

Association of Physicians of India  
RAJASTHAN CHAPTER

**RULES**

Approved By General Body Meeting  
of A.P.I. Raj. Chapter HELD ON 9-4-91  
AT KOTA (RAJ.)

## PRELIMINARY

The Association of Physicians of India Rajasthan Chapter was constituted vide Rules 26 of the Constitution of A. P. I. with an initial membership of 25. The permission to form this chapter has been obtained from Hon. Secretary, Association of Physicians of India.

The following shall be the rules (subject to such modifications as may be made from time to time in accordance with the provisions made hereunder) of the Rajasthan Chapter of Association of Physicians of India, hereinafter called the Association. The objectives of chapter will be same as that of parent body, field will be restricted to state level.

## MEMBERSHIP

It is mandatory to become member of the parent body of Association of Physicians of India, before one can become member of the Rajasthan chapter. The membership shall be of five categories : 1 – Honorary Member, 2 – Ordinary Member, 3 – Life Member, 4 – Associate Member and 5 – Retired Member.

### 1 – Honorary Members

The Governing Body may elect but only by an unanimous vote of those present at a meeting thereof, any person who in its judgement is a renowned scientist of who has served the cause of medical science, relief or education in an outstanding manner. As an Honorary member of the Association, provided that one month's notice of intention to propose

an person as an honorary member shall have been given. They will not have voting right one month notice will not be required for members nominated in 1st meeting of chapter.

## 2 – Ordinary Member :

No person shall be qualified to be admitted as an Ordinary Member of the Association unless he/she is a person who has obtained postgraduate degree in Internal Medicine or equivalent recognised by the Medical Council of India. Internal medicine includes specialities such as Cardiology, Gastroenterology, Chest, T. B., Psychiatry, Clinical Haematology, Nephrology, Infectious Diseases Paediatric Medicine, Gerontology, Dermatology, Endocrinology, Diabetology, Neurology and Radiation Medicine, ordinary Membership fees will be Rs. 50/- only yearly.

## 3 – Life Member :

Any person who is qualified to be admitted as an ordinary Member by a single payment of Rs. 400/- be admitted as a Life Member. A life member shall upon admission as such cease to be liable to pay any annual subscription.

## 4 – Associate Member :

Any individual, who has obtained post graduate degree in internal medicine or equivalent recognised by Medical Council of India, but who has yet not enrolled as member of parent body of A.P.I., shall be

eligible to be enrolled as associate member. However they will neither have any voting rights nor can they propose, second or stand for any office of the association.

#### 5 – Retired Member.

Those of the Ordinary Members aged 65 years or above, who have a continuous membership of the Association for a period of at least 20 years and who retired from service and or practice may on request, be put in this class such members will continue to have the usual privilege of ordinary members. Their names will be shown separately under the heading 'Retired Members' in the list of members published. They will not pay any annual subscription and will not be entitled to vote / or contest any election.

#### SUBSCRIPTION

Every applicant for Membership, shall remit the subscription for the subscription year along with his application. Such application shall be considered by the governing body, who may accept or reject or otherwise deal with the same and their decision shall be final. These applications should reach the A. P. I. (Raj). Office one month prior to the meeting of the Governing body and properly scrutinised list of new applications should be put for approval in Governing Body meeting.

The annual subscription for an ordinary or associate member shall be Rs. 50/-. The subscription year shall commence on the 1<sup>st</sup> January and

end on the 31<sup>st</sup> December of that year. Every member shall pay the annual subscription for the whole of the subscription year irrespective of the actual date of his/her ceasing to be a member. The fee for the life membership shall be Rs. 400/-. The annual subscription shall be payable before 1<sup>st</sup> January of the subscription year except in cases of application for membership made after this date. The subscription remaining unpaid beyond 30<sup>th</sup> June of the subscription year shall be considered as in arrears. Governing body will be empowered to increase the annual or life membership fee, if and when considered proper.

## REGISTER

A register of member shall be kept which will have the names and address of the members for the time being and in which all changes from time to time taking place shall be recorded. A complete list of member with their addresses will be circulated to all members once in three years.

## RESIGNATION

A member wishing to resign his membership shall inform the Hon. Secretary in writing to that effect before the close of the year preceding that, from which he/she desires to resign and forthwith pay up the arrears of subscription if any.

## CESSATION OF MEMBERSHIP

[a] Any member whose subscription is in arrears as on 30<sup>th</sup> June will be sent a notice by Registered post A. D. to pay up the arrears or otherwise he/she will cease to be a member and as such shall not be entitled to any or all privileges of the membership.

[b] The Governing body by a 2/3 majority; (of total members of Governing Body) may remove the name of any member from the register for gross misconduct after a proper hearing from the member concerned.

[c] Any person who cease to be a member may be re-admitted on such terms as the Governing Body may determine.

## PRIVILEGES OF MEMBERSHIP

All life, ordinary and retired members shall be entitled of as the right to participate in activities of the Association including the right to vote. However, only valid ordinary members of at least 12 months standing at the time of casting votes or life members will be eligible to vote and hence shall receive ballot papers. No member who is in arrears of his/her subscription, shall be, however, eligible for nomination to a seat on the Governing Body to propose or second a nomination or to vote at an election of office bearers and members of the Governing Body. Period of 12 months will not be applicable at the first election & subsequent 2 elections.

## GOVERNING BODY

The following shall form the governing body of the Association –

1. Three patrons will be nominated by Governing body for 2 years and will be considered Hon. Members of Association They will not have voting rights.
2. Chairman
3. Chairman Elect
4. Immediate Past Chairman
5. Three Vice – Chairman
6. One Hon. Secretary
7. Four Joint Hon. Secretaries
8. One Hon. Treasurer.
9. Organising Secretary of the Annual Conference where conference is being held next year.
10. Nine General members
11. The immediate past organising Secretary of the Annual Conference will be an Ex-officio member of the Governing Body for one term.
12. Two co-opted members shall be selected by Governing body for every term.
13. The Hon. Editor.
14. Immediate past Hon. Secretary of the Association will be ex-officio member.
17. [a] Annual general meeting : The annual General meeting of the association shall be held each year on a day, time and place to be fixed by the Governing Body. The notice and agenda for the Annual general meetings of will be posted at least 30 days in advance of the date fixed

for the meetings.

[b] The Governing body shall submit an Annual Report of the proceedings of the Governing Body and its Committees, if any, and of the activities of the Association together with a statement of the assets and liabilities of the Association and an abstract of receipts and disbursements during the year, and the report of the Auditors, if any.

[c] the Chairman, may whenever he thinks fit and shall upon requisition made in writing and signed by not less than 25 members of the Association convene a special General meeting at such place as he may decide. Any requisition made by the members shall state the objects of the Special meetings proposed to be called and shall be addressed to the Hon. Secretary.

[d] The Hon. Secretary shall upon receipt of such a requisition proceed to convene under orders of the Chairman a Special General Meetings which shall be held within sixty days from the date of receipt of such requisition, at a place and time fixed by the Chairman.

[e] At the general Meeting only the business of which notice has been given or such questions as naturally arise thereon shall be discussed Any member desiring to move a resolution at the general meeting shall give notice of the same in writing to Secretary at least Sixty days before the date fixed for the general meeting.

[f] Forty members present at a general meeting shall be the quorum for that meeting.

[g] If within half an hour from the time appointed for a general meeting



there is no quorum, the meeting, if convened and in any case shall stand adjourned to half an hour and will meet on the same day and at the same place.

[h] The person presiding at the General Meetings may with the consent adjourn the same from time to time and from place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.

[i] No quorum shall be necessary for any adjourned general meeting.

[j] Subject to the law for the time being in force, the resolution passed in a General Meeting shall be given immediate effect by the officers of the Association, unless stated otherwise.

## MANGEMENT

18. The management of the Association shall be vested in the Governing Body, who in addition to the powers by these Rules expressly conferred upon them may exercise all such powers, and do all such acts and things as may be exercised or done by the Association and are not hereby or by law expressly directed or required to be exercised or done by the Association in general Meeting.

[b] Without prejudice to the general power hereby conferred, the Governing Body shall have the following powers that is to say, Power :

[1] To acquire by purchase, lease or otherwise for the association property, rights, or privileges which the association is authorised to

acquire at such price and generally on such terms and conditions as they may think fit.

[2] To enter into all such negotiations and contracts and very all such contracts and execute and do all such acts, dees and things, in the name and on behalf of the Association as they may consider expedient for or in relation to any of the properties, rights and privileges or the purposes of the association.

[3] To borrow or secure the payment of any sum or sums of money for the purposes of the Association.

[4] To institute, conduct, defend compound or abandon any legal proceedings by or against the Association or otherwise concerning the affairs of Association and to compound and allow time for payment or satisfaction of any debts due and of any claims of demands by or against the Association.

[5] To refer any claims or demands by or against the Association to arbitration and observe and perform the awards.

[6] To make and give receipts, releases and other discharges for money payable to the Association and for the claims and demands of the Association.

[7] To receive donations and all and any other sums of money and all and any other materials, articles, articles and things due to or intended for the Association.

[8] The incur all necessary expenses for the maintenance and carrying cut of objects and intentions of these Rules and Memorandum

of the association.

[9] To appoint and at their discretion, remove or suspend such managers, clerks, agents and servants for permanent, temporary or special services as they may from time to time think fit, and to determine their powers and duties and fix their salaries or emoluments and to require security in such instances and to such amount as they may think fit.

[10] To appoint committees and to delegate subject to such conditions as they may impose, any of their powers to such committees or such member or members of their body as they may think fit and to revoke from time to time such delegation.

[11] To nominate a Chairman and Secretary from amongst the members of such a committee. The Chairman will preside at such committee meetings and Secretary shall be responsible for conveying keeping accurate minutes and forwarding the reports of these committees to the Governing Body.

[12] To make, vary and repeal bye-laws for the regulation of the business of the association its, the Officers, managers, clerks, agents and servants.

19 [a] The property movable or immovable belonging to the Association shall vest in the Governing body.

[b] No sale, exchange, mortgage, lease or other transfer of immovable property belonging to the association shall be valid unless at least the Chairman or any one of the Vice-Chairman and the Hon.

Secretary shall execute the document of transfer.

20 [a] All money of the Association shall be deposited and or invested –

(i) In approved Bank or Banks.

(ii) In Government and other negotiable trustee securities or in any other mode permitted under the Act or in accordance with the administrative orders of Government from time to time.

[b] Accounts and other investments in the name of the Association shall be opened by the Chairman, Hon. Secretary, Hon. Treasurer and one member of the Governing Body authorised for the purpose, each document being signed by any two of them.

## DUTIES OF THE OFFICE BEARERS

21 [a] Chairman : The Chairman shall guide the activities of the Association and further the aims and objectives of the Association. The Chairman may allocate all or any of the other clause of these Rules to the Hon. Secretary.

[b] Vice Chairman : They will act according to the duties assigned by the Chairman and help the Chairman actively to fulfil the aims & objects of the Association in general and in their zones in particular.

[c] Hon. Secretary : Subject to the control and regulation of the Governing body, the Hon Secretary shall be responsible for carrying out the directions and decisions of the Governing Body. In particular, the secretary shall :

(1) convene meetings of the Governing Body whenever

necessary or called upon do so.

(2) Have administrative control over all the affairs of the Association.

(3) Have charge of the correspondence of or in relation to the Association.

(4) Keep accurate minutes of all the meetings of the Association and Governing Body.

(5) Prepare the Annual report of the Association.

(6) Be in-charge of the furniture, library and all documents and other assets. of the Association.

(7) Collect all dues of the Association and pay all such amounts into the banking account of the association and inform the treasurer once in every month of the money so paid.

(8) make disbursements and maintain vouchers, provided that any expenditure exceeding Rs. 300/- shall be made after obtaining the sanction of the Governing Body.

(9) Perform such duties as are incidental to his office.

(10) All notices, communications, letters, memoranda and other papers whether they are acts of the Governing Body or of the General Body, shall be signed or authenticated by the Hon. Secretary and when so signed or authenticated, shall be conclusive.

[d] Hon. Joint Secretary : He shall carry out such duties as assigned by the Chairman of the Hon. Secretary.

[e] Hon. Treasurer : The treasurer shall maintain true account of

the funds and other assets of the Association and of funds and other assets connected with or in any way controlled by the Association.

22. Every question submitted to a meeting of the Governing Body or of the General Body shall be decided according to the majority of the votes casted by the members present. In case of equality of votes, the person presiding shall have a second or casting vote in addition to his vote as a member.

23. Once at least in every year the accounts of the Association shall be examined and audited and their correctness ascertained by one or more auditors elected for the ensuing year the members at Annual General Meeting each year. The report of the auditor or Auditors shall form part of the Annual Report submitted to the next General Meeting. The Auditor of the Association shall held office until the next Annual General Meeting. The retiring auditor or Auditors shall be eligible for re-appointment. The auditor shall be paid such remuneration or honorarium as the members may fix at the Annual General Meeting at which such auditor or auditors may be appointed.

24. Any notice required by these Rules may be given by sending by ordinary post prepaid a letter to the address in the register of members and the same shall be deemed to have been received by the addressee on the date on which it would have reached him in the ordinary course of post.

25. the association may publish a journal, books, pamphlets or may other publications under the general directions of the Governing Body.

26. subject to the law for the time in force. The members in General meeting shall have power to add, to vary or change any of the provisions contained in these rules, provided that such addition, variation or change is effected by means of a resolution of which due notice shall have given and which shall be assented to by the vote of at least two third of the number of members present at the meeting.

Dr. S. K. Goyal

Hon. Secretary

Dr. V. S. Baldwa

Chairman

Amendments in constitution of Association of Physicians of India, Raj. Chapter  
Approved in gen. body meeting held at Bikaner on 20-2-93

1. With effect from 1<sup>st</sup> Jan 94 Rs 50/- will be charged as admission fee from new ordinary members along with the yearly subscription of Rs. 50/-. This will be read in heading subscription.

2. From Jan, 94 the subscription for life member will be Rs. 500/-, This will be read under heading [3] Life member.

3. State branch can have its branches at Regional / District and Local level. Ten members of raj Chapter at any place can open a local / district / regional branch. This will be read in No. 27 of constitution.

4. Post graduate students in medicine can become associate members of Raj. Chapter. Subscription will be the same However, they will neither have any voting right nor can they propose, second or stand for any office of the association. This will be read in columns (4) Associate member.

5. Sitting arrangements & Protocol at State level confrence & Inaguration of CME will be same as of Central API. This will be read under heading Meeting [No. 18].

Dr. A. Q. khan  
Chairman

Dr. K.K. Pareek  
Hony. Secy