

Bylaws and Rules and Regulation: Adopted in the First General Body Meeting (5th February, 2011, Jabalpur) based ditto on the Template provided by IAPS

Amendment proposed hereby are highlighted in yellow

SOCIETY OF PEDIATRIC UROLOGY

SECTION OF INDIAN ASSOCIATION OF PAEDIATRIC SURGEONS

Formed in 2005

MEMORANDUM OF ASSOCIATION

1. NAME OF THE ASSOCIATION

The name of the Association shall be **“SOCIETY OF PEDIATRIC UROLOGY- SECTION OF INDIAN ASSOCIATION OF PAEDIATRIC SURGEONS”**).

2. AIMS AND OBJECTIVES OF THE ASSOCIATION

- 2.1 To encourage and monitor clinical, epidemiological, experimental, molecular and any such scientific research works related to the specialty of Pediatric Urology.
- 2.2 To create, maintain and analyze disease specific data bases across the country.
- 2.3 To hold, organize or assist in the organization of meetings, scientific discussions, Continuing Medical Education programs, conferences, exhibitions, workshops and such events that will facilitate the above said aim.
- 2.4 To associate together in one corporate body of all qualified persons practicing or interested in Pediatric Urology and to promote companionship among them.
- 2.5 To help the formation and development of paediatric urology centres in various Institutes and States of India.
- 2.6 To promote Pediatric Urology as a part of paediatric surgical training.
- 2.7 To facilitate establishment of Pediatric Urology divisions in universities, medical colleges and centres of this country.
- 2.8 To act as a bridge between paediatric urologist and governmental or non-governmental agencies both in India and abroad to establish the correct liaison pertaining to the specialty.
- 2.9 To publish newsletters, books, directories, pamphlets and any such printed periodicals or seasoned publications that are pertinent to Pediatric Urology for public or private circulation.
- 2.10 To watch and guide legislations affecting Pediatric Urology care or training in India.
- 2.11 To establish standards or ethics in the practice of Pediatric Urology and to monitor its implementation in India.
- 2.12 To approach funding agencies and such institutions of India and abroad to obtain grants facilitating Pediatric Urology research in India.
- 2.13 To acquire and hold properties movable and immovable that may be necessary or advantageous for aforesaid objects.
- 2.14 To receive donations for the development of the Association and for Instituting awards, orations and prizes.
- 2.15.1 To promote diffusion of scientific knowledge by foundation or maintenance of libraries, by means of conferences, by means of publications or by any other appropriate means as related to the specialty of Pediatric Urology.
- 2.15.2 To make and modify memorandums, rules and bylaws when deemed necessary *inter alia* relating to Pediatric Urology specialty section of IAPS.
- 2.15.3 To guard against or expose or take cognition of any scientific fraud or misconduct or any other misdemeanours pertaining to the specialty of Pediatric Urology.
- 2.18 And to undertake all such acts and actions that are incidental to or consonant with the fulfilment of any of the aims and objectives of the association.

3. EXECUTIVE COMMITTEE

The names, addresses, and occupations of the elected and ex-officio members of the executive committee in the hierarchal order to whom by rules of the society and the management of its affairs is entrusted as required under section 2 of the Societies Registration Act, 1860 are as follows

S. No	Name	Address	Designation
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Section 1: Definitions

- 1.1 NAME OF THE ASSOCIATION
The name of the Associations shall be **“SOCIETY OF PEDIATRIC UROLOGY- SECTION OF INDIAN ASSOCIATION OF PAEDIATRIC SURGEONS”** herein after referred to briefly as **SPU-IAPS**.
- 1.1a The name of the association shall not be changed unless it is favoured by more than 75% of members at any annual general body meeting and the same is consented by the registrar of the societies.
- 1.1b Any change in the name of the association shall not affect any right or obligation of the association or of any member thereof or render defective any legal procedures touching or concerning any property, right or claim of the association.
- 1.1c Any action or other legal proceedings that might have been continued or commenced by or against the association or its offices may be continued or commenced as if the name of the association or the journal has not been changed if one such is effected as defined above.
- 1.2 DEFINITION OF **Society of Pediatric Urology- Section of the IAPS**.
SPU-IAPS is a non-profit, non-political, democratic, equal opportunity scientific association of qualified persons practicing or interested in paediatric urology of India.
- 1.3 The words “parent body” shall mean “Indian Association of Paediatric Surgeons” and the word chapter without any suffix or prefix shall mean Pediatric Urology Specialty section of IAPS.
- 1.4 The words ‘Chairman’, ‘Secretary’, ‘Treasurer’ shall mean those of Pediatric Urology while the words ‘IAPS President’, ‘IAPS Secretary’ shall mean those pertinent to that of parent body.
- 1.5 The words ‘executive committee member’, ‘general body member’ shall be prefixed either with IAPS or with **SPU-IAPS** to distinguish the posts in respective organizations. In the absence of any prefix it shall always mean the posts of **SPU-IAPS**.
- 1.6 A functional year means the time interval between two consecutive general body meetings. A calendar year means the time interval between 1st January and 31st December.
- 1.7 “**SPU-IAPS** officer” shall mean any one of the elected or ex-officio members of the executive committee of **SPU-IAPS**.

Section 2: Registered Office

- 2.1 **Registered office of SPU-IAPS shall be Jabalpur (implies address for Society registration under Madhya Pradesh Society Registration Act 1973, No 44 of year 1973) and the place of working office address will be that of SPU-IAPS Secretary.**
- 2.2 Clauses 2.1 shall automatically become invalid as and when the parent body acquires a permanent building in its name to run the head office, whereupon the address of the **SPU-IAPS** office shall be the registered office of the IAPS.
- 2.3.1 **SPU-IAPS Secretary or his/her representative in Jabalpur (implies address for Society registration under Madhya Pradesh Society Registration Act 1973, No 44 of year 1973) shall file updated information (annual report, details of audited accounts, income tax return, minutes of GBM and list of new members) with the registrar of societies in Jabalpur, Madhya Pradesh in the first week of every year as to the correct address of the office of SPU-IAPS.**
- 2.3.2 The secretary of **SPU-IAPS** shall keep displayed in a conspicuous position on the outside of the registered office a sign board bearing the name of the association or journal, its registered number, official working hours and the correct address, in legible and prominent characters of English and of the appropriate regional language.

Section 3: Implications of affiliation to parent body

- 3.1 **SPU-IAPS** is only a subsection of IAPS and the former is administratively affiliated to the later. However **SPU-IAPS** shall have academic and financial freedom from IAPS.
- 3.2 Affiliation of **SPU-IAPS** to IAPS shall imply the following special implications:
- 3.2b The President and Secretary of IAPS and the editor of JIAPS shall be the ex-officio special invitees to the executive committee meetings and general body meetings of **SPU-IAPS**.
- 3.2c **SPU-IAPS** Chairperson and Secretary are obliged to submit annual report, details of audited accounts, income tax return, minutes of GBM and list of new members to the IAPS- Secretary every year by 30th of April.
- 3.2d Constitution and bylaws of **SPU-IAPS** are based upon the parent body. With the exception of those rules that deviate from parent body rules **SPU-IAPS** shall follow the rules and regulations identical to that of IAPS. Hence, if and when the bylaws contained herein are considered insufficient on any particular issue, similar bylaws of the parent body are applicable to **SPU-IAPS**.
- 3.2e **SPU-IAPS** shall be given time slot during the annual conference of IAPS to present scientific works and in such event the chairman and secretary of **SPU-IAPS** shall be eligible to moderate the proceedings with the concurrence of the scientific committee of the IAPS whose decision is final in allotting the time slot.
- 3.2f The parent body reserves its rights to withdraw its permission for **SPU-IAPS** at any time if there are sufficient cause to show that the functioning of **SPU-IAPS** is harmful to the parent body and / or paediatric surgeons of India. The parent body can declare dissolution of **SPU-IAPS** only by special resolution wherein 75% of its general body members vote in

favour of the resolution. However, members of **SPU-IAPS** can revive such dissolved section after a lapse of one year by fresh application to IAPS executive committee. Such application should show how the earlier objections have been rectified and show-cause why the sub-section should be revived.

- 3.2g If and when the **SPU-IAPS** is dissolved (either by resolution of its own members or by the action taken by the parent body) IAPS shall take custody of all the assets of **SPU-IAPS**.
- 3.2h The **SPU-IAPS** will be solely responsible if any mishaps happen in the workshop or camps conducted under their auspices. It will be solely responsible for any legal proceedings initiated on any issue relating to the conduct of **SPU-IAPS**. The parent body IAPS will not be responsible for any legal action taken on any misdemeanour of the **SPU-IAPS**.
- 3.2i **SPU-IAPS** shall not have a separate logo as distinct from that of the parent body. However it can have a logo wherein IAPS logo can be incorporated along with other additions to distinctly identify **SPU-IAPS**.
- 3.3 Affiliation of **SPU-IAPS** to IAPS does not imply any bondage of the former to the later in the following matters.
- 3.3a **SPU-IAPS** can have its own academic program and annual conferences without any approval of the parent body. However such programs shall not clash with the dates of other IAPS events. For smooth functioning **SPU-IAPS** secretary should always consult IAPS secretary before finalizing the dates of any academic program.
- 3.3b **SPU-IAPS** can raise funds and spend, deposit or mortgage its assets without prior approval of the parent body. However such transactions shall be done only with the concurrence of **SPU-IAPS** Executive Committee members.
- 3.4 **Affiliation of SPU-IAPS to other existing Associations**
- 3.4a Other existing associations of IAPS may be affiliated to **SPU-IAPS** in academic matters. However such affiliation shall not bring any legal or financial or administrative obligations to **SPU-IAPS**.
- 3.4b Members of the affiliated associations shall neither have voting right nor have right to contest elections in **SPU-IAPS** unless they are members of **SPU-IAPS** as well. The vice versa is also true.
- 3.4c If a person holds membership in both associations he/she shall not be entitled for any refund of membership fee paid to any one of the associations. However they shall be eligible for a concession of 10% in the registration fee of the joint annual conference. Loss incurred by such concession shall be equally borne by both the associations.
- 3.4d Members of **SPU-IAPS** cannot claim any legal right on those publications brought by such affiliated Paediatric urology associations unless they are also members of such affiliated bodies.

Section 4: Defining the Membership of SPU-IAPS

- 3.3 **SPU-IAPS** shall have 4 categories of membership namely full life member, associate life member, overseas member and honorary member.
- 3.4 A full life member shall satisfy each and every of the following criteria:
- A) He/she shall be a full life member of the parent body (IAPS).
 - B) He/she shall be a paediatric surgeon with MCh or DNB qualification in Paediatric Surgery.
 - C) He/she should have paid the prescribed life membership fee.
 - D) The following are the exceptions to the rule 4.2B. Individuals possessing the following qualifications in lieu of the qualification mentioned in rule 4.2B shall also be eligible to become full members.
 - ~~1. Any one who has practiced exclusive paediatric surgery for more than 10 years in India.~~
 2. Foreign degree or diploma (such as FRCS, MRCS, MSc Paediatric surgery) that are considered equivalent to MCh or DNB paediatric surgery by the **Medical Council of India National Medical Commission**.
 3. Doctorate degree such as PhD and DSc in Paediatric surgery or Paediatric Urology.
- 3.5 An associate member shall be a person who does not fulfil one or more criterion mandatory for admission as full member as outline in clause 4.2 but who is interested in Paediatric Urology or who co-operates with a paediatric surgeon in research.
- A) He / she need not be a member of IAPS. Those paediatric surgeons who are not members of the parent body shall be eligible only for associate membership.
 - B) He / she need not be a qualified paediatric surgeon. Paediatric surgical postgraduates and scientists of allied specialties such as paediatrics, molecular biology, genetics, nephrology, general urology, physiology, pathology, radiology, anaesthesiology etc shall be eligible for associate membership.
 - C) Only selected scientists of other specialties are eligible for associate membership. No one can claim associate membership by virtue of possessing a science degree.
- 3.6 The total number of associate members at any particular time shall not exceed the total number of full members registered thereat.
- 3.7 **ELEVATION OF ASSOCIATE MEMBERS TO FULL MEMBERSHIP**
- Any associate member, who subsequently acquires a postgraduate degree or diplomate in paediatric surgery, shall be elevated to full membership upon submission of a written request to the **SPU-IAPS** secretary along with payment of additional fee as decided by executive committee from time to time and the proof of acquiring such degree or diploma.
- 3.8 Honorary membership shall be conferred, as a mark of tribute, upon a person of national or international reputation who has made outstanding scientific contribution to **SPU-IAPS** and / or who has evinced keen and consistent interest in the

development and growth of paediatric urology in India. It is an award to be conferred by the executive committee of **SPU-IAPS** and self nomination is a disqualification.

- 3.9 The decision of executive committee shall be final as regard to the award of honorary membership to a nominated person.
- 3.10 No more than 1 Honorary Member shall be elected in any functional year, provided that the total number of such honorary member shall not exceed one tenth of the total number of Full Members on register thereat.
- 3.11 Overseas members can be full member or associate member as part of eligibility criteria outline above. However, they shall pay a special membership subscription fee as decided by the **SPU-IAPS** executive committee from time to time.

Section 5: Membership Fee

- 5.1 At the time of admission all full members and associate members shall pay a subscription fee towards lifetime membership as prescribed by the executive committee of **SPU-IAPS** from time to time. Associate membership fee shall be **at least** three fourths that of full membership fee. Overseas members shall pay a special fee as revised by the executive committee of **SPU-IAPS** from time to time.
- 5.2 Honorary members are exempted from paying any subscription fee.
- 5.3 Only life membership shall be entertained for both full and associate membership. However, annual membership may be granted to overseas members as a special gesture by a resolution of **SPU-IAPS** executive committee.
- 5.4 Any member who ceases to be member of **SPU-IAPS** shall not be entitled for refund of full or any part of the membership subscription paid by him / her.
- 5.5 The membership fees paid by members shall be deposited as a corpus fund and it shall not be used for day-to-day activities of the chapter. The bank interest from the corpus can be used as liquid money for **SPU-IAPS** secretarial functioning.

Section 6: Procedure to elect members

- 6.1 A person desirous to become full or associate member of **SPU-IAPS** shall submit a written application to the **SPU-IAPS** secretary in the form as prescribed by the executive committee along with a recent bust level portrait, a bank draft or cheque towards the membership fee plus any banking charges and other necessary documents to support his/her claims of eligibility for membership.
- 6.2 All applications of Full and Associate members shall be sponsored by two valid Full members of **SPU-IAPS** or that of parent body.
- 6.3 If any applicant is unsuccessful in being elected as member due to non-fulfilment of eligibility requirements, unearned membership fee paid by them in advance shall be refunded fully.
- 6.4 Honorary members shall be nominated by two Full Members of **SPU-IAPS** explaining why they think that the candidate deserves to be honoured. A copy of the candidate's curriculum vitae should accompany the nomination. Self nomination is disqualification.
- 6.5 All applications should be scrutinised by the **SPU-IAPS** secretary who will place it before the **SPU-IAPS** executive committee along with his/ her recommendation for final approval. The executive committee shall decide on admission to and categorization of membership of particular applicant.
- 6.6 After the approval of executive committee, the secretary shall enter names of the newly elected members under appropriate category of membership and allocate a serial membership number.
- 6.7 The secretary shall issue a certificate of membership under the official seal of **SPU-IAPS** to all the newly elected members within 6 months of their election. The certificate shall clearly state the name of the member, serial number, category of membership, date of election and signatures of **SPU-IAPS** chairman and **SPU-IAPS** secretary.
- 6.8 Upon loss or damage, members can get a membership certificate in duplicate by paying a fine as prescribed by executive committee from time to time.
- 6.9 If an applicant is not satisfied with the decision of the **SPU-IAPS** Executive Committee regarding his / her election as member, he / she can appeal to the **SPU-IAPS** Chairman, IAPS President and IAPS juries in that order. Decision of IAPS juries shall be final in this regard and it shall not be challenged in any court of law.

Section 7: Rights, duties, privileges and restrictions of members

- 7.1 All members of the association, irrespective of their category, shall have the right to participate as delegate in any scientific or social activities organised under the aegis of **SPU-IAPS** and to present scientific papers if approved by the conference committee and to take part in discussion thereof if permitted by the moderator of a concerned scientific session.
- 7.2 All members are entitled to receive one free copy of all official publications of **SPU-IAPS** including news letter, copies of bylaws, membership directory, conference brochures and such materials. However, this does not apply to seasoned publications such as text books and monographs.
- 7.3 All members of the association shall have the moral obligation and duty to monitoring the functioning of the association as regard to its declared aims and objectives and the members shall bring any anomalies, malfunction, fraud, misuse of powers or privileges and any such matter to the notice of the **SPU-IAPS** chairman or IAPS president.
- 7.4 All full members of the association shall have the right to inspect any document (including the annual accounts, bylaws, cash vouchers and receipts, minutes of various meetings and archival materials) free of cost at the registered office during the notified business hours of the office.

- 7.5 No member of the association shall have any personal claim or make any profits. Whatsoever, by virtue of this membership. No profit or property of **SPU-IAPS** thereof shall be part or transferred directly or indirectly by way of dividends, bonus, profits or in any manner whatsoever to the present or past members of the society or to any person claiming through any one or more of the present or past members.
- 7.6 If membership of a person is scraped either by voluntary withdrawal or by lapse of membership renewal or as a consequence of disciplinary action taken against them, then such individual will be denied of all privileges and rights of his/her membership from the date and time of removal from the membership pending the judgement of any appeals thereof.
- 7.7 Any member shall be eligible to be considered for various awards, fellowships, grants and such honours and benefits as governed by the rules and regulation of the concerned endowment.
- 7.8 Only a full member is eligible to contest for the post of **SPU-IAPS** Chairman or Secretary. Any full member can contest for the post of **SPU-IAPS** zonal executive members. Honorary members are ineligible to contest for any post in **SPU-IAPS**.
- 7.9 Any member, including the officers of various committees, shall have the right to dissociate himself/herself from the activities of the association, either totally or partially, after submitting a written notice at least 6 weeks ahead; but he/she shall not be allowed to do so unless he/she clears the debits to the association and handover all movable and immovable properties of the association which are left in his/her custody.
- 7.10 shall be considered resigned of his/her membership or posts held by him/her in any committee only when he/she is certified by the executive committee to be relieved from such responsibilities, duties, obligations or membership.
- 7.11 Any member shall have right to appeal against any decision or verdict passed against him/her or against his/her predilection by any committee or administrative body of **SPU-IAPS** or any officer unless such right is denied by special clauses as contained herein.

Section 8: Definition of administrative bodies of the chapter

- 8.1 The **SPU-IAPS** shall be administered by two separate bodies. Namely THE **SPU-IAPS** GENERAL BODY and THE **SPU-IAPS** EXECUTIVE COMMITTEE each with special powers as defined herein.
- 8.2 COMPOSITION OF GENERAL BODY
The general body of the association shall consist of all full members who shall have voting rights. Associate and honorary members shall not have voting rights.
- 8.3 COMPOSITION OF EXECUTIVE COMMITTEE**
- 8.3a The executive committee shall consist of 4 ex-officio members and 9 elected members. They are as follows:
- Chairman **SPU-IAPS**
 - Chairman elect **SPU-IAPS**
 - Secretary cum Treasurer **SPU-IAPS**
 - One zonal representative from each of the five IAPS zones (total five members)
 - Immediate past Chairman **SPU-IAPS** (Ex-officio)
 - President IAPS (Ex-officio)
 - Secretary IAPS (Ex-officio)
 - Editor-in chief, JIAPS (Ex-officio)
- 8.3b In addition to this, the executive committee, in its discretion, shall have powers to invite any person (both members and non-members) to attend a particular executive committee meeting if his/her presence is necessary or desirable for the issues discussed thereof.
- 8.3c The number of invited members as provided in clause 8.3b of section 8 shall not exceed 2 at a time and these special invitees shall have no voting right on any motion and they shall restrict themselves with the discussion of issues for which they have been invited.
- 8.3d The tenure of office of all the elected executive members including chairman shall be two functional years.

Section 9: The powers, duties, responsibilities and restrictions of the General Body

- 9.1 The **SPU-IAPS** General Body is the supreme legislating and enacting authority of **SPU-IAPS**. The **SPU-IAPS** General Body shall be responsible to monitor the activities of the association and ensure that it is within the purview of the aims and objectives of the memorandum of the association.
- 9.2 The **SPU-IAPS** general body shall review and accept the audited accounts of the association every year with or without standing instruction to the **SPU-IAPS** executive committee or its members thereof.
- 9.3 The **SPU-IAPS** general body shall review and accept, with or without modification, the annual report and minutes of executive committee meetings.
- 9.4 The **SPU-IAPS** general body shall ratify the creation and termination of various institutions and subcommittees.
- 9.5 The **SPU-IAPS** general body shall have powers to add or amend or annul any of the bylaws of the association as necessary from time to time.
- 9.6 The **SPU-IAPS** general body shall have powers to commence and carryout special resolution to dissolve the association and windup its activities.
- 9.7 Any resolution or decision by any officer which is not within the purview of the bylaws shall be considered legally invalid unless the same is ratified by **SPU-IAPS** general body as provided herein.

- 9.8 The **SPU-IAPS** General Body may delegate all or part of its power to the **SPU-IAPS** Executive Committee or to any other Sub Committee, for such a period as it decided fit, in order to deal with a particular issue. Such delegation shall be in addition to the powers delegated under these rules. Such delegation of powers shall be applicable only to the concerned issue for which such a transfer of power is necessary.
- 9.9 **SPU-IAPS** General Body shall have powers to readmit a member expelled by disciplinary action or for any other reason by the executive committee.
- 9.10 The **SPU-IAPS** general body shall exercise all its powers by passing resolution with simple majority of 51% of votes in favour of the resolution or by consensus as appropriate in each case.
- 9.11 During each functional year **SPU-IAPS** general body must be convened at least once by the secretary **SPU-IAPS**. If general body meetings are not held for two consecutive years, the chapter shall be considered non operational and it can revive its activities only after approval of the executive committee of IAPS. The secretary and chairman of the **SPU-IAPS** then shall explain to IAPS executive committee the cause as to why general body was not convened in the lapsed years.
- 9.12 Annual **SPU-IAPS** general body meeting shall be called for once in every year. Normally, such a meeting is convened at the time and place of the Annual scientific conference of **SPU-IAPS**.
- 9.13 The **SPU-IAPS** Secretary shall intimate all valid full members about date, time and place of the annual general body meeting by certificate of post or by newsletter or by any such method ensuring safe delivery of message at the destination. Notice of the meeting shall be sent at least 28 days before the date of the meeting.
- 9.14 Individual members of any category except honorary members can propose a resolution to be discussed at the **SPU-IAPS** annual general body meeting. He/She shall do so by writing to the **SPU-IAPS** secretary at least 3 months ahead of the intended meeting.
- 9.15 Quorum for the **SPU-IAPS** general body meeting will be 60% of registered numbers. In the absence of a quorum, 15 minutes later, the meeting to be reconvened at the same place and date.
- 9.16 If there is no quorum even at an adjourned meeting as described in clause 9.18 of such a meeting will not transact any business or resolution other than what is notified in the agenda. Transactions of such adjourned meeting are legally valid and shall be binding on all members.
- 9.17 **EXTRAORDINARY GENERAL BODY MEETING OF SPU-IAPS**
The chairman **SPU-IAPS** may instruct the Secretary **SPU-IAPS** to call an extraordinary meeting of the **SPU-IAPS** General Body if the circumstances so demand. The notice period shall be 45 days. There shall not be more than two extraordinary general body meetings in any one functional year. At an extraordinary general body meeting, only the notified business will be transacted. Any other resolution passed in such meeting shall be considered legally invalid. Quorum for the extraordinary general body meeting will be 40% of the valid members. In the absence of a quorum, 15 minutes later, the meeting to be reconvened at the same place and date. If there is no quorum even at adjourned meeting, transactions of the meeting shall be legally invalid unless it is ratified in the subsequent annual general body meeting.

Section 10: The powers, duties, responsibilities and restrictions of the **SPU-IAPS executive committee**

- 10.1 The executive committee of **SPU-IAPS** shall be the prime administrative authority of the Association, functioning within the precincts of the bylaws or standing instructions of the **SPU-IAPS** general body
- 10.2 The executive committee shall have powers to appoint or remove auditors or attorneys or consultants or clerical assistants to the secretary or any such paid employee and shall have powers to determine the salary or terms and conditions for such persons.
- 10.3 The executive committee shall have no powers to add clause or section to attend or amend or annual any bylaw contain herein.
- 10.4 The executive committee shall not have powers to spend, without seeing the sanction of the General Body, a sum more than Rs 1000 in any one functional year. Expenditures lesser than this amount is under the discretion of the executive committee subjected to retrospective ratification by general body as described under the powers of the General body.
- 10.5 The executive committee shall have powers to register complaints from any person (both member and non-members) regarding the association or its members and initiate and pass disciplinary action on such complaints.
- 10.6 The executive committee shall have powers to revise the prescribed fess for various applications as described herein under various clauses.
- 10.7 The executive committee shall have powers to raise funds in ways which in its opinion shall not threat the prestige of the association or which shall not be unlawful.
- 10.8 The executive committee shall have powers to invest its assets and funds. However mortgage or pledge of assets shall be done only with the permission of the general body (regular or extra-ordinary).
- 10.9 Executive committee shall have the power to invite any person to attend executive committee meetings or general body meetings.
- 10.10 Executive Committee shall have the power to purchase, lease, hire or otherwise acquire for the Association any property, rights or privileges which the Executive is authorized by the general body to acquire for such price and on such terms and conditions as it thinks fit.

- 10.11 Executive Committee shall have the power to take and give receipts and other discharges for money payable to the Association and for the claims and demands of the Association.
- 10.12 Executive Committee shall have the power, to accept or reject endowments for the creation of awards, fellowships, medals and such honors. The executive committee shall also have powers to review, amend or reject conditions laid by such donors.
- 10.13 The executive committee shall have powers to take appropriate legal action when the association issued by any person or organization or if the association or if the association has to sue a person or organization.
- 10.14 Executive committee shall have powers to admit new members under appropriate category or to remove a member from membership as a consequence of disciplinary action or for any reason that it deems fit. It shall also have powers to elect honorary members.
- 10.15 Executive committee shall have powers to determine the amount of fine to be paid by the members, if one such is levied as per the provisions of bylaw.

Section 11: Powers, duties, responsibilities, privileges and restrictions of various

Officers

- 11.1 All the officers of the association shall render their services as honorary job and they shall not be eligible for any salary, remuneration, honorarium, travel allowances, dearness allowances or such financial gains.
- 11.2 Any and all officers are indemnified against all legal proceedings as long as they function within the precincts of the bylaw or standing instructions of the general body.
- 11.3 The chairman **SPU-IAPS** shall function with analogous privileges, power and limitations that of IAPS president.
- 11.4 The secretary and treasurer of **SPU-IAPS** shall function with analogous privileges, power and restrictions of the secretary and treasurer of IAPS respectively.
- 11.5 Filling of casual vacancies that may arise in any functional year shall follow the same rule of the parent body
- 11.6 The parent body IAPS has the right to ascertain facts regarding the function of the chapter and the General body of the IAPS can modify the rules of the chapter functioning.

Section 12: Indemnity of officers

- 12.1 All executive committee members including Secretary **SPU-IAPS** and any such honorary office staff shall be indemnified by the Association against all suits, proceeding, actions, claims, demands, expenses, liabilities, costs, losses and expense which he may incur or liable to bear or pay by reason of any act or thing done by him /her in the discharge of duties of their respective office.
- 12.2 If a judgment is passed against any officer of the association in matters pertaining to the association, such judgment shall not be enforced against the property, movable or immovable, or against the body of such officer, but against the property of the association

Section 13: Disciplinary action against members and appeal system

- 13.1.1 The executive committee of **SPU-IAPS** shall be empowered to take disciplinary action as and when indicated. Such action need to be ratified by the general body.
- 13.1.2 If the accused member is found guilty, he will be liable to one or more of the following punishments as per the discretion of the executive committee.
 - a) Reprimand in writing
 - b) Monetary penalty as decided by executive committee
 - c) Temporary or permanent expulsion of a Member from membership
 - d) Recovery of damage and arrears
 - e) Suing members as strangers.
- 13.1.3 Any member who is unsatisfied with the judgement of executive committee and general body of **SPU-IAPS** can appeal before the executive committee of the parent body or IAPS juries in that order. Any decision by the executive committee and/or the IAPS-juries shall be binding. In case of conflicting decisions, the opinion of IAPS juries is supreme.
- 13.2 **MEMBER LIABLE TO BE SUED AS STRANGER**
- 13.4a Any member of the association who is in arrear of any subscription which according to the bylaws of the association the/she is bound to pay, or who is in possession of, or detain, any property of the association in a manner or for a time contrary to the bylaws or injures or destroys any property of the association, may be sued for such arrears or for the damage accruing from such possession, detention, injury or destruction of property.
- 13.4b Any member of the association who steal, purloin or embezzle any money or other property, or wilfully and maliciously destroy or injure any property of the association or who shall forge any deed, bond, security for money, receipt, or other instrument, whereby the funds of the association may be exposed to loss shall be subject to the same prosecution, and, if convicted, shall be liable to be punished in like manner, as any person not a member would be subject and liable to in respect of the like offence.
- 13.4c The accused member shall always be given a chance to be heard before the **SPU-IAPS** executive committee and then at IAPS executive committee before he/she is sued as stranger.

Section 14: Scientific meeting and their organization

- 14.1 The scientific meeting of the association shall be in the form of conferences, deliberations, guest lecture, Continuing Medical Education Programs, workshops, exhibitions, seminars, group discussions, display of posters, projection of video clipping or movies and so forth
- 14.2 There shall be only one annual scientific meeting which is officially organized by the association and it is usually combined with annual general body meeting.
- 14.3 The place and dates of the annual scientific meeting shall be decided in the general body meeting, either by consensus or by voting, at least one year ahead of the intended meeting. Member desirous of hosting annual scientific meeting shall apply to the secretary in writing at least one year ahead of the intended meeting.

Section 15: Procedure to elect various officers and their tenure

- 15.1 Every year **SPU-IAPS** shall conduct election by either by secret ballot or e-voting to fill the regular vacancies of various official posts as provided herein, without which **SPU-IAPS** shall be considered non-functional. **The E-election can be held along with IAPS E-elections, with the Chairman-Elect of SPU-IAPS being one of the members of IAPS election Committee and fulfils the responsibility of SPU-IAPS election officer.**
- 15.2 The pattern of election shall follow analogous rules that of the parent body
- 15.3 Any dispute regarding the election may be appealed before the IAPS executive committee or IAPS juries in that order.
- 15.4 **ELIGIBILITY OF ELECTROAL CANDIDATES**
- 15.4a All full members shall be eligible for the **SPU-IAPS** posts of chairman, secretary and treasurer. Associate members shall not be eligible for these posts.
- 15.4b **SPU-IAPS** Chairman, secretary and treasurer may be re-elected for another two terms. No officer shall remain in the same post for more than 6 consecutive years.
- 15.4c All full and associate member shall be eligible for the post of zonal representatives of the **SPU-IAPS** executive committee
- 15.5 The tenure of all officers including chairman is two functional years.

Section 16: Financial resources and investment

- 16.1 All the incomes, earning, moveable, immovable properties of the society shall be utilized and applied towards the promotion of its Aims and objective only as set forth in the Memorandum of the Association and no profit there of shall be part or transferred directly or indirectly by way of dividends, bonus, profit or in any manner whatsoever to the present or past member of the society or to any person claiming through anyone or more of the present or past members. No member of the society shall have any personal claim or make any profits, whatsoever, by virtue of this membership.
- 16.2 The chapter shall employ any salaried worker or consultant only on contract basis with consolidated pay
- 16.3 The chapter shall have the following sources of funds
- A). Membership subscription
 - B). Bank interest of corpus funds
 - C). Funding for individual project.
 - D). Donation and endowments

Section 17: Awards and endowments

- 17.1 **SPU-IAPS** as apart of fostering its aims and objectives, shall encourages substantial donations from any unobjectionable person or society or company or association or trust to create awards, fellowships, medals, orations and such endowments to encourage pediatric surgeons in achieving excellence and to improve the pediatric urology care in India.
- 17.2 There shall be no upper limit for the number of awards, fellowship and medals installed with **SPU-IAPS**. However, creation of orations is restricted, under the discretion of executive committee, by the time available in annual scientific conference.
- 17.3 The endowment can be in the form of medals, fellowships, orations, awards, certificate of merit and visiting professorship. In addition to this **SPU-IAPS** shall also be empowered to create Social Welfare Funds which would help deserving poverty driven children of India to undergo life saving urological procedures either in India or abroad.
- 17.4 The **SPU-IAPS** executive committee shall decide the minimum corpus fund to be deposited for each category of honor or welfare fund based upon the bank interest of the day.
- 17.5 Persons or institutions desirous of creating these endowments shall apply to the **SPU-IAPS** secretary along with their proposal of donation values in Indian currency, rules and regulations of the said honor if and any such stipulations.
- 17.6 The **SPU-IAPS** shall intimate the intended donor as to decision of the executive committee on their proposal. When approved the donor shall be asked to deposit the donation money in the bank account of **SPU-IAPS**.
- 17.7 If the executive committee suggest changes in the rules stipulated by the donor, such donations shall not be accepted unless and until the suggested changes are approved by the donors.
- 17.8 Upon receiving the corpus fund the **SPU-IAPS** secretary shall issue a thinking letter to the donors with duly stamped receipt and shall announce in the association news letter about the installation of the endowment and its rules.
- 17.9 The secretary shall also register the rules of the endowment with the register of societies within 15 days of accepting the offer and corpus fund from the donor.
- 17.10 **REJECTING A PROPOSAL OF ENDOWMENT**

17.10a **SPU-IAPS** executive committee shall have to reject an offer of endowment if it originates from unlawful source of money or if originates from an institution or company whose function is against the principle and aims of IAPS or against the health care of children.

17.10b **SPU-IAPS** is a sovereign body and hence all corpus funds of donation shall be governed by **SPU-IAPS**. The executive committee shall have the right to reject any offer in which the donor wishes to keep the corpus fund under his/her their governance.

17.10c The executive committee shall have powers to reject any offer of endowment if the stipulations of the donor are unacceptable according to the norms of **SPU-IAPS** as detailed herein.

17.11 NAMING AN ENDOWMENT

17.11a An endowment shall be named after accomplished pediatric surgeons or pediatric urologist, academic institutions, universities, geographical areas, alumni of medical institutions, and persons who contributed for the welfare of children around the globe.

17.11b No endowment shall be named after persons who are unrelated to pediatric surgery or pediatric urology or welfare of children. The endowment shall not be named with religious cast, racial or such identity.

17.11c The name of the endowment shall essentially contain "**SPU-IAPS**" as its component (example: **SPU-IAPS** - Asopa travel fellowship)

17.12 MAINTANCE OF AN ENDOWMENT

17.12a The corpus fund of all endowments shall be deposited in any bank as defined herein by annual renewal scheme. These corpus funds shall not be used for any purpose other than the intended use.

17.12b From the annual bank interest of the corpus fund, 25% shall be added each year to the corpus of the particular endowment to compensate the money inflation over subsequent years. The remaining 75% of interest money shall be used for realizing the purpose of the endowment. Any leftover money in this regard shall also be added to the endowment corpus fund.

17.12c If the purpose of endowment was not realized in any one functional year, the full interest of that year shall be added to the corpus fund and the same shall not be used for other expenses of **SPU-IAPS**.

17.12d Donation should be accepted only after the long term financial commitments to the chapter for conducting the endowment oration are discussed in executive committee. Donor or their heirs may not be willing to contribute to the corpus fund later. Once the donation is accepted the donors should not be approached for further increase in their contribution, and endowment cannot be terminated on that account.

17.12e Even when the endowment is terminated as detailed herein in the corpus money of the endowment shall not be used for day-to- day expenses of **SPU-IAPS**.

17.13 COURTESY EXTENDED TOWARDS THE DONORS

17.13a The endowment shall not be usually terminated or its rules change without the concurrence of the donors. However, **SPU-IAPS** general body upon its discretion, shall have powers to overlook this provision in any particular case.

17.13b The committee that decide the beneficiary of the endowment shall include the donor or a nominee of the donor. However, the opinion of the donor shall not bind the **SPU-IAPS**.

17.13c Every year the secretary **SPU-IAPS** shall formally inform donor about the details of the beneficiary of the endowment for that year.

17.13d The committee that select the beneficiary of a particular endowment shall Include the **SPU-IAPS** chairmen, the chairman elect, the secretary **SPU-IAPS** and the donor or a nominee of the donor of the endowment.

17.13e If any one or more of the four members mentioned in clause 17.14 of section of section 17 are absent, the vacancy for that year can be temporarily Be filled up with and one or more of executive member(s) who is/are senior to other executive members by age in that order.

17.13f The beneficiaries of an endowment shall be determined purely on the basis of achievement and accomplishment of the individual. Any discrimination on the grounds of sex, caste, creed, race, religion and such shall be considered untenable.

17.13g Any of the past president of IAPS or the sitting executive committee members of **SPU-IAPS** are ineligible to be the beneficiaries of any endowment award or medal or prize or fellowship of **SPU-IAPS**.

17.14 **FELLOW OF SOCIETY OF PEDIATRIC UROLOGY (FSPU) Members of Society of Pediatric Urology (SPU), a chapter of IAPS may hereby apply towards becoming a Fellow of Society of Pediatric Urology (FSPU).**

17.14a Categories and eligibility criteria:

i. **Honorary Fellow- Course directors in Pediatric Urology fellowship program or Chairpersons of SPU**

- **SPU Membership must**

ii. **Regular Fellow- Senior Member:**

- **10 years of experience post M.Ch (scanned degree certificate)**
- **SPU membership must (5 years as member of either SPU or IAPS- mention membership number/ year in application)**
- **60% of work load in Pediatric Urology & Minimum 200 cases in Pediatric Urology/ year (50% major) – (self declaration)**

- 2 publications & 3 conference presentation in Pediatric Urology (national and international) – scanned copies of latest 2 publications and 3 proceedings

iii. Regular Fellow: Post M.Ch candidates who have passed Pediatric Urology one year fellowship program from any of the approved centres

- SPU membership must (2 years as member of either SPU or IAPS)
- 2 publications & 3 conference presentation in Pediatric Urology (national and international) – apply with details of publications and proceedings

iv. Conferred Fellow: Eminent accomplished personalities in Pediatric Urology (Indian or Overseas) may be admitted as fellow on consensus by SPU council – no need to apply; no admitting fee, SPU membership is not must.

17.14b Fees: 20000 INR (Indian citizens)/ 300 USD (Overseas citizens), whichever applicable. The UTR number needs to be submitted online along with the application

17.14c Application and Approval process: The eligible candidates can apply for FSPU online at <https://bit.ly/3GwDTuH> with supportive documents. The SPU council (comprising of all past chairpersons) will scrutinize the applications and admit them as fellows in the following SPU-IAPS annual conference. All communications shall be through emails.

17.14d Refund: If application is disapproved by SPU Council, the application fee will be returned after deducting 1000 INR/ 30 USD as processing fee, whichever applicable. No other refunds shall be applicable.

Section 18: Dissolution of the chapter

- 18.1 The chapter may be dissolved either by its own member a special resolution or by the decision of executive committee of the parent body or by the action taken by the registrar of societies or any such competent authority of Government of India as per the provisions of societies Registration act 1980 and its subsequent amendments.
- 18.2 The association shall not be dissolved by its own member unless its dissolution is voted favourably by more than 75% of its member.
- 18.3 Transformation of the chapter into independent association shall happen if and only when such a decision is approved by 75% of the general body member of IAPS.
- 18.4 Financial, legal and constitutional crisis shall not cause dissolution of the association provide they are suitably remedied within such a period as may be necessary.
- 18.5 If the association is dissolved by the action taken by the Register of Societies, the aggrieved members may appeal within 60 days of dissolution through their secretary on their own to the Inspector General of Registrations or the state or central Government as applicable or the appropriate court in that order requesting to restore the association showing the case for the same.
- 18.6 If and when the chapter is dissolved all its assets shall be amalgamated with that of its parent body.