



Memorandum of Association
and
Rules and Regulations
Of
The Federation of Obstetric & Gynaecological Societies of India
Updated in 2020

Original Constitution 1950
This document includes all amendments done upto January 2020

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MEMORANDUM OF ASSOCIATION OF THE FEDERATION OF OBSTETRIC & GYNAECOLOGICAL SOCIETIES OF INDIA

Name, Objects and Purpose

I. The name of the Federation is “The Federation of Obstetric and Gynaecological Societies of India.”

II. The Registered Office of the Federation will be situated in the city of Mumbai.

III. The objects for which the Federation is established are :

(a) To impart education in supporting and protecting the character, the status and interest of the medical profession in general and of practitioners of Obstetrics and Gynaecology in India in particular and its members abroad.

(b) To promote the spread of knowledge and to foster education in the subjects of Obstetrics and Gynaecology, Human Reproduction, Family Welfare and allied topics.

(c) To encourage as well as promote and participate in the study and research in the fields of Obstetrics and Gynaecology, Human Reproduction, Maternal and Child Health and Contraception Control and allied subjects.

(d) To promote services for betterment of health of the community, maternal and child health, prevention of ailments and diseases, and treatment of disorders related to the practice of Obstetrics, Gynaecology, Human Reproduction and Family Welfare.

(e) To participate with other bodies, agencies and organisations, medical or non-medical, Governmental or non-Governmental, Indian or foreign, for furtherance of the above stated objects in India and abroad.

(f) To hold Annual all India Congress of Obstetrics and Gynaecology and Family Welfare. The name of the Congress shall be All India Congress of Obstetrics and Gynaecology.

(g) To publish / arrange to publish the Journal of Obstetrics and Gynaecology of India in any format deemed appropriate by the General Body.

(h) To establish the Indian College of Obstetricians and Gynaecologists and to award fellowships of the same.

(i) To promote and encourage co-operation among the memberbodies affiliated to the Federation for the purpose of fulfilling the above objects.

(j) To seek affiliation / disaffiliation to regional Asia Oceanic and other International bodies and / or to co-operate with them for the promotion of above objects of the Federation.

(k) To accept, receive, purchase, take on or give on lease or Leave and License, or hire or otherwise acquire any movable or immovable property or any rights or privileges necessary or convenient for the purpose of the Federation at such terms and conditions as may be thought fit or convenient.

(l) To construct or alter or keep in repair any buildings required or used for the Federation and to pull down or demolish any buildings not so required.

IV. In Order :

(a) To promote knowledge, and foster education,

(b) To encourage, promote and participate in study and research, and

(c) To provide, encourage, and participate in services as stated in the objects in general and as stated in clause III (b), (c) and (d) in particular.

And to fulfill its objects in general, the Federation may :-

(i) Establish various Committees / subcommittee of its own, with Chairman for each of them.

(ii) Organise, promote, associate with regional, International or special conferences, seminars, symposia, workshops, refresher courses, continuing medical education programmes, exhibitions, lectures, demonstrations and clinical meetings.

(iii) Organise or participate and co-operate with field camps clinics / hospitals / and other health promotion / welfare institutions.

(iv) Establish / institute orations, scholarships, fellowships, prizes, or other awards or distinctions.

(v) Carry on surveillance, conduct surveys, and specific research projects from time to time and as and when thought fit and necessary.

(vi) Publish reports, monograms, proceedings of conferences etc.

(vii) Establish library of books and audio visual material, and acquire equipment, instruments, and such other items.

(viii) Promote and encourage dialogue, discussion meetings and correspondence between our Federation and other bodies, agencies, governmental and non-governmental, National or international and even individuals.

(ix) Create or help to institute foundations by donations.

(x) Invite scientists to deliver orations / guest lectures.

(xi) Allocate funds from money of the Federation from time to time and as and when thought fit and on suitable terms.

V. The income and property of the Federation, whensoever derived shall be applied solely towards the promotion of the objects of the Federation, as set forth in this Memorandum of Association and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise however by way of profit, to persons who at any time are or have been members of the Federation or to any of them or to any person claiming through any of them, provided that nothing herein contained shall prevent

the gratuitous distribution among, or sale at a discount to, subscription to publication, whether published by the Federation or otherwise, relating to all or any of its objects as above set forth, nor the payment in good faith of remuneration to any officers, or servants of the Federation, or for any services actually rendered to the Federation.

VI. If on dissolution of the Federation there remains after satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid or distributed among the members of the Federation but shall be given or transferred to some other institution or institutions having objects similar or in part similar to the objects the Federation to be determined by the members of the Federation at or before the time of dissolution.

VII. True accounts shall be kept of the sums of money received and expended by the Federation and the matter in respect of which such receipts and expenditure takes place and of the property, credits and liabilities of the Federation and subject to any reasonable restriction as to the time and manner of inspecting the same that may be imposed for the time being shall be open to the inspection by members. At least once a year the accounts will be examined, and the correctness of the balance sheet certified by auditors.

RULES AND REGULATIONS of The Federation of Obstetric and Gynaecological Societies of India

ARTICLE 1 - Definitions:

1.1

"**Federation**" shall mean The Federation of Obstetric and Gynaecological Societies of India and FOGSI.

1.2

"**Committee**" shall mean the Managing Committee of the Federation.

1.3

"**Memberbody**" shall mean the society affiliated to the Federation.

1.4

"**Members of the Managing Committee**" shall be deemed to include the President, Vice-Presidents, Immediate Past President, President Elect, Secretary General, Deputy Secretary General, Treasurer, Joint Secretary, Joint Treasurer, incoming Vice Presidents, Editor in chief, Associate Editor, Joint Associate Editor, Assistant Editor, First Joint Assistant Editor, Second Joint Assistant Editor of the Journal, Chairperson, Vice Chairperson and Secretary of ICOG, Committee Chairpersons, FOGSI Representatives to FIGO, AOFOG, SAFOG and any other International Organisations, Members nominated by Memberbodies of the Federation, all Past Presidents, Vice Presidents for a period of 10 years with voting rights for three years (with effect from 7.1.2011), Past Secretary General for a period of 10 years (with effect from 28.9.2014), , Past Chairpersons of the ICOG, Conveners and Co-ordinators of FOGSI'S special projects and Past Editor –in - Chief for ten years (with effect from Sept 23. 9. 2018).

1.5

"**Office Bearers**" shall be deemed to include the President, Vice-Presidents, Immediate Past President, President Elect, Secretary General, Deputy Secretary General, Joint Secretary, Treasurer and Joint Treasurer of the Federation.

1.6

Member

A member who is actively involved in the practice of and / or research in Obstetrics, Gynaecology, Human Reproduction and Family Welfare, and / or who is holding a M.B.B.S. degree or who is holding equivalent degree / diploma recognised by the Medical Council of India act, 1956 schedule or by State Medical Council and any up to date schedules from time to time. He / She should have paid his / her dues through his / her society as per the existing rules of the Federation.

1.6.1

Category A :

Full member - A member with a Postgraduate qualification in Obstetrics and Gynaecology Degree, Diploma, Membership and Fellowship conferred and / or recognised by Medical Council of India / FOGSI / Government of India. Such members are having full rights of voting and qualified for contesting for any FOGSI election.

1.6.2

Category B :

Non-Postgraduate member with MBBS qualification. He / She will be entitled to all the rights of a full member without voting right.

(Explanation): The old members continuing membership without break with only MBBS qualification, remain members as before with voting rights, Members of category "B" will not be eligible to contest any FOGSI election. Members enrolling as new mem-

bers after 5th January 2007 will be considered in the above categories respectively with immediate effect.

1.6.3

International Member

1.6.3.a

The Managing Committee of the Federation shall designate members interested in international activities of FIGO, AOFOG, SAFOG and other international bodies as international members and shall determine the total number of such members from time to time.

1.6.3.b

Members who do not reside in India. Members who hold a MBBS degree from India or equivalent recognised by the Medical Council of India and a valid and current Post Graduate qualification from the appropriate regulatory body of the respective country in Obstetrics and / or Gynecology, are eligible to become Category I members. They are entitled to all the rights of Category A members without the right to hold any managing committee posts. This does not bar the local Society from holding its own elections as and when required.

1.7

Official Year (originally clause - 5 d)

The official financial year of the Federation shall begin from April 1, of each year. The FOGSI year will extend from the inaugural and installation of President and other office bearers of one AICOG to the Inaugural and installation of the next President and other office bearers at the immediate next AICOG.

(Explanation - the fees sent till March will be applied for the next financial year, subscription and the membership year coincides with the financial year, the "FOGSI year" extends from AICOG to AICOG.).

1.8

He, his and him, shall include, she, hers and her respectively in all the framework of the rules and regulations.

Article 2 - Membership

2.1

Memberbody

2.1.1

Naming of Memberbody (originally clause 2 page 5)

Any new Obstetric and Gynaecological Society (in India) / Chapter (outside India) which seeks affiliation to the Federation shall be named as per the name of the city or town in which it is located e.g. Guwahati Obstetric and Gynaecological Society. No city or town may have more than one such society affiliated to the Federation.

2.1.2 (originally clause 3 page 6)

Membership Eligibility for Memberbody

Any Obstetric and Gynaecological Society in India or anywhere out of India continuously having on its roll always not less than fifteen members shall be eligible to become member of the Federation, provided it has satisfied the necessary requirements of the Federation and has completed the formalities laid down from time to time, for affiliation to the Federation.

2.1.3 (originally 4, page 6)

Admission to membership for Memberbody (originally clause 4 page 6)

2.1.3.a

Any Obstetric and Gynaecological Society desirous of becoming a member of the Federation shall apply for membership on a prescribed form supplied by the Federation along with two copies of their Memorandum of association, byelaws and constitution.

2.1.3.b

The application shall be placed as an item on agenda at the Managing Committee Meeting for consideration.

2.1.3.c

An applicant being admitted to the membership will be deemed to have agreed to abide by and be subject to the Memorandum of Association and the Rules and Regulations and byelaws and standing orders of the Federation that may be in force from time to time.

2.1.3.d

On fulfilling the above conditions, a temporary affiliation will be granted by the Managing Committee. The final affiliation will be granted by the Federation's General Body.

2.1.4

Memberbody Fees (originally clause 5 (a) to (c), page 6, clause d moved to definitions - annual year)

2.1.4.a

Admission Fees: An admission fee (one time) of Rs.5,000/- or any other sum as determined by the Federation from time to time shall be charged to a Society seeking membership to the Federation.

2.1.4.b

Annual Contribution: Each Memberbody of the Federation shall contribute for each of its national members an Annual Subscription of Rs.500/- or whatever is laid down by the Federation's General Body from time to time. The annual subscriptions should reach the Federation office on or before March 31 each year.

2.1.4.c

Other Contribution:

To the Federation Rs.150/- towards the FOGSI building fund/research fund / any other activity recommended by the Managing Committee and approved by the General Body for every new member admitted in the society, to be paid only once on admission.

2.1.5

General rules: (originally 26 (vii) page 18)

The following rules and regulations will apply to all the Memberbodies of FOGSI

2.1.5.a

The President's tenure should be for maximum two years and maximum two terms are permitted. The President shall not hold any other office or as elected position in local society after his / her tenure as President is over. In each society there should be democratically elected, selected office bearers preferably every year or every two years.

2.1.5.b

The representative of society to FOGSI should not represent the society for more than six years. All office bearers and executive committee should change in April.

2.1.5.c (originally 26 (i), page 17)

Eligibility for contesting for or holding positions in Memberbodies.

Should have Postgraduate Qualifications: Diploma / Degree / Membership / Fellowship in Obstetrics and Gynaecology recognised by MCI / FOGSI / Government of India (GOI).

2.1.5.d (originally 26 (i), page 17)

For Societies located outside India the criteria for International Members will apply for the local Memberbody elections.

2.1.6

Return of Members: Submission of list of Members (originally 6 page 7)

Each memberbody shall submit on or before March 31 of each year a written statement by email or by any other electronic means of its members (**Category A and Category B**). This list of Category A and Category B members who are eligible to vote shall be taken as the final statement for preparing the voters list for the relevant year.

(Shift clause of official year)

2.1.7

Termination of Membership: Disaffiliation of Memberbodies (originally 7 page 7)

2.1.7.a

Any Society whose membership drops to less than fifteen members in any year will be temporarily disaffiliated after a due notice of at least six weeks by the Secretary General of the FOGSI issued in consultation with the President of FOGSI, and not earlier than six months of starting of the year.

2.1.7.b

The temporary disaffiliation will exist till such time when membership is restored and this period of time shall not be more than one year. If the membership is not restored during this time limit, the Society disqualifies as a Memberbody automatically.

2.1.7.c

If any Society disregards, violates or does not abide by and be subject to the Memorandum of Association and the rules and regulations and bye-laws and standing orders of the Federation that may be in force from time to time that society, will be liable for disaffiliation.

2.1.7.d

If any society (remove "which") fails to pay all its dues to the Federation or any other dues which the Federation may decide from time to time within six months from starting

of the year, it will be temporarily disaffiliated after a due notice of at least six weeks by the Secretary General in consultation with the President. The temporary disaffiliation will exist till such time when all dues are paid up. If the dues for any year are not paid at least by November 30 of the year, the society disqualifies as a memberbody automatically.

2.1.7.e

Any society which holds the All India Congress of Obstetrics and Gynecology or any other conference on behalf of the Federation and does not pay its dues within one year of completion of the Congress will be temporarily disaffiliated after a due notice by registered post of at least 6 weeks by the Secretary General of FOGSI in consultation with the President.

2.1.7.f

The matter of permanent disaffiliation has to be brought on the agenda of meeting of the Managing Committee and such disaffiliation has to be accepted by at least 2/3rd of the members present and recommended to the General Body at its next meeting for confirmation.

2.2

Individual Membership

2.2.1 (added as a cross reference)

The category of members is defined in 1.6.

2.2.2 (originally Definition (vii) page 5)

No such member shall be a member of more than one Obstetric and Gynaecological Society affiliated to FOGSI. Each member shall receive or be entitled to vote on only one ballot paper for FOGSI elections.

2.2.3

Disciplinary action in Individual Membership (originally page 8)

2.2.3.a

Grounds for disciplinary action

Conduct of any Member is deemed by the Managing Committee to be prejudicial to the interest and the objects of the Federation, Conduct of any Member is found to bring the Federation into disrepute, any Member is held guilty of moral turpitude any Member has made false declaration leading to such member holding dual / multiple membership of the Federation through one / more member Society / Societies (Clarification - the grounds may consist of one or more of the above)

2.2.3.b

Disciplinary Procedure

2.2.3.b.(i)

Any Member whose conduct is deemed to justify action on the grounds mentioned above shall be issued a notice by the Secretary General under the direction from the President.

2.2.3.b.(ii)

The said Member shall be invited to attend the Managing Committee Meeting where this matter is taken up for discussion and opportunity be given to present his / her case in person and not by authorized representative of his / her.

2.2.3.b.(iii)

The Managing Committee after perusing the matter may recommend action deemed suitable, ranging from expulsion of the member from certain activities to time bound suspension to termination of such member to the General Body of FOGSI, subject to such resolution being passed by two thirds of the members of the Managing Committee present and voting.

2.2.3.b.(iv)

Upon the Managing Committee recommending the course of disciplinary action for such member, the same shall be put as a resolution before a Special General Body Meeting called for the said purpose or at FOGSI's Annual General Body Meeting.

2.2.3.b.(v)

Upon the (change to "that") General Body Meeting passing a resolution by simple majority of the disciplinary action on the individual member, such resolution shall be communicated by the Secretary General to the Member body. If the general body meeting ratifies termination then the member body shall take steps for suspension to termination of such Member as its member within for sixty days of receipt of such communication.

2.2.3.b.(vi)

A member expelled once cannot join any Obstetrics and Gynaecological Society as fresh member for a period of three years and only after clearance from FOGSI.

Article 3 - Meetings:

3.1

Types of mandatory meetings (3.1.1 and 3.1.2, added as a reference)

3.1.1

General Body Meetings, including, Annual General Body, Special General Body, General Body and Emergency General Body meeting.

3.1.2

Managing committee meeting.

3.2

General Body Meetings:

3.2.1

All General Body Meetings shall be held in India.

3.2.2.

Preparation of Agenda (originally 19, page 15)

The Secretary General in consultation with the President shall prepare the Agenda and the Minutes of all the General Body Meetings. The Secretary General shall send or make available on website / by e-mail to every memberbody not less than twenty days before all the General Body Meetings, copy of the agenda and the resolutions sent by the memberbodies for consideration.

(originally sentence 29, page 9)

The agenda for above meetings (3.2) can be sent by Post / put on Website / E-mail.

(originally 9 page 9)

All meetings of the Federation shall be convened by circular sent by the Secretary General to each memberbody by posting on the stated dates in Item (8), and special provision as stated in Item No. (8d).

3.2.3

Delegates to the Annual, Special and other General Body Meetings. (Originally 12, page 11).

3.2.3.a

Delegates will comprise of all members of the Managing Committee as per 1.4 and delegates nominated by memberbodies (3.2.3.b).

3.2.3.b

Delegates of Memberbodies :-

i) Each memberbody can nominate following number of delegates :

Memberbodies with less than 500 members = 2

Memberbodies with 501 to 1000 members = 3

Memberbodies with 1001 to 1500 members = 4

Memberbodies with 1501 to 2000 members = 5

Memberbodies with 2001 to 2500 members = 6

Memberbodies with 2501 or more = 7

3.2.3.c

The Secretary of the Memberbody shall communicate the names of their nominated delegates to the FOGSI office on or before fifteen days prior to holding such above referred meetings. However the final list shall be submitted to the Secretary General not later than 2 hours before the said meetings.

3.2.3.d (also 17 (C) and 17 (E) on page 14 and 12 c on page 12)

Member of any memberbody will be allowed to attend above referred meetings, and may participate in the discussion, but will not be eligible to vote except the categories mentioned in previous items.

3.2.3.e (originally 12 c, page 12)

Only members of Managing committee and nominated delegates of memberbodies will be allowed to vote at above meetings.

3.2.3.f

Ex Officio (originally 13, page 12)

Office bearers and members of the managing committee of the Federation for the year shall be ex officio delegates to the annual or any other general body meeting of the Federation with the right of voting.

3.2.4

Quorum at General Body Meetings (originally 14 and 15, page 12 and 17 (B), page 14)

3.2.4.a

The Quorum at all types of General Body meetings except the requisitioned General Body meeting shall be fifty.

3.2.4.b

If there is no quorum, all General Body meetings can be adjourned for at least half an hour and be held at the same place.

3.2.4.c

Such adjourned meetings of the Annual General Body, General Body and Emergency General Body shall need no quorum.

3.2.4.d

The quorum for requisitioned General Body Meeting shall be eighty, including voting representatives from at least fifteen memberbodies. Requisitioned General body meeting cannot be held without requisite quorum.

3.2.4.e (originally 16, page 12)

Dissolution of the Requisitioned General Body Meeting:

If within half an hour from time appointed for General Body meeting a quorum be not present, the meeting shall stand dissolved.

3.2.5

Annual General Body Meeting (originally 8 a, page 9 and 17 (A) (a) page 12)

3.2.5.a

Annual General Body Meeting shall be held at headquarters of FOGSI, in Mumbai at a time and date as may be fixed by the Managing Committee.

3.2.5.b

A notice of thirty days shall be sent to each memberbody under certificate of posting or by e mail or any other electronic means. Such meeting should be held not later than September 28 each year.

3.2.5.c

Business to be transacted at the Annual General Body Meeting. (originally 17 (A) (a) i) through xii), Page 12 and 13)

The following shall be included in the agenda besides other matters.

3.2.5.c.i

To appoint scrutineers for election process. (can be deleted or add if any election is to be held)

3.2.5.c.ii

To confirm the minutes of the last Annual General Body Meeting and other General Body Meeting(s) if any.

3.2.5.c.iii

To receive and approve the Annual Report of the Managing Committee.

3.2.5.c.iv

To receive and approve the audited Income and Expenditure statement and the Balance Sheet of the Federation for the year ended on proceeding March 31.

3.2.5.c.v

To receive and approve report of the Journal Committee.

3.2.5.c.vi

To receive and approve report of the ICOG.

3.2.5.c.vii

a) To elect the Secretary General, Deputy Secretary General, Treasurer and Joint Treasurer.

b) To appoint the Joint Secretary at the place of the President who will be nominated by the President Elect.

c) To elect Committee Chairpersons.

3.2.5.c.viii

To receive and announce the report of the scrutineers for the election for the post of President and four Vice Presidents and also FOGSI representatives to International bodies when relevant.

3.2.5.c.ix

To appoint auditors and legal advisor / advisors for one year.

3.2.5.c.x

To consider such resolutions as may be included by the Managing Committee in the agenda of business and such other resolutions as may be brought forward in accordance with rules.

3.2.5.c.xi

To consider such other subjects as may be included by the Managing Committee in the Agenda of business.

3.2.5.c.xii

Any other matter that may be brought forward with the permission of the chair.

3.2.5.d

Submission of Resolutions: (originally 18, pages 14 to 15).

Each memberbody shall submit to the Secretary General at least six weeks before the date of the next Annual General Body Meeting of the Federation, of which a provisional notice of six weeks will be given by the Secretary General, all resolutions which it may desire to propose for discussion at the next Annual General Body Meeting of the Federation with such explanations and references to sources of information on the particular topics therein referred to as it may deem likely to promote full and fair consideration of the matters in question.

3.2.5.e

Moving of Amendments put forward by the Resolution (originally 20, page 15)

After the Agenda papers have been sent to the memberbodies they shall communicate within fourteen days to the Secretary such suggestions or amendments as they desire to make, in the draft of the proposed resolutions on the Agenda papers or otherwise.

3.2.5.f

The Committee

(a) will consider all such suggestions or amendments at their meeting to be held on the eve of the Annual General Body Meeting,

(b) will have power to reject or modify or amend without giving any reasons thereof, any of the suggestions or amendments submitted by the memberbodies and
(c) will adjust the Agenda accordingly.

3.2.5.g

It will however, be open for a delegate of a memberbody to move in the General Body Meeting any amendment previously submitted by that memberbody for the consideration of the committee.

3.2.5.e

It will not be open to any delegate to propose for discussion any new amendment unless the Chairman is satisfied that such amendments are necessary due to the acceptance of other amendments or that it seeks to clarify the resolution.

3.2.5.f

Delegates will be free to move amendments in the light of discussions that have taken place at the General Body Meeting.

3.2.5.g

However, whenever a resolution or resolutions as approved by the Managing Committee is or are put forward for consideration of the Annual General Body Meeting, the delegate / representative of the sponsoring memberbody will propose and read the resolution as approved by Managing Committee.

3.2.5.h

Rejected Resolutions: (originally 21, page 15)

In the event of any resolution of similar purpose being discussed and rejected by Federation at the two preceding consecutive Annual General Body Meetings, it shall not be competent for any memberbody to propose a like resolution until after next two Annual General Body Meetings.

3.2.5.i

Right of the Managing Committee to Give Notice of Resolutions: (originally 22, page 16)

The Managing Committee is empowered to include in the Agenda any subject or resolution though not circulated for consideration at the Annual General Body Meeting.

3.2.5.j

Rights of the Managing Committee to Give Notice of Fresh Resolution in Emergency Cases: (originally 23, page 16)

The Managing Committee may bring up a fresh resolution or resolutions on matters of public importance for consideration at the Annual General Body Meeting on an emergency arising. The Committee may nominate a delegate or delegates to propose and support such resolution for discussion at the Annual General Body Meeting. In such a case it will be open for the delegates to move proper amendments or resolutions.

3.2.6

Special General Body Meeting:

3.2.6.a (originally 8 (b) line 1 to 4, page 9)

A Special General Body Meeting of the Federation may be convened by the Managing Committee of its own accord or on the requisition of at least twenty memberbodies addressed to the Secretary General of the Federation specifying the object for which the meeting is to be convened.

3.2.6.b (originally 17 (d) page 14)

For a requisitioned meeting (SGBM), the office bearers of FOGSI will decide whether such a requisitioned meeting be called or not. The decision will be intimated by the Secretary General in writing to those who had requested for the meeting.

3.2.6.c (originally 17 (d) page 14)

If the Office Bearers have declined to call the meeting, it will be open for those who have requested the meeting to make a fresh written request supported by another fifteen member bodies to call for a general body meeting for the same specific purpose. It will now be binding on the Secretary General to call for such a requisitioned meeting at a place and time decided by the Office Bearers by giving thirty days notice to every member of FOGSI by certificate of posting or any other electronic means.

3.2.6.d (originally 8 (b) page 9)

On receipt of such a requisition, the President shall convene such a meeting within two months at such time and place he may fix.

3.2.6.e (originally 8 (b) page 9 and 17 (d) page 14)

The Secretary General shall give under Certificate of posting or any other electronic means at least thirty days notice to the memberbodies and no other business shall be transacted at such Special General Body Meeting than that stated in the notice.

3.2.7 (originally 8 (c) page 9 and 17 (A) (b))

General Body Meeting:

The President and Secretary General and / or Managing Committee may convene such a meeting whenever necessary, with a notice of at least thirty days sent to every member.

3.2.8

Emergency General Body Meeting : In case of any National Emergency arising, the President may convene such a meeting with due notice of 10 days by Speed Post / Courier / E-mail. Even in dire emergency, the President can send circular by Speed Post / Registered AD / Courier / E- mail / SMS of the concerned issue and decide the matter after eliciting opinion from the memberbodies. Alternatively the office bearers are authorized to take appropriate decision under such circumstances.

3.2.9 (originally page 9)

President and Secretary General can take the necessary decision in dire emergencies.

3.2.10 (Originally 17 (C) and (D) on page 14, 24 on page 16)

Decision Making at General Body Meetings -

3.2.10.a

All decisions at Annual General Body Meetings, General Body Meetings, and Emergency General Body Meetings shall be taken by a simple majority of voting members present and voting (exception is 3.2.10.d - added as cross reference).

3.2.10.b

In case of a tie the presiding officer shall exercise an additional casting vote. In case he decides not to use his casting vote, the decision should be by drawing lots.

3.2.10.c

Alteration in Rules and Regulations: (originally 44 page 34)

3.2.10.c.i

The rules and regulations shall be printed and copies of the same will be available from the office of the Federation for members on request /or on website and no alterations or additions shall be made therein or thereto, unless notice of the same has been given first to the Committee which will send them on to the General Body Meeting for final decision.

3.2.10.c.ii

No amendment, modification or alteration of the rules and regulations shall be valid unless passed by $\frac{2}{3}$ majority at the General Body Meeting.

3.3

Managing Committee Meetings:

3.3.1

Members (originally 1 (iv) on page 4 and 27 (a) page 18 and 19)

3.3.1.a

The members of the Managing Committee are defined in 1.4.

3.3.1.b Elected Members: (originally 27 (f) and (g), page 28)

Each memberbody having membership upto 100 will elect one representative to the Managing Committee, an additional one when membership exceeds 100. Similarly there will be alternate Representatives. Such members elected as representatives of the memberbodies shall have the voting rights.

Such names with addresses shall be sent to the Secretary General of the Federation at least Six weeks before the Annual General Body Meeting & other General Body Meetings of the Federation. The number of representatives for all types of General Body Meeting will be as per clause 12(b)(i). Similarly the names of the alternate representatives with addresses should also be forwarded.

3.3.1.c

Co-opted Members :

The President may co-opt any person for specific purpose. Such co-opted members shall have no voting right.

3.3.2

Meetings of the Managing Committee: (originally 31, page 31)

Meetings of the Managing Committee will be held at the office of the Federation, or at such other place and at such times as will be fixed by the President.

3.3.3

How convened (Originally 33, page 31)

The Secretary General under the direction of the President shall send a notice to every member of the managing committee and Society representative through these memberbodies.

3.3.4

Agenda and Proceedings of the Meeting : (originally 34, page 31).

The Secretary General shall under the direction of the President arrange the business of the meeting and take minutes or notes of the proceedings.

3.3.5

Quorum : (originally 32, page 31)

Fifteen members shall constitute a quorum at meeting of the committee.

3.3.6

Duly Constituted Inspite of Vacancy: (originally 29, page 29).

The Managing Committee shall be deemed to be duly constituted and to be entitled to carry on their functions inspite of any vacancy or vacancies in their composition.

3.3.7

Duties and powers of the Managing Committee : (originally 30 page 29, 30 and 31).

The Managing Committee shall have the following powers.

3.3.7.a

To perform all executive duties and to carry on work of the Federation.

3.3.7.b

To make, issue, vary and repeal such standing orders and byelaws for the furtherance of the purposes for which the Federation is established and for carrying on its business, as they may, from time to time, consider necessary, provided such standing orders be not repugnant to the Rules and Regulations.

3.3.7.c

To appoint Journal Committee consisting of office bearers who will be elected/selected every three years. Office Bearers of the Journal committee, are The Editor In- Chief, Associate Editor, Joint Associate Editor, Assistant Editor, First Joint Assistant Editor, Second Joint Assistant Editor, Secretary and Manager, Assistant Secretary and Joint Assistant Secretary. They shall not seek selection/election for the same post for more than one term comprising of not more than three consecutive years. National corresponding editors of the Journal can hold their position for a maximum three terms of three years each if selected.

3.3.7.d

To publish / arrange to publish periodically a Journal of Obstetrics and Gynaecology of India and for this purpose to appoint Manager and other persons and to defray all expenses of such publications.

3.3.7.e

To delegate such functions to special committees and persons and on such terms and conditions, and to revoke after such delegation as the Committee may from time to time think fit.

3.3.7.f

To present a report of their proceedings and a Statement of accounts of the Federation duly certified by the auditors at the Annual General Body Meeting of the Federation.

3.3.7.g

To establish Obstetric and Gynaecological Societies in India in areas where they do not exist.

3.3.7.h

To invite from memberbodies suggestions for the venue of All India Congress of Obstetrics and Gynaecology, select subjects for discussions and invite nominations for President and Vice Presidents and representative to international organisation to which FOGSI is affiliated. It may be noted that the two successive congresses (AICOG's) should not be held as far as possible in the same zone. The subjects for discussion at such congress should be decided two years ahead of the congress.

3.3.7.i

To sell, improve, manage, develop, lease, dispose of or otherwise deal with all or any part of the property of the Federation with the sanction or ratification of the General Body.

3.3.7.j

To subscribe to become a member of or otherwise co-operate with any other Association, whether incorporated or not, whose objects are wholly or in part similar to those of the Federation.

3.3.7.k

To remunerate any person or company for services rendered to the Federation.

3.3.7.l

From time to time to borrow or raise funds which may be required for the purpose of the Federation upon bonds, debentures, bills of exchange, promissory notes or other obligations or securities of the Federation or by mortgage or charge of the Federation's property with the sanction of the General Body.

3.3.7.m

To undertake and execute any Trust, the undertaking of which may seem to the Federation desirable either gratuitously or otherwise.

3.3.7.n

To initiate, establish and undertake necessary steps to build a premises for FOGSI.

3.3.7.o

Generally to do all other things incidental to the attainment of the objects of the Federation.

3.3.7.p

To accept resignations of the President, President - Elect, Vice Presidents, Vice Presidents Elect and Office Bearers and Members of the Managing Committee and Members of the Journal Committee, ICOG Chairman, Vice Chairman and Secretary.

3.3.7.q

Any requisite matters pertaining to ICOG.

3.3.8

Questions to be decided at Committee Meetings : (originally 35, page 31)

3.3.8.a

Questions before the Committee shall be decided by a majority of the votes of the members present.

3.3.8.b

The President may, when he thinks fit, ascertain the opinion of the members of the committee by the issue of a circular and act in accordance with the view of the majority of the members of the committee as so ascertained.

3.3.8.c

Casting vote of the President : (originally 38, page 32)

At all meetings, whether of the General Body or of the Committee in case of equality of votes the President shall decide at his discretion either by his casting vote or by drawing lots.

3.3.9

Proceedings of the Meetings : (originally 36, page 31 and 32)

3.3.9.a

The Secretary shall record the minutes in the Minutes book and they shall be circulated among members and signed by the Chairman after confirmation at the subsequent meeting of the committee.

3.3.9.b

Correct Minutes of the Proceedings of the Committee of the Federation shall be kept in suitable books or digitally which shall be open to inspection by members at all reasonable times.

3.3.10

Resolutions of the Committee: (originally 37, page 32)

Any resolution passed at the meeting of the Committee shall not be reconsidered at subsequent meeting, unless due notice is previously given of such intension nor shall any of the standing orders be altered, rescinded or added to without such notice.

Cross references for resolutions:

3.2.5.e, 3.2.5.f, 3.2.5.g, 3.2.5.e, 3.2.5.f, 3.2.5.g, 3.2.5.i, 3.2.5.j

3.3.11

Indemnity for Acts Done in Goods Faith: (originally 42, page 34)

The Committee (office bearers and the members of the Managing Committee) shall be indemnified in respect of all acts done by them for the Federation in good faith, and no office bearer or member of the committee shall be liable for any act done by any office bearer or member of the committee.

Article 4

Office Bearers and committee chairs - Eligibility, Tenure and duties, vacancy

4.1

The office bearers of the Federation are defined in 1.5

4.2

General Rules and Regulations: (originally 26 (vi) page 18)

The following rules and regulations will apply to all the official positions in FOGSI

4.2.1

No member holding an official position in FOGSI, ICOG or JOGI to contest for or hold a second term in the same office. (This restriction shall include members nominated as official representatives of member bodies or members of the Governing Council of ICOG).

4.2.2

No member shall be permitted to simultaneously hold two official positions in either FOGSI, ICOG or JOGI. This restriction should exclude members nominated as official representatives of member bodies or members of the Governing Council of ICOG.

4.2.3

Members holding an official position in FOGSI, ICOG or JOGI must resign from the said official position before contesting an election or applying for being selected for any official position in FOGSI, ICOG or JOGI.

4.2.4 (originally Election process (C) page - 24)

Candidates for Office bearer posts and for the post of representatives to FIGO, AOFOG and SAFOG should be nominated by at least five memberbodies and candidates for Chairpersons of FOGSI Committees should be nominated by at least three memberbodies for the nomination to be valid and accepted.

4.3

Eligibility: (originally 26 and 26 (i) to (v) page 17)

Eligibility for contesting for or holding positions in FOGSI

(President / Vice Presidents / Secretary General / Deputy Secretary General / Treasurer / Joint Treasurer and Representative to FIGO / AOFOG / SAFOG or any International organization, ICOG / Journal / Any equivalent post created from time to time).

4.3.1

For any position in FOGSI

Should have Postgraduate Qualifications : Diploma / Degree / Membership / Fellowship in Obstetrics and Gynaecology recognised by MCI / FOGSI / Government of India (GOI).

4.3.2

For Societies located outside India the criteria for international members will apply for the local memberbody elections. As per 1.6.3.b They are entitled to all the rights of Category A members without the right to hold any managing committee posts.

4.3.3

For post of President of FOGSI

Should have served a complete tenure as Vice President of FOGSI or Secretary General of FOGSI or Chairperson / Vice Chairperson of ICOG, Editor in Chief.

4.3.3

For post of Vice President of FOGSI

Should have served a complete tenure as Chairperson of a FOGSI Committee or Chairperson of ICOG, or Editor in Chief of JOGI and attended at least four Managing Committee meetings of FOGSI. In the event of no eligible candidate from a given zone the run-

ner up from the other zone with the highest number of votes will be elected as Vice President.

4.3.4

4.3.4.a

For positions in FOGSI other than President or Vice President.

Should have served for at least three years as an office bearer of a Memberbody or as an Office Bearer of FOGSI or as Chairperson of a FOGSI Committee or as an Office Bearer of ICOG or as an Editor of JOGI (Editor in Chief, Associate Editor, Joint Associate Editor, Assistant Editor, First and Second Joint Assistant Editor) Minimum experience of three years is essential.

4.3.4.b (originally election process (a), page 22)

Joint Treasurer's post will be filled by applicants from only members of Mumbai Obstetric and Gynaecological Society residing in Mumbai. The Secretary General, Deputy Secretary General, Treasurer and Joint Treasurer shall be at the office of the Federation.

4.3.4.c (originally election process (a), page 23)

Joint Secretary shall be at the place of the President and will be nominated by the President.

4.3.5

For the position of Representatives of FOGSI to FIGO, AOFOG and SAFOG

Should have served a complete tenure as President, Vice President or Secretary General of FOGSI or Chairman or Vice Chairman of ICOG, Past Editor in Chief.

4.3.6

For Committee Chairs:

4.3.6.a

Active member of FOGSI for last 10 years, Category A member, Experience as member of any Committee of FOGSI for at least 2 years (specify years) in the last 15 years certified by the Chairperson, Experience as Managing Committee Member of local society for one year certified by the society, Member of good standing and character.

4.3.6.b (originally 28 (a) page 28)

The Chairpersons of various committees will not be eligible to be a Chairman of any other committee after a maximum tenure of 3 years.

4.4

Tenure and Duties

4.4.1

President (Originally 25A, page 16 and Election Process (a), page 22.)

4.4.1.a

The President shall be elected at least one year ahead.

4.4.1.b

The President shall be the executive head of the Federation. At all General Body and Managing Committee Meetings of the Federation, he shall preside and control the business of the meeting. In the event of his absence or justifiable unwillingness to preside any one of the Vice Presidents shall be selected to preside by drawing lots.

4.4.1.c

The President shall preside over the All India Congress of Obstetrics and Gynaecology.

4.4.1.d

The President shall be the President of Indian College of Obstetricians and Gynaecologists and will preside over the meetings of the College, and in his absence any one of the Vice Presidents will be selected to preside by drawing lots.

4.4.1.e

The tenure of the post of President is one year only or till his successor is installed.

4.4.1.f

After the tenure is over, he will not contest for the post of President again in future, nor contest for any post of office bearers of FOGSI, Chairman of committee's of FOGSI and Chairman of ICOG, editorial post of JOGI in future. However, he will be entitled to contest for the post of Representative of FOGSI to FIGO, AOFOG, SAFOG and any other international organisations and member of any specific committee appointed by Managing Committee / General Body only.

4.4.1.g (originally election process (b), page 23)

For FIGO, AOFOG and SAFOG congresses and their activities in any particular year, the President in the office will be representative in the General Assembly and be one of the official delegates for such congress and General Assembly in consultation with the Managing Committee.

4.4.2

Vice-Presidents : (originally 25B page 17).

4.4.2.a

Vice-Presidents shall be elected at least one year ahead.

4.4.2.b

All Vice Presidents will be designated as Vice Presidents.

4.4.2.c

Vice President will be eligible only to contest for the post of President of FOGSI and all the other posts that the President of FOGSI is permitted to contest as per clause 5.4.1.f as well as office bearer of Journal Committee i.e. Editor in Chief, Associate Editor, Joint Associate Editor, Assistant Editor First and Second Joint Assistant Editor and Office Bearer of ICOG i.e. Hon. Secretary, Vice Chairman, Chairman.

4.4.3 Secretaries and Treasurers

4.4.3.a (originally Election Process (a) page 22 and 28 (a), page 28)

Secretary General, Deputy Secretary General, Treasurer and Joint Treasurer of the Federation shall have their tenure for three years. The Joint Treasurer will ascend to the post of Treasurer, the Treasurer to the post of Deputy Secretary General and Deputy Secretary General to / Secretary General.

4.4.3.b

They cannot hold same post for more than 3 years. All the above posts are renewable every year.

4.4.3.c

Secretary General: (originally Duties of the Secretaries, 40, page 32)

4.4.3.c.i

The Secretary General shall work under the supervision of the President and keep fair minutes and records of the proceedings of the Federation and of these the Secretary General shall be the custodian.

4.4.3.c.ii

The Secretary General will act in conformity with standing orders and Bye Laws of the Federation.

4.4.3.c.iv

The Secretary General will be responsible for the day to day administration of the Federation and the management of the Federation's office.

4.4.3.d.v (originally 43, page 34)

Legal Proceedings :

Suits or Legal Proceedings by or against the Federation may be instituted or taken in the name of the Secretary General of the Federation for the time being.

4.4.3.d

Deputy Secretary General (originally Duties of the Secretaries, 40, page 33)

4.4.3.d.i

In the absence of the Secretary General, the Deputy Secretary General shall look after the work of the Secretary General.

4.4.3.d.ii

The Deputy Secretary General may be delegated work from time to time by the President and /or Secretary General.

4.4.3.d.iii

The Deputy Secretary General will be responsible for the management of the Federation's website.

4.4.3.e

Joint Secretary (originally Duties of the Secretaries, 40, page 33)

4.4.3.e.i

In the absence of the Secretary General and the Deputy Secretary General, the Joint Secretary shall look after the work of the Secretary General.

4.4.3.e.ii

The Joint Secretary shall work under the supervision of the President and the Secretary General and will be responsible for assisting the implementation of the Federation's activities undertaken by the President during the year.

4.4.3.f

Treasurer (originally 41, page 33)

4.4.3.f.i

The Treasurer shall be elected from the place of the Registered Office of the Federation and shall perform such functions as the Managing Committee may from time to time determine.

4.4.3.f.ii

The Treasurer shall receive and make payments of all money and deposit them in banks and maintain an account of receipts and disbursements of the funds, prepare the balance sheet and statement of accounts and get them audited by the auditors appointed by the General Body, and present them to the Managing Committee and the General Body.

4.4.3.f.iii

The Treasurer will be responsible for the implementation of the Federation's Administrative Guidelines as approved by the Managing Committee and the General Body, from time to time.

4.4.3.g

Joint Treasurer (originally 41, page 33)

4.4.3.g.i

The Joint Treasurer shall be elected from the place of the Registered Office of the Federation in the absence of Treasurer, the Joint Treasurer shall look after the work of the Treasurer.

4.4.3.g.ii

The Joint Treasurer shall work under the supervision of the President, the Secretary General and the Treasurer and will be responsible for assisting in the management of accounts and the implementation of the administrative guidelines of FOGSI.

4.4.3.h

Funds of the Federation : (originally 39, page 32)

4.4.3.h.i

All subscriptions and other money of the Federation shall be paid to its credit in some nationalized bank named by the committee.

4.4.3.h.ii

All cheques shall be signed by the Treasurer/Joint Treasurer and countersigned by the President, Vice President or in absence of either of them by Secretary General for the time being.

4.4.3.h.iii

In the prolonged absence of Treasurer from the Head quarters, the President in consultation with the committee shall authorize any other office bearers for this purpose.

4.4.3.h.iv

A separate current / savings bank account shall be maintained with a Bank for the purpose of current expenditure which account may be operated upon by the Secretary General or such other person as may be authorized by the President in consultation with the Managing Committee and that in such accounts a credit balance in favour of the Federation may be maintained up to a minimum of Rs.3000/-.

4.4.4

Committee Chairman : (originally election process (h), page 28)

4.4.4.a

The committee will be headed by chairman.

4.4.4.b

Such elected chairmen shall have voting right in the managing committee of FOGSI.

4.4.4.c

The chairman of the various **committees** shall be elected by the Managing Committee of FOGSI by the election procedure similar to that of Joint Treasurer.

4.4.5

Representative to FIGO, AOFOG and SAFOG. (originally part of election process (b) page 23)

4.4.5.a

Every three years the election for the FOGSI Representative to FIGO will be held along with the Presidential and Vice Presidential election. (to coincide with FIGO Conference year)

4.4.5.b

The FOGSI Representative to AOFOG and SAFOG will be appointed on the similar lines as the FOGSI representative to FIGO. Such Representative should be elected by postal ballot every two years along with the election of President and Vice-Presidents of FOGSI.

4.4.5.c

The methodology of this election would be the same as for the Presidential election of our Federation and the result will be sent to the Secretary General of FIGO, AOFOG and SAFOG respectively.

4.4.5.d

The nominee elect will represent the Federation of Obstetric and Gynaecological Societies of India from the commencement of the next calendar year.

4.4.4.e

A copy of the Minutes / or report of the Managing Committee of FIGO or AOFOG or SAFOG will be submitted by the representative to the Managing Committee of FOGSI.

4.5

Vacancy (originally 28 B, page 28)

4.5.1

Any Vacancy in the office of the President prior to taking charge shall be filled by the President elect with posts being open for the President and President elect at the next election.

4.5.2

Any Vacancy in the office of the President after taking office will be filled by an election conducted by postal ballot amongst the members of the Managing Committee from the five Vice Presidents for the balance of the President's term. This being an incomplete tenure the said Vice President would be eligible to contest an election for this post in future.

4.5.3

Any Vacancy in the office of the ICOG Chairperson prior to take in office will be filled by the Chairperson elect with posts being open for the Chairperson and Chairperson elect at the next election.

5.5.4

Any Vacancy in the office of the Secretary General would be filled by the Deputy Secretary General, the post of Deputy Secretary General will be filled by the Treasurer and the Treasurer post will be filled by the Joint Treasurer for the balance of their tenure.

4.5.5

Any Vacancy in the office of the Secretary of ICOG will be filled at the time of the next election. In the interim the Vice Chairperson would be responsible for the Secretary's work.

4.5.6

Any Vacancy in the office of the Chairperson or Representative of FOGSI to international organizations will be filled by the Managing Committee on the recommendation of the President and Secretary General at its next meeting for the balance of the tenure.

4.5.7

Any vacancy in the office of any position in the editorial or administrative side, after assuming office the additional charge of the said post will be held by the immediate successor of that post till the next election/selection at AICOG. Thereafter all the successors will be promoted to one post higher and the lower most post falling vacant will be advertised and duly filled. All the promoted posts will be of the prescribed tenure of maximum three years.

Article 5 - Elections.

5.1

Nominations

5.1.1 (Originally Election Process (b), page 23)

During the first week of May, the Federation office shall call for one nomination for the Presidentship and five (with effect from 2011) nominations for Vice Presidentship from the memberbodies as Zonal Vice Presidents (Two from West Zone and one each from South, North and East Zone).

5.1.2 (Originally Election Process: (c), page 24 and 25.)

All the member societies to be sent printed form for the nomination/s for the post of President / Vice Presidents and / or any other post for which nominations are called for in a prepaid envelope bearing address of FOGSI office for return of the nomination/s to be made by the member societies.

5.1.3

The Member Society will be required to nominate name / names of member / members for the post of President / Vice Presidents and / or any other post for which nominations are called for on the prescribed form only and not otherwise and the same must be returned by the Member Society to FOGSI in the prescribed envelope provided by FOGSI and not otherwise. Any nomination received in other than the prescribed form and in prepaid envelope made available by the FOGSI, will be treated as invalid, null and void ab-initio.

5.1.4 (also originally from Election process (b) page 23)

Member societies should send in the original prescribed forms sent by FOGSI for the nomination/s in the prescribed envelope by Indian Postal Service only or by e email or any other electronic means prescribed, sent by the FOGSI office to reach on or before the due date i.e. 5.00 p.m. on May 31 or last working day of May as specified by the Federation office circular giving the date and time of closure.

5.1.5

Every nomination/s received back by FOGSI from its member Societies shall be opened by the office of FOGSI and the stamp shall be put on the envelope as well as nomination form indicating the date and time when the same was received.

5.1.6

The nomination form shall be entered into a bound book indicating the date on which the nomination is received, the serial number, and the name of the member society from whom such nomination is received and the signature of the designated authorities. All the nomination/s shall be kept in a separate file date wise.

5.1.7

After scrutinizing the nomination forms, the designated authorities shall make a list of the nomination/s which are valid / invalid.

5.1.8

After nominations are scrutinised a consent letter seeking the consent of the nominees to contest for elections if any or to accept the post for which they are nominated should be sent by the 5th of June. This letter can be sent by email or speed post or courier. If the consent of the nominees is not obtained by the 20th of June it will be presumed that the nominee has no desire to accept the nomination and is not allowed to contest those elections if any or accepting the post for which he has been nominated.

5.2

Election Process:

5.2.1 (originally part of election process (b) page 23)

Voting List

The FOGSI Office will entertain for the purpose of preparing the voting list for the election of President and Vice Presidents, names of the members of memberbodies as on March 31 of that year in the file of FOGSI. No additional list of members received in the FOGSI office after March 31 will be considered for preparing the list of voters.

5.2.2

Returning Officers (originally part of election process (b) page 23)

The Secretary General / Deputy Secretary General / Joint Secretary / Treasurer / Joint Treasurer shall be the returning officers of the election. They shall sign all voting papers.

5.2.3

Scrutinising officers (originally part of election process (b) page 23)

5.2.3.a

The scrutinising of the voting papers shall only be carried out by the scrutineers appointed by the Managing Committee of the Federation.

5.2.3.b (originally election process (d) 1 on page 25)

Managing committee will appoint Designated Election Authority.

5.2.4

Notwithstanding any other method mentioned for the conduct of elections and voting for any of the elections to be conducted in FOGSI for any post, voting by electronic means will be the preferred choice for conducting elections.

Ballot papers (originally part of election process (b) page 23)

5.2.4.a

By July 1 the Federation office shall forward to each active member of memberbodies, a voting paper signed by the Secretary General / Deputy Secretary General / Joint Secretary / Treasurer / Joint Treasurer by Registered Post / Speed Post Courier containing the names of persons who have been nominated and two envelopes, one envelope marked "Voting Paper Only" and the second envelope numbered and bar-coded business reply envelope.

5.2.4.b (originally part of election process (b) page 23)

Necessary instructions in the ballot paper regarding exercising their franchise for Vice Presidentship should be mentioned as follows:

5.2.4.b.i

Every voting member of FOGSI will have to vote for Five Vice Presidents, otherwise their vote will be invalid.

5.2.4.b.ii

Vice President's name on Zonal basis (two from West zone, one each from South, North and East Zone) should be mentioned in the Ballot paper. This amendment will be on effect from the 2011 election year.

5.2.4.c (originally election process (d) 2 to 11, page 25 and 26)

The Ballot papers and accompanying envelopes should be printed as per FOGSI norms. Each of the ballot papers shall bear a stamped signature / printed signature of the Designated Election Authority / returning officers along with stamp of FOGSI which shall be changed every year by the Designated Election Authority / returning officers.

5.2.4.d

Two envelopes, one brown envelope marked "Voting Paper Only", and the second light brown numbered and bar-coded business reply envelope are to be enclosed. Each of the envelopes shall bear an identical number as in the list of members finalized as on March 31, except the envelope marked voting paper only.

5.2.4.e

The ballot paper along with the two envelopes and a ½ (**half**) page standard structured Curriculum Vitae of the candidates contesting, containing the following :

(a) Passport size Photograph, Black and White, (b) Academic qualification of the Candidate, (c) Contribution to FOGSI, (d) Contribution to local Society, (e) If elected what type of service will be given to FOGSI, (f) Publication in FOGSI and various Journals, (g) Teaching experience (h) Prizes and Awards won at the University, National and International level, all being put into third envelope. The candidates are also free to send their appeal separately.

5.2.4.f

(Ballot papers) shall be posted by “Registered Post / Speed Post / Courier” through a post office authorized to accept / receiving bulk mail.

5.2.4.g

After posting of the envelopes, the FOGSI office should obtain a certificate about the total number of packet posted through such post office.

5.2.4.h

The member after exercising his voting right is to put the ballot paper in the brown envelope marked (voting paper only), which is to be closed and inserted in the light brown business prepaid envelope (numbered and bar coded).

5.2.4.i

The official prepaid envelope containing the ballot paper received back through post *or courier* shall be arranged date wise and shall be entered in a bound register, recording the serial number, the date on which the each envelope is received, the serial number printed on such envelope and the signature of the staff of FOGSI Office.

5.2.4.j

The office staff of FOGSI should check the bar coding to establish authenticity of the envelope and after it is being established that envelope so received back is genuine, to make a packet of 50/75/100 as is convenient. Any envelope found to be spurious is to be kept separate. All envelopes should be kept in a sealed container.

5.2.4.k

The prepaid envelopes received should be sealed on September 10 or last working day before September 10 at 5.00 p.m. under the supervision of the designated election authority and authorized Office Bearers of FOGSI.

5.2.4.l

The sealed trunks containing the received prepaid envelopes should be handed over to the designated election authority on the day of the meeting of the Managing Committee and Annual General Body Meeting of FOGSI for scrutiny, counting, submission and declaration of the result.

5.2.4.m

The designated election authority should inform the Managing Committee about the total number of voting papers printed, number of voting papers sent to members of the memberbodies, number of voting papers received back which are valid and which are not valid.

5.2.4.n

After all the counting of the voting papers is done, the designated election authority should sign the result of the elections and hand over the same to the President for the declaration of the result at the time of the Managing Committee Meeting / Annual General Body Meeting.

5.2.4.o

After counting all the ballot papers will be sealed and signed by the designated election authority. Sealed ballot papers will be kept in the custody of the Federation Office. After

one year of the election, these ballot papers will be destroyed, if not required for any legal purpose.

5.2.5

Regarding Election Dispute: (originally Election Procedure (e), page 27)

5.2.5.a

In the event of the contestant raising any issue relating to the election, the same shall be complained by the contestant to the President / Secretary General of FOGSI, who shall institute a Tribunal of three members from the Managing Committee within two months of receipt of such complaint.

5.2.5.b

The Tribunal shall investigate the complaint on the basis of the documentary evidence as produced before the Tribunal including Affidavits (if any), after an opportunity for hearing to the Complainant / contestant in person (and not to any authorised representative, constituted Attorney, advocate, Chartered Accountant etc) and submit its report within 3 months to President / Secretary General of FOGSI.

5.2.5.c

The President shall table the report of the Tribunal before the next meeting of the Managing Committee for consideration and further action in the matter.

Article 6 - AICOG and other Conferences

6.1 - Place

All India Congress of Obstetrics and Gynaecology (A.I.C.O.G.): (originally 10, page 10)

The AICOG can be held in India only.

6.2

Zones

For purpose of holding All India Congress the country shall be divided into 4 Zones

6.2.1

East Zone States

Assam, Bihar, Jharkhand, Manipur, Meghalaya, Mizoram, Nagaland, Odisha, Sikkim, Tripura, West Bengal

6.2.2

North Zone States

Delhi, Haryana, Jammu and Kashmir, Punjab, Uttaranchal, Uttar Pradesh

6.2.3

South Zone States

Karnataka, Kerala, Pondicherry, Tamil Nadu, Telangana (Andhra Pradesh)

6.2.4

West Zone States

Chhatishgarh, Goa, Gujarat, Madhya Pradesh, Maharashtra, Rajasthan

6.2.5

In case in future any new state is formed, it will be put in the appropriate zone.

6.2.6

The All India Congress of Obstetrics and Gynaecology should be held in rotation in West zone, East zone, South zone and North zone of India, in regular order, after due written invitation with the West zone receiving one extra turn in the rotation. (North Zone, West Zone, East Zone, South Zone, West Zone and so on).

6.2.7

In case no invitation is received from any of the member-bodies of the zone for the respective year for hosting the congress, then the choice of venue will be given to the next zone in order of sequence as mentioned above.

6.2.8

After the choice is made for the particular year, then the choice of venue for subsequent year will be made according to the above mentioned procedure laid down.

6.3

Conference Protocol : The President and the Secretary General of FOGSI are the final authority pertaining to any matter of the AICOG. The Scientific Program and Guest Speakers should be confirmed and endorsed by the President and the Secretary General of FOGSI.

6.4

Delegate Fee (originally 11, page 10)

6.4.1

The Registration fee of the Congress and delegate fee of the Congress will be synonymous.

6.4.2

The delegates fee shall be recommended by the Managing Committee and confirmed by the General Body from time to time. Late and spot registration charges will be determined from time to time by the Managing Committee.

6.5

Revenue Share from Conferences:

6.5.1

A host Society organising the All India Congress of Obstetrics and Gynaecology or any official conference of the Federation shall contribute to the Federation, 20% of the total delegate fee received from the Congress and this contribution should be paid within three months of holding the Congress.

6.5.2

A host Society organising the Yuva FOGSI conference of the Federation shall contribute to the Federation 10% of the total delegate fee received from the Congress and this contribution should be paid within three months of holding the Congress.

6.5.3

In addition to the above, the host Society organising any conference on behalf of the Federation shall pay 30% of the net profit to the Federation as share of the Federation within one year of holding the Congress along with the statement of Account certified by a recognised Chartered Accountant.

Article 7

The Journal Committee: (part of 27 (a), page 19)

7.1

The Journal Committee shall comprise of the following:

Editor in chief, Associate Editor, Joint Associate Editor, Assistant Editor, Joint Assistant Editors (two), Secretary and Manager, Assistant Secretary, Joint Assistant Secretary, Sixteen members representing the memberbodies (Corresponding National Editors) to be elected or selected (every three years), Past Editors, Ex- Officio : President, Secretary General, Deputy Secretary General, Joint Secretary, Treasurer and Joint Treasurer of the Federation.

7.2

Day to Day working of the Editorial Board at the place of FOGSI Office.

7.2.1.a

Editorial Side : Comprising of Editor in Chief, Associate Editor, Joint Associate Editor, Assistant Editor, First Joint Assistant Editor and Second Joint Assistant Editor will be selected from amongst the FOGSI membership (Category A) residing in India. Preference will be given to those who have worked in our Journal Committee, subject to fulfilling the requirements of the post.

7.2.1.b

Preference will be given to those who have worked on administrative side by their seniority, subject to fulfilling the requirements of the post.

7.2.2

Administrative Side : Comprising of Secretary and Manager, Assistant Secretary and Joint Assistant Secretary. Joint Assistant Secretary will be selected from amongst Mumbai Obstetric and Gynaecological Society members residing in Mumbai.

7.3

Editorial Side:

7.3.1

Criteria for selection on Editorial side for the post of Second Joint Assistant Editor

7.3.1.a

Teaching experience of minimum five years for undergraduate for MBBS and / or Postgraduates for M.D. or equivalent qualification.

7.3.1.b

Teaching experience in recognized Medical College and / or teaching hospital affiliated to University.

7.3.1.c

Should have held the post of full time or Hon. Assistant Professor/ Associate Professor / Reader / Associate Professor in recognized Medical College and teaching hospital affiliated to University / Equivalent Board.

7.3.1.d

Should have published minimum ten publications in our Journal.

7.3.1.e

Should have worked as National Corresponding Editor for three terms of three years each or complete tenure as Secretary Manager, subject to fulfilling the requirements of the post.

(The Editors will interview the candidates. The appointed candidates will be on probation for one year and after satisfactory work will be confirmed further on)

7.3.2

Duration of Tenure:

The appointments for each post will be made for a total period of three years only. For becoming an Editor in Chief, the person must have held the post of Associate Editor, for becoming an Associate Editor, the person must have held the post of Joint Associate Editor and for becoming the Joint Associate Editor the person must have held the position of Assistant Editor, for becoming the Assistant Editor the person must have held the position of Joint Assistant Editor, for becoming the First Joint Assistant Editor the person must have held the position of Second Joint Assistant Editor.

7.4

Administrative Side:

7.4.1

Criteria for selection on Administrative side for the Junior most post of Joint Assistant Secretary :

Teaching experience of minimum three years to Undergraduate for MBBS and / or Post-graduates.

Teaching experience in recognized Medical College and Teaching Hospital affiliated to University.

Should have published minimum three publications in a peer reviewed Journal.

(The Editors will interview the candidates. The appointed candidates will be on probation for one year and after satisfactory work will be confirmed further on)

7.4.2

Duration of Tenure:

The appointments for each post will be made for a total period of three years only. For becoming the Secretary and Manager the person must have held the post of Assistant Secretary and for becoming the Assistant Secretary, the person must have held the post of Joint Assistant Secretary.

During the tenure of any post on the Administrative side, if the person is found negligent and irresponsible in work, such person's post will be terminated forthwith on recommendation of the Editor in Chief to the Managing Committee.

7.5

International Advisory Board:

Editorial board will appoint international advisory board and decide the total number and their tenure from time to time. However, they will not be entitled for any correspondence regarding Journal committee nor will they have any voting right.

7.6

Members Representing Memberbodies on Journal Committee (Corresponding National Editors)

7.6.1

The number of members representing memberbodies will be sixteen for three years each. One member can hold the post for maximum of three post of three years each.

7.6.2

Criteria for selection of members representing the memberbodies : should have teaching experience of minimum five years to undergraduates / postgraduates and should have published minimum five publications in our Journal and/or International peer reviewed Journals.

7.6.3

The appointments will be made for a total period of three years only. The NCE can be reappointed to maximum of 3 terms, each term of 3 years only.

During the tenure of such appointments as member of the Journal Committee, if the person is found negligent and irresponsible in work, such person's membership will be terminated forthwith on recommendation of the Editor in Chief to the Managing Committee.

7.7 Appointments:

7.7.1

The appointment for office bearers on editorial side, administrative side and for corresponding national editors will be made from January each year. They will be reappointed every year for a total period of three years.

7.7.2

Appointment of the Journal committee shall be held at the General Body Meeting at the time of AICOG on recommendation of the Managing Committee.

7.8 Journal Committee Meetings

7.8.1

The Journal Committee will be held three times in a year along with MCM.

7.8.2

The quorum for the Journal Committee Meeting will be as follows: 20% of the members for Journal committee or minimum six members of the Journal committee should be present to start the Meeting. Meeting will be adjourned for 15 minutes for lack of quorum. It will be reconvened thereafter irrespective of the quorum

Article 8 - Indian College Of Obstetricians Gynaecologists, Memorandum of Association and Rules & Regulations (2011)

8.1 (originally 1, page 35)

The College:

The Indian College of Obstetricians & Gynaecologists (Referred to as the “College” here after) was established on December 21, 1984 as the Academic Wing of FOGSI at Durgapur on the occasion of the 28th All India Obstetric and Gynaecological Conference.

8.2 (originally 2, page 35)

Aims & Objectives:

8.2.1

The aims and objectives of establishing the College are to promote education, training, research and spread of knowledge in the field of Obstetrics, Gynaecology, Reproductive Health, Family Welfare and related areas.

8.2.2

The College will be actively involved in National Family Welfare Programs and will advice Fellows to actively associate and co-operate with Central and State Government Health authorities and corporate bodies in implementing all national programmes of Family Planning including training of paramedicals and health personnel.

8.3

Fellows

8.3.1.a

Founder Fellows : (originally 3, page 35)

The “College” has One hundred and sixty nine Founder Fellows.

Founder Fellows - (closed) **(originally 4 (3), page 30)**

8.3.1.b

Millennium Fellows (originally 4 (4), page 36)

Joined in 2000/2001 (closed).

8.3.2

Eligibility to Fellowship: (originally 4, page 35)

8.3.2.a

The qualifications recognized to apply for Fellowship are MD, MS, Master of Obstetrics, DNB, MRCOG, FRCS, Fellowship Diploma from the American College of Obstetricians & Gynaecologists or The Australian and New Zealand College of Obstetricians & Gynaecology and Fellowship of the College of Physicians and Surgeons of Bombay or any other such qualification approved by the FOGSI and Medical Council of India and other colleges as decided from time to time.

8.3.2.b (originally 5, page 36)

Members holding membership of college continuously for seven years will be eligible to apply for elevation to Fellowship.

8.3.2.c (originally 4 (6) i to v, page 36)

Holding of MD / DGO or equivalent qualification for ten years.

8.3.2.d

Membership of FOGSI for five years.

8.3.2.e

Publication of three papers in any reputed Journal / Newsletter / FOGSI Focus etc in the last ten years or 100 ICOG Credit Points over three years.

8.3.2.f

Attendance of two FOGSI sponsored Congresses in the last ten years.

8.3.2.g

Presentation of at least two papers at FOGSI / FIGO / AOFOG / National / State Level Congresses as 1st author in the last ten years.

8.3.3 (originally 1, page 35)

Fellowship / Membership will continue as long as the individual continues FOGSI Membership through member body.

8.3.4

Honorary Fellowship (originally 2, page 36)

8.3.4.a

Honorary Fellowship will be conferred on individuals medical or otherwise who have made exceptional contribution to Women's Health and FOGSI.

8.3.4.b

Not more than two Fellowships will be awarded in one year.

8.3.4.c

The total number of Honorary Fellows should not exceed 2% of the total number of Fellows of the College at any time.

8.3.4.d

The Honorary Fellowship is not open to FOGSI members.

8.4

Membership Eligibility: (originally 5, page 36)

8.4.1

Category "A" member of FOGSI(Holding of MD / DNB / DGO or equivalent qualification) Membership of FOGSI at present.

8.4.2

Publication of three scientific papers/chapters in the Journal of Obstetrics & Gynaecological of India / FOGSI Publications / National Journal / text books or 100 ICOG Credit Points.

8.4.3

Attendance of atleast two FOGSI/FIGO/AOFOG Conferences.

8.4.4

Presentation of at least two papers as author at two FOGSI / FIGO / AOFOG / National or State Level Conferences.

8.5

Examination:

The College in due course of time shall establish examinations for awarding Membership of the College with suitable requirements to be fulfilled by the candidates desirous of appearing for such examinations.

8.6

Governing Council: (originally also 12 (i), page 38)

8.6.1 (originally 7, page 37)

The Governing Council shall comprise of FOGSI Office Bearers, ICOG Office Bearers (Chairman, Vice Chairman and Secretary), Chairman Elect, **Chairman Elect Designate** Vice Chairman Elect and twenty five Elected members.

8.6.2 (originally 7, page 37)

In addition, all the Past Presidents of FOGSI and Past Chairpersons of ICOG will be the members of the Governing Council. All are eligible to vote.

8.6.3 (originally 7, page 37)

The Governing Council shall have twenty five members elected every two years by the Members and Fellows of ICOG.

8.6.4 (originally 7, page 37)

The Elected members shall continue to function till such time that the new council is elected and their successors appointed by the Indian College of Obstetricians & Gynaecologists.

8.6.5 (originally 7, page 37)

Only Fellows of ICOG can be Office Bearers or Elected members of the Governing Council of ICOG.

8.6.6

Duration of the Governing Council: (originally 9, page 38)

The Governing Council shall function for a period of two years or until such time that the next Governing Council is duly elected.

8.6.7

Vacancies in the Governing Council: (originally 10, page 38)

Any vacancy in the Governing Council may be filled by the Governing Council by co-optation, if that item is included in the agenda of the meeting. Such co-opted member shall serve on the Council until the new council is duly elected and his/her successor appointed.

8.6.8

Quorum: (originally 11, page 38)

The quorum for the meeting of Governing Council shall be eleven. The meeting of the Council shall discuss only the agenda circulated by the office. No other item shall be discussed of which due notice is not given to all the members of the Council.

8.6.9

In the event of the elected members and office bearers of the Governing Council being absent for three consecutive meetings, they may receive a letter/email to their last known address either physical or email, instructing them of the lapse and the fact that if they do not attend the next meeting (the fourth one they will be absent for), their name will be deleted from the Governing council and they will be ineligible to stand for election to any elected post in FOGSI and ICOG for the next two years.

8.7

Office Bearers: (originally 8, page 37)

8.7.1.a

The members and Fellows of ICOG shall elect the following office bearers from its Fellows: Vice Chairman, Secretary.

8.7.1.b (originally 12 (v), page 39)

ICOG Being academic wing of FOGSI, the office bearers of the ICOG must have ten years teaching experience.

8.7.1.c

The Vice Chairman will ascend to the post of Chairman elect designate and then Chairman Elect and Chairman with no election. (January 2019, 2020, 2021 only)

8.7.1.d

The secretary will ascend to the post of Vice Chairman elect with no election at the end of her / his tenure.

8.7.1.e

Each post will have to be ratified by the Governing Council.

8.7.1.f

The Vice Chairman (elect) post will be opened for election during the second year of the secretaries' tenure (applicable after 2020).

8.7.1.g

The post of chairman elect designate will only be open for these three years.
This amendment will be applicable from election year 2019.

8.7.2

Persons so elected as Office Bearers of ICOG shall hold their respective office as Chairman, Vice-Chairman and Secretary until their successors are appointed.

8.7.3

Duration of Tenure : (originally 8, page 37)

8.7.3.a

The tenure of Chairman and Vice Chairman shall be one year and that of Secretary for two years and cannot hold the same post again.

8.7.3.b

The Vice Chairman will be elected one year in advance / ahead of holding the post and will be designated as Vice Chairman elect and will be a member of the Governing Council.

8.7.3.c

They (Chairman Elect and Vice Chairman Elect) will take office of the Chairman and Vice Chairman at the Convocation of AICOG from 2013 onwards. The Chairman and Vice Chairman taking office in April 2012 will have a tenure upto January 2013. The secretary taking office in 2017, will have a tenure upto 2020. Similarly the Vice chairman will have a tenure of two years January 2021 - January 2023

8.7.4 (originally 12 (ii), page 38)

Past Presidents of FOGSI cannot contest for ICOG office bearers elections.

8.8

Election: (originally 12, page 38)

8.8.1

Conduct of Election (originally 12, page 38)

The President of FOGSI, Chairman of ICOG, Secretary of ICOG and Secretary General of FOGSI shall conduct the election of the Governing Council members, Chairman elect, Vice Chairman elect and Secretary of ICOG by postal ballot. (refer 6.2.4)

8.8.2

Election Procedure: (originally 12 (iv), page 39)

All the posts of Governing Council members, Chairman, Vice Chairman, Secretary and Members will be elected by the members, Fellows of the ICOG and Office Bearers of FOGSI (including non-members and non fellows) by postal ballot. (refer 5.2.4)

8.8.3 (originally 12 (vi), page 39)

Dates for Election:

June - Nominations for election.

July - Ballot papers sent out to all members /fellows/past presidents/past chairman

Aug.- Return Receipt of Ballot papers.

September - Result announced.

January/February - Conference. Chairman and Vice Chairman will take office at the inauguration of AICOG from 2013.

The previous Office Bearers continue to function till the new Office Bearers take over.

8.8.4

Election Ballot: (originally 12 (vii), page 39)

Election ballot in blue colour

8.9

Certificates and Medallions: (originally 13, page 39)

The College shall award suitable certificates and medallions to the Fellows and Members at a suitably arranged Convocation.

8.10**Fees: (originally 14, page 39)**

The College shall from time to time fix the various fees to be paid by its Fellows, Members.

8.11**The General Body : (originally 15, page 39)**

The General Body of the College shall consist of its Fellows and members and office bearers of FOGSI. General Body shall meet at least once a year preferably at the time of the AICOG.

8.12**International Academic Activities: (originally 16, page 40)**

The College shall endeavour to establish rapport with such other National and International Organisations and Institutions that are involved in training, teaching and conducting research programmes in the field of Mother and Child care, Obstetrics, Gynaecology, Reproductive Health and Family Welfare.

8.13**Fund: (originally 17, page 40)**

The College can receive donations for a specific purpose as per the aims and objectives of the College from any donor in India or abroad.