College of Radiology & Imaging (ICRI), which shall be the academic wing of 'Indian Radiological & Imaging Association' (IRIA).
7. Publish and circulate a Scientific Journal to be named the INDIAN JOURNAL OF RADIOLOGY & IMAGING (IJRI) and also News Bulletin of IRIA.
8. Publish from time to time transactions and other papers embodying researches conducted by the members under the auspices of the Association, either in the Official Journal INDIAN JOURNAL OF RADIOLOGY & IMAGING or NEWS BULLETIN or as a SUPPLEMENT or as deemed fit.
9. Maintain a library, Radiology Museum, National Radiology and Imaging Education and Research Resource Centre, National digital/electronic Image Archives and an Association office and/or Journal Office/College Office. Collect Historical records pertaining to the association or the history of radiology and imaging in India and abroad and preserve these in the library/archives.
10. Subscribe to the various Journals national and international and obtain web-access to these Journals. Necessary permission from the Government would be obtained as and when required.
11. Encourage research in Radiology, Medical Diagnostic Imaging and Allied Sciences with grants out of the funds of the Association or from donations received from individuals, Govt. and non Govt. agencies.
12. Purchase, take lease of, or otherwise acquire, hold, manage, let, sell, exchange, mortgage or otherwise dispose off movable or immovable property of every description and all rights or privileges necessary or convenient for the purpose of Association and the Official Journal and College Office and in particular any land, building, furniture, house-hold or other effects, conveyance and accommodation and when deemed necessary or desirable in the interest of the Association, sell, demise, let, hire out, mortgage, transfer or otherwise dispose off the same in accordance with the provisions of the Indian Societies Act 21 of 1860 or as amended from time to time.
13. To acquire, construct, improve or alter and maintain building or buildings on behalf of and for the Association.
14. To accept endowments and grants from the national or international institutions, agencies, sponsored by the government or other charitable or similar institutions, foundations, etc. or from individuals subject to prevailing Government regulations to advance the aims and objectives and for the purposes of the Association and the Indian Journal of Radiology & Imaging and Indian College of Radiology & Imaging, its members and branches.

15. To borrow or raise money, collect subscriptions, donations for the Association and the Indian Journal of Radiology & Imaging and Indian College of Radiology & Imaging, members and branches in such a manner as the Association may deem fit.
- 16.(a) To invest any money of the Association or the Journal or the College or proceeds from the movable and/or immovable properties of the Association if not immediately required by the Association, and to withdraw the same in the manner provided by law.
- 16(b) To form a corpus fund with minimum contribution equivalent to life membership subscription fee already available or as may be available hereinafter and to invest this corpus in fixed instruments like RBI bonds/Fixed Deposits/Term Deposits or other secured instruments/deposits as approved by the Govt. from time to time and as deemed fit by the General body. The interest earned from corpus fund may be utilized by the association to attain the aims and objects of the association. The Corpus fund contributions of the members cannot be spent.
- 17(a). To assist, subscribe to, or cooperate or affiliate or be affiliated to or amalgamate with any other public body, whether incorporated, registered or not, and having altogether similar or in part, objectives similar to those of the Association without losing the identity of the parent body.
- 17(b) Conduct educational campaign amongst the people of India in the matter of Public Health and health related subjects by cooperating whenever necessary with different bodies working within the same objectives.
- 17(c) Organize medical camps for providing medical relief during epidemics and in the time of emergency and calamity.
18. To create or assist in creating branches, State/UT chapters for any of the purposes aforesaid for the aims & objects for which the Association stands.
19. To do all such other things as are cognate to the objectives of the Association or are incidental or conducive to the attainment of the above objectives.
- 19(a) There shall be a Social Security Scheme for the Members of IRJA to provide financial assistance to the nominee of the deceased member of the scheme those who join the scheme.

SETTLEMENT OF DISPUTES

20. In case of a dispute between the member and the Association and its State/UT chapters and local city sub chapters, the matter will be submitted to a Committee appointed by the President of the State/Center. The decision of the Sub-Committee shall be put before the state executive committee/Central Council of IRIA for further decision and final ratification by the GBM whose decision shall be final and binding.
21. All the legal disputes of the IRIA Headquarters shall be settled within the Territorial Jurisdiction where the IRIA Headquarters is located.

22. **ARBITRATION**

Any disputes or differences, solution for which is not otherwise provided between (a) a member of IRIA/State/Territorial Local Chapter and (b) the Indian Radiological & Imaging Association, shall be decided by the Central Council of Indian Radiological and Imaging Association. Any party raising such disputes shall give at least six weeks notice of the same in writing by registered post to the Headquarters of IRIA and the same shall be placed on the agenda of the following meeting of the Central Council. The Central Council may regulate its own procedure for the purpose.

(a) NOTICES

All notices required to be sent under the Rules or Bye-laws regarding election dispute and/or Arbitration shall be deemed to have been sufficiently given by addressing the notice at the last available address in the records of the Association and sending it by registered post with acknowledgment due. The service shall be complete whether the registered cover is received back with the endorsement 'refused', 'not found', 'left without forwarding address' or with any other endorsement. It shall be the duty of the party to furnish the address in writing if notice is desired to be sent at an address different from that with the Association.

(b) DISPUTES/ARBITRATION

If at any time any member/Local City Sub Chapter/State/UT Chapter desires to refer any dispute of the Association to arbitration, the Arbitrator shall be the National President of IRIA and if he be involved himself, the immediate Past National President. The Arbitrator shall give an opportunity to both the parties to file their representation and if any party desires to be heard in person, the Arbitrator shall arrange the same and at the said hearing the other party shall be allowed to be present if he/she so desires. The Arbitrator shall allow either party to put questions to the other party to elicit the information provided the Arbitrator allows and provided that the question is in connection with the dispute before the arbitrator.

The person once appointed, as Arbitrator shall continue to be the Arbitrator till the dispute is settled even if his/her tenure of office expires. The Arbitrator shall give his/her award in writing and same shall be binding on all parties concerned. The expenditure incurred by the parties shall be borne by each party concerned.

If case a member/members or any other party is not satisfied with the award of the Arbitrator and prefers to go to the court, jurisdiction shall be Delhi where the IRJA Head Quarter is located, in case the matter concerns Headquarters office.

23. All the income earning, movable, immovable properties of the Association shall be solely utilized and applied towards the promotion of its aim and objects only set forth in the memorandum of Association and no profit there of shall be paid or transferred directly or indirectly by way of dividends bonus profits or in any manner whatsoever to the present and past member of the Association or to any person claiming through any or more of the present or past members. No member of Association shall have any person claim on any movable or immovable properties of the Association or make any profit, whatsoever by virtue of his/her membership.

PART-2

RULES OF THE ASSOCIATION

1. COMPOSITION

The Association shall consist of members whose names are currently on the Register of the members of the Association and of subsequent members, who shall be those persons who, being eligible, be duly enrolled in such a manner and upon such conditions as may be prescribed and amended from time to time.

2. HEAD QUARTER, JOURNAL AND COLLEGE OFFICES

Head Quarter of the Association shall be located in New Delhi and the Secretary General of the Association shall visit the Central Office frequently whenever required for official work but preferably not more than four times a year excluding the official meetings of the association and will be paid the expenses of traveling as per rule. He/she shall be entitled for secretarial help at the place he/she is stationed. Journal Office, College Office and Social Security Scheme office shall be located at the headquarters of IRIA in New Delhi. The Editor-in-Chief, IJRI and Secretary ICRI shall be entitled for secretarial help at the place where he/she is stationed.

3. REGISTER OF MEMBERS

There shall be a register and digitalized database in which the names of all the members of the Association shall be entered with their qualifications, addresses and bio-data provided by the members. The photographs, copy of educational qualifications and registration certificate of medical council from the individual members will also be obtained and retained in the records of the head quarters. Records shall be updated from time to time.

4. CHAPTERS

(a) STATE/UT CHAPTER

There shall be a State Chapter/Union Territory Chapter in such State or Union Territory as provided under Constitution of India provided that there are at least 10 Life Members within the territorial jurisdiction of the State/Union Territory and not more than one State/UT Chapter shall be allowed to be formed in any of the State/Union Territory. No one will be allowed to become a direct member of the Indian Radiological & Imaging Association where a State/UT Chapter exists except those who are in Armed Forces and Central Government Services, who are liable to be transferred frequently to different states/UT, will be allowed to become direct-members. The Direct Member within one year after retirement shall inform the

head quarters about his/her retirement and the address where he/she will be residing. The head quarters upon receiving the information shall transfer the membership of the retired Direct Members to the respective state chapter where he/ she has settled permanently within one year of his/her retirement. The seniority of the member would be maintained and he/she will be entitled to become a Central Council Member from that state as per the bye law of that state.

(b) Regular meeting between Central Office bearers and State/UT Chapter President and Secretaries will be held preceding the Central Council Meetings at the time of Annual Conference. All the State/UT Chapters shall hold their elections before March 31st each year and inform the Head Quarter latest by April 30, failing which the state/UT chapter may be debarred from the membership of the Central Council.

(c) **BIFURCATION OF THE STATE CHAPTER OF IRJA**

In case of division of state is done as per notification of Govt. of India, then the State Chapter would also be divided into two state chapters based on the division of the state as per Government notification.

The following guidelines would be observed at the time of bifurcation of the state chapter:

- (i). The decision of bifurcation would be taken during the General Body meeting of the state chapter which is to be divided.
- (ii). The membership would be divided as per geographical division of the state.
- (iii). The total assets would be divided as per membership strength of both the state chapters on pro data basis.
- (iv). The information of the bifurcation of the state chapter would be given to the IRJA HQ.

5. **CITY SUB CHAPTER**

Where there are ten or more life members residing in any particular city in a State or Union Territory where a State/Union Territory Chapter exists, a City Sub Chapter for academic purpose only can be formed with the concurrence of respective State Chapter/Union Territory Chapter with intimation to the Central Office. Such city sub chapters shall be governed by the State/UT Chapter where they are situated. All financial, legal, administrative matters of City sub Chapters shall be under the control of State Chapter/Union Territory chapter only. The State/UT Chapter and not the City sub Chapter will communicate with the Centre in all the matters.

6. Subject to the Rules and Bye-laws of the Association, each State/Union territory Chapter shall be free to govern itself in such a manner as it shall deem fit and for

that purpose to make from time to time Rules and Bye-laws as it may deem fit to repeal, or alter the same as and when it shall consider it expedient. The Rules and Bye-laws so made for the time being in force shall be binding on the members constituting the State/Union Territory Chapter in reference to which, they are made, provided that such Rules and Bye-laws are in conformity with the Rules and Bye-laws of the Association and have been approved by the Secretary General subject to subsequent ratification by the Central Council. Wherever the State/Union Territory Chapter has either no Rules of its own or the Rules are silent on any point, the Rules of the Association shall be applicable.

A separate Model State/UT Chapter constitution shall be provided by the Central Hd. Qtrs. to every state/U.T. chapter, based entirely upon the National Constitution and all State/UT chapters should adopt the same without any modifications to maintain the uniformity throughout the nation. Only the Orations, CME programmes, Prize Papers, Building Committee etc. pertaining to State/UT can be included.

All the State Chapters/UT shall be under direct jurisdiction of IRIA Headquarters. The State/UT Chapters shall function as independent entities in respect of financial matters and shall file their Income Tax Returns and comply with requirements of prevailing Income Tax Laws and other statutory requirements of the Country. It will be binding on State/UT Chapters to submit copy of their audited statements of accounts to IRIA Headquarters within 40 days of filing the Income Tax Return, failing which the concerned State/UT Chapter may be debarred from participating in Central Council activities. For all judicial/administrative matters relating to City Sub Chapters, it shall be the responsibility of the respective State/UT Chapter. The state/UT chapters shall send the proceedings of all the meetings including General Body and extraordinary General Body meetings to the IRIA Head Quarters.

7. State/Union Territory Chapters shall refer all matters concerning the Government of India as a whole to the Central Office for necessary action. However, whenever a State/Union Territory Chapter approaches the Center to represent it to its State Government, the Central Office shall take necessary action in the matter. The State/Union Territory Chapters shall keep the Central Office informed about all actions taken by them with the State Government or other organizations.
8. All the State/UT Chapters will be known as (Name of the State) State Chapter of Indian Radiological & Imaging Association and not as the individual Association.
9. (a) The State/UT Chapters will be regarded as independent affiliated bodies and their Office Bearers shall be responsible for running the State/UT Chapter smoothly, paying necessary taxes and duties in the stipulated time and taking other administrative decisions necessary for running the State Chapter in accordance with the Constitution and Rules and Bye Laws of the association. In case of any dispute in the State Chapter, the matter may be referred to the Central Office/ General Body for resolution of the same.

9(b) **FUNDS OF THE STATE CHAPTER**

The life membership amount received by the Head Quarter, and State/Territorial Chapter shall be kept in a separate account with Bank and shall be invested separately by each one respectively in the form of fixed investments RBI Bonds/ Fixed Deposits/Term Deposit or other secured investments/deposits as approved by the Government of India. Interest earned from such deposits may be utilized for attaining the aims and objects of the association.

9(c) **DISCIPLINARY CONTROL OVER STATE/UT CHAPTERS**

All state chapters of the Association namely State/UT Chapter/City-sub Chapter shall be under the overall control of the IRIA Headquarters and governed by Rules and Bye-laws of IRIA Headquarters as amended from time to time. Those of the Chapters which are individually registered under the Societies Registration Act or under any other Act shall also come under the overall discipline and control of the Headquarters and abide by its Rules and Bye-laws as amended from time to time.

In case of any discrepancy between Constitution and Rules/Bye-laws of IRIA Headquarters and State/UT Chapter, the IRIA Headquarters Constitution will be supreme and States shall abide by these Rules and Regulations.

10. **MEMBERSHIP**

The Secretary General shall decide the eligibility or otherwise and the class to which a member could be admitted in consultation with the President on the basis of scrutiny and recommendation of State/UT Chapter secretary and such decision shall be final. For Direct members, eligibility will be decided by the Secretary General. List of new members shall be published in the IRIA News Bulletin.

11. **CATEGORY OF MEMBERSHIP**

The members of the Association shall consist of the following categories:

Annual Members, Life Members, Emeritus Members, Honorary Members, Corresponding Members, Provisional Life Members, Corporate Members, and Affiliate Members.

(a) **ANNUAL MEMBERS:**

Means Medical Practitioners possessing Medical Post Graduate Degrees, D.N.B., or Diplomas in Radio-diagnosis recognized by Medical Council of India.

(b) **LIFE MEMBERS:**

Means Annual members who pay subscription in lump sum in lieu of yearly subscription, according to the Bye-laws laid down for the purpose.

(c) **EMERITUS MEMBERS:**

Means any Life Member or any Annual member with minimum 10 years membership of the association and has attained the age of the 65 years, or has been retired from the active practice by reason of physical disability. Such members shall not be liable to pay subscription but shall enjoy all the rights of a member. They shall have the voting rights. No delegation fee will be charged from the Emeritus Members attending the Annual Conference.

(d) **HONORARY MEMBERS:**

(i) Eminent members of the medical profession, who have special interest or contribution to the field of Radiology and Imaging and who cannot be enrolled as members of the Association.

(ii) Other persons who have contributed for original research and scientific advancement in the fields of Radio-diagnosis, Ultrasound, C.T., N.M.R., PET CT/MRI and other Imaging Modalities, Nuclear Medicine, Molecular Imaging, Radiotherapy, Oncology, Radio-Biology and Radiation Medicine or Interventional Radiology or other radiological specialties/sub-specialties. This category of members shall not have the voting rights. This is open to both Indians and Foreign Nationals. Non-radiologists whose conduct is prejudicial to the interest of the association shall not be enrolled as Honorary Members of IRIA.

(iii) The proposal of Hon. Member should be proposed and seconded by at least 10 life members of the association. The decision for enrolling as Honorary Member shall be reviewed by a credential committee to be nominated by the President and subsequently ratified by the General Body.

(e) **CORRESPONDING MEMBERS:**

Means Scientists residing in foreign countries, engaged in Radio-diagnosis, Ultrasound, C.T., N.M.R. and other Imaging Modalities Nuclear Medicine, Radiotherapy, Oncology, Radio-Biology and Radiation medicine and Interventional Radiology or other specialties/sub-specialties and of standing in their discipline in their country. They shall pay yearly subscription to the Association but shall neither have the privileges of voting nor of holding elective office in the Association. They shall receive electronic copy of Journal and News Bulletin.

(f) **PROVISIONAL LIFE MEMBERS:**

Students undergoing post graduate degree/diploma courses in recognized medical institutions can be enrolled as Provisional Life Members on payment of full Life Member Subscription and will be converted to regular Life Membership after acquiring the post graduate degree/diploma and they will have no voting right during the period of provisional life membership.

In case provisional life member does not pass his qualifying degree/ diploma within six years he/she may be allowed to have extension/ continuation of provisional life membership upon request to the President. Provisional life member shall enjoy all the membership benefits of a life member except voting rights. Upon successful completion of post graduate degree/diploma the Provisional life member shall submit a copy of his post graduate degree/diploma along with the copy of the registration certificate from the Medical Council of India and to the Central office and will become a full Life member after approval by the Secretary General. Provisional life membership period will be counted as continuous membership for purposes of elections, voting rights, eligibility for orations, awards etc. Those who submit certified copy of their PG degree/diploma on or before June 30 and are not in arrears of subscription will be allowed voting right in elections and eligibility for Oration & Award in that year provided they fulfil other criteria of the same.

(g) **CORPORATE MEMBERS:**

Health Care Industry Companies will be enrolled as Corporate Members. They will have no voting right. Each Corporate Member Company is entitled to have at least 2 representatives attending meetings with IRJA on payment of appropriate annual subscription as decided by the General Body from time to time.

Corporate Members will donate annually at the time of participation in Annual Conference of IRJA. Donation so received shall be added to the Corpus Fund of IRJA.

(h) **AFFILIATE MEMBERS:**

Those applying for fresh membership with degrees/diplomas in Radiotherapy or nuclear medicine or medical physics will be allowed to become affiliate members only. Life membership will only be given to those with MCI recognized postgraduate degrees/diplomas in Radiology, Radio-diagnosis and Imaging.

12. **ASSOCIATION FINANCIAL YEAR**

The financial year of the Association and also of its all Branches will be from April 1st of one year to March 31st of following year.

13. **SUBSCRIPTION**

All the members except Emeritus/Honorary/Life/Provisional Life Members shall pay as annual subscription the sum as decided in this regard from time to time as decided in the General Body from time to time. For Corporate Membership, the annual subscription will be three times more as of Ordinary Members.

14(A) **RIGHTS AND PRIVILEGES OF THE MEMBERS**

Every Life/Annual and Emeritus Member shall be entitled:-

- (a) To attend, take part and vote in all meetings of the Association, be entitled to vote in any manner prescribed by the Association provided he/she has 3 years continuous membership and has paid his/her annual subscription of the current year before 30th June.
- (b) To become a member of the Central Council and or Office Bearer of the Association provided he/she fulfils other eligibility criteria.
- (c) To propose or second candidates for admission to the Association.
- (d) To introduce visitors to scientific meetings of the Association.
- (e) To get electronic copy of each issue of the Journal (IJRI) and News Bulletin and other publications of the Association free. The print copy of the Journal of the association (IJRI) shall be made available to those members desirous of a printed copy on payment of necessary amount as decided from time to time.

14(B) Every Honorary, Corresponding, Affiliate and Corporate Member shall be entitled to:

- (i) Attend and take part in all meetings of the Association but will not be eligible to hold any office or be elected to the Central Council nor to exercise the right of voting at any meeting of the Association but may be co-opted in various committees and sub-committees. They will have no voting right.
- (ii) Receive a free electronic copy of each issue of the Journal (IJRI) and News Bulletin and other publications of the Association. The print copy of the Journal of the association (IJRI) shall be made available to those members desirous of a printed copy on payment of prescribed amount as decided from time to time.
- (iii) Use the Library, Radiology and Imaging Resource Centre/Archive Museum and premises of the Association under the regulations which may from time to time be laid down by the Central Council, and

- (iv) Introduce visitors to the scientific meeting of the Association.

15. **MANAGEMENT OF THE ASSOCIATION**

The Supreme control over the affairs of the Association shall vest in the body called the General Body. Its day-to-day administration shall vest with the Central Council.

16. **GENERAL BODY**

The General Body shall consist of all members of the Association except Honorary, Associate, Provisional Life and Corresponding members.

17. **CENTRAL COUNCIL**

The Central Council shall consist of the following:

(A) **EX-OFFICIO MEMBERS**

- (a) The President of the Association.
- (b) President Elect of the Association.
- (c) The Immediate Past President of the Association.
- (d) Two Vice-Presidents.
- (e) The Secretary General.
- (f) Two Joint Secretaries.
- (g) The Hon. Treasurer, IRIA.
- (h) The Editor-in-Chief of Journal.
- (i) The Joint Editor-cum-Secretary.
- (j) The Chairman of Indian College of Radiology & Imaging.
- (k) The Secretary, Indian College of Radiology & Imaging.
- (l) Two Vice-Chairmen, Indian College of Radiology & Imaging.
- (m) Hon. Treasurer, Indian College of Radiology & Imaging.
- (n) Two Joint Secretaries of Indian College of Radiology & Imaging.
- (o) All the State/UT Chapter Presidents and Secretaries will be Central Council Members.
- (p) Current Chairman and Secretary/Convener of the Building Management Committee shall be members of the Central Council.
- (q) All the National Past Presidents and Secretary Generals of the association are permanent members of the Central Council.
- (r) Current Organising Chairman of the forthcoming Annual Conference/ International Conference of IRIA.
- (s) Current Chairman of Social Security Scheme of IRIA.

The Administrative Officer and office staff member(s) of the Central Office as deputed by the Secretary General will attend all the Central Council Meetings.

(B) ELECTED MEMBERS

- (a) Five representatives for Central Council Members from unrepresentative categories only should be elected among those in active service from Central/Defence/Railway and States with no State/UT Chapter and only direct members of IRIA at least one member from each category. Written consent from the Direct members should be produced, if not present in the meeting at the time of election of elected Central Council Members.
- (b) State/UT Chapter Representatives as elected by the State/UT Chapter on the following scale - one Central Council member for first 25 members and thereafter for every 50 members one Central Council member, to a maximum of four. The election of Central Council Members at the General Body meeting will be for direct members only. The membership strength stands as on 30th June of previous year.

18. POWERS AND FUNCTIONS OF THE GENERAL BODY/AFFAIRS OF ICRI/IJRI

The General Body shall be the supreme body of the Association and exercise overall control over the affairs of the Central Council with power to overrule in any matter whatsoever the decision of the Central Council and in particular to exercise supreme control over the affairs of the Association and to ratify the decisions which the Central Council may, from time to time, take during the currency of the Association year. Ordinarily the General body will meet at least once a year, preferably at the time of the Annual Conference.

19. POWERS OF THE CENTRAL COUNCIL

The Central Council will administer the affairs of the Association in accordance with the Constitution of the Association, Rules and Bye-laws. The Central Council shall exercise such powers and do such acts and things as may be exercised or done by the Association and shall take all decisions necessary for day-to-day running of the Association. The Central Council shall hold two meetings in the Annual Congress, one before the GBM and other after the GBM; besides two midterm meetings at IRIA House, New Delhi. The accounts of Central Office, ICRI and Journal Office shall be presented, ratified and passed by the Central Council members in the first mid-term CCM to enable the filing of Income tax returns within the stipulated time period every year. The 2nd midterm CCM will be held in the month of November immediately after the elections of the office bearers of the association.

20. INDIAN COLLEGE OF RADIOLOGY & IMAGING

To promote the academic and teaching activity of the Association, an Indian College of Radiology & Imaging is formed. The Governing Body of the Indian College of Radiology & Imaging under the Association will formulate its programs, rules and

regulations. Actions and decisions of the Indian College of Radiology & Imaging shall be approved by the General Body Meeting of the Indian Radiological & Imaging Association before they become operative. The Secretary of ICRI will submit the list of the members applying for the membership of ICRI to the Central Office, IRIA for confirmation of their membership status before processing their application for the membership of ICRI. The constitution of the association shall be followed if the rules and regulations of ICRI are either silent or there is any ambiguity. Secretary of ICRI shall inform President and Secretary General, IRIA about the activities of ICRI from time to time.

There would be IRIA funded and ICRI conducted CME programmes, namely (a) Dr. Gyan P. Lal CME, (b) Dr. Harnam Singh midterm CME, (c) Dr. R.K. Goulatia CME and (d) Dr. Rajendra Rao CME. These CME programmes shall be organized as per guidelines approved by the Central Council.

20(a) SOCIAL SECURITY SCHEME OF IRIA

There shall be a Social Security Scheme for the Members of IRIA. Any IRIA Life Member desirous of becoming a member of this Scheme have to apply on a prescribed form along with its membership fee and annual contribution as laid down in the rules and Regulations of the Social Security Scheme and as amended from time to time. It will be treated as mutual benefit scheme for the benefit of its members and who are Life Members of IRIA. The Scheme shall provide financial assistance to the nominee of the deceased member of the Scheme.

21. BUILDING MANAGEMENT COMMITTEE

There will be Building Advisory Committee and a Building Management Committee. The building advisory committee members may be located anywhere in India, while the Building Management Committee has to be of at least 5 members and a Secretary/Convener located in Delhi/NCR. Both committees will have tenure of 2 years. The members of the Building Management Committee and Building Advisory Committee will be elected in the General Body Meeting of IRIA. The Chairman of the Building Management Committee has to be from Delhi/NCR only.

The President, President Elect, Immediate Past President, Secretary General and Hon. Treasurer of IRIA shall be the ex-officio members of the Building Management Committee. The Hon. Treasurer of IRIA shall be the ex-officio Treasurer of the Building Management Committee. The Bank accounts shall have the signatories of any two of the four office bearers i.e. President, Secretary General, Hon. Treasurer IRIA and Chairman of the Building Management Committee.

The committee would also look into possibilities of expansion of IRIA House and/ or buying land for another IRIA House/Convention Centre of IRIA in Delhi.

22. ANNUAL CONFERENCE OF IRIA

An Annual Conference of IRIA shall be organized every year or as the General Body of the Association decides. The State/UT Chapters of the Association shall have the privileges of bidding to host the Annual Conference. The place and the time of the Conference shall be decided at the Annual General Body Meeting two years in advance. The Annual Conference will be stated e.g. 62nd Annual Conference of 'Indian Radiological & Imaging Association', and nomenclature shall not be changed.

A formal invitation from State/UT Chapters for bidding for Annual Conference must come to Central Headquarters by 31st August of the year to bid for the Conference 2 years later as per proforma provided by Central Office, IRIA in the News Bulletin and it must be signed by State/UT Chapter President, Secretary & 5 other members of the State/UT chapter. The State/UT Chapter also submit details of Venue, Facilities available etc. and during GBM a brief presentation may be done.

After receipt of bid for the national conferences, the President and Secretary General, IRIA shall visit the proposed venue of the conference at the expenses of that state chapter to check the infrastructural facilities and give its report in the ensuing Central Council.

No State/UT Chapter will be allowed to host annual Conference if the accounts of the previous Conference hosted by it are not submitted. Any State/UT Chapter hosting the Conference must be registered with Registrar of Societies in the state, have a permanent income tax PAN No. and must have submitted its up-to-date income tax returns for the financial year preceding the bid.

The eligible State/UT chapter bidding to host the National/International Conference should have adequate infrastructural facilities. Preference to host a National/International conference will be given to the State/UT chapter who have either never hosted a National/International conference OR have hosted a National/International conference earlier than the other bidder of the conference. The eligible State/UT chapter willing to host a National/International conference should apply to IRIA Head Quarters as per the rules laid down in the constitution not later than 31st August each year.

If the annual Conference is allotted to a State/UT Chapter and if for some reasons, the State/UT Chapter is unable to hold the Conference; such a State/UT Chapter should be debarred from hosting the Conference for next ten years. They shall be considered incapable to hold Annual Conference in the interim period unless otherwise it is proved beyond doubt.

Annual Conference is a national activity of Indian Radiological & Imaging Association. The accounts of Annual Conference be opened by IRIA HQ in the name of Conference

as per its nomenclature (——th Annual Conference of IRIA). Local state chapter to which the conference has been allotted will be considered a local organizing body and as per constitution the profit shall be shared equally by IRIA HQ and hosting state chapter.

All the cheques towards collection will be in the name of Conference account of IRIA and all expenses will also be made from the same including tax liabilities.

After the GBM allots the conference to a particular state, the current President of IRIA along with the Secretary General and Hon. Treasurer of IRIA at that time will be the Organizing Chairman, Secretary and Treasurer respectively of that Conference, along with similar members who are given this responsibility by the state chapter GBM.

Each state chapter bidding for hosting the Annual Conference will have to keep a proposed venue ready for inspection by President and Secretary General, IRIA after 31st August of the bidding year.

Conference shall be held in the second half of January. In case IRIA has bid for an international Conference and has been allotted such Conference, then in that particular year the Annual Conference of IRIA will be merged with the International Conference and dates of the Conference will be those as mutually agreed by IRIA and that International Society.

The Scientific Programme should be ready by 31st October of the preceding year of the conference. Even at the request of speaker, no changes of scientific programme shall be allowed after this date.

All efforts shall be made by the Organizing Committee and Scientific Committee to minimize the expenses of the Conference. There should be one Banquet on the second day of the Conference. There shall be maximum 10 paid foreign speakers who shall be paid economic air fare and local hospitality. No Company should be sponsoring foreign faculty. The Trade Companies shall not be allowed for any private dinner during the Conference. The total No. of speakers should not exceed 120 including foreign faculty.

- 23(a). The association will not be responsible for any losses whatsoever incurred by the host State/UT Chapter while organizing the Annual Conference of IRIA.
- 23(b). The President, President Elect and Secretary General of the Association are authorized by the Association to bid for hosting an International Conference in India after prior approval of the bid by the Central Council followed by the General Body. The bid for the Conference is to be submitted only after it is signed by the above office bearers and at least 7 other Central Council members authorized by the

General Body of the Association. The organizing committee of this conference will be appointed by the General Body only.

- 23(c) The Association will not be responsible for any losses incurred during the organization of any National/International conference hosted/co-hosted by the Association.

24. **AFFILIATED BODIES**

Any Radiological Association, Union, Society or Scientific Organization either in India or abroad may be affiliated to the Association on terms and conditions to be mutually decided upon and approved by the General Body of the Association and their members shall be given facilities as mutually agreed upon except the right of voting in the affairs of the Association. Similarly, the Association may seek affiliation with other like-minded international institutions subject to approval of General Body of IRIA.

In the event of an invitation from the Radiological Association/ Union/ Society/ Scientific organization in India or abroad during their Annual Conference, a maximum of three member delegation comprising of the President/President Elect, any one from the Vice President/Secretary General of IRIA and one amongst the Chairman of ICRI and the Editor-in-chief, IJRI may be encouraged to participate in order to honour the invitation with the prior approval of the Central Council and General Body Meeting of IRIA. Only the Travel Expenses can be borne by IRIA/IJRI/ICRI respectively, for which a budgetary provision be made and passed by the CCM and GBM. All the above stated office bearers will be entitled for the travel expenses only once in a calendar year. In case of more than one visit, they will only be allowed to attend as an official delegate of IRIA but will not be entitled to claim any travel expenses or any other expenses whatsoever. If any office bearer has already made such visit and availed Travel Expenses from IRIA/IJRI/ICRI as mentioned above, he/she should not avail the same again in order to save the association money and give chance to others.

In the event of IRIA & ICRI extending invitation to the corresponding Office Bearers of the Radiological Association/ Union/ Society/ Scientific organization in India or abroad during the Annual Conference, only a facility of free registration and local hospitality can be extended to visiting delegates of same nature after prior approval of the Central council of IRIA.

There shall be an International Relations Committee with the following members.

- i. President, IRIA
- ii. Immediate Past President, IRIA
- iii. President Elect, IRIA
- iv. Chairman, ICRI,

- v. Editor-in-Chief, IJRI and
- vi. Secretary General, IRIA

More members can be co-opted by the President for different international/foreign national Associations/Societies. There shall be no financial commitments from IRIA. All correspondence to the various international societies shall be made by the Central Office, IRIA only and not on personal level. No personal email or correspondence should be sent by any member of IRIA on behalf of IRIA. No member is allowed to represent IRIA in any international conference/meeting without the prior approval of President.

25. **VALIDITY OF PROCEEDINGS**

The proceedings of the meetings of the General Body and the Central Council or any Committee, Sub-Committee or any Body acting under the Rules and Bye-laws of the Association or any of its Chapters shall not be invalidated by accidental omission to give any notice thereby required or any vacancy among their members or by any defect in the election or qualification of any of their members.

26. **AMENDMENTS OF THE CONSTITUTION**

An Extra Ordinary General Body Meeting with due notice be convened 15 Minutes after Annual General Body Meeting to consider the proposals for amendments of Constitution of the Association.

PROPOSAL FOR AMENDMENTS IN THE ARTICLE OF MEMORANDUM OF CONSTITUTION

Proposals for amendments in the Article of Memorandum of Constitution of the Association shall be considered at an extra ordinary General Body meeting specially convened for the purpose. The proposed amendments/alterations must reach the Central Office at least four months before the date of the Extra Ordinary General Body Meeting and shall be circulated by the Secretary General to all the State/UT Chapters and Direct Members for information at least two months before the date of the meeting. Due notice of the proposed change must be given in the Agenda of the Extra Ordinary General body meeting of the Association. No such proposal shall be carried into effect unless it is agreed to by the votes 3/5th of the members present and voting at meeting and confirmed by 3/5th of the members present at another meeting called immediately after the extra ordinary general body meeting. The notice of both these meetings should be given as per rules.

All the amendments received from the members by the Secretary General shall be sent to the Constitution Amendment Review Committee as appointed by the General Body for its perusal and approval. If the committee observes that the amendments

received from members are not worth to be discussed in the CCM/GBM, then these shall be rejected by the committee and informed to the Secretary General accordingly.

- N.B. Amendments by the members to the proposed changes should reach the Secretary General At least 4 months before the date of extra ordinary General Body meeting and Secretary General should send/circulate them to members two months before the extra ordinary General Body Meeting and any amendments by the members should reach to Secretary General 4 weeks before the extra ordinary G.B. meeting. Notice of the same shall be published in the June issue of the News Bulletin.

Proposals for change of Rules and Bye-laws shall ordinarily be considered only at the Annual General Body Meeting. The proposed alteration must reach the Central Office at least four months before the date of the Annual General Body Meeting and be circulated by the Secretary General to all the State/UT Chapters and Direct Members two months before the Gen. Body meeting. Due notice must be given in the Agenda of the Annual general body meeting of the association. Rules can only be changed by the 2/3rd majority of those members present and voting. Any additions to, modifications or repeal of the rules shall be considered to have come into force only after the proceedings of the meeting at which they were passed have been confirmed at the next meeting of the general body which may be called by the President soon after the Annual General Body Meeting. Due notice of the same shall be given along with the notice of the Annual General Body Meeting.

Explanations:

Due notice shall mean that the actual words of the proposed alteration of the rules shall be included in the Agenda of meeting of the general body. In anticipation of the approval of the general body, the central council may amend the rules and bye-laws at any meeting provided the proposed amendments have been duly circulated to the State/UT Chapters and to all members entitled to vote and provided two third of the members of the central council present and voted in favour of the amendments. Immediate effect may be given to such amendments if the central council so decides. Thereafter it is to be approved by G.B. Meeting.

27. **DONATIONS**

All donations made to the Association, its official Journal and the Indian College of Radiology & Imaging will be exempted under Section 15B of the Income Tax Act, 1922 and corresponding provision of Section 80G of Income Tax Act, 1961 subject to prevailing Income Tax Laws and Finance Act of the Country. The State/UT Chapters may request for income tax exemption on their own accord. In case the State/UT Chapter wishes to receive some funds under income tax exemption they may also request the Central Office to receive the same and issue the necessary receipt.

PART-3

BYE-LAWS OF THE ASSOCIATION

1. ENROLMENT OF MEMBERS

Annual, Life, Emeritus, Provisional Life Members, Corporate, Corresponding, Affiliate, Honorary members shall be the following two categories.

(A) DIRECT MEMBERS

The provision of direct membership is only for those, who are in Defence/All India Central Govt. Service like Railways and or other similar organizations, liable for frequent All India transfer and or place where, there is no State/UT Chapter.

Persons eligible to become direct members, (Life, Annual and Provisional Life shall fill up the prescribed membership application and declaration form and forward these forms along with their subscription to the central office. They can get these forms directly from Central Office. The application shall be accompanied by two attested copies of the candidate's postgraduate degree/diploma. The Secretary General will circulate the names of the applicants for direct membership (for Life, Annual, Provisional Life Membership) with his/her remarks along with the recommendations to the members of the Central Council for their approval. Ordinarily, if there are no adverse remarks of the Central Council, he/she will be enrolled as a member. In case of adverse remarks against any applicant, the matter will be placed before the Central Council at its next meeting. In case of acceptance of the applicant as a member, the Secretary General shall forthwith give the due notice of the same to the journal office and the new member. The application and the declaration form shall be filed as documents of the association at the central office.

No State/UT Chapter will enrol members of direct category through State/UT Chapter.

Direct member residing in a particular state can attend the academic activities of the State/UT Chapter and they will be on the mailing list of the State/UT Chapter where they are posted / residing, provided they inform their address to State/UT Chapter secretary and also to central headquarters.

The Direct Member within one year after retirement shall inform the head quarters about his/her retirement and the address where he/she will be residing. The head quarters upon receiving the information shall transfer the membership of the retired Direct Members to the respective state chapter where he/ she has settled permanently within one year of his/her retirement. The seniority of the member

would be maintained and he/she will be entitled to become a Central Council Member from that state as per the bye law of that state.

The Direct Members who are in active services in Central/ Defense/ Railway shall only be elected as Direct Central Council Members only and not the Direct Members how has Retired from the active services.

(B) STATE/UT CHAPTER MEMBERS

Every candidate for membership as Life, Annual, Provisional Life and Affiliate members of the association through a State/UT Chapter, shall fill up (both a) the membership application form and a declaration (or, both) in duplicate (one copy to be retained by the State/UT Chapter) in the manner prescribed by the association and forward it to the State/UT Chapter secretary along with the required subscription. The application shall be accompanied by two attested copies of the candidate's postgraduates degree/diploma recognized by Medical Council of India. The State/UT Chapter shall consider the application and submit it along with the declaration form with its recommendation to the central office, along with the required subscription within a month of the receipt of the application form. The Secretary General will circulate the names of the applicants (for Life, Annual and Associate Membership) with his/her remarks along with the recommendations of the State/UT Chapter to the members of the Central Council for their approval. Ordinarily, if there are no adverse remarks either by a State/UT Chapter Secretary or Secretary General of the association, he/she will be enrolled as a member. In case of adverse remarks against any applicant, the matter will be placed before the Central Council at its next meeting. In case of acceptance of the applicant as a member, the secretary general shall forthwith give the due notice of the same to the journal office and to the new members, through the State/UT Chapter. The application and the declaration form, copy of post graduate degree/diploma and proof of employment in Central Govt. Services shall be filed as documents of the association at the central office.

(a). ANNUAL MEMBERS

Means Medical Practitioners possessing Medical Post Graduate Degrees, D.N.B., or Diplomas in Radio-diagnosis recognized by Medical Council of India.

(b). LIFE MEMBERS

Annual members of the association who pay subscription lump sum in lieu of the yearly subscription decided by general body from time to time shall be called life members and they shall not have to pay any yearly subscription thereafter.

(c). **EMERITUS MEMBERS**

Means any Life Member or any Annual member with minimum 10 years membership of the association and has attained the age of the 65 years, or has been retired from the active practice by reason of physical disability. Such members shall not be liable to pay subscription but shall enjoy all the rights of a member. They shall have the voting rights. No delegation fee will be charged from the Emeritus Members attending the Annual Conference.

(d). **PROVISIONAL LIFE MEMBERS**

Students undergoing post graduate degree/diploma courses can be enrolled as Provisional Life Members on payment of full Life Member Subscription and will be converted to regular Life Membership after acquiring post graduate degree/diploma and they will have no voting right during the period of provisional life membership.

In case provisional life member does not pass his qualifying degree/ diploma within the time of six years he/she may be allowed to have extension/ continuation of provisional life membership upon request to the President. Provisional life member shall enjoy all the membership benefits of a life member except voting rights. Upon successful completion of post graduate degree/diploma the Provisional life member shall submit a copy of his post graduate degree/diploma to the Central office and will become a full Life member after approval by the Secretary General. Provisional life membership period will be counted as continuous membership for purposes of elections, voting rights, eligibility for orations, awards etc. Those who submit certified copy of their PG degree/diploma on or before June 30 and are not in arrears of subscription will be allowed voting right in elections and eligibility for Oration & Award in that year provided they fulfil other criteria of the same.

(e). **CORPORATE MEMBERS**

Health Care Industry Companies will be enrolled as Corporate Members. They will have no voting right.

An amount as decided by General Body from time to time as Donation will be added to the Corpus Fund of IRJA. Currently, the Healthcare Industry shall donate a sum of Rs 5,000/- p. a.

(f). **CORRESPONDING MEMBERS**

This class of members shall consists of scientists residing in foreign countries who are actively interested in Radio-diagnosis, Ultrasound, CT, MRI , Pet CT/MRI and other Imaging Modalities, Nuclear Medicine, Radiotherapy, Oncology, Radiobiology and Radiation Medicine and Interventional Radiology, Molecular Imaging or

other specialties/sub-specialties and who are in good ethical standing in the respective countries. They shall pay their subscription but shall not have the privileges of voting nor of holding any elective offices. The annual subscription will be decided by the General Body from time to time. They shall receive electronic copy of Journal and News Bulletin.

(g). **AFFILIATE MEMBERS**

Those applying for fresh membership with degrees/ diplomas in Radiotherapy or nuclear medicine or medical physics will be allowed to become affiliate members only. Life membership will only be given to those with MCI recognized postgraduate degrees/diplomas in Radiology, Radio-diagnosis and Imaging.

(h). **HONORARY MEMBERS**

The name of the honorary member shall be proposed and seconded by Emeritus/ Life member of the association where the merits of the candidate for such honour will be set forth by the proposers. The election shall take place at a meeting of the general body, voting being done by the secret ballot. No discussion shall be permitted on the merits of the person proposed. The person shall be considered elected if two thirds of the members present, vote in his/her favour. Every honorary member shall cease to be such a member upon a resolution of the general body to the effect, passed by a majority, if less than two thirds of members present and voting. It is open to both Indians and Foreign Nationals. Non-radiologists whose conduct is prejudicial to the interest of the association shall not be enrolled as Honorary Members of IRIA.

2. **ADMISSION FEE**

Every candidate for membership of the association as a member of all membership categories as the case may be shall pay in Admission Fee of Rs 1000/-, which may be modified from time to time. Out of this 60% will go to IRIA Hd.Qtrs. and 40% shall be retained by the State/UT Chapter. At present, Rs 600/- shall go to IRIA Hd.Qtrs. and rest Rs 400/- shall be retained by the State/UT chapter.

3. **SUBSCRIPTION**

Member shall pay subscription to their State/territorial Chapter (through local chapter, if any) according to the annual subscription rate for annual members or lump sum for Life Members, Provisional Life Members as the case may be, as fixed by the Association from time to time. The State/Territorial Chapters shall pay the Central Fund Contribution (CFC) at the rate of Rs. 1,500/- for annual member per head per year and lump sum amount of Rs 6,500/- for Life Member or any amount fixed by the General Body in future from time to time for all its members on roll, as per the

membership register maintained at the central office. The ratio of such distribution of membership subscription between the Central Office and State/UT Chapters will be 75% to Central office & 25% to State/UT Chapter. The subscription fee will be revised after the approval of the General Body from time to time.

Subscription shall become due from 1st April every year. Non-receipt of the subscription by 30th June by the central office shall deprive the member of the privileges of his/her membership as laid down under Rule-14 excepting that of attending the meetings. If the membership subscription for Annual Members of the year is not received by 30th June of the following year, his/her name will be stuck off. The Secretary General or State/UT Chapter secretary shall send notice to the members in the month of March intimating them that their membership subscription is due from 1st April. The Annual Members, whose subscription is not received by the central office before 30th June, will not be eligible to vote.

In case of husband and wife both being members (the couple) shall pay between them one full and one half subscription for the year. Both will enjoy all the privileges and rights of a member (Annual/Life as the case may be) except shall be entitled to one copy of the journal between them.

A member enrolled any time during the year shall pay full subscription for the year irrespective of the date of the enrolment.

The amount of life membership subscription received during the year should be kept in the bank, as FDR / RBI bonds as a Corpus Fund and the interest earned out of these FDRs may be utilized for running the association. The life membership amount of association, since its inception, should be calculated and if the same amount is not in the FDRs with association at present, the balance deficient amount should be added and be kept in the FDRs in bank. On the same pattern, Journal Office should keep the contribution of life membership subscription (10% per life member subscription) as FDR and only its interest may be utilized.

The current share of subscription to be remitted by the STATE/UT CHAPTER to the IRIA Headquarters is:-

| S. No. | Type of Subscription | Share of IRIA HQ |
|--------|-----------------------------------|------------------|
| 1. | Annual Members (per annum): | Rs 1,500/- |
| 2. | Life Members | Rs 6,500/- |
| 3. | Provisional Life Members: | Rs 6,500/- |
| 4. | Corporate Membership: | Rs 5,000/- p.a. |
| 5. | Corresponding Member (per annum): | \$ 100.00 |
| 6. | Affiliate Members (per member): | Rs 10,000/- p.a. |
| 7. | Admission Fee: | Rs 1,000/-. |

The State/UT Chapter until amended will henceforth charge Rs 7,500.00 as the Life Member subscription which includes Rs 1,000.00 as Admission Fee. The State/UT Chapter will retain Rs 1,600.00 as its share of Life Member subscription and Rs 400.00 being 40% of the Adm. Fee. Rest of Rs 4,900.00 and Rs 600.00 being share of Central IRIA Hd. Qtrs. (Total Rs 5,500.00) towards Life Member Subscription and Adm. Fee respectively would be forwarded to IRIA Hd. Qtrs. along with Membership Form.

Central Office and State/UT Chapters will form a corpus fund with minimum contribution equivalent to members subscription fee and to invest the corpus in fixed instruments like Bank FDR's/RBI bonds or similar government securities as deemed fit by the General body. The interest earned from corpus fund may be utilized by the association for running day to day affairs of the Association. The corpus amount of a member cannot be utilized in the lifetime of a member.

4. All members attending the Annual General Body meeting shall have paid the subscription and dues. The proof of payment in the shape of either receipt or a certificate by the State/UT Chapter President or Secretary shall be sufficient in the case of State/UT Chapter member. The organizers shall have the full right to not to allow the members to attend the Conference/CME who have not paid their annual subscription.
5. The responsibility of collection of subscription of members of the State/UT Chapters rests with the respective State/UT Chapters. If the membership subscription of year is not received by 30th June, no Journal will be sent to the defaulting members. Moreover, if the membership subscription of the year is not received by 30th June of the following year, names of the defaulting members will be struck off. Accordingly the name(s) of such members shall not be considered for counting total membership of the State/UT Chapter. Direct members will pay their subscription directly to central headquarters and responsibility lies with members only.

6. **TRANSFER OF MEMBERSHIP**

The Transfer of Life Membership should be affected only by the Central Office after the receipt of request from the member through the respective state chapter. The state share of the membership amount should be transferred to the state chapter, where the member requires the transfer after receiving the transfer orders from the Central Office, by the State/UT chapter from where the member is transferred. Further the state share of the Admission fee should be paid by the member to the state chapter where he/she joins after receiving the transfer order from the Central Office.

Both State/UT Chapters involved in such a transfer shall inform the Central Office of IRJA so that records can be updated accordingly and Journal Office can also be notified.

7. TERMINATION OF MEMBERSHIP

Membership may be terminated:

- (i) By resignation: A member may at any time resign the membership by giving 30 days notice in writing to:
 - (a) The State/UT Chapter secretary, in case of State/UT Chapter member.
 - (b) The Secretary General in case of a direct member attached to the central office. The resigning member shall pay all the dues against him/her and the State/UT Chapter Secretary concerned shall put up a statement of outstanding dues against a member or a clearance certificate, if all dues are paid along with his/her resignation to the central office within a fortnight of acceptance of the resignation for information and necessary action.
- (ii). By removal of names on account of non-payment of subscription after due notice as follows:
 - (a) In case of a direct member whether active or associate, whose subscription remains unpaid by 30th June, his/her membership shall be terminated automatically after having followed the procedure as laid down in bye-law 7(a), due information of the same shall be given to the central and journal offices, for necessary action, including stoppage of journal etc.
- (iii). By removal of names on the ground of undesirable conduct:
 - (a) If the conduct of a member is deemed by the central council or a State/UT Chapter, prejudicial to the interests of the association or be calculated to bring the medical profession into disrepute, the central council or the State/UT Chapter, as the case may be, may ask him/her to submit a written explanation of his/her conduct. In the event of the explanation being found unsatisfactory, the member may be asked to either apologize or to resign from the association. If the member is agreeable, his/her apology shall be sent to the central office with a confidential note giving details of the case for future reference. In the event of the said member refusing either to apologize or to resign when asked to do so, a general body meeting of the State/UT Chapter shall be called to consider the case and at least seven days notice of the meeting shall be given to the members concerned, and he/she shall be given an opportunity to explain his/her conduct if he/she desires to do so. If at meeting 3/4th of the members present having recorded their vote for the removal of his/her name

from the membership, the resolution along with the member's explanation and other records shall be sent to the central council for confirmation, and the central council may ask for explanation from the member so affected before final decision and his/her name shall be removed from the register of members of the State/UT Chapter only after receipt of such a confirmation. In the meantime, he/she shall be suspended from enjoying all the privileges of membership. The affected member retains the right to appeal to the General Body.

Explanation:

The State/UT Chapter Executive committee shall set up an enquiry committee to look into the matter and the decisions of the same shall be conveyed to the General Body of the State. The General body of the state shall submit its recommendations regarding disciplinary action to the National President and Secretary General for consideration of the Central Council. Final confirmation of disciplinary action shall be made by the Central General Body subject to ratification by 2/3 of members present. The disciplinary action can include suspension of membership until necessary apology or explanation is tendered by the member and accepted by the General body and may extend to termination of membership after approval by 2/3 of members present at the GBM and ratification of decisions of the GBM by an Extraordinary GBM to be held within 15 minutes of this GBM.

- (b) By removal of name on the ground of conviction in a court of justice ipso-act (1) upon sentence after conviction in a court of justice for any crime entailing moral turpitude: (2) upon being de-registered by the medical council of India or a state medical council on the ground of unethical conduct: or (3) upon forfeiture through misconduct of the medical qualifications by virtue of which he/she ceases to be eligible for membership.
- (c) Reigning office bearers of the association can use the logo of the association for official purposes .No other member of the association will use the logo of the association. If any member who is not an office bearers found misusing the logo of the association, his/her membership is likely to have terminated.

8. **READMISSION:**

- (a) Any person who has ceased to be a member under Bye-laws 11 and 12 can be re-admitted on fresh application being made by him/her and on payment of any dues outstanding against him/her on the date when he/she had ceased to be a member. The central council shall, however, have the power to write off a part or whole of any outstanding dues against such a member on the recommendation of the State/UT Chapter concerned, in case of direct members on its own initiatives.

- (b) A person, who has been removed under Bye-law 7 (iii)(a) may be readmitted on the expiry of two years or thereafter provided, his/her application for re-enrolment is supported by ten members of the association testifying his/her good conduct during the intervening period. He/she must also submit a written apology acceptable to the central council and State/UT Chapter concerned.
- (c) But in case coming under Bye-law 7(iii)(b), readmission shall be possible only subsequent to such a person's name being re-entered in the medical register.

9. **FORMATION OF STATE/UT CHAPTERS**

- (a) A minimum of ten persons who are eligible to be the Annual members of the association as per rule 4(a) and who reside, practice or are employed in a place within the territorial jurisdiction of a State/UT under the constitution of India, may form a State/UT Chapter of the association by a resolution passed, at a general meeting of such persons convened for the purpose. The resolution with names of the office-bearers of the new State/UT Chapter, the membership declaration forms and central quota of subscription, as per Bye-laws shall be sent to the central office, for final approval of the State/UT Chapter by the central council at its next meeting.

The State/UT Chapter shall submit to the Central and Journal Offices return of the members on their roll by 30th June and 31st December each year, a list of new members and a list of members who left the State/UT Chapter with their new address if available, along with a report of the activities of the State/UT Chapter.

(b) **BIFURCATION OF THE STATE CHAPTER OF IRIA**

In case of division of state is done as per notification of Govt. of India, then the State Chapter would also be divided into two state chapters based on the division of the state as per Govt. notification.

The following guidelines would be observed at the time of bifurcation of the state chapter:

- (i). The decision of bifurcation would be taken during the General Body meeting of the state chapter which is to be divided.
- (ii). The membership would be divided as per geographical division of the state.
- (iii). The total assets would be divided as per membership strength of both the state chapters on pro data basis.
- (iv). The information of the bifurcation of the state chapter would be given to the IRIA HQ.

(c) CITY SUB-CHAPTER OF IRIA

The City sub chapter may be formed, but they will report to their respective State/UT Chapter only.

Where there are ten or more Life/Annual members residing in any particular city in a State or Union Territory where a State/UT Chapter exists, a City sub Chapter for academic purpose can be formed. Such city sub Chapters shall be governed by the State/UT Chapter where they are situated. The State Chapter and not the City sub Chapter will communicate with the Center for all purposes. All financial responsibilities and statutory compliances of City sub Chapter will be maintained by the State Chapter.

- (d) All disputes between State/UT Chapters and City sub Chapters shall be resolved at the State level only. In case the matter cannot be resolved amicably the State/UT Chapter will submit report on the matter to the Central Council.
- (e) The State/UT Chapters should hold their annual election regularly and the new team of office bearers should take over as the system, which is being adopted in Central Office, IRIA. GBM of the State/UT Chapter should be held latest by the first week of April and list of office bearers submitted to the Central Office latest by April 30th failing which the State/UT chapter will not be given representation in the Central Council any more for the year.

10. TERM OF OFFICE OF THE CENTRAL COUNCIL

The Central Council is an executive body of the association, and it shall be a continuous body. Additions/alternations to the list of members of the Central Council maintained at the Central Office shall be affected each year on or before April 15th. For this purpose the State/UT Chapters shall intimate the names of the newly elected Central Council members to the Central Office by April 15th, who will replace the previous Central Council Members representing the State/UT Chapter be entitled to attend any Central Council meeting to be held after the intimation is received by Central Office. Central Council members nominated in the GBM will replace previously nominated members and will be entitled to attend any Council meetings to be held in the year.

11. MEETINGS OF THE CENTRAL COUNCIL

The meeting of the Central Council shall be as under:

- (a) The annual meeting of the Central Council held just before the Annual General Body Meeting of the Association shall be the Annual Meeting of the Central Council.

- (b) The meeting held just after the Annual General Body Meeting of the Association shall be the first ordinary meeting of the new Central Council for that year.
- (c) Two mid-term Central Council meetings will be held at IRIA House, New Delhi as decided by the President. However, out of these two Central Council meetings, one 2nd midterm Central Council Meeting will be held in the month of November just after the elections and members will be paid two way 2nd AC train fare for attending these midterm Central Council meetings.
- (d) **EXTRAORDINARY MEETING:** The Secretary General with the consent of President can call an extraordinary meeting of the Central Council if the President considers it necessary. Agenda notice of the meeting may be circulated and only circulated agenda may be discussed only.
- (e) **REQUISITION MEETING:** The President or the Secretary General with the sanction of the President, shall upon receipt of a requisition signed by at least 10 Members of the Central Council specifying the nature of the business for which the requisition meeting is required to convene a meeting within 45 days of the receipt of the requisition. A notice of 30 days shall be given to the members. If the President or the Secretary General fails to call the meeting within 45 days, a meeting shall be held within 10 weeks from the date of the delivery of such requisition to the Secretary General on behalf of the Central Council. If within 15 minutes from the time appointed for the meeting a quorum is not present, the meeting, if convened upon requisition of the members, shall be dissolved. The requisition meeting shall preferably be held at the Central Office of the Association or as the President decides, but in case the President or the Secretary General fails to call a meeting, the requisitionists may hold the meeting at the place of their choice. Agenda notice of the meeting may be circulated and only circulated agenda may be discussed only.
- (f) All the resolutions, amendments proposed & passed by Central Council during the year preceding the GBM are to be informed to the GBM.
- (g) “Those Central Council Members who do not attend two consecutive CCMs should be declared ineligible for the CCMs during that tenure. The members who submit the leave of application would not be taken out.

12. **NOTICE OF THE CENTRAL COUNCIL MEETINGS:**

- (a) Annual Meeting - 4 Weeks.
- (b) Ordinary Meeting - 4 Weeks.
- (c) Extraordinary Meeting - 2 Weeks.
- (d) Requisition Meeting - 30 days.

13. QUORUM OF THE CENTRAL COUNCIL MEETINGS:

The quorum for all Central Council Meetings be 25 of which at least 5 (except in the case of requisition meeting) shall be other than ex officio members. In all meeting except requisition meeting, if a quorum is not present within 15 minutes of the appointed time, the meeting shall stand adjourned for 15 minutes and then meeting again be held to transact the business. If a quorum is not present at the adjourned meeting, the members present whatever their number and qualifications (whether Annual, Central Council or ex-officio members) shall form a quorum.

14. BUSINESS OF THE ANNUAL MEETING OF THE CENTRAL COUNCIL

- (a) The election, if necessary (in the absence of the President or the Vice-Presidents) of the Chairman.
- (b) Action taken on the proceedings of the previous meeting of Central Council and confirmation of minutes of the previous meeting of the Central council.
- (c) Consideration of the Annual Report of the Year:
 - 1. Central Office
 - 2. Journal Office
 - 3. College Office
 - 4. Building Committee of IRIA
 - 5. Social Security Scheme of IRIA
- (d) Consideration of the Budget for the ensuing year:
 - 1. Central Office including Building
 - 2. Journal Office
 - 3. College Office
 - 4. Social Security Scheme of IRIA
- (e) Consideration of recommendations on Orations and Awards of IRIA, IJRI and ICRI.
- (f) Amendments of Rules, if any, for consideration and recommendation of the General Body.
- (g) Amendments of Bye-laws, if any
- (h) Resolution brought forward by the office.
- (i) Resolution brought forward by individual members of the Association, if any

(j) Any other business with the permission of the Chairman

15. **GENERAL RULES ABOUT THE ANNUAL MEETING OF THE CENTRAL COUNCIL**

- (a) Except with the special permission of the Chairman, no resolution shall be placed before the Annual Meeting of the Central Council that has not been previously given notice of and duly circulated with the Agenda of the meeting.
- (b) Resolution sponsored by individual members for the Annual General Body Meeting shall reach the Secretary General usually through the local State/UT Chapter, of which the sponsoring individual is a member, but the State/UT Chapter members shall have the right to send any resolution direct to the Secretary General provided a copy has also been previously submitted to the local State/UT Chapter.
- (c) Local state chapters and direct members shall send their resolution direct to the Secretary General. And all the direct member sending their resolutions, will be informed by the Central Headquarters regarding Central Council meeting, so that he/she can put his/her resolution.
- (d) Notice of resolutions to be moved at the annual meeting of the Central Council shall reach the Secretary General at least four months before the date of the meeting.

16. **POWERS AND FUNCTIONS OF THE CENTRAL COUNCIL OF THE ASSOCIATION**

The Central Council shall be the executive authority of the Association and as such shall have the powers to carry into effect the policy and programme of the Association as laid down by the General Body and shall remain responsible thereto. The Central Council shall have the right:

- (a) To make regulations and issue instructions for the efficient administration of the Association and for proper maintenance of its properties and publications.
- (b) To appoint committees, ad-hoc committees and standing committees as and when necessary. All the committee formed at the Central/state office should have at least 3 members.

Formation of the committees as and when required must be done by the Central Council/General Body and any office bearer has no right to appoint any committee.

- (c) To represent before the Central or State Governments or public bodies or any properly constituted authority, any matter affecting the interests of the Association or the Radiological and Imaging Profession of the Country.

- (d) To pass the accounts of the association in its first mid-term Central Council meeting for purposes of filing Income Tax.
- (e) To consider and decide applications for membership, resignation of members, suspension of members of State/UT Chapters and the question of taking such disciplinary action as it may deem fit, against any member/State Chapter for misconduct and wilful neglect of default of notices.
- (f) To write off the whole or part of the unrealizable arrears of subscription of members, of Central Fund Contribution from the State/UT Chapter or other outstanding dues of the Association or its publication or of the College as and when considered necessary.
- (g) To appoint or remove salaried officers and servants of the Association.
- (h) To fix the rate of travelling allowance to be paid to the office bearers of the Association and the members of the Central Council and other Committees, ad-hoc Committees and Sub-Committees.
- (i) To consider all matters and make necessary recommendation as of them as far as possible, to its being placed before the General Body for discussion.
- (j) To amend the Bye-laws as per Rule 26.
- (k) Subject to the provision of Rules and Resolutions to exercise in addition of the powers expressly given by the rules and Bye-laws all such powers and do all such acts and things as may be done by the Association.
- (l) The accounts of Central Office IRIA, ICRI, IJRI and Social Security Scheme shall be presented, ratified and passed by the Central Council members in the 'July CCM' to enable the filing of Income tax returns within the stipulated time period every year.

17. **MEETINGS OF THE ASSOCIATION**

The meetings of the Association shall be held at such places and at such times as the Association or the Central Council may appoint. At other times, the Secretary General under the direction of the President shall fix the time and venue of the meetings.

18. **ANNUAL MEETINGS:**

(a) Scientific meetings, (b) Annual General Body Meetings, (c) Extraordinary General Body Meeting, and (d) Requisition Meetings

(a) **SCIENTIFIC MEETING:**

- (i) To read and discuss papers on Radio-diagnosis, Ultrasound, C.T., M.R.I., and other Imaging Modalities, Radio-Biology and Radiation Medicine and Interventional Radiology and other specialties and subspecialties of Radiology to arrange lectures, demonstrations and discussions on these subjects.
- (ii) To arrange a refresher course and or CMEs through 'Indian College of Radiology and Imaging' as deemed fit. The four CME programmes funded by IRIA and conducted by ICRI would be (a) Dr. Gyan P. Lal CME, (b) Dr. Harnam Singh midterm CME, (c) Dr. R.K. Goulatia CME and (d) Dr. Rajendra Rao CME. The same shall be organized as per guidelines approved by the Central Council from time to time.

(b) **ANNUAL GENERAL BODY MEETING:**

The agenda of the annual general meeting shall include the following and in this order:

- 1. The election, if necessary (in the absence of the President or the Vice-Presidents) of the Chairman
- 2. Obituaries, if any.
- 3. Action taken report of previous General Body meeting and confirmation of minutes of the previous annual General Body Meeting, already circulated through February issue of the News Bulletin and comments received on the same by October 31.
- 4. Adoption of the Report of the Central Council:
 - a. Central Office,
 - b. Journal Office,
 - c. College Office and
 - d. Building Committee of IRIA
 - e. Social Security Scheme of IRIA
- 5. Adoption of the audited accounts of Annual Conference of IRIA.
- 6. Adoption of the Budget for the ensuing year:
 - a. Central Office including Building,
 - b. Journal Office
 - c. College Office,
 - e. Social Security Scheme of IRIA

- 7.(a) To elect five Central Council Members as per Rule 17 (B)(a)
- (b) To approve the names of:
 - (i) Two Joint Secretaries – One of whom shall be nominated by Secretary General as far as possible for from the place of Hd. Qtrs. And other shall be nominated by the President.
 - (ii) The Secretary-cum-Joint Editor of the Indian Journal of Radiology and Imaging from the same place as that of the Editor-in-Chief, as far as possible.
8. To nominate Editorial Board as per Bye-law 40 (7b)
9. To appoint Hon. Legal Adviser.
10. To appoint Auditors for Central, Journal, College and Social Security Scheme Offices.
11. To approve Sir Jagadish Chandra Bose Memorial Oration for the following year.
12. To approve Dr. Diwan Chand Aggarwal Memorial Oration for the following year.
13. To approve Dr. K.M. Rai Memorial Oration for the following year
14. To approve Dr. M.L. Aggarwal Memorial Oration for the following year.
15. To announce awardee of Dr. Ashok Mukherjee Memorial Award and other Travelling Awards.
16. To approve Orators/Awardees and Fellows of ICRI.
17. To approve the decisions of the GBM of ICRI.
18. Any other matter brought forward by the Central Council
19. To consider the progress of next annual conference.
20. To decide the venue of the next Annual Conference IRIA two years in advance.
21. To consider the amendments in the Memorandum-by-Laws.
22. To consider the resolutions put forward.
23. Any other business with the permission of the Chairman.

N.B. There will be no cultural programme in the evening on the day of Annual General Body Meeting so that the meeting can continue for a longer time.

Care should be taken to arrange the timings of GBM so that sufficient time is given for discussion etc. to the members to participate actively in the GBM. There should be adequate gap of about two hours, if entertainment programme is arranged on same day as GBM.

Minutes of General Body Meeting should be published with the proceedings and valid discussions and points raised by members and their names should come in the minutes and will be published in the February issue of the News Bulletin.

(c) **EXTRAORDINARY GENERAL BODY MEETING:**

An extraordinary General Meeting may be called at any time by the Secretary General under the direction of the President for any specific purpose of which due notice has been given. So far as any proposed alterations or additions to the Article of memorandum of Constitution and Rules & Bye Laws of the Association are concerned, the meeting can be called after 15 minutes of General Body Meeting.

(d) **REQUISITION GENERAL MEETING:**

A requisition General Meeting shall be held within 60 days of the receipt of the requisition in writing from at least 100 members of the Association or twenty members of the Central Council to the Secretary General with a copy endorsed in favour of the President specifying the business to be transacted at the meeting. On receipt of requisition, the Secretary General shall inform the President forth with to proceed to call such a meeting. In case the Secretary General or the President fails to convene such a meeting within 60 days of the receipt of the requisition, the requisitionists may themselves convene a meeting at a place of their choice but such a meeting shall be held within 10 weeks from the date of such delivery of the requisition to the Secretary General and the President on behalf of the Central Council. If within 15 minutes from the time appointed for the meeting, a quorum is not present, the meeting, (if convened upon requisition of the members) shall be dissolved.

19. In all meetings except a requisition meeting, if a quorum is not present within 15 minutes of the appointed time, the meetings shall stand adjourned for 15 minutes and then meet again to transact the business. If a quorum is not present at the adjourned meetings, the members present whatever their number, shall form a quorum. If there is no quorum at a requisition meeting it shall stand dissolved.

20. **QUORUM OF THE MEETINGS**

Quorum of the meetings shall be as follows:

- (i). The Annual General Meeting: 100 Members -Life/Annual/Emeritus
- (ii). The Extraordinary General Meeting: 100 Members -Life/Annual/Emeritus
- (iii). The Requisition General Meeting:
200/10 percent (of the total strength of the Life/Annual/Emeritus members of the Association)

21. NOTICE OF MEETINGS OF THE ASSOCIATION:

- (i). The Annual General Body Meeting: 30 days
 - (ii). The Extraordinary General Meeting
 - (a) for purposes of change in the Constitution : 45 days
 - (b) for all other purposes (Ordinarily): 30 days
 - (iii). Requisition Meeting: 30 days
22. The minutes of all the meetings shall be correctly kept and recorded as early as possible, and shall be signed by the Chairman of the Meeting and confirmed at the next meeting. Minutes of the Central Council and General Body Meetings will be published in the News Bulletin.
23. No resolution adopted or rejected at a General Meeting is to be considered at a subsequent meeting unless six months have elapsed.
24. No resolution adopted or rejected by the central council shall be considered in the central council meeting unless either 6 months have elapsed or half the number of the members of the central council are in favour of such reconsideration.
25. The Chairman of the meeting may with the consent of the members at which quorum is present and shall, if so directed by the members, adjourn the same from time to time, but no business shall be transacted at any adjourned meeting other than the business unfinished at the meeting for which the adjournment took place.
26. All questions submitted to a meeting shall be decided (except in cases specially provided for) by a majority of votes as registered by show of hands or in such other manner as the members present or the chairman of the meeting, shall determine.
27. No business shall be transacted at a requisition meeting other than that, for which the meeting is called for.
28. Notice of all amendments to resolution proposed to be moved at a meeting shall reach the Secretary General at least 4 months before the date of meeting.

29. All resolutions to be brought before the Annual General Meeting shall previously be considered by the Central Council and copies of such resolutions along with the agenda of business of the Annual General meeting shall be sent by the Secretary General to each member of the Central Council at least 60 days before the date of the meeting of the Central Council at which they will be considered.
30. Notice of any amendment to the resolution to be brought forward before the Annual General meeting must reach the Secretary General at least 4 months before the date of the General Body Meeting and copies of all the amendments received shall be made available to the members attending the meeting, as far as possible. The same shall be published in the October issue of the News Bulletin and members may bring the same in the CCM & GBM as they may not be circulated again in order to save the money.
31. Exception to Bye-law 29 may be made under special circumstances at the discretion of the members in the case of matters coming up for consideration in the shape of amendments.
32. No resolution or amendment of which due notice has not been given shall be brought forward to the meeting unless sanctioned by the president with the consensus of the house.

However, a resolution to change the order of business or for proceedings for dissolution or adjournment of the meeting or for closure or for proceedings to the next item of business on the agenda paper, or for referring back for further consideration of a committee, or an amendment thereof may be accepted by the chairman as formal if moved by any member present.

33. Notice shall be sent to members either personally or by post at their addresses as registered in the books of the association.
34. Every member shall give notice to the Secretary General and Journal Office in writing of any change in address.
35. Any notice, if served by post, shall be deemed to have been served on the day following that on which the same is posted. The notice shall be sent/served by post.

36. **FUNDS OF THE ASSOCIATION**

The funds of the association shall be derived from the following sources:

- (a) Subscription of the direct members.

- (b) Contribution from the State/UT Chapters on account of the members on their roll as per bye-laws.
- (c) Subscription of life members shall be deposited in the Corpus Fund, which shall be maintained in the form of fixed securities like RBI Bonds, Fixed Deposits etc.
- (d) Special contribution or donations raised directly or through the State/UT Chapters.
- (e) Income derived from the Journal and other publications of the association as per Bye-laws.
- (f) Contribution received from the State/UT Chapter organizing the Annual Conference of 'Indian Radiological & Imaging Association' as per Bye-laws, after payment of all statutory taxes liabilities, 50% of the savings, if any, should go to the State/UT Chapter organizing the conference and 50% to the Central Office (HQ) of the association. The accounts and statutory taxes etc. of the annual conference must be deposited by the organizers of the Annual Conference latest by 31st March of the Conference year. The final audited accounts of the annual conference must be submitted by the organizers of the annual conference to the Central Office 10th of May of the Conference year so that the same may be published in the June issue of the News Bulletin and subsequently passed by the Central Council and General Body.
- (g) Requests received by legacies from persons who desire to benefit the association.
- (h) Subscription from affiliated bodies according to the rule.
- (i) Such other sources as may be authorized by the central council or the general body.
- (j) A uniform rate as decided from time to time per Life Member (10% per life member at present) may be sent to the Journal Office to augment the funds of the Indian Journal of Radiology & Imaging.
- (k) All accounts and monies held by the IRIA, IJRI, ICRI, Social Security Scheme and Building Management Committee of IRIA shall be maintained at the IRIA Head Quarters. The President, President Elect, Secretary General and Hon. Treasurer of IRIA shall be the ex-officio members of the IJRI, ICRI and Building Management Committee. The Hon. Treasurer of IRIA shall be the ex-officio Treasurer of the accounts of IJRI, ICRI, Social Security Scheme and Building Management Committee. The Bank accounts of IJRI, ICRI, Social Security Scheme and Building Management Committee of IRIA shall have the signatories of any one of the three office bearers of IRIA i.e. President, Secretary General, Hon. Treasurer apart from the signatories of IJRI, ICRI and Building Management Committee.

The Hon Treasurer, IRIA shall be compulsory signatory for the account books and balance sheet of Annual Conference of IRIA, Indian Radiological & Imaging Association, Indian Journal of Radiology & Imaging, Indian College of Radiology & Imaging and Social Security Scheme of IRIA.

- (l) In the balance sheet of the Central Office, IRIA, the income expenses of the building will be shown in the grouping as and where they are”.

37. **RESERVE FUND**

There shall be a reserve fund of the association. At least 25% of the surplus of the central and journal offices each year shall be credited to this fund in the following year. The reserve fund shall only be drawn upon by a special resolution in a meeting of the General Body, notice of which shall have been duly circulated.

The reserve fund must only be drawn upon by a special resolution in a meeting of general body, notice of which should be duly circulated and same must be reflected in accounts of both the association as well as of Journal every year.

38. The central office with the permission of the General Body shall, out of the funds of the association, defray all expenses and shall pay rents, salaries, wages and such other charges as may be necessary for carrying on the work of the association. It shall further provide for the issue of the journal and such other publications as may be authorized and shall be empowered to spend money on scientific investigation, Conferences, prizes, scholarships and for such other purposes, as it may consider advisable, in furtherance of the objects of the association with the budgetary provisions.

39. **OFFICE BEARERS OF THE ASSOCIATION**

A. **THE TENURE OF THE OFFICE BEARERS OF THE ASSOCIATION WILL BE AS FOLLOWS.**

President, IRIA One Year. He/she cannot be re-elected.

President Elect, IRIA who will be automatically elevated to President IRIA One Year.

Vice Presidents, IRIA One Year. He/She cannot be re-elected.

Secretary General, IRIA Two Years but he/she cannot be re-elected.

Hon. Treasurer, IRIA Two Years but he/she cannot be re-elected.

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|---|---|
| Joint Secretaries, IRIA | One Year. As they are nominated by the President and Secretary General, he/she can be re-nominated for one more term. So maximum two years. |
| Chairman, ICRI | Two Years but he/she cannot be re-elected. |
| Vice Chairman, ICRI | Two Years but he/she cannot be re-elected. |
| Secretary, ICRI | Two Years but he/she cannot be re-elected. |
| Hon. Treasurer, ICRI | Two years but he/she cannot be re-elected. |
| Jt. Secretary, ICRI | Two years. He/She can be re-nominated. |
| Governing Body Members, ICRI | Two years. He/She can be re-elected. |
| Editor-in-chief, IJRI | Three Years. She/she cannot be re-elected. |
| Joint Editor-cum-Secretary, IJRI | To be nominated by the Editor-in-Chief for the similar period as above. He/She can be re-nominated. |
| Chairman, SSS | To be nominated by the General Body of IRIA for a term of two years. He/she can be re-nominated for two terms. |

President Elect which will be elected 1 year in advance and will automatically take over as the President next year. President Elect and immediate past President will be the ex-officio members of all the committees.

THE FOLLOWING OFFICE-BEARERS WILL BE NOMINATED EVERY YEAR, FOR THE MANAGEMENT OF THE ACTIVITIES OF ASSOCIATION, IN THE GENERAL BODY MEETING AT THE ANNUAL CONFERENCE OF IRIA:-

- (i) Two Joint Secretaries – One of whom shall be nominated by Secretary General as far as possible from the place of Hd. Qtrs. and other shall be nominated by the President.
- (ii) Hon. Secy.-in-charge-cum Joint Editor, Indian Journal of Radiology & Imaging, from the place of Editor-in-Chief, as far as possible and to be nominated by him/her, only.
- (iii) The Secretary General and Hon Treasurer of IRIA shall also serve as Secretary and Treasurer of Social Security Scheme of IRIA in the year of their tenure.

B. MINIMUM REQUIREMENT OF THE OFFICE-BEARERS FOR CONTESTING ELECTIONS:

- President Elect IRIA:** Should be continuously uninterrupted member of the Association for at least 15 years. He/she should have held an office at either State or IRIA HQ or Central Council Member for at least five years.
- Vice-Presidents IRIA:** Should be continuously uninterrupted member of the association for at least 10 years. He/she should have held an office at either State or IRIA HQ or Central Council Member for three years.
- Secretary General IRIA:** Should be continuously uninterrupted member of the association for at least 10 years. He/she should have held an office at either State or IRIA HQ or Central Council Member for three years.
- Hon. Treasurer IRIA:** Should be continuously uninterrupted member of the association for at least 10 years. He/she should have held an office at either State or IRIA HQ or Central Council Member for three years.
- Joint Secretary, IRIA:** Should be continuously uninterrupted member of the IRIA for at least 5 years.
- Editor-in-Chief, IJRI:** Should be continuously uninterrupted member of the association for at least 10 years. He/she should have an office in IJRI or should have been in the editorial board.
- Jt. Editor & Secretary, IJRI:** Should be continuously uninterrupted member of the association for at least 7 years. He/she should have an office in IJRI or should have been in the editorial board.
- Chairman, ICRI:** Should be continuously uninterrupted member of the IRIA for 15 years, ICRI for 10 years and has to be Fellow (Fellow/ Hon. Fellow) of the College. He/she should have an office in ICRI or should have been in the Governing Body of ICRI.
- Secretary, ICRI:** Should be continuously uninterrupted member of the IRIA for 10 years, ICRI for 6 years and has to be Fellow (Fellow/ Hon. Fellow) of the College. He/she should have an office in ICRI or should have been in the Governing Body of ICRI.

- Vice Chairmen, ICRI:** Should be continuously uninterrupted member of the IRIA for 10 years, ICRI for 6 years and has to be Fellow (Fellow/Hon. Fellow) of the College. He/she should have an office in ICRI or should have been in the Governing Body of ICRI.
- Hon. Treasurer, ICRI:** Should be continuously uninterrupted member of the IRIA for 7 years and ICRI for 5 years. He/she should have an office in ICRI or should have been in the Governing Body of ICRI.
- Jt. Secretary, ICRI:** Should be continuously uninterrupted member of ICRI for at least 5 years.
- Governing Body Members:** Should be continuously uninterrupted member of ICRI for at least 3 years.
- Central Council Member:** Should be continuously uninterrupted member of the association for at least 3 years.

NOTE:

- (i) No one in receipt of a salary from the funds of the association shall be elected as an office-bearer of the association or a member of the central council.
- (ii) No member will hold more than one office in the Association/Journal/College at a given time in the central IRIA. But they can hold not more than one post in their respective State/UT chapter apart from holding one post in the Central IRIA/ICRI/IJRI.
- (iii) A member can file nomination for contesting only one post in a particular election.
- (iv) At the time of handing and taking over the charge of the office bearer, proper records of handing over and taking over will be maintained in IRIA, ICRI, and IJRI.
- (v) The office bearers of IRIA, ICRI, and IJRI can be requested to resign from their posts in the event of their negligence/misconduct while conducting their official duties.
- (vi) The audited accounts of the IRIA, IJRI, ICRI & Social Security Scheme shall be signed by the reigning office bearers, however, if there is any point for clarification, it may be clarified by the outgoing office bearers.
- (vi) If a member becomes President of the association, he cannot contest for any other post in IRIA, ICRI or IJRI and State/UT Chapter in order to give honour to the prestigious post of the President of the Association.

40. DUTIES AND POWERS OF THE OFFICE BEARERS

1. PRESIDENT:

The president shall assume office after installation at the time of inauguration of the Annual Conference.

- (a) Shall be chairman of all meetings of the General Body and the Central Council and any other committees. He/she shall be ex-officio member of all committees except statutory committees.
- (b) Shall preside at the annual Conference and all meetings of the association.
- (c) Shall guide and control the activities of the association.
- (d) Shall regulate the proceedings of all meetings and the Conference and interpret the rules and bye-laws and decide doubtful points.
- (e) Shall in addition to his/her ordinary vote, have a casting vote in case of equality of votes on any decision in a meeting and not for election of office bearers of the association.
- (f) Shall undertake tour etc. in the interests of the association whenever required.
- (g) Shall operate the bank accounts of the association jointly with Secretary General/ Hon. Treasurer.
- (h) The tenure of the term of the president shall be full 12 months from Annual Conference to next Annual Conference.
- (i) shall represent association at any other meetings including with Government.

President Elect will automatically take over as President in next Annual Conference. In case Annual Conference is not held in any year, President Elect will automatically assume charge by 15th January of the year he/she is elected for.

- (j) shall instruct office bearers of ICRI and IJRI if they are not performing their duties.

NOTE: In the event of any emergency arising by reason of any cause, such as death, detention, resignation or absence for a considerable period out of India of the President, the duties of the President shall be devolved upon the Senior Vice-President the president resigns, it will become effective only when it is accepted by the central council. Pending the acceptance of the resignation, the Senior Vice-President shall be Acting President till such a time as the next President Elect takes charge of office.

2. **PRESIDENT ELECT**

- (a) The President Elect shall be elected by the General Body as per rules laid down for elections.
- (b) The President Elect, elected every year, shall automatically succeed as President of IRIA the following Association Year.
- (c) Shall be ex officio member of the Central Council and all committees appointed by the President.
- (d) He/she shall coordinate with President on all matters pertaining to the management of the association.
- (e) In the event of an emergent situation such as demise, detention, resignation, incapacitating ill health of the President Elect, a fresh election shall be held.

3. **VICE PRESIDENT:**

- (a) Shall help in the organization of State/UT Chapters and branches by making tours and addressing members and personnel(s) etc.
- (b) The vice-president (senior) shall preside at the annual Conference and other meeting in case the president is unavoidably absent. Seniority will be decided on basis of years of membership of IRIA.
- (c) The vice-president (senior) shall be the chairman of all committees except statutory committees and sub-committees of which he is a member in case the president is absent.

N.B.

- (1) Senior amongst the vice-presidents will be as per the membership seniority of IRIA.
- (2) In case of senior vice-president refuses or unable to perform the duties of the president as stated above, then the other vice-president will perform the duties of the president.

4. **SECRETARY GENERAL:**

With the help of two joint secretaries (nominated by President & Secretary General respectively, during the gen. Body meeting of annual Conference of IRIA).

1. shall be in-charge of the central office and employees of the association.
2. shall conduct all correspondence on behalf of the association.
3. shall have general supervision of accounts and pass all bills for payment.
4. shall get the annual statement of accounts prepared by Hon. Treasurer duly audited by the auditors for adoption by the central council. The audited account should be printed in the June issue of the News Bulletin.
5. shall organize, arrange and convene meetings, Conference, lectures and demonstrations etc.
6. shall prepare a budget and present it at the annual general meeting of the association.
7. shall attend meetings of the general body, central council and keep record of proceedings thereof. The minutes of the general body meeting shall be circulated amongst the members of the association within 60 days after general body meeting.
8. shall be an ex-officio member of all committees.
9. shall maintain a correct and up-to-date register of all members of the association.
10. shall organize the association by encouraging the establishment of State/UT Chapters where they do not exist and by creating a general interest in the association.
11. shall bring any matter which he considers necessary in the interests of the association to the notice of the general body and the central council for guidance and decision.
12. shall keep upto Rs. 10,000/- in imprest account for day-to-day expenses.
13. whenever necessary the secretary general shall obtain opinion of all members of the central council by correspondence under instructions of the President; and
14. shall visit the central office frequently but not more than 4 times a year apart from Central Council or any other meetings/election work. If required to visit more than 4 times a year, he/she will do it after the consent of President, only. TA shall be paid as per Guidelines of Traveling Allowance, which may revised by the Central Council from time to time.
15. shall instruct office bearers of ICRI and IJRI if they are not performing their duties under the directions of the President.

5. JOINT SECRETARIES:

The joint secretaries shall help the secretary general in looking after the office, in conducting correspondence, in preparation of agenda of meetings, in preparing statement of accounts etc. The joint secretaries at the central office shall act for the secretary general in his/her absence.

6. HON. TREASURER:

- (a) Shall receive all money of the association and deposit them in banks approved by the general body of the association to the credit of the association to be operated jointly by the any two of- Treasurer, Secretary General and the President.
- (b) Shall be responsible for collection of all subscription and contribution due to the central office.
- (c) Shall dispose off the bills for payment as sanctioned by the secretary general.
- (d) Shall have the right to point out any discrepancy in the order of payment of the secretary general and refer the order back to him with his remarks. In the event of any disagreement between the secretary general and the Hony. Treasurer the matter shall be referred to the president for final decision.
- (e) Shall be responsible for keeping up-to-date accounts of the association with all accounts books posted up-to-date. Shall also be responsible for accounts, income and expenditure of the Building Committee.
- (f) Shall get the accounts audited by the auditors of the association.
- (g) Shall prepare an annual statement of the accounts and balance sheet, showing the financial position of the association, get it audited by the auditors of the association and submit the same for adoption by the general body at the annual general meeting.
- (h) Shall visit the Central Office, IRIA at least twice a year to get himself acquainted with the accounts. TA shall be reimbursed as per TA Guidelines if he/she is not residents of Delhi/NCR, which may revised by the Central Council from time to time.
- (i) Can depute another member of IRIA from Delhi to look into query of audit matter related to Central Office of IRIA if he/she is not able to visit Delhi.
- (j) Shall be compulsory signatory for the account books and balance sheet of Annual Conference of IRIA, Indian Radiological & Imaging Association, Indian Journal of Radiology & Imaging, Indian College of Radiology & Imaging and Social Security Scheme of IRIA.

7. EDITOR-IN-CHIEF OF THE JOURNAL

- (a) Shall be In-charge of the Journal of the association.
- (b) Shall recommend the names of the Secretary cum-Joint Editor and names of the editorial board for approval of the General Body of the association after checking the necessary eligibility criteria.
- (c) Shall with the help of the Editorial Board be responsible for regular publication and management of the Journal.
- (d) Shall with the help of the Editorial Board have the discretion of editing, condensing, correcting or refusing to publish any of the article and other matters received for publication.
- (e) Shall follow the directions and guidance from President and Secretary General of IRIA with respect to administrative issues such as accounts, membership, non receipt of Journal, financial matters and any major publishing changes in the Journal.

8. SECRETARY CUM JT.EDITOR OF THE JOURNAL:

- (a) Shall help the Editor-in-Chief and Editorial Board for publication of the Journal.
- (b) Maintain account of the Journal with the help of the Treasurer.
- (c) Sign cheques for disbursement along with the Editor-in-Chief, IJRI and Treasurer IRIA.
- (d) Keep an imprest of Rs. 2,500/- at a time for incidental expenses.

41. ELECTION OF OFFICE BEARERS

THE PRESIDENT ELECT:

Elections of President Elect will be held in place of President who will automatically take over office of president next year.

The Secretary General as the election officer with the help of a committee of five prominent members from Delhi nominated by the President will conduct the elections. In case the Secretary General is re-contesting for any election, the President IRIA will appoint the Election Officer for conducting the particular election.

The Secretary General shall on or before 1st August of each year invite the nominations in prescribed format from all eligible voters by post of the association for the office of the President Elect.

The nomination should reach the office of the Secretary General not later than 21st August, 05.00 pm along with written consent of the candidates. Nominations received after the said date shall not be considered.

The Secretary General shall inform by registered post, before 28th August the members whose names have been nominated for the office of the President Elect. Any of members desiring to withdraw his/her name must inform Secretary General on or before the 10th September, 05.00 pm. Non-receipt of any reply in this respect by 10th September, 05.00 pm will be interpreted as consent of the nominee to contest for election.

The elections would be conducted through e-voting system and 100% e-voting shall be done in phases until 100% email ids and mobile numbers of all eligible voters are received at the IRIA HQ.

Till such time, the Secretary General shall on or before the 10th October of each year, send to all those Emeritus, Life and Annual members whose subscription have been received at the central office by 30th June, and have three years continuous membership, a printed and numbered ballot paper (under registered post) electronically signed by the Secretary General or his nominee, containing the names of the candidates duly nominated for the office of the President Elect and request the members to mark on it the candidate of their choice in the manner prescribed on the ballot paper and return the ballot paper so as to reach the central office on or before the 7th November, 05.00 pm, after which date no ballot paper will be considered as valid. The electronic signatures shall be put on the ballot paper(s) in a fool proof manner along with security labels and other security methods being adopted for security purpose.

Those who opt for e-voting, the Secretary General shall hold the election by e-voting system from the website of IRIA for these voters. All the eligible e-voters shall be registered in the e-voting system from 1st August to 31st August every year. The e-voting period shall be from 29th October (10.00 am) to 7th November by 05.00 pm. During this period the eligible voters shall have to get password through “Get Password” option available on E-voting page of website www.iria.in. One time password shall be sent on the registered mobile number of the eligible voter. Using this password, the eligible voter can login and cast his/her vote.

The Secretary General shall scrutinize the ballot papers in the presence of five members of the election committee, which has been nominated by the President. The candidates shall have the right to attend the counting of the votes or send one representative who must be Life, Annual or Emeritus Member of the association. The Secretary General shall inform the candidate the date and venue of the counting, a week before. The result of election shall include counting of both ballot paper and

e-voting and declared by Secretary General after counting and then 'November Central Council Meeting' to be held next day usually to be held on the next day.

42. PROFORMA OF CALLING THE NOMINATIONS

No. IRIA/President Elect for the year (as notified) **Date**_____

To,
All the Emeritus/Life/Annual Members of IRIA

Ref. : Election of the President Elect of the 'Indian Radiological & Imaging Association' for the year specified in the notification.

According to Bye-Laws No. 41 of the Constitution of the Association, nominations for the office of the President Elect for the year as notified are hereby invited.

Nominations should reach the undersigned by 21st August by 05.00 pm *under a sealed registered cover mentioning 'Nomination for Election'*. Not more than one name can be proposed/seconded by any member for this post. Nominations received after 21st August, 05.00 pm will not be considered. No correspondence shall be entertained by the Central Office in the matter of nominations. Proforma for your reply is appended below.

Those annual members who are in arrears of subscription or who have not paid their subscription continuously for the last three years and/or whose current year's subscription has been received in the Central Office after 30th June will not be included in the voter's list.

Please note that no duplicate ballot papers will be sent in case of voter has opted to vote through ballot paper.

Dr. _____
Secretary General, IRIA

PROFORMA-I

We Propose and Second Dr. _____
(Name and Address in Block Letters)

as the President Elect of Indian Radiological & Imaging Association for the year as notified.

Folio No., Name and Address of the Proposer: _____ Signature

Folio No., Name and Address of the Seconder: _____ Signature

PROFORMA-II

I shall be willing to serve as the President Elect of the 'Indian Radiological & Imaging Association' for the year as notified.

Name and Address of the Candidate: _____
(in block letters)

_____Signature

I certify that I am not in arrears of the subscription and I have uninterrupted membership of the Association for the last 15 years. I also have held an office at State/IRIA HQ or Central Council Member for at least five years. I also hereby certify that I have not been convicted in a court of law (i) sentence after conviction in a court of law for any crime entailing moral turpitude, (ii) convicted by Medical Council of India/State Medical Council or Appropriate Authorities for PC & PNDT Act on the grounds of unethical conduct, (iii) I have understood the procedure of e-voting and agree for the same.

_____Signature

43. Election of the Vice-Presidents, Secretary General, Hon. Treasurer, Editor-in-Chief of Indian Journal of Radiology & Imaging, Chairman, Vice-Chairmen, Secretary, Hon. Treasurer and Governing Body Members of Indian College of Radiology & Imaging will be held in the same manner as the election of the President. The ballot paper will be electronically signed by the Secretary General or by the Election Officer only.

Election of the office bearers of ICRI will be conducted by the Secretary General, IRIA on the pattern of IRIA and all eligible voters of IRIA shall vote to elect the office bearers of ICRI.

All the nominations for election received in the Central Office, IRIA will be opened in front of the members of the election committee who will scrutinize all the nominations.

A proper dak receipt register for ballot papers at the time of election should be maintained separately in which all the ballot papers received are entered and given receipt number.

When a person, contesting an election, is not directly involved in the election process, he/she will not be asked to resign.

44. **ELECTION AND OTHER DISPUTES**

In case of an election dispute an Election Tribunal shall be constituted as under:-

(A) **ELECTION DISPUTE AT IRIA LEVEL:**

- (i) For election dispute at the Indian Radiological & Imaging Association (IRIA) level, the tribunal shall comprise of the National President of IRIA who will be the Chairman and two immediate past National Presidents of IRIA. If any of the two past national president is unable to act or refuses to act or even other wise interested party to the dispute, his/her place shall be taken by the available Past National President. If the National President him/her self is involved or is party to the dispute he/she will not act as a member/chairman of the tribunal and his/her place another past national president shall act as a member/chairman of the tribunal. All the proceedings of the tribunal, so formed, shall be held at IRIA Head Quarters, New Delhi unless the tribunal otherwise decides. The decision of the tribunal shall be final and binding to all.
- (ii) Records of the election shall be maintained for two years.
- (iii) No election shall be called in question except by an election petition presented to the National President within 15 days of the declaration of the results. No election petition shall be entertained unless accompanied by an application fee of Rs 1,000/- (non refundable) by cash/Demand Draft.
- (iv) The National President shall refer the petition within 7 days to the Election Tribunal as provided in the rules. The Election Tribunal shall meet within three weeks of such a reference. The tribunal shall give opportunity both to the petitioners and defendants concerned to be present at the hearing. No non-member shall have the right to represent any party at these hearings.
- (v) The Election Tribunal shall hold its hearings at the IRIA Head Quarters or at a convenient place as determined by the National President IRIA.
- (vi) Election disputes, if any will fall under the jurisdiction of the court in place of action (Delhi).
- (vii) Administrative assistance will be provided by the IRIA Head Quarters.
- (viii) Hony. Secretary General, IRIA will act as the Secretary of the Tribunal.
- (ix) All disputes are to be settled within six weeks from the date of petition.
- (B) ELECTION DISPUTE AT STATE/UT CHAPTER AND LOCAL SUB CHAPTER LEVEL
 - (i) In case of an election dispute in the State/Territorial Chapter and Local sub chapter, an Election Tribunal shall be constituted. For dispute at the State/Territorial levels, the Tribunal shall comprise of the National President of the IRIA who will be the Chairman and two immediate past National Presidents of IRIA as members. For dispute at the Local Chapter level the State/Territorial Chapter president and two

immediate past presidents of State/Territorial Chapter under whose jurisdiction the Local Chapter falls shall form the tribunal.

- (ii) In case the President or a member of the tribunal is him/her self involved in any way in such a dispute, or unable to act or refuses to act or even otherwise not interested, he/she will not be a member of the tribunal and his/her place shall be taken by another past president. When there is a difference of opinion amongst the members of the tribunal, the opinion of the National President, IRIA or Chairman of the tribunal for election disputes at the State/Territorial level and that of the State/Territorial President or Chairman of the Tribunal for election dispute at the Local Chapter level shall be final.
- (iii) If any of disputing parties is not satisfied with the tribunal at state/territorial level, it may appeal to the national president of the association, who if he feels that a prime facie case of appeal exists, will refer it to a tribunal whose decision shall be final and binding on all concerned.
- (iv) Records of elections shall be maintained for one year.
- (v) No elections shall be called in question except by an election petition presented to the National President, IRIA, in case of an election dispute at the state/territorial Chapter level, or to the President of state/territorial chapter concerned in case of dispute at the city sub chapter level, within 15 days of the declaration of the elections results.
- (vi) No election petition shall be entertained unless accompanied by an application fee of Rs. 500/- (non refundable) by cash/demand draft.
- (vii) National President IRIA/President State/Territorial Chapter as the case may be, shall refer the petition within 7 days to the election tribunal as provided in the rules. The election tribunal shall meet within 3 weeks of such a reference. The tribunal shall give opportunities both to the petitions and defendants concerned to be present at the hearing. No non-member shall have the right to represent any party at these hearings.
- (viii) In case of an election dispute at the state/territorial chapter level, the election tribunal shall hold its hearing at IRIA State/Territorial Chapter or IRIA Headquarters or at a convenient place determined by national president IRIA or chairman of the tribunal. In case of election dispute at the local chapter level, the election tribunal shall hold its hearings at the headquarters of the State/Territorial chapter or such other convenient place as determined by the president of the state/territorial Chapter or chairman of the tribunal.

- (ix) The election dispute, if any, will fall under the jurisdiction of the court in place of action.
- (x) Administrative assistance to the Election tribunal in respect of election dispute at the State/territorial Chapter level shall be provided by IRIA Headquarters while administrative assistance to the election dispute at the local Chapter level shall be provided by the Headquarters of the state/territorial Chapter.
- (xi) The Secretary General IRIA shall act as Secretary of the tribunal in case of election dispute relating to the state territorial Chapter, while Hon. Secretary, State/territorial Chapter concerned will act as Secretary of the tribunal in case of election tribunal relating to local city sub chapter.
- (xii) All disputes are to be resolved within six weeks from the date of petition.
- (C) Legal proceeding, if any, where the Headquarters of the Association is a party, will fall under the jurisdiction of the court at Delhi, while in other cases of State/Territorial Chapter; the jurisdiction of the court shall be at place of action.
- (D) The parties concerned in an election dispute shall bear equally the travel and other expenses of the members of the Election Tribunal.

PART -4

GUIDELINES

1. GUIDELINES FOR REIMBURSEMENT OF TRAVELING ALLOWANCE

Expenses Permissible to the Office Bearers are as follows.

A. PRESIDENT, IRIA:

1. TRAVELING ALLOWANCE:

Reimbursement of actual Travel fare incurred i.e. to and fro fare, either by air, train or whatever mode of transport, for attending official meetings of the Association.

2. TRANSPORT:

From Air Port, Railway Station, Bus Stand to IRIA H.Q./Meeting's place and back, Taxi Fare shall be reimbursed. The voucher for taxi fare must be produced, kept in account book.

3. STAYING:

Stay at IRIA Hd. Qtrs. will be free of charge whenever he/she visits the Hd.Qtrs. during his/her tenure.

4. MISC. EXPENSES:

Misc. expenses like Postage and Telephone etc. will be paid in full on actual expenditure and vouchers pertaining to his/her tenure should be submitted to IRIA Hd. Qtrs.

5. OFFICIAL VISIT TO STATE/UT CHAPTERS:

In case of State/UT chapter's invitation, the State/UT chapter shall bear the expenditure.

Whenever a situation arises and President visits any of the State/UT chapter and or local sub chapter, his/her travel expenses shall be paid by the IRIA Hd. Qtrs.

6. Whenever, there is a visit of President to see the arrangements at the Conference site, expenditure must be paid by the Conference Organizers.

B. SECRETARY GENERAL, IRIA:

Whenever he/she goes to see the arrangement at the Conference venue, the expenditure shall be paid by the Conference Organizers.

If the Secretary General is from outside Delhi, he is to visit the Central Office 4 times a year apart from Election Committee and Central Council Meetings to be held at IRIA House, New Delhi, he/she shall be reimbursed Travelling Allowance as per President. If it exceeds, he must inform/obtain consent from the President.

C. PRESIDENT ELECT:

Same as of President, IRIA

D. FOR CENTRAL COUNCIL MEMBERS:

Both way 2 AC train fare shall be reimbursed to the Central Council Members for attending the Central Council meetings held at IRIA Hd.Qtrs, New Delhi.

E. VICE PRESIDENTS, IRIA:

Two-way II AC train fare for attending all Meetings, at IRIA House, New Delhi.

F. HON. TREASURER, IRIA:

Air fare reimbursement for visiting IRIA Central Office two times in a year in order to get acquainted with accounts and signing of accounts books and other related documents.

Two-way II AC train fare for attending mid-term Central Council Meetings, at IRIA House, New Delhi.

G. JT. SECRETARY, IRIA:

Two-way II AC train fare for attending all Meetings at IRIA House, New Delhi.

H. EDITOR-IN-CHIEF, AND SECRETARY CUM JT.EDITOR IJRI:

Travelling Allowance shall be reimbursed by IJRI in the same way it is for Secretary General, IRIA.

I. OFFICE BEARERS OF ICRI:

Travelling Allowance shall be reimbursed by ICRI Chairman and Secretary ICRI in the same way it is for the Secretary General IRIA. For other office bearers of ICRI, it should

be in the same way as it is for Vice President IRIA. For Governing Body member, it should be in the same way as of Central Council Members of IRIA.

J. STAFF OF CENTRAL OFFICE:

Both way II AC train fare for attending the executive meetings during the Annual Conference of IRIA will be provided by the Central Office of IRIA. The boarding and lodging will be provided by the local organizers of the Annual Conference of IRIA.

(k) CHAIRMAN OF SOCIAL SECURITY SCHEME

Same as Secretary General, IRIA

2. MODEL CODE OF CONDUCT AND GUIDELINES FOR THE CANDIDATES FOR CANVASSING

A. PURPOSE

- (i) The purpose of the model code of conduct is to conduct free and fair elections of the office bearers of the IRIA/IJRI/ICRI. A visible and rigorous enforcement of the Model Code of Conduct enhance the credibility of the election and gives confidence to the election committee, candidates and voters.
- (ii) The model code of conduct comes into operation from 30th June, when the Election Officer publishes the election notification through the June issue of the IRIA News Bulletin
- (iii) The Election Committee with the consent of President, IRIA shall appoint micro observer(s) in every state chapter, who would be a senior member in that state chapter. The micro observer of the state chapter shall report of any misconduct by the candidate to the election committee for necessary action so that free and fair election is conducted.

B. GUIDELINES FOR CANDIDATES FOR CANVASSING:

- (i). Canvassing within the limits of normal tolerance for the members is welcome. Now normal tolerance means telephoning the members once or twice, sending letters/ e-mails. However, any efforts more than these would certainly cause irritation to most of the members leading to unwarranted efforts. However, any foul play or anti-feeling words or lobbying should not be tolerated and the guilty must be punished. All the members of IRIA should behave like civilized people, doctors and first class citizens of a country.

- (ii). All candidates must submit a letter of affidavit along with his/her candidature form stating that he/she will be contesting election with all ethics and will not indulge in any unfair means. If found doing so, his/her candidature will be cancelled. The Election Committee of IRIA would monitor this in case of any misconduct by candidate and take necessary action as it may deem fit. The decision of the election committee would be final and binding to all.
- (iii). The brief bio data of all the candidates (one page only) shall be uploaded on the website of IRIA after thorough scrutiny by the election committee.
- (iv). The candidate shall not question the procedure of election being conducted by the Election Officer along with election committee. If he/she does so, he/she shall not be replied by the election committee.
- (v). Candidates must not try to collect votes by himself/herself or by his/her friends or supporters or any agency. Any such activity will be viewed very seriously by the Election Committee and any action taken therefore, will be binding on the candidates and people concerned.
- (vi). The candidate in the election year shall not be the organizer of any IRIA funded CME or IREP program in order to avoid unduly influencing the members/voters.
- (vii). If a candidate has been convicted by a Court for the contravention of any law, he/she should not be allowed to contest any election.
- (viii). The candidate(s) shall not spread rumors/false information about other candidates. If found doing so, the election committee shall take suitable action as it may deem fit including termination of the candidature of that candidate.
- (ix). Any candidate shall not use the office machinery for canvassing, if he/she is holding any office in state or center.
- (x). If the candidate is holding any office in the state or center, he shall not use his/her designation in his/her emails/sms/letters social media or any other stationery meant for canvassing in order to influence the members/voters. Also he/she shall not use office letter heads and stationery for his/her canvassing.

3. GUIDELINES FOR ANNUAL CONFERENCE OF IRIA

A. ORGANIZING COMMITTEE:

The Organizing Committee will be as follows:

- (i) President, IRIA at the time of allotment of Conference to a host state chapter shall be the Chairman of the Conference.

- (ii) The Chairman of local Organizing Committee will also be Chairman of the Conference along with President IRIA.
- (iii) The Secretary General, IRIA shall be the Organizing Secretary of the Conference.
- (iv) The person selected to be Secretary of Organizing Committee by the local state chapter shall also be designated as Organizing Secretary along with Secretary General, IRIA.
- (v) The Hon. Treasurer IRIA shall be the Treasurer (HQ) of the Organizing Committee who shall be responsible for accounts of the Conference. The Treasurer appointed by the local state chapter will function as Treasurer (local state chapter).

All account books and audited accounts shall be signed by Hon. Treasurer IRIA in his/her capacity of Treasurer (HQ) of the Conference. The Treasurer (local state chapter) will be responsible for preparing and finalizing the accounts of the conference in consultation with Hon. Treasurer IRIA. The accounts will be opened in the city of the conference by the local organizing committee.

Authorized signatories:

- (a) Organizing Chairman (local state chapter)
- (b) Organizing Secretaries
- (c) Treasurer (HQ),
- (d) Treasurer (local state chapter)

Out of these office bearers named above living in the city where the Conference is being held, two office bearers with Treasurer (local state chapter) being a permanent signatory will jointly sign the cheques upto an amount of Rs five lakhs after obtaining necessary consent via email from the Secretary General IRIA and Hon Treasurer IRIA. In case consent by email is not given by these office bearers of IRIA within 24 hrs. of receipt of the email, then consent will be deemed to have been granted.

For cheques over Rs five lakhs, there would be need for joint signatures one each out of the following office bearers:

Group 1:-

- (i) Secretary General, IRIA, and
- (ii) Hon Treasurer, IRIA

Group 2:-

- (i) Organizing Chairman
- (ii) Organizing Secretary

(iii) Treasurer
(of organizing committee of state organizing the conference).

However, all efforts must be made to see that signatures on the cheques are preferably done by Treasurer, IRIA and Treasurer (local state chapter) and only in exceptional urgent situations; the other authorized signatories should sign these cheques of more than Rs five lakhs. Prior intimation of these cheques will be sent by email to all authorized signatories and their consent obtained by email. In case consent by email is not given by these office bearers of IRIA within 24 hrs. of receipt of the email, then consent will be deemed to have been granted.

All the cheques towards collection will be in the name of the Conference e.g. (67th Annual Conference of IRIA). All expenses will also be made in the same account including tax liabilities.

B. SCIENTIFIC COMMITTEE:

The scientific programme should be ready by 31st October.

There shall be a Scientific Advisory Committee of IRIA HQ comprising of Immediate Past President, President and President Elect IRIA. The Secretary General, IRIA shall be the convener of this committee. This committee will be having the responsibility of providing guidance and advice to the scientific committee of the conference nominated by the local state chapter. The local scientific committee will send tentative scientific programme and a list of invited speakers with their proposed lecturers to the Scientific Advisory Committee for ratification initially by 30th June of the year and the final programme after taking into consideration suggestions given and modifications done by the Scientific Advisory Committee shall be implemented and final programme be given latest by 30th September.

A Banquet dinner must be organized on the second day of the Conference. Organization of dinner on other days shall be at the discretion of the local organizing committee in consultation with the President and Secretary General of IRIA.

In case the local organizing committee is organizing dinner on a particular day, then no Trade or any Company will be allowed for organizing a parallel dinner.

There should not be more than five parallel sessions at any time during the Conference.

C. GUIDELINES REGARDING TRAVELLING EXPENSES

1. No IRIA member whether national or international faculty will be reimbursed any air fare.
2. All International invited faculty should be given economy class air fare to maximum upto 10.

3. Alternatively, the organizers can ask the itinerary of international faculty and economy class ticket can be booked by the travel agency finalised by the organizing committee.
4. The reimbursement of TA can be made on production of ticket and one way boarding pass.
5. Only local transport has to be provided to the delegates.
6. There should not be any travelling expenses for the organizing committee in the form of promotion of Conference.

(D) GUIDELINES FOR ACCOMMODATION EXPENSES

1. Only invited national and international faculty, office bearers of IRIA, ICRI, and IJRI, SSS, organizing committee should be provided complimentary accommodation.
2. The accommodation expenses for international and national faculty should be shown separately in the balance sheet.
3. The hotel rates for delegates should be fixed well in advance, so that the delegates are given benefit of concession given by the Hoteliers.

(E) GENERAL GUIDELINES

1. There shall be an Organizing Secretary of the Annual Conference of Radiology & Imaging.
2. The Organizing Secretary shall be responsible for all arrangements for the convening and holding of the Conference and shall be guided by directions that may be issued on the subject by the central office of the Indian Radiological & Imaging Association. The Scientific Halls must be sound proof and equipped with all necessary audio visual equipments.
3. It is up to the organizers of the annual conference to consider the dates of the annual conference preferably on first week and not later than 3rd week of January.
4. The central office shall keep the Organizing Secretary informed on all matters of interest for holding the annual Conference and particularly on the following:
 - (a) Central Council and Trade Committee Meeting.
 - (b) Annual General Body Meeting.

- (c) Inaugural ceremony/function of the Conference and the Sir Jagadish Chandra Bose Memorial Oration, Dr. Diwan Chand Aggarwal Memorial Oration, Dr. K M Rai Memorial Oration, Dr. M.L. Aggarwal Memorial Oration, Dr. Ashok Mukherjee Memorial Award of IRIA, award of IJRI and Orations/Awards and Fellowship of ICRI.
 - (d) Invitation to the guests, foreign/Indian will be issued through Central Office only.
 - (e) Full length lectures will be delivered as far as possible on the opening day.
 - (g) All speakers shall be evaluated.
 - (h) Central Office, IRIA shall give seed money to the organizing state chapter, if required, prior to the approval of the Central Council.
5. Registration of delegates will start a day before the Conference and continue upto the time of inauguration.
 6. Central Council and Trade Committee meeting will be held either on the previous evening or in the early morning before the GBM & inauguration of the Conference. If there is delay in receiving some payments from the trade/industry, this can be reflected in the balance sheet. 50 percent of the savings should be handed over to the central office at the next annual Conference without fail. 50 percent share of the central office should be of the net savings.
 7. Arrangements will be made to hold lectures arranged by Indian Colleges of Radiology & Imaging at the first day of the Conference.
 8. The accounts and statutory taxes etc. of the annual conference must be deposited by the organizers of the Annual Conference latest by 31st March of the Conference year or as per schedule of the Income Tax Dept. The final audited accounts of the annual conference must be submitted by the organizers of the annual conference to the Central Office 10th of May of the Conference year so that the same may be published in the June issue of the News Bulletin and subsequently passed by the Central Council and General Body. There shall be no liability of the Centre Hd. Qtrs in case of any deficit.
 9. The State/UT Chapter hosting the Conference should have its own PAN number and should have been submitting its income tax returns up-to-date. The State/UT Chapter will give 50% of the profits of the conference, if any, as a donation to the Corpus Fund of the Association and necessary resolution of the State/UT Chapter office bearers shall accompany this fund. The amount will be handed over in the form of a Draft only payable at Delhi. The remaining 50% of profits shall be transferred to the account of the State/UT Chapter hosting the Annual Conference. No amount of money from the Conference will be held by any individual or group and no trusts

or separate associations will be formed with these funds. Any attempt by an individual or group of individuals to withhold funds to be transferred to the State/UT Chapter will be considered illegal and necessary disciplinary action shall be taken against these persons by the State Executive. If the matter cannot be resolved at the State level the Central council will look into the allegations of financial irregularity and necessary disciplinary action will be taken by the Central council, subject to ratification by the General Body.

10. Trade exhibition will be arranged every year, during annual Conference of IRIA.
11. A camp office of IRIA will start functioning near registration counter from the registration day of Conference. Organizing secretary of Conference will arrange for sufficient space, furniture and banner etc. for the same.
12. Organizers of the next Annual Conference will enlighten the progress of the preparation of the Conference in the Annual General Body Meeting and subsequently in the mid term Central Council Meetings.
13. Prizes and Awards for best paper in Annual Conference and IJRI should be started to encourage the members, specially the younger ones.
14. The organizers shall make arrangements for Tea/Coffee, Water etc. outside the Scientific Halls for the delegates.
15. INAUGURATION:

The time for annual Conference inauguration function should be 60 to 90 minutes. It should not exceed 90 minutes in any case.

- (a) Invocation
- (b) Seating arrangements
 - (i) The president of the year; (ii) Incoming President, (iii) President-elect; (iv) Inaugural guests for inauguration of the scientific Conference and the scientific exhibition; (v) Chairman of the local reception committee; (vi) Chairman of the local organizing committee; (vii) Secretary general; (viii) Organizing secretary; (ix) Editor-in-chief; (x) Chairman of the ICRI; (xi) Foreign guests, if they are official representatives of the association; (xii) Highest officer of the state government; (xiii) Both vice-presidents; (xiv) Hon. Treasurer; and (xv) Memorial orators. And the seats of the two presidents should be in the middle. Past presidents will be seated in the first two-rows of the audience.

The President Elect and Vice Presidents will be seated in the first row.

The organizing secretary should make the arrangements in such a way that all the above may be accommodated at the dais and the secretary general may be asked to present the annual achievements of association in brief at the inaugural function.

- (c) Welcome Speech
 - (d) Outgoing President inducts the new President. If the incoming president, due to unavoidable circumstances is unable to attend the Conference and may not be inducted President, he/she will be considered installed in absentia. His/her presidential address will be read by his/her nominee. The inducted president should exchange his/her seat with the outgoing president and thereafter the whole meeting is conducted by the installed president.
 - (e) Presidential address.
 - (f) Inauguration of Conference by the chief-guest.
 - (g) Address by chief-guest.
 - (h) Inauguration of scientific exhibition.
 - (i) Address by the guest, inaugurating the scientific exhibition.
 - (j) Release of souvenir & address by the guest.
 - (k) Secy. General's brief resume/report of the activities of IRIA, including ICRI & IJRI.
 - (l) Presentation of annual awards.
 - (m) Vote of thanks by the Organizing Secretary of the Conference.
 - (n) National Anthem.
 - (o) After the inauguration, memorial orations will start and the scientific session will follow the memorial orations.
16. "General body meeting will be held on the first day of the Conference. Care should be taken to arrange timings of GBM so that sufficient time is given for discussion etc. to the members to participate actively in the GBM. There should be adequate gap of about 2 hours, if entertainment programme is arranged on the same day as GBM.
17. In the following 2 days of scientific session, diagnostic and Interventional session should run simultaneously. Scientific sessions should not be interrupted by other

programmes. The organizers will display boldly and prominently banners with the name of oration, orator and topics in the hall/auditorium. Organizers will arrange performance evaluation sheets for speakers to be evaluated by the audience.

- (a) During the annual conference, one night will be designated as Talent Delegate Night and Organizers will make the necessary arrangements.

18. **BANQUET:**

An official banquet will be held usually on the second day of the Conference.

19. **PROPOSING OF TOAST AT THE BANQUET:**

The toastmaster will propose following toasts:-

(a) Toast to the President of India; (b) Indian Radiological & Imaging Association; (c) Foreign guests; (d) Toast and thanks to the trade; (e) Thanks to the organizers of conference.

20. **Closing Ceremony:** Closing ceremony of the Conference should be held after the end of the scientific papers on the last day of the Conference.

21. **Rules governing the invitation of the foreign guests during the annual conference:**

The invitation to any foreign guests should be through the central office. Invitation should be extended to various International Radiological Societies to send their delegates.

However, our association will not be responsible for the financial commitments of the visiting dignitaries.

4. **GUIDELINES FOR ORATIONS:**

One member is allowed only one Oration at one time, either in IRIA or in ICRI, thus a member cannot apply for both Orations at IRIA & ICRI at the same time. Also a member cannot apply second time for an Oration in IRIA or ICRI.

The name of the Orator must be proposed and seconded by the Life, Annual and/or Emeritus Member of the association.

A SIR JAGADISH CHANDRA BOSE MEMORIAL ORATION:

During the Annual General meeting of Indian Radiological & Imaging Association held at Kolkata, to commemorate the memory of Sir Jagadish Chandra Bose, it

was decided to start the 'Sir Jagadish Chandra Bose Memorial Oration' by the association. As there was no endowment, the general body felt that all expenses for this purpose will be met from the funds of Indian radiological & Imaging Association annually. And the first oration was delivered in the year 1951.

The following procedure will be followed while selecting Sir Jagadish Chandra Bose Memorial Oration:

1. The Orator shall be selected as per guidelines made for the selection of Orators.
2. The Orator elected shall deliver his/her oration in person, which shall be an unpublished and original work in Radiology and Imaging.
3. The oration shall be published in the Indian Journal of Radiology and Imaging. When the orator accepts the oration, he/she will also agree to publish the oration in the Indian Journal of Radiology and Imaging (IJRI). This acceptance will be in writing, with a copy to the Editor-in-Chief. The article will be submitted to the IJRI, not later than on 15 November of the year preceding the conference, following completely the "Guidelines for Submission" of the IJRI for publication in the subsequent February issue of the Journal.
4. The orator shall receive a medal and a certificate.
5. If for any reason beyond the control of the orator, he/she is unable to attend the annual Conference in person the oration shall be read by his/her nominee in absentia.

B. DR. DIWAN CHAND AGGARWAL MEMORIAL ORATION:

During the 21st Conference of radiology held in 1968 in Bangalore, it was proposed in the general body meeting that in order to commemorate the memory of Dr. Diwan Chand Aggarwal for his contribution to radiology, Dr. Diwan Chand Aggarwal Memorial Oration may be started as a regular feature.

The family members of Dr. Diwan Chand Aggarwal offered to create an endowment in favour of the association to perpetuate the oration. And the first oration was delivered in 1970.

The following procedure will be adopted for the selection of Dr. Diwan Chand Aggarwal Memorial Oration:

1. The Orator shall be selected as per guidelines made for the selection of Orators.
2. The orator elected shall deliver his/her oration in person which shall be an unpublished and original work in Radiology and Imaging.

3. The orator shall receive a cash award, medal (of the amount received as interest received on the endowment money) and a certificate.
4. The family of Dr. Diwan Chand Aggarwal has made an endowment and the interest received will cover the cash award and the cost of medal, etc.
5. The cash award is to meet the expenses that the orator is likely to incur in preparing his/her oration and deliver it in person.
6. The oration shall be published in the Indian Journal of Radiology & Imaging. The oration shall be published in the Indian Journal of Radiology and Imaging. When the orator accepts the oration, he/she will also agree to publish the oration in the Indian Journal of Radiology and Imaging (IJRI). This acceptance will be in writing, with a copy to the Editor-in-Chief. The article will be submitted to the IJRI, not later than on 15 November of the year preceding the conference, following completely the "Guidelines for Submission" of the IJRI for publication in the subsequent February issue of the Journal.
7. If for any reason beyond the control of the orator, he/she is unable to attend the annual Conference in person, the oration shall be read by his/her nominee in absentia.

C. DR. K.M.RAI MEMORIAL ORATION:

During the 30th Conference of radiology held in 1977 at Chandigarh it was proposed in the general body meeting that in order to commemorate the memory of Dr. K.M.Rai for his contribution to radiology Dr. K.M.Rai Memorial Oration may be started and the proposal was unanimously passed by the general body. And the first oration was delivered in 1978.

The following procedure will be adopted for the selection of Dr. K.M.Rai Memorial Oration:

1. The Orator shall be selected as per guidelines made for the selection of Orators.
2. The orator elected shall deliver his/her oration in person which shall be an unpublished and original work in Radiology and Imaging.
3. The orator shall receive a cash award, medal (of the amount received as interest received on the endowment money) and a certificate.
4. The family of Dr. K.M.Rai Memorial Oration has made an endowment and the interest received will cover the cash award and the cost of medal, etc.

5. The cash award is to meet the expenses that the orator is likely to incur in preparing his/her oration and deliver it in person.
6. The oration shall be published in the Indian Journal of Radiology & Imaging. The oration shall be published in the Indian Journal of Radiology and Imaging. When the orator accepts the oration, he/she will also agree to publish the oration in the Indian Journal of Radiology and Imaging (IJRI). This acceptance will be in writing, with a copy to the Editor-in-Chief. The article will be submitted to the IJRI, not later than on 15 November of the year preceding the conference, following completely the "Guidelines for Submission" of the IJRI for publication in the subsequent February issue of the Journal.
7. If for any reason beyond the control of the orator, he/she is unable to attend the annual Conference in person the oration shall be read by his/her nominee in absentia. In case selected/elected orator rejects the offer made, in any oration, then the same may not be awarded for the year concerned.

D. DR. M.L. AGGARWAL MEMORIAL ORATION

In order to commemorate the memory of Dr. M.L. Aggarwal for his contribution to radiology, Dr. M.L. Aggarwal Memorial Oration was started from the year 2004.

The Family members of Dr. M.L. Aggarwal created a Corpus of Rs Two lakhs for the Oration.

The following procedure will be adopted for the selection of Dr. M.L. Aggarwal Memorial Oration:

1. The Orator shall be selected as per guidelines made for the selection of Orators.
2. The orator elected shall deliver his/her oration in person, which shall be an unpublished and original work in Radiology and Imaging.
3. The orator shall receive a cash award, medal (of the amount received as interest received on the endowment money) and a certificate.
4. The family of Dr. M.L. Aggarwal has made an endowment and the interest received will cover the cash award and the cost of medal, etc.
5. The cash award is to meet the expenses that the orator is likely to incur in preparing his/her oration and deliver it in person.
6. The oration shall be published in the Indian Journal of Radiology & Imaging. When the orator accepts the oration, he/she will also agree to publish the oration in the

Indian Journal of Radiology and Imaging (IJRI). This acceptance will be in writing, with a copy to the Editor-in-Chief. The article will be submitted to the IJRI, not later than on 15 November of the year preceding the conference, following completely the “Guidelines for Submission” of the IJRI for publication in the subsequent February issue of the Journal.

E. DR. ASHOK MUKHERJEE MEMORIAL AWARD:

The family of Dr. Ashok Mukherjee has offered to create an endowment in favour of association to perpetuate the award and interest will cover the cash award and the cost of medal.

Members with 5 years life/Annual membership under the age 40 years as on 30th September of the year of application, can contest for the award. Paper will be read in person for 20 minutes duration in the annual Conference of IRIA. The award will be decided by the committee constituted by the president of IRIA. The contestants shall have to send, one hard copy and one soft copy in pdf format in a CD, copy of abstract of their original dissertations to the Secretary General of IRIA by 30th September every year, who in turn will send these to each member of credential committee. And, as per entries received and recommendations of committee, the contestants will deliver their lectures, during the annual Conference, in front of all the members of committee and thereafter the committee will decide the award to the best candidate.

1. Medal, Certificate and cash award will be presented to the selected candidate.
2. The cash award is to meet the expenses that the orator is likely to incur in preparing his/her oration and deliver it in person.
3. The oration shall be published in the Indian Journal Radiology & Imaging. The oration shall be published in the Indian Journal of Radiology and Imaging. When the orator accepts the oration, he/she will also agree to publish the oration in the Indian Journal of Radiology and Imaging (IJRI). This acceptance will be in writing, with a copy to the Editor-in-Chief. The article will be submitted to the IJRI, not later than on 15 November of the year preceding the conference, following completely the “Guidelines for Submission” of the IJRI for publication in the subsequent February issue of the Journal.
4. If for any reason beyond the control of the orator, he/she is unable to attend the annual Conference in person, the oration shall be read by his/her nominee in absentia.

5. **MARKING GUIDELINES FOR VARIOUS ORATIONS OF IRIA AND ICRI:**

| Section | No. | Criteria | Max. Points | Points Scored |
|----------------|------------|--|--|----------------------|
| 1 | | ELIGIBILITY | | |
| | 1A | Should be a Life Member of IRIA for IRIA Orations. | | |
| | 1B | Life Member of both IRIA and ICRI for Orations of ICRI | | |
| | 1C | Applications for IRIA Orations should be proposed and seconded by IRIA Members. Applications for ICRI Orations should be proposed & seconded by ICRI Members. | | |
| 2. | | QUALIFICATIONS | | |
| | 2A | A Post Graduate Qualification in the Specialty Additional qualifications other than one basic degree e.g. DNB, MD, DMRD/DMRE | 1 Point for each additional qualification | |
| | 2B | Super-specialty e.g. D.M., Ph.D. , D.Sc. | 2 Points for each additional qualification | |
| | 2C | Fellowship related to Radiology by a recognised Society (e.g. FICR). The Fellowship should be of duration for one month to three months or more. | 1 Point or more | |
| 3 | | MAX. PERMITTED POINTS TO THIS SECTION | 5 (FIVE) | |
| | | EXPERIENCE | | |
| | 3A | 5 Years of faculty member. | 1 Point | |
| | 3B | 10 Years of clinical practice. | 1 point | |
| | 3C | Add one point for additional two years. | 1 Point or more | |
| | | MAX. PERMITTED POINTS TO THIS SECTION | 5 (FIVE) | |

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|---|----|---|---|--|
| 4 | | PUBLICATIONS AND RESEARCH | | |
| | 4A | <p>Indexed Journal including IJRI: publication for each paper.</p> <p>- For research/original article: - For review article: - For case report/pictorial essay:</p> <p>(from 2nd to 4th authors- 50% marks of first author) Max. 7 points to be permitted.</p> | <p>2 Points 1.5 Points 1 Point</p> | |
| | 4B | <p>Publication of any recognised text book related to Radiology. (Not less than 100 pages).</p> <p>(from 2nd to 4th authors- 50% marks of first author) Max. 10 points to be permitted.</p> | 5 Points | |
| | 4C | <p>Chapter in Books (from 2nd to 4th authors- 50% marks of first author) Max. 5 points to be permitted.</p> | 1.5 Points for each chapter or more | |
| | 4D | <p>Presenting Paper in IRIA Annual Conference/IREP or IRIA/ICRI CMEs Max. 3 points to be permitted.</p> | 0.5 Point or more | |
| | 4E | <p>Guest Speaker for: - State Conference - National Conference - International Conference Max. 7 points to be permitted</p> | <p>0.5 Point 1 Point each 2 Points each</p> | |
| | | MAX. PERMITTED POINTS TO THIS SECTION | 25 (TWENTY FIVE) | |
| 5 | | RECOGNITIONS | | |
| | 5A | <p>POST HELD:</p> <p>Administrator/HoD Radiology of a Hospital or a Medical College (should be recognised by MCI or National Board of Examinations).</p> <p>Administrative posts like Medical Superintendent, Principal, and Director be given additional points. The Hospital or Medical College should be of at least 200 beds.</p> | 1 Point for each post. | |

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|----------|----|---|---------------------------|--|
| | | (One point for each post held at different times, minimum for six months). Max 2 points to be permitted. | | |
| | 5B | President/Vice President/Secretary General/ Treasurer of IRIA Max. 2 points to be permitted. | 1 Point for each post. | |
| | 5C | Chairman/Vice Chairman/Secretary/Treasurer of ICRI Max. 2 points to be permitted. | 1 Point for each post | |
| | 5D | President/Secretary of a State/UT Chapter of IRIA Max. 1 point to be permitted. | 0.5 Point or more | |
| | 5E | Editor-in-Chief, IJRI | 1 Point | |
| | 5F | Joint Editor/Associate Editor, IJRI | 0.5 Point | |
| | 5G | Organizing Chairman/Secretary/Treasurer/Joint Secretary of a National Conference. | 1 Point | |
| | 5H | Organizing Chairman/Secretary/Treasurer/Joint Secretary of State Chapter Conference | 0.5 Point | |
| | 5I | Organizing Chairman/Secretary/Treasurer/Joint Secretary of a IRIA/ICRI CME or IREP | 0.5 Point | |
| | 5J | Member of Central Council of IRIA/Governing Body of ICRI | 1 Point | |
| | 5K | Attending Annual Conference of IRIA Max. 6 Conferences Max. 3 points permitted. | 0.5 Point each | |
| | 5L | Attending IRIA/ICRI CME Max. 6 CMEs Max. 3 points permitted | 0.5 Point each | |
| | | MAX. PERMITTED POINTS TO THIS SECTION | 15 (FIFTEEN) | |
| 6 | | AWARDS AND RECOGNITIONS | | |
| | 6A | International/National Award (related to Radiology) Max. 2 points permitted . | 1 Point each | |
| | 6B | Teaching Award: Delivered Oration in: | | |

| | | | | |
|--|----|--|----------------------------------|--|
| | | - State Conference - National Conference - International Conference Max. 3 points permitted. | 0.5 Point 1 Point 2 Points | |
| | 6C | Significant contribution to Radiology as a Professional/through Research/by Administration for Education. Max 2 points permitted. | 1 Point each | |
| | | MAX. PERMITTED POINTS TO THIS SECTION | 6 (Six) | |
| | | TOTAL POINTS | 60 (Sixty) | |
| | | Note: (i) For awarding Oration, the Candidate must score minimum 30 Points out of 60. (ii) If two candidates score same points and there is a tie, then seniority in IRIA will be considered. | | |

REQUIREMENTS:

1. The abstract of Oration has to be submitted along with application.
2. The work presented should be his personal contribution preferably done in India.
3. The subject of the lecture should not have been published or presented elsewhere.
4. The application addressed to Secretary General IRIA (for IRIA Orations) / Chairman ICRI (for ICRI Orations) should be sent to Central Office, IRIA/ICRI within time limit, having one hard copy and one soft copy in pdf format in a CD along with all necessary documents as proof.
5. The Oration shall not exceed 35 minutes reading time during the ICRI Day Proceedings in the first day of Annual Conference of IRIA, for ICRI Oration. The IRIA Oration shall be held on the 2nd day of the conference.

6. MARKING GUIDELINES FOR FELLOWSHIP OF ICRI

| Section | No. | Criteria | Max. Points | Points Scored |
|---------|-----|---|--|---------------|
| 1 | | ELIGIBILITY | | |
| | 1A | Should be a Life Member of IRIA and ICRI for 3 years at the time of application. | | |
| | 1B | The application should be duly proposed and seconded by any Fellows of ICRI. | | |
| | 1C | The applicant should have attended at least one national conference of IRIA and one CME of ICRI at the time of submission of application. | | |
| 2. | | QUALIFICATIONS | | |
| | 2A | A Post graduate Qualification in the specialty. Additional qualification other than one basic degree e.g. DNB, MD, DMRD/DMRE. | 1 Point for each additional qualification | |
| | 2B | Super-specialty e.g. D.M., Ph. D., D.Sc. | 2 Points for each additional qualification | |
| | 2C | Fellowship related to Radiology by a recognised society (e.g. FICR). The Fellowship should be of duration for one to three months or more. | 1 Point or more | |
| | | MAX. PERMITTED POINTS TO THIS SECTION | 5 (FIVE) | |
| 3 | | EXPERIENCE | | |
| | 3A | 10 years of clinical practice/ 5 years teaching Faculty (from Asst. Prof./Lecturer level) Add 1 point for additional 3 years. Max. 3 points permitted. | 2 Points or more | |
| | 3B | Principal/Administrator/HoD in Radiology/Medical Superintendent/Director (min. 6 months and proof from Head of Institution should be submitted). The Hospital of Medical College should be of at least 200 beds and recognised by MCI or NBE. Max. 2 points permitted. | 1 Point for each post | |
| | | MAX. PERMITTED POINTS TO THIS SECTION | 5 (FIVE) | |

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|---|---|---|---|--|
| 4 | | PUBLICATIONS & RESEARCH | | |
| | 4A | Indexed Journal including IJRI. Publication for each paper: - For research/original article. - For review article. - For case report/pictorial essay. (From 2nd to 4th authors - 50% of points of first author). Max. 7 points to be permitted. | 2 Points 1.5 Points 1 Point | |
| | 4B | Publication of any recognised text book related to Radiology (not less than 100 pages). (From 2nd to 4th authors - 50% of points of first author). Max. 10 points to be permitted. | 5 Points or more | |
| | 4C | Chapter in books not less than 10 pages (From 2nd to 4th authors - 50% of points of first author). Max. 5 points to be permitted. | 1.5 Points for each chapter and more | |
| | 4D | Presenting Paper/Poster in Annual Conference of IRIA, IREP or IRIA/ICRI CME . Max. 3 points to be permitted. | 0.5 Point or more | |
| | 4E | Guest Speaker for: - State Conference - National Conference - International Conference Max. 5 points to be permitted. | 0.5 Point each 1 Point each 2 Points each | |
| | | MAX. PERMITTED POINTS TO THIS SECTION | 30 (THIRTY) | |
| 5 | | SERVICES RENDERED TO ORGANIZATION- IRIA, IJRI, ICRI | | |
| | 5A | POST HELD: | | |
| | | President/Vice President/Secretary General/ Treasurer of IRIA | 1 Point | |
| | | Chairman/Vice Charman/Secretary/Treasurer of ICRI | 1 Point | |
| | President/Secretary of a State/UT chapter of IRIA | 1 Point | | |

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|----------|-----------|---|---------------------|--|
| | | Editor-in-Chief, IJRI | 1 Point | |
| | | Joint Editor cum Secretary/Associate Editor, IJRI | 0.5 Point | |
| | | Member of Central Council of IRIA/Governing Body of ICRI | 1 Point | |
| | | MAX. PERMITTED POINTS | 5 (FIVE) | |
| | 5B | ORGANIZATION | | |
| | | Participation in International Conference | 1 Point | |
| | | Organizing Chairman/Secretary/Chairman of Scientific Committee of IRIA National Conference | 1 Point or more | |
| | | Organizing Chairman/Secretary/Chairman of Scientific Committee of IREP or IRIA/ICRI CME | 0.5 Point or more | |
| | | Organizing Chairman/Secretary of Conference/CME of State/UT Chapter of IRIA | 0.5 Point or more | |
| | | MAX. PERMITTED POINTS | 5 (FIVE) | |
| | 5C | AWARDS/FELICITATIONS | | |
| | | International Award | 2 Points | |
| | | National Award related to Radiology | 1 Point | |
| | | Teaching Award- National | 1 Point | |
| | | Honour given by recognised society or association or state Govt. or of any Central Govt. Ministry/ official department/organization of the State or Central Govt. | 0.5 Point each | |
| | | Max. 1 point permitted. | | |
| | | MAX. PERMITTED POINTS | 5 (FIVE) | |
| 6 | | MAX PERMITTED POINTS TO THIS SECTION | 15 (FIFTEEN) | |
| | | ECUCATIONAL ACTIVITY | | |
| | 6A | Attendance: ICRI CME to max. 5 Max. 2.5 points permitted. | 0.5 Point each | |
| | 6B | IRIA Annual Conference to max. 5 | 0.5 Point | |

| | | | | |
|--|----|--|----------------------------------|--|
| | | Max. 2.5 points permitted. | each | |
| 7. | | MAX. PERMITTED POINTS TO THIS SECTION | 5 (FIVE) | |
| | | OTHER HONOURS (RECOGNITIONS) | | |
| | 7A | Life Member of IRIA for more than 15 years (Additional 2 years- 1 point) Max. 2 points permitted. | 1 Point or more | |
| | 7B | Life Member of ICRI for more than 12 years (Additional 2 years- 1 point) Max. 2 points permitted. | 1 Point or more | |
| | 7C | Delivered IRIA/ICRI Oration Max. 3 points permitted. | 1 Point or more | |
| | 7D | Displayed Poster of given Oral presentation in: - State Conference - National Conference - International Conference | 0.5 Point 1 Point 2 Points | |
| | | Max. 3 points permitted. | | |
| | | MAX. PERMITTED POINTS FOR THIS SECTION | 10 (TEN) | |
| | | MAX. POINTS | 70 (SEVENTY) | |
| <p>Note: The Score for awarding Fellowship of ICRI should be minimum 35 Points. Total Points for Fellowship of ICRI are 70.</p> <p>REQUIREMENTS: The application addressed to Chairman, ICRI should be sent to Central Office, ICRI within time limit, having one hard copy and one soft copy in pdf format in a CD along with all necessary documents as proof.</p> | | | | |

A Credential Committee for Orations, Awards and Fellowships of IRIA/ICRI shall consist of five members as (i) President IRIA (ii) Secretary General IRIA, (iii) Chairman ICRI, (iv) Secretary ICRI and (v) Editor-in-Chief, IJRI.

The soft copy of applications received for the Orations, Awards, and Fellowships of IRIA/ICRI shall be sent to this committee by Secretary of IRIA/ICRI for the recommendations.

The eligibility criteria of applicants shall be verified by Secretary General IRIA and Secretary ICRI before sending to the Credential Committee. The Credential committee shall send its recommendations to Secretary General IRIA and Secretary ICRI who shall inform the report

of the Credential Committee in the subsequent Central Council and General Body Meetings of IRIA for ratification.

- i. Any relative/student/colleague from same hospital/college etc. when applies for oration/ fellowship- the concerned credential committee member must excuse himself/herself from that committee for that particular year/matter for that particular award.
- ii. If any credential committee member does not mark any individual candidate giving any reason, his/her points for others also should not be considered. He/she shall cease to be the member of credential committee any further.

7. IRIA TRAVEL FELLOWSHIP GRANTS

(A) IRIA International Travel Fellowship Grant (for ECR, ICR, AOCC, RSNA, KCR and CSR)

There shall be IRIA International Travel Fellowship Grant for international conferences ECR, ICR, AOCC, RSNA, KCR and CSR).

- 1 100% of shortest Economy class air-fare, upto max. Rs. 25,000/, to six persons each for attending ECR, ICR, AOCC, RSNA, KCR, and CSR whose paper/posters are accepted.
- 2 IRIA Central Office shall communicate clear guidelines and rules and regulations as approved by the Central Council to all members of IRIA about this information to apply for above conferences through IRIA Website and News Bulletin.

(B) IRIA National Annual Conference Travel Fellowship Grant

1. There shall be 50 Travel Fellowship Grants for IRIA National Annual Conference every year.
2. A grant of Rs 10,000/- per candidate shall be given to the candidates as selected by a committee consisting of President and Secretary General, IRIA as per guidelines.
3. IRIA Central Office shall communicate clear guidelines and rules and regulations as approved by the Central Council to all members of IRIA about this information to apply for this grant through IRIA Website & News Bulletin.

8. MODEL STATE CHAPTER CONSTITUTION

PART-I

ARTICLE OF MEMORANDUM

NAME

1. The name of the State Chapter is _____ (Name of State/UT) STATE/ UT CHAPTER OF INDIAN RADIOLOGICAL & IMAGING ASSOCIATION, hereinafter called the State Chapter.
2. The State Chapter is affiliated with 'Indian Radiological & Imaging Association', which shall be the supreme body.
3. The office of the State Chapter shall be at (Secretary's place).

AIMS AND OBJECTS

4. To promote the study, practice of Radio-diagnosis, Ultrasound, C.T., M.R.I. (N.M.R.) and other Imaging Modalities, Nuclear Medicine, Radio-Biology, and Interventional Radiology and other related sub-specialties/ super specialties.
- 5(a) The Association shall be a non-profitable organization for promotion of Radio-diagnosis, Ultrasound, C.T., M.R.I. (N.M.R.) and other Imaging Modalities, Nuclear Medicine, Radio-Biology and Interventional Radiology.
- (b) To protect and preserve the interest of members.
- (c) To assist Government and non-governmental agencies in all matters pertaining to Radiology and Diagnostic Imaging.
- (d) To propagate, impart and adopt methods for community welfare, through its members and branches.

METHODS

For the attainment and furtherance of these objectives, the State Chapter may:

6. Hold periodical meetings, CME programs and conferences on Radiological & Imaging Science.
7. Arrange from time to time Conferences, lectures, discussions and Workshops on any aspect of Radio-diagnosis, Ultrasound, C.T., M.R.I. (N.M.R.) and other Imaging Modalities, Nuclear Medicine, Radiobiology, Radiation Medicine and Interventional Radiology and other related sub-specialties/super-specialties.
8. Maintain a library, Radiology Museum and an Association office. Collect Historical records and preserve these in a library.

9. Encourage research in Radiology, Medical Diagnostic Imaging and Allied Sciences with grants out of the funds of the Association or from donations received.
10. Purchase, take lease of, or otherwise acquire, hold, manage, let, sell, exchange, mortgage or otherwise dispose off movable or immovable property of every description and all rights or privileges necessary or convenient for the purpose of Association and in particular any land, building, furniture, house-hold or other effects, conveyance and accommodation and when deemed necessary or desirable in the interest of the Association, sell, demise, let, hire out, mortgage, transfer or otherwise dispose off the same in accordance with the provisions of the Indian Societies Act 21 of 1860 or as amended from time to time.
11. To acquire, construct, improve or alter and maintain building or buildings on behalf of and for the Association.
12. To accept endowments and grants from the national or international, official or non-official, sponsored by the government or other charitable or similar institutions, foundations, etc. or from individuals to advance the aims and objectives and purposes of the Association subject to prevailing Govt. regulations.
13. To borrow or raise money, collect subscriptions, donations for the Association in such a manner as the Association may deem fit.
14. To invest any money of the Association or proceeds from the movable and/or immovable properties of the Association if not immediately required by the Association, and to withdraw the same in the manner provided by law.
15. To create or assist in creating city sub chapters for any of the purposes aforesaid for the aims & objects for which the State Chapter stands.
16. To do all such other things as are cognate to the objectives of the Association or are incidental or conducive to the attainment of the above objectives.
17. In case of a dispute between the member and the Association, the matter will be submitted to a Sub-Committee appointed by the President of the State Chapter. The decision of the Sub-Committee shall be subject to ratification by the IRIA Headquarters through the GBM of the IRIA.
18. The State / UT Chapter shall be affiliated wholly to the Indian Radiological & Imaging Association and the decision of IRIA GBM shall be binding upon the state chapters.

SETTLEMENT OF DISPUTES

19. All the legal disputes will be settled within the Judicial Territorial Jurisdiction of the State / UT Chapter Office.
20. All the income earning, movable, immovable properties of the Association shall be solely utilized and applied towards the promotion of its aim and objects only set forth in the memorandum of Association and no profit thereof shall be paid or transferred directly or indirectly by way of dividends bonus profits or in any manner whatsoever to the present and

past member of the Association or to any person claiming through any or more of the present or past members. No member of the Association shall have any personal claim on any movable or immovable properties of the state / UT chapter or make any profit, whatsoever by virtue of his membership.

PART-II

A. RULES OF THE STATE/UT CHAPTERS OF IRIA

1. The State/UT chapter shall consist of members whose names are currently on the Register of the members of the State / UT Chapter and of subsequent members, who shall be those persons who, being eligible, be duly enrolled in such a manner and upon such conditions as may be amended from time to time.
2. All the state/ UT chapters shall be under direct jurisdiction of IRIA Headquarters. The state / UT chapter shall function as independent entities in respect of financial matters and shall file their Income Tax Returns and comply with requirements of prevailing Income Tax Laws of the State/ UT and inform the IRIA Headquarters periodically and when asked for details.

REGISTER OF MEMBERS

3. There shall be a register in which the names of all the members of the State / UT Chapter shall be entered with their qualifications, addresses and bio-data provided by the members. The photograph, copy of educational qualifications and registration certificates from medical council of the individual members will also be obtained and retained in the records of the office of the state/ UT chapter. Records shall be updated from time to time.

CITY SUB CHAPTER

- 4.(a) There shall be a City Sub Chapter in such State as provided under Constitution of India provided that there are at least 10 Annual/Life/Emeritus Members within the territorial jurisdiction of the State and not more than one City Sub Chapter shall be allowed to be formed in any City. Any existing chapters of the _____ State Chapter of Indian Radiological & Imaging Association not complying with the above shall ceased to be a member of the _____ State Chapter of Indian Radiological & Imaging Association. In case the direct member wishes to be a member through a state chapter, he/she may do so on payment of necessary state chapter dues as decided by the respective state /UT chapter.
- (b) Regular meeting of the state/ UT chapter Presidents & Secretaries will be held at the time of the Annual Conference. State chapter will not enroll defense & Central Services Officers. However, they will attend all the academic & scientific sessions of the state/ UT chapters. The state/ UT chapter shall hold their elections before March 31st each year and inform the IRIA Head Quarter latest by April 30th of that year.
5. All the City Sub Chapters will be known as _____ (Name of city) City Sub Chapter of _____ (Name of State) State Chapter of Indian Radiological & Imaging Association and not as the individual City Sub Chapter.

MEMBERSHIP

The Secretary shall decide the eligibility or otherwise and the class to which a member could be admitted in consultation with the President on the basis of scrutiny and such decision shall be final. For Direct members, eligibility will be decided by the Secretary General, IRJA.

6. The members of the State Chapter shall consist of the following categories:

Annual Members, Life Members, Emeritus Members, Honorary Members, Corresponding Members, Associate Members (for Healthcare Industry only), Provisional Life Members and Affiliate members.

- (a) Annual Members: Means Medical Practitioners possessing Medical Degrees, D.N.B., or Diplomas in Radio-diagnosis recognized by Medical Council of India. Those applying for fresh membership with degrees/ diplomas in radio-therapy or nuclear medicine or medical physics will be allowed to become affiliate members only.
- (b) Life Members: Means Annual members who pay subscription in lump sum, according to the Bye-laws laid down for the purpose in lieu of yearly subscription. Life membership will only be given to those who have MCI recognized post-graduate degrees/diplomas in Radiology, Radio-diagnosis and Imaging.
- (c) Emeritus Members: Means Annual members who:
 - (i) have attained the age of the 65 years, or
 - (ii) has been retired from the active practice by reason of physical disability. No delegation fee will be charged from the Emeritus Members attending the National/State Chapter Annual Conference.
- (d) Honorary Members:
 - (i) Eminent members of the medical profession, who are not already enrolled as members of the State Chapter.
 - (ii) Other persons who have contributed for original research, scientific advancement in the Radio-diagnosis, Ultrasound, C.T., N.M.R. and other Imaging Modalities, Nuclear Medicine, Radiotherapy, Oncology, Radio-Biology and Radiation Medicine or Interventional Radiology. This category of members shall not have the voting rights. This is open to both Indians and Foreign Nationals.
- (e) Corresponding Members: Means Scientists residing in foreign countries, engaged in Radio-diagnosis, Ultrasound, C.T., N.M.R. and other Imaging Modalities Nuclear Medicine, Radiotherapy, Oncology, Radio-Biology and Radiation medicine and Interventional Radiology and of standing in their discipline in their country. They shall pay yearly subscription to the State Chapter but shall neither have the privileges of voting nor of holding elective office in the State Chapter.
- (f) Provisional Life Members: Students undergoing post graduate degree/diploma courses can be enrolled as Provisional Life Members on payment of full Life Member Subscription and will

be converted to regular Life Membership after acquiring post graduate degree / diploma and they will have no voting right during the period of provisional life membership.

In case provisional life member does not pass his qualifying degree/diploma within the time of six years, he / she may be allowed to have extension / continuation of provisional life membership upon request to the President. Provisional life member shall enjoy all the membership benefits of a life member except voting rights. Upon successful completion of degree the Provisional life member shall submit a copy of his degree / diploma to the State and IRIA Headquarters and will become a full Life member after approval by the Secretary. Provisional life membership period will be counted as continuous membership for purposes of elections, voting rights, eligibility for orations, awards etc.

- (g) Associate Members: Companies from Health Care Industry will be enrolled as Associate Members on annual subscription basis. They will have no voting rights.
- (h) Affiliate members: Persons with degrees/diplomas in radio-therapy or nuclear medicine or medical physics will be allowed to become affiliate members only.

STATE CHAPTER YEAR

- 7. The financial year of the State Chapter and its all city sub chapters for financial purposes will be from 1st April to 31st March next year.

SUBSCRIPTION

- 8. All the members except Emeritus / Honorary / Life Members shall pay as annual subscription the sum decided in this regard as decided in the General Body Meeting from time to time.

RIGHTS AND PRIVILEGES OF THE MEMBERS

- 9. Every Life / Annual, Provisional and Emeritus Members shall be entitled:-
 - (a) To attend, take part and vote in all meetings of the Association, be entitled to vote in any manner prescribed by the Association provided he/she has 3 years continuous members and has paid his subscription of the current year before 30th June.
 - (b) To become a member of the Central/State Council of IRIA and office bearer of the Centre/ State Chapter.
 - (c) To propose or second candidates for admission to the State Chapter.
 - (d) To introduce visitors to scientific meetings of the State Chapter.
 - (e) To a copy of each issue of the Journal and News Bulletin and other publications of the Indian Radiological & Imaging Association free, to which the state chapter is affiliated.

- (f) To use Library and Museum and premises of the State Chapter/ IRIA Headquarters under the regulations which may from time to time be laid down by the State Council.

MANAGEMENT OF THE STATE CHAPTER

10. The control over the affairs of the Association shall vest in the body called the General Body of the State Chapter and all major decisions of this Association need to be ratified by General Body of IRIA to which the state chapter is affiliated. Its day-to-day administration shall vest with the State Council. All decisions relating to the Constitution of the state chapter shall be ratified by the Central Council and General Body of Indian Radiological & Imaging Association.

GENERAL BODY OF STATE CHAPTER

11. The General Body of the Association shall consist of all members of the State Chapter except Honorary, Associate, Student and Corresponding members.

STATE COUNCIL

12. The State Council shall consist of the following:

(A) Office Bearers of the State Chapter

(a) The President of the State Chapter.

(b) President Elect of the State Chapter.

(c) The Immediate Past President of the State Chapter.

(d) Two Vice-Presidents.

(e) Secretary.

(f) Immediate Past Secretary for first year only.

(g) Hon. Treasurer.

(h) Two Joint Secretaries.

(B) Elected Members of Central Council of IRIA

State Chapter Representatives as under from the State Chapter – one member for 25 members and thereafter for every 50 members, one member to a maximum of four. The membership stands as on 30th June of previous year.

(C) Elected Members of State Council

One member for 20 members and thereafter for every 50 members, one member to a maximum of six. The membership stands as on 31st May of previous year.

POWERS AND FUNCTIONS OF THE GENERAL BODY

13. The General Body shall be the supreme body of the State Chapter and exercise overall control over the affairs of the State Council with power to over rule in any matter whatsoever the decision of the State Council and in particular to exercise supreme control over the affairs of the State Chapter and to ratify the decisions which the State Council may, from time to time, take during the currency of the State Chapter year. Ordinarily the General body will meet at least once a year, at the time of the Annual Conference of the State Chapter. The General Body of IRIA shall be the supreme body for the affairs for the State Chapter.

POWERS AND FUNCTIONS OF THE STATE COUNCIL

14. The State Council will administer the affairs of the State Chapter in accordance with the Constitution of the Association, Rules and Bye-laws. The State Council shall exercise such powers and do such acts and things as may be exercised or done by the Association. The State Council shall hold three meetings one before the GBM during the State Annual Conference and two mid term meetings as decided by the State Council.

CENSURE OF THE STATE COUNCIL

15. If the State Council or its members indulge in any activity detrimental to the Association and do not work in accordance with its rules and byelaws, the state council or its defaulting member may be censured or the entire state council may be dissolved and a new one may be elected by the general body of the Association.

ANNUAL CONFERENCE OF STATE CHAPTER

16. An Annual conference of State Chapter shall be organized every year or as the General Body of the State Chapter decides. The City Sub Chapters or individual members of the State /UT Chapter shall have the privileges of inviting the Conference. The place and the time of the Conference shall be decided at the Annual General Body Meeting in advance. The Annual Conference will be stated for eg. 50th Annual Conference of _____ State Chapter of IRIA, and nomenclature shall not be changed.

A formal invitation for inviting Annual Conference must come to State Office one month before the coming Annual conference and it must be signed by 5 members of the State / City Sub Chapter.

No individual/ City Sub chapter will be allowed to host annual conference if the accounts of the previous conference hosted by it are not submitted.

If the annual conference is allotted to a City Sub Chapter and if for some reasons, the Chapter is unable to hold the conference, such a Chapter is debarred from contesting for next ten years. They will be considered as incapable of holding annual conference.

VALIDITY OF PROCEEDINGS

17. The proceedings of the meetings of the General Body and the State Council or any Committee, Sub-Committee or any Body acting under the Rules and Bye-laws of the State Chapter or

any of its Chapters shall not be invalidated by accidental omission to give any notice thereby required or any vacancy among their members or by any defect in the election or qualification of any of their members.

RECORDS OF STATE CHAPTER

18. All records as regards the membership, attendance at the meetings, minutes of the general body and state council meetings, subscriptions, receipt books, vouchers and challans, cash books, ledger bank documents including FDRs, statement of accounts and balance sheet shall be maintained properly and kept in safe custody by the branch Secretary or the Treasurer as prescribed.

DONATIONS

19. All donations made to the Association may be exempted under Section 15B of the Income Tax Act, 1922 and corresponding provision of Section 80G of Income Tax Act, 1961 (subject to the limits and conditions prescribed in the said section), from payment of income tax provided such donations are made to IRIA Headquarters. The application for getting this sanction for the State Chapter shall be made by the secretary to the authorities concerned each year or as required under the said act.

B. BYE-LAWS OF THE STATE CHAPTER (ELECTION / NOMINATION / SELECTION ETC. OF MEMBERS)

1. Life, Annual, Associate and Provisional Life Members shall be the following two categories
 - (a) State Chapter Members: Every candidate for membership as Life, Annual, Associate, and Provisional Life of the state chapter, shall fill up both a membership application form and a declaration or, both in duplicate (one copy to be retained by the state chapter) in the manner prescribed by the State Chapter and forward it to the chapter secretary along with the required subscription and copy of degree/diploma certificates. The Secretary of state chapter shall consider the application and submit it with the declaration form with its recommendation to the IRIA Headquarters, along with the required subscription within a month of the receipt of the application form. The application and the declaration form shall be filed as documents of the State Chapter at the IRIA Headquarters.
 - (b) Direct Members: No state chapter will enroll members of direct category through state chapter.

Direct member residing in a particular state can attend the academic activities of the state chapter and they will be on the mailing list of the state chapter where they are posted / residing, provided they inform their address to state chapter secretary and also to central headquarters.
2. Annual members: Means Medical Practitioners possessing Medical Degrees, D.N.B., or Diplomas in Radio-diagnosis recognized by Medical Council of India.
3. Life Members: Annual members of the State Chapter who pay subscription lump sum in lieu of the yearly subscription decided by General Body from time to time shall be called life members and they shall not have to pay any yearly subscription thereafter.

4. Emeritus Members: This class of members shall consists of the Life/Annual Member who:
- (i) has attained the age of 65 years; or
 - (ii) has retired from active practice by reason of physical disability for at least one year. They will not be charged any subscription and will have the voting right

No delegation fee will be charged from the Emeritus Members attending the State Chapter and National Annual Conferences.

5. Provisional Life Members: Students undergoing post graduate degree/diploma courses can be enrolled as Provisional Life Members on payment of full Life Member Subscription and will be converted to regular Life Membership after acquiring post graduate degree/diploma and they will have no voting right during the period of provisional life membership.
6. In case provisional life member does not pass his qualifying degree/ diploma within the time of six years, he / she may be allowed to have extension / continuation of provisional life membership upon request to the President. Provisional life member shall enjoy all the membership benefits of a life member except voting rights. Upon successful completion of degree the Provisional life member shall submit a copy of his degree / diploma to the State and IRIA Headquarters and will become a full Life member after approval by the Secretary. Provisional life membership period will be counted as continuous membership for purposes of elections, voting rights, eligibility for orations, awards etc.
7. Associate Members: Companies of Health Care Industry will be enrolled as Associate Members on annual subscription basis. They will have no voting right.
8. Affiliate members: Persons with degrees/diplomas in radio-therapy or nuclear medicine or medical physics will be allowed to become affiliate members only.
9. Corresponding Members: This class of members shall consists of scientists residing in foreign countries who are actively interested in Radio-diagnosis, Ultrasound, CT, MRI and other Imaging Modalities, Nuclear Medicine, Radiotherapy, Oncology, Radio-biology and Radiation Medicine and Interventional Radiology and who are in good ethical standing in the respective countries. They shall pay their subscription but shall not have the privileges of voting nor of holding any elective offices. The annual subscription will be decided by the General Body of State Chapter from time to time.
10. Honorary Members: The name of the honorary member shall be proposed and seconded by any member of the State Chapter where the merits of the candidate for such honor will be set forth by the proposers. The election shall take place at a meeting of the general body, voting being done by the secret ballot. No discussion shall be permitted on the merits of the person proposed. The person shall be considered elected if two thirds of the members present, vote

in his/her favour. Every honorary member shall cease to be such a member upon a resolution of the general body to the effect, passed by a majority, of less than two thirds of members present and voting. It is open to both Indians and Foreign Nationals.

ADMISSION FEE

11. All categories of members except for honorary and student members will have to pay the admission fee at the time of their admission to State Chapter as decided by the General Body from time to time. Accordingly, student members on becoming Life, Annual members shall have to pay the admission fee.

SUBSCRIPTION

12. All members attached to the state chapter shall pay their subscription to state chapter fixed by the state chapter. The state chapter shall, however, pay to the IRIA Headquarters the amount fixed by the General Body of IRIA from time to time. Subscription shall become due from 1st April every year. Non-receipt of the subscription by 31st May by the State Chapter and 30th June by the IRIA Headquarters shall deprive the member of the privileges of his/her membership as laid down under Rule-11 excepting that of attending the meetings. If the membership subscription of the year is not received by 31st May by the State Chapter and 30th June by the IRIA Headquarters of the following year, his/her name will be stuck off. The Secretary General or State Chapter Secretary shall send notice to the members in the month of March intimating them that their membership subscription is due from 1st April. The members, whose subscription is not received by the IRIA Headquarters before 30th June, will not be eligible to vote in the election of national office bearers of IRIA. A uniform rate of subscription has been fixed @ Rs 4,000/- out of which Rs 1,000/- will be retained by the state chapter and Rs 3,000/- will be sent to the IRIA Headquarters. These rates are subject to change as decided by the General Body of Indian Radiological & Imaging Association from time to time. The State Chapter shall not revise the membership subscription charges without ratification by the General Body of the IRIA.

In case of husband and wife both being members (the couple) shall pay between them one full and one half subscription for the year and shall be entitled to one copy of the journal between them. Admission Fee has to be paid by both of them.

A member enrolled any time during the year shall pay full subscription for the year irrespective of the date of the enrolment.

The amount of life membership subscription received during the year should be treated as Corpus Fund and kept in the bank, as FDR / fixed securities (like RBI bonds) and the interest earned on these FDRs should be utilized for running the State Chapter.

The current share of the subscription to be remitted by the state Chapters to the IRIA Headquarters IRIA.

| <u>S.No.</u> | <u>Type of Membership</u> | <u>Share of IRIA HQ</u> | <u>Share of State Chapter</u> |
|---------------------|---|--------------------------------|--------------------------------------|
| 1. | Life Member | Rs 4,900.00 | Rs 1,600.00 |
| 2. | Provisional Life Member | Rs 4,900.00 | Rs 1,600.00 |
| 3. | Annual Member | Rs 1,000.00 | Rs 500.00 |
| 4. | Affiliate Member (Annual)* | Rs 10,000.00 | — |
| 5. | Corporate Membership (Annual)* | Rs 5,000.00 | — |
| 6. | Corresponding Members | US \$ 100.00 | — |
| 7. | Adm. Fee in respect of Life/ Provisional Life/Direct Annual Members | Rs 600.00 | Rs 400.00 |

* *Membership is given directly by the Central Office, IRIA. Direct Members shall submit Rs 5,500/- (Rs 4,900/- subscription and Rs 600/- Adm. Fee) directly to IRIA HQ.*

The State/UT Chapter will charge Rs 7,500.00 as the Life Member subscription which includes Rs 1,000.00 as Admission Fee, the State/UT Chapter will retain Rs 1,600.00 as its share of Life Member subscription and Rs 400.00 being 40% of the Adm. Fee (Total Rs 2,000/-). Rest of Rs 4,900.00 and Rs 600.00 being share of Central IRIA Hd. Qtrs. (Total Rs 5,500.00) towards Life Member Subscription and Adm. Fee respectively would be forwarded to IRIA Hd. Qtrs. along with Membership Form.

13. All members attending the Annual General Body meeting of the State Chapter shall have paid the subscription and dues. The proof of payment in the shape of either receipt or a certificate by the chapter president or secretary shall be sufficient.
14. The responsibility of collection of subscription of members of the chapters rests with the state chapter Secretary.

TERMINATION OF MEMBERSHIP

Membership may be terminated:

15. By resignation: A member may at any time resign the membership by giving 30 days notice in writing to:
 - (a) The chapter secretary
16. By removal of names on account of non-payment of subscription after due notice as follows:

In case of a direct member whether Annual or associate, whose subscription remains unpaid by 30th June, his/her membership shall be terminated automatically after having followed the

procedure as laid down in bye-law 7(a), due information of the same shall be given to the IRIA Headquarters, for necessary action, including stoppage of journal etc.

17. By removal of names on the ground of undesirable conduct:
- (a) If the conduct of a member be deemed by the State Council, prejudicial to the interests of the Association or be calculated to bring the medical profession into disrepute, the State Council, as the case may be, may ask him/her to submit a written explanation of his/her conduct. In the event of the explanation being found unsatisfactory, the member may be asked to either apologies or to resign from the State Chapter. If the member is agreeable his/her apology shall be sent to the IRIA Headquarters with a confidential note giving details of the case for future reference. In the event of the said member refusing either to apologies or to resign when asked to do so, a General Body meeting of the state chapter shall be called to consider the case and at least seven days notice of the meeting shall be given to the members concerned, and he/she shall be given an opportunity to explain his/her conduct if he/she desires to do so. If at meeting 3/4th of the members present having recorded their vote for the removal of his/her name from the membership, the resolution along with the member's explanation and other records shall be sent to the State Council for confirmation, and the State Council may ask for explanation from the member so affected before final decision and his/her name shall be removed from the register of members of the state chapter only after receipt of such a confirmation. In the meantime, he/she shall be suspended from enjoying all the privileges of membership. This decision is subject to ratification by the Central Council and General body of the Indian Radiological & Imaging Association.
 - (b) By removal of name on the ground of conviction in a court of justice ipso-act (1) upon sentence after conviction in a court of justice for any crime entailing moral turpitude: (2) upon being de-registered by the medical council of India or a state medical council on the ground of unethical conduct: or (3) upon forfeiture through misconduct of the medical qualifications by virtue of which he/she ceases to be eligible for membership.
 - (c) No member of the State/ UT Chapter will use the logo of the Association. However, reigning office bearers of the State Chapter can use the logo for official purposes. Any member found using the logo of the Association, his/her membership is liable to be terminated.
 - (d) By giving forged certificates. If the certificates given by the members are found false, the membership of such member(s) may be terminated by the State Chapter Secretary.

READMISSION:

- 18 (a) Any person who has ceased to be a member under Bye-laws 11 and 12 can be re-admitted on fresh application being made by him/her and on payment of any dues outstanding against him/her on the date when he/she had ceased to be a member. The State Council shall, however, have the power to write off a part or whole of any outstanding dues against such a member.
- (b) A person, who has been removed under Bye-law 13(a) may be readmitted on the expiry of two years or thereafter provided, his/her application for re-enrollment is supported by ten members of the State Chapter testifying his/her good conduct during the intervening period. He/she must also submit a written apology acceptable to the State Council and chapter concerned and to the IRIA Headquarters addressed to President, IRIA.

- (c) But in case coming under Bye-law 13(b), readmission shall be possible only subsequent to such a person's name being re-entered in the medical register.

FORMATION OF CITY SUB CHAPTERS

19. A minimum of ten persons who are eligible to be the Annual members of the State Chapter as per rule 4(a) and who reside, practice or are employed in a place within the territorial jurisdiction of a City under the constitution of India, may form a city sub chapter of the State Chapter by a resolution passed, at a General Body meeting of the state chapter of such persons convened for the purpose. The resolution with names of the office-bearers of the new city sub chapter, the membership declaration forms and central quota of subscription, as per Bye-law shall be sent to the IRIA Headquarters, for final approval of the chapter by the State Council at its next meeting.

The state chapter shall submit to the IRIA Headquarters of the members on their roll by 30th June each year, a list of new members and a list of members who left the chapter with their new address if available, along with a report of the activities of the chapter.

The state chapters should hold their annual election regularly and the new team of office bearers should take over by 1st April every year.

TERM OF OFFICE OF THE STATE COUNCIL

20. Term of office:
- (a) The State Council is an executive body of the State Chapter.
- (b) The annual meeting of the State Council shall finish its work before the 1st day of the Annual General Body meeting of the state chapter.
- (c) The President shall assume office by 1st April every year.
- (d) Only those representatives of the chapters, whose names are borne on the list maintained at the state office, for at least six weeks preceding the date of the annual meeting of the State Council, shall be entitled to attend other meeting of the State Council held during the session of the annual conference.

MEETING OF THE STATE COUNCIL

The meeting of the State Council shall be as under:

- 21(a) The annual meeting of the State Council held just before the Annual General Body Meeting of the State Chapter shall be the Annual Meeting of the State Council.
- (b) Extraordinary Meeting: The State Secretary with the consent of State President can call an extraordinary meeting of the State Council if the State President considers it necessary.
- (c) Requisition Meeting: The State President or the State Secretary with the sanction of the state President, shall upon receipt of a requisition signed by at least 10 Members of the State Council specifying the nature of the business for which the requisition meeting is required to convene a meeting within 45 days of the receipt of the requisition. A notice of 30

days shall be given to the members. If the state President or the state Secretary fails to call the meeting within 45 days, a meeting shall be held within 10 weeks from the date of the delivery of such requisition to the state Secretary on behalf of the State Council. If within 15 minutes from the time appointed for the meeting a quorum is not present, the meeting, if convened upon requisition of the members, shall be dissolved. The requisition meeting shall preferably be held at the State Office of the State Chapter or as the State President decides, but in case the state President or the state Secretary General fails to call a meeting, the requisitionists may hold the meeting at the place of their choice.

- (d) Those State Council Members who do not attend two consecutive meetings of the state council should be declared ineligible for the State Council during that tenure. The members who submit the leave of application would not be taken out.

22. Notice of the State Council Meetings:

- (a) Annual Meeting - 4 Weeks.
- (b) Ordinary meetings- 4 weeks
- (b) Extraordinary Meeting - 2 Weeks.
- (c) Requisition Meeting - 30 days

23. Quorum of the State Council Meetings:

The quorum for all State Council Meetings shall be 5. In all meeting except requisition meeting, if a quorum is not present within 15 minutes of the appointed time, the meeting shall stand adjourned for 15 minutes and then meeting again be held to transact the business. If a quorum is not present at the adjourned meeting, the members present whatever their number and qualifications (whether Annual, State Council or ex-officio members) shall form a quorum.

BUSINESS OF THE ANNUAL STATE COUNCIL MEETING OF THE STATE COUNCIL

- 24.(a) The election, if necessary (in the absence of the state President or the Vice-Presidents) of the Chairman.
- (b) Confirmation of minutes of the previous meeting of the State Council.
- (c) Consideration of the Annual Report of the State Chapter.
- (d) Consideration of the audited accounts of the year of the State Chapter. Audited accounts will be circulated to all the members of the state chapter every year.
- (e) Consideration of the Budget for the ensuing year of the State Chapter
- (f) Consideration of Venue of next State chapter annual conference
- (g) Any other business with the permission of the Chairman

GENERAL RULES ABOUT THE ANNUAL MEETING OF THE STATE COUNCIL

- 25 (a) Except with the special permission of the Chairman, no resolution shall be placed before the Annual Meeting of the State Council that has not been previously given notice of and duly circulated with the Agenda of the meeting.

- (b) Resolution sponsored by individual members for the Annual General Body Meeting shall reach the Secretary at least four months before the date of the meeting.
- (c) Notice of resolutions to be moved at the annual meeting of the State Council shall reach the Secretary at least two months before the date of the meeting.

26. POWERS AND FUNCTIONS OF THE STATE COUNCIL OF THE STATE CHAPTER

The State Council shall be the executive authority of the State Chapter and as such shall have the powers to carry into effect the policy and programmes of the State Chapter as laid down by the General Body of the State Chapter and shall remain responsible thereto. The State Council shall have the right:-

- (a) To make regulations and issue instructions for the efficient administration of the State Chapter and for proper maintenance of its properties and publications.
- (b) To appoint committees, ad-hoc committees and standing committees as and when necessary. All the committees formed should have at least 3 members.
- (c) To represent before the State Governments or public bodies or any properly constituted authority, any matter affecting the interests of the State Chapter or the Radiological and Imaging profession of the state.
- (d) To consider and decide applications for membership, resignation of members, suspension of members of chapters and the question of taking such disciplinary action as it may deem fit, against any member/city sub chapter for misconduct and willful neglect of default of notices.
- (e) To write off the whole or part of the unrealizable arrears of subscription of members or other outstanding dues of the State Chapter as and when considered necessary.
- (f) To appoint or remove salaried officers and servants of the State Chapter.
- (g) To fix the rate of traveling allowance to be paid to the office bearers of the State Chapter.
- (h) To consider all matters and make necessary recommendations as far as possible, to its being placed before the General Body of the state chapter for discussion.
- (j) Subject to the provision of Rules and Resolutions to exercise in addition of the powers expressly given by the rules and Bye-laws all such powers and do all such acts and things as may be done by the State Chapter.

MEETINGS OF THE STATE CHAPTER

The meetings of the State Chapter shall be held at such places and at such times as the State Council may appoint. At other times, the state Secretary under the direction of the state President shall fix the time and venue of the meetings.

27. Annual Meetings:

(a) Scientific meetings, (b) Annual General Body Meetings,
(c) Extraordinary General Body Meeting, (d) Requisition Meetings

(a) Scientific Meeting:

(i) To read and discuss papers on Radio-diagnosis, Ultrasound, C.T., M.R.I., and other Imaging Modalities, Nuclear Medicine, Radiotherapy, Oncology, Radio-Biology and Radiation Medicine and Interventional Radiology and to arrange lectures, demonstrations and discussions on these subjects.

(ii) To arrange a refresher course.

(b) Annual General Body Meeting:

The agenda of the annual general body meeting shall include the following and in this order:

1. The election, if necessary (in the absence of the President or the Vice-Presidents) of the Chairman
2. Confirmation of the proceedings of the previous annual General Body Meeting
3. Adoption of the Report of the State Chapter
4. Adoption of the audited accounts
5. Adoption of the Budget for the ensuing year
6. To elect six State Council Members as per Rule 12(C)
7. To approve the names of Two Joint Secretaries – One of whom shall be the resident of same place as that of the Secretary and other shall be the resident from the place where the President is residing, as far as possible.
8. To appoint Hony. Legal Adviser
9. To appoint Auditors.
10. To approve Oration/Awards for the following year.
11. Any other matter brought forward by the State Council
12. To decide the venue of the next Annual Conference of the State Chapter two years in advance.
13. Any other business with the permission of the Chairman

Care should be taken to arrange the timings of GBM so that sufficient time is given for discussion etc. to the members to participate actively in the GBM. There should be adequate gap of about two hours, if entertainment programme is arranged on same day as GBM.

(c) Extraordinary General Body Meeting:

An extraordinary General Body Meeting may be called at any time by the Secretary under the direction of the President for any specific purpose of which due notice has been given.

(d) Requisition General Meeting:

A requisition General Meeting shall be held within 60 days of the receipt of the requisition in writing from at least fifty members of the State chapter to the Secretary with a copy endorsed in favour of the President specifying the business to be transacted at the meeting. On receipt of requisition, the Secretary shall inform the President forth with to proceed to call such a meeting. In case the Secretary or the President fails to convene such a meeting within 60 days of the receipt of the requisition, the requisitionists may themselves convene a meeting at a place of their choice but such a meeting shall be held within 10 weeks from the date of such delivery of the requisition to the Secretary and the President on behalf of the State Council. If within 15 minutes from the time appointed for the meeting, a quorum is not present, the meeting, (if convened upon requisition of the members) shall be dissolved.

28. In all meetings except a requisition meeting, if a quorum is not present within 15 minutes of the appointed time, the meetings shall stand adjourned for 15 minutes and then meet again to transact the business. If a quorum is not present at the adjourned meetings, the members present whatever their number, shall form a quorum. If there is no quorum at a requisition meeting it shall stand dissolved.

29. Quorum of the meetings shall be as follows:

1. The Annual General Body Meeting: 20 Members Life / Annual
2. The Extraordinary General Body Meeting: 20 Members Life / Annual
3. The Requisition General Meeting: 10 percent (of the total strength of the Annual / Life members of the State Chapter)

30. Notice of meetings of the State Chapter:

1. The Annual General Body Meeting : 30 days
2. The Extraordinary General Body Meeting : 30 days
3. Requisition Meeting : 30 days

31. The minutes of all the meetings shall be correctly kept and recorded as early as possible, and shall be signed by the Chairman of the Meeting and confirmed at the next meeting.

32. The Chairman of the meeting may with the consent of the members at which quorum is present and shall, if so directed by the members, adjourn the same from time to time, but no business shall be transacted at any adjourned meeting other than the business unfinished at the meeting for which the adjournment took place.

33. All questions submitted to a meeting shall be decided (except in cases specially provided for) by a majority of votes as registered by show of hands or in such other manner as the members present or the chairman of the meeting, shall determine.

34. No business shall be transacted at a requisition meeting other than that, for which the meeting is called for.

35. Notice shall be sent to members either personally or by post at their addresses as registered in the books of the State Chapter.
36. Any notice, if served by post, shall be deemed to have been served on the day following that on which the same is posted. The notice shall be sent/served by under certificate of posting.

FUNDS OF THE STATE CHAPTER

37. The funds of the State Chapter shall be derived from the following sources:
- (a) Subscription of members.
 - (b) Interest from Bank
 - (c) Special contribution or donations raised directly or through the city sub chapters.
 - (d) Income derived from the publications of the State Chapter as per Bye-laws.
 - (e) Contribution received from the city sub chapter organizing the State chapter Annual Conference of as per Bye-law 50% of the savings, if any, should go to the city sub chapter concerned and 50% to the State Chapter.
 - (f) Requests received by legacies from persons who desire to benefit the State Chapter.
 - (h) Such other sources as may be authorized by the State Council or the General Body of the state chapter.
 - (j) Maintenance of accounts of the state chapter and getting it audited every year shall be done by Secretary or Hony. Treasurer of the state chapter.
38. Corpus Fund: There shall be a Corpus fund of the State Chapter with contribution of members donation / subscription.
39. The state office shall, out of the funds of the State Chapter, defray all expenses and shall pay rents, salaries, wages and such other charges as may be necessary for carrying on the work of the State Chapter. It shall be empowered to spend money on scientific investigation, conferences, prizes, scholarships and for such other purposes, as it may consider advisable, in furtherance of the objects of the State Chapter with the budgetary provisions.

OFFICE BEARERS OF THE STATE CHAPTER

40. The tenure of the office bearers of the State Chapter will be as follows:

President: One Year but he/she can be re-elected to a total of 2 years i.e. 2 terms.

President Elect who will be automatically elevated to the President: One Year.

Joint Secretaries: One Year as they are nominated by the President and Secretary. He/She can be re-elected in future also.

Vice Presidents: One Year but he/she can be re-elected to a total of 2 years i.e.2 terms.
Secretary: Two Years but he/she can be re-elected to a total of 4 years i.e.2 terms.
Hony. Treasurer: Two Years but he/she can be re-elected to a total of 4 years i.e.2 terms.
State Council Members: One year but he/she can be re-elected to a total of 4 years.

President Elect, which will be elected 1 year in advance and will automatically take over as the President next year. President Elect and Immediate Past President will be the ex-officio members of all the committees.

Two Hon Joint Secretaries-one from the place of President and another from the place of Secretary as far as possible and to be nominated by the President & Secretary only.

(ii) Minimum requirement of the office-bearers for contesting elections:

President Elect: Should be continuously uninterrupted member of the State Chapter for at least 15 years.

Vice-Presidents: Should be continuously uninterrupted member of the State Chapter for at least 10 years.

Secretary: Should be continuously uninterrupted member of the State Chapter for at least 10 years.

Treasurer: Should be continuously uninterrupted member of the State Chapter for at least 10 years.

State Council Member: Should be continuously uninterrupted member of the State Chapter for at least 3 years.

Central Council Member: Should be continuously uninterrupted member of the State Chapter for at least 3 years.

NOTE:

- (i) No one in receipt of a salary from the funds of the State Chapter shall be elected as an office-bearer of the State Chapter or a member of the Central/State Council.
- (ii) No member will hold more than one office in the State Chapter at a given time.
- (iii) One member can file only one nomination for contesting the election in particular election.
- (iv) At the time of handing and taking over the charge of the office bearer, proper records of handing over and taking over will be maintained.

DUTIES AND POWERS OF THE OFFICE BEARERS

The office bearers the state chapter can be asked to resign from their posts in the event of their negligence/misconduct while conducting their official duties.

41. President:

The president shall assume office after installation at the time of inauguration of the State Chapter Annual Conference.

- (a) Shall be chairman of all meetings of the General Body of state chapter and the State Council and any other committees. He/she shall be ex-officio member of all committees except statutory committees.
- (b) Shall preside at the annual conference and all meetings of the State Chapter.
- (c) Shall guide and control the activities of the State Chapter.
- (d) Shall regulate the proceedings of all meetings and the conference and interpret the rules and bye-laws and decide doubtful points.
- (e) Shall in addition to his/her ordinary vote, have a casting vote in case of equality of votes in election of office bearers or any other purpose.
- (f) Shall undertake tour etc. in the interests of the State Chapter whenever required.
- (g) Shall operate the bank account of the State Chapter jointly with Secretary /Hon Treasurer.
- (h) The tenure of the term of the President shall be full 12 months from 1st April to 31st March.

President Elect

- (a) Shall be the ex-officio member of all the committees, sub-committees.

NOTE: In the event of any emergency arising by reason of any cause, such as death, detention, resignation or absence for a considerable period out of India of the President, the duties of the President shall be devolved upon the Vice-President (who is senior between the two Vice-Presidents and membership of the State Chapter, will be only criteria for this). In case of resignation by the president, it will become effective when it is accepted by the State Council. Pending the acceptance of the resignation, the vice-president (who is senior between two vice-presidents) shall act as indicated above in case the president is unwilling to function as such.

42. VICE PRESIDENT:

- (a) Shall help in the organization of chapters by making tours and addressing members and personnel etc.
- (b) The vice-president (senior) shall preside at the annual conference and other meeting in case the president is unavoidably absent.
- (c) The vice-president (senior) shall be the chairman of all committees except statutory committees and sub-committees of which he is a member in case the president is absent.

N.B. (1) Senior amongst the vice-presidents will be as per the membership seniority of state chapter.

(2) In case of senior vice-president refuses or unable to perform the duties of the president as stated above, then the junior vice-president will perform the duties of the president.

43. Secretary

With the help of two joint secretaries

1. Shall be in-charge of the state office.
2. Shall conduct all correspondence on behalf of the State Chapter.
3. Shall have general supervision of accounts and pass all bills for payment.
4. Shall get the annual statement of accounts prepared by Hony. Treasurer duly audited by the auditors for adoption by the General Body. The audited account should be circulated to all the members of the state chapter.
5. Shall organize, arrange and convene meetings, conference, lectures and demonstrations etc.
6. Shall attend meetings of the general body, State Council and keep record of proceedings thereof. The minutes of the general body meeting shall be circulated amongst the members of the State Chapter within 60 days after general body meeting.
7. Shall be an ex-officio member of all committees.
8. Shall maintain a correct and up-to-date register of all members of the State Chapter.
9. Shall organize the State Chapter by encouraging the establishment of city sub chapters where they do not exist and by creating a general interest in the State Chapter.
10. Shall bring any matter, which he considers necessary in the interests of the State Chapter to the notice of the general body and the State Council for guidance and decision.
11. Shall keep upto Rs. 5,000/- in imprest account for day-to-day expenses.
12. Whenever necessary the secretary shall obtain opinion of all members of the State Council by correspondence under instructions of the President

44. Joint Secretaries:

The joint secretaries shall help the secretary in looking after the office, in conducting correspondence, in preparation of agenda of meetings, in preparing statement of accounts etc. The joint secretaries at the IRIA Headquarters shall act for the secretary in his/her absence.

45. Hon. Treasurer:
- (a) Shall receive all money of the State Chapter and deposit them in banks approved by the general body of the State Chapter to the credit of the State Chapter to be operated jointly by the any two of-Treasurer, Secretary and the President.
 - (b) Shall be responsible for collection of all subscription and contribution due to the IRIA Headquarters.
 - (c) Shall dispose off the bills for payment as sanctioned by the secretary general only on his/her written order.
 - (d) Shall have the right to point out any off or discrepancy in the order of payment of the secretary and refer the order back to him with his remarks. In the event of the disagreement still persisting between the secretary and the Hon Treasurer, the matter shall be referred to the president for final decision.
 - (e) Shall be responsible for keeping up-to-date accounts of the State Chapter with all accounts books posted up-to-date.
 - (f) Shall get the accounts audited by the auditors of the State Chapter.
 - (g) Shall prepare a budget and present it at the annual general meeting of the State Chapter.
 - (h) Shall prepare an annual statement of the accounts and balance sheet, showing the financial position of the State Chapter, get it audited by the auditors of the State Chapter and submit the same for adoption by the general body at the annual general meeting.

ELECTION OF OFFICE BEARERS

46. The President Elect:

Elections of president elect will be held in place of president who will automatically take over office of president next year.

The Secretary as the election officer with the help of a committee of three prominent members from the place of State chapter office nominated by the president will conduct the elections. In case the Secretary is also re-contesting for any election, he will resign one month before the last date of filing the nomination and the President, IRIA will appoint the election officer for the particular election.

The Secretary shall on or before 1st January of each year invite the nomination from all eligible members (under certificate of posting) of the State Chapter for the office of the President Elect.

The nomination should reach the office of the secretary general not later than 31st January, along with written consent of the candidates. Nominations received after the said date shall not be considered.

The Secretary shall inform by registered post, before 15th February the members whose names have been nominated for the office of the President Elect. Any of members desiring to withdraw his/her name must inform Secretary on or before the 21st, February. Non-receipt of any reply in this respect by 21st February, will be interpreted as consent of the nominee to contest for election.

The Secretary shall on or before the 25th February, of every year, send to all those Emeritus, Life and Annual members whose subscription have been received at the Association office by 31st May, and have three years continuous membership a printed and numbered ballot paper (under registered post) signed by the Secretary or his nominee, containing the names of the candidates duly nominated for the office of the President Elect and request the members to mark on it the candidate of their choice in the manner prescribed on the ballot paper and return the ballot paper so as to reach the office on or before the 25th March, after which date no ballot paper will be considered as valid.

The Secretary shall scrutinize the ballot papers in the presence of three members of the election committee who shall be nominated by the President. The candidates shall have the right to attend the counting of the votes or send one representative who must be life, Annual member or emeritus member of the State Chapter. The Secretary shall inform the candidate the date and venue of the counting, a week before.

Election of the Vice-Presidents, Secretary, Hon. Treasurer, of the state chapter will be held in the same manner as the election of the President Elect. The ballot paper will be signed by the Secretary / Election officer only.

All the nomination for election received in the state chapter office will be opened in front of the members of the election committee who will scrutinize all the nominations.

A proper dak receipt register for ballot papers at the time of election should be maintained separately in which all the ballot papers received are entered and given receipt number.

When a person, contesting an election, is not directly involved in the election process, he/ she may not be asked to resign.

Proforma of calling nominations for the office bearers of the State/UT Chapter

UNDER CERTIFICATE OF POSTING —STATE/UT CHAPTER OF INDIAN RADIOLOGICAL & IMAGING ASSOCIATION
ADDRESS—————

No.

Date.....

To,

All the Emeritus/Life/Annual Members ——— state/UT chapter of Indian Radiological & Imaging Association

Ref. : Election of the ————— of the '————— state chapter of Indian Radiological & Imaging Association' for the year (as notified)

According to Bye-Laws of the Rules and Bye-Laws of the Association, relevant part is quoted below:

“The Secretary (In case Secretary is contesting, President will appoint an Election Officer) shall on or before the _____ of each year invite all the Emeritus, Life and Active Members (under certificate of posting) to nominate a member of Association for the Office of the _____ who will be installed as _____ for the year_____. The nomination must reach the state office not later than _____ along with written consent of the candidate. Nomination received after the date shall not be considered.”

Nominations for the Office of the _____ of _____ for the year _____ are hereby invited and should reach the undersigned by _____ *under a sealed registered cover mentioning ‘Nomination for Election’*. Not more than one name can be proposed/seconded by any member. Nominations received after _____ will not be considered. No correspondence shall be entertained by the Office in the matter of nominations. Proforma for your reply is appended below.

Those members who are in arrears of subscription or who have not paid their subscription continuously for the last three years and/or whose current year’s subscription has been received after 31st May will not be sent the ballot paper.

Please note that no duplicate ballot papers will be sent.

Dr. _____
Secretary

PROFORMA-I

We Propose and Second Dr. _____
(Name and Address in Block Letters)

as the _____ of _____ state chapter of Indian Radiological & Imaging Association for the year ____.

Name and Address of the Proposer: _____ Signature

Name and Address of the Seconder: _____ Signature

PROFORMA-II

I shall be willing to serve as the _____ of the _____ state chapter of ‘Indian Radiological & Imaging Association’ for the year_____.

Name and Address of the Candidate: _____ Signature
(in block letters)

I certify that I am not in arrears of the subscription and I have uninterrupted membership of the state chapter for the last ---- years. I also hereby certify that I have not been convicted in a court of law (i) sentence after conviction in a court of law for any crime entailing moral turpitude, (ii) convicted by Medical Council of India/State Medical Council or Appropriate Authorities for PC & PNDT Act on the grounds of unethical conduct.

_____ Signature



IRIA House



IRIA House

Indian Radiological & Imaging Association
IRIA House, C-5, Qutab Institutional Area
New Delhi-110016

SAY 'NO' TO FEMALE FOETICIDE

Falling Sex Ratio - A Disgrace for all of us.



**SAVE THE
DISAPPEARING GIRL
CHILD. THEY FORM
“ THE NATION ”**