



INDIAN PSYCHIATRIC SOCIETY KARNATAKA CHAPTER

No. 521, B-4, Godhavari Block,
National Games Village, Koramangala, Bangalore – 560034.
Bangaluru

PART I:	MEMORANDUM OF ASSOCIATION
ARTICLE-1	
ARTICLE- I	
Name	
1.	The name of the Society shall be "Indian Psychiatric Society - Karnataka Chapter", Hereinafter called the "Society" and its activities shall extend to the whole of Karnataka State.
ARTICLE- II	<i>Aims Objectives and Methods</i>
2.	To promote positive mental health by educating public in matters of mental health.
3.	To take up activities with regard to prevention, control, treatment and relief of all psychiatric disorders and disabilities
4.	To formulate and advise on the standards of education and training for medical and auxiliary personnel in psychiatry; and to recommend adequate teaching facilities for the purpose
5.	To promote research in the field of psychiatry and mental health.
6.	To co-operate with professional and other bodies in the advancement of medical and other sciences.
7.	To propagate the principles of psychiatry and current developments in psychiatric thought.
8.	To advise the State Government, the State Mental Health Authority and other State Bodies on various aspects of psychiatry and mental health including legislative and administrative aspects.
9.	To purchase or acquire on lease or otherwise of any movable or immovable property necessary or convenient for the purpose of the Society only after the approval of the General Body.
10.	To sell, improve, manage, develop, transfer or dispose of any such property of the Society only after the approval of the General Body.
11.	To collect, manage and disburse funds for all or any of the objectives of the Society.
12.	To do all such things and matters as are incidental or conducive to the attainment of above objectives or any of them which are subsidiary to the said objectives.
ARTICLE- III	<i>Funds & Correspondence</i>
13.	The Income of the Society by whatever means shall be utilized for the objectives of the Society and shall not be distributed among its members or any others
14.	The Honorary Secretary is authorized to correspond with the Registrar of Societies, Bangalore, Bengaluru, Karnataka.
PART II:	RULES & REGULATIONS
ARTICLE- I	<i>Definition</i>
1. a)	"Society" shall mean the Indian Psychiatric Society - Karnataka Chapter, hereinafter called IPS-KC
b)	"EC." Shall mean the Executive Committee of the Indian Psychiatric Society- Karnataka Chapter.
c)	"Member" shall be an inclusive term embracing Life Fellow, Ordinary Member, Life Associate Member, Student Member and Honorary Life Fellow elected by the EC of IPS-KC. Wherever the article "he" has been mentioned, it shall also include "she".

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d)	"Journal" shall mean the Journal of Psychiatry Spectrum.
e)	" News letter" shall mean the IPSKC-News Letter.
ARTICLE- II	Constitution
2.	The Society shall consist of members whose names are on the Membership Register of the Society maintained by the Honorary Secretary of the Society. The minimum number of members will be one hundred.
ARTICLE- III	Office
3.	The office of the Society shall be at No.521, B-4, Godhawari Block, National Games Village, Koramangala, Bengaluru – 560 034. Alternatively, the office may be located at the place of work of the Honorary Secretary. The offices of the Treasurer and Editor may also be located alternatively at their respective places of work.
ARTICLE- IV	Classification of Members
4.	There shall be five classes of membership.
a)	Life Fellow: Registered Medical Practitioners under Schedule I or II or Part II of Schedule III of the Indian Medical Council Act 1956 and its amendments 1964, 1993, 2001 & Indian Medical Council Act (Amendment) Act, 2019 having a postgraduate qualification in Psychiatry and residing in Karnataka State for at least one year. He should have a valid membership of both Indian Psychiatric Society (IPS) and Indian Psychiatric Society, South Zonal Branch (IPSSZB).
b)	Ordinary Member: Registered Medical Practitioners under Schedule I or II or Part II of Schedule III of the Indian Medical Council Act 1956 and its amendments 1964, 1993, 2001 & Indian Medical Council Act (Amendment) Act, 2019 having a postgraduate qualification in Psychiatry and residing in Karnataka State for at least three months. He should have a valid membership of both Indian Psychiatric Society (IPS) and Indian Psychiatric Society, South Zonal Branch (IPSSZB).
c)	Life Associate Member: Professionals in allied fields of Medical, Social Sciences, Psychology, Education or Legal specialization who are interested in the aims and objectives of the Society and residing in the State of Karnataka for at least one year and with a valid membership of Indian Psychiatric Society (IPS) at the time of applying for membership are eligible under this category and Indian Psychiatric Society, South Zonal Branch (IPSSZB).
d)	Student Member: Registered Medical graduates under Schedule I or II or Part II of Schedule III of the Indian Medical Council Act 1956 and its amendments 1964, 1993, 2001 & Indian Medical Council Act (Amendment) Act, who are pursuing a diploma / degree / membership course of postgraduate studies in psychiatry in the state of Karnataka and have been residing in Karnataka for at least three months and with a valid membership of Indian Psychiatric Society (IPS) and South Zonal Branch (IPSSZB) at the time of applying for membership are eligible under this category.
e)	Honorary Life Fellow: Distinguished persons who have made valuable contribution towards promotion of mental health and will strive to help the Society in the pursuit of its aims and objectives are eligible to be chosen as Honorary Life Fellows. They may or may not be residents of Karnataka.
ARTICLE- V	Election of Members
5.	Any person who desires to become a member under Article IV 4 a, b, c & d shall make an application in the prescribed form to the Honorary Treasurer along with application fee. This application shall be proposed by a Life Fellow and seconded by another Life Fellow of the Society.

6.	The application made to the Honorary Treasurer, if found complete will be forwarded to the Honorary Secretary. The Honorary Secretary will place it for consideration and election at the next meeting of the Executive Committee. If elected, the President shall endorse the election upon the form.
7.	The Honorary Secretary shall intimate the concerned member of his election within two weeks of the election. The membership of the person in the appropriate category becomes valid from the date of approval of E.C.
8.	Honorary Life Fellows are elected upon a proposal by a Life Fellow, duly seconded by another Life Fellow which is then taken up for consideration by the Executive Committee at its next meeting. The Honorary Secretary shall intimate the Honorary Life Fellow within two weeks of his election.
ARTICLE- VI <i>Termination of Membership</i>	
9.	A person shall cease to be a member of the Society if his name is removed from the Register. The name of the person shall be removed from the Register by the Executive Committee—
a.	On his death.
b.	On his resignation. The resignation of any member from the Society shall be in writing addressed to the President or the Honorary Secretary and shall be accepted by the Executive Committee provided he has paid up all his dues to the Society.
c.	If his subscriptions draw arrears for two years and he has not paid in spite of a final notice regarding his dues from the Honorary Secretary or Honorary Treasurer.
10.	The membership of any member may be terminated for other reasons which the Executive Committee may deem sufficient by votes of not less than two-thirds of the members thereof at a special meeting called for this purpose or at the Annual General Body Meeting. The member concerned shall have a right to explain his conduct and the Honorary Secretary shall acquaint all the members of the Executive committee with his explanation. He shall have the right to appeal to the General Body, if he so desires, but in this case he must inform the Honorary Secretary of his desire to do so within a month of the receipt of the decision of the Executive Committee.
11.	If a member whose name had been removed previously under Article-VI, Sec 9 (c) seeks election without disclosing this fact and is elected erroneously as a new member; his election will be considered null and void unless he pays the arrears due from him under the rules.
ARTICLE- VII <i>Reinstatement of members</i>	
12.	In all cases of termination of membership except as under Article VI, Section 10, the member may get himself re-instated by the Executive Committee. In cases under Section 9 (b) after paying the admission fees again. In cases under Section 9 (c) after paying the admission fee along with two years' subscriptions in lieu of arrears.
13.	Reinstatement of the member can be considered upon a due application made by the concerned member to the President. The power of reinstatement shall rest with the Executive Committee and will be valid only if 3/4 of member's present approve the same. The Honorary Secretary shall intimate the reinstatement to the member concerned.
ARTICLE- VIII <i>Privileges of the Members</i>	
14.	All members have the right to—
a.	Attend the Annual and Extraordinary General Body meetings; participate in the

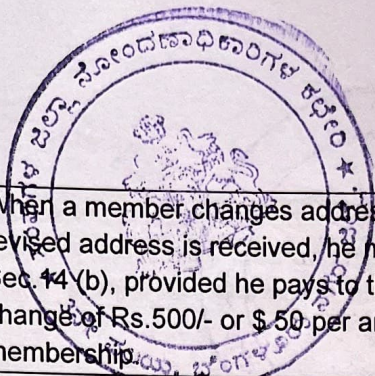
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	discussion on all issues.
b.	Receive all notices of Society activities, newsletters / journals, brought out by the editor; annual reports of the Secretary, the Editor and the Treasurer, the last including the annual statement of accounts, provided, he resides within the Indian Union.
c.	Attend all the programs of the Society including scientific meetings, lectures, demonstrations and social gatherings. If any fee is being levied for a program, the right shall become operational upon payment of the fee.
d.	To organize activities which are in consonance with the aims and objectives of the Society. This shall be done after seeking permission of the Executive Committee. If there is a constraint of time permission may be sought from the President.
e.	To enjoy such other privileges of membership as may from time to time be conferred on members by Rules and Byelaws of the Society.
15.	Voting right on any issue as well as contesting for any post in the Executive Committee and proposing amendments to the rules and byelaws, is the prerogative of only the Life Fellows of the Society.
ARTICLE- IX	<i>Responsibilities of the Members</i>
16.	A member whose name has been entered in the Register is obliged to accept the Rules and Bye-laws of the Society and follow them. No one shall be absolved on the plea that he has not received a copy of the Rules and Bye-Laws of the Society.
ARTICLE- X	<i>Year of the Society</i>
17.	The year of the Society for financial purposes shall be 1 st April to 31 st March of the next calendar year, and for any other purpose, the period between two consecutive Annual General Body Meetings shall be considered as "one year".
ARTICLE- XI	<i>The Journal of the Society</i>
18 a.	The Society shall publish a journal to be named as Journal of Psychiatry Spectrum, which shall be managed by the Hon. Editor / Editor in chief and the Journal Governing Committee. This committee shall be nominated by the executive committee in consultation with the Hon. Editor. The journal governing committee shall hold office for a period of two years. The editor shall maintain all relevant records and accounts pertaining to his office. The editor is authorized to choose the International, National, State advisor and reviewers. The editor is also authorized to form editorial board comprising deputy, associate, assistant and trainee editors.
18 b.	The Hon. Editor / Editor in chief is authorized to constitute separate editorial committee for the IPSKC News letter. The news letter editorial committee must work under the guidance of Hon. Editor / Editor in chief.
ARTICLE- XII	<i>Amendment to Memorandum Rules and Bye-Laws</i>
19.a	Amendment to the Memorandum, Rules and Bye-Laws of the Society may be made at the Annual General Meeting or at an Extra-Ordinary General Meeting. Such a proposal shall be made at least 45 days prior to the date of the Meeting. The voting shall be confined to all the eligible members of the Society and any amendment to be carried shall have at least two thirds majority of voters attending the meeting.
19.b	Resolution for amendment shall be very precise and may be proposed by any member of the Society who shall inform the Honorary Secretary of his desire to do so and send him a copy of the resolution for consideration by the E.C. The resolution shall be sent to the Honorary Secretary not less than 45 days before the Annual General Body Meeting and he shall circulate it among the members of the Society and submit it to the Annual General Meeting with comments of the EC, if any.
19.c	No amendment to the Memorandum of Association, Bye laws & Rules & Regulations

	shall be made, which may prove to be repugnant to the provision of Sec.2(15), 11,12 & 80G of Income Tax Act as amended from time to time. Further, no amendment shall also be carried out without prior approval of the Director of Income Tax (Exemption).															
ARTICLE- XIII	Tribunal															
20.	There shall be a Tribunal consisting of three members who shall be past Presidents of the Society. They shall be nominated by the Executive Committee at its first meeting. The tenure of the Tribunal shall be for one three year and the senior most member in terms of his office as President, shall be its Chairperson.															
21.	The Tribunal shall have inherent power to adjudicate all matters brought to it: a) by the Annual General Body b) by the Extra-Ordinary General Body, or c) by the President of the Society															
22.	The Tribunal shall have inherent power to pass any interim order or to take a decision it may deem fit and proper. Its decision shall be binding on all parties. No appeal shall lie against the decision of the Tribunal in any Court of Law.															
23.	The Tribunal shall give opportunity to all the parties involved in a dispute and shall give its verdict within a period of sixty days.															
24.	Decisions of the Tribunal or Executive Committee should be brought to the notice of the General Body.															
ARTICLE- XIV	Asset after Dissolution															
25.	If the Society for any reason disbands or fails to function, then an Extra-Ordinary General Body Meeting shall be called and it will authorize the Executive Committee to pay off the liabilities, if any, from the assets. The remaining assets, if any, shall under no circumstances be distributed among the members of the Executive Committee/Members of the Society, but the same shall be transferred to another society, association or institution whose objects are similar to those of this Society.															
ARTICLE- XV	Repeal															
26.	Memorandum of Association, Rules and Regulations, including Bye-Laws published before 2022 inclusive of its amendments are hereby repealed, provided the repeal shall not affect anything already done under the said Rules and Regulations.															
PART III	BYE LAWS															
ARTICLE- I	Bye Laws															
1.	The Executive Committee shall have the power to frame bye laws and place them before the Annual General Body of the Society for ratification.															
ARTICLE- II	Subscription															
2. a	The application fee shall be: (All the below mentioned fees is inclusive of application fee, registration fee and GST charges.) <table><tr><th>SI No</th><th>Category</th><th>Annual Life member fee</th></tr><tr><td>A</td><td>Life Fellow</td><td>Rs. 1205.00</td></tr><tr><td>B</td><td>Ordinary Member</td><td>Rs. 205.00</td></tr><tr><td>C</td><td>Life Associate Member</td><td>Rs. 625.00</td></tr><tr><td>D</td><td>Student Member</td><td>Rs. 145.00</td></tr></table>	SI No	Category	Annual Life member fee	A	Life Fellow	Rs. 1205.00	B	Ordinary Member	Rs. 205.00	C	Life Associate Member	Rs. 625.00	D	Student Member	Rs. 145.00
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A	Life Fellow	Rs. 1205.00														
B	Ordinary Member	Rs. 205.00														
C	Life Associate Member	Rs. 625.00														
D	Student Member	Rs. 145.00														
2. b	The Life fee is payable at the time of applying for membership. The annual fee is payable on or before 30 th July. The applicant can be granted only the category of membership he holds at IPS and IPSSZB.															

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2. c	When a member changes address and moves out of the state / country and if his revised address is received, he may receive the items listed in Part II, Art. VIII, Sec. 14 (b), provided he pays to the Honorary Treasurer, an additional service charge of Rs.500/- or \$ 50 per annum, irrespective of the category of the membership.
ARTICLE- III	Management & Office Bearers of the Society
3.	The general management of the Society shall be vested with the Executive Committee.
4.	The Executive Committee shall be composed of the following:
a	Office - Bearers: i) The President ii) The Vice President iii) The Honorary Secretary iv) The Honorary Treasurer v) The Honorary Editor vi) The immediate past President vii) The immediate past Honorary Secretary viii) The Honorary Joint Secretary ix) IPSKC Representative to IPSSZB.
b.	Elected Members: Six Life Fellows of the Society elected by the General Body of the Society at its Annual General Body Meeting.
c.	Co-Option to the Executive Committee: The Executive Committee shall have the power to co-opt up to two members from among the Life Fellows of the Society. Such co-option can be done by approval of at least three fourths of the full E.C. duly constituted. These members will not have voting powers.
d.	Strength of the Executive Committee: The total strength of the E. C. shall in no event exceed seventeen.
e.	Geographic representation: At least six districts of the State of Karnataka shall at any time be represented in the EC.
f.	Two among the fifteen elected members of the E.C. shall represent Karnataka State Branch in the Executive Council of the I.P.S., South Zone. This shall ordinarily be the Honorary Secretary and IPSKC Representative to IPSSZB.
ARTICLE- IV	Term of Office of the Executive Committee
5.	The term of Office of the E.C. elected by the Annual General Body shall be approximately one calendar year, i.e. from the Annual General Meeting in which it assumes office to the next Annual General Meeting except for the Hon. Secretary, Hon. Treasurer, Hon. Editor & South Zone representative where the term is for two years.
ARTICLE- V	Eligibility, Duties and Functions of Office Bearers / EC Members
6.	President
a.	The Vice-President will assume this office at the Annual General Body Meeting. He shall hold office for one year and shall not be eligible for re-election.
b.	He shall chair the Annual General Body, Extraordinary General Body and Executive

	Committee meetings and when appointed of any other Committee.
c.	He shall have the prerogative of chairing all the programmes of the Society or, of inviting any suitable individual to chair such programmes.
d.	He shall regulate proceedings of the Society in all its meetings and conferences, interpret rules and regulations and also decide doubtful points at issue.
e.	In any issue involving voting, he shall have the prerogative of exercising a privilege (casting) vote, in addition to his own ordinary vote.
f.	He shall preserve order and decide on all points of order at or in connection with the general body or executive committee meetings. There shall be no discussion on any point of order and the decision of the President shall be final.
g.	He shall be consulted on all important matters concerning the affairs of the Society.
7.	Vice president cum President Elect
a.	A Life Fellow who has held the position of Honorary Secretary or Honorary Treasurer or Honorary Editor for at least one full term or has served as an Executive Committee Member by election for any two years shall be eligible for nomination to this office.
b.	He shall succeed to the office of the President upon completion of his one year term as Vice-President cum president elect.
c.	He shall conduct and chair all meetings in the absence of the President and on all such occasions shall have all the powers of the President.
8.	The Honorary Secretary
a.	A Life Fellow who has served as an Executive Committee Member by election for one full term of one year shall be eligible for this office.
b.	He shall hold office for a period of two years and shall be eligible for re-election for only one further term of two years.
c.	Shall ordinarily conduct all correspondence of the Society.
d.	Shall be responsible for the maintenance of the Membership Register, the minutes of all meetings (including E.C. Meetings), programmes of the Society, and of intimating all the members of all programmes.
e.	Shall be an ex-officio member of all committees of the Society
f.	Shall present the Annual Report of the Society as also the Minutes of the previous General Body Meeting at the Annual General Body Meeting.
g.	When laying down office, he shall hand over the properties, books, pen drives, CDs etc., to the newly elected Honorary Secretary within two weeks after the election.
9.	The Honorary Treasurer.
a.	A . Life Fellow who has served as an Executive Committee Member by election for one full term of one year shall be eligible for this office.
b.	Shall hold office for two years and shall be eligible for re-election for only one further term of two years.
c.	Shall be responsible for all the monetary transactions of the Society, including the receipt of subscriptions, donations, proceeds from programmes of the Society and payment of amounts as approved by the E.C.
d.	Shall maintain the accounts and present quarterly reports to the E.C; prepare and present an audited Annual Statement of Accounts to the Annual General Body.
e.	Shall open an account of the Society in a nationalized bank after seeking the approval of the E.C. at its first meeting. This account shall be used for receipts and

	payments for all the activities of the Society and the signatories shall be the Honorary Treasurer along with one of the following i) the President or ii) the Honorary Secretary.
f.	When laying down office shall hand over the properties, books, cash on hand, all documents related to all bank accounts, etc. to the newly elected Honorary Treasurer within two weeks after the election.
10.	Honorary Editor/EDITOR In CHIEF.
a.	A Life Fellow who has served as an Executive Committee Member by election for one full term of one year shall be eligible for this office.
b.	This office shall be held for two years and he shall be eligible for re-election for only one further term of two years.
c.	Shall constitute an editorial board from among Life Fellows of the Society which shall include at least one other member of the E.C. and one earlier Honorary Editor. (To be deleted and shall in no event exceed a total of five members)
d.	Shall be responsible for publication of the periodical (Newsletter/Journal) of the Society, which shall be brought out at least once in two months. The journal is called " Journal of Psychiatry Spectrum". He works as the Editor in chief of the Journal. The journal shall be managed by the Hon. Editor / Editor in chief and the Journal Governing Committee. This committee shall be nominated by the executive committee in consultation with the Hon. Editor. The journal governing committee shall hold office for a period of two years. The editor shall maintain all relevant records and accounts pertaining to his office. The editor is authorized to choose the International, National, State advisor and reviewers. The editor is also authorized to form editorial board comprising deputy, associate, assistant and trainee editors. The editor in chief should bring out a minimum of 4 issues of Newsletter and at least 2 issues of the Journal in a calendar year.
e.	The Hon. Editor / Editor in chief is authorized to constitute separate editorial committee for the IPSKC News letter. The news letter editorial committee must work under the guidance of Hon. Editor / Editor in chief.
f.	Shall bring to the notice of the E.C. any financial matter, advertising policy, etc., for its approval.
g.	All receipts and payments, in relation to the publications of the Society shall be made by the Honorary Treasurer on obtaining approval by the E.C.
h.	Shall present the Editor's Report at the Annual General Body Meeting of the Society.
11.	Joint Secretary
a.	A Life Fellow who has served as an Executive Committee Member by election for one full term of one year shall be eligible for this office.
b.	He shall hold office for a period of one years and shall be eligible for re-election for Any other posts in the office for which he is eligible.
c.	Assists the Honorary Secretary in all the works of the office.
d.	He shall conduct all the defined activities in the absence of the Honorary Secretary and on all such occasions shall have all the powers of the Honorary Secretary.
12.	IPSKC Representative to IPSSZB
a.	A Life Fellow who has held the position of Honorary Secretary or Honorary Treasurer or Honorary Editor for at least one full term or has served as an Executive Committee Member by election for any two years shall be eligible for nomination to this office.

b.	This office shall be held for two years and he shall not be eligible for re-election for the same post. However shall be eligible for re-election for any other posts in the office for which he is eligible.
c.	Shall represent the state in the EC of south zonal branch of IPS along with the Honorary Secretary and shall work as a link worker between state and zonal office.
13.	Executive Committee Members
a.	A Life Fellow of the Society is eligible to become an Executive Committee Member for a full term of one year.
b.	All E.C. Members should strive to ensure that the Society remains active in the pursuit of its aims and objectives.
c.	They must ensure their attendance at all E.C. Meetings and also at all the Society's programmes.
d.	All proposed programmes whether professional, educational or social shall have to be approved by the E.C.
ARTICLE- VI	Meetings of the Executive Committee
14. a	The Executive Committee shall meet a minimum of six times in the course of its tenure of one year. However, the E.C., may choose to meet more (but not less) often, if it is deemed necessary. Decisions in this regard must have the President's approval.
14.b	The Honorary Secretary shall dispatch the notice of the meeting either in digital or print format specifying date, time, venue to all E.C. members at least two weeks in advance. The notice shall include an agenda arrived at in consultation with the President, and shall be accompanied by the minutes of the previous E.C. Meeting.
14.c	The E.C. shall always begin with the reading of the minutes of the preceding meeting by the Honorary Secretary which shall be approved by the E.C. after making changes, if necessary.
14.d	The President shall chair all E.C. Meetings; in his absence the Vice-President shall chair the meeting. In the absence of both of them, the immediate past President shall chair the meeting. If all the three are absent, the E.C. Members present shall choose by consensus one among them to chair the meeting.
14.e	The quorum for the E.C. Meeting shall be minimum of four seven members.
14.f	All members of the E.C. shall make it convenient to attend all E.C. Meetings. In exceptional circumstances, absence shall be intimated to the President at least three one days in advance of the meeting.
14.g	Only E.C. Members shall be present at the E.C. Meetings except when a due proposal is made to invite an additional person for a specific purpose. Such proposals can be made only by an EC member and must be approved by the President.
ARTICLE- VII	Termination of Office
15	The tenure of any E.C. Member shall be terminated:
15.a	If he is absent for three consecutive meetings. This must be preceded by a reminder to the member by the Honorary Secretary after the second consecutive absence either by print or digital mode.
15.b	If the demeanor of a member is deemed unsuitable to the work and the image of the Society. This censure motion must be supported by at least three-fourths of the members present. This should be duly intimated to the member and he shall be

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	given an opportunity to explain the demeanor.
15.c	If the President is to be censured, it can be done, only with the unanimous support of the rest of the E.C. members at an E.C. Meeting to be chaired by the Vice President / President Elect.
ARTICLE- VIII	Resignations & Casual Vacancies
16.a	In normal circumstances, an office-bearer shall give three one months notice of his desire to resign in writing to the President.
16.b	Resignation shall be considered at the subsequent E.C. Meeting, and if accepted, the E.C. shall nominate a Life Fellow (fulfilling the criteria for the said post) for the remaining part of the tenure of office.
ARTICLE- IX	Election of Office - Bearers and Executive Committee Members
17.a	The Life Fellows of the Society shall meet at the Annual General Body Meeting and elect the following: a) Vice – President cum President Elect b) Honorary Secretary c) Honorary Treasurer d) Honorary Editor e) Honorary Joint Secretary f) IPSKC Representative to IPSSZB g) Six Executive Committee Members.
17.b	The Honorary Secretary shall be the Election Officer and the President shall be the Returning Officer. If, for any reason, the President is unable to serve as Returning Officer, the Vice President shall be the Returning Officer. If both the President and Vice-President are unable to serve as Returning Officers, the E.C. shall appoint a Returning Officer. If the Honorary Secretary intends to seek an office in the next year, the immediate past President shall be the Election Officer.
18	Nominations
18.a	The Election Officer shall circulate a nomination form for the election to all Life Fellows, not less than sixty days before the election date and not more than seventy five days before the election date. The nomination form shall be dispatched by the Honorary Secretary or be included in an issue of the official periodical of the Society.
18.b	The nomination form shall include all the eligibility criteria, place for nomination by a Life Fellow, place for seconding the proposal by a Life Fellow, declaration of acceptance of the nomination as also affirmation of eligibility by the candidate.
18.c	The duly completed nomination form in an envelope super scribed "Nomination" must be sent by Regd. Post/personal delivery so as to reach the Election Officer on or before the last date indicated on the nomination form. An acknowledgment must be obtained from the Election Officer for receipt of the nomination.
18.d	The Returning Officer and the Election Officer shall jointly scrutinize all nominations for their validity and this process shall be completed thirty days before the date of election.
18.e	The valid nominations shall be announced by the Election Officer, first to the E.C. and then to all Life Fellows either by post or through the official periodical of the Society.
19	Withdrawal of Nomination
	A candidate shall have the right to withdraw his nomination up to fifteen days prior to the date of elections. Such withdrawal must be in writing addressed to the Returning Officer
20	Election Process

20.a	After withdrawal of nominations, if any, the Returning Officer shall hold the elections during the Annual General Body meeting.
20.b	In the event of any post being filled without a contest he shall declare the results of the same.
20.c	The ballot paper for the contested posts shall be furnished by the Election Officer with an endorsement by the President. The ballot paper shall include the name of all eligible candidates against designated posts. These shall be completed by Life Fellows present by circling the name of the candidate of their choice.
20.d	Counting of the secret ballot shall take place upon completion of the election by the Election Officer and the completed results shall immediately be announced by the Returning Officer.
ARTICLE- X	The Annual General Body Meeting
21.a	The Annual General Body Meeting shall be held during the Annual Conference of the Society during the last week of August or the first week of September.
21.b	Notice and Agenda for the General Body Meeting shall be sent to all members either in print or digital format by the Honorary Secretary at least twenty one days prior to the meeting. This shall specify the day, date, time and venue of the Meeting.
21.c	A member may on giving fifteen days notice, submit any resolution to the General Body Meeting. The resolution shall be first considered by the Executive Committee after which the Honorary Secretary shall place the resolution before the General Body Meeting for their consideration, with the comments of the E.C. if any.
21.d	The business to be transacted at the Annual General Body Meeting shall be taken up in the following order: i) Condolence resolution, if any. ii) Confirmation of the minutes of the preceding Annual General Body Meeting iii) Reading and adoption of the Honorary Secretary's Report. iv) Reading and adoption of the Honorary Treasurer's Report, and the audited statement of accounts. v) Reading and adoption of the Honorary Editor's Report. vi) Reading and adoption of the Organizing Secretary's Report and audited Statement of Accounts of the preceding Annual Conference of Indian Psychiatric Society – Karnataka State Branch vii) Election of Office- Bearers and Executive Committee Members. viii) Resolutions, duly circulated, if any. ix) Invitation for next Annual Conference of IPS-KC x) Any other business with the permission of the Chair. xi) Remarks by Incoming Office-Bearers.
21.e	The quorum for the General Body Meeting shall be 25% of the total membership as per the Membership Register. If quorum is not present, the meeting shall be reconvened after thirty minutes and within twenty-four hours. There is no quorum for the reconvened meeting.
21.f	The proceedings of the General Body Meeting shall be recorded by the Honorary Secretary. A copy (soft or hard) of these minutes including the report of the Honorary Secretary and the list of the newly elected Executive Committee shall be sent to the following within fifteen days. i) Honorary Secretary, Indian Psychiatric Society.

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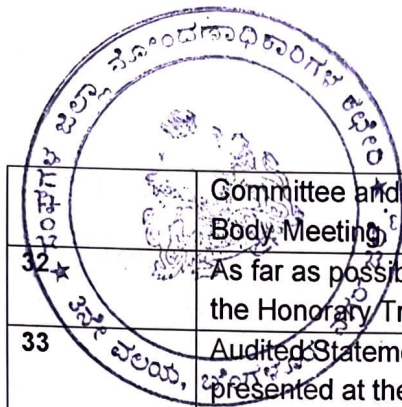


- ii) Honorary Secretary, Indian Psychiatric Society, South Zone.
- iii) Honorary Editor, Indian Journal of Psychiatry.
- iv) Honorary Editor, Indian Journal of Psychological Medicine.
- v) Honorary Editor, Journal of Psychiatry Spectrum.
- vi) Honorary Editor, IPSKC News Letter.

21.g	The meeting should start early in the evening and time of about three hours given so that all issues can be properly discussed.
ARTICLE- XI	The Extra Ordinary General Body Meeting
22.a	The Extra-ordinary General Body Meeting may be called at any time of the year on the requisition of a minimum of seven members of the Executive Committee or 20% of the total membership.
22.b	Twenty days notice either in print or digital format with the agenda for the meeting shall be given to all members.
22.c	Nothing other than the listed agenda shall be discussed at the meeting.
22.d	Quorum shall be 15% of the membership. If quorum is not present the meeting shall be adjourned and reconvened after thirty minutes and within twenty-four hours. There is no quorum for the reconvened meeting.
ARTICLE- XII	Activities of the Society
23	All members of the Executive Committee shall endeavour to conduct the following activities which are mandatory. They shall seek support from the membership, other professional bodies, institutions, interested individuals to carry out these and other activities in keeping with the Society's aims and objectives.
24	Mandatory Programmes The IPS (KC) EC shall conduct the mandatory activities as defined in the Annexure 1 in their tenure of one year. The office can take up more activities which are in line of aims and objectives of the society.
25	Guidelines for Mandatory Programmes The members of the Executive Committee are empowered to lay down guidelines for conducting all programmes. The wishes of the donor/s for the Programme may be borne in mind when formulating the guidelines or when modifying the guidelines. The E.C. shall ensure that the aims and objectives of the Society shall not be compromised when formulating/modifying these guidelines.
26	Other Activities
26.a	The Society shall hold at least three scientific sessions for its members which shall comprise of lectures/seminars / symposia or workshops in the course of one year.
26.b	At least two programmes to further public awareness of mental health issues shall be held during the year.
26.c	One social programme comprising of a mental health issue having general appeal shall be held every year where members shall be encouraged to participate with their families.
26.d	Two sport activities for the members of the society
27	Additional Activities
27.a	Any member can place a proposal to hold an activity to the Executive Committee. This may be held exclusively by the Society or in liaison with any other Body or Organization. The member shall address the proposal to the Honorary Secretary detailing the structure of the Programme, estimated expense, assistance required

	and other relevant aspects.
27.b	The proposal will be discussed by the E.C. at its next meeting and, if approved, the member shall be informed and asked to co-ordinate the proposed activity. He shall keep the E.C. informed of the progress and on completing the activity shall submit a report to the E.C.
27.c	In exceptional circumstances, the President in consultation with the Vice-President and Honorary Secretary may allow a programme to be held without the procedure in Section-27 (b) mentioned above.
ARTICLE- XIII	Funds of the Society
28	Income
	The funds or income of the Society shall be derived from the following sources: - Subscription from members - Donations - Sponsorship of events - Surplus from the collection of the Annual / Midterm / CME / Conference / Events of any nature. - Share of Karnataka State of the surplus from Zonal / National Conferences of Indian Psychiatric Society or its associated branches when held in Karnataka State. - Advertisement in the Journal / Newsletter / any other Publication of the Society. - Proceeds from the sale of periodicals or books and such other property as may be acquired from time to time. - Interest on Savings Bank and Fixed Deposit Accounts. - Contribution from Government or Local Bodies. - Contribution from overseas donors / Institutions
29	Expenditure
	- The funds of the Society shall only be invested in the modes specified under the provisions of Sec.13 (1) (d) read with Sec.11 (5) of Income Tax Act, as amended from time to time. - The Honorary Treasurer after obtaining approval of the Executive Committee shall, out of the funds of the Society, defray all expenses necessary for carrying out the activities of the Society. - Any expense of Rs. 25000/- or more for any single activity must have the approval of the General Body or an Extra-ordinary General Body. - Subject to approval by the Annual General Body, the Society may allocate from time to time the surplus money lies for the purpose of a corpus fund to be used for acquisition of property necessary for the conduct of the activities of the Society.
30	Financial Year
	The financial year of the Society shall be from 1 st April to 31 st March of the subsequent year. All accounts should be closed on 31 st March of every year and the audited Statement of Accounts to be presented during the Annual General Body Meeting.
ARTICLE- XIV	Audit and Accounts
31	The Honorary Treasurer shall be responsible for arranging the audit of the Society's accounts by a registered auditor. He shall place this before the Executive

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	Committee and after obtaining its approval; submit the same at the Annual General Body Meeting.
32	As far as possible payment shall be made by cheques which shall be signed by the Honorary Treasurer and the President or Honorary Secretary.
33	Audited Statement of accounts of the previous Annual Conference should be presented at the Annual General Body Meeting. Share of the surplus amount accumulated in the hands of the Organizing Committee of IPS-Karnataka Chapter: 50% of this surplus shall be credited to IPS-Karnataka Chapter when the conference is held by the Department of Psychiatry of an Institution or by any forum /society of psychiatrists. In any other case, including an individual Life fellow hosting the conference the entire surplus will be credited to IPS Karnataka Chapter.
34	The Honorary Treasurer ensures that the organizing committee of any event shall sign the IPSKC financial protocol well in advance.
35	The accounts maintained by the Society shall be regularly audited by duly appointed Chartered Accountants as on 31 st of March every year.
ARTICLE- XV Annual Conference	
36	The KANCIPS CME of the Indian Psychiatric Society (Karnataka Chapter) shall be organized every year or as the Annual General Body may decide, under the auspices of the Society at a suitable place and time to be decided at the Annual General Body Meeting of the Society. KANCIPS shall usually be held before the 31 st day of August / 30 th day of September.
37	The Hon Secretary of IPS(KC) shall be responsible for: a) Communicating with the members desirous of inviting the Annual Conference at different places in Karnataka. He shall plan for two oncoming annual conferences. He shall ensure intimation of these concurrences two weeks before the date of the AGB meeting. All such invitations shall be placed for consideration, discussion and choice before the Annual General Body Meeting. b) Fixing the dates of Annual Conferences shall be in consultation with the Organizing Committee. c) Making alternative arrangements in case the Organizing Committee fails to provide firm details for the Conference by the 1st of March or fails to organize the Conference under exceptional circumstances.
38	The local branches, department of Psychiatry, a group of Life Fellows, or any individual shall have the privilege of inviting the Conference.
39	The President of IPS (KC) for the year shall be the President of the Conference.
40	The Honorary Treasurer ensures that the organizing committee of the KANCIPS shall sign the IPSKC financial protocol well in advance and abide to that.
41 Organizing Committees	
41.a	The local branches, department of Psychiatry, a group of Life Fellows, or any individual inviting the Conference shall form the Organizing Committee of the Conference.
41.b	Office bearers of the Organizing Committee shall be chosen by the members of the Organizing Committee and shall consist of a Chairman, an Organizing Secretary, a Treasurer and others as required.
41.c	The Hon Secretary or one of the Executive Committee members chosen by the IPS (KC) shall be a member of the Organizing Committee.
41.d	The laid-down protocol and guidelines governing the Prizes / Awards / Orations / all ceremonies of IPS (KC) shall be adhered to in the conduct of the Conference. Any



	modifications done to these should have the prior approval of the Executive Committee of IPS(KC).
41.e	The Organizing Committee shall determine the registration fee In consultation with the IPS (KC).
41.f	The Conference shall be open to the following with prior registration (i) all members of the Organizing Committee (ii) all members of the Society (iii) any other person invited / authorized by the Organizing Committee /EC of the Society
41.g	The Organizing Committee may raise funds for the Conference through registration fees, grants, donations, advertisements etc.
41.h	The expenses of the Conference shall be wholly borne by the Organizing Committee and the IPS (KC) shall not be responsible for any loss on account of holding the conference. The IPS (KC) shall render every possible assistance to the Organizing Committee of the Conference.
41.i	All members except Chairman, Organizing Secretary of the Organizing Committee; the President, Hon Secretary of IPS (KC), shall pay the registration fee for attending the conference. Members above the age of 65 years need not pay registration fees before the second cut-off date; after this date, these members shall pay 50% of the spot registration fee.
41.j	If the prevailing circumstances demand, the KANCIPS may be held either in the digital only or hybrid mode. This decision will rest with the Organizing Committee and the Executive Committee of IPS (KC)
41.k	The Conference financial protocol and Protocol for the conduct of the conference (KANCIPS) shall be signed by the chairman, secretary, treasurer of the Organizing Committee at least six months before the conference date. Similarly, the organizing committee (CME) shall sign the financial protocol at least two months before the date of CME.
41.l	Wherever possible, the various activities of the KANCIPS shall be "paperless". Use of plastic shall be strictly avoided.
42	Funds of the Conference / CME
42.a	The Organizing Committee shall open a bank account as Indian Psychiatric Society Karnataka Chapter "KANCIPS 20_ Conference / CME_" in a nationalized bank not later than 15 th of March. The Chairman, Organizing Secretary and the Treasurer shall be authorized signatories; any two of these signatories may sign all bank related matters. The process of opening this account shall be in consonance with the prevailing banking regulations and the IT rules.
42.b	The PAN, TAN, GST and 80G assigned to the IPS (KC) shall always be used wherever required, for all the conference related transactions. The local branches / department of psychiatry of institutions group of Life Fellows / Individual permitted by the IPS (KC) to conduct the conference are not use their own PAN, TAN, GST and 80G identities for conference related transactions.
42.c	Any transaction of Rs.50,000 and above can be executed only by seeking multiple quotations and choosing the most appropriate vendor. Cheques to be issued for all transactions of Rs.1000 and above. TDS / GST for amounts received or spent must be remitted every month and the transfer records of these must be preserved.
42.d	Donations, if given, by the organizing committee shall be done, only after obtaining written concurrence from EC of IPS (KC). This is given only to institutions which are registered in the State of Karnataka and who have a valid PAN in their name.
42.e	Whenever in doubt, the Organizing Committee at all times shall seek the advice / concurrence from their chosen chartered accountant and IPS (KC) Executive Committee.
42.f	The Organizing Committee shall submit the audited statement of accounts of the

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	Conference along with all the receipts / vouchers / TDS, GST receipts, cheque and challan, bank passbooks, bank account closure certificate and other documents not later than 31 st December. 50% of the amount accumulated in the hands of Organizing Committee after meeting all expenses, shall be credited to the funds of IPS (KC) and the other half to be credited to the local branch / department of psychiatry organizing the conference. If the conference is conducted by individual / group of Life Fellows, the entire amount of net income is credited to IPS(KC). These proceeds shall be remitted to IPS(KC) not later than December 31 st for claiming their 50% stake, wherever applicable
42.g	In the case of CME / other programs, the account related material, shall be closed within 60 days of the completion of the activity.
42.h	All transactions need to be updated to IPS (KC) Treasurer, as he shall be aware of these so as to answer any IT queries.
42.i	Conference / CME account should be closed after settling all bills and also submitting audit report with signatures.

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ಸಂಘದ ಹೆಸರು: Indian psychiatric
ದಾಖಲೆಗಳ ವಿವರ: Bye-Law Amendment
ಸ್ವೀಕರಿಸಿದ ದಿನಾಂಕ: 24.06.2024
ನೋಂದಣಿ ಸಂಖ್ಯೆ: 1
ಉಪಸ್ಥಾನದಲ್ಲಿನ ಕ್ರಮಸಂಖ್ಯೆ: 1.24.24
ವಿಲೇಯಾದ ವಿವರ: Approved
ದಿನಾಂಕ: 05.07.2024

Society
Karnataka
Chapter(R)

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