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| **POSB CONSTITUTION** |
| |  | | --- | | **Paediatric Orthopaedic Society of Bangladesh** | | Bye-laws, Rules and Regulations | | **ARTICLE I- ACTIVITIES** | | The activities of Paediatric Orthopaedic Society of Bangladesh (POSB) shall be: | | |  |  | | --- | --- | | 1.1 | To promote the objectives of the Society | | 1.2 | To associate together in one body, all qualified surgeons practicing Paediatric Orthopaedic Surgery or those actively interested in Paediatric Orthopaedic Surgery. | | 1.3 | To serve as an agency for safeguarding the interest of its members and for the development of Paediatric Orthopaedic Surgery in Bangladesh and to this end: | | 1.3.1 | To interact with the Bangladesh Orthopaedic Society (herein after referred to as BOS) and the Bangladesh Medical & Dental Council and other medical groups and associations. | | 1.3.2 | To interact with foreign and International bodies associated with Paediatric Orthopaedics | | 1.3.3 | To monitor and advise on relevant government legislation and university measures related to Paediatric Orthopaedics | | 1.3.4 | To monitor and advise bodies connected with public education, the media and the press on matters related to Paediatric Orthopaedics | | 1.4 | To purchase, take lease or in exchange, receive by way of gift, grant or otherwise, hire or in any other manner acquire any real or personal property and any rights or privileges which are conducive to the attainment by the POSB of its objectives as herein set forth and to construct, maintain and alter any buildings necessary or desirable for the work of the POSB. | | 1.5 | To sell, mortgage, dispose of, turn to account, all or any of the property or assets of the POSB as may be thought expedient. | | 1.6 | To collect funds by way of subscription, donations, gifts, sale of publications and borrow or raise money for the purposes of the POSB on such terms and on such securities as may be thought fit. | | 1.7 | To invest the money of the POSB not immediately required for its purposes in or upon such investments, securities or property as may be determined by the POSB. | | 1.8 | To do all such other as are incidental, or conducive to the attainment of the above objectives. | | | **ARTICLE 2 – MEMBERSHIP** | | |  |  | | --- | --- | | 2.1 | CLASSIFICATION: | |  | The following types of members shall constitute the POSB: | | 2.1.1 | Honorary | | 2.1.2 | Members: | | 2.1.2.1 | Full Members (Life Members) | | 2.1.2.2 | Overseas Members | |  | The term ‘Members’ hereinafter used shall refer to this group of Members alone. | | 2.1.3 | Associate Membership | | 2.1.3.1 | Associate Members The term ‘Associates’ hereinafter used refers to this group of Members alone. | | 2.2. | ADMISSION: Admission to Membership will be granted on the recommendations and approval of the Executive council, by a simple majority of the members present, subject to the eligibility provisions for each category as defined in the subsequent clauses of this Article. | | 2.3 | ELIGIBILITY, CONFERMENT, OBLIGATIONS, RIGHTS & PRIVILEGES: | | 2.3.1 | HONORARY MEMBER: | | 2.3.1.1 | Eligibility: | | .1 | Any eminent person from Bangladesh or abroad who has made significant, contributions to the cause of Paediatric Orthopaedic Surgery. | | .2 | Who has been recommended by the Executive Council (recommendation from Executive Council to clearly mention the claim to eminence and the contribution to the cause of Paediatric Orthopaedic Surgery) shall be considered eligible for admission to Honorary Membership. | | .3 | To be confirmed by the General Body | | 2.3.1.2 | Rights & Privileges: Honorary Membership will confer a lifelong privilege to participate as an honoured guest in the scientific and cultural activities of the POSB without having to pay the membership fee. However, he would not have right to vote or would not be allowed to hold a post of an office bearer. | | 2.3.2 | LIFE MEMBER: | |  | Eligibility: | | 2.3.2.1 | Any person who has obtained a recognised post- graduate qualification in Orthopaedic Surgery with five years of experience after completion of completion of the postgraduate course and who is actively involved in the practice of Paediatric Orthopaedic Surgery. | | 2.3.2.2 | Who is duly proposed and seconded in the prescribed application form by two Members of the POSB and | | 2.3.2.3 | Whose name after proper scrutiny is recommended by the Executive Council shall be considered eligible to be admitted as a Full Member. | |  | Conferment: | |  | The recommendation for membership must be ratified by the General Body. On the General Body Meeting approving of the admission, the Secretary shall convey the decision of the General Body to the aspirant. The aspirant should then pay the required subscription and be admitted. | | 2.3.2.3 | Obligations: | |  | A Life Member shall: | | .1 | Maintain an abiding interest in Paediatric Orthopaedic Surgery. | | .2 | Observe a high standard of medical ethics and behavior; and | | .3 | Uphold the objectives, the good name, the dignity and the traditions of the POSB. | | 2.3.2.4 | Rights & Privileges: | |  | The member shall be entitled to: | |  | .1 Participate in all activities of the POSB  .2 Constitute the General Body together with the other “Members”.  .3 Vote at a business meeting on any issue including matters pertaining to election of office bearers, accounts and financial matters, admission to membership, termination of membership, amendment to the Rules & Regulations, fixing of subscription etc.  .4 Stand for election to the Executive Council (Subject to the Provisions of relevant articles).  .5 Membership and privileges resulting from the affiliation of the POSB to various International Bodies. | | 2.3.3 | OVERSEAS MEMBER: | | 2.3.3.1 | Eligibility | |  | Any qualified Paediatric Orthopaedic Surgeon practicing abroad who is desirous of being a member of POSB | | 2.3.3.2 | Conferment: | |  | Who is duly proposed and seconded by a “Member” and after proper scrutiny of the proposal, is recommended by the Executive Council and approved by the General Body shall, on payment of the prescribed dues, be admitted as an Overseas Member for life. | | 2.3.3.3 | Obligations | |  | .1 Maintain an abiding interest in Paediatric Orthopaedic Surgery.  .2 Observe a high standard of medical ethics and behavior; and .3 Uphold the objectives, the good name, the dignity and the traditions of the POSB. | | 2.3.3.4 | Rights & Privileges: | |  | An Overseas Member shall be entitled to : | |  | 1. Participate in all activities of the POSB 2. Constitute the General Body together with the other members 3. Vote at a business meeting on any issue including matters pertaining to election of office bearers, accounts, financial matters, admission to membership, amendment to the Rules & Regulations, fixing of subscriptions etc. 4. Membership and privileges resulting from the affiliation of POSB to various International Bodies 5. However, an Overseas Member shall not be entitled to stand for election to the Executive council. | |  | Should an Overseas Member decide to settle in Bangladesh he/she should provide proof of his/her having become a Resident Bangladeshi. He will then be admitted by the General Body to the Life Membership of the POSB. Appropriate subscription would be decided from time to time. | | 2.3.4 | ASSOCIATE MEMBER: | | 2.3.4.1 | Any person who has obtained a recognised post- graduate qualification in Orthopaedic Surgery with less than five years of experience after completion of completion of the postgraduate course and who is has an interest in the practice of Paediatric Orthopaedic Surgery  Any qualified doctor (ir respective of his / her field of specialization) who has an interest in Paediatric Orthopaedics  Any qualified member of the Allied Health Sciences who has an interest in Paediatric Orthopaedics | | 2.3.4.2 | Conferment | |  | Who is duly proposed and seconded by a “Member” and after proper scrutiny of the proposal, is recommended by the Executive Council and approved by the General Body shall, on payment of the prescribed dues, be admitted as an Associate Member. | | 2.3.4.3 | Obligations | |  | .1 Maintain an abiding interest in Paediatric Orthopaedic Surgery.  .2 Observe a high standard of medical ethics and behavior; and  .3 Uphold the objectives, the good name, the dignity and the traditions of the POSB. | | 2.3.4.4 | Rights & Privileges | |  | An Associate Member shall be entitled to:   * Participate in all scientific activities of the POSB.   An Associate Member shall not be entitled to:   * Participate in Business Meeting or * Stand for election to the Executive Council. | | 2.4 | SUBSCRIPTION: | | 2.4.1 | The subscription referred to in this Article shall be as determined by the POSB from time to time and can be changed on the recommendation of the Executive Council at General Body Meeting of the Society by a simple majority. | | 2.4.2 | In addition to the subscription above mentioned the POSB may prescribe an application fee or an entrance fee or both, which shall be payable as per the decision of the POSB. | | 2.5 | TERMINATION OF MEMBESHIP: | |  | 1. On improper or harmful conduct; If it shall appear to the Executive Council that the conduct of a member is or has at any time been, such as to be prejudicial to the POSB and or the objectives for which it was formed and exists, the Council shall have power at its discretion to direct that a notice be given to such a member. Notice of a proposal to suspend a Member’s membership under the clause shall be given to such members of the Council at least 14 days before the meeting at which the same is to be considered. He would be invited to the executive Council Meeting for explanation and any resolution to suspend a Member’s membership shall be void and no effect unless passed by two- thirds of the members present at such a meeting. . 2. The suspension by the executive Council of the Member shall be intimated to all the members present at the next Annual General Body meeting following the date of suspension. Furthermore, the president or his deputy shall inform why the Executive Council ordered the suspension. Any member present at the Annual General Body Meeting may then propose that the suspended member’s membership be terminated. If this proposition is seconded by another member, the president or his deputy shall then call for the nomination and seconding of two tellers. This done, the President or his deputy shall put the proposition to the members at the Annual general Meeting who shall vote by ballot. The resolution shall be void and of no effect unless passed by two-thirds of the members present at the Annual General Meeting. If the proposition is carried, notice shall be given to the suspended member, by the president or his deputy terminating his /her membership of the POSB within 10 days following the date of the Annual General Meeting and such member shall forthwith cease to be a member of the POSB. If the proposition is not passed by a two-thirds majority, the member shall be notified of the termination of the suspension within 10 days following the date of the Annual General Meeting. Thereupon that member would be continued as a member. | | | **ARTICLE 3 – MEMBERSHIP** | | |  |  | | --- | --- | | 3.1 | COMPOSITION: | |  | The executive body of the POSB shall be known as the executive Council (hereinafter referred to as Council) which shall consist of President, Vice-President, Secretary, Treasurer, two Editorial board members, four Councillors and the Immediate Past president (Ex-officio). The four Councillors shall include one each from the northern region, the southern region, the western region and eastern region. | | 3.2 | DURATION OF OFFICE | |  | The council shall be elected at an Annual General Body Meeting and its Members will hold office as detailed below:   * President : 3 years * Vice President : 3 years * Secretary : 3 years * Editorial Board members : 3 years * Immediate Past President : (Ex-Officio) * Councillors : 3 years | | 3.3 | ELIGIBILITY | |  | Members other than “Overseas Members”, in other words “Life Members” shall be deemed eligible for membership of the Council, provided the following criteria are fulfilled:  The member must have either one of the following:  a) Specialised training in Paediatric Orthopaedics for at least one year in a reputed centre.  b) At least three publications in the field of Paediatric Orthopaedics in National or International journals. | | 3.4 | : ELECTION | |  | .1 The election to the Executive council shall be held during the annual General Body meeting. The newly elected members will however be inducted at the conclusion of the Annual Meeting and shall hold office for their term thereafter.  .2 Should the number of eligible candidates be more than the number of vacancies, the President may request for withdrawal, failing which adequate number of candidates to the Council for respective categories will be elected by ballot. In the event of a tie, the Chairman of the Annual General Meeting may draw a lot. | | 3.5 | VACANCIES ON THE COUNCIL | |  | The vacancies on the Council except those of the President, and Secretary shall be filled by co-option by the remaining members of the council. | | 3.6 | SECOND TERMS | |  | A member of the Council will be eligible to re-stand for membership for one more term following the one which his / her tenure ended. | | 3.7 | ABSENCE FROM COUNCIL MEETINGS | |  | A member of the Council who remains absent from 3 consecutive meetings of the council without prior intimation shall be deemed to have resigned and his membership of the Council shall stand terminated. | | 3.8 | DUTIES | |  | The council shall be responsible for:  .1 The conduct of the affairs of the POSB  .2 Maintenance of proper records  .3 Planning and executing activities to attain the objectives of the POSB.  .4 Calling the General Body Meeting and placing before it such agenda as are required by these bye-laws and all others such matters that may affect the POSB or its objectives. | | 3.9 | INVITEES & COOPTING: | |  | The council may: .1 Invite a member to participate in its deliberations. .2 Co-opt a member or a non-member for its deliberations on a specific issue. .3 Such invitees or co-opted members shall have no voting rights. | | 3.10 | FORMATION OF COMMITTEES AND DELEGATION OF POWERS: .1 The Council may appoint Committees from among the members of POSB and delegate its powers (including those of co-option) for carrying out specific projects such as holding of conferences, supervision of building activities etc. .2 The Council shall have the right to change the composition of such committees if deemed necessary in the interest of the POSB. .3 The President and the Secretary shall be ex-officio members of all such committees. .4 The work of such committees shall be reviewed by the Council at least once every year and a progress report will be submitted to the General Body. .5 A statement of Accounts of all bodies created by the Council shall form a part of the Annual accounts. | | 3.11 | CONDUCTING CONFERENCES: | |  | .1The Council on the advice of the President may appoint from among its members an organizing Secretary for the conduct of a conference or Meeting of the POSB. .2 The organizing secretary shall be responsible for the administration and financial conduct of the conference and shall be authorized to open and operate a regional account for the conduct of the conference of the POSB by a resolution of the council. .3 The Organizing Secretary shall have the power to organize and constitute various committees for the proper conduct of the conference. .4 The accounts shall be finalized within 6 months of the completion of the conference forwarded to the treasurer who shall place them before the next General Body at its next meeting. | | | **ARTICLE 4 – GENERAL BODY MEETING** | | |  |  | | --- | --- | | 4.1 | The Accounting Year shall be from 1st April to 31 March. | | 4.2 | An Annual General Body Meeting shall be held once a year. Presentation of the accounts and election to the executive Council shall be held at this Meeting. | | 4.3 | The Agenda for a General Body Meeting shall be determined by the Council in conformity with the rules & regulations and shall include any matter deferred at the last General Body Meeting. | | 4.4 | The Executive Council should decide and send notice of the meeting to members at least 21 days in advance. The quorum of the Executive Council for this Meeting shall be 5 members. | | 4.5 | Participation: Honorary members and Associates may participate in the general deliberations or in deliberations on specific matters concerning them with the approval of the Council | | 4.6 | The quorum for the General Body Meeting shall be 25 members. If no quorum is present within 15 minutes of the time announced for the Meeting, the Meeting shall be adjourned for ½ an hour and held at the same venue thereafter whether the quorum is present or not. | | 4.7 | Any member of the POSB who wishes to move a formal resolution (other than the resolution recommended by the council) shall give notice in writing to the Secretary, and shall submit a copy of such resolution at least 21 days before the date of the Meeting. | | 4.8 | An Extraordinary General Body Meeting shall be called by the Secretary, on a decision of the Council, or on the requisition of at least 15 members, However, under exceptional circumstances such a Meeting can be convened at any time with a fortnight’s notice to all members. Such a Meeting shall transact only the item on the AGENDA. In case the quorum of 25 members is not present then the Meeting shall stand dissolved. | | 4.9 | Every General Body Meeting whether annual, ordinary or extraordinary shall be called by at least 21 days notice in writing. The notice shall specify the day, place and time of the Meeting and in the case of extraordinary General Body Meeting the specific nature of the business. | | | **ARTICLE 5 – FINANCE** | | |  |  | | --- | --- | | 5.1 | ACCOUNTS | |  | .1 The financial year of the POSB shall end on 31st March every year. .2 The accounts duly audited shall be presented to the Annual General Body Meeting subsequently. .3 Should this not be possible for whatsoever reason the General Body can on the request of the Secretary, defer consideration of the accounts to the next Ordinary General Body Meeting. | | 5.2 | SUBSCRIPTION | |  | Subscriptions in all forms including Admission Fees shall be decided by the General Body on the recommendations of the Council. | | 5.3 | OPERATION OF ACCOUNTS | |  | .1 All subscriptions shall be received and accounts operated by the Secretary within the sanctions made by the Council.  .2 In case the Secretary is incapacitated; the accounts shall be operated by the President or any other member of the Council authorized by the Council. | | 5.4 | PROPERTIES & ASSETS | |  | All properties and assets of the POSB shall vest in the Trustees under these bye-laws, who shall have the authority to liquidate the same without the consent of the General Body after giving one month’s notice. Appropriate statement concerning these assets shall form a part of the Annual Accounts. | | | **ARTICLE 6 – DUTIES OF OFFICE BEARERS** | | |  |  | | --- | --- | |  | The President shall:   1. Guide the activities of the POSB towards the fulfillment of its objectives and ensure the observance of these Rules & Regulations. 2. Represent the POSB singly or in such groups as may be decided by the Council for any activity connected with the objectives of the POSB. 3. Carry out all other activities usually associated with that office. 4. Authorise taking of Council decisions   The Vice President shall:   1. Carry out the duties of the President in the absence of the President.   The Secretary shall:   1. Maintain the Minutes of the Executive Council General Body Meetings. 2. Execute the decisions of the Council and the General Body. 3. Carry out all other duties as are usually associated with his office. 4. Maintain accounts, receive subscriptions, pay all bills and present the Accounts annually to the Council and to the General Body. Editorial Board Members shall: Publish a News letter of the POSB periodically. | | | **ARTICLE 7 – SCIENTIFIC MEETINGS** | | |  |  | | --- | --- | |  | 1. The conduct of the Scientific Meeting shall be the responsibility of the Local Organiser. 2. Scientific programmes would be finalized after mutual consultations between the Secretary and the Local Organiser. 3. The subjects for symposia panel discussions shall be fixed by the Executive Council. 4. Orations and Guest lectures should be suitably accommodated in preparing the scientific programme after due consultations with the President. | | | **ARTICLE 8 – PROPERTY** | | |  |  | | --- | --- | |  | The income and property of the POSB shall be applied solely towards the promotion of the Society as set forth in the Memorandum of the society and no portion thereof shall be paid or transferred, directly by way of dividend, bonus or otherwise however by way of profit, to the Members of the POSB provided that nothing shall prevent the payment, in good faith, of reasonable and proper remuneration and out-of pocket expense to any member of the POSB, in return for any services rendered to the POSB. | | | **ARTICLE 9 – AMENDMENT OF MEMORANDUM OF THE SOCIETY AND BYE – LAWS** | | |  |  | | --- | --- | |  | Rules & Regulations:  .1 No alteration or addition shall be made to any clause of this Memorandum of the Society and / or Bye-laws Rules &Regulations except by the POSB at a General Body Meeting after due notice and the amendments adopted by a 3/5th majority of Members present and voting at the said Meeting. .2 Any amendment to the Bye-laws, Rules & Regulations in violations of the Memorandum of the society of POSB shall be deemed to be invalid even if adopted as per Article 9. 1. | | | **ARTICLE 10 –DISSOLUTION** | | |  |  | | --- | --- | |  | The POSB may at any time by a resolution passed in an Extraordinary General Body Meeting called for this purpose be wound up and dissolved at the decision of at least 2/3rd of the members present and voting. In that event the books and records of the POSB shall be disposed of as shall be specified by the resolution for winding up, specified by the resolution, then the said property of the Society shall be transferred to such Body or bodies as may be determined by a Judge of the High Court of Justice having Jurisdiction in regard to charitable funds and so far as effect cannot be given to such provision, then to some charitable object. | | | **ARTICLE 11 – CHANGEOVER** | | |  |  | | --- | --- | |  | The modalities of changeover from the existing to these bye-laws shall be decided upon by the General Body Meeting by a simple majority, and would have the same sanction as these rules & Regulations for period not exceeding 2 years | | |