

INDIAN MEDICAL ASSOCIATION
Rajasthan State Branch
H.Q., BIKANER.

RULES

Names:

1. The name of this Association, which is a State Branch of the Indian Association, a Society registered under the Societies Registration Act XXI of 1860, and having its Headquarters at New Delhi shall be "Indian Medical Association, Rajasthan State Branch", under the jurisdiction of Indian Medical Association H.Q. New Delhi.
2. It is formed under the Rules of the Indian Medical Association and shall function as a State branch as per constitution of the IMA, and the Rules and Bye-laws of the IMA shall apply in any matter not covered by Rules and Bye-Laws of this Branch as contained here in.
3. It shall abide by the decisions and policies of the IMA as laid from time to time.

Offices:

4. The registered office of the Branch shall be ordinarily located at the place of the Hony. Secretary of the Branch or such other place as may be approved by the General Body.

Jurisdiction:

5. The branch shall have jurisdiction over the area as defined by the Working Committee of IMA.
6. It shall function under the jurisdiction of ^{IMA} as laid down IMA H.Q.

Objects:

7. The object of the branch are:-
 - i) To promote and advance medical and allied sciences in all their different branches and to promote the improvement of public health and medical education in India;
 - ii) To maintain, the honour and dignity and to uphold the interests of the medical profession and to promote co-operation amongst the members thereof.
 - iii) To work for the abolition of compartmentalism in medical education, medical services and registration in the country and thus to achieve equality amongst all members of the profession.
 - iv) To promote social welfare activities.

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Methods:

8. For the attainment and furtherance of these objects, the Branch shall follow the methods as laid down by I.M.A. Headquarters and shall abide by it and support the policies and activities of I.M.A.

Association Year:

9. The Association Year shall be from 1st October of one year to the 30th September of the following year as in IMA Rules. However, the State Branch shall be free to prepare accounts as required by Income Tax Act or any statutory requirement, for different period.

Composition of the State Branch:

10. The State Branch shall consist of local Branches of the IMA which are in the area of jurisdiction of the State Branch and whose names are duly approved by Hony. General Secretary of IMA Headquarters on the prescribed form as laid down.
11. The Branch shall maintain a register of all its members which shall correspond with the register maintained at the IMA Headquarter.
12. All additions, deletion and transfer of members shall be intimated to IMA Headquarters.
13. The branch on formation shall function as per Constitution and adopt the 'Model Rules and Bye-laws' with any modification/amendment thereof and sent the same to IMA Headquarters for rectification by the Working Committee of IMA. Till such time, the constitution or amendments of Rules/Bye-laws of the Branch are rectified by the Working Committee of IMA, the Model Rules shall be operative.

MEMBERSHIP:

Eligibility:

14. The members of the Branch shall be enrolled as per eligibility clause viz. Rule 12 of IMA constitution.

Enrolment of Members:

15. All prospective and eligible members of the profession shall apply on a prescribed Membership Application Form to the Hony. General Secretary, IMA Headquarters, who shall approve and accept the membership and intimate the same to all concerned offices of IMA. All such Application Forms shall be accompanied by Headquarters Fund Contribution (H.F.C.) as laid down from time to time, in such a manner as prescribed by Rule 16 of IMA Rules.

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Classification of Members:

Intern Members:

16. All Interns, otherwise eligible and as per IMA Rules and Bye-laws having temporary registration with Medical Council of India or various State Medical Councils under the Indian Medical Council Act, shall be enrolled as Intern Members during their period of internship only.

Life Members:

17. Life Members shall be enrolled in a similar manner on completion of all formalities and on payment of a lump sum in lieu of yearly subscription and remittance of H.F.C. as provided in IMA Rules and Bye-laws from time to time. They shall be on the rolls of the Branch where they reside/practise/are employed.
18. Life Members shall enjoy all rights and privileges of the Local and State Branch without any subscription except payment of such charges that may be levied by the Branch for any special activity.

Associate Members:

19. Members of another Branch can be elected as Associate Members of the Branch. They shall not fill in another Membership form but shall apply to the Branch and pay its subscription only but they would not be entitled to vote and/or hold any office in the Branch.

Attached Members of I.M.A.:

20. The medical personnel of Armed Forces of India who are Attached Members of IMA Headquarters as per Rules of IMA., shall be attached to the Branch where they happen to reside. They shall have all privileges of membership except that of voting and/or holding any office in the Branch. While they will not pay any H.F.C., they shall be required to pay any charges fixed by the Branch for Day-to-day activity and for any special activity.

Direct Member :- Membership can be given a Doctor where no IMA branch is existing.

H.F.C.:

22. The branch shall pay the H.F.C. as fixed by the IMA Headquarters, through the State Branch.
23. The locals will also send an up-to-date list of members (Addressograph) on its register of membership as on 30th September, so as to reach IMA Headquarters through the State Branch concerned by the 31st October. All additions and deletion shall also be reported to IMA, Headquarters

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from time to time during the year and H.F.C. shall be payable by the Branch on it. In case no corrections are received, the list as on 30th September of last year shall be taken as valid for making payment of H.F.C.

24. The Branch shall maintain lists of members on its register of membership as under:-

a. Intern Members. b. Single Members. c. Couple Members.
d. Life Members. e. Associate Members;

this will be maintained at Branch level only, for which no extra H.F.C. will be required to be sent.

(While remitting H.F.C., the Branch shall give statement of H.F.C. based on the above categories of membership.)

Termination of Memberships:

25. The Rules and Bye-laws of IMA shall be applicable in all cases for termination of membership.

Suspension of Memberships:

26. The Rules and Bye-laws of the IMA shall be applicable in all cases for suspension of membership.

Note: It may be noted that membership is that of IMA and it is the Working Committee of the IMA only which is the authority to suspend/terminate membership and privileges of membership as per the Rules and Bye-laws of IMA. The Branch has no such authority and shall submit its recommendation in the manner as provided in the Rules and Bye-laws of IMA.

Management:-

27. The State Branch shall govern its affair through as Executive Committee/Management Committee comprising of the following, in such manner as it decides within the frame work of these Rules and Bye-laws.

28. Elected Office-Bearers and Members:

i) President	- One	ii) Vice President	- Three
iii) Hony. Secretary	- One	iv) Joint Secretary	- Two
v) Treasurer	- One	vi) Committee Members-	Elevan

29. Ex- Officio Members:

i) Imm. Past President of 4 years;
ii) Imm. Past Hony. Secretary for 2 year;
iii) Members of State Working Committee.

Invited Members:

30. President may invite a few members for particular meeting or activity of the State Branch and shall be vest as Invited members.

Executive Committee;

31. The Executive Committee shall act on behalf of the State Branch and shall be vested with the power of general management. It shall meet regularly at periodic intervals.
32. It shall appoint Committee and Sub-Committee for various activities and functions and shall express views on behalf of the State Branch when asked for by the IMA Headquarters.
33. It shall oversee the financial management of the State Branch and authorise payments and/or disbursement of funds as provided in these Rules and for such other activities as decided by the State Branch from time to time.
34. The Executive Committee shall frame Bye-laws, lay down procedures for day-to-day functioning of the State Branch conduct election and exercise all other powers as may be conducive to the State Branch within the frame work of these Rules and perform any other function specially entrusted to it by the General Body of the members.

Election of Office-Bearers and Executive Committee;

35. Office Bearers and Members of the Executive Committee shall be elected for two year in such manner as provided in these Rules and Bye-laws and as per schedule decided by the Executive Committee, through a process of calling for nominations by a fixed date, scrutiny of nominations and thereafter giving time to valid nominees to withdraw nominations if they like and later fixing a date for election. The whole process shall be completed by 30th September.
36. Bye-laws for Elections:
 - i) All the elected posts of the Executive Committee will be filled by election through secret ballot.
 - ii) Election process will be completed before the end of September.
 - iii) Hony. State Secretary of the Branch will be the Returning Officer unless he is also contesting for any of the posts of the Executive. In such a situation the President will nominate a senior member of the profession as Returning Officer. Returning Officer may co-opt 2 persons (both noncontestants) to help him/her in the process of elections.
 - iv) Hony. State Secretary will issue a notification in the first week of Sept. calling for nominations for elected posts giving one week's time for filling the nomination

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papers. This notification will also give details of time and place for casting of votes.

- v) Nomination forms will be circulated with the election notification.
- vi) One member can file any number of nominations but can contest for only one post. In case after withdrawal time, if more than one nomination is there, all the nominations will be cancelled.
- vii) Nomination paper must be signed by the contestant and it should be proposed signatures and names should be present on the nomination paper.
- viii) Nomination paper must be duly verified by Branch Secretary & President by the Branch to the Returning Officer by the stipulated time and date.
- ix) Every nomination paper must be accompanied by a receipt of nonrefundable deposit of Rs. 500/-. This amount is to be deposited with Treasurer/Secretary and a receipt obtained to be attached with the nomination form. One nomination paper will be for one particular post. If the person wished to file nomination for more than one post, separate nomination paper each with nonrefundable deposit Rs.500/- is to be filed. All members must clear there dues/arears if any, before filing nomination and/or voting.
- x) Nominations will be scrutinised by the returning officer.
- xi) Withdrawl - 15 days time will be given for withdrawl of names. Withdrawl must be done in writing by the Contestant At the end of withdrawl time, one person will contest for only one post.
- xii) Casting of Votes & Ballot paper will be preprepared by the returning officer. These will be sent to the member. Voting will be by postal.Ballot.
- xiii) Counting of Votes: Counting of votes will be done at the State H.Q. Contestant or his/her nominated representative will be present during the process of counting of Votes.
- xiv) Result:- Result will be declared by the Returning Officer immediately, after counting the Votes.
- xv) The decision of the Returning Officer will be final.

Duties of Office - Bearers:

37. The duties and functions of Office-Bearers of the Branch shall be as under:-

- 1) Presidents:- He shall preside over all meetings and shall be ex-officio member of all committees. He shall control

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and guide the affairs of the Branch and shall interpret these Rules and Bye-laws and his decision in all matter shall be final. He shall have a casting vote in case of equality of voting on any account.

- ii) Vice- Presidents: The President shall be assisted by the Vice-President, and shall act on his behalf in his absence.
- iii) Hony. Secretary: He shall be responsible for the day-to-day administration of the Branch under the guidance of the President and/or of the Executive Committee. He shall issue notices of all meetings and maintain records of all business transacted at meetings of the General Body, Executive Committee and other Committee. He shall keep membership record and all documents of the Branch. He shall carry out all correspondence on behalf of the Branch and comply with the exxential requirements in relation to the State Branch and/ or IMA Headquarters. He shall act as Returning Officer for the Branch elections. He shall pass all expenditures and bills and operate Bank Account along with one Treasurer of Joint Secretary.
- iv) Joint Secretary: He shall assist the Hony. Secretary in duties allotted to him by the Hony. Secretary/Branch Executive Committee.
- v) Hony. Treasurer: He shall maintain the accounts of the Branch, operate bank account jointly with the Hony. Secretary and in absence of Hony. Secretary the Joing Secretary, invest or disburse funds as approved by Executive Committee through the Hony. Secretary as per budget allotment and help raise finance for the Branch including collection of subscription etc. He shall prepare quarterly/half yearly statement of accounts get them audited as per decision of the Executive Committee.

Meetings of the Branch:

38. The following meetings shall be held:-

- i) Annual General Meetings: The Annual General Meeting of members of the Branch shall be held every year before 31st December, to receive Annual Report, Annual Accounts, approved next year's budget, elect representatives of the Branch to various IMA bodies viz. Central Council, State Council and other bodies and to consider constitutional amendments and any resolution moved by the Executive Committee or Members provided such resolution have been submitted at least four weeks in advance of the meeting.

- ii) **General Body Meetings:** AS per requirement, the Hony. Secretary shall call General Body Meeting for specific purposes and Executive committee in consultation with President or as decided by Executive Committee. Such meeting shall be also called to elect office-bearers of Headquarters.
 - iii) **Extra-ordinary General Meedints:** It shall be called by Hony. Secretary in consultation with the President and/ or as decided by the Executive Committee to consider specific agends. No other items shall be considered in this meeting.
 - iv) **Requisition Meetings:** It shall be called by the Hony. Secretary in consultation with the President/Executive Committee on requisition from, (25 % of members) within a fortnight of the receipt of requisition to consider the specific * items of agends as demanded by the requisitionists. No other matter will be transacted at this meeting.
 - v) **Scientific/Academic and Social Meeting :** These meetings may be called by the Hony. Secretary as expedient.
39. The Executive Committee shall fix the venue of the meetings and precribe the quorum for respective meetings.

Bye-Laws:

- 40. All Bye-laws operative to the Rules shall be framed by the Executive Committee and shall be in operation thereafter till alterations are effected.

Rules:

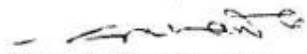
- 41. Amendments to these Rules shall be made at the Annual General Meeting of the Branch provided a due notice of the same is given by the members of Executive Committee. Such amendments as approved shall come into force only after being ratified by the Working Committee of IMA.


Privileges of Memberships

- 42. On being enrolled and membership being approved by IMA Headquarters, the members shall be entitle d to all privileges of membership of the Association as provided in the Rules of IMA. These privileges shall include-
 - 1) Receiving a copy of the journal of the Association and other publications of the Association either free or at such a rates as fixed by the Association from time to time;

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- ii) Attending and taking part in discussion at all general and clinical meetings organised by the IMA Headquarters or State Branch, or which he is a member.
- iii) Attending the Medical Conference organized by IMA Headquarters or by State Branch.
- iv) Enjoying such other privileges that may hereafter be conferred by the Association under specific conditions e.g. joining IMA Study Tours, IMA Benevolent fund or other Membership Services/Benefits Schemes etc.


Dr. G.S. Chawla
President


Dr. S. N. Harsh
Hony. State Secretary

(Rajasthan State Branch)