

Extended GBM mandate for renewal of registration.

“EASTERN INDIA ZONAL OPHTHALMOLOGICAL CONGRESS”

**-:- Rules and Regulations -:-**

Name: The name of the Society shall be the EASTERN INDIA ZONAL OPHTHALMOLOGICAL CONGRESS” which shall comply the term “ EIZOC” hereinafter in the constitution. These rules shall be called the “Rules and Regulations” of the “EASTERN INDIA ZONAL OPHTHALMOLOGICAL CONGRESS” which will be governed by this constitutions.

**Article No. I**

Definitions :

In these rules, unless the context otherwise requires

- (i) “General Body” means Meeting of the all regular members of the Society.
- (ii) “Executive Committee” means the body elected by General Body of the society for the management of the society.
- (iii) “Office bearer” means : President, Vice-President, General Secretary, Treasurer & Chairman Scientific Committee, Editor Journal
- (iv) “Financial Year” means 1st April to 31st March.
- (v) “Act” means Society Registration Act 21, 1860

**Article No. II**

Eizoc Working Office :

Working office of the Society shall be located at the address of the Honorary General Secretary

**Article No. III**

Aims & Objects: The object shall be cultivation & promotion of the study and practice of Ophthalmic Sciences with a view to render services to the community especially in the Eastern Zone of India by:

- (i) Organizing Conferences, Symposia, Seminars, Workshops, Refresher Courses etc for promotion & mutual exchange of knowledge
- (ii) Promoting Scientific, Clinical and Experimental community and field research in Ophthalmology.

- (iii) Instituting Awards / Prizes and Orations
- (iv) Promoting teaching, training and continuing education in Ophthalmology by establishing & maintaining reference library, Publishing Journals and Proceedings of the conferences and other such meetings
- (v) Organizing exhibitions of machinery, implants, tools, appliances etc pertaining to Ophthalmologists interest during conferences
- (vi) Promotion of social contacts & creation of goodwill amongst the Ophthalmologists
- (vii) Raising finances through subscriptions, contributions, donations from members & non-members
- (viii) Acquiring movable & immovable property and assets, purchasing, constructing, altering, maintaining, selling, running or mortgaging properties that be necessary for the aforesaid objects
- (ix) Framing Byelaws, Rules & Regulations and to amend, add, alter or delete the same as and when necessary
- (x) Doing such other things as may be incidental to or conducive to the attainment of the aims and objects of the Society
- (xi) To promote Science of Ophthalmology

#### Article No. IV

##### 1. LIFE MEMBERSHIP --

- (i) A person who is a citizen of India , residing or practicing in EIZOC jurisdictions States; mentally and physically sound and a Registered Ophthalmologist having no criminal record whatsoever shall apply for the membership of the Society. The application will be forwarded to General Body which alone shall be entitled to accept or reject it. The General Body may reject any application without assigning any reason for the same.
- (ii) All Members shall be entitled as a right to participate in all the activities of the society including the right to vote and shall also be entitled to receive all publication of the society free of all charges
- (iii) The membership fee is payable one time for Life members which will be revised from time to time by the Executive committee and will be effective after approval by General Body
- (iv) Any New Member whose application may be under consideration may attend & take part in the deliberation of the conference of the Society if it is held prior to his being ratified but will not have the right of voting as a member till he/she is ratified
- v) Those pursuing Post Graduation in ophthalmology will be given Provisional Membership, to be converted to Life membership after completion of post-graduation. They shall be entitled to participate

in all scientific activities but shall not be entitled to vote. Those who stayed back in EIZOC states will become Regular Life members, rest will move to Elsewhere Member status

## 2. HONORARY MEMBERSHIP -

May be conferred on any person who has rendered outstanding services to ophthalmology in general and Indian ophthalmology in particular. His/Her name should be unanimously recommended by the Executive committee and ratified by the General Body. He/she shall be entitled to participate in all the activities of the Society but he or she shall not be entitled to vote at the meeting of the Society or hold a position or office.

## 3. OUTSTATION MEMBERS/ ELSEWHERE MEMBERS(EW) -

Members from other than EIZOC participating states. They shall be entitled to participate in all activities of the society but will not be eligible to vote or hold any position or office in EIZOC Executive.

### Article No. V

#### Termination of Membership

The membership of the society shall be terminated in case of :-

- (i) Death
- (ii) Voluntary Resignation addressed to the President or Secretary in writing after clearance by General Body.
- (iii) On cancellation of Registration by MCI
- (iv) Becoming of unsound mind
- (v) Conviction for a criminal offence involving moral turpitude;
- (vi) Any act which is detrimental to the cause of the society
- (vii) FINAL DECISION IS SUBJECT TO THE CLEARANCE OF THE GENERAL BODY
- (viii) Readmission can be considered by General Body after being convinced on the matter and on payment of all dues. However, he/she will be treated as new admission to the Society.

### Article No. VI

#### General Body:

- (i) Life members shall constitute the general body of the Society
- (ii) It shall govern the affairs of the society through its elected Office bearers and Executive committee
- (iii) Annual General Body Meeting : It shall hold Annual General Body Meeting during the Annual conference & member will be informed at least 30 days before the meeting
- (iv) The Requisitioned General Body Meeting:

The Requisitioned General body meeting can be convened within 30 (Thirty) days by the President / Secretary on demand of at least 5 members of Executive Committee and 20 members of the Society in which signature of requisite members and topic for discussion in the meeting will be mentioned clearly. If the secretary fails to convene the meeting within 30 days, requisite members have power to convene the requisitioned meeting by informing other members and take the decision on the topic clearly mentioned for the requisitioned meeting.

Quorum: Minimum 30 members shall form the quorum. However.

In case of lack of quorum, the meeting can be adjourned and reconvened at same place after 30 min .Such a reconvened meeting will not require any quorum.

However quorum (Physical / Hybrid presence) for constitutional amendment shall be 1/10th of the total members on roll of the society on that day. Resolution can be passed by 2/3rd majority present in the hybrid house. In case of lack of quorum, the meeting can be adjourned and reconvened at same place after 30 min. However, the reconvened meeting can pass a PROVISIONAL resolution and subject to getting approval of 15% of existing life members by modern means of communication within 15 days adopt the resolution.

#### Article No. VII

Committees :

- (A) Executive Committee
- (B) Scientific Committee
- (C) Editorial Committee
- (D) Academic Research Committee (ARC)

The Recommendations of the statutory Committees shall be reviewed by the Executive Committee before presentation to the General Body

(A) Executive Committee : The affairs of the Society shall be managed by the Executive Committee elected by the General Body

1. Composition: It shall consist of -

(i) President -1

(ii) President Elect -1

(iii) Vice President-1

(iv) Hony. General Secretary-1

(v) Hony. Treasurer-1

(vi) Chairman Scientific Committee-1

(vii) Editor Journal-1

(viii) Chairman ARC -1

(ix) Hony. Jt Secretaries-2

(x) Hony Jt. Treasurer-1

(xi) Web Master-i

(xii) Immediate Past General Secretary -1

(xiii) Members Managing Committee (17): There shall be up to 2 representatives each from amongst the members from 5 major states(10) and 1 from each North-Eastern states(7)

(xiv) Ex-officio Member:

a. All Past Presidents

b. Advisory Board: Nominated by Executive Committee

The Managing Committee members shall serve a period of one term only.

2. Function:

- (i) It shall review the Recommendations of the various statutory Committees
- (ii) Executive Committee shall act on behalf of the General Body for running the affairs of the Society under its constitution and Bye-laws
- (iii) It shall carry out the policies and mandate of the Society and shall be responsible to it
- (iv) It shall have power to invest and deal the money of the society and borrow such sums of money as it may resolve as tending the benefit of the society
- (v) Such money and properties of the society as are not utilized for the objects of the society may be invested in such a manner in such banks and such way as the Executive Committee may deem necessary. The Executive Committee may change the investments in order to better full fill the objects of the society
- (vi) The Executive Committee shall have the power to purchase, construct or acquire on lease or in exchange or in hire, by gift or otherwise any real personal properties and any rights or privileges necessary or convenient for the purpose of the Society and to improve, develop, manage, sell, mortgage, dispose of turn to account or otherwise deal with all or any part of the property of the society not vested in trust
- (vii) Executive Committee may constitute as many committees as it deems fit for furtherance of the objects of the Society. These committees may form Bye-laws of their own for their functioning with the approval of the Executive Committee
- (viii) It shall appoint all categories of staff for conducting the affairs of the Society, to fix the amount of the remuneration, to define their duties and to grant allowances and other emoluments.
- (ix) It shall take all such measures as may be found necessary, from time to time, to promote the objectives for which the Society has been setup.
- (x) Decisions and recommendations of the Executive Committee shall be subject to approval of the General Body

### 3. Meetings:

- (i) The members of Executive Committee shall meet at least thrice a year. The first Executive Committee Meeting will be held as per convenience of President & Secretary, the 2nd at Mid-term Conference (EIZOC MidCon) venue and the 3rd during Annual Conference (EIZOCON) at the venue before installation of Incoming President.
- (ii) The Hon. Gen. Secretary shall circulate the agenda for the meeting at least one month before the holding meeting
- (iii) The President when present shall preside at the meeting of the Executive Committee. In his/her absence the President Elect/Vice President shall officiate for him. In the absence of the President,

President Elect & vice President, the meeting may elect its own Chairperson and for the purpose of meeting he/she shall have all power of the President.

- (iv) The President or Chairperson in the event of a tie will cast a decisive vote
- (v) The voting may be by show of hands or by ballot whichever is thought desirable by the President / Chairperson
- (vi) Whenever it is found inconvenient to call a meeting of the Executive Committee and whichever Hon. Gen secretary deem it desirable that the opinion of the Executive Committee be obtained, he shall do so by Post / email / WhatsApp preferably and act in accordance with the view of majority

(B) Scientific Committee

1. Composition:.. The Scientific Committee will be elected every 3 years and shall consists of -

- (i) Chairman
- (ii) Members nominated by the Chairman Scientific Committee- 2 each from large states, 1 each from other States .
- (iii) President, Gen. Secretary & Editor Journal will be the Ex-Officio members.
- (iv) Any member nominated by Executive Committee as Special Invitee.

The nominations to be approved by Executive.

2. Functions:

- (i) It shall assist the society in selecting Scientific Papers/Videos/Posters to be presented at the Annual & Mid-term Conferences
- (ii) It Shall recommend the names for the Award of medals, Prizes, Orations & Guest Speakers
- (iii) It will recommend subject and name of the chairpersons for the Scientific Sessions to be considered by Executive Committee & General Body
- (iv) It will identify and implement various training & skill development programs for Post Graduates, Residents & other Members of the society
- (v) It will undertake other similar tasks assigned to it by the society from time to time

- (vi) The chairman of the Scientific Committee will also act as Convener
- (vii) It shall organize online Scientific meetings and Webinars .

(C) Editorial Committee/Board

1. Composition:.. The Editorial Committee/Board will be elected every 3 years and shall consists of -

- (i) Editor Journal (Chairman)
- (ii) 8 other members nominated by the Editor Journal – 5 from large states, 3 from rest.
- (iii) President, Gen. Secretary & Chairman Sc Committee will be the Ex-Officio members.
- (iv) Any member nominated by Executive Committee as Special Invitee.

All nominations to be approved by the Executive.

2. Functions:

- (i) It shall publish the Journal & proceedings of the conference annually
- (ii) It shall bring out the News Letter in consultation with the Secretary
- (iii) It will have right to accept or reject any papers on its merit received for publication
- (iv) It shall be governed by the Bye-laws framed under the constitutions
- (v) Editorial Committee if decides, can publish Journal and Proceedings Online.

(D) ARC

Composition –

- (i) Chairman
- (ii) Members (7) nominated by the Chairman Scientific Committee- 1 each from large states and 2 from NE States .
- (iii) President, Gen. Secretary & Editor Journal will be the Ex-Officio members.
- (iv) Any member nominated by Executive Committee as Special Invitee.



The nominations to be approved by Executive.

Function

- (i) Arrange Post Graduate training program.
- (ii) Arrange and manage skill transfer courses.

### Article No. VIII

Awards and Orations:

EIZOC AWARDS

Secretariat Awards –

(To be conferred annually)

1- Life Time achievement Award (2)- Age 65 and above. Membership of 15 years with good academic and social / Administrative presence for EIZOC. One (1) from Host State and one (1) from any other State.

2 -Luminary Awards (1)- Age 50 and above. Membership of 10 years with good academic and social presence for EIZOC.

3- Felicitation (7)- Age below 50. Membership 5 years with good academic and social presence for EIZOC. One (1) each from larger States (5) and two (2) from the rest of participating States.

All awards will carry age relaxation of 3 years till 2024.

Executive Committee under exceptional circumstances can modify the recommendations of Award Committee.

AWARD COMMITTEE WILL BE SELECTED BY EXECUTIVE BODY

Scientific Committee awards-

(To be conferred annually)

Orations

ANNUAL CONFERENCE

1 Extramural - Prof. B P Kashyap Memorial Oration - Anyone of National/ International repute from any part of the world. He need not be a member of EIZOC. His registration, travel and accommodation will be taken care by society in association with LOC.

2 Intramural- Dr R C Meher Oration - Anyone from EIZOC collaborating states with EIZOC membership. His registration, travel and accommodation will be taken care by Society in association with LOC.

#### MIDCON

1 Oration - Dr Arvind Jaiswal Oration - Anyone of National repute from any part of country. He need not be a member of EIZOC. His registration, travel and accommodation will be taken care by society in association with LOC.

#### Scientific Awards

#### ANNUAL CONFERENCE

1 Dr B N Gupta Poster Award- Life EIZOC member

2 Dr Gunasagar Das -Innovations in Ophthalmology Award - Life EIZOC

3 Dr K R Dutta Free Paper Award - Life EIZOC member

4 Dr B K Sahay Young Researchers Award –Life EIZOC member under age of 40

5 Dr S C Das Video Award – Life EIZOC member

6 Dr B N R Subudhi Quiz Award – – Life EIZOC member

7 Dr B J Goswami Essay Award - – Life EIZOC member

#### MIDCON (CONFERENCE)

1 Dr R C Meher Free Paper Award - Any EIZOC Life member.

SECRETARIAT AND SCIENTIFIC AWARD WILL BE GIVEN ONLY ONCE.TO A MEMBER IN SIMILAR CATEGORY.

#### Duration of Awards

- 1 New awards will be instituted for 20 years.
- 2 Existing named awards instituted till 2010 will continue till 2030. Awards after 2010 will complete 20 years.
- 3 Named awards can continue for further period of 20 years on payment of existing award institution fee under Executive SOP.
- 4 Rest of awardees name will move to 'The Hall of Fame' distinguished category.
- 5 Two awards are exempted from 20 year time limitation:  
Prof. B P Kashyap Extramural Memorial Oration  
Dr K R Dutta Free Paper Award

#### Article No. IX

The Office Bearers of the Society :

Every year a new Vice President will be elected / nominated from the states in rotation. He / She will be promoted as President Elect for the following year and The President Elect in turn will take over as President in the coming year , whose tenure will be for 1 year or till next Annual Conference.

The tenure of rest of the members of the Executive Committee will be 3 years and will be elected / nominated as per rotation from different states.

After rotation to 5 larger states, one Vice President will be from the rest states (NE).

EIZOC members of the respective State will decide their candidate either by election or nomination.

#### Article No. X

- (A) Eligibility of the Office bearers
  - a. Vice-President
    - (i) Must have been a life member of good standing for 15 Yrs
    - (ii) Must have held an organizational position either as an office-bearer or a member of the Executive Committee for a minimum period of one term
    - (iii) Must have actively participated in the Scientific / Organizational meetings of the Society
  - b. Honorary General Secretary & Treasurer
    - (i) Must have been life member of good standing of the society for 10 years or above

(ii) Must have been Member of Executive Committee for at least one term and attended at least two Annual Conferences of the society

(iii) Must have actively participated in the Scientific / Organizational meetings of the Society

c. Chairman Scientific Committee, Chairman ARC, Editor and Treasurer

(i) Must have been life member of good standing of the society for 5 years or above

(ii) Must have been Member of Executive Committee for at least one term and attended at least two Annual Conferences of the society

(iii) Must have actively participated in the Scientific / Organizational meetings of the society.

d. Rest Office –Bearers & Member of Executive Committee

(i) Must have been life member of good standing of the society for at least 5 years

(ii) Attended at least two annual conferences of the Society

(iii) Must have actively participated in the Scientific / Organizational meetings of the Society

ALL EXECUTIVE MEMBERS EXCEPT MANAGING COMMITTEE MEMBERS MUST COMPLETE THEIR TERM BEFORE APPLYING FOR OTHER POST.

(B) Powers & Functions of the Executive Members:

a. President

(i) The President shall be the honorary head of the society.

(ii) Shall preside over all the meetings of the Executive Committee/General Body.

(iii) Shall have the power to convene ordinary and extraordinary/Requisitioned meetings.

(iv) Shall have powers to invite any other person to attend the Executive meetings as a Special invitee.

(v) Shall have the right of casting a decisive vote in case of equal division or tie.

b. President Elect

(i) The PresidentElect will enjoy and exercise all powers in absence of President

(ii) Shall accept & execute any tasks endorsed by the President

c. Vice-President

- (iii) The Vice President will enjoy and exercise all powers in absence of President elect.
- (iv) Shall accept & execute any tasks endorsed by the President

d. General Secretary

- (i) Subject to any orders, rules and byelaws of the society, the Secretary of the Society shall be responsible for the proper administration of the affairs of the Society under the direction and guidance of the Executive Committee.
- (ii) Shall be the Executive head of Society and responsible for carrying out its resolutions.
- (iii) Shall prescribe duties of all the members of the staff of the Society and shall exercise supervision and disciplinary control as may be necessary under the rules.
- (iv) Shall manage all correspondence and maintain a record of the minutes of all the meetings of the Executive & General Bodies and shall be responsible for the proper execution and implementation of their decisions
- (v) Shall maintain the membership directory, keep it updated & provide it whenever asked for by any Member or Election Commission.
- (vi) Shall entrust responsibility for activities to the Programs functionaries proportionately to ensure their full and potential participation. He / She shall also hold regular meetings with the staff member, particularly with the programs functionaries to plan and implement and to review the activities as allocated.
- (vii) Shall initiate action for conducting and periodically updating socio-economic profiles and survey and for identifying areas, locations and target groups for planning and formulation of the work plan. Make appointment of staff / officer for proper running of the society affairs programs.
- (viii) Shall initiate action for assessment of learning needs and requirements of training for identified groups and in areas selected for programs operation.
- (ix) Shall initiate action for developing and maintaining a system for identification, selection and training of resource and the instructors.
- (x) The Secretary may incur an amount not more than 50000/- as an extraordinary expenditure without the previous sanction of the Executive Committee

e. Joint Secretary:

- (i) In absence of the Secretary Joint-Secretary will represent on his behalf.
- (ii) Shall assist and execute all kinds of work entrusted by the Secretary.

f. Treasurer:

- (i) The Hon. Treasurer shall receive money due to the society and shall make all payments in accordance with any rules formed by the Executive Committee, and shall keep an accurate account of all such transactions and every receipt given shall be signed by him
- (ii) Shall prepare a statement regarding the financial position of the society jointly with the Hon. Gen. Secretary which will be audited by certified auditors and present the same at the Annual General body meeting for adoption
- (iii) Shall prepare an annual budget of the Society and place it before the Executive Committee for approval. The budget as approved by the Executive Committee shall be placed before the General Body for financial sanction
- (iv) The Society Accounts in bank shall be operated jointly by Treasurer and Gen. Secretary/President.

g. Joint Treasurer

- (i) In absence of the Treasurer Joint-Treasurer will represent him in the meeting.
- (ii) Shall assist and execute all kinds of work entrusted by the Treasurer.

**Article No. XI**

Powers And Functions Of General Body: Power and Function of General Body will be as follows -

- (i) Election of the office bearer and Members of the Executive Committee.
- (ii) Ratification of annual plan, annual budget, annual audit report, annual progressive report, etc.
- (iii) Appointment of auditors for audit of annual accounts.
- (iv) To take decision on the amendments of name of the Society, memorandum of Association, Rules & regulations.
- (v) To take decision for dissolution of the Society.
- (vi) Ratification of audit report and to discuss about the income and expenditure of Society.
- (vii) Discussion over other issues with the prior permission of President.

**Article No. XII**

Fund Management and Operation of the Bank Account:

- (i) Fund received from the different sources (Membership Subscription, Donations etc) will be deposited in the account of the society in Nationalized Bank or Post Office.

- (ii) Treasurer and Secretary/President will jointly operate the Bank Account of the society.
- (iii) 25 Percent of the subscription will be allowed Annually from the society's funds towards expenses for the publication of the journal
- (iv) Separate Journal Account shall be maintained by the Editor Journal.
- (v) The Person In-charge of the above accounts shall prepare and submit the audited statements of Income & Expenditure of their respective account annually.
- (vi) The account of the society shall be audited annually by the auditor appointed by the Executive and passed by the General Body for a period of 3 years.
- (vii) The audited statement of accounts should contain Income and Expenditure statement, receipts and payments, assets and liabilities, balance sheet and utilization certificate, etc.
- (viii) Any surplus money can be kept in Government Recognized Banks or Government Recognized Schemes with concurrence of the Executive.

#### Article No. XIII

##### Audit of Accounts:

- (i) Treasurer will keep the records of accounts (income and expenditure) and get it audited every year by the auditor appointed by the Executive and passed by the General Body for a period of 3 years. Auditors fee for the tenure will be fixed by the Executive and passed by General Body.
- (ii) Audited account should be presented in the 2nd Executive Meeting

#### Article No. XIV

##### Inspection of Records:

All the records of the Society will be kept safely in the office of the Society in custody of the Secretary. Any member/ Government official can inspect the records with the prior permission of Secretary.

#### Article No. XV

##### Election & Tenure of Office Bearers:

The Society shall elect the following office bearers:

(i) The Hon. Gen. Secretary, Treasurer, Editor Journal / Proceeding, Jt. Secretaries, Jt. Treasurer, Chairman Scientific Committee / Chairman ARC, Web Master, Members Managing Committee and the other members of the committee will be elected by the meeting of the General Body for a period of 3 years, at the end of which period they will be eligible for re-election to a different post for maximum 2 terms.

(ii) Advisory board which consists of one senior member from each states will be nominated by Executive Committee/ General Body

(iii) The Election if required will be by secret ballot by physical or online voting as per constitution and proceedings laid down in Bye-laws

(iv) In the event of vacancies occurring among office bearers, the following succession procedure shall be effective

(a) The President will be succeeded by President Elect & then if required Vice President.

The members so elected shall hold office for the remaining period.

(v) The office bearers & committee members shall cease to hold office -

(a) When the period of their term is over.

(b) If by the resolution, the General Body decides by a 2/3rd of the majority of members present that certain office bearer or bearers be removed from office. The quorum for such resolution will be that of constitutional amendment (vide article XIX).

#### Article No. XVI

##### Election Procedure

(i) All the posts of the Executive Committee will be nominated by the members from different states in rotation. In absence of a consensus candidate there will be election for that particular post from that particular State.

(ii) Honorary General Secretary shall invite nomination for post for election three months before the conference date along with the preliminary notice of the conference. The Nominations must be received before the specified date

(iii) Managing committee members should be either nominated or elected by EIZOC members of that state. In case the state fails to provide names, Executive Committee will be entitled to nominate members

(iv) Hon. General Secretary should keep everything ready so that elections, if necessary, can be completed expeditiously



(v) Only EIZOCmembers will be allowed to vote. Secretary will therefore, keep ready an updated lists of such members during election time

(vi) In case of contest Presidentin consultation with Secretary will constitute an Election Committee consisting of 3 Past Presidents with one of them as Chief Election Officer.

(vii) In case of tie ,the President Vote will be deciding one

Executive Committee Members can serve for maximum of 2 terms. However they are not eligible for Re-election to the same post . President, President Elect & Vice-Presidents are not eligible for Re-election.

#### Article No. XVII

##### Conferences:

(i) The Society shall organize Annual Conferences “EIZOCON” in 5 Major states where adequate infrastructure exists & Mid-term conferences “EIZOC MidCon” in other states in rotation.

(ii) Annual Conference may be held in any of the smaller states if found logistically possible.

(iii) The Annual Conferences will be held in the month of September/October whereas Mid-term Conferences in the month of April / May or as per convenience of LOC and Executive Committee

(iv) The venue of next conferences shall be decided by the General body

(v) Two month before the date of the conference a notice with program of the conference will be circulated by the Hon. Gen. Secretary

(vi) The Conference shall be organized by Local Organizing Committee (LOC) on behalf of Society and shall abide by its constitution and Bye-laws. EIZOC Secretary and Treasurer and CSc will be Ex - Officio members of the LOC.

(vii) Delegates fee would be decided at the Executive committee meeting in consultation with the Local Organizing Committee

(viii) Abstract of papers and the full text of papers selected to be read at scientific session should be sent to the Chairman Scientific Committee on or before the dates specified in the Circular by the Gen. Secretary / Chairman Scientific Committee

(ix) Resolutions to be moved at the conference should be proposed and seconded by members and sent to the Hony. General Secretary at least 15 days before the date of the Conference.

- (x) The Conference shall gain One CME Credit Hours.
- (xi) For Mid Term Conference- Scientific and Social activity should get proportionate representation.

#### Article No. XVIII

##### State Societies:

- (i) They may/can be affiliated to the EIZOC after being approved by the Executive Committee and the General Body
- (ii) Each Affiliated Society will pay a one-time Affiliation fee of Rs5000/- which will be only Rs2000/- for North-Eastern States
- (iii) State societies may recommend name from amongst the EIZOC member for inclusion in the Managing Committee of the present body as per Constitution & Bye-laws. Where there is no state society a member from that State may be nominated by the Executive Committee

#### Article No. XIX

##### Amendments to Constitution & Bye-Laws:

##### Quorum for constitution amendment

The quorum shall be physical / hybrid presence of 1/10th of the total members on roll of the society on that day. Resolution can be passed by 2/3rd majority present in the hybrid house

In case of lack of quorum, the meeting can be adjourned and reconvened at same place after 30 min. However, the reconvened meeting can pass a PROVISIONAL resolution and subject to getting approval of 15% of existing life members by modern means of communication within 15 days adopt the resolution.

- (I) Any amendment, addition, alteration in the Constitution shall be made if approved by 2/3rd members present in the General Body Meeting
- (II) The Executive Committee may recommend any amendment, addition, alteration to the constitution, provided they give at least 30 days clear notice with the details of proposed amendments to the member of Society before the General Body Meeting
- (III) Any member may propose an amendment, addition, alteration to the constitution giving a minimum 60 days clear notice before the General body meeting. The proposed amendments, addition, alteration to the constitution shall be submitted in writing and shall be duly seconded and signed by at least 10 members of the Society

#### Article No. XX

Rotational Policy:

(i) The 6 major states of EIZOC are numbered in alphabetical order-

(1) Assam (2) Bihar (3) Jharkhand (4) Odisha (5) West Bengal (6) NE States including Sikkim

(ii) The rotation will be like this---

Vice President: 6- 5- 4- 3 ---NE, West Bengal, Odisha, Jharkhand, Bihar, Assam

Gen Secretary: 3- 2- 1--- Jharkhand, Bihar, Assam, West Bengal, Odisha

Treasurer: Do Do

Jt. Secretary 1: 2- 1- 5 --- Bihar, Assam, West Bengal, Odisha, Jharkhand

Jt. Secretary 2: 6 – 6 – 6-- From rest of NE states

Jt. Treasurer: 4- 3- 2--- Odisha, Jharkhand, Bihar, Assam, West Bengal

Chairman Sc.Com.: 1- 5- 4---- Assam, West Bengal, Odisha, Jharkhand, Bihar

Editor Journal : 4- 3- 2--- Odisha, Jharkhand, Bihar, Assam, West Bengal

Chairman ARC 2 -1- 6 -5 -4 -3 Bihar, Assam NE, West Bengal, Odisha, Jharkhand,

Web Master : 3– 2 –1 Jharkhand, Bihar, Assam, West Bengal, Odisha,

For the post of Vice President, North Eastern states are included.

Article No. XXI

Winding Up or Dissolution of Society and Management of Funds after Dissolution:

(i) If there is need of winding up or merger or dissolution of Society, resolution to this effect is first passed in a Executive Committee and then this resolution will be forwarded to the General Body meeting specially convened by the President. Majority of 3/5th members of the General Body take a decision in this matter and the society will be dissolved after a second special meeting with the majority of 3/5th members of the General Body.

(ii) After dissolution/ merger of the society, all the properties (movable & immovable), after fulfilling the liabilities, shall be donated to the other society having the same objects as EIZOC.

(iii) In the matter of dissolution/merger Section-13 and 14 of the Societies Registration Act-21, 1860 shall strictly be followed.

Article No. XXII

Others :

Any matter relating to the affairs of the society is not expressly provided for, in these Bye-laws or Rules & regulations framed there under shall be dealt with in accordance with the provisions of Societies Registration Act-21, 1860 and rules framed their in.

This is Certified that this is the true copy of Rules and regulation of the society named "EASTERN INDIA ZONAL OPHTHALMOLOGICAL CONGRESS"

-:-

#### APPENDIX

##### EIZOC STATES –

1. Assam
2. Bihar
3. Jharkhand
4. Odisha
5. West Bengal
6. Smaller states –Manipur
  - Meghalaya
  - Mizoram
  - Tripura
  - Nagaland
  - Arunachal Pradesh
  - Sikkim

