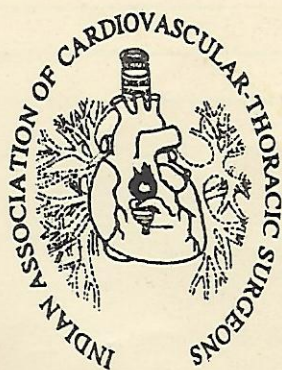


INDIAN ASSOCIATION OF CARDIOVASCULAR - THORACIC SURGEONS

- GENEALOGY
- MEMORANDUM OF ASSOCIATION
- RULES AND REGULATIONS
- BY-LAWS
- GLOSSARY



Bombay, INDIA

January, 1994.

Registered Office:

Indian Association of Cardiovascular-Thoracic Surgeons
C/o I.M.A. House
16, Khadye Marg
Bombay - 400 034
Maharashtra, India.

Published by Dr. Pitambar Shatapathy, on behalf of the Indian Association of Cardiovascular-Thoracic Surgeons and printed by Mr. Prashanth Shetty at the Honna-Padma Printers, Udupi, Karnataka.

GENEALOGY

(Pages 1 - 2)

GENEALOGY

The year was 1954, the month December, the place Nagpur, and the occasion was the Annual Conference of the Association of Surgeons of India (A.S.I.). The cardiovascular-thoracic surgeons (then known simply as thoracic surgeons) of India met together and resolved to unite into a separate body to be known as the Thoracic Surgery Section of ASI. They held their first annual meeting along with the Annual Conference of the ASI the very next year, with Dr. Reeve H. Betts as President and Late Dr. A.K. Basu as the Secretary. Through the efforts of Late Dr. Meherji Mehta and Dr. B.L. Gupta, the thoracic surgeons of India conducted their scientific meeting independently for the first time in September 1970 at Bombay. This was termed as the Mid-term Conference. Two years later, in August 1972, the noted cardiologist Late Dr. Sujay B. Roy and the pioneer heart surgeon Dr. N. Gopinath brought the Cardiologists and Cardiothoracic Surgeons together for the first Joint Conference organised at the All India Institute of Medical Sciences, New Delhi.

The Thoracic Surgery Section of the ASI was registered as the Association of Thoracic & Cardiovascular Surgeons of India (A.T.C.V.S.I.) in the year 1982. The first issue of the Indian Journal of Thoracic and Cardiovascular Surgery (I.J.T.C.V.S.) with Dr. Solomon Victor as the Editor was published also in the same year. The ATCVSI continued to hold its mid-term conferences with the Cardiological Society of India and the Annual Meetings with the Annual Conference of the ASI. Increasingly, the cardiovascular-thoracic surgeons had to play essentially a secondary role, both during the mid-term and the annual conferences. Their efforts to hold the Mid-term Conference before October or to shift the Annual Conference of the ASI from December to February met with no success. The Annual Conferences became thinly attended affairs and the Mid-term Conferences hardly discussed papers on General Thoracic and Vascular Surgery.

Consequently, in 1985 at Bangalore, during the presidency of Dr. J.S. Gujral, it was unanimously decided to hold the annual scientific meeting of the thoracic and cardiovascular surgeons independently in the month of February every year. In pursuance of this decision the first independent Annual Conference of ATCVSI was held at Madras in February 1988. Encouraged, and almost astounded, by the tremendous success of this conference, steps were taken towards forming a new autonomous society. A committee consisting of Dr. P. Shatapathy as Chairman and Dr. P. Venugopal and Late Dr. P.S. Narayanan as Members prepared the drafts of the Memorandum of the Association, the Rules and Regulations (Constitution) and the By-laws for the proposed new society. These were adopted at Pune in 1990 and, finally, the Indian Association of Cardiovascular-thoracic Surgeons (I.A.C.T.S.) with Dr. K.R. Shetty as the protem President, was registered at Bombay under the Societies Act, 1860 and Bombay Public Trust Act, 1950.

The same year, on 15.6.1991, the ATCVSI was dissolved, through the unanimous resolution passed by its General Body during its annual meeting held at Bombay, and its entire membership, funds and assets were transferred to the new society, the IACTS. Soon thereafter, elections through secret ballot were conducted

for the first time and the first Executive Committee of the IACTS with Dr.Sharad Panday as President and Dr.P.Shatapathy as the Secretary took charge. The following year the Fellowship of the Association (F.I.A.C.S.) was instituted and regular biannual publication of the Journal (IJTCVS) commenced.

Since then it has been a tale of unprecedented growth and unparalleled development, underscoring the adage:

Our belief at the beginning of a doubtful undertaking is the one thing that insures the successful outcome of our venture.

"Persistence; Progress; Prosperity".

MEMORANDUM OF ASSOCIATION

(Pages 3 - 6)

MEMORANDUM OF ASSOCIATION

1. The name of the Society shall be "THE INDIAN ASSOCIATION OF CARDIO-VASCULAR-THORACIC SURGEONS", hereinafter called the Association.
2. The Office of the Association shall be located in the state of MAHARASTRA and for the time being the Official Address of the Association shall be the I.M.A. House, 16 Khadye Marg, Bombay 400 034.
3. The Objects of the Association shall be:-
 - a) to encourage and advance the study and practice of the science and art of General Thoracic, Cardiac and/or Vascular Surgery;
 - b) to associate together in one corporate body all qualified workers actively practising or interested in the science and art of General Thoracic, Cardiac and/or Vascular Surgery and allied fields;
 - c) to hold scientific meetings;
 - d) to encourage scientific research and experimental work in General Thoracic, Cardiac and/or Vascular Surgery;
 - e) to publish journals, proceedings, brochures, periodicals abstracts and/or any other literature pertaining to General Thoracic, Cardiac and/or Vascular Surgery;
 - f) to advise the Association of Surgeons of India on all matters affecting General Thoracic, Cardiac and/or Vascular Surgery and on publication of articles, proceedings, abstracts and similar other items in the Indian Journal of Surgery;
 - g) to establish contact with other professional Societies or Associations in India or abroad and to exchange scientific information and collaborate with them for the furtherance of matters of common interest;
 - h) to establish and maintain reference libraries of books, journals, other publications and audiovisual materials relating to General Thoracic, Cardiac and/or Vascular Surgery;
 - i) to provide for instructions and education for the promotion and advancement of General Thoracic, Cardiac and/or Vascular Surgery;
 - j) to watch and advise on legislation affecting General Thoracic, Cardiac and/or Vascular Surgery and allied subjects;
 - k) to advise other Associations/Societies/Voluntary Bodies/ Central or State Governments/Medical Council of India or State Medical

MEMORANDUM OF ASSOCIATION

1. The name of the Society shall be "THE INDIAN ASSOCIATION OF CARDIO-VASCULAR-THORACIC SURGEONS", hereinafter called the Association.
2. The Office of the Association shall be located in the state of MAHARASTRA and for the time being the Official Address of the Association shall be the I.M.A. House, 16 Khadye Marg, Bombay 400 034.
3. The Objects of the Association shall be:-
 - a) to encourage and advance the study and practice of the science and art of General Thoracic, Cardiac and/or Vascular Surgery;
 - b) to associate together in one corporate body all qualified workers actively practising or interested in the science and art of General Thoracic, Cardiac and/or Vascular Surgery and allied fields;
 - c) to hold scientific meetings;
 - d) to encourage scientific research and experimental work in General Thoracic, Cardiac and/or Vascular Surgery;
 - e) to publish journals, proceedings, brochures, periodicals abstracts and/or any other literature pertaining to General Thoracic, Cardiac and/or Vascular Surgery;
 - f) to advise the Association of Surgeons of India on all matters affecting General Thoracic, Cardiac and/or Vascular Surgery and on publication of articles, proceedings, abstracts and similar other items in the Indian Journal of Surgery;
 - g) to establish contact with other professional Societies or Associations in India or abroad and to exchange scientific information and collaborate with them for the furtherance of matters of common interest;
 - h) to establish and maintain reference libraries of books, journals, other publications and audiovisual materials relating to General Thoracic, Cardiac and/or Vascular Surgery;
 - i) to provide for instructions and education for the promotion and advancement of General Thoracic, Cardiac and/or Vascular Surgery;
 - j) to watch and advise on legislation affecting General Thoracic, Cardiac and/or Vascular Surgery and allied subjects;
 - k) to advise other Associations/Societies/Voluntary Bodies/ Central or State Governments/Medical Council of India or State Medical

Councils/Universities or other bonafide teaching or training centres on matters affecting the interest and development of General Thoracic, Cardiac and/or Vascular Surgery, including teaching and training of medical students (undergraduates and postgraduates) and paramedical workers in the speciality and allied fields, on matters pertaining to research in General Thoracic, Cardiac and/or Vascular Surgery, and regarding standardisation of instruments, implants and prosthetic or biological appliances pertaining to the aforementioned specialities; and

- l) to organise any other activity or do all such other things as may be incidental or conducive to the furtherance of the interests of the Association.
- m) to establish reciprocity with any other professional Association or Society with a view to granting corresponding advantages or privileges for furthering the interests of General Thoracic, Cardiac and/or Vascular Surgery.
- n) to amalgamate or affiliate any other Society whose objects may in any manner be substantially identical to the Objects of the Association;
- o) to establish, maintain and support recreation centres, seminar halls, libraries, archives and museums;
- p) to initiate any other programme which may be deemed necessary, from time to time, by the Association for promoting the cause of General Thoracic, Cardiac and/or Vascular Surgery in India.
- q) to function in conformity with the Rules and Regulations of the Association.

4. The full names, addresses, age, nationality, occupation and designations of the office bearers and members of the protem Executive Committee to whom the Management of the Association is entrusted as per the Rules and Regulations of the Association are:

- | | | | | | |
|------|--|------|--------|-------------------------|--------------------------|
| i) | Dr.Kananjar Raghuram Shetty
95, August Krant Marg,
BOMBAY 400 036 | 59/M | Indian | Medical
Practitioner | President |
| ii) | Dr.Sharad R.Panday
'Monisha',
St.Andrews Road,
Bandra (West) BOMBAY 400 050 | 57/M | Indian | " | Senior Vice
President |
| iii) | Dr.Hari Gautam
G.S.V.M.Medical College
KANPUR 208 002 | 54/M | Indian | " | Junior Vice
President |

- | | | | | | |
|-------|---|------|--------|---|--|
| iv) | Dr.K.M.Churian,
Madras Medical Mission,
Institute of Cardiovascular
Diseases, 180 N.S.K.Salai,
MADRAS 600 026. | 48/M | Indian | " | Secretary |
| v) | Dr.A.P.Chaukar,
Associate Prof. of Surgery,
L.T.M.G.Hospital,Sion,
BOMBAY 400 022. | 51/M | Indian | " | Joint
Secretary
cum
Treasurer |
| vi) | Dr.Ashok Vishnu Kanetkar,
'Parameshwary' 202/1
Nagar Road,▲
POONA 14. | 51/M | Indian | " | Member |
| vii) | Dr.S.Muralidharan,
G.Kuppuswamy Naidu Memorial
Hospital, Pappanaickenpalayam,
COIMBATORE 641 037,
TAMIL NADU. | 48/M | Indian | " | Member |
| viii) | Dr.K.Venugopal Naidu,
3-6-69UBLY/3,
Himayat Nagar, II Street,
HYDERABAD 500 039, A.P. | 57/M | Indian | " | Member |
| ix) | Col.R.S.Rajan,
Professor & Head,
Dept. of Cardiothoracic Surgery,
Military Hospital,
NPB CDH Quarters, Golibar Maidan,
PUNE 411 040. | 48/M | Indian | " | Member |
| x) | Dr.K.N.Sinha,
Prof. Thoracic & Cardio-
vascular Surgery,
King's George Medical College,
LUCKNOW 220 023. | 50/M | Indian | " | Member |
| xi) | Prof.R.K.Suri
Post Graduate Institute of
Med.Education,
Research House No.59,
Sector 24A, CHANDIGARH 160 023. | | Indian | " | Member |
| xii) | Dr.B.L.Gupta,
Sahil,
S.V.Road, Santacruz (West)
BOMBAY 400 054. | 62/M | Indian | " | Ex-officio
Member |

- xiii) Dr.Solomon Victor, 53/M Indian " Managing Editor
15, East Street,
Kilpauk Garden Colony,
MADRAS 600 010.
- xiv) Dr.J.S.Gujral, 59/M Indian " Ex-officio Member
Professor & Head,
Dept. of Cardiovascular &
Thoracic Surgery,
P.G.I. CHANDIGARH 160 012.

5. We the undersigned members of the protem Executive Committee of the Indian Association of Cardiovascular-thoracic Surgeons, do hereby declare that we are desirous of forming the Society under the Societies Registration Act, 1860 and with a view to registering the same under the said Act, we have subscribed our signatures to this Memorandum of the Association.

Sd/-

1. Dr.Kananjar Raghuram Shetty
2. Dr.Sharad S.Pandey
3. Dr.Hari Gautam
4. Dr.K.M.Churian
5. Dr.A.P.Chaukar
6. Dr.Ashok Vishnu Kanetkar
7. Dr.S.Muralidharan
8. Dr.K.Venugopal Naidu
9. Dr.Col.R.S.Rajan
10. Dr.K.N.Sinha
11. Dr.R.K.Suri
12. Dr.B.L.Gupta
13. Dr.Solomon Victor
14. Dr.J.S.Gujral

Place: Bombay

Date : June 12, 1991

RULES AND REGULATIONS

(CONSTITUTION)

Article No. 1

General:

- a) In the context of these Rules and Regulations, also referred to as the Constitution, the Indian Association of Cardiovascular-Thoracic Surgeons shall be termed simply 'Association'. The 'Journal' shall mean the Indian Journal of Thoracic and Cardiovascular Surgery. And generally, unless repugnant to the context, the singular shall include the plural and masculine the feminine and vice-versa and writing shall include print, lithograph or other substitute for writing.
- b) The name of the Association shall ordinarily be abridged to IATTS, but for the sake of easy pronunciation and brevity, the abbreviation used on the certificate of fellowship shall be "F.I.A.C.S." for the Fellow of the Indian Association of Cardiovascular-Thoracic Surgeons.

RULES AND REGULATIONS

Membership:

(Pages 7 - 27)

- a) Membership of the Association shall be open to all those who
 - i) have acquired a recognised qualification in General Thoracic and/or Cardiac and/or Vascular Surgery; or
 - ii) are engaged in the practice of or research pertaining to General Thoracic, Cardiac and/or Vascular Surgery exclusively, for a period of four years after having acquired a recognised qualification in surgery; or
 - iii) are undergoing postgraduate training in General Thoracic and/or Cardiac and/or Vascular Surgery or are engaged in the practice closely allied to General Thoracic, Cardiac and/or Vascular Surgery; or
 - iv) are men of distinction, including women, residing in India or abroad, who have made outstanding contribution to the progress of General Thoracic, Cardiac and/or Vascular Surgery.
- b) A post graduate qualification in Cardiac or Vascular or General Thoracic Surgery and/or any combination of the foregoing three subjects shall be the recognised qualification for the membership of the Association in the Article 2(a) above.

RULES AND REGULATIONS

{CONSTITUTION}

Article No.1

General:

- a) In the context of these Rules and Regulations, also referred to as the Constitution, the Indian Association of Cardiovascular-thoracic Surgeons shall be termed simply 'Association'. The 'Journal' shall mean the Indian Journal of Thoracic and Cardiovascular Surgery and generally, unless repugnant to the context, the singular shall include the plural and masculine the feminine and vice-versa and writing shall include print, lithograph or other substitute for writing.
- b) The name of the Association shall ordinarily be abridged to **IACTS**, but for the sake of easy pronunciation and brevity, the abbreviation used on the certificates of fellowship shall be "F.I.A.C.S." for the Fellow of the Indian Association of Cardiovascular-thoracic Surgeons.

Article No.2

Membership:

- a) Membership of the Association shall be open to all those who
 - i) have acquired a recognised qualification in General Thoracic and/or Cardiac and/or Vascular Surgery; or
 - ii) are engaged in the practice of or research pertaining to General Thoracic, Cardiac and/or Vascular Surgery exclusively, for atleast four years after having acquired a recognised qualification in surgery or
 - iii) are undergoing postgraduate training in General Thoracic and/or Cardiac and/or Vascular Surgery or are engaged in the practice closely allied to General Thoracic, Cardiac and/or Vascular Surgery; or
 - iv) are men of distinction, including laymen, residing in India or abroad, who have made outstanding contribution to the progress of General Thoracic, Cardiac and/or Vascular Surgery.
- b) A post graduate degree/diploma in Cardiac or Vascular or General Thoracic Surgery and/or any combination of the foregoing three subjects shall be the recognised qualification for the membership of the Association under Article 2(a)(i) above

RULES AND REGULATIONS

{CONSTITUTION}

Article No.1

General:

- a) In the context of these Rules and Regulations, also referred to as the Constitution, the Indian Association of Cardiovascular-thoracic Surgeons shall be termed simply 'Association'. The 'Journal' shall mean the Indian Journal of Thoracic and Cardiovascular Surgery and generally, unless repugnant to the context, the singular shall include the plural and masculine the feminine and vice-versa and writing shall include print, lithograph or other substitute for writing.
- b) The name of the Association shall ordinarily be abridged to IACTS, but for the sake of easy pronunciation and brevity, the abbreviation used on the certificates of fellowship shall be "F.I.A.C.S." for the Fellow of the Indian Association of Cardiovascular-thoracic Surgeons.

Article No.2

Membership:

- a) Membership of the Association shall be open to all those who
 - i) have acquired a recognised qualification in General Thoracic and/or Cardiac and/or Vascular Surgery; or
 - ii) are engaged in the practice of or research pertaining to General Thoracic, Cardiac and/or Vascular Surgery exclusively, for atleast four years after having acquired a recognised qualification in surgery or
 - iii) are undergoing postgraduate training in General Thoracic and/or Cardiac and/or Vascular Surgery or are engaged in the practice closely allied to General Thoracic, Cardiac and/or Vascular Surgery; or
 - iv) are men of distinction, including laymen, residing in India or abroad, who have made outstanding contribution to the progress of General Thoracic, Cardiac and/or Vascular Surgery.
- b) A post graduate degree/diploma in Cardiac or Vascular or General Thoracic Surgery and/or any combination of the foregoing three subjects shall be the recognised qualification for the membership of the Association under Article 2(a)(i) above

c) Membership shall comprise of seven categories, namely:

i) Fellow :

A Life Member or Overseas Life Member of the Association, who has completed five years as a Life Member/Overseas Life Member, shall ordinarily be elected as a Fellow of the Association (F.I.A.C.S.) by the Executive Committee and upon his election he shall be conferred a Certificate of Fellowship.

ii) Honorary Fellow :

An Honorary Fellow may be directly elected by the Executive Committee unanimously, from amongst those who qualify for the membership under Article 2(a)(iv) above, and upon his election he shall be conferred a Certificate of Honorary Fellowship.

iii) Life Member:

A Member of the Association of at least one year's standing who contributes the minimum stipulated subscription for Life Membership may be elected by the Executive Committee as Life Member; provided that the Executive Committee may elect unanimously an Associate Member of five years' standing as a Life Member on application accompanied by the prescribed subscription for Life Membership.

Provided further that the Executive Committee may directly elect as Life Member a person, who is otherwise qualified to be a Member, if his application is sponsored by two Fellows and it is accompanied by the prescribed fees for Membership as well as Life Membership.

iv) Member :

A person shall be called a Member of the Association only when he is so elected by the Executive Committee after having qualified for the membership under Article 2(a)(i) or 2(a)(ii) above, and pays the prescribed membership subscription.

v) Associate Member :

A person shall be called an Associate Member of the Association only when he is so elected by the Executive Committee, after having qualified for the membership, and pays the prescribed membership subscription under Article 2(a) (iii) above.

vi) *Overseas Member* :

A person resident abroad shall be called an Overseas Member only when he is so elected by the Executive Committee after having qualified for membership under Article 2(a) (i) or 2(a) (ii) or 2(a) (iii) above, and pays the prescribed subscription.

vii) *Overseas Life Member* :

An Overseas Member of the Association of at least one year's standing, who contributes the minimum stipulated subscription for Overseas Life Membership may be elected by the Executive Committee as an Overseas Life Member; provided that the Executive Committee may directly elect as an Overseas Life Member a person, who is otherwise qualified to be an Overseas Member, if his application is sponsored by two Fellows and is accompanied by the prescribed fees for Overseas Membership as well as Overseas Life Membership.

- d) There shall be no numerical limit to the membership under any of the categories cited above.
- e) Fellows other than those residing abroad, Life Members and Members shall be referred to as "Full Members" of the Association.
- f) Proposals for any category of membership other than Fellows and Honorary Fellows shall be made on official forms supplied for the purpose. Every proposal shall be signed by at least one *Full Member* of the Association and forwarded to the Secretary who shall place it before the Executive Committee for consideration.
- g) The Executive Committee may in their discretion and without assigning any reason therefore, decline or refuse to elect any person or persons to any of the categories of membership.
- h) Elections to the different categories of membership other than to the category of Fellows and Honorary Fellows shall ordinarily be ratified by a simple majority of the General Body of the Association at the Annual General Body Meeting.
- i) The decision of the Executive Committee with regard to the election of Fellows and Honorary Fellows shall be final.
- j) At the time of submission of the application for membership an Initiation Fee shall be paid by the prospective Member/Associate Member/Overseas Member.
- k) The *Initiation Fee* shall be equal to twice the Annual Subscription for the category of membership for which the application is submitted and upon election of the applicant to the desired category of membership. Fifty

percent of the Initiation Fee shall be considered as his membership subscription for the current year and the other fifty percent shall be credited to the Consolidated Fund of the Association.

Provided that, in the event of the application for the membership being unsuccessful, the Initiation Fee shall not be refunded and, instead, all of it shall be credited to the Consolidated Fund of the Association.

- i) The membership subscription for different categories of membership shall be as follows:
 - i) The Annual Subscription rate for Members, Associate Members and Overseas Members shall be as stipulated in the By-laws of the Association.
 - ii) A Life Member and an Overseas Life Member shall be required to pay in a single installment, ten times the Annual Subscription of a Member and of an Overseas Member respectively.
 - iii) Fellows and Honorary Fellows shall not be required to pay any membership subscription.
 - iv) The annual subscription from Members, Associate Members and Overseas Members shall fall due on the 1st April each year and is payable in advance. The amount so collected shall be credited to the General Account of the Association.
 - v) Fifty percent of the subscription paid by the Life Members and Overseas Life Members shall be credited to the Account of the Journal and the other fifty percent to the General Account of the Association.

Article No.3

Privileges of Membership

- a) The *Full Members* of the Association shall have the privilege of participating in all the activities of the Association including the right to attend the General Body Meeting, the right to vote, the right to take part in the elections to the Executive Committee of the Association and the right to propose the names for the membership of the Association.
- b) The Honorary Fellows, Associate Members, Overseas Members, Overseas Life Members and Fellows residing abroad shall have the privilege of participating in the scientific meetings and social events organised by the Association and of engaging in scientific discussions and educational programmes conducted by the Association, after paying the requisite fees, if any. However, they shall not have the right to attend the General Body Meetings or the right to vote or to take part in the elections to the Executive

Committee of the Association. Further, the Honorary Fellows and Associate Members shall not be entitled to propose names for the membership of the Association.

- c) Everyone belonging to any of the categories of membership of the Association shall receive free of cost a copy of the *Journal*, as and when it is published.
- d) A Member or Associate Member or Overseas Member, whose membership subscription to the Association is in arrears for three consecutive years and remains unpaid after three reminders sent through certified post at monthly intervals to his address listed in the records of the Association, shall automatically lose all the privileges of membership and, unless corrective steps are taken by him before the 31st December of the year in which the reminders have been sent, his name shall be deleted from the records of Membership of the Association by the Executive Committee.
- e) Corrective steps in the context of the aforesaid clause (Article 3d) shall mean full payment of all the arrears of Membership Subscription due from the concerned person.
- f) Privileges of Membership may also be withdrawn from a person, whose continued membership, in the opinion of the Executive Committee, is detrimental to the interest of or is likely to bring disrepute to the Association. However, before taking this step on such grounds, the person concerned shall be given an opportunity to explain his conduct either in person or in writing and, before deleting his name from the records of Membership of the Association, the approval of the General Body by a simple majority of *Full Members* present and voting, shall have to be obtained.
- g) Recommendation of withdrawal of the privileges of Membership can be made by the Executive Committee only when the decision to that effect has been reached by the majority opinion of the entire Executive Committee and not merely by the majority opinion of the members of the Executive Committee participating in the process of voting.
- h) Any person, who ceases to be a member of the Association from any cause whatsoever, shall immediately lose all the privileges of membership and he shall not be entitled to refund of the Membership Subscription paid by him to the Association.
- i) Any person from any of the categories of Membership may resign his membership of the Association. Upon acceptance by the Executive Committee, such resignation shall be immediately effective and the concerned person shall no longer enjoy any of the Privileges of the Membership including the right to use the abbreviation F.I.A.C.S. after his name.

- j) All the properties and funds of the Association shall belong to the Association collectively and no individual Fellow, Honorary Fellow, Life Member, Associate Member, Overseas Member or Overseas Life Member shall have any property right over any of the said properties or funds.

Article No.4

Officers of the Association:

- a) The Officers of the Association shall be a President, a Senior Vice-president, a Junior Vice President, a Secretary and a Joint Secretary cum Treasurer.
- b) All Officers shall be honorary.
- c) **President :**
- i) The tenure of the President shall be from the day of his installation to the day of installation of his successor.
 - ii) He shall preserve, protect and uphold the Constitution and shall guide the other Officers in the discharge of their duties.
 - iii) He shall preside over the General Body Meetings, the meetings of the Executive Committee and of the Editorial Board, and over any function organised by or on behalf of the Association.
 - iv) He shall chair the scientific session when any of the Orations of the Association is delivered.
 - v) He shall be an ex-officio member of the Commissions/Committees representing the Association.
 - vi) He shall have the honour of delivering, before laying down his office, a Presidential Address at the Annual Scientific Meeting of the Association.
- d) **Senior Vice President :**
- i) The tenure of the Senior Vice-President shall ordinarily be one Association-year at the end of which he shall be installed as the President in the Annual General Body Meeting without any formal election.
 - ii) He shall be the ex-officio Chairman of the Scientific Programme Committee of the Scientific Meetings of the Association and shall be primarily responsible for giving the scientific Meetings their final shape and content in conformity with the guidelines laid down by the Executive Committee.

- iii) He shall be the Returning Officer for the elections to the Executive Committee, and declarations by him regarding the validity of the nominations and votes, and regarding the results of elections shall be binding unless reverted by the President.
- iv) He shall discharge all the duties of the President in the latter's absence and shall substitute the President on the Editorial Board of the Journal until such time as when the President resumes his duties or the new President is installed, whichever is earlier.
- v) In the event of the death of the Junior Vice-President or of the Junior Vice-President relinquishing his office before the end of his tenure, the Senior Vice President shall additionally function as the Consulting Editor for the Indian Journal of Surgery and prior to his installation as the President of the Association, the offices of the Senior Vice-President as well as of the Junior Vice-President shall be filled through election.

e) Junior Vice-President :

- i) A Junior Vice-President shall be elected by the General Body at the Annual General Body Meeting each year.
- ii) He shall remain the Junior Vice-President until the next Annual General Body Meeting after which he shall automatically become the Senior Vice-President.
- iii) He shall be the Consulting Editor for the Indian Journal of Surgery and shall advise regarding the suitability for publication in that journal of any article or abstract pertaining to General Thoracic, Cardiac or Vascular Surgery.
- iv) He shall discharge all the duties of the Senior Vice-President in the latter's absence until such time as when the Senior Vice-President resumes his office or he (the Junior Vice-President) is installed as the Senior Vice-President, whichever is earlier.
- v) In the event of the death of the Senior Vice-President or of the Senior Vice-President relinquishing his office, by resigning from the Executive Committee, before or at the end of his tenure, the Junior Vice-President shall become the Senior Vice-President of the Association and, prior to his installation as the President of the Association, the offices of the Junior Vice President as well as of the Senior Vice-President shall be filled through election. Provided that he shall continue to be the Consulting Editor for the Indian Journal of Surgery until such time as a new Junior Vice-President is duly elected.

f) Secretary :

- i) The Secretary shall be elected by the General Body at the Annual General Body Meeting for a tenure of three Association-years and in no case for more than two consecutive tenures.
- ii) The Secretary, subject to the superintendence and general control of the Executive Committee and directions and guidance given by the General Body, shall have full administrative control over the working of the Association in all its spheres of activities and functions and it shall be his duty and responsibility to translate into action the Objects of the Association as stated in the Memorandum of the Association and the resolutions passed by the General Body of the Association.
- iii) He shall be the principal executive officer of the Association and shall sign and execute all contracts, deeds or other documents in the name of the Association.
- iv) He shall manage the day to day affairs and implement all the policies and programmes of the Association, in consultation with the President, and shall place his reports thereon at the meetings of the Executive Committee.
- v) He shall present an Annual Report on the activities and affairs of the Association at the Annual General Body Meeting, after getting the said report approved by the Executive Committee.
- vi) He shall prepare and keep the minutes of all the Meetings of the Executive Committee and of the General Body.
- vii) He shall be the custodian of all the assets, documents and papers and of the rights and properties other than the Funds of the Association.
- viii) He shall be an ex-officio member of all the Commissions/Committees and Sub-committees of the Association.
- ix) He shall have, for the discharge of his duties, the authority to spend money from the 'Secretary's Contingency Fund', the size of which shall be as determined by the Executive Committee from time to time. Provided that he shall maintain proper accounts of the money spent from the 'Secretary's Contingency Fund' and shall submit an audited account of the same to the Treasurer for final auditing by the Auditors appointed by the General Body.
- x) He shall have the authority to appoint upto two Administrative Assistants or any other category of staff members of his choice on part-time basis to aid him in the discharge of his duties.

- xii) The Association shall sue or be sued through the Secretary. Provided that any such suit shall be filed/defended by the Secretary after consulting and in accordance with the direction given by the Executive Committee of the Association.
 - xii) He shall discharge the duties of the Treasurer in the latter's absence until such time as when the Treasurer resumes his duties or the vacancy is filled through the action of the Executive Committee or election, whichever is earlier.
- g) *Joint Secretary cum Treasurer:*
- i) He shall be a resident of the city of Bombay where the registered office of the Association is located and shall manage the office under the direction of the Secretary. He may be referred to simply as Treasurer.
 - ii) He shall be elected by the General Body at the Annual General Body Meeting for a tenure of three Association-years. Ordinarily, he shall not be re-elected for a second consecutive tenure.
 - iii) He shall keep the accounts of the Finances of the Association including those of the Journal and shall get the accounts audited by the Auditors appointed by the General Body.
 - iv) He shall present the annual audited accounts for the previous financial year and the unaudited accounts upto and inclusive of the 31st December of the current financial year before the Executive Committee and thereafter in the Annual General Body Meeting of the Association.
 - v) He shall be the custodian of all the funds of the Association including those of the Journal, except the 'Secretary's Contingency Fund' and the 'Managing Editor's Contingency Fund' and shall have the authority to sign receipts, cheques and other negotiable instruments on behalf of the Association and the Journal after receiving instructions to that effect from the Secretary.
 - vi) He shall have the authority to appoint one Administrative Assistant or any other category of staff member on part time basis to aid him in the discharge of his duties.
 - vii) He shall have, for the discharge of his duties, the authority to spend money from the "Treasurer's Contingency Fund", the size of which shall be as determined by the Executive Committee from time to time.
 - viii) He shall discharge the duties of the Secretary in the latter's absence until such time as when the Secretary resumes his duties or a new Secretary is elected, whichever is earlier.

Article No.5

Executive Committee :

- a) The Officers of the Association together with the two Immediate Past-Presidents available and willing, the Managing Editor of the Journal and six Ordinary Members elected from amongst the *Full Members* on the roll of the Association, by the General Body at the Annual General Body Meeting, shall constitute the Executive Committee of the Association.
- b) The tenure of each of the six Ordinary Members of the Executive Committee shall be three Association-years, provided that each year at least two of these six members retire necessitating fresh election to fill the vacancies thus created.
- c) A retiring Ordinary Member of the Executive Committee shall be eligible for re-election but in no event for more than two consecutive tenures as Ordinary Member of the Executive Committee.
- d) The Managing Editor of the Journal shall be elected by the General Body at its annual meeting for a tenure of three Association-years and in no case for more than two consecutive tenures. He may be referred to simply as Editor.
- e) The Executive Committee shall :
 - i) be the Governing Body of the Association and in them shall be vested the powers of managing the affairs of the Association in accordance with the Memorandum of the Association, the Constitution and the By-laws of the Association;
 - ii) exercise general control and supervision over the Officers and Committees of the Association and over the Managing Editor of the Journal;
 - iii) scrutinize all proposals for membership of the Association and shall elect, if it deems fit, any person to an appropriate category of membership as per the provisions of Article No.2;
 - iv) recommend, from time to time, the rate of subscription for different categories of membership of the Association and shall take appropriate steps to get the revised rates entered in the By-laws of the Association;
 - v) determine the sizes of the 'Secretary's Contingency Fund', the 'Managing Editor's Contingency Fund' and the 'Treasurer's Contingency Fund'; and
 - vi) lay down guidelines for the functioning of the Editorial Board of the Journal.

- vii) frame by-laws in harmony with the Rules & Regulations for the smooth functioning of the Association and shall take steps to delete, after or add to the Rules & Regulations and the By-laws as and when necessary, in accordance with the prescribed procedures, with a view to attaining all or any of the Objects of the Association.
- f) The Executive Committee may withdraw the privileges of membership of the Association from a person in accordance with Article No.3(f) and 3(g).
- g) Without prejudice to the authority of the General Body of the Association the Executive Committee may also exercise the powers as under :
 - i) to appoint Committees, Commissions and Sub-Committees and delegate certain functions and powers to them as it may deem necessary,
 - ii) to nominate from amongst the *Full Members* of the Association, three members to the Editorial Board of the Journal and to choose the Consulting Editors for the Journal,
 - iii) to co-opt any Life Member, Member, Associate Member or any other person to any commission/committee/sub-committee
 - iv) to nominate delegates from amongst the *Full Members* of the Association, to represent the Association at conferences or meetings in India and abroad,
 - v) to purchase, hire, take on lease, for build or otherwise acquire any number of years and hold land, buildings, machineries, plants, furnitures, vehicles, books and other movable and/ or immovable properties that may be found necessary or advantageous to the objects of the Association, for and in the name of the Association, and to sell rent, lease or mortgage any such property or all the properties for the benefit of the Association,
 - vi) to receive grants, funds by membership fees, donations, subscriptions or any other benefaction, by such other means and in the name of the Association or the Journal, and to utilize the funds so collected for fulfilling the objects of the Association.
 - vii) to constitute Trusts/Foundations or to create Endowments for specific activities of the Association, and to invest a part of the Funds of the Association in such securities and in such manner from time to time as may be deemed beneficial to the interests of the Association; and
 - viii) to authorise disbursement from the General Account of the Association and the Account of the Journal.

- ix) to issue certificates, diplomas, or give prizes/awards, or confer honours, if and when deemed fit.
- x) to engage such officials or other staff persons, paid or honorary, as may be found necessary for the proper conduct or management of the affairs of the Association in keeping with its Objects.
- xi) to pay either in cash or otherwise for any property or right acquired and for services rendered;
- h) The Executive Committee, with the approval of the General Body, may borrow, guarantee, raise or otherwise procure money from financial institutions for carrying on all or any of the activities of the Association.
- i) Except as herein otherwise specifically stated, the decision of the Executive Committee on matters of the Association including those of the Journal shall be final, subject only to an appeal to the General Body, Provided that any action legally taken by the Executive Committee in good faith shall not be reversed by the General Body with retrospective effect.
- j) The new Executive Committee shall be deemed to have taken over along with the installation of the President.
- k) The Executive Committee shall meet at least once during each of the Scientific Meetings organised by the Association so that they meet ordinarily twice during a financial year of the Association. Provided that at least one meeting of the Executive Committee shall be held within twentyfour hours prior to the commencement of Annual General Body Meeting of the Association.
- l) The Executive Committee may, without meeting together, transact business by mail, telegram, telex or telefax by voting upon matters transmitted to the members of the Executive Committee by the Secretary with the approval of the President.
- m) In the event of the vacancy occurring in the office of the Treasurer or of two or more other Officers of the Association, through any cause whatsoever, during the period between two consecutive Annual General Body Meetings, the remaining members of the Executive Committee, at their next meeting or through voting by mail telegraph, telex or telefax may fill the vacancies by coopting any of the Full Members of the Association until the next Annual General Body Meeting.
- n) The Executive Committee or any of its members shall not be held responsible for the damage to or loss of any property or fund of the Association incurred as a result of any action taken in good faith.

Article No.6

Election :

- a) The election for filling up the vacancies in the Executive Committee shall be held annually at the Annual General Body Meeting after due notice to *Full Members* on the roll of the Association.
- b) The Secretary shall call for nominations for the impending vacancies, and for the existing vacancies, when there are any, in the Executive Committee by sending to each of the *Full Members* a notice at least six weeks before the Annual General Body Meeting.
- c) The last date and time for filing a nomination paper shall be the date and time as notified by the Secretary. Provided that if there is no valid nomination then nomination papers can be filed for the said post at the time of the meeting of the Executive Committee which immediately precedes the Annual General Body Meeting of the Association.
- d) All valid nominations shall be duly proposed and seconded by at least one *Full Member* each on the roll of the Association and shall have the written consent of the nominee.
- e) Withdrawal of nomination can be made on the floor of the house at the time of the Annual General Body Meeting or earlier in writing. Provided that the President shall have the power to call for fresh nominations from the house at the time of the Annual General Body Meeting, in the event of a valid nomination getting nullified by withdrawal of the candidature by the person whose name had been proposed or if there is no valid nomination left in the field for filling up any of the vacancies in the Executive Committee.
- f) The members of the Executive Committee, in their individual capacity may propose and second nominations for the election to the Executive Committee, but no such nomination shall be proclaimed to be that of the Executive Committee. Provided that a nomination paper on behalf of any member of the Executive Committee shall not be filed unless the said member's tenure is coming to an end or he submits his resignation from his current post in the Executive Committee.
- g) Voting shall take place if there are more than one nominations for any one vacancy and the winner shall be declared on the basis of the simple majority of the number of valid votes cast. Provided that in the event of two or more candidates polling the same number of valid votes, the winner shall be declared by drawing lots.
- h) Voting for the elections to the Executive Committee shall be by secret ballot, to be held during the Annual General Body Meeting transacting the business of such elections, and each voter shall cast his vote by marking 'X' against the name of each of the contestant/constantants of his choice for any of the posts.

- i) Ordinarily the Senior Vice-President shall be the Returning Officer for the elections.
- j) In the event of the decision of the Returning Officer for the elections to the Executive Committee with regard to the validity of the nominations and votes and the results of the said elections, being reversed or set aside by the President, the General Body shall immediately appoint a panel of three members chosen from those attending the said General Body Meeting. The President shall then adjourn the Annual General Body meeting for 15 minutes or, if required, longer at the end of which the said panel shall give its verdict which shall be binding on all parties.

Article No.7

Publication :

- a) The official organ of the Association shall be the Indian Journal of Thoracic and Cardiovascular Surgery.
- b) The frequency of publication of the Journal shall be half yearly unless and until altered by the Executive Committee.
- c) The Editorial Board of the Journal shall consist of :

Managing Editor	= 1
Associate Editor	= 2
Members (nominated)	= 3
President of the Association	= 1 (ex-officio)
Immediate Past Presidents	
(available and willing)	= 3 (ex-officio)
Secretary of the Association	= 1 (ex-officio)
- d) A limited number of *Consulting Editors* from India and abroad may be co-opted provided that they agree to function as reviewers of articles for the Journal.
- e) Whereas the *Managing Editor* shall have to be duly elected in an Annual General Body Meeting, the Executive Committee shall nominate the three Nominated Members of the Editorial Board for a specified period and also choose the Consulting Editors.
- f) The Editorial Board shall meet atleast once during a financial year of the Association. Provided that one meeting of the Editorial Board shall be held during the Annual Conference.
- g) Six members shall form the quorum at a Meeting of the Editorial Board.

h) Managing Editor :

- i) He, subject to the superintendence of the Secretary and general control of the Editorial Board, shall have full administrative control over the publication of the Journal.
- ii) He shall enjoy full freedom regarding the selection of the two Associate Editors belonging to any of the categories of Membership of the Association, to assist him in getting the Journal published.
- iii) He shall also have the freedom regarding the choice of articles to be published and, in consultation with the Nominated Members of the Editorial Board, shall choose the format and the size of the Journal.
- iv) He shall be the convener of the Editorial Board.
- v) He shall have the authority to appoint upto two Administrative Assistants or one Administrative Assistant and another staff member of his choice to aid him in the discharge of his duties.
- vi) He shall have, for the discharge of his duties, authority to spend money from the 'Managing Editor's Contingency Fund' the size of which shall be as determined by the Executive Committee from time to time. Provided that he shall maintain proper accounts of the money spent from the 'Managing Editor's Contingency Fund' and shall submit an audited account of the same to the Treasurer for final auditing by the auditors appointed by the General Body.
- vi) In the event of the death of the Managing Editor or the Managing Editor relinquishing his office before the end of his tenure, the Executive Committee shall nominate any of the other members of the Editorial Board of the Journal to function as the Managing Editor until fresh elections are held to fill the office of the Managing Editor.

Article No.8**Finances :**

- a) The Financial Year of the Association shall run from the 1st April of one calendar year to the 31st March of the following calendar year both days inclusive. The books of the Association shall be kept and audited on this basis.
- b) All property and money of the Association shall be vested and held in its name, while the specific fund allotted to the Journal by the Executive Committee, shall be vested and held in the name of the Journal.

- c) The amount realised from the Initiation Fees shall be placed in a special fund called the Consolidated Fund of the Association, while the specified portions of the Membership Subscription shall be credited to the General Account of the Association and to the Account of the Journal.
- d) The Consolidated Fund of the Association shall be held reserve for meeting extraordinary expenses, as determined by the General Body of the Association.
- e) The income from the Consolidated Fund and all other sources shall be credited to the General Account of the Association. Disbursal from this General Account shall be made as per the decision of the Executive Committee unless otherwise specified.
- f) The accounts of the Association and of the Journal shall be maintained in the names of the Association and the Journal respectively at a bank or banks authorised by the Executive Committee.
- g) The Treasurer shall operate and maintain the Consolidated Fund and the General Account of the Association as well as the Account of the Journal, and shall operate the bank accounts thereof.
- h) The accounts of the Association and of the Journal shall be audited annually by the officially appointed auditors and the audited reports of the previous financial year along with the unaudited accounts upto and inclusive of the 31st December of the current financial year shall be placed before the Executive Committee and thereafter at the Annual General Body Meeting by the Treasurer.
- i) The income and properties of the Association whensoever derived shall be applied solely to the promotion of the Objects of the Association as set forth in the Memorandum of the Association and no portion thereof shall be paid or transferred to individual members or Officers of the Association as dividend, bonus or gift or as compensation other than by way of reimbursement of actual expenses incurred for managing the affairs of the Association.

Article No. 9

Meetings :

a) *Scientific Meetings :*

- i) There shall be at least one scientific meeting, otherwise referred to as Conference, organised by the Association, anywhere within the territorial limits of India, during one financial year and this shall be called the Annual Scientific Meeting, or simply Annual Conference, of the Association.

- ii) The Annual Conference shall ordinarily commence on the 26th February and conclude on the 28th February of each year, but, unless an emergency arises, not before the 15th February or later than the 15th March of each year.
- iii) The second scientific meeting, if and when held, shall ordinarily be held in the month of September but, unless an emergency arises, not before the 1st August or later than the 15th October of each year.
- iv) Each scientific meeting shall have a Scientific Programme Committee headed by the Senior Vice-President, and have as members, the local Organising Secretary of the Meeting and another local person drawn from the Membership of the Association. The Secretary of the Association shall be the ex-officio member of the programme committee.
- v) For the benefit of members of any other professional association or society, the Association shall organize, if so requested by the said association or society, symposia or panel discussions or continuing medical education programme, pertaining to General Thoracic, Cardiac and/or Vascular Surgery, but not a regular scientific meeting.
- vi) An Association-year shall be from the first day after the conclusion of the one Annual Conference to the last day of the immediate following Annual Conference.

b) Executive Committee Meetings :

- i) The frequency of the Meetings of the Executive Committee shall be as per Article No.5(k).
- ii) Five members shall form the quorum at a Meeting of the Executive Committee.
- iii) Each meeting of the Executive Committee shall confirm the minutes of the immediately preceding Executive Committee Meeting, before transacting other business.

c) General Body Meeting :

- i) A meeting of the General Body of the Association shall be held on the second day of the Annual Conference of the Association. This Meeting shall be designated the Annual General Body Meeting and shall ordinarily be conducted as the afternoon session of the Conference that day, preceded only by one or two Guest Lectures or a scientific session of not exceeding ninety minutes, if needed.

- ii) An Extraordinary General Body Meeting shall be called by the Secretary, if so decided by the Executive Committee unanimously or requisitioned in writing by not less than one-fifth of the total number of *Full Members* on the rolls of the Association.
- iii) The Extraordinary General Body Meeting shall be convened by the Secretary on the date decided by the Executive Committee to that effect or within eight weeks from the date of receiving the written demand to that effect from the required number of requisitionists of the same.
- iv) Only *Full Members* of the Association are eligible to attend a General Body Meeting.
- v) The quorum for the Extraordinary General Body Meeting shall be one-eighth of the total number of *Full Members* eligible to attend the said Meeting.
- vi) The quorum for the Annual General Body Meeting shall be one-tenth of the total number of *Full Members* eligible to attend the said Meeting. Provided that, if there is no quorum then the Meeting shall be adjourned upto fifteen minutes and if at such adjourned General Body Meeting too, the required quorum is not available then the *Full Members*, with the right to vote, present in the Meeting shall constitute the quorum and this meeting shall go through the already circulated agenda with a view to transacting the Routine Business of the Annual General Body Meeting.
- vii) The quorum for the General Body Meeting discussing Amendments of the Constitution of the Association shall be one-sixth of the total number of *Full Members* eligible to attend the said Meeting. Provided that if there is no requisite quorum, then the meeting shall be adjourned upto fifteen minutes. If after this period of adjournment there is still no quorum but the Secretary reports that more than one-sixth of the eligible *Full Members* of the Association have returned the proxy vote forms duly signed, then the President may declare that the requisite quorum is present and proceed with the business of the meeting.
- viii) In the absence of the requisite quorum, an Extraordinarily General Body Meeting shall not be valid and consequently, while such a General Body may discuss the already circulated agenda, any of the decision taken at this meeting shall not be construed as anything more than a mere suggestion for further consideration.
- ix) Each meeting of the General Body shall confirm the minutes of the immediate preceding General Body Meeting before transacting other business.

- x) Notice for the Annual General Body Meeting/Extraordinary General Body Meeting alongwith its agenda shall be sent through certified post by the Secretary to all the eligible *Full Members* of the Association, at least four weeks before the scheduled date for the Annual General Body Meeting/Extraordinary General Body Meeting.
- d) Any decision other than those pertaining to the amendments of the Constitution or dissolution of the Association taken at the meeting of the Executive Committee or the General Body, which is duly convened and held and where there is a requisite quorum, shall be deemed to have the same effect as that which is passed under the signature of all the members of the respective bodies, unless otherwise specifically stated elsewhere in this Constitution.

Article No.10

General Body and Amendment of the Constitution :

- a) All the *Full Members* of the Association who, as on the date of attending the General Body Meeting, are not in arrears for more than two consecutive years in respect of payment of their subscription to the Association and whose membership privileges have not been withdrawn, shall validly constitute the General Body.
- b) The General Body shall be supreme authority of the Association whence the Executive Committee derives its power.
- c) It shall, by simple majority, function as the final arbiter in disputes arising out of differing interpretations of the Constitution.
- d) The General Body shall adopt By-laws not inconsistent with this Constitution, embodying additional provisions with a view to clarifying the provisions in the Constitution and to facilitating the proper functioning of the Association.
- e) The General Body shall be competent to amend, delete, substitute or add to any of the provisions of the Memorandum of Association and of the Constitution of the Association or to frame new rules and regulations or to authorise disbursement from the corpus of the Consolidated Fund of the Association, as and when deemed fit, in accordance with the procedures laid down hereunder:
 - i) the copies of the existing and proposed amendments/new provisions/ special resolutions along with the proxy vote form shall be mailed through Certified Post to each of the *Full Members* of the Association having the right to vote, at least six weeks ahead of the date of the General Body Meeting;

- ii) the proposed amendments/new provisions/special resolutions shall be moved at the Annual General Body Meeting or at an Extraordinary General Body Meeting specifically convened for the purpose;
- iii) the quorum for this General Body Meeting shall be as stated in Article 9(c)(vii); and
- iv) more than **seventy five percent** of the total eligible *Full Members* on the roll of the Association vote in favour of the amendment/new provision/special resolution, either in person or by proxy, including at least two-thirds of the members present at the said General Body Meeting; provided that any affirmative proxy vote shall be counted either when it is duly signed by an eligible *Full Member* on the roll of the Association or if a *Full Member* does not reply within four weeks from the date of mailing the proxy vote form to his address listed in the records of the Association, thereby indicating his approval of the proposed amendment of the Constitution/new provision in the Constitution/special resolution.

Article No.11

Dissolution of the Association :

- a) The procedures to be followed for dissolving the Association shall be the same as those laid down for amending the Constitution (Article 10e) except that the decision regarding dissolution shall be valid only if at least three-fourths of the total eligible *Full Members* on the roll of the Association vote in favour of the resolution either in person or by proxy.
- b) If, upon dissolution of the Association, there remains, after clearance of all its debts and liabilities, any fund or property whatsoever the same shall not be transferred to the names of or distributed, in cash or kind, among the members of the Association; but instead, the said property or fund shall be given or transferred to one or more Societies or Institutions having objects similar to all or any of the Objects of the Association as determined by the affirmative votes of not less than two-thirds of the members participating personally in a General Body Meeting held at or before the time of the dissolution. Provided that if for any reason whatsoever, effect cannot be given to the aforesaid provision then the said fund or property shall be given or transferred to some other charitable Society or Institution

Article No.12

Indemnity :

- a) Neither any member of the Executive Committee nor any of the members of the Association shall be answerable to or held responsible for the loss of or damage to any property or loss of any fund of the Association incurred as a

result of any action taken in good faith, or for any error in judgment or mere indiscretion on his part in the performance of his duties or otherwise except for willful negligence or fraud.

- b) Legal heirs, executors or administrators of the properties of any member of the Executive Committee or of the Association shall at all times be indemnified and saved harmless out of the properties and funds of the Association.

BY - LAWS

(Pages 28 - 35)

BY-LAWS

Article No.1

General:

- a) The Indian Association of Cardiovascular-thoracic Surgeons, hereinafter referred to as the 'Association', shall inherit the entire Membership and Properties and Funds of the Association of Thoracic and Cardiovascular Surgeons of India.
- b) In the context of these By-laws the masculine shall include the feminine and vice versa.

Article No.2

Membership:

- a) The number of persons, who can be elected as Honorary Fellows in any one financial year of the Association, shall be restricted to two.
- b) A person elected to be an Honorary Fellow of the Association shall be admitted as such only if he receives in person, unless prevented by extraordinary circumstances such as sudden ill-health or accident, the certificate of Honorary Fellowship at a Conference of the Association.
- c) The rates of subscription and initiation fees for the different categories of Membership shall be as follows;

	<i>Subscription</i>	<i>Initiation Fee</i>
Fellow/Honorary Fellow	Nil	Nil
Life Member	Rs. 1000/-	Nil
Member	Rs. 100/- per annum	Rs. 200/-
Associate Member	Rs. 50/- "	Rs. 100/-
Overseas Member		
a) from SAARC countries	Rs. 200/- "	Rs. 400/-
b) from other than SAARC countries	US\$ 50/- "	US\$ 100/-
Overseas Life Member		
a) from SAARC countries	Rs. 2000/-	Nil
b) from other than SAARC countries	US\$ 500/-	Nil

- d) Any change in the rate of subscription or of the Initiation Fee for the different categories of Membership shall take effect only from the date of adoption or amendment of these By-laws by the General Body of the Association and shall not presently or in future affect the status of or apply to the Honorary Fellows, Fellows, Life Members and Overseas Life Members on the roll of the Association or of the Association of Thoracic and Cardiovascular Surgeons of India, on the date such change is brought into force.
- e) The Secretary shall scrutinize every application for Membership and he, after satisfying himself regarding the eligibility of the applicant for election to the appropriate category of Membership, may issue a letter to the applicant with a view to conferring on the latter the limited privilege of participating in the Scientific Meetings of the Association until such time as when a final decision is reached on the application.

Article No.3

Executive Committee and Officers:

- a) In the event of any of the persons, selected by the General Body to deliver the Orations instituted by the Association, being unable to deliver the said Oration, on any account whatsoever, the Executive Committee shall ordinarily nominate a suitable replacement through a process of voting, provided sufficient time is available for the nominee to prepare for the Oration.
- b) Should any dispute arise between the Officers of the Association or between the Managing Editor of the Journal and any of the Officers of the Association or between any two members of the Executive Committee relating to their respective duties or to any alleged breach of the provisions of the Constitution or By-laws or on any account whatsoever, which cannot be satisfactorily settled under the procedures already provided or agreed to, then the President shall arbitrate and his decision shall be binding on all parties.

Article No.4

Annual General Body Meeting:

- a) The Annual General Body shall transact, among other things, the following routine business:
- i) Approval of the minutes of the immediate previous Annual General Body Meeting;
 - ii) Consideration of the report of the Secretary;

- iii) Consideration of the audited accounts and appointment of the auditors for the current year;
- iv) Elections to the Executive Committee
- v) Selection of candidates for the various traveling Fellowships and awards of the Association;
- vi) Selection of candidates for the Orations instituted by the Association (Dr.C.S. Sadasivan Oration and Dr.G.S.Karai Oration etc.);
- vii) Selection of the venues for the forthcoming Conferences of the Association;
- viii) Admission of new members to various categories of Membership;
- ix) Announcement of the results of the election;
- x) Installation of the new President; and
- xi) Vote of thanks

Article No.5

Fellowship, Orations and Awards:

a) *Reeve H.Betts Fellowship:*

- i) Each year this Fellowship shall be ordinarily awarded to a maximum number of two candidates provided each shall be a Member or Life Member or Fellow of the Association.
- ii) The age of the candidate shall be atleast 30 years at the time of submitting his application for the Fellowship and he shall be attached to a Cardiac and/or Thoracic and/or Vascular Surgical Unit for atleast two years after being a Member/Life Member of the Association.
- iii) In his application the candidate must state the purpose of his applying for the Fellowship.
- iv) A candidate for the Fellowship shall get his application forwarded by his Head of the Department, unless he himself occupies that chair, and shall clearly give an undertaking that he shall be returning to his job in the institute/centre, at the end of the Fellowship period.
- v) The duration of this traveling Fellowship shall be upto six weeks, but not less than four weeks to be spent in some centers within the country.

- vi) A candidate selected for the Fellowship by the General Body shall submit to the Secretary a detailed programme of his proposed visit along with copies of the letters indicating that he would be accepted as a Fellow by the Cardiac and/or Thoracic and/or Vascular Surgical centers of his choice within the country for the duration stipulated by him.
- vii) The candidate shall be required to submit to the Secretary within two months of completion of his Fellowship, a detailed report regarding his visit.
- viii) In the event the Fellowship, in a given year, is either not awarded or not availed of by a selected candidate, the Fellowship amount shall be carried over to the next year and awarded to an additional candidate.

b) *Starr-Ahmad Fellowship:*

- i) This Fellowship shall be awarded to only one cardiac surgeon every year.
- ii) A candidate for this Fellowship shall be a Member or Life Member or Fellow of the Association.
- iii) The age of the candidate at the time of submitting his application for this Fellowship shall be between 35 and 45 years and he must be in clinical practice of cardiac surgery for atleast five years after being qualified to be a cardiac surgeon.
- iv) The candidate must be attached to a Cardiac Surgical Unit and shall be required to get his application forwarded by his respective Head of the Department, unless he himself occupies that chair.
- v) The candidate must himself give an undertaking and shall enclose with his application a certificate from the Head of his institute/centre to the effect that he shall be returning to his job in the institute/centre at the end of his Fellowship period.
- vi) A candidate for this Fellowship in his application must clearly state, among other things, the purpose of his applying for the Fellowship, indicating how, in his opinion, it may help his future work.
- vii) The candidate must also state in his application if he has visited any country or countries in the past for an aggregate period of three months or more and, if indeed he has, then he must furnish the particulars of the duration and purpose of his visits abroad.
- viii) The Secretary of the Association shall scrutinize the applications and prepare a short- list of upto ten candidates who may be asked to

appear at a personal interview before a committee consisting of the President and Secretary of the Association and Dr.P.Shatapathy and Dr.K.M.Churian .

- ix) The aforesaid committee shall make the final selection or, alternatively, it may further shortlist, if possible three candidates, in order of merit and this list along with the brief biodata of those candidates may be sent to Dr.Aftab Ahmad at Portland, Oregon, U.S.A. for final selection of the successful and an alternate candidate.
- x) The duration of the Fellowship shall ordinarily be for three months but not less than six weeks to be spent at the Heart Institute of the St.Vincent Hospital & Medical Centre, Portland, Oregon, U.S.A.
- xi) The Fellowship shall provide round trip air fare from India to Portland, Oregon for the candidate and shall also cover all expenses towards accommodation and maintenance at Portland, Oregon, for the period of the Fellowship.

c) C.S.Sadasivan Memorial Oration:

- i) This Oration shall ordinarily be delivered during the Annual Conference of the Association and shall carry an award and a citation.
- ii) The subject of the Oration shall pertain to Cardiac Surgery.
- iii) The nominee for the Oration shall be a Fellow/Member/Life Member/Overseas Member/Overseas Life Member of the Association of atleast seven years' standing.
- iv) A nomination paper for the Oration must be signed by atleast two Full Members of the Association and shall enclose the following:
 - : a detailed curriculum vitae of the nominee;
 - : a brief note, not exceeding 500 words, regarding the contribution of the nominee towards the advancement of Cardiac Surgery; and
 - : an indication from the nominee regarding his willingness to deliver the Oration, if selected.
- v) The President of the Association shall be one of the chairpersons of the session in which the Oration is delivered.

- vi) In the unusual event of no selection being made in a given year or the selected candidate failing to deliver the Oration, the cash award normally given to the Orator shall be added to the corpus of the Memorial Fund.

d) *Godrej S. Karai Memorial Oration:*

- i) This Oration shall ordinarily be delivered during the Annual Conference of the Association and shall carry an award and a citation.
 - ii) The subject of the Oration shall pertain to General Thoracic and/or Vascular Surgery.
 - iii) Other rules governing the Oration shall be as per Dr.C.S.Sadasivan Memorial Oration except that the contribution of the nominee towards the advancement of General Thoracic and/or Vascular Surgery need to be furnished.
- e) The selections for the above cited Orations and Fellowship, excluding the Starr-Ahmad Fellowship, shall be made by the Executive Committee subject to ratification by the General Body.
- f) The guidelines for the Dr.Parsuram Memorial Award or any other award or traveling fellowship shall be laid down by the Executive Committee taking into consideration the wishes of those instituting such award or traveling fellowship.

Article No.6

Conferences:

- a) Each Conference shall ordinarily be restricted to three days while the Continuing Medical Education (C.M.E.) Programme, if any, may be conducted on the previous day of the Conference. Provided that the formal inauguration of the Conference may be performed during the evening previous to the day when the scientific sessions commence.
- b) Atleast one meeting of the Scientific Programme Committee of the Conference shall be held before finalizing its scientific programme. The Organisers of the said Conference shall host this meeting and shall reimburse the traveling expenses of and provide local hospitality to the outstation members of the Scientific Programme Committee headed by the Senior Vice-President of the Association.
- c) The Orations of the Association shall rank next only to the Presidential Address in importance and shall be accordingly assigned pride of place in the programme of the Conference.

- d) Choice of chairpersons or rapporteurs, for the **Scientific Sessions**, shall be confined to persons belonging to any of categories of membership of the Association.
- e) The **Registration Fee** for the Conference, as far as possible, should only cover the cost of organising the scientific deliberations, providing tea and snacks during mid-session breaks and of meeting such other expenses as are essential to holding the Conference.
- f) A separate **Registration Fee** may be charged for participation in the **C.M.E.** programme.
- g) **Meals coupons** for the duration of the Conference may be supplied at a price, but ordinarily the charges for the meals shall not be included in the **Registration fee** for the Conference.
- h) The **Organisers** of the Conference, if they can raise enough funds, may arrange entertainment programmes following the inauguration of the Conference, and following the valedictory function, and/or may host **Dinners** during those evenings.
- i) The **Organisers** of the Conference shall be required to give an undertaking to get the accounts of the Conference audited by recognised auditors within six months of the conclusion of the Conference and to submit to the **Secretary of the Association** a copy of the auditors' certificate to that effect.
- j) **Surplus income**, if any, from the Conferences shall be handled as under:

Thirty percent of the surplus income from each Conference shall be credited to the **Consolidated Fund** of the Association, another twenty percent shall be credited to the **Account of the Journal** and the remaining fifty percent shall be handled in a manner determined by the **Organisers** of the said Conference.
- k) The **Executive Committee** shall evolve within five years detailed guidelines for the scientific programme of the Conferences.
- l) A paper to be considered for presentation during the scientific sessions of a Conference shall have as its co-authors atleast one person belonging to any of the categories of membership of the Association or shall be sponsored by a **Life Member** or a **Fellow** of the Association.

Article No.7

Amendments:

- a) Only the General Body may amend, delete, substitute or add to the provisions of the existing By-laws as and when considered necessary.
- b) The procedure to be followed for amending the existing By-laws or to frame new By-laws shall be as follows;
 - i) the copies of the proposed amendment/new provision/special resolution along with the proxy vote form shall be mailed through Certified Post to each of the *Full Members* of the Association having the right to vote, at least six weeks ahead of the date of the General Body Meeting;
 - ii) the proposed amendment/new provision/special resolution shall be moved at the Annual General Body Meeting or at an Extraordinary General Body Meeting specifically convened for the purpose;
 - iii) the quorum for this General Body Meeting shall be one-eighth of the eligible *Full Members* on the roll of the Association; and
 - iv) more than fifty percent of the eligible *Full Members* on the roll of the Association vote in favour of the amendment/new provision/special resolution either in person or by proxy including atleast three-fifths of the members present at the said General Body Meeting; provided that an affirmative proxy vote shall be counted if it conforms to the stipulations under Article 10(e) (iv) of the Constitution.

Article No.8

Contingency:

In the event of a contingency arising which has not been provided for either in the Constitution or in the By-laws, the President of the Association shall determine the procedure to be followed in dealing with that contingency.

GLOSSARY

(Pages 36 - 40)

GLOSSARY

Annual Conference: The annual scientific meeting of the Association (IACTS), ordinarily held between February 15 and March 15 of each year.

Annual General Body Meeting: The annual meeting of the General Body of the Association held on the second day of the Annual Conference.

Annual Subscription: The annual dues payable to the Association by the Associate Members, Members and Overseas Members before April 1 of each year. The amount is as stated in the By-laws. The entire amount is credited to the General Account of the Association.

Associate Member: A person, either undergoing training in General Thoracic and/or Cardiac and/or Vascular Surgery or else engaged in the practice of closely allied specialities like Cardiology, Cardiovascular-thoracic Anaesthesiology, and Chest Medicine including Tuberculosis and has been admitted to this category. He/she is not eligible to sponsor applications for the membership of the Association or take part in the General Body Meetings and the election process.

Association: Refers to the Indian Association of Cardiovascular-thoracic Surgeons.

Association-year: From the first day after an Annual Conference to the last day of the immediate following Annual Conference.

Betts' Fellowship: Available for a period of four to six weeks to two candidates each Association-year. The minimum age of the candidate is 30 completed years and he/she must have been a Fellow or a Member/Life Member of the Association for atleast 2 years.

By-laws: Additional provisions and procedures which are in harmony with the Rules & Regulations and help in clarifying some of its Articles and Clauses. Amending the By-laws is easier than amending the Rules and Regulations.

Conference Surplus: Refers to the surplus income from any Scientific Meeting (Conference) organised on behalf of the Association. Thirty percent of this amount is credited to the General Account, twenty percent to the Journal Account and the remaining fifty percent is utilized by the Organisers of the said Conference in a manner of their choosing.

Consolidated Fund: The fixed deposits in the name of the Association, the corpus of which can be touched only in extraordinary circumstances. The General Body of the Association alone is competent to take a decision in this regard.

Constitution: The Rules and Regulations of the Association.

Contingency Funds: Designated Accounts operated by the Secretary, Treasurer and Editor respectively to pay for various expenses to run each of their offices.

C.S.Sadasivan Memorial Oration: Pertains to a Cardiac Surgery subject and the nominee must be a Fellow/Member/Life Member/Overseas Member/Overseas Life Member of the Association for atleast 7 years.

Editor: Short form of the Managing Editor (of the IJTCVS).

Editorial Board: This is the governing body of the Journal and has the strength of 11 consisting of the President, Secretary, Managing Editor, two Associate Editors, three Nominated Members and three Immediate Past Presidents. It ordinarily meets during the Annual Conference.

Election: Held each year through voting by secret ballot at the Annual General Body Meeting to fill the vacancies in the Executive Committee.

Executive Committee: This is the governing body of the Association and has the strength of 14 consisting of President, Senior Vice-President, Junior Vice-President, Secretary, Joint Secretary cum Treasurer, Managing Editor, two Immediate Past Presidents, and six Ordinary Members. Only a Full Member is eligible to be elected to the Executive Committee.

Extraordinary General Body Meeting: Refers to the meeting of the Full Member of the Association held at a different time or place from the Annual General Body Meeting. It is to be convened only if decided unanimously by the Executive Committee or requisitioned in writing by atleast one-fifth of the total number of Full Members.

Fellow: Refers to a Life Member or Overseas Life Member of atleast 5 years' standing who has been elected to this category by the Executive Committee. Only Fellows (two in number) are eligible to sponsor an application for direct admission to the categories of Life Membership or Overseas Life Membership.

F.I.A.C.S.: Abbreviation for "Fellow of the Indian Association of Cardiovascular-thoracic Surgeons".

Financial Year: From April 1 of a calender year to March 31 of the immediate following calender year, both days inclusive.

Full Members: Refers to Fellows other than those residing abroad, Life Members and Members of the Association. Only Full Members can sponsor applications for membership of the Association and take part in the General Body Meetings and the election process.

General Account: The Account maintained in the name of the Association, from which the current expenses are met. The Annual Subscriptions, interest from the Consolidated Fund and income from all other sources, excluding the Journal, are credited to this account.

General Body: Refers to the Full Members of the Association, equal to or in excess of the required quorum, attending a validly held General Body Meeting.

Godrej S. Karai Oration: Pertains to a General thoracic or Vascular Surgery subject and the nominee must be a Fellow/Member/Life Member/Overseas Member/Overseas Life Member for atleast 7 years.

Honorary Fellow: A person of distinction residing in India or abroad, who has been elected unanimously by the Executive Committee to this category because of his/her outstanding contribution to the progress of General Thoracic/Cardiac/Vascular Surgery. Not more than 2 can be elected as Honorary Fellow in any one Association-year. He/she can take part only in the scientific meetings and social events organised by the Association.

I.A.C.T.S.: Abbreviation for "the Indian Association of Cardiovascular-thoracic Surgeons."

I.J.T.C.V.S.: Abbreviation for "the Indian Journal of Thoracic and Cardiovascular Surgery".

Invitation Fee: Paid at the time of applying for initial admission to the category of either Associate Member, or Member or Overseas Member of the Association. The amount is as stated in the By-laws. Fifty percent of the amount paid by the successful applicants and the entire amount accompanying rejected applications are credited the Consolidated Fund. The balance amount is credited to the General Account.

Joint Secretary cum Treasurer: He/she manages the permanent office of the Association and his primary responsibility is to keep the accounts and finances of the Association and those in the name of the Journal. He/she must be a resident of the city of Bombay and is ordinarily not eligible for re-election for a second consecutive tenure.

Journal: Refers to the Indian Journal of Thoracic and Cardiovascular Surgery.

Journal Account: The fixed deposits and designated account maintained in the name of the Journal.

Junior Vice President: He/she gets elected each year automatically becomes the senior Vice President whenever that office falls vacant.

Life Member: A Member of the Association, of atleast one year's standing, or a person qualifying to be a Member and sponsored by two Fellows and has been admitted to this category.

Life Membership Subscription: The amount is as stated in the By-laws of the Association. One-half of it is credited to the General Account and the other one-half to the Journal Account.

Managing Editor: He/she is primarily responsible for the publication of the Journal and has full administrative control over it, subject only to the superintendence of the Secretary and the general control of the Editorial Board. He is not eligible for re-election for more than two consecutive tenures.

Member: A person, having a recognised qualification in General Thoracic and/or Cardiac and/or Vascular Surgery or engaged in the practice of or research pertaining to these specialities exclusively for at least four years after acquiring a recognised qualification in surgery and has been admitted to this category.

Officers: President, Senior Vice President, Junior Vice President, Secretary and Joint Secretary cum Treasurer.

Ordinary Members of the Executive Committee: Six in number at least two of who must retire each year. None of them is eligible for re-election for more than two consecutive tenures in this capacity.

Overseas Life Member: An Overseas Member of the Association of at least one year's standing, or a person qualifying to be an Overseas Member and sponsored by two Fellows and has been admitted to this category.

Overseas Life Membership Subscription: The amount is as stated in the By-laws of the Association. One half of it is credited to the General Account and the other one half to the Journal Account.

Overseas Member: A person resident abroad, who otherwise qualifies to be either a Member or an Associate Member and has been admitted to this category.

President: The Constitutional Head of the Association whose primary responsibility is to preserve, protect and uphold the Constitution. He/she is also the ultimate arbitrator if and when any contingency or dispute arises which cannot be satisfactorily settled under the provisions of the Constitution or By-laws. His/her tenure is from the day of his/her installation to the day of installation of his/her successor.

Presidential Address: Delivered by the President at the beginning of the scientific programme of the Annual Conference.

Proxy Vote: An affirmative proxy vote shall be counted either when the proxy vote form has been duly signed and returned by an eligible Full Member or if the form is not returned to the Secretariat within four weeks of mailing it to a Full Member's address. A negative proxy vote shall be counted only if it has been so indicated in the proxy vote form which has been signed and returned.

Quorum: Minimum number of persons required to be present in a meeting for it to transact its business legally. The required numbers for the Executive Committee Meeting, Editorial Board Meeting, Annual General Body Meeting, Extraordinary General Body Meeting, General Body Meeting amending the By-laws, and the General Body Meeting amending the Constitution are 5, 6, 1/10th of Full Members, 1/8th of Full Members and 1/6th of Full Members respectively.

SAARC Countries: Bangladesh, Bhutan, Maldives, Nepal, Pakistan and Srilanka.

Scientific Programme Committee: Gives the final shape to the scientific programme of the Annual Conference and consists of the Senior Vice-President as Chairman and the Secretary of the Association, Organising Secretary of the Conference and another member of the local Organising Committee.

Secretary: The Principal Executive Officer who manages the day to day affairs and implements all the policies and programmes of the Association, subject only to the superintendence of the Executive Committee and general guidance given by the General Body. He/she is not eligible for re-election for more than two consecutive tenures.

Senior Vice President: Gets installed as the President at the Annual General Body Meeting without any formal election.

Starr-Ahmad Fellowship: Available every year, for a period of six weeks to three months, at the Heart Institute of Portland, Oregon, U.S.A. to one fully qualified cardiac surgeon from India in clinical practice for atleast five years. The age of the candidate must be between 35 and 45 years and he/she must not have visited any country/countries abroad for an aggregate period of 3 months or more. He/she must be a Fellow/Life Member/Member of the Association.

Treasurer: Short form the Joint Secretary cum Treasurer.

