

# CONSTITUTION, RULES & REGULATIONS

## OF ANATOMICAL SOCIETY OF INDIA MEMORANDUM OF ASSOCIATION

### PREAMBLE

#### **1. Name:**

The name of the Society shall be “**Anatomical Society of India**”

#### **2. Address of Society:**

The headquarter of the society shall be located wherever the General Secretary happens to be stationed but permanent address of the Society will be as under:-

#### **General Secretary of the A.S.I.**

C/o Head of the Dept. of Anatomy  
King George’s Medical University, UP\*,  
LUCKNOW-226 003 UP India

*\*[The name of Chhatrapati Shahuji Maharaj Medical University was changed vide UP Govt. notification of 2012]*

#### **3. Place of Operation:**

The U.P. and other states of the Indian Union.

#### **4. Aims and Objects:**

The aims and objects of the Society shall be:

- a) The promotion, development and advancement of the study and research in Anatomy and allied subjects as per schedule (see Appendix)
- b) Holding of annual conferences where the members of the Society can present their research papers and communications regarding work carried out by them and discuss matters relating to the subjects mentioned in the appendix.
- c) To formulate views regarding standardization of examination and teaching of Anatomy for the undergraduate course and to encourage and discuss methods of postgraduate teaching and research work in closest co-operation among the members of the Society.
- d) The publication of journals, monographs and dissertations under the auspices of the Society and preparation of text-books, preferably on the basis of Indian data.
- e) To promote a spirit of close brotherhood and co-operation amongst the members of the Society and to keep in close touch and contact with similar Societies and Associations abroad for mutual benefit in the furtherance of the objectives of the Society.
- f) To undertake all such things as are incidental and conducive to the above objectives of the Society.
- g) To establish chapters of the Society in the different States of our country.

## 5. Names, Addresses and Occupations of the Members of the Executive Committee:

Under the rules and regulations of the institution, the management of its affairs is entrusted to the Executive Committee, particulars of members of which are given below:

Name and Address	Occupation	Designation
1. <b>Dr. G.B. Rairam,</b> S/o Late Shri B.S.Rairam Prof. and Head of Anatomy, M.R. Medical College, Gulbarga-585105. (Karnatak)	Teaching	President
2. <b>Dr. S.D. Joshi,</b> S/o Late Shri G.D.Joshi Prof. and Head of Anatomy, Rural Medical College, Loni, Distt. Ahmednagar. (Maharashtra)	Teaching	Vice President
3. <b>Dr. Bharat D. Trivedi,</b> S/o Shri Dhunabhai Trivedi Prof. and Head of Anatomy, Smt. NHL Municipal Medical College, Ahmedabad-380006. (Gujrat)	Teaching	Vice President
4. <b>Dr. G.S. Longia,</b> S/o Shri Gurdayal Singh Longia Professor & Head of Anatomy, People's Dental Academy, Bhopal, PR-12, Medical College Campus, M.L.B. Medical College, Jhansi-284128. (U.P.)	Teaching	General Secretary
5. <b>Dr. Ashok Sahai,</b> S/o Late Shri R. Sahai Prof. and Head of Anatomy, K.G. Medical University, Lucknow-226003. (U.P.)	Teaching	Treasurer
6. <b>Dr. S.L. Jethani,</b> S/o Shri O.L.Jethani Prof. and Head of Anatomy, Himalayan Institute of Medical Sciences, Swami Rama Nagar, P.O. Doiwala, Distt. Dehradun-248140. (Uttanchal)	Teaching	Editor
7. <b>Mr. R.J. Thomas,</b> S/o Late Shri R.S.Pandian Head of the Department of Anatomy, M.L.B. Medical College, Jhansi-284128. (U.P.)	Teaching	Joint Secretary

- |   |          |                 |
|---|----------|-----------------|
| 8. <b>Dr. P.K. Sharma,</b><br>S/o Late Shri Som Dutt Sharma<br>Prof. of Anatomy,<br>K.G. Medical University,<br>Lucknow-226003. (U.P.)  | Teaching | Joint Treasurer |
| 9. <b>Dr. Parvez Sohail Ahmad,</b><br>S/o Late Dr. Nizamuddin<br>Prof. of Anatomy,<br>Himalayan Institute of Medical Sciences,<br>Swami Rama Nagar,<br>P.O. Doiwala,<br>Distt. Dehradun-248140. (Uttanchal) | Teaching | Joint Editor    |
| 10. <b>Dr. Navneet Kumar,</b><br>S/o Shri Parshu Ram Chauhan<br>Assistant Professor of Anatomy,<br>K.G. Medical University,<br>Lucknow-226003. (U.P.)   | Teaching | Member          |

In accordance with the above Memorandum of Association we the undersigned desire to have the Institution of Anatomical Society of India, registered under the Societies Registration Act XXI of 1860.

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|------------------------------|-----------------------------|
| 1. Dr. G. B. Rairam          | 6. Dr. S. L. Jethani        |
| 2. Dr. S. D. Joshi           | 7. Dr. R. J. Thomas         |
| 3. Dr. Bharat D. Trivedi     | 8. Dr. Pradeep Kumar Sharma |
| 4. Dr. Gurdhian Singh Longia | 9. Dr. Parvez S. Ahmad      |
| 5. Dr. Ashok Sahai           | 10. Dr. Navneet Kumar       |

## RULES & REGULATIONS

(amended up to 30 November 2014)

- 1. NAME** : **Anatomical Society of India**
- 2. ADDRESS OF THE SOCIETY:** **General Secretary of ASI**  
C/o Head of Department of Anatomy  
King George's Medical University,  
Lucknow-226003 (U.P.) India  
(\* The name of C.S.M. Medical University was changed vide U.P. Government Notification of 2012)
- 3. WORKING AREA OF THE SOCIETY** : Uttar Pradesh and other states of the Indian Union.
- 4. JURISDICTION** : All the disputes shall fall within the jurisdiction of Hon'ble High Court of Uttar Pradesh.
- 5. MEMBERS:**  
The Society shall consist of Ordinary members, Couple members, Life members, Honorary members, Associate members and Student members.
- 6. PATRONS:**  
The Society at its annual meeting shall have powers to elect as patron(s), persons of outstanding eminence whose association with Society is likely to benefit it in the furtherance of its objectives.

## 7. OFFICE BEARERS:

The Society shall consist of the following office bearers:

- |                            |                                |                               |
|----------------------------|--------------------------------|-------------------------------|
| (i) President (One)        | (ii) Vice-President (Two)      | (iii) General Secretary (One) |
| (iv) Joint-Secretary (One) | (v) Editor-in-Chief (One)      | (vi) Joint-Editor (One)       |
| (vii) Treasurer (One)      | (viii) Joint - Treasurer (One) |                               |

The President, both Vice - Presidents, General Secretary, Editor-in-Chief and the Treasurer will be elected from amongst its members. Joint-Secretary, Joint-Editor and Joint-Treasurer will be nominated by General Secretary, Editor-in-Chief and Treasurer respectively.

## 8. EXECUTIVE COMMITTEE:

Besides the Office-bearers, the Executive Committee of the Society shall comprise of (i) immediate past President (ii) immediate past General Secretary (iii) immediate past Editor/Editor-in-chief (iv) immediate past Treasurer and (v) Twenty Executive Committee members [ Amended by G.B. minute no. 11/12(ix)]. (VI) Secretary / President of States Chapter shall be invited members (Amended by G.B. minute no. 3-GB/19:XVII(ii)3.)

## 9. TENURE OF OFFICE BEARERS:

The tenure of President, Vice-President and Executive Committee members shall ordinarily be for one year. The term of General Secretary, Joint-Secretary, Editor-in-Chief, Joint-Editor, Treasurer and Joint-Treasurer shall ordinarily be for a period of three consecutive years. Any further extension of tenure may, however, be granted if no other person (s) is (are) available to contest for any of the above post.

## 10. AUDITORS:

The Society at its annual general body meeting shall appoint auditors and shall fix the remuneration, if any, for auditing receipt and payment accounts of the offices of Editor-in-Chief and Treasurer.

## 11. CHANGES IN THE CONSTITUTION:

The provisions of the constitution can be altered / or modified or added to only in a general body meeting of the Society provided that 4/5<sup>th</sup> of the valid members present in the meeting shall vote for such alteration / or modification or addition. Proposals for alterations / or modifications or amendments must be received by the General Secretary fifteen days before the general body meeting.

## 12. SUB - COMMITTEES

The Society at its annual meeting of the Executive Committee during the course of the working year shall have powers to appoint sub-committees for specific purposes. Such sub-committees shall submit their reports to the appointing body.

# RULES

(amended up to 30 November 2014)

## 1. OFFICIAL YEAR:

The official year of the Society shall be from 1<sup>st</sup> January to 31<sup>st</sup> December each year. The financial year shall be from 1<sup>st</sup> April to 31<sup>st</sup> March each year.

## 2. MEMBERSHIP:

The Society shall provide following different categories of memberships:

### (A) ORDINARY MEMBER:

Any person who is presently employed (or was engaged in the past) as a teacher in the subject of Anatomy (or any of the scheduled subjects listed on the page No. 9 under the heading "Schedule of Subjects") for teaching of undergraduate and / or postgraduate students in a University, recognized institution or laboratory, shall be eligible for enrolment as an ordinary member on payment of the ordinary membership subscription as prescribed (*vide infra*) to the Treasurer of ASI.

### **(B) COUPLE MEMBER:**

In case both the spouses are eligible to become Ordinary Member of ASI, they can, if they so wish, become Couple Members by paying two enrollments and one and a half times of Ordinary membership fees as prescribed. They will be entitled to all the privileges of an ordinary member. Further all the obligations of an ordinary member will apply on them. There is no provision of Couple Life Member.

### **(C) LIFE MEMBER:**

An ordinary member of a particular year shall be eligible for enrolment as a life member on payment of the life membership subscription as prescribed (*vide infra*) to the Treasurer of ASI in the same calendar year.

### **(D) ASSOCIATE MEMBER:**

Wife and children (above 12 years of age) of the members shall become Associate Member for attending a conference of the Society on payment of a fee as prescribed (*vide infra*) to the Treasurer of ASI (through a demand draft or multicurrency cheque).

**Note :- Any person of the teaching staff or postgraduate student of Anatomy will NOT be eligible for Associate Membership.**

### **(E) STUDENT MEMBER (Presently Suspended)**

The undergraduate Medical and Dental students of the local branches (in each institution) of the Anatomical Society of India in respective Medical/Dental colleges may be listed as "student member" for the pre-clinical period of their course of study. The subscription fee as prescribed (*vide infra*) per student shall be collected by the respective Heads of the Department of Anatomy of various Medical/Dental colleges/institutions in the country, who in turn shall send the money collected from a particular batch of students in a college to the Treasurer of the State Chapter of the Society/parent body.

### **(F) HONORARY MEMBER**

Any person of outstanding scientific attainments in any of the scheduled subjects or an individual who has rendered (or is likely to render) material service in advancing the objectives of the Society, may on the recommendations of the Executive Committee of the Society be elected as an Honorary member.

### **(G) HONORARY RETIRED MEMBER**

A person who has been Ordinary Member of the Society **continuously for a period of 20 (twenty) years** may be elected as an honorary retired member after retirement from the active service.

## **3. ENROLMENT, MEMBERSHIP FEES & OTHER CHARGES:**

The enrolment fee as prescribed (*vide infra*) shall be payable once only at the time of initial admission as an ordinary member of the Society. The membership subscriptions are for Ordinary, Life, Associate and Student members only. There is no subscription for the Honorary/ Honorary retired member. The membership fee will be as decided by General Body of ASI from time to time. The present subscription rates are as follows:-

<b>SI.No.</b>	<b>PARTICULARS</b>	<b>INLAND IN Rs.</b>	<b>FOREIGN IN USD (\$)</b>
	<b>Membership of ASI</b>		
1.	Enrolment fee	200.00	20.00
2.	*Ordinary membership	1500.00	100.00
3.	*Couple membership (add two enrolments)	2250.00	-
4.	*Life membership	8000.00	900.00
5.	Associate membership	300.00	30.00
6.	Student membership [UG]	50.00	-
	<b>Journal subscription</b>		
7.	Journal : Individual	5000.00	200.00
	Institution/Library	10000.00	900.00
8.	Constitution copy	100.00	20.00
9.	State Chapter affiliation fee		
	● Initial	1000.00	-
	● Continuation per year	500.00	-

- Bank Draft / Multicity cheque preferred. In out station cheques add Rs. 60.00/USD 10.00 as bank Collection charges,
- \* For Life membership one should pay Life membership fees + Ordinary membership fees of the current Year + Enrolment fee i.e. **Rs. 9700.00.**
- Bank Draft / Cheque should be drawn in favour of "TREASURER ANATOMICAL SOCIETY OF INDIA" payable at the place where Treasurer is located.

[\* Amended by G.B. Minutes no. 11/12 (vii)]

#### 4. ARREARS OF SUBSCRIPTION:

The ordinary membership should be renewed before **31<sup>st</sup> January** each year. The responsibility of regular payments of annual membership subscription rests with the member himself/herself. Any member defaulting in making payments of his/her annual membership subscription up to **31<sup>st</sup> October** each year shall "ipso facto" forfeit all the privileges of membership (*Vide Infra*). If a person fails to become ordinary member before **30<sup>th</sup> April** each year he/she will not be entitled for June issue of the Journal and if fails to become member before **30<sup>th</sup> September** he/she will not be entitled for any issues of the Journal.

#### 5. PRIVILEGES OF VARIOUS TYPES OF MEMBERS:

The different categories of members are entitled to attend and participate in the annual conferences of the Society (generally held in the last week of November each year). Facilities and privileges for the members are summarized in the following table.

Facilities/Privileges	Ordinary Member	Life Mem.	Associate Member	Student Member	Honorary Member	Hon. Retired Member
Delegation fees	Yes	Yes	Yes	Yes	Yes	Yes
Paper Presentation	Yes	Yes	Yes	Yes	Yes	Yes
Executive Meetings	Yes	Yes	No	No	No	Yes
Gen. Body Meetings	Yes	Yes	No	No	No	Yes
Right for Voting	Yes	Yes	No	No	No	No
Society Journal*						
Valedictory function	Yes	Yes	Yes	Yes	Yes	Yes

\* Journal is available online

**Note:-** Forms for Railway fare concession may be obtained from the office of the General Secretary on request. The members can avail this facility as granted by the Ministry of Railway / Government of India from time to time.

#### 6. REMOVAL FROM THE MEMBERSHIP:

The membership of the Society shall be terminated on the recommendations of the Executive Committee and after final consideration and its approval at the General Body Meeting. In all such cases where a member has defaulted in paying the annual membership, his/her name shall be automatically removed from the list of the members of the Society without any reference to the General Body. Such defaulting members shall 'ipso facto' forfeit all the privileges (*vide supra*) of the Society. Any member can also be debarred from the primary membership of the Society on the recommendations of the Executive Committee provided at least **3/4<sup>th</sup>** of the members present at the General Body meeting feel his / her removal is necessary in the interest and discipline of the Society. A member once removed from the Primary membership of the Society on disciplinary grounds will not be readmitted to the Society in future.

#### 7. READMISSION OF MEMBERS:

Any ordinary member, whose name had been struck off from the list of members (not due to any disciplinary action), may be readmitted in the Society only on payment of all the membership dues during the gap period of his / her being not a member.

#### 8. MANAGEMENT OF THE SOCIETY:

The general management of the Society shall vest in its Executive Committee comprising of the following Office-bearers and Executive Committee Members:

## **(a) Executive Committee**

### **(i) Office-bearers**

President	(One)	Editor-in-Chief	(One)
Vice - President	(Two)	Joint - Editor	(One)
General Secretary	(One)	Treasurer	(One)
Joint - Secretary	(One)	Joint - Treasurer	(One)

### **(ii) \* Executive Committee Members (Twenty)**

#### **(b) Powers of the Executive Committee**

- (i) The committee has full powers to carry on day-to-day administration of the Society.
- (ii) It has powers to transact all business; in case of emergency, notwithstanding any limitations laid down herein, and deal with all matters not provided for in the rules of the Society.
- (iii) It has power to frame bye-laws that may appear conducive to the benefit and efficient administration of the Society as per its constitution and rules. Such by-laws shall be operative so long as they are not rendered in-operative by a General Body or by a subsequent Executive Committee's own decision.
- (iv) It shall have the right to nominate a member (s) for any post (s) if the same has (have) not been filled-up after the elections of the society.
- (v) It shall have powers to appoint members for various subcommittees, as and when required during the course of the year for the smooth running and efficient working of the Society.

*\* Amended by G.B. minute no. 11/12(ix)*

#### **(c) Powers and duties of office-bearers**

##### **(i) President**

The President of the Society shall be ex-officio Chairperson of all the meetings of the society and shall be the constitutional Head of the Society. The President shall originally have one vote. In case of a tie in voting, the President shall also have a Casting vote to decide the issue in question. The President shall decide point of order and the ruling in every matter which shall be final and binding on all the members of the Society. In case the President is absent, the Vice-President will perform all the duties of the President. In case both the Vice-Presidents are also absent the members present will elect a person by consensus, failing which by simple majority, who will perform all the functions of the President.

##### **(ii) Vice-President**

The senior Vice-President shall have the powers of the President in case the latter is not present. In case the senior Vice-President is also not available the second Vice-President shall act on behalf of the President with all powers mentioned above.

##### **(iii) General Secretary / Joint-Secretary**

The General Secretary shall be the executive officer of the Society and in the absence of the executive committee shall have all the executive powers regarding routine administration of the Society. The General Secretary shall prepare all reports of the activities of the Society during a year and shall be responsible for uploading / submitting on website the minutes of the Executive Committee Meeting and General Body Meeting. The General Secretary shall also have the power to delegate certain powers to the joint-Secretary. In absence of the General Secretary, all the powers shall be with the Joint-Secretary.

##### **(iv) Editor-in-Chief / Joint-Editor**

The Editor-in-Chief shall have the responsibility to publish the Journal of the Society with the help rendered by the members of the National and /or International Advisory Board, ordinarily within the budget sanctioned for this purpose by the General Body of the Society. The distribution of the copies of the Journals as and when published will be done by the Editor-in-Chief. In the absence of the Editor-in-Chief, all such duties shall be discharged by the Joint - Editor.

##### **(v) Treasurer / Joint- Treasurer**

The Treasurer shall be in-charge and custodian of all the funds of the society and shall be responsible for maintaining the receipt and payment accounts during the year. The statement of accounts (audited every year) shall be presented before the Executive Committee by the Treasurer which shall be finally approved by the General Body. The Treasurer may invest the savings of the society in any Nationalized Bank in the country at the highest rate of

interest available. In the absence of the Treasurer, the Joint Treasurer shall maintain the receipt and payment accounts on behalf of the Treasurer.

#### **(vi) Executive Committee Members**

The Executive Committee members of the Society shall act as contact persons with office bearers for better functioning of the society. They will inform the membership status of their colleagues to the Treasurer of the society, and any change in the addresses of the staff-members working with them to the General Secretary. Besides, all the members are expected to do any other specific work assigned to them by the Executive Committee/ General Secretary for the Society's welfare.

### **9. ANNUAL CONFERENCES OF THE SOCIETY**

The conference of the Society shall be held annually along with the annual General Body Meeting. The main business at such conferences shall be presentation of scientific research papers, communications, demonstrations and discussions on subject of Anatomy and other related allied subjects. Any other matter of academic interest shall also be considered.

### **10. MEETINGS :**

Three kinds of official meetings shall be held at the time of the annual conference of the Society.

#### **(a) EXECUTIVE COMMITTEE MEETING:**

The meeting of the Executive Committee shall be convened by the General Secretary of the Society, ordinarily a day prior to the start of the annual conference with prior intimation to all the members. However, such meetings may be held as often as necessary during the course of the year. In order to decide any matter of urgency and wherever it is not possible to call a meeting of the Executive Committee due to shortage of time or any other inconvenience, a meeting may also be held by circulation by email or any other means of its agenda to elicit the opinion of its members on the subjects mooted in the agenda. The General Secretary shall prepare the minutes of such meetings and shall circulate them to all the members of the Executive Committee for final presentation before the General Body Meeting of the Society.

**(b) GENERAL BODY MEETING:** The annual General Body Meeting shall be held during the period of annual conference of the Society after a prior intimation to all the members participating in the annual conference. In the meeting at least following business shall be transacted:

- (i) To receive, discuss and adopt the annual report prepared by the Executive Committee and presented by the General Secretary.
- (ii) To receive and adopt the audited accounts of the previous year as presented by the Treasurer and approved by the Executive Committee.
- (iii) To receive and adopt the audited accounts of the previous year as presented by the Editor-in-Chief and approved by the Executive Committee.
- (iv) To receive, discuss and adopt recommendations of the Editorial Board, if approved by the Executive Committee.
- (v) To discuss and adopt the budget estimates for the ensuing year for the offices of the, Editor, Treasurer, General Secretary and the President as approved by the Executive Committee.
- (vi) To consider any resolution sent by the member(s) and of which due notice has been given to the General Secretary (at least 15 days) prior to the General Body Meeting.
- (vii) To consider any resolution presented on behalf of the Executive Committee and also any changes or modification of the rules as proposed by the Executive Committee before the annual General Body Meeting.
- (viii) To declare the results of the election of office - bearers and members of the Executive Committee.
- (ix) To appoint sub-committees as may be necessary.
- (x) To appoint auditors for the accounts of the Treasurer's office and that of the Editor of the Society's journal.
- (xi) To consider the formation of Chapters of the Society at such places where there are at least seven members at the local centres.
- (xii) To discuss any other business which the General Body may decide with the permission of the President of the Society.

#### **(c) SPECIAL GENERAL BODY MEETINGS :**

May be convened at any time by the Executive Committee in order to consider any matter of special importance and urgency. Such a General Body Meeting shall be convened on a requisition signed by not less than **1/3rd** of the total number of valid Ordinary and Life Members on the roll and stating specifically the purpose of the requisition. The meeting shall be convened within six weeks from the receipt of such a requisition by the Executive Committee, failing which the requisitionists shall have the right to hold the meeting on their own initiative after giving due notice as required for a General Body Meeting.



#### (d) EDITORIAL BOARD MEETING:

The meeting must be convened before executive committee meeting during the conference by the Editor-in-Chief, who will be the Member Secretary. Editorial board will comprise of the Editor-in-Chief, Joint - Editor and members of the advisory board. President, General Secretary, Treasurer and immediate past Editor-in-Chief shall be the co-opted members. Editor-in-Chief will be the Chairman of Editorial board & President will be the Patron. Editorial board shall meet minimum once a year during the annual conference of ASI to discuss various issues related to the Journal. The advisory board National/International shall guide the Editor-in-Chief to further improve the Journal and functioning of office of the Editor-in-Chief. Editor-in-Chief shall maintain the audited accounts and will present the same in Editorial board meeting for approval. Board will also consider any resolution sent by any member of the society related to journal or Editorial office. Board shall have powers to appoint any sub-committee if deemed necessary for matters arising in relation to publication of the articles (Plagiarism etc), financial irregularities, if noticed or for any other serious complaint from the authors or members of the society. In case Editorial board decides to bring out a special issue of the Journal on proposal of Editor-in-Chief / Members then the proposal will need ratification of the Executive Committee. The Editor-in-Chief shall have powers to take necessary help from super specialist of concerned subject with due acknowledgement. The proceeding of Editorial board meeting will be prepared by the Editor-in-Chief and will be placed.

#### 11. QUORUM IN THE MEETINGS:

The quorum for all General Body Meetings shall be **20** and that for the Executive Committee meetings shall be **4**. The quorum for the Editorial Board meeting shall be **5**. The quorum for the requisition (special) General Body meeting shall be **one third** of the total membership of the Society during that year.

#### 12. FAILURE OF THE QUORUM:

Failure of quorum in any meeting (except in the requisition meetings) shall result in an adjournment of the meeting to the next day or any convenient time and place. No quorum shall be needed in such adjourned meetings.

#### 13. ELECTIONS OF THE SOCIETY:

The office-bearers of the Society and its Executive Committee members shall be elected either unanimously or through secret ballot papers / online except for Joint - Secretary, Joint - Treasurer and Joint-Editor, who will be nominated. Any member who desires to contest for any post shall get his/her name proposed and seconded by valid members of the Society and shall be required to sign & fill a declaration statement on the nomination form which can be downloaded from the official website of the society ([www.asiindia.in...LINK---Elections of ASI](http://www.asiindia.in...LINK---Elections of ASI)). The members contesting for any post should fulfil the following conditions as noted against individual posts **[GB min. 11/16 (c), dated 24/01/2017]**:

Sl. No.	Name of the post	Period of continuous Valid Membership	Minimum Number of conferences attended	Minimum Number of EC Meetings attended	Other Conditions
1.	President	10 years	Not less than 7	2	.....
2.	Vice President	10 years	Not less than 5	3	.....
3.	General Secretary	10 Years	Not less than 7	5	.....
4.	Treasurer	10 years	Not less than 7	5	.....
5.	Editor-in-Chief	10 years	Not less than 7	5	5 Research papers in Indexed Journals
6.	EC Members	5 years	Not less than 4	.....	.....

#### NOTE:

\* This also applies to the person who invites the Conference [Mod. Vide E.C. Min. 13/13(v) dt.30/12/13 & G.B. Min. No. 11/13 (v) dated 15/2/2014].

\*\* Those members of E. C. who do not attend the meeting of Executive Committee without any prior information & proper reason, will forfeit their right to contest the election for any post for at least four consecutive years (approved vide Min. 11/13 (id)).

Notice for election along with nomination form for various posts of office bearers of executive committee members will be uploaded on the ASI website by **15<sup>th</sup> July** every year. Circular, for conference, E.B., E.C. & G.B. meetings and award etc. will also be uploaded on the website from **15<sup>th</sup>-30<sup>th</sup> July**. Last date to receive the nomination will be **25<sup>th</sup> August**. Last date to withdraw the nomination will be **30<sup>th</sup> August** every year. Nomination form will be scrutinized by the General Secretary (if last date mentioned above fall on Sunday or public holiday next working day will be last day in that case).

The "Ballot Paper" along with declaration form and envelopes will be posted to all members of the society generally by **15<sup>th</sup> September** every year. All the ballots received till the last date, which will be **15<sup>th</sup> November** each year, will be placed in the next E.C. meeting, who will constitute a sub-committee of 3 members of ASI attending the conference. The **sub-committee** after counting the Ballots received will submit the result signed by all members in a **sealed confidential cover** before beginning of the General Body meeting to the General Secretary. The envelope will be opened and results will be declared during the General Body Meeting. The results will be circulated with the minutes of the G.B. meeting sent by the General Secretary of ASI, generally by January/February next year for information and confirmation in the subsequent General Body meeting of ASI.

#### **14. AWARDS AND ORATIONS:**

To encourage the members towards the academic excellence, the society is organizing the following orations and awards:

##### **A. Orations:**

- i. Dr. Shamer Singh Memorial Oration (to be organised on alternate years during the Annual National Conference of the ASI).
- ii. Dr. S.P. Jain Memorial Oration (to be organised on alternate year during the Annual National Conference of the ASI).

##### **B. Prof. Inderjit Diwan Lifetime Achievement award.**

##### **C. Awards: Name of the award**

1. Dr. Dharam Narayan Memorial Gold Medal
2. Prof. Hirendra Kumar Chatterjee Memorial Gold Medal
3. Dr. P.N. Dubey Memorial Gold Medal
4. Dr. Mahdi Hasan Memorial Gold Medal
5. Dr. Raikrushna Mahanti Memorial Award
6. Dr. H.J. Mehta Memorial Award
7. Dr. Liza Chacko Memorial Award
8. Dr. P.C. Bansal Memorial Gold Medal
9. Dr. Matilal Pan Memorial Award
10. Dr. Lata N. Mehta Memorial Award
11. Krishna Gopal Saxena Memorial Gold Medal
12. Dr. Manju Naresh Memorial Gold Medal
13. Dr. T. Kodandaramaiah Gold Medal

##### **D. Fellowship of the Society**

## **APPENDIX**

### **SCHEDULE OF SUBJECTS:**

- (a) Gross Anatomy, Applied Human Anatomy, Anthropology and Primatology.
- (b) Neurobiology, Neuroendocrinology and Neurophysiology.
- (c) Endocrinology, Reproductive Biology and Fertility Control.
- (d) Microcirculation, Biomechanics and Electromyography.
- (e) Histology, Haematology, Tissue culture, Immunochemistry, Histochemistry, cytogenetics and Ultrastructural Anatomy.
- (f) Embryology, Genetics, Developmental Anatomy and Teratology.
- (g) Research Technology, Imaging Science, Radio autography, Fluorescence & Electron Microscopy, Micro spectroscopy and X-ray diffraction.
- (h) Eugenics, Race betterment & Human Biology.
- (i) Any other subject related to biology, fundamental or applied.
- (j) Medical education