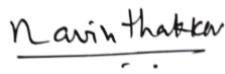


Dear All Members

We are happy to announce final copy of amended IOA Constitution after constitutional amendments which were passed by Extraordinary GBM taking into consideration all discussions held on 24-12-2021 at IOACON 2021, GOA Main Hall at 3 PM onwards. After Extra Ordinary GBM, GBM was held at same place and same date, and it was further ratified in the agenda of ratification of amendments passed in Extraordinary GBM as per norms and constitution, where resolution was passed that clauses of amended constitution relating /affecting election matter will be effective and operational only after IOACON 2023, Lucknow

We are thankful to All the members for active participation during discussion of each clause.



Dr B. Shivashankar

Dr Navin Thakkar

Dr Ramesh Sen

Dr Atul Srivastava

President IOA -2020-2021

Secretary General IOA -2020-23

President Elect -IOA 2021

Vice President IOA -2021

PASSED AMENDMENTS FOR IOA CONSTITUTION on 24-12-2021 in Extraordinary GBM for Constitutional Amendments at IOACON2021 -Goa, Main Hall

MEMORANDUM OF THE ASSOCIATION	
1.	Interpretations
In these regulations:	
“ Annual Conference ” is the principal Scientific Meeting of the Association held annually between November & December or as determined by the Executive Committee in exceptional circumstances;	
“ Association ” means the Indian Orthopaedic Association;	
“ Central Government Agencies ” means Railways, Defence forces, etc;	
“ Chapters ” are State / Zonal Chapters duly recognised and affiliated with the Association;	
“ Constitution ” means the regulations for the time being of the IOA as recognised by the Registrar of Societies;	
“ Executive Committee ” means the group of persons elected to positions of office within the IOA referred to in Clause 11;	
“ Fellow ” means an individual admitted as a Fellow according to these regulations;	

“Financial Year” means the financial year commencing on 1st April of each year and ending on 31st March of the subsequent year;

“IOA” means the Association;

“Member” means a member of the Association;

“Objects of the Association” means the objects referred to in Clause 4(1);

“Office” means the registered office for the time being of the Association being in New Delhi;

“Officer” means the Officers of the Association referred to in Clause 9(1);

“Recognised Organisation” is an organisation of a country territory or area recognised by the Association as representing orthopaedic surgeons of that country, territory or area;

“Register” means the register of Members;

“Seal” means the common seal of the Association and includes an official seal of the Association;

“Specialty Societies” or **“Sections”** are organisations of Members pursuing activities in particular areas of orthopaedic surgery; the terms Societies and Sections shall have the same meaning;

“Term” or **“Term of Office”** is the period an officer / nominated member will occupy as stipulated in Clause 10;

“Year” means a Financial Year for the purpose of accounting;

Words importing the singular number include the plural number and vice versa. Words importing any gender include the other genders.

Except so far as the contrary intention appears in these regulations, any interpretation of these Regulations rests with the President unless objected by a majority of the Executive Committee.

2 **Clause 2: Objects**

The objects for which the Association is established are:

- a. To advance the science, art and practice of orthopaedic surgery in the geographical boundaries of the Republic of India;
- b. To promote professional education, research, and other interest in the field of orthopaedic surgery;
- c. To share, amongst the Membership, knowledge of and solutions to orthopaedic problems;
- d. To assist affiliated State / Zonal Chapters in all matters relating to orthopaedic surgery;
- e. To promote, encourage and assist in the education and training of orthopaedic surgeons in the country;
- f. To provide instructions and education for the advancement of orthopaedic surgery amongst the medical practitioners.

- g. To associate together in one corporate body all qualified orthopaedic surgeons actively practicing or interested in the science and art of Orthopaedic Surgery and allied subjects;
- h. To promote social and professional contacts amongst the orthopaedic surgeons within the country and abroad;
- i. To cooperate with global, international, national and regional orthopaedic associations, societies and specialty groups who have objects similar to the Objects of the Association;
- j. To promote education and information on common orthopaedic problems amongst the general public;
- k. To promote and undertake charitable activities for the benefit of the underprivileged, physically challenged, and those affected by a natural disaster or calamity.

In furtherance of the Objects of the Association, the Association may undertake all such activities as may be conducive to the attainment of the Objects of the Association or as may be deemed necessary or expedient in the best interests of the Association, including:

- a. To hold scientific meetings, conferences and conventions, independently or in collaboration with other Associations;
- b. To provide for the delivery and holding of lectures, meetings and classes for medical practitioners/others for the purpose of directly or indirectly advancing the cause of orthopaedic surgery;
- c. To establish and maintain reference library(s) relating to orthopaedic surgery;
- d. To make grants of cash or assistance for the purpose of research and associated projects;
- e. To fund, encourage, administer or contribute to scholarships, fellowships, or travel grants for the purpose of promoting or encouraging education, training or research in orthopaedic surgery;
- f. To publish store and retrieve such information in print, electronic or other media form as the Association may think desirable for the promotion of its objects;
- g. To encourage the formation of state and regional branches of Orthopaedic Surgeons;
- h. To receive donations and subscriptions and to hold the funds in trust for any particular purpose or purposes for the advancement of orthopaedic surgery and allied branches;
- i. To expend such monies of the Association as may from time to time be necessary or desirable to further the Objects of the Association;
- j. To provide or contribute towards the provision of awards and distinctions to individuals / groups recognized by the Association as having made contributions to its objects or any one of them;
- k. To construct, alter and maintain any building necessary for the running of the Association;
- l. To encourage exhibitions of instruments, implants, tools, appliances, etc. connected with or pertaining to orthopaedic surgery and to attempt to improve such instruments and appliances for the special needs of this country;

- m. To watch the interest of orthopaedic surgery and to advise Government agencies regarding legislations affecting the art and practice of orthopaedic surgery in India;
- n. To advise other association voluntary bodies/Government agencies on matters affecting the interest and development of orthopaedic surgery including standardization of instruments, implants and orthotic and prosthetic appliances, problems of rehabilitation of physically handicapped, to advise on matters concerning teaching and training of medical students (under graduates and postgraduates) and research on orthopaedic surgery and to suggest ways and means for improving the training of the paramedical personnel;
- o. To initiate any other program which may be decided on from time to time by the Association for the advancement of orthopaedic surgery;
- p. To make rules, regulations and byelaws and to delete, change or add to the same as and when necessary or conducive to the attainment of all or any of the objects of the Association.

The Association shall function in accordance with the rules and regulations; a copy therefore is filed herewith duly certified in the prescribed manner.

The names, addresses and the occupations of the Executive Committee to whom, by the rules of the Association, the management of the affairs are entrusted for the duration of their offices consist of the President, President Elect, the Vice-President, Hon. Secretary and Treasurer.

The Executive Committee shall be the Governing Body of the Society to whom the rules and regulations of the Society and the management of its affairs is entrusted.

3 **CONSTITUTION OF THE ASSOCIATION**

4 **Clause 3: Office & Scope**

1. The Principal Office of the Association shall be located in the I.O.A. House, Plot No. 69, Tughlaqabad Institutional Area, M.B. Road, Near Batra Hospital, New Delhi 110062, India
2. The Association shall operate throughout the Republic of India.
3. It will operate directly or through branches established and affiliated in furtherance of the objects of the Association

5 **Clause 4: Membership**

1. The Association may admit individuals, who fulfill the criteria as stipulated by Clause 4(6) as members.
2. The classification and categories of members together with their rights and privileges shall be determined and amended by the Executive Committee and approved by the General Body from time to time.
3. Applications for all categories of membership can be made online through the IOA website. The individual desirous of becoming a Life Member shall be a member of the State Chapter before he can apply for IOA membership. Individuals working for Central Government agencies or residing in regions devoid of State Chapters shall be exempted from being members of the State Chapter to become IOA members.

4. Approval of all categories of membership shall be by a majority vote at a business meeting. The life membership with voting rights of all applicants shall come into effect from the next day after ratification in the Annual General Body meeting of the Association.
5. A Life Member of the Association may vote only for the State Representative for the state in which he has been registered in the IOA records.
6. The Members of the Association shall be classified and admitted into the following categories:
 - a. **HONORARY FELLOWS:**
 - i. Being a person of distinction, approved by the Executive Committee, in recognition of his or her contribution to the progress of orthopaedic surgery.
 - ii. A maximum of four Honorary Fellowships can be conferred in any Annual Conference of the Association. Of these, a maximum of two can be conferred upon foreign nationals for their extra-ordinary contributions.
 - b. **LIFE MEMBERS:**
 - i. Being a fully trained orthopaedic surgeon with an orthopedic degree recognized by the National Medical Council of India / Medical Council of India /State Medical Council (D.Ortho, MS Ortho, DNB Ortho, MCh Ortho).
 - ii. Having paid the subscription / fees as prescribed by the Association from time to time.
 - iii. A new applicant shall be given a Provisional Membership Number and after being approved and ratified at the Annual General Body meeting of the Association, he shall be allotted a Life Membership number(LM No).
 - iv. All life members, residing in India, are entitled to attend scientific meetings, participate in all scientific discussion, right to vote, and hold any office of the Association provided they fulfill the stipulated criteria.
 - c. **ASSOCIATE MEMBERS:**
 - i. Associate members may be from the following
 1. Who are pursuing training in orthopaedic surgery
 2. Physicians and surgeons (registered with the NMC / MCI / State medical Council) who are interested in orthopaedic surgery or allied branches of medicine
 - ii. Associate Members of the Association shall have the right to attend scientific meetings, social events, and engage in all scientific deliberations but they shall not attend business meetings and take part in elections.
 - iii. Fees for orthopaedic trainees to become Associate Members shall be decided by the Association from time to time. On completion of training and obtaining a recognized degree, they shall be eligible to become life members of the Association on the payment of an additional amount as prescribed by the Association at that moment in time.
 - iv. Category 2 of the medical personnel seeking Associate membership shall be required to pay a one-time fee as laid down by Executive Committee and revised from time to time.
 - d. **INTERNATIONAL AFFILIATE MEMBERS:**

- i. Foreign / Non-Resident Indian orthopedic surgeon with an orthopedic degree recognized by their National accreditation authority and being a member of the their National Orthopaedic Association.
- ii. Having paid the subscription / fees as prescribed by the Association from time to time.
- iii. They shall have the right to attend scientific meetings, social events, and engage in all scientific discussions, attend business meeting. However they will not be eligible to vote or contest for a position of the Association.

6 Clause 6: Subscription

Clause removed

7 Clause 7: Cessation of Membership

1. Any member desirous of withdrawing from the membership of the association shall be required to give a written notice to the Secretary General not less than three months before the Annual Conference of the Association.
2. The Executive Committee may, by a majority decision of its members, issue a show cause notice to a member for actions injurious to the prestige and dignity of the Association. Such a notice will be issued at least 4 weeks before the next scheduled executive committee meeting.
3. Such a member shall have the right to represent to the Executive Committee through a written application to the Secretary General within 14 days of receiving the show cause notice.
4. The matter shall be taken up at the next meeting of Executive Committee. The Executive Committee may, by a majority resolution, take the decision to temporarily suspend such a member till the time the matter is taken up by the General Body.
5. Such termination shall be deemed to be confirmed, unless reversed by the General body
6. If a member's name is expunged from the register of the Medical Council, the certificate of which he / she attached with his / her membership application, the membership of the Association will be automatically terminated. In the scenario that the said member is again enrolled with the Medical Council, he / she may apply afresh for the membership of the Indian Orthopaedic Association with the new enrolment certificate of the Medical Council.
7. Grievance Redressal Mechanism:
 - a. Any member having grievance shall be obliged to write officially to the President with a copy to the Secretary General. The matter will be referred to the Legal & Grievance committee and the member concerned shall be intimated accordingly within 2 weeks.
 - b. If the grievances are of grave nature or upon recommendation of the Legal & Grievance Committee, the Secretary General shall place it before the Executive Committee and such shall be addressed as early as possible.
 - c. The Executive Committee may, in its wisdom, decide to also constitute a panel of Past Presidents / Life Members / Others if deemed necessary to look into the matter concerned and report back to the Committee within two weeks.

- d. The Committee's report / recommendation will be submitted to the Executive Committee for discussion.
- e. A member is obliged to participate in grievance redressal mechanism as enumerated in the Constitution. Any derogation of the same would be contrary to provisions and such person(s) shall be liable for action as per the provisions of the IOA Constitution.
- 8. If a representation is received by the Association from an affiliated state chapter in lieu of disciplinary action initiated against a Member, it shall be placed before the Executive committee for deliberation.

8 Clause 8: Chapters

- 1. The Association shall be empowered to help establish and subsequently affiliate State Chapters of the Associations. Such Chapters shall function with their own executive committees comprising of a President, President Elect, Honorary Secretary, Treasurer and other members, as they deem fit.
- 2. Such Chapters can be established for states and union territories of India. One or more states can combine to have a joint state chapter provided they do not have independent state chapters.
- 3. The affiliation of any State Chapter shall be by a written application to the Secretary General, supported by a list of at least 30 members, and accompanied by a copy of the constitution.
- 4. All chapters shall be constituted and shall function in accordance with the Rules of the Association and shall abide with the directives given from time to time by the office of the Association.
- 5. The Chapters shall send regular report of their activities to the Hon. Secretary.
- 6. The Chapters should be registered under the Registration of Societies Act of 1860 and should have their Permanent Account Number of Income Tax.
- 7. Preferably all of the members of the Chapter should be members of the Association and an undertaking with respect to this should be given by the Secretary of the Chapter.
- 8. A Centre State Relationship Committee chaired by a nominee of the executive committee, termed the Chair of the Committee, will monitor the functioning of state chapters.

9 Relationship with Other Associations (New Proposal)

- 1. In furtherance of the Objects, the Association may cooperate with global, international, national, regional and super/ sub-specialty orthopedic associations or societies.
- 2. The Association will only cooperate / associate with associations which have objects similar to the Objects of the Association and which have a democratically elected Executive Committee / Board of Directors and GBM is conducted regularly /change of office bearers happens and minutes are submitted till the MOU is in effect.
- 3. Such co-operation should be approved by the Executive Committee and documented by virtue of a 'Memorandum of Understanding' signed by the President / Secretary of both associations / societies.
- 4. The MOU shall clearly state the reciprocal arrangements agreed to between both the cooperating associations.

5. The Association shall provide scientific sessions in its Annual Conference, only to such associations and / or super/ sub-specialty groups with whom the Association has an MOU in place.
6. The President shall represent the Association at all invited conferences or functions. If, for any professional or personal reason, he is unable to do so, the Association shall be represented by the President Elect and failing him the Vice President. In the extra-ordinary circumstances that all the three cannot attend, the Secretary General / nominee shall represent the Association.

10 Clause 9: Accounts & Finances

1. The financial year of the Association will be commencing on 1st April of each year and ending on 31st March of the subsequent year.
2. The accounts of the Association shall be maintained in the name of the Association preferably at a nationalized bank authorized by the executive committee.
3. All property and money shall be vested in the name of the Association
4. The Treasurer shall have the charge of all the money, assets, movable and immovable properties of the association.
5. A draft budget for the coming Financial Year shall be prepared by the Treasurer, and presented to the Executive Committee for discussion and approval, at its meeting during the Annual Conference of the Association.
6. The Finance Committee shall oversee and assist the function of the Treasurer. It shall also assist the Treasurer in forward financial planning.
7. The Treasurer shall present a full financial statement and duly audited balance sheet at the Annual Business meeting of the Association. He shall also email these financial details to all the members of the Executive Committee at least 15 days prior to the date of the business meeting.
8. The accounts of the Association shall be audited annually.
9. The accounts of the Association shall be opened jointly in the names of the President, Secretary General, Treasurer and Joint Secretary and shall be operated by the signatures of the Treasurer and any one of the other three Officers of the Association.
10. The payment of subscription and/or donations shall be made to the Secretary General of the Association, who after verification of the attached documentation will forward it to the Treasurer.
11. No member of the Executive committee or Sub-committee shall incur any expenses on behalf of the Association except with the written permission of the President and / or Secretary General.

11 Clause 10: Scientific Meetings

1. The annual scientific meeting of the Association shall be called the IOACON: Indian Orthopaedic Association Conference.

2. The conference shall be held in the months of November – December. In the extraordinary circumstances that a physical conferences cannot be held, Virtual IOACON shall be convened in the second week of December.
3. The conference shall be a stand-alone academic event and shall not be clubbed with any other international or state conference.
4. The venue of the conference shall be on a rotation basis among the five zones. The order of rotation shall be: Zone 1 to Zone 2 to Zone 3 to Zone 4 to Zone 5.
5. The Zone demarcations shall be:
 - a. Zone 1: Jharkhand, North Eastern states, Orissa, West Bengal
 - b. Zone 2: AP, Goa, Gujarat, Maharashtra, Telangana
 - c. Zone 3: Delhi, HP, Jammu, Kashmir, Ladakh, Punjab, Haryana, Chandigarh, Rajasthan, Uttarakhand
 - d. Zone 4: Bihar, Chhattisgarh, MP, UP
 - e. Zone 5: Karnataka, Kerala, Puducherry, TN
6. Bid will be made from the specified zones in rotation. In the event of there being no bid from the zone, the conference will be organized centrally by the Association.
7. The selection of the conference venue shall be done by an online election process described by Clause 15 from amongst the bidding cities of the specified zone.
8. Details of calling of annual conference procedure, guidelines & protocols to be observed, finances and savings shall be governed by the published guidelines/protocols of IOA drawn up and updated from time to time by decisions taken in executive committee and ratified in annual general body meeting.
9. The arrangements, dates and venue of the annual conference may be changed by the Executive committee of IOA under the following extraordinary circumstances:
 - a. Expression of inability / withdrawal by local organizing committee to conduct the conference.
 - b. Act of omission / commission of a serious nature by senior member of organizing committee grievous enough to affect the conference or sully the name of the Association.
 - c. Illness / Death of the Organizing Secretary.
 - d. Lack of follow-up of directives from the executive committee regarding program / guidelines / protocols by the local organizing committee.
 - e. Falsification of information of facilities at venue at time of bid.
 - f. Any other condition which the Executive Committee of IOA feels is of serious nature and will adversely affect the staging of the conference or the name of the Association.
10. In the extra ordinary circumstances that the local organizing committee is unable to conduct the conference, it shall be organized by the Association per se.
11. Applications for hosting the annual meeting shall be called, two years in advance, from interested State Chapters on a Standard proforma fulfilling criteria laid down from time to time by Executive Committee of IOA.
12. The bidding host State Chapter shall:

- a. Designate the proposed Organizing Secretary and Organizing Chairman as per bid document
- b. Be a registered body.
- c. Provide the PAN Card for the opening of the official accounts
- d. Give an undertaking to be accountable for all financial responsibilities of conducting the conference and abide by the directives of the executive committee and scientific / program committee of IOA.
- e. Abide by the financial obligation of contributing a minimum of ten percent (which may be changed from time to time) of the entire collection to the Indian Orthopedic Association. This is besides the incidental charges which is collected during IOACON, which go directly and completely to the Benevolent fund account of the IOA.

13. The Organizing Secretary and the Organizing Chairman for the annual conference shall be nominated by the State Chapter via a written resolution of the Executive of the State Chapter and ratified at the General Body Meeting of the IOA. The Organizing Secretary and The Organizing Chairman along with President and Secretary of Host Chapter shall be responsible for the organization and finances of the conference. In extraordinary circumstances, the state GBM or EGBM can recall The Organizing Secretary and or Organizing Chairman and nominate a new one, the same needs to be ratified by Extraordinary EC or GBM of IOA.

14. Central Committee will decide the full program of the conference at least four months in advance. This includes arrangements for scientific deliberations, guest speakers, orators, seminars, symposia, workshops and selection of free papers for presentation at the Annual Conference.

15. The Central Committee shall consist of:

- a. Officers of the Association (specified in Clause 13.1)
- b. Two immediate Past Presidents of IOA
- c. President & Secretary of Host Chapter
- d. Local Organizing Committee Members as follows:
 - i. Organizing Chairman
 - ii. Organizing Secretary
 - iii. Treasurer
 - iv. Chair of Scientific Committee

16. Central Committee shall have complete academic and financial control over the conference and its decisions shall be binding on the organizing secretary and local organizing committee.

12 Clause 11: Business Meeting

- 1. A business meeting of the IOA shall be held once every year at the IOACON. Such a meeting shall be called an Annual General Body Meeting. In the extraordinary circumstances that the IOACON is not held, the Annual General Body Meeting will be convened online.
- 2. The Executive Committee shall be empowered to call additional meetings of the Association which shall be termed Extra Ordinary Meetings.
- 3. A minimum of four Executive Committee Meetings will be held every year. These may be physical or virtual as deemed fit by the Officers of the Association

4. The minimum notice required to convene a Meeting of the Association shall be:

- Annual General Body Meeting: 30 days;
- Online Extra Ordinary Meeting: 7 days;
- Physical Executive Committee Meeting: 30 days.
- Online Executive Committee Meeting: 7 days

5. No business shall be transacted at any meeting of the Association unless a quorum has been established. A quorum shall be established at the beginning of a meeting.

6. The quorum of the Annual General Body Meeting and Extra ordinary meetings shall be 100 members. These may be present in person or via video link.

7. If a quorum is not present for the meeting, it shall be adjourned and then reconvened after 30 minutes.

8. If at the adjourned meeting a quorum is not present:

- Fifty members will constitute a quorum
- If less than 50 members are present, the meeting shall be dissolved

9. The quorum of the Executive Committee meetings shall be 20 members, which must include at least 5 Officers of the Association. These may be present in person or via video link.

10. Only Life Members of the Association shall be entitled to attend and vote at business meetings.

11. The President shall also call a business meeting within thirty days of receiving a request signed by not less than 500 members specifying the nature of the business.

12. All decisions taken by a majority approval in a Annual General Body meeting of the Association shall come into effect immediately.

13. Decisions taken in a special / extraordinary meeting will come into effect after ratification in the subsequent business meeting of the Association / AGM.

13 **Clause 12: Publication**

- The Association shall publish the Indian Journal of Orthopedics and a Newsletter.

2. INDIAN JOURNAL OF ORTHOPAEDICS

- The official publication of the Association shall be the Indian Journal of Orthopedics.
- The Journal will be available to members in an E-format. However it shall also be available to the Medical institutions and members desirous of having it in printed format.

3. IOA NEWSLETTER

- The Secretary General shall publish an e-newsletter three times a year.
- It shall contain:
 - Official messages
 - Details of Executive / Standing / Sub committees
 - Minutes of all business meetings of the Association

- iv. Reports of Officers of the Association & all committees
- v. Official announcements
- vi. List of all new members.

14 Clause 13: Officers

1. The Officers of the Association shall be
 - a. President
 - b. President Elect
 - c. Vice-President
 - d. Secretary General
 - e. Joint Secretary
 - f. Treasurer
 - g. Editor
2. All officers except the Secretary, Joint Secretary, Treasurer and Editor shall be elected annually.
3. The Officers shall discharge their duties in an honorary capacity

15 Term of Office (New Clause for Clarity)

1. The term of office of the Officers of the Association & other members of the Executive Committee shall be
 - a. President, President Elect, & Vice President: One year
 - b. Honorary Secretary, Treasurer, Joint Secretary, Editor: Three years
 - c. IOA State representatives: Three years.
2. Elections will be held on an annual basis. The maximum permissible time between two elections is of fourteen months.
3. The Executive Committee as constituted in accordance with these Rules shall continue in office notwithstanding their period of service, which may have expired until their successors have been duly elected.

16 Clause 14: Executive Committee

1. The Executive Committee shall consist of
 - a. Officers of the Association
 - b. Two Immediate Past Presidents of IOA
 - c. Presidents & Secretaries of affiliated State Chapters
 - d. Elected IOA State representatives
2. Presidents and Secretaries of State Chapters shall be executive members for a term commensurate with their term of office in their State Chapters.
3. An additional executive member will be elected from each State Chapter, having 250 or more members of IOA as on 31st December of the previous year. State Chapters having 500 members or more shall have two additional executive members apart from President and Secretary.

4. These State representatives shall be elected by IOA members from that State and shall have a term of three years. They are entitled for re-election for one more term only.

17 **Clause 15: Election of Officers and Venue of IOACON**

1. The Officers of the Association will be elected by an online election.
2. To be eligible to contest for a post of the Officer of the Association or State Representative, a member must be
 - a. A life member of the Association for at least five years;
 - b. Residing and practicing orthopedics in India.
3. The Vice President shall be Election Officer.
4. The Election Officer shall be responsible for scrutiny of nominations, finalization of contestants, selection of vendor to execute the election, conduction of online election, counting of votes and subsequent declaration of results.
5. The Election Officer shall conduct the election in complete secrecy and shall not disclose the voting details unless legally obligated to.
6. All contestants will sign a notarized affidavit to abide by the code of conduct and submit it along with the nomination form.
7. A member is not eligible to contest for the same position of the Association more than three times.
8. A member cannot simultaneously contest for more than one post in a given election.
9. The Election Officer shall conduct his duties independently, without interference of the Executive Committee.
10. The Election Officer shall nominate three senior members / Past Presidents / Retired High Court judge / Auditor to be the Election Observers. These Observers shall be involved in the entire electoral process.
11. In the extra-ordinary circumstances that the Vice President is unable to conduct the elections, the Executive Committee shall nominate an Election Officer from amongst the past Election Officers.
12. The Election Officer shall notify the elections in the first week of August. Such notification will be made by an email to members of the Association and shall also be displayed on the homepage of the Association website.
13. Notification of elections should be accompanied by details of vacancies to be filled in and the official nomination form.
14. All nominations must be received by the Election Officer within 4 weeks (before the last date specified on the nomination form) of the dispatch of the notice convening the elections.
15. After the last date of receiving of the nomination forms, the Election Officer will inform all the candidates, whose nominations are accepted, about the list of candidates in the fray.
16. Any candidate may withdraw his candidature within the time stipulated.
17. The Election Officer will conduct the online counting of votes within 24 hours of closure of the voting. This shall be done in the physical / online presence of the following:
 - a. President, President Elect & Secretary General of IOA
 - b. Election observers

- c. All contestants for all the positions of the Executive Committee or their official authorized representatives.
- d. Proposed Organizing Secretaries of IOACON Bidding cities.

18. The counting procedure will be video graphed and preserved as proof.

19. The Election Officer shall officially declare the results of the elections via an online Executive Committee Meeting called within 24 hours of the counting of votes, notice of which shall be declared with the election notification. The result will then be displayed on the website of the Association.

20. The incoming Officers of the Association will assume charge at the Valedictory function of the Annual Conference. In the extraordinary circumstances that the IOACON is not held, they shall assume charge on the 3rd Sunday of December via an online meeting convened by the Election Officer.

21. An officer of the Association shall be eligible to contest an election for another post of the Association only in the subsequent year of having completed the term of office. The organizing secretary and organizing chairman of the Annual Conference shall be ineligible to contest for a position of the Officers of the Association in the scheduled and subsequent year of the said conference.

18 **Clause 16: Powers, Functions & Duties of the Executive Committee**

1. The management of the Association shall vest in the Executive Committee.
2. The Executive Committee shall control the affairs of the Association, its funds and assets. The income and the property of the Association, howsoever derived shall be spent solely towards the objects of the Association and no portion thereof shall be paid or transferred directly or indirectly for any other purpose except for
 - a. Providing scholarships and fellowships to the membership as decided by the Executive committee from time to time.
 - b. As gift to an orthopaedic charitable / education trust.
 - c. For scientific and professional activities of the Association.
 - d. For the general maintenance of the IOA House.
 - e. For the purchase of equipment/furniture etc. for the office/building.
 - f. Salaries of IOA Staff.
3. The Executive Committee shall be empowered to fill up vacancies amongst the officers (except the President) and other members of the committee subject to confirmation at the next business meeting.
4. The Executive Committee shall have power to suspend a member deemed to be working contrary to the interest of Association or to have been disobedient to the Rules or guilty of unprofessional act of public misdemeanor, as per the procedure laid down in Clause 5 of the Constitution.
5. Without prejudice to the power of the general body of the Association the Executive Committee may Exercise powers, function and duties as under:
 - a. To appoint Standing committees, and sub-committees and delegate such functions and powers to them as it may deem necessary;
 - b. To co-opt Life Member to any committee;
 - c. To appoint delegates to represent the Association at conferences in India and abroad;

- d. To purchase, build, hold land, buildings, machineries, plants, furniture, vehicles, books and other equipment that may be found necessary in furtherance of the function and duties of the association for and in the name of the Association;
- e. To receive donations and benefactions for and in the name of the Association;
- f. To appoint an Auditor and fix his remuneration;
- g. To appoint a full time Executive Secretary and / or Administrative Officer, and an IT professional, who are not members, for the management of day-to-day office work. Their remuneration and specific duties shall be fixed by the Executive Committee. They will work directly under orders from the President, Hon. Secretary, and Treasurer of the Association;
- h. To build up protocols of the Association for its smooth functioning which may be modified from time to time.

6. The Executive Committee may, by power of attorney, appoint any person to be the attorney or attorneys of the Association for such purposes, with such powers, authorities and discretion (being powers, authorities and discretions vested in or exercisable by the Executive Committee), for such period and subject to such conditions as they think fit.

7. The Association shall bear the legal expenses for an Officer of the Association in the event of a legal suit being brought about against him / her in his / her official capacity while working for the Association.

19 Clause 17: Powers & Duties of Office Bearers

The Officers of the Association except the Immediate Past Presidents, President and President Elect shall be elected by an online electoral process as specified by Clause 16 and will keep office as per the terms specified in Clause 10.

20 President

- a. The President Elect shall automatically become the President at the end of the term of the outgoing President.
- b. The term of the President shall begin upon his/her induction into office by the outgoing President at the valedictory function of the Annual Congress (physical or virtual) and shall continue for one year until the next Annual Congress. In the extraordinary circumstances that a Congress is not feasible, the induction of the President will be done virtually as specified by Clause 15(18).
- c. He/she shall:
 - i. Be an ex-officio member of all Standing Committees and Subcommittees;
 - ii. Preside over all scientific, executive and business meetings convened by or on behalf of the Association;
 - iii. Be eligible to co-opt a life member in the executive committee. The number of co-opted members shall not exceed five and their tenure of service shall be contemporaneous with that of the President. These co-opted members shall not have voting rights;
 - iv. Have one seal of the Association;
 - v. Provide leadership for the advancement and betterment of the Association;

	<p>vi. Not be eligible for re-election;</p> <p>vii. Submit his resignation to the executive committee.</p>
21	President Elect
	<p>a. The Vice President shall automatically become the President Elect at the end of term of office of the outgoing President.</p> <p>b. The term of the President Elect shall be contemporaneous with that of the President.</p> <p>c. He / she shall:</p> <ul style="list-style-type: none"> i. Be the Chairman of the Finance Committee; ii. Be an ex-officio member of all Standing Committees and Subcommittees; iii. Perform the duties of the President in his absence, illness or incapacity, as the acting President; iv. Shall represent the President and the Association at meetings and congresses of other orthopaedic associations, if the President is unable to do so; v. Not be eligible for re-election; vi. Submit his resignation to the President. <p>d. In the unfortunate event that the President ceases to hold office during his term, the President Elect shall succeed the President for the rest of the term. On completion of that term he shall begin his one year term of office.</p>
22	Vice Presidents
	<p>a. To be eligible to contest for the position of Vice President of the Association, the individual must have served as a member of the Executive Committee as per Clause 11(1), for one term.</p> <p>b. The election of the Vice President shall be done by an online election process described by Clause 15.</p> <p>c. The term of the Vice President shall be contemporaneous with that of the President.</p> <p>d. He / she shall:</p> <ul style="list-style-type: none"> i. Be the election officer during his term of office. In the extra-ordinary circumstances that he is unable to execute the duties of the Election officer, the Executive Committee will appoint an Election Officer from amongst the previous Election Officers. ii. Assist the President in all activities of the Association, pertaining to the affairs of the Association; iii. Be an ex-officio member of all Standing Committees and Subcommittees; iv. Shall deputize for all functions of the President, in the absence of the President & President Elect;

- v. Represent the President and the Association at meetings and congresses of other orthopaedic associations if the President Elect is unable to do so;
- vi. Not be eligible for re-election;
- vii. Submit his resignation to the President.

e. In the absence of the President, President-Elect & Vice- President, the Executive Committee shall elect a Chairman for any particular meeting or for the remaining term of office.

23	Honorary Secretary	Secretary General
<ul style="list-style-type: none"> a. The election of the Secretary General shall be done by an online election process described by Clause 15. b. The term of the Secretary General shall be three years and he will not be eligible for re-election. c. He shall be eligible to contest an election for another post of the Association only in the subsequent year of having completed the term of office. d. He / she shall: <ul style="list-style-type: none"> i. Be an ex-officio member of all Standing Committees and Subcommittees; ii. Be responsible for the organization and execution of all policies and programs of the Association and shall submit reports at the meeting of the Executive Committee regarding thereto; iii. Present the annual report at the annual meeting of the Executive Committee giving a general review of the work of the Association in the preceding year; iv. Circulate all notices in accordance with the provision of rules and byelaws; v. Prepare the minutes of all executive committee / business meetings of the Association. The minutes of the executive committee meeting shall be circulated to the members of the Executive committee within 2 weeks of the meeting. The concise minutes of the AGM shall be uploaded on the Association website within 4 weeks of the meeting; vi. Be the custodian of the seal and all official documents of the Association and other associated items; vii. Be responsible for the appointment of all employees of the Association; viii. Sign and execute all contracts or other instruments in name of Association and shall exercise general supervision over all the affairs of the Association; ix. Prepare a current voters list of all Life Members of the Association on an annual basis; x. Provide the updated voter list to the Election officer by July 31 of each year; xi. He shall submit his resignation to the President. 		

e. He shall remain an ex officio member for a period of one year after the completion of his term during which period he will be designated as past Secretary. This will ensure continuity and guidance to the incoming Secretary. During this period he will not have voting rights in the Executive Committee

24 **Joint Secretary**

- a. The election of the Joint Secretary shall be done by an online election process described by Clause 15.
- b. The term of the Joint Secretary shall be contemporaneous with that of the Secretary General and he / she will be not be eligible for re-election.
- c. He shall be eligible to contest an election for the post of Secretary General / Treasurer in the last year of his term, but shall be eligible to contest for Vice President of the Association only in the subsequent year of having completed the term of office as Joint Secretary
- d. He / she shall:
 - i. Assist the Secretary General in day-to-day affairs of the Association;
 - ii. Be responsible for the minuting of all meetings of the Association

25 **Treasurer**

- a. The election of the Treasurer shall be done by an online election process described by Clause 15.
- b. The term of the Treasurer shall be contemporaneous with that of the Secretary General and he / she will not be eligible for re-election
- c. He / she shall:
 - i. Maintain the accounts of the Association;
 - ii. Submit his report to the Finance committee for scrutiny before it is presented in the executive / general body meetings;
 - iii. Present the annual audited accounts of the previous year and an unaudited account of the current year at the Annual General Body Meeting;
 - iv. Present a proposed budget for the next year at the Annual General Body Meeting;
 - v. Hold charge of all assets (movable and immovable property) on behalf of the Association and shall hand over the same to his successor;
 - vi. Shall sign all cheques / online transactions and other negotiable instruments jointly with either one of the following three: President, Secretary General & Joint Secretary. All cheques of over Rs. 50,000 have to be signed by the Treasurer and the President or Secretary General;

- vii. Submit his resignation to the President.
- d. In the absence of the Treasurer, the President will delegate in writing his duties to any other member of the Finance Committee.
- e. He shall be eligible to contest an election for another post of the Association only in the subsequent year of having completed the term of office.
- f. The Secretary and Treasurer may incur petty expenses for smooth running of the Association work not exceeding twenty thousand Rupees per item and get it reimbursed on production of proper receipts and vouchers.

26 **Editor**

- a. The Editor of the Indian Journal of Orthopedics shall be appointed by the Executive Committee on the recommendation of a Search Committee comprising of
 - i. President
 - ii. President Elect
 - iii. Vice President
 - iv. Two immediate Past Presidents
 - v. Secretary General
 - vi. Incumbent Editor
 - vii. Immediate Past Editor
- b. The term of the Editor shall be three years. He / she can serve in office for a maximum of two terms.
- c. He shall be eligible to contest for another post of the Association only in the subsequent year of completing his term as Editor.
- d. To be appointed the Editor of the IJO, the member must have worked as an Associate Editor for one term. In the extraordinary circumstances that the Associate editors are not desirous, the Editor may be chosen from amongst the Assistant Editors.
- e. The Secretary General shall invite applications for the various positions of the Editorial team in July of the corresponding year.
- f. He / she shall be:
 - i. Responsible for the selection of the Associate editors and the members of the editorial board in consultation with a committee comprising the President, President Elect, Vice President, Secretary General and Past two editors of the IJO;
 - ii. Responsible for the publication of the journal;
 - iii. Submit his report at the executive / general body meetings.
- g. The posts of Editor, Associate Editors and members of the editorial board will be advertised in the IOA newsletter and on the IOA website. Desirous candidates shall apply with their curriculum vitae. These applications will be received by the Secretary General and then forwarded to the search committee.
- h. Recommendations of the search committee shall be placed by the Secretary General to the Executive committee for final appointment.

i. The Executive Committee shall appoint an Editor, three Associate Editors, nine Assistant Editor and Section editors as it deems fit.

j. The term of the entire editorial team shall be contemporaneous with that of the Editor.

27	Clause 18: Subcommittees	Standing Committees (Change in Nomenclature)
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1. The Executive Committee shall have the power to co-opt Chairs / Conveners / members to the five permanent Standing Committee.

2. The term of office of the Chairs of the standing committees shall be three years. However, the Executive Committee shall have the power to change them earlier, if it so deems fit. The Chairs are not eligible to re-nomination in the same position.

3. The term of office of the members of the standing committees shall be one year. Such co-opted members will not be eligible to serve in the same capacity for more than three years

4. A written report of the proceedings of each committee shall be submitted to the Secretary at least one week before the scheduled Executive committee meeting.

5. Chair / Nominee of Standing Committees shall be invited members at Executive Committee meetings, but shall have no voting rights in the event that a poll is required amongst the EC members.

6. The President, President Elect, Vice President and Secretary shall be ex-officio members of all Standing Committees.

7. Standing Committees of the Association shall be:

a. **FOREIGN FELLOWSHIP & INTERNATIONAL AFFAIRS COMMITTEE:**

i. The committee shall consist of the Chair and two co-opted members.

ii. The committee shall be responsible for notification of fellowships, selection of candidates, arrangement of logistics of the fellows, developing mutual cooperation with other national and international orthopaedic associations, and supervising the visits of invited Presidents during the Annual conference of the Association.

iii. The committee shall ensure that all fellows submit a report after completion of the fellowships. These reports will then be uploaded on the Association website.

iv. The committee shall co-ordinate the International invitations received and travel details of the President of the Association.

v. They shall also be singularly responsible for the email communications with all Foreign & International Associations.

b. **INLAND FELLOWSHIP COMMITTEE**

i. The committee shall consist of the Chair and two co-opted members.

ii. The committee shall be responsible for notification of fellowships, selection of candidates, arrangement of logistics of the fellows, and assessment & finalization of centers at which the fellowships are to be conducted.

iii. The committee shall ensure that all fellows submit a report after completion of the fellowships. These reports will then be uploaded on the Association website.

c. CENTER STATE RELATIONSHIP COMMITTEE

i. The committee shall consist of the Chair and two co-opted members.

ii. The committee shall be entrusted with the following responsibilities:

1. To formulate the scientific calendar of the affiliated state chapter conferences in order to avoid the clash of dates amongst neighboring states;

2. To coordinate the 'Bone and Joint Week' and other activities of the Association in collaboration with Presidents and Secretaries of the State Chapters;

3. To synchronize the activities initiated under the Presidential theme for the given year;

4. To encourage a membership drive in order to ensure all orthopaedic surgeons of the country are members of the Association.

d. LEGAL AND GRIEVANCE COMMITTEE

i. The committee shall consist of the Chair and two co-opted members. They may take legal advice from a legal advisor, after consultation of the President / Secretary General of the Association.

ii. The committee shall receive complaints and suggestions from the members and office bearers of the association forwarded through the Secretary General.

iii. It shall ensure that the grievances are resolved amicably, impartially and in a time bound manner.

iv. The committee's report / recommendation will be submitted to the Executive Committee for discussion.

v. The committee shall be empowered to effectively defend / guide on legal matters pertaining to the association and its interests.

e. FINANCE COMMITTEE

i. The committee shall be chaired by the President Elect and shall include two co-opted members.

ii. The committee shall oversee the financial management of the Association.

iii. It shall scrutinize the Treasurer's report before it is presented at the Executive Committee and the AGM.

iv. It shall also help to generate funds for the Association for the activities approved by the Executive Committee

1. The Executive Committee may from time to time, form Sub committees and delegate such powers as are appropriate.

2. Such sub-committees shall consist of a Chair and two co-opted members.
3. The term of office of the chairs & members of the sub committees shall be one year. Such co-opted members, if re-nominated by the executive committee, will not be eligible to serve in the same capacity for more than three years.
4. Chair / Nominee of Subcommittees, may when invited, attend Executive Committee meetings, but shall have no voting rights in the event that a poll is required amongst the EC members.

29 Clause 19: Benevolent Fund

1. The Association shall create and maintain a Benevolent Fund for the benefit of members / member's family in case of
 - a. Demise of the member;
 - b. Critical illness like Malignancy, cardiac illness requiring open heart surgery or any disease which renders the member unable to practice
2. A member or family of deceased member, who is holding life membership of IOA for at least ten years, would be eligible to apply.
3. An application, detailing the problem, along with relevant documentary proof, shall be sent through the State Chapter to the Secretary General who shall then place it before the Officers of the Association for a decision.
4. The maximum permissible remuneration under the scheme shall be a sum of Rupees two lakh.
5. The incidental charges collected in the IOACON will go towards the corpus of the Benevolent Fund of IOA.

30 Clause 20: Alteration of Constitution & Rules

1. The Executive Committee may, when necessary propose amendments to the Constitution, provided the proposed amendments are submitted in writing by the Secretary General, to the members of the Association / posted on the website of the Association, at least 30 days before the Extra ordinary Meeting or online Meeting where such amendments shall be voted upon.
2. The Secretary General shall dispatch a notice of such meeting and of every proposed alteration by email only, not less than 30 days before the date of the Meeting and no rules shall be altered unless such notice has been given.
3. The quorum required to successfully adopt the proposed constitutional amendments shall be two hundred.
4. Members may also propose amendments to the Constitution provided they are submitted in writing to the Secretary General of the Association at least 90 days before the scheduled extra ordinary meeting specially convened for this purpose, as per the decision of the previous AGM.
5. A three-fourth vote of the members present in person during the specially convened meeting or by video link if such a convened meeting is online shall be necessary to adopt any amendments to this Constitution.
6. Amendments approved in a special / extraordinary meeting will come into effect after ratification in the Annual General body meeting of the Association which may be on the same day.

31 Clause 21: Indemnity

1. Neither the Officers of the Association nor the members of the Executive Committee nor members of the Association shall be answerable for any act done in good faith by them for the sake of conformity only, for the monies of the Association other than such as shall come into their own hands or for any collections or receiver of monies appointed by the Central Executive/Council/Branch Executive Committee concerned for any

misfortune, loss or damage happening to the Association by reason of any deed executed by them as an office bearer or a member of the Central Executive Committee/Branch Executive Committee or member of the Association or any reason of any error in judgments or more indiscretion on their part in the performance of their duties or otherwise on account except for willful negligence or fraud.

2. Every Officer of the Association or a member of the Executive Committee or a member of the Association, his heirs, Executors and administration shall at all times be indemnified out of the funds of the association/against all costs, losses, damage and/or expenses whatsoever incurred or sustained by him in the execution of his powers or duties and every person having been and/or being an office bearer or a member of the Central Executive Committee/Branch Executive Committee or a member of the Association, his heirs, executors and administrations shall be indemnified and saved harmless out of the funds of the Association against all action, suits, claims, and demands whatsoever brought/made against him or them either singly or jointly in respect of any engagement of the Association such as may be incurred by his own personal willful neglect or fraud.

32	Clause 22: Dissolution
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1. No less than three-fifth of the Life Members of the Association may determine that it shall be dissolved, and thereupon it shall be dissolved forthwith, or any time agreed upon, and all necessary steps shall be taken by the Executive Committee for the disposal and settlement of the property of the Association, the claims and liabilities, according to the Rules of the Association.
2. If upon the winding up or dissolution of the Association there remains after satisfaction of all its debts and liabilities any property whatsoever then, the same:
 - a. Shall not be paid to or distributed among the Members of the Association, but;
 - b. Shall be given or transferred to some one or more bodies, committees, associations, societies, foundations, or institutions, corporate or unincorporated having objects similar to the Objects of the Association and which shall prohibit the distribution of its or their income and property among its or their members.
3. Such bodies, committees, associations, societies, foundations, or institutions to receive property are to be determined by the Members of the Association at or before the time of dissolution and in default of that by a Judge of the High Court (or its equivalent) in New Delhi.