



Poona Ophthalmological Society

CONSTITUTION & BYE-LAWS **March 2021**

Regd.No:F-3084(Pune)
POS Website: www.poseye.org

Address:

**Room 407, Fourth floor,
Dr.Nitu Mandke IMA house,
992 Shukrawar Peth,
Tilak Road, Pune 411002.**

For the use of members only



POONA OPHTHALMOLOGICAL SOCIETY

Regd.No:F-3084(Pune) under BPT Act

POS Website: www.poseye.org

Dear colleagues,

A copy of CONSTITUTION AND BYE-LAWS, Memorandum and Rules and Regulations of Poona Ophthalmological Society were last sent to all members of the Society in the year 2014.

Thereafter a number of amendments were approved by the General Body in its meetings held subsequently.

All new amendments have now been incorporated in this constitution with Bye-Laws.

The Memorandum, Rules and Regulations and the amended Bye-Laws have now been reprinted and a copy of the same is enclosed for your record.

With warm regards,

Yours sincerely,

Dr. Geetanjali Sharma
President POS (2020-21)

Prof. Dr. Shreekant Kelkar
Chairman, Constitution Committee

Dr. Mukesh Paryani
Hon. Secretary POS (2020-21)

Dr. Jayant Navarange
Legal Advisor

Constitution Committee Members

Dr. Vaijayanti Deodhar

Dr. Subhash Bijlani

Dr. Prakash Marathe

Dr. Sanjay Patil

Dr. Seema Khaire (Convenor)

March 2021

Article -I

NAME

The Name of the Society shall be '**POONA OPHTHALMOLOGICAL SOCIETY**'

The term 'Society' used hereinafter in the constitution shall imply the 'Poona Ophthalmological Society'.

Registration number: F-3084(Pune) under BPT 1950 (Bombay Public Trust Act.)

Article -II

GOVERNANCE

- A. The Society shall be governed by the constitution and its bye-laws.
- B. Working Area: The Society shall spread its activities all over the city of Pune and also in other cities of India and the world, as determined by the Managing Committee from time to time.

Article -III

REGISTERED OFFICE

The registered office of the Society is located in Pune city and at present it is at the following address: Room 407, Fourth floor, Dr.NituMandkeIMA house,992, ShukrawarPeth,Tilak Road, Pune 411002.

The day to day working may be carried out from the place convenient for the Secretary

Email: secpospune@gmail.com

Web site: www.poseye.org

Article -IV OBJECTS

The objects of the Society shall be the cultivation and promotion of the study and practices of ophthalmic sciences, research and manpower development with a view to render service to the community and promote social contact and mutual regard amongst ophthalmologists.

- (A) To cultivate and promote knowledge of the subject of ophthalmology by such means as:
1. Clinical Meetings for the demonstration and discussion of cases.
 2. Lectures on any subject related either directly or indirectly to ophthalmology.
 3. Helping or undertaking research and investigative work in ophthalmology.
 4. Organizing Conferences, Symposia, Seminars, Workshops, Refresher Courses etc.
 5. Representation to teaching institutions and universities.
- (B) To undertake Blindness Relief Work and Ophthalmic Hygiene.
- (C) To foster goodwill, friendship and interchange of ideas amongst members and to ensure ethical practice and professional conduct of its members.
- (D) Maintain liaison with the Govt. authorities and make representations regarding difficulties in ophthalmological work and suggest necessary remedies.
- (E) Co-operating with other Societies / Society s / Academies having similar aims and objectives.
- (F) Acquiring and disposing, movable and immovable property and assets by purchasing, constructing, altering, maintaining, selling or mortgaging properties that may be necessary for the aforesaid objectives.
- (G) To undertake publication of Society's Journal "POSTER".
- (H) Framing bye-laws, rules and regulations and to amend, add alter or delete the same as and when necessary.
- (I) Raising finances through subscriptions contributions donations from members and non-members and investing any funds that the Society may

not immediately need for its objectives in any manner from time to time to be determined by the Managing Committee.

- (J) Promoting all such activities as may be incidental to or conducive to the attainment of the aims and objectives of the Society and safeguarding the interests of the profession and its members.

Article -V

COMPOSITION OF BOARD OF TRUSTEE AND MANAGING COMMITTEE

A) Board of Trustees:

- 1) Number of Members: Seven(7) elected.(Except for the first BOT, are selected by MC and their appointment is for 3years)
- 2) Eligibility: Any Past President of the Society who has completed his full tenure of one year / Any life member who has completed a tenure of four (4) years as an elected managing committee member.
- 3) Age: The candidate should be under 70 years of age at the time of application for his candidature for elections.
- 4) Retired trustee is eligible for the-election, if he meets the above criteria.
- 5) Tenure: Five (5) years. In extra-ordinary circumstances the Managing Committee may extend the tenure till a new trust board is formed.
- 6) The existing trust board has been appointed unanimously by the MANAGING COMMITTEE and subsequently ratified by the SGBM. The tenure will be till March 2024.

Board of Trustees:

SR NO	NAME	Designation	DOB	ADDRESS	PANCARD
1	Dr Prakash Chhagan Marathe	Executive trustee (President)	20/06/1960	Karmyog, Omkar Colony, Tapodham road, Warje, Pune 411058	ABNPM4767C
2	Dr Santosh Shankar Bhide	Secretary Trustee	02/11/1964	BB, Malti Madhav Apartment, 819, Bhandarkar Road, Pune 411004	ABGPB7220E
3	Dr Shrikant Dinkar Joshi	Treasurer Trustee	12/05/1959	57, Shriraj, Nataraj Society, Karvenagar, Near Pratidnya Karyalay, Pune 411052.	ABBPJ2532J
4	Dr Vaijayanti Jayant Deodhar	Trustee	30/07/1953	20, Pushpak Park, Suman bungalow, ITI road, Aundh, Pune 411007	ACHPD1000G
5	Dr Dasharath Sitaram Ladi	Trustee	6/01/1964	Flat no 801 & 802, B building, Shaan Ganga, Salisbury Park, Pune 411037	AAJPL8426G
6	Dr Meenakshi Nitin Bhagali	Trustee	1/09/1956	Tathastu, plot no 18, Nirmalbaug Society, Parvati, Pune 411009	ABJPB7399F
7	Dr Jignesh Bhaichand Taswala	Trustee	24/02/1960	Flat no 8, Om Mahavir Society, Behind Yerwada bus stop, Yerwada, Pune 411006	AANPT9719Q

BOT members have decided Dr Prakash Marathe as an Executive Trustee (President), Dr Santosh Bhide as Secretary trustee and Dr Shrikant Joshi as Treasurer trustee amongst themselves .

Termination:

- (1) By death
- (2) By resignation
- (3) Guilty of moral turpitude
- (4) Convicted for criminal offences, with a punishment of imprisonment > 3 months with or without fine

The first time Trustees of the Society will constitute the first Trustee board or board of trustee [BOARD OF TRUSTEES](BOT).

- a) The vacancy of the terminated trustee will not be filled unless his remaining tenure is more than 1 year—in that case, it will be filled from amongst the eligible persons, by the remaining trustees through consensus under the chairmanship of the sitting President of the POS and the tenure of such trustee will also end along with other trustees i.e. till next regular election process.

- b) If election is needed, it will be conducted by the present President. However, even if eligible by the eligibility criteria, the sitting President will not be a candidate for the election to the Board of Trustee.
- c) Electoral College for the election of trust board will consist of all Life members of the Society one year after ratification. However, there is no age limit for the Electoral College i.e. a voter.
- d) From amongst the trustees, the board will appoint one Executive Trustee. He will be ex-officio member of Managing Committee who will have a voting right. In his absence, Board of Trustee will designate another Executive Trustee who will have same responsibilities and rights. Executive trustee's tenure will be for one year and is eligible for reappointment.

Responsibilities (Duties) of Trustees:

1. All immovable properties will vest in the hands of Trustees.
2. All movable properties, furniture and fixtures, equipment, agreements, machinery etc will vest in the hands of Trustees.
3. Bank deposits, negotiable instruments, Contracts, MOUs and important documents, bank lockers will vest in the hands of Trustees, except-

Managing committee / Office bearers will be in charge of saving accounts, routine financial transactions, maintenance of saving and current accounts and revenue collection, settlement of bills and legitimate dues etc.
4. All contracts / MOUs/ Agreements with outside agencies will be done by the Managing Committee, and a designated trustee will be an essential consenting party to such documents and will later be placed in the hands of the trustee for safe custody.
5. However, this does not apply to routine affairs of POS, like use of amenities of POS office, documents and matters incidental to conduction of programmes, camps, social programs, publications, library management documentation for CMEs programmes etc.

6. Any representation with Income Tax / GST /Government Office/ Statutory Authorities etc. on behalf of the Society, all matters with the Charity Commissioner's office will be dealt with by Trustee Board with the help of logistic support from Managing Committee. They will be responsible for the necessary compliances with all statutory requirements with the help of Managing Committee.
7. The trustees will also need to look after the following
 - a) To receive the monthly report of programs and finances submitted by the MANAGING COMMITTEE and maintain these reports.
 - b) Approve or appropriately modify any major event involving finances exceeding 10% of annual turnover of the Society, except annual conference 'POS SPECTRUM'.
 - c) Any proposed change in rules or regulations or Constitution desired by MANAGING COMMITTEE /AGM will need approval of Board of Trustee before implementation or before submitting such change to office of Charity commissioner.
 - d) Any dispute involving Society activity resulting in crisis situation should be reported to BOARD OF TRUSTEES. In case of a disagreement between the Board of Trustees and the Managing Committee, the matter shall be referred by the Managing Committee to a Special Meeting of the General Body convened for this purpose. The decision of the General Body, taken by simple majority at such a meeting shall be final. The quorum for such a meeting will be same as regular General Body Meeting.

Note:

The MC in consultation with BOT is authorised to appoint a lawyer as and when required for dealing with any legal matters of the POS.

The fees of the lawyer and expenses of the legal process to be borne by POS.

Rights of Trustees-

1. Indemnity- Every trustee shall be indemnified out of funds of the Society against all losses & expenses incurred in the discharge of the duties, except as shall happen through his own wilful neglect and dishonesty.
2. To call a General Body meeting in a critical situation involving Society's functioning or violation of Aims and Objectives of the Trust.

Meetings of the TRUST Board:

There shall be at least 2 meetings in one calendar year, preferably once in every 6 months (in person or online).

These will be presided over by the Executive Trustee.

Decisions will be by simple majority. In case of tie, Executive Trustee will have an additional Casting Vote. Every Trustee will have to attend at least 1 meeting in a year out of two, unless prior permission of Board of Trustees is obtained or retrospective sanction is given by BOARD OF TRUSTEES.

The sitting President will be essential invitee for each meeting of trust Board. A joint meeting of Board Of Trustees and Office bearers should be held once a year and/or earlier, if the situation so demands.

Removal of Trustee(s) by No Confidence Motion

Any life member of POS, having a grievance against a trustee's behaviour or functioning and desirous of removal of trustee or whole Trust Board, has to approach the Managing Committee (M.C.) with consent of 50 life members, in writing. M.C. will give hearing to both sides and if M.C. approves the grievance, it will call for a special GBM with at least 3 weeks' notice with this matter on agenda. The quorum for this meeting has to be minimum of 100 life members and this motion of no confidence has to be passed by $\frac{3}{4}$ th majority of those present. This meeting will be presided over by the President.(In person /virtual)

B) Members :

1) Regular life members:

Medical Practitioners- holding allopathic (Modern medicine) qualifications recognized under Schedule 1 or 3 of the Indian Medical Council Act 1956 [and Indian Medical Degrees Act 1916 (Act 7 of 1916)] and also holding additional qualification duly recognized by the National Medical Commission (previous MCI) Modern medicine and allopathy, the Maharashtra Medical Council in the Sciences and Art of Ophthalmology and Indian Medical Registry for modern medicine that is basic qualification needs to be MBBS.

Irrespective of this clause, those members who have continued to be Regular Life members till 1990, will continue to be members of the Society in the future.

2) Associate Life Members :

- A.** Any member of the medical profession, holding Allopathic (Modern medicine) qualifications (MBBS) recognized under Schedule 1 or 3 of the Indian Medical Council Act 1956 [and Indian Medical Degrees Act 1916 (Act 7 of 1916)] and also holding additional qualification duly recognized by the National Medical Commission (previous MCI) Modern medicine and allopathy, the Maharashtra Medical Council in the Sciences and Art of Ophthalmology and Indian Medical Registry for modern medicine that is basic qualification needs to be MBBS, and interested in Ophthalmology can become an Associate Member.
- B.** Eligible Ophthalmologists domiciled outside Pune District can apply for the Associate Life membership of POS.

3) Student Members :

Students pursuing post-graduation in Ophthalmology (Modern Medicine, Allopathy- MBBS) who wish to join the Society can do so. This membership can be subsequently converted to life membership on application to the Society.

**Article -VI
SUBSCRIPTION**

The Life Subscription for Regular Members and for Associate members will be stipulated in the bye-laws from time to time. Currently the Life Membership Subscription is currently Rs. 3,000/- (Rs. Three Thousand only) plus applicable taxes, if any .It may be revised from time to time.

The subscription for Student Members will be Rs.3000/- Three Thousand rupees(plus applicable taxes ,if any). This is applicable till the student is doing their post-graduation (Allopathy).To confirm Life membership, they need to submit passing certificate of post-graduation in Allopathic Ophthalmology

Article -VII PRIVILEGES OF MEMBERSHIP

1. All regular Life Members shall be eligible to participate in all the activities of the Society including the right to vote and hold office in the Society.
2. The application for the membership duly proposed and seconded by the Life members of the Society shall be recommended by the Managing Committee and ratified by the General Body for admission to the Society.
3. Any new member whose application is under consideration, is entitled to attend and participate in the deliberations of the Conference of the Society but will not have the right to vote till his membership is ratified by the body in the AGM.
4. Associate Life and Student members shall be entitled to attend the scientific and social activities of the body. They shall not be entitled to vote at a General Body Meeting or hold any office.
5. Shall receive the copy of POSTER(E poster/ Physical copy)- free or with subscription charges as per decision of Managing Committee, time to time(POSTER- In-house publication of POS)

Article -VII

CESSATION OF MEMBERSHIP AND ADMISSION

1. Membership of the Society will cease :
 - a) By voluntary resignation.
 - b) If any member is in default of subscription for two years consecutively and has been duly notified.
 - c) Due to Professional Misconduct.
 - d) If a member is convicted under the Indian Penal Code for any criminal activity.
 - e) On death of a member
2. Before any disciplinary action is taken, the member will be served with a notice and given an opportunity to explain his/her side. The Managing Committee by a 2/3 majority shall decide to delete or continue the name of a member from the membership and this decision shall become final on confirmation by the General Body at the next meeting.
3. Membership shall cease if any member's registration is cancelled by Medical Council of India or state medical council or other appropriate body.
4. Clause of Readmission: Membership can be reinstated on completion of suspension period and or fulfilling conditions laid down in the disciplinary action and on payment of all dues or readmission as a new member as per the bye-laws.

Article -IX

MANAGING COMMITTEE

The affairs of the Society shall be managed by the Managing Committee elected by the General Body.

- 1) **COMPOSITION** : It shall consist of :

Managing Committee Members with voting rights

- a) President
- b) Vice – President(President elect)
- c) Hon. Secretary
- d) Hon. Jt. Secretary

- e) Hon. Treasurer
- f) Hon. Jt. Treasurer
- g) Editor – POSTER

Posts (a to g) constitute team of Office Bearers (OB)

- h) Members: Eight elected members.

In case of resignation of any member, another Managing Committee member will take over till completion of term.

Managing Committee Members (Without voting rights)

- a) Immediate Past President, Immediate past Secretary.
- b) Advisory Board; The President may constitute an Advisory Board, at his discretion, of not more than 4 members. Their term will be of one year.
- c) The Managing Committee may co-opt upto 2 members at its discretion. Their term will be of one year that is till 31, March of that year.
- d) Scientific Committee: The Scientific Committee will be constituted by the President and will consist of up to 3 Life Members. Their term will be one year.
- e) The President at his discretion can also form any committee, and appoint Life Members to that committee/s at his/her discretion. The term of this committee will be till the end of the MANAGING COMMITTEE tenure. The scope of the committee and functions shall be decided by the Hon. President

2) ELIGIBILITY & TERMS :

a) Vice – President :

- i) Should be an active life member of the Society.
- ii) Should have completed a full tenure of 2 (two) years as Treasurer or Secretary of the POS or Editor: POSTER
- iii) Should be above 40 years of age.
- iv) The Vice-President becomes President at the end of the one year.
- v) The tenure of President is one year.

b) Joint Secretary :

- i) Should be an active Life Member of the Society.

- ii) Should have completed a full tenure of 2 (two) years as a Managing Committee Member.
- iii) Jt. Secretary becomes Secretary at the end of the one year.
- iv) Tenure is of one year as Joint secretary and one year as secretary, Total 2 years tenure

c) Joint Treasurer :

- I) Should be an active Life Member of the Society.
- II) Should have completed a full tenure of 2(two) years as a Managing Committee Member.
- III) Joint Treasurer becomes Treasurer at the end of the one year.
- IV) Tenure is of one year as Joint Treasurer and one year as treasurer. Total 2 years tenure.
- V) He would take care of maintaining inventory, books of accounts, Professional tax, Income tax, GST, TDS/ investments records, bank records etc and will inform the MC about current financial status of the society in MC and to the auditors.

d) Editor – POSTER :

- I) Should be an active life member of the Society.
- II) The tenure is of two years.
- III) Should have completed a full tenure of 2(two) years as a Managing Committee Member.

e) Managing Committee Member :

- I) Should be a life member of the Society for at least 3 years after ratification in AGM.
- II) The tenure is of two years.

3) FUNCTIONS :

- a) **President / Vice-President :**The President shall act on the behalf of the Society and lead the Society during his/her tenure
 - 1) The President shall conduct and will be the presiding over all meetings including AGM, special meetings and requisition meetings.

- 2) Shall be the Chairman of the Annual Conference, if any.
- 3) Shall regulate the proceeding of the meetings and interpret Rules and Regulations and decide about points in all these meetings with the help of Executive/Chairman Trustee if needed.
- 4) He/She shall be Chairman of clinical meetings along with H.O.D. of the institute / hospital where it is held.

In the absence of the President, the Vice-President shall officiate for him.

b) Hon. Secretary / Hon. Jt. Secretary :

- 1) Shall manage all correspondence and keep minutes of the Society and committee meetings, which will be read and confirmed at the following meetings.
- 2) He/She shall be in-charge of the Society office and keep a record of all communications.
- 3) Shall organize, arrange and convene meetings, lectures, courses etc.
- 4) All properties and documents shall be under custody of Hon. Secretary.
- 5) Maintain a list of current members and their addresses.
- 6) Mode of correspondence can either be hardcopy or in electronic media format.

c) Hon. Treasurer / Hon. Jt. Treasurer :

- 1) Shall receive and make payments in accordance with rules of the Society and should maintain an accurate account of all transactions.
- 2) He/She will present an audited account of the previous financial year and an unaudited account of the current financial year during the AGM for adoption.
- 3) Treasurer will have regular liaison with accountant, auditor and other relevant agencies/ experts.
- 4) Treasurer is expected to keep abreast of the current financial rules

d) Managing Committee Members :

- 1) Assists during meetings, lectures, seminars etc. as advised by President and Secretary.
 - 2) Shall help in membership drives.
 - 3) Any other function necessary for conduct of Society.
- e) **Editor - POSTER :**
- 1) Should publish 3 issues of POSTER every year.
 - 2) He/She shall have the independence to edit, abridge or summarize articles in the interest of good publication.

Article - X

MEETINGS

- a) All members of the Managing Committee shall meet as often as required, with a minimum of 4 meetings per year. Ten members or ½ of the total members of Managing Committee whichever is less shall form a Quorum. In absence of Quorum, meeting shall adjourn for 10 minutes and reconvened.
- b) The Hon. Secretary shall circulate the agenda at least a week before the date of the meeting.
- c) The President shall preside over the meeting. In his/her absence the Vice-President shall officiate. In absence of both, the Managing Committee may elect its own presiding officer.
- d) The President / Chairman will have a casting vote.
- e) Decisions in the meetings will be taken by consensus and in case of divided opinion, by voting.
- f) The members will have to put in at least 70% attendance during meetings held in their tenure. Failure to do so shall result in the member being debarred from holding any post for the next 2 years.
- g) Urgent meetings: An urgent meeting may be called by the Secretary at the President's request giving a 24 hour notice to various committee members. The quorum rules shall be the same for such meetings.
- h) Meetings can be physical or online as per the prevailing circumstances.

Article - XI
ELECTIONS OF OFFICE BEARERS

The Society shall elect the following members during the Annual General Body Meeting :

1. Vice-President
2. Jt. Secretary
3. Jt. Treasurer
4. Managing Committee Members
5. Editor 'POSTER'(2 yr)
6. Board of Trustees (5 yrs)

The elections will be by secret ballot online/on site as per the prevailing circumstances.

Elections of Office bearers:

The Society shall elect the following members during the Annual General Body Meeting.

Procedure:

- 1) The MANAGING COMMITTEE shall form an Election Commission (EC) of 3 persons preferably from , past presidents (Non contesting) or non-contesting life members who shall oversee the process , one Chief election commissioner(CEC)and 2 joint election commissioners. The EC shall be formed at least one week before the start of the election process.

Their decision, in case of any disputes will be final and binding on all. In case of a tie within the EC, the CEC will have the casting vote.

The EC takes charge of whole election process that is from issue of notice of elections to declaration / handing over the results. No OB can officiate in the process.

- 2) The EC will call for nominations through POS office at least 21 days before the day of the AGM/ elections. The OBs and staff assist EC for effective functioning.

- 3) Applications to be sent to the EC, in person or by registered post/courier, in the given format, duly proposed and seconded by life members of the Society.

Applications can be sent by emails also with a picture of the completed (in all respects) application form.(Format shall be available .(Annexure)

- 4) Last date for filing of nominations will be fifteen (15) days before the day of the AGM/elections.
- 5) Last date for withdrawal of nominations will be ten(10) days before the day of the AGM/elections.
- 6) If an application is not received for any of the posts ,the same will be filled from the floor during the AGM.

Procedure for withdrawal

Withdrawal must be sent before the due date within the stipulated time in writing/ e-mail to the EC(official mail ID)and/or with attached softcopy of withdrawal letter from the same email ID mentioned in the initial nomination application form.

Voters list:

MC should provide the voters list to EC. And EC shall scrutinise and prepare final list of eligible voters 15 days prior and will be made available to all candidates.

- 1) Elections will be by secret ballot.
- 2) Elections will be on-site /online. The EC will take decision about online process as per need.
- 3) Canvassing in any form with Society members for the elections will close 48 hours before the time of start of the AGM/elections. No canvassing will be permitted at the election venue.
- 4) A member is eligible for re-election for the same post only once. The past President will not hold any post on the Managing Committee / office bearer; but may be nominated or co-opted on any Committee.

- 5) The EC shall inform all the Life members, by electronic communications, about the final list of eligible candidates contesting for the various posts.
- 6) All the secretarial assistance shall be given to the EC by Hon Secretary of the society for the conduction and administration of elections. If required, EC may demand additional helping hands or technical expertise
- 7) Scrutiny of the application forms will be held within two days of last date of application by EC.
- 8) The candidates whose applications are rejected have a right to appeal with the EC within 24 hours of being informed of the same by written applications or e-mails and informing the Hon. Secretary of the same.

Functions of EC

1. Prepare time table of various dates like last date of nominations, scrutiny, withdrawal, appeal and elections.
2. Call for nominations
3. Procedure for nominations and withdrawal, 6 weeks prior to the AGM all notification of election to reach POS member by email/post
4. Prepare list of Electoral College and publish it for society as well as for candidates.
5. Counting of votes and announcement of the results.
6. Handing over the report to the President.

* a) In case of dispute against decisions by EC, Tribunal shall intervene.

b) If there is dispute about decision of EC in the matter of elections to the trust board, it would be referred to Special General Body.

** Tribunal if required will be appointed by the sitting President and will consist of 3 members from Past Presidents as members who are not part of the candidature for the said election.

Note: If candidate is withdrawing after the date of withdrawal, it will not be considered. His/her name will appear on the ballot paper and candidate should be contesting the election process, irrespective of the number of the candidates applying.

Note: In extraordinary circumstances like war, famine, floods epidemics and other natural calamities of grave nature, the Election Commission, in consultation with the MANAGING COMMITTEE, is entitled to take any decisions contrary to the above provisions for the ultimate smooth functioning of the Society.

The New Managing Committee will take over the functioning of the Society from the 1st day of April with the formal handing over and installation taking place, after ratification, during the AGM whenever it is held. The elections (if needed) and the filling up of the other remaining posts will be during the AGM. In case physical AGM is not held, installation of the President and MC should be done on virtual platform. All rules of quorum are same for virtual and physical AGM.

Regarding elections:

Elections for the various Managing Committee and Board of Trustees posts will be held online /on-site during the AGM as per the guidelines given. The Election Commission has the authority to hold exclusive on-line elections, or by other means, if the prevailing situation at that time is not conducive for on-site voting.

Options for Voting:

A member can either cast his vote through electronic system prior to date of AGM or by Physical ballots on day of AGM. Secrecy, Confidentiality and Transparency in voting process remains of utmost importance in either systems.

Regarding AGM:

The AGM will be held early in the month of April. If a physical meeting cannot be held due to any unforeseen and/or unnatural eventuality, the MC will arrange to hold an exclusive virtual/ hybrid AGM, following all aforementioned protocols on the same day/or if not possible MC can take appropriate decision of holding AGM on further date ,by informing members by electronic media.

Regarding CME and other programs of POS-

If a physical meeting cannot be held due to any unforeseen and/or unnatural eventuality, the MC will arrange to hold an exclusive virtual/ hybrid meeting or such programs, following all aforementioned protocols on the same day/or if

not possible MC can take appropriate decision of holding CME or other programs on further date, by informing members by electronic media.

Article - XII

FINANCIAL YEAR

1. The financial year of the Society will begin from 1st April every year.
2. The Managing Committee shall hold finances in Saving Account of Fixed Deposits as deemed fit. The accounts will be maintained by the Treasurer.

Article - XIII

SCIENTIFIC PROGRAMS

1. Programs may be held by various Institutes under the aegis of the Society.
2. For such a program, a routine application must be sent to the Secretary at least 6 weeks in advance, detailing the venue, topic etc.
3. If POS conducts program in association with any other institute, an amount equalling 10% of the total collection (delegate fees / Stall charges / sponsorship) or Rs. 10,000/- whichever is less, shall be payable to the Society as Royalty for holding such programs.
4. Protocol of the Society should be followed at such programs.
 - (i) The banner of the Society shall be prominently displayed.
 - (ii) The President of the Society shall be honoured.
5. Conference: The Society will organize an annual conference, 'POS SPECTRUM'. It may be held in conjunction with any other state/national/international conference. The delegate and sponsorship charges and venue shall be decided by the managing committee.

Article - XIV
GENERAL BODY

1. Life Members of the Society constitute the General Body of the Society.
2. It shall govern the affairs of the Society through its elected office bearers and committees.
3. It shall hold the General Body Meeting usually once a year, with minimum 3 weeks prior notice.
4. Minimum of 10% of members shall form the quorum.
5. Adjourned Meeting – In case of absence of quorum, after 15 minutes. The adjourned meeting will be held and then there will be no limitation of quorum.
6. Special General Body Meeting – Can be called by President or by 2/3 of Managing Committee or by 10% of members with 7 days' notice.

Article - XV
BYE-LAWS

The Society, under its constitution, shall frame Bye-laws for smooth functioning of the affairs of the Society. The statutory provisions shall be observed for making such amendments/ modifications to Bye-Laws

Article - XVI

AMENDMENT TO THE CONSTITUTION

1. The Managing Committee may recommend any amendment, addition, alteration, deletion to the constitution provided they give at least 30 days clear notice with the details of the proposed amendment to the members of the Society before the General Body Meeting with explanatory note for each amendment.
2. Any member may propose an amendment, addition, alternation or deletion to the constitution giving a minimum of 60 days clear notice before the General Body Meeting. The proposed amendment shall be submitted in writing and shall be duly seconded and signed by twenty other members of the Society with explanatory note.
3. Quorum for amendment of constitution shall be the same as that for General Body Meeting.
4. Any amendment, addition, alteration or deletion in the constitution shall be made if approved by 2/3rd majority of the members present at the General Body Meeting.
5. Changes in constitutions / Bye Laws will come in effect once they are submitted to the Charity Commissioner as "Changed Report" for their consideration.

Article - XVII

AMENDMENT TO THE BYE - LAWS

1. The Managing Committee may recommend any amendment, addition, alteration or deletion to the Bye-laws with explanatory note provided they give at least 30 days clear notice with the details of the proposed amendments to the members of the Society before the General Body Meeting.
2. Any member may propose an amendment, addition, alteration or deletion to the Bye-laws with explanatory note, giving a minimum of 60 days clear notice before the General Body Meeting. The proposed amendment shall be submitted in writing and shall be duly seconded and signed by twenty other members of the Society.

3. Quorum for amendment of Bye-laws shall be the same as that for General Body Meeting.
4. Any amendment, addition, alteration or deletion in the Bye-laws shall be made if approved by simple majority of the members present at the General Body Meeting.
5. They will come in effect once AGM approves the amendments.

Article - XVII

AWARDS

1. Members of the Society shall be eligible for the awards (unless specified otherwise in the bye-laws or by the donors.)
2. The awards will be given annually or as provided in the Bye-laws.
3. No award shall be given to the same person twice.
4. The donor should deposit a minimum of Rs. One Lakh with the Society towards the award. This amount is subject to periodic upward revision (every 10 years) to be decided by the approval of present Managing Committee and ultimately approved by the Annual General Meeting.
5. The Award amount shall not exceed 5% of the corpus deposited. 20% of the corpus amount to be paid, to the Society towards one-time administration charges
6. Perpetual Awards, those which do not need financial revision will be of minimum Rs. Two Lakh corpus amount. Out of this corpus Rs. One Lakh fixed deposit will be kept aside . Award amount will half of the interest earned over one years fixed deposit designated for that award.
7. If the award money of non-perpetual awards, those with a corpus of Rs. One Lakh is not increased after 10 years by the donors, then the existing Managing Committee will take decision of continuation of award. The MANAGING COMMITTEE shall also decide about the nature & criteria of the award during revision..
8. Fixed Deposit of each award to be kept separately.
9. The original award corpus will always remain with the Society (POS) even after discontinuation of the award.
10. The protocol for the award shall be decided jointly by the donor and the Managing Committee and MOU to that effect be signed.

11. The Society shall have the sole right in deciding the Winners of the award, for which the President shall appoint a Committee consisting of 3 immediate past presidents
12. The scientific committee shall recommend names of awardee
13. All present and future awards will be preceded by the name 'POS'.
14. Awardees will not be given any travel & accommodation expenses by POS.
15. All present awards will be given annually.
16. Award will carry a citation and or a memento and or a cash prize and or a medal and or a certificate, as per the MOU of the awards. All perpetual awards will carry cash prize as mentioned in MOU and memento.
17. These awards are subject to change as per advise from sponsors or the MC , subject to ratification by the General Body. Once the award is instituted the criteria or any changes what so ever should not be changed for minimum period of 5 years.

Awards to be given at POS Annual Conference

1. POS Lifetime Achievement Award
2. POS Mrs. Shubhada Narayan Kulkarni Memorial Award
3. POS Dr. M. B. Jhamwar Netraseva Award
4. POS Dr. M. G. Bhide Award
5. POS Dr Gokhale Award
6. POS Sahebrao Satyavati Madan Memorial Award
7. POS Late Dr Asha Kelkar Award
8. POS Best paper Award- Dr Vijay Jathar Award

All awards except POS Lifetime Achievement Award are accepted to be perpetual (Rs. Two Lakh Corpus)

Awards to be given during AGM

1. POS Prof. Bhatawdekar Award for Best DNB student
2. Awards for 'Best Case', Most Interesting Case' & ' Maximum number of cases'

Note: Separate Annexure is attached, for criteria of awards.

Article - XIX

AUDITORS

Society should appoint a Chartered Accountant every year in AGM to audit accounts of the Society. The accounts should be finally audited on expiry of that financial year and submitted to Income Tax within statutory dates and then within next 90 days to the Charity Commissioner.

All communications, meetings, payments, voting etc can be either physical (in person) or by any virtual, electronic or any suitable appropriate means which are acceptable at that relevant time.

Article - XX

DISSOLUTION OF THE SOCIETY

If upon dissolution of the Society, there shall remain after satisfaction of all its debts and liabilities, any property, whatsoever, the same shall not be paid to or distributed among members of the Society or any of them, but shall be given or transferred to Society or Society s, institution or institutions having objects similar to any of the objects of the Society to be determined by the votes of not less than 3/5th of the members present personally or by proxy in a meeting at or before the time of the dissolution or in default thereof by Office of Charity Commissioner or any High Court of Judicature in its ordinary original jurisdiction of the state in which the registered office of the Society may be situated at that time.