



KARNATAKA ORTHOPAEDIC ASSOCIATION

Bengaluru

BYLAWS

as Ratified by the AGM on 04th February 2023 at Belagavi



Dr. Aswani Kumar Singh J.
President



Dr. Bharath Raju G.
Secretary General

Constitutional Amendment & Blue Book Formation Committee



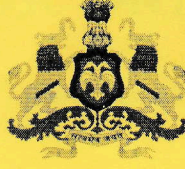
Dr. Suresh Korlhali



Dr. Sachidananda Rai



Dr. Udaykumar S.B.



ಕರ್ನಾಟಕ ಸರ್ಕಾರ

Government of Karnataka

ಸಹಕಾರ ಇಲಾಖೆ

Department of Cooperative Societies

**Office of the District Registrar of Societies/ಸಹಕಾರ ಸಂಘಗಳ ಉಪ ನಿಬಂಧಕರು
ಕಛೇರಿ:Deputy Registrar Of Co-operative Societies, 1st Floor, Sahakara
Bhavan, RTO Road, Shivamogga**

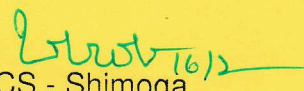
**Registration No/ನೋಂದಣಿ ಸಂಖ್ಯೆ:DRSH/SOR/281/03-04
AMR No/ಎಎಂಆರ್ ಸಂಖ್ಯೆ:DRSH/AMR/24/2023-24**

Date/ದಿನಾಂಕ:16/02/2024

Certificate of Registration of Amendment/ತಿದ್ದುಪಡಿ ಅನುಮೋದನೆ ಪ್ರಮಾಣ

As per Section 10 of Karnataka Registration Act 1960, the President/Secretary of KARNATAKA ORTHOPAEDIC ASSOCIATION PUNAM ORTHOPAEDIC CLINIC TILAK NAGARA SHIMOGA SHIVAMOGGA KARNATAKA Society has submitted a proposal for registration of amendment.The Rules and Regulations is amended and registered.Amendment fees Rupees 250 is paid.Given under my signature and office seal on the16/02/2024.

ಕರ್ನಾಟಕ ಸಂಘಗಳ ನೋಂದಣಿ ಕಾಯ್ದೆ ೧೯೬೦ ರ ಕಲಂ ೧೦ ಪ್ರಕಾರಗಳ ಮೇರೆಗೆ ತಿದ್ದುಪಡಿ ಮಾಡಲು ದಿನಾಂಕ : 16/02/2024 KARNATAKA ORTHOPAEDIC ASSOCIATION PUNAM ORTHOPAEDIC CLINIC TILAK NAGARA SHIMOGA SHIVAMOGGA KARNATAKA (ಸಂಘದ ಹೆಸರು ಮತ್ತು ವಿಳಾಸ). ಅಧ್ಯಕ್ಷರು /ಕಾರ್ಯದರ್ಶಿ ಪ್ರಸ್ತಾವನೆ ಸಲ್ಲಿಸಿರುತ್ತಾರೆ / ಸದರಿ ದಸ್ತಾವೇಜುಗಳನ್ನು ಅಂದರೆ, ನಿಯಮ ನಿಬಂಧನೆಗಳು (Rules and Regulation). ತಿದ್ದುಪಡಿ ಶುಲ್ಕ ರೂ 250 (ಅಂಕಿ) ಪಾವತಿಸಲಾಗಿದೆ. 16/02/2024 ದಿನಾಂಕದಂದು ನನ್ನ ಸ್ವಸಹಿ ಮತ್ತು ಕಛೇರಿ ಮುದ್ರೆಯೊಂದಿಗೆ ನೀಡಲ್ಪಟ್ಟಿದೆ.


DRCS - Shimoga
District Registrar of Societies/ಸಂಘದ ಜಿಲ್ಲಾ
ನೋಂದಾಣಾಧಿಕಾರಿಗಳು
District/ಜಿಲ್ಲೆ SHIVAMOGGA
(ಸಂಘಗಳ ನೋಂದಾಣಾಧಿಕಾರಿ ಕಾರ್ಯಾಲಯ)
ಸಹಕಾರ ಸಂಘಗಳ ಉಪನಿಬಂಧಕರು
ಶಿವಮೊಗ್ಗ ಜಿಲ್ಲೆ, ಶಿವಮೊಗ್ಗ



KARNATAKA ORTHOPEDIC ASSOCIATION

www.koaindia.org

2023 - 2024

PRESIDENT

Dr. Edward L. Nazareth
Mob: +91 984557872
Email: dredwardortho@gmail.com

SECRETARY GENERAL

Dr. Bharath Raju G.
Mob: +91 9945982729
Email: drbkoasg@gmail.com

PRESIDENT ELECT

Dr. Deepak S.

OASIS PRESIDENT ELECT

Dr. Nithyanand Rao N.

PAST PRESIDENT

Dr. Aswani Kumar Singh J.

PAST SECRETARY GENERAL

Dr. Roshan Kumar B.N.

JOINT SECRETARY

Dr. G. Srinivas Reddy

TREASURER

Dr. Ravish V.N.
Mob: +91 9845095288

EDITOR KOA JOURNAL

Dr. Anil K. Bhat

ORGANISING CHAIRMAN KOACON 2024

Dr. Sudheendra P.R.

ORGANISING SECRETARY KOACON 2024

Dr. Harish S. Pai

EXECUTIVE COMMITTEE

Dr. Anirudh C. Kulkarni
Dr. Arun G.R.
Dr. Chidanand K.J.C.
Dr. Lavakumar S. Loya
Dr. Naveen Kumar N.
Dr. Ranganath B.T.
Dr. Shreepad R. Kulkarni
Dr. Sreeranga N.
Dr. Vivekananda Patil

ADDRESS:

Dr. Bharath Raju G.
SECRETARY GENERAL, KOA
No. 98, "ANJANDRI",
3rd Main, 3rd Stage,
Vinayaka Layout, Vijayanagara,
Bengaluru - 560040

To,
Deputy Registrar of Societies,
Shivamogga.

Dear Sir,

Sub: Request to Register the Amended Bye-Laws
Ref: Regd. No.: 281/SOR/SMG/2003-2004

I am submitting herewith the copy of the amendments made to the bye-laws of
Karnataka Orthopaedic Association passed in the Extraordinary General Body meeting held at Belagavi on the 04th of February 2023 and ratified in the Annual General Body Meeting on 04th of February 2023 at Belagavi.

I have included:

1. Copy of the notification of the Extraordinary General Body Meeting on 04th February 2023.
2. Minutes of the Extraordinary General Body Meeting on 04th February 2023.
3. Copy of the amended Bye-Laws as passed by the Extraordinary General Body Meeting.

I request you to kindly register the amendments, do the needful and oblige.

Yours faithfully

For Karnataka Orthopaedic Association

Dr. Bharath Raju G.
Secretary General, KOA

13/2/2024
ಸಹಕಾರ ಸಂಘಗಳ ಉಪ-ನಿಬಂಧಕರ ಕಛೇರಿ
ಶಿವಮೊಗ್ಗ ಜಿಲ್ಲೆ, ಶಿವಮೊಗ್ಗ.



Bye-laws of the **KARNATAKA ORTHOPAEDIC ASSOCIATION**

1. NAME

The name of the Society shall be the **“KARNATAKA ORTHOPAEDIC ASSOCIATION”**, hereinafter called the Association in these rules and regulations.

2. OBJECTS

The Objects of the association shall be:

- I. To promote and advance medical, paramedical and allied sciences and to promote improvement of public health, medical education and research and to undertake welfare activities for the members of the association.
- II. To maintain the honour and dignity and uphold the interest of the medical profession and to promote coordination among the members.
- III. To work for the abolition of compartmentalism in medical education, medical services and registration in the country and to achieve equality among all members of the profession.
- IV. To host conferences, continued medical education programs,

For Karnataka Orthopaedic Association

Secretary General

workshops, arrange training and award fellowships in the country and overseas.

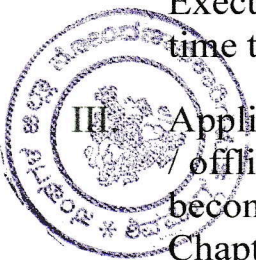
- V. To acquire, purchase, takeover or take on lease any land or site for the association and construct buildings or renovate the same to maintain, manage and deal with the buildings so constructed and dispose of the same by sale, mortgage, lease or otherwise.
- VI. To collect funds by way of subscription, contributions, fees, donations, subsidies, gifts, loans, deposits etc. from the members, public, governments bodies, corporates etc. and to utilize the same for the objects of the association.
- VII. To undertake charitable and educational activities for the general public to improve public health and wellbeing.
- VIII. To do any other activities incidental to the above objects.

3. OFFICE & SCOPE

- I. The Principal Office of the Association shall be located at Shivamogga, Karnataka, India.
- II. The Association shall operate throughout the State of Karnataka.
- III. It will operate directly or through branches established and affiliated in furtherance of the objects of the Association.

4. MEMBERSHIP

- I. The Association may admit individuals, who fulfill the criteria as stipulated by Clause IV & V as members.
- II. The classification and categories of members together with their rights and privileges shall be determined and amended by the Executive Committee and approved by the General Body from time to time.
- III. Applications for all categories of membership can be made online / offline through the KOA website. The individual desirous of becoming a Life Member shall be a member of the District Chapter before he can apply for KOA membership.
- IV. Provisional Approval of all categories of membership shall be deemed on filled and submitted applications and Final Approval



For Karnataka Orthopaedic Association

Secretary General

shall be ratified at the General Body Meeting as and when the meeting is conducted through special notification.

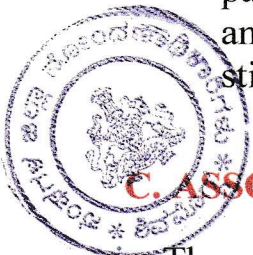
- V. The Members of the Association shall be classified and admitted into the following categories:

A. HONORARY FELLOWS:

- i. Being a person of distinction, approved by the Executive Committee, in recognition of his or her contribution to the progress of orthopaedic surgery.
- ii. A maximum of one Honorary Fellowships can be conferred in any Annual Conference of the Association.

B. LIFE MEMBERS:

- i. Being a fully trained orthopaedic surgeon with an orthopaedic degree recognised by the National Medical Council of India / State Medical Council (D. Ortho, M.S. Ortho., DNB Ortho., M.Ch. Ortho.).
- ii. Having paid the Membership subscription / fees of Rs.3,000/-.
- iii. The Membership subscription / fees may be changed by the Association from time to time with the approval and ratification of the Annual General Body Meeting.
- iv. Having being approved and ratified at the Annual General Body meeting of the Association or any other General Body Meeting conducted through notification.
- v. All life members are entitled to attend scientific meetings, participate in all scientific discussion, right to vote, and hold any office of the Association provided they fulfill the stipulated criteria.



C. ASSOCIATE MEMBERS:

- i. Those pursuing training in orthopaedic surgery can apply for Associate Membership.
- ii. Having paid the 50% of the subscription / fees of Life Membership (Rs. 3,000/-) as prescribed by the Association from

time to time.

- iii. The Associate members have to apply for Life Membership within five years from the date of Enrolment as Associate Member by Paying the Remaining 50% Of the Subscription Fees. Failing which their Associate Membership will cease and the paid fee shall be forfeited.
- iv. Associate Members of the Association shall have the right to attend scientific meetings, social events, and engage in all scientific deliberations but they shall not attend business meetings and are not eligible to participate in election of the Association in any fashion/manner.

D. AFFILIATE MEMBERS:

- i. Foreign / Non-Resident Karnataka orthopaedic surgeon with an orthopaedic degree recognised by their National /State accreditation authority and being a member of the their National / State Orthopaedic Association.
- ii. Physicians and surgeons who are interested in orthopaedic surgery or allied branches of medicine.
- iii. Those who are engaged in practice of allied subjects closely related to orthopaedic surgery.
- iv. Having paid the subscription / fees as prescribed by the Association from time to time, which shall be same as for the Life Member.
- v. They shall have the right to attend scientific meetings, social events, and engage in all scientific discussions. But are not eligible to contest for any position and are barred to participate in election of the Association in any fashion/manner.



5. CESSATION OF MEMBERSHIP

- I. Death of a Member.
- II. Any member desirous of withdrawing from the membership of the association shall give a written notice to the Secretary General and such membership withdrawal shall be tabled at the next Association's General Body Meeting and recommend the cessation/closure of

membership.

- III. The Executive Committee may, by a majority decision of its members, issue a show cause notice to a member for actions that may be detrimental to the prestige and dignity of the Association. Such a notice will be issued at least 4 weeks before the next scheduled executive committee meeting.
- IV. Such a member shall have the right to appeal to the Executive Committee provided he / she makes a written application to the Secretary General within 14 days from receiving the show cause notice.
- V. The matter shall be taken up at the next Executive Committee meeting and the Executive Committee may through a resolution by a majority, take the decision to temporarily suspend such a member till the matter is adjudicated by the General Body.
- VI. The General body may decide to either revoke the suspension or terminate the membership of the concerned member and the decision shall be final.
- VII. Any member who directly approaches the police / court of law without following the Associations prescribed grievance redressal mechanism, as enumerated in Clause 12.B.4.e., would be considered to have worked against the prestige and dignity of the Association. He shall be liable for appropriate and suitable actions as prescribed by Clause 12.B.4.e.
- VIII. If a member's name is expunged from the register of the Medical Council, the certificate of which he / she attached with his / her membership application, the membership of the Association will be automatically terminated. Under such circumstance & situations and in the event of the said member is again enrolled with the Medical Council, he / she may apply afresh for the membership of the Karnataka Orthopaedic Association with the new enrollment certificate of the Medical Council.
- IX. If a member is convicted for any criminal offence by the Court of Law.

6. CHAPTERS OF THE ASSOCIATION

- I. The Association shall be empowered to help establish and

subsequently affiliate District Chapters of the Associations. Such Chapters shall function with their own executive committees comprising of a President, President Elect / Vice President, Honorary Secretary, Treasurer and other members, as they deem fit.

- II. Such Chapters can be established for districts. One or more districts can combine to have a joint district chapter provided they do not have independent district chapters.
- III. The affiliation of any district Chapter shall be through a written application to the Secretary General on the official Letterhead of the District Chapter, and accompanied by a copy of their constitution/bye-laws.
- IV. All chapters shall be constituted and shall function in accordance with the Rules of the Association and shall abide with the directives given from time to time by the office of the Association.
- V. The Chapters shall send regular report of their activities to the Secretary General.
- VI. The Chapters should be registered under the Registration of Societies Act of 1956 and should have their Permanent Account Number (PAN) of Income Tax.



VII. Preferably all of the members of the Chapter should be members of the Karnataka Orthopaedic Association and an allegiance undertaking should be given by the Secretary of the Chapter to the Association.

7. MEETINGS OF KOA

- I. A business meeting of the KOA shall be held once every year at the KOACON. Such a meeting shall be called an Annual General Body Meeting (AGM). If, due to extraordinary circumstances that the KOACON is not held, Annual General Body meeting same shall be convened online.
- II. The Executive Committee shall be empowered to call additional meetings of the Association which shall be termed Extra Ordinary General Body Meetings (EGM).
- III. A minimum of four Executive Committee Meetings (EC Meeting) will be held every year. Other than those in conjunction with a

physical Annual Conference / ICL, other meetings will be held physically or virtually.

IV. The minimum notice required to convene a Meeting of the Association shall be:

- A. Annual General Body Meeting: 21days.
- B. Online Extra Ordinary General Body Meeting: 7days.
- C. Physical Executive Committee Meeting: 14days.
- D. Online Executive Committee Meeting: 7days.

V. No business shall be transacted at any meeting of the Association unless a quorum has been established. A quorum shall be established at the beginning of a meeting.

VI. The quorum of the Annual General Body Meeting and Extra ordinary meetings shall be 50 members. These may be present in person or via video link Online – hybrid mode.

VII. If a quorum is not present for the meeting, it shall be adjourned and then reconvened after 15 minutes.

VIII. If at the adjourned meeting a quorum is not present:

- A. Twenty-five members will constitute a quorum.
- B. If less than 25 members are present, the meeting shall be dissolved.

IX. The quorum of the Executive Committee meetings shall be 7 members, which must include at least 3 Officers of the Association. They may be present in person or via video link online - hybrid mode.

X. Only Life Members of the Association shall be entitled to attend and vote at business meetings.

XI. The President shall also call a business meeting within thirty days of receiving a request signed by not less than 25% of members specifying the nature of the business.

XII. All decisions taken by a majority approval in an Annual General Body meeting of the Association shall come into effect immediately.

XIII. Decisions taken in a special / extraordinary meeting will come into effect after ratification in the business meeting of the Association / AGM.

8. OFFICERS OF THE ASSOCIATION

I. The Officers of the Association shall be:

- A. President.
- B. President Elect.
- C. Secretary General.
- D. Joint Secretary.
- E. Treasurer.
- F. Editor of KOA Journal.

II. All officers except the Secretary General, Joint Secretary, Treasurer and Editor shall be elected annually.

III. The Officers shall discharge their duties in an honorary capacity.

9. TERM OF OFFICE

I. The term of office of the Officers of the Association & other members of the Executive Committee shall be -

- A. President, President Elect: One year.
- B. Secretary General, Treasurer, Joint Secretary, Editor: Three years.
- C. Elected Executive Committee Members: One year.

II. Elections should be held on an annual basis. In extraordinary circumstances the maximum permissible time between two elections is of fourteen months.

III. The Executive Committee as constituted in accordance with these Rules shall continue in office notwithstanding their period of service, which may have expired until their successors have been duly elected.

10. EXECUTIVE COMMITTEE

The Executive Committee shall consist of:

- I. Officers of the Association.
- II. Vice President of OASIS from KOA.
- III. Immediate Past President.
- IV. Immediate Past Secretary General.
- V. Executive Committee Members – One Executive Committee Member for every 200 members.
- VI. Number of Executive Committee members to be increased from time to time.

- VII. Two third of the Executive Committee Members to be Elected annually and one third of the Executive Committee Members to be nominated by the President annually.
- VIII. Organising Chairman and Organising Secretary of the upcoming annual conference.

11. POWERS, FUNCTIONS & DUTIES OF EXECUTIVE COMMITTEE

- I. The management of the Association shall vest in the Executive Committee.
- II. The Executive Committee shall control the affairs of the Association, its funds and assets. The income and the property of the Association, howsoever derived shall be spent solely towards the objects of the Association and no portion thereof shall be paid or transferred directly or indirectly for any other purpose except for –
- A. Providing scholarships and fellowships to the members as decided by the Executive committee from time to time.
 - B. For scientific and professional activities of the Association.
 - C. For the general maintenance of the KOA Office.
 - D. For the purchase of equipment / furniture etc. for the office / building.
- III. The Executive Committee shall be empowered to fill up vacancies amongst the officers (except the President) and other members of the committee subject to confirmation at the next business meeting.
- IV. The Executive Committee shall have power to temporarily suspend a member deemed to be working contrary to the interest of Association or to have been disobedient to the Rules or guilty of unprofessional act of public misdemeanor, as per the procedure laid down in Clause 5. III to 5. VII of the Constitution. This suspension will then be placed before the General body which may either ratify/revoke it.

Without prejudice the power of the general body of the Association the Executive Committee may Exercise powers, function and duties as under –

- A. To appoint Standing committees and sub-committees and delegate such functions and powers to them as it may deem necessary.
- B. To co-opt Life Member to any committee.
- C. To appoint delegates to represent the Association at conferences in

For Karnataka Orthopaedic Association

Secretary General

India and abroad.

- D. To purchase, build, hold land, buildings, machineries, plants, furniture, vehicles, books and other equipment that may be found necessary in furtherance of the function and duties of the association for and in the name of the Association.
- E. To receive donations and benefactions for and in the name of the Association.
- F. To appoint an Auditor and fix his remuneration.
- G. To appoint a full time Executive Secretary and / or Administrative Officer, and IT professional and any other office staff as deemed necessary, who are not members of the Association, for the management of day-to-day office work. Their remuneration and specific duties shall be fixed by the Executive Committee. They will work directly under orders from the President, Secretary General and Treasurer of the Association.
- H. To build up protocols of the Association for its smooth functioning which may be modified from time to time.

VI. The Executive Committee may, exercise its powers to appoint any person to be the attorney or attorneys of the Association for such purposes, with such powers, authorities and discretion (being powers, authorities and discretions vested in or exercisable by the Executive Committee), for such period and subject to such conditions as they think fit.

VII. The Association shall bear the legal expenses for an Officer of the Association in the event of a legal suit being brought about against him / her in his / her official capacity while working for the Association.

12. STANDING COMMITTEES

- I. The Executive Committee shall have the power to co-opt Chairs / members to the Standing Committee.
- II. The term of office of the Chairs of the standing committees shall be for a period of three years. However, the Executive Committee shall have the power to change / remove them as and when it deems fit. The Chairs are not eligible to re-nomination in the same position.
- III. The term of office of the members of the standing committees shall be for a period of one year. However, the Executive Committee shall have the power to change / remove them as and when it deems fit. Such co-opted members will not be eligible to serve in the same capacity for more than three years.

- IV. A written report of the proceedings of each committee shall be submitted to the Secretary at least one week before the scheduled Executive committee meeting.
- V. Chair / Nominee of Standing Committees shall be invited members at Executive Committee meetings, but shall have no voting rights in the event of a poll is conducted amongst the EC members.
- VI. The President, President Elect, and Secretary General shall be ex-officio members of all Standing Committees.
- VII. Standing Committees of the Association shall be:

A. FELLOWSHIP COMMITTEE (FOREIGN & INLAND):

1. The committee shall consist of the Chair and two co-opted members.
2. The committee shall be responsible for notification of fellowships, selection of candidates, and arrangement of logistics of the fellows, developing mutual cooperation with other national and international orthopaedic associations, and supervising the visits of invited Presidents during the Annual conference of the Association.
3. The committee shall ensure that all fellows submit a report after completion of the fellowships. These reports will then be uploaded on the Association website.
4. The committee shall co-ordinate the National / International invitations received and travel details of the President of the Association.
5. They shall also be singularly responsible for the email communications with all National / Foreign & International Associations.

B. LEGAL AND GRIEVANCE COMMITTEE:

1. The committee shall consist of the Chair, two co-opted members and a legal advisor.
2. The committee shall receive complaints and suggestions from the members and office bearers of the association.
3. It shall ensure that the grievances are resolved amicably, impartially and in a time bound manner.
4. Grievance redressal mechanism:

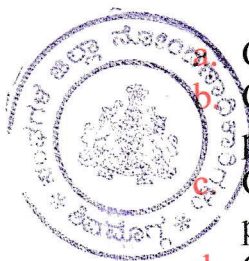
- a. Any member having grievance shall be required to write

officially to the President with a copy to the Secretary General. The matter will be referred to the Legal & Grievance committee and the member concerned shall be intimated accordingly within 2 weeks.

- b. If the grievances are of grave nature or upon recommendation of the Legal & Grievance Committee, the Secretary General shall place it before the Executive Committee and such shall be addressed as early as possible.
 - c. The Executive Committee may, in its wisdom, decide to constitute a panel of Past Presidents to look into the matter concerned and report back to the Committee within two weeks.
 - d. If the member is still not satisfied as per democratic rights, such member can avail any recourse that may be legal, arbitration or otherwise in nature and the Association shall advise the member to be judicious of the remedy availed.
 - e. If any member approaches the court of law / police authorities, pertaining to his grievances without exhausting the institutional prescribed method as per Clause 12.B.4.a,b,c.&d., he / she will be automatically suspended till the final court verdict in the matter.
5. The committee's report / recommendation will be submitted to the Executive Committee for discussion.
6. The committee shall be empowered to effectively defend / guide on legal matters pertaining to the association and its interests.

C. ACADEMIC COMMITTEE:

1. The committee shall consist of the Chair, three co-opted members.
2. The committee will:



- a. Chart out the academic calendar of the year.
- b. Coordinate with the District Chapters, to avoid overlap of programs.
- c. Guide the KOA ICL Organising Committee to chart the scientific program.
- d. Coordinate with other associations for academic activities.

D. IT COMMITTEE:

1. The committee shall consist of the Chair and two co-opted members.

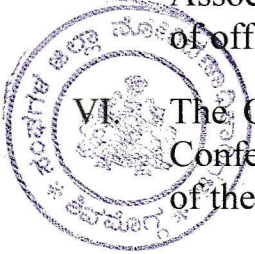
For Karnataka Orthopaedic Association

Secretary General

2. Maintain the Website of the Association.
3. Coordinate with the KOA Office regarding digital correspondence and campaigns.
4. Coordinate with other committees regarding digital content creation and dispersion.

13. ELECTION OF OFFICERS OF KOA

- I. The Officers of the Association will be elected by an online election.
- II. To be eligible to contest for the post of Joint Secretary / Treasurer / Editor / EC member, a member must be –
 - A. A life member of the Association for five years or more.
 - B. Residing and practicing orthopaedics in Karnataka.
- III. To be eligible to contest for the post of President Elect / Secretary General, along with (Clause13.II.A.), member must have been an Executive Committee Member / Standing Committee Chair / President or Secretary of Affiliated District Chapter of KOA at least for one year / IOA State Representative from KOA.
- IV. The Election to the post of president Elect shall preferably be on a rotation basis by mutual understanding among the three zones, as per the conference rotation.
- V. An officer of the Association, with the exception of Joint Secretary, shall be eligible to contest an election for another post of the Association only in the subsequent year of having completed the term of office.
- VI. The Organising Chairman and Organising Secretary of the Annual Conference shall be ineligible to contest for a position of the Officers of the Association in the scheduled year of the said conference.
- VII. The Secretary General shall be Election Officer.
- VIII. The Election Officer shall be responsible for scrutiny of nominations, finalization of contestants, selection of vendor to execute the election, conduct of online election, counting of votes and declaration of results.
- IX. A member cannot simultaneously contest for more than one post in a given election.



For Karnataka Orthopaedic Association

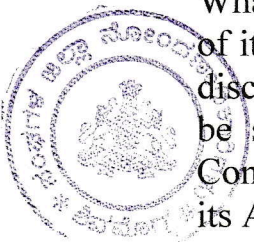
Secretary General -

- X. The Election Officer shall conduct his duties independently, without interference of the Executive Committee or by any other parties, affiliations, members, associations etc.
- XI. The Election Officer shall nominate three senior members / Past Presidents from 3 Zones to be the Election Observers. These Observers shall be involved in the entire electoral process. They shall look into any aberrations in the mutual understanding and take suitable action.
- XII. The Secretary General if he is unable to conduct the elections due to any extra-ordinary circumstance, the Executive Committee shall nominate an Election Officer from amongst the past Election Officers.
- XIII. The Election Officer shall notify the elections in the first week of December. Such notification shall be made via email to members of the Association and shall also be displayed on the homepage of the Association's website. If notice board is available the notification can be displayed on it as well.
- XIV. Notification of elections should be accompanied by details of vacancies to be filled in and the official nomination form.
- XV. All Candidates desirous of contesting in the elections shall submit filled up applications to the Election Officer or at the Office designated for the same and such application shall be submitted as per the election notification.
- XVI. After the last date of receiving of the nomination forms, the Election Officer shall through notification publish on the Association's website and also on the Notice board about the accepted nominations and rejected nomination with reason thereof.
- XVII. Any candidate may withdraw his candidature as per the published Election notification.
- XVIII. The Election Code of Conduct which is listed below shall ensues from the last date for receiving nominations.

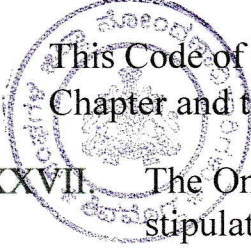
ELECTION CODE OF CONDUCT

- XIX. The election campaign should be only through the post / E-mail / SMS.
- XX. The Candidate or their representatives shall not indulge in Physical Campaigning by Personal Meeting / Mass Meeting / Get-togethers (Direct or Indirect).

- XXI. The Candidate or their representatives shall not indulge in Negative Campaign or campaigning on the lines of caste / religion.
- XXII. Candidates (or their Representatives) contesting for any post of KOA are not allowed to indulge in campaigning by meeting the Voters in person. This is applicable for the District Chapter bidding for conference venue of KOACON also. Neither the Proposed Organising Chairman/ Org Secretary or any member of that District can meet voters in person, during the election code of conduct.
- XXIII. The candidate is permitted to post their Bio - Data and Appeal on the official KOA Groups - KOA WhatsApp Group and KOA Google Group (KOAgooglegroups@googlegroups.com) once.
- XXIV. The candidate is permitted a total of three (3) appeals to any member including WhatsApp (Individual / Groups), SMS or E-mail.
- XXV. The candidate can choose one or more of any of these as long as the total number does not exceed three (3).
- XXVI. Additional campaigning allowed include one hard copy of appeal posted by surface mail and only one telephone call to an individual member.
- XXVII. In case there is a written complaint by any member to the Election Officer with documentary evidence of harassment or nuisance by any contestant which is found to be true by the Election Officer, the candidature of the said contestant will be forfeited and the final result declared without accounting for votes cast in his favour.
- XXVIII. If any candidate writes derogatory or defamatory remarks in E-mails / WhatsApp or any other social media, against the Association or any of its members, he will be disqualified from the election process and disciplinary action will be taken against him and his membership may be suspended from the Association temporarily by the Executive Committee and permanently if recommended by the General Body at its Annual General Body Meeting.
- XXIX. In case any contestant or their representative is found / proven to have used unfair means (including approaching candidates with laptops or to coerce them in any other way, ask them to vote for any particular candidate openly, or infringing on anyone's privacy, seeking votes on the lines of caste / religion, attempting to cast illegitimate vote, usurp identity of any other voter to cast vote on his behalf or indulge in manipulation of any kind) his candidature will be cancelled and he will



be debarred from contesting for any post in KOA for the next 5 years and additional strict disciplinary action will be taken against him.

- XXX. Any member indulging in anti-association / anti national activities and / or smearing its image in public will not be eligible to apply for a constitutional / organizational post in the very organization he has chosen to demean
- XXXI. Any member who indulges in these nefarious activities after the elections or apart from the elections shall also be recommended to be suspended / debarred from the KOA.
- XXXII. KOA Office shall maintain secrecy about the list of Voters and Non-Voters.
- XXXIII. No one should misrepresent KOA by using KOA in bulk messages.
- XXXIV. Any Life member is permitted to contest for one post only in a particular election.
- XXXV. All contestants will be required to sign a statement promising to abide by these regulations along with their nomination form.
- XXXVI. In case of a complaint against a candidate for violating the code of conduct along with substantiating proof, he/she shall be disqualified from the elections by the election officer.
-  This Code of Conduct is also applicable to the KOACON bidding District Chapter and the proposed Organising Chairman and Organising Secretary.
- XXXVII. The Online Voting portal shall be active for a period of 2 weeks or as stipulated in the election notification
- XXXVIII. The Election Officer will conduct the online counting of votes within 24 hours of closure of the voting. The counting of votes will be done in the presence of the following –

- A. President
- B. President Elect / Presiding Officer
- C. Secretary General
- D. Election Observers (Physical/Online)
- E. All contestants for the posts notified / their representative.
- F. Proposed Organising Chairman / Organising Secretaries of KOACON Bidding cities / their representatives.
- G. The representatives should carry an authorization letter of the

contestant with his signature and seal.

H. Online Election Vendor.

- XXXIX. The Counting procedure will commence only after all the candidates / their representatives sign the Declaration Form.
- XL. The counting procedure will be video graphed and preserved as proof.
- XLI. The Election Officer shall officially declare the results of the elections via a physical / online Executive Committee Meeting called within 24 hours of the counting of votes, notice of which shall be declared with the election notification. The result will then be displayed on the website of the Association.
- XLII. The results of the election have to be presented at the AGM and ratified by the AGM.
- XLIII. The Elected Officers of the Association will assume charge at the Valedictory function of the Annual Conference. In the extraordinary circumstances that the KOACON is not held, they shall assume charge on the 1st Sunday of February via a meeting convened by the Election Officer.
- XLIV. An officer of the Association, with the exception of Joint Secretary, shall be eligible to contest an election for another post of the Association only in the subsequent year of having completed the term of office.
- XLV. The Organising Chairman and Organising Secretary of the Annual Conference shall be ineligible to contest for a position of the Officers of the Association in the scheduled year of the said conference.

14. POWERS & DUTIES OF THE OFFICE BEARERS OF KOA

I. PRESIDENT:

- A.** The President Elect shall automatically become the President at the end of the term of the outgoing President.
- B.** The term of the President shall begin upon his/her induction into office by the outgoing President at the valedictory function of the Annual Congress (physical or virtual) and shall continue for one year until the next Annual Congress. In the extraordinary

circumstances that a Congress is not feasible, the induction of the President will be done virtually in the first week of February.

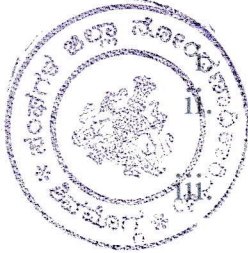
C. He/she shall:

- i. Be an ex-officio member of all Standing Committees.
- ii. Preside over all scientific, executive and business meetings convened by or on behalf of the Association.
- iii. Be eligible to co-opt a life member in the executive committee. The number of co-opted members shall not exceed three and their tenure of service shall be contemporaneous with that of the President. These co-opted members shall not have voting rights.
- iv. Have one seal of the Association.
- v. Provide leadership for the advancement and betterment of the Association.
- vi. Not be eligible for re-election.
- vii. Submit his resignation to the executive committee.

D. He shall remain an ex officio member for a period of one year after the completion of his term during which period he will be designated as Past President.

II. PRESIDENT ELECT:

A. He / she shall:



- i. Be an ex-officio member of all Standing Committees.
- ii. Perform the duties of the President in his absence, illness or incapacity, as the acting President.
- iii. Shall represent the President and the Association at meetings and congresses of other orthopaedic associations, if the President is unable to do so.
- iv. Not be eligible for re-election.
- v. Submit his resignation to the President.

B. If any unfortunate event arises wherein the President ceases to hold office during his term, the President Elect shall succeed the President for the rest of the term. On completion of that term, he shall begin his one-year term of office.

III. SECRETARY GENERAL:

A. The election of the Secretary General shall be done by an online election process.

B. The term of the Secretary General shall be three years and he/she will be not be eligible for re-election.

C. He shall be eligible to contest an election for another post of the Association only in the subsequent year of having completed the term of office.

D. He / she shall:

- i. Be an ex-officio member of all Standing Committees.
- ii. Be responsible for the organization and execution of all policies and programs of the Association and shall submit reports at the meeting of the Executive Committee regarding thereto.
- iii. Present the annual report at the annual meeting of the Executive Committee giving a general review of the work of the Association in the preceding year.
- iv. Circulate all notices in accordance with the provision of rules and byelaws.
- v. Prepare the minutes of all executive committee / business meetings of the Association. The minutes of the executive committee meeting shall be circulated to the members of the Executive committee within 2 weeks of the meeting. The minutes of the AGM shall be uploaded on the Association website within 4 weeks of the meeting.
- vi. Be the custodian of the seal and all official documents of the Association and other associated items
- vii. Be responsible for the appointment of all employees of the Association.



Sign and execute all contracts or other instruments in name of Association and shall exercise general supervision over all the affairs of the Association.

Prepare a current voters list of all Life Members of the Association on an annual basis.

Provide the updated voter list to the Election officer by November 30th of each year.

- xi. He shall submit his resignation to the President.

E. He shall remain an ex-officio member for a period of three year after the completion of his term during which period he will be designated as Past Secretary General. This will ensure continuity and guidance to the incoming Secretary General.

IV. JOINT SECRETARY:

- A. The election of the Joint Secretary shall be done by an online election process
- B. The term of the Joint Secretary shall be contemporaneous with that of the Secretary General and he / she will be not be eligible for re-election.
- C. He shall be eligible to contest an election for the post of Secretary General / Treasurer in the last year of his term, but shall be eligible to contest for President Elect of the Association only in the subsequent year of having completed the term of office as Joint Secretary.
- D. He / she shall:
 - i. Assist the Secretary General in day-to-day affairs of the Association.
 - ii. Be responsible for recording of the minutes of all meetings of the Association.

V. TREASURER:

- A. The Treasurer shall be nominated by the Secretary General in consultation with the President.
- B. The term of the Treasurer shall be contemporaneous with that of the Secretary General and he / she will be not be eligible for re-election.
- C. He shall be eligible to contest an election for another post of the Association only in the subsequent year of having completed the term of office as Treasurer.

D. He / she shall:

- i. Maintain the books of accounts of the Association.
- ii. Present the annual audited accounts of the previous year and an unaudited account of the current year at the Annual General Body Meeting.
- iii. Present a proposed budget for the next year at the Annual General Body Meeting.
- iv. Hold charge of all assets (movable and immovable property) on behalf of the Association and shall hand over the same to

his successor.

- v. Shall sign all cheques and other negotiable instruments jointly with either one of the following three: President, Secretary General & Joint Secretary. All cheques of over Rs. 50,000 have to be signed by the Treasurer and the President or Secretary General.
- vi. Submit his resignation to the President.

E. In the absence of the Treasurer, the Secretary General in consultation with the President will delegate in writing his duties to any other EC member.

F. He shall be eligible to contest an election for another post of the Association only in the subsequent year of having completed the term of the office.

VI. EXECUTIVE COMMITTEE MEMBERS:

A. Duties as assigned by the President / Secretary General from time to time.

VII. EDITOR:

A. The Editor of the Journal of Karnataka Orthopaedic Association shall be appointed by the Executive Committee on the recommendation of a Search Committee comprising of –

- i. President.
- ii. President Elect.
- iii. Immediate Past President.
- Secretary General.
- Incumbent Editor.



B. The term of the Editor shall be three years. He / she can serve in office for a maximum of two terms

C. The Secretary General shall invite applications for the various positions of the Editorial team in December of the corresponding year.

D. The posts of Editor, Associate Editors and members of the editorial board will be advertised in the KOA newsletter and on the KOA website. Desirous candidates shall apply with their curriculum vitae. These applications will be received by the Secretary General and then forwarded to the search committee.

For Karnataka Orthopaedic Association

Secretary General

E. He / she shall be:

- i. Responsible for the selection of the Associate editors and the members of the editorial board in consultation with a committee comprising the President, President Elect, Secretary General & past one/two editors of the KOA.
- ii. Responsible for the publication of the journal.
- iii. Submit his report at the executive / general body meetings.

F. Recommendations of the search committee shall be placed by the Secretary General to the Executive committee for final appointment.

G. The Executive Committee shall appoint an Editor, three Associate Editors, nine Assistant Editors and Sectioned it or as it deems fit.

H. The term of the entire editorial team shall be contemporaneous with that of the Editor.

15. ACCOUNTS & FINANCES

- I. The financial year of the Association will commence on the 1st April of each year and end on 31st March of the subsequent year.
- II. The accounts of the Association shall be maintained in the name of the Association at a nationalized bank authorized by the executive committee.
- III. All property and money shall be vested in the name of the Association.
- IV. The Treasurer shall have the administration charge of all the money, assets, movable and immovable properties of the association.
- V. A draft budget for the coming Financial Year shall be prepared by the Treasurer, and presented to the Executive Committee for discussion and approval, at its meeting during the Annual Conference of the Association.
- VI. The Treasurer shall present a full financial statement and duly audited balance sheet at the Annual Business meeting of the Association. He shall also email these financial details to all the members of the Executive Committee at least 15 days prior to the date of the business meeting.

For Karnataka Orthopaedic Association

Secretary General

- VII. The accounts of the Association shall be audited annually.
- VIII. The accounts of the Association shall be opened jointly in the names of the President, Secretary General, Treasurer and Joint Secretary and shall be operated by the signatures of the Treasurer and any one of the other three Officers of the Association.
- IX. The payment of subscription and/or donations shall be made to the Secretary General of the Association, who after verification of the attached documentation will forward it to the Treasurer.
- X. The Secretary General and Treasurer may incur petty-expenses for towards the Association work and such petty expenses shall not be over twenty thousand Rupees per item and the same shall be reimbursed on production of valid receipts and vouchers.
- XI. No member of the Executive committee or Sub-committee shall incur any expenses on behalf of the Association except with the written permission of the President and / or Secretary General.

16. PUBLICATIONS

- I. The Association shall publish the Journal of Karnataka Orthopaedic Association and a Bulletin (News Letter).
- II. The Association shall publish an official **Journal** -

- A. The journal published by the Association shall bear the adage "Official Journal of the Karnataka Orthopaedic Association".
- B. The Journal will be available to members in an E-format. However, it shall also be available to the medical institutions, contributing authors, desirous of having it in printed format.
- C. The Journal can invite advertisements from medical institutions to be decided by the Editor.

III. KOA Bulletin -

- A. The Secretary General shall publish an e-newsletter one /two times a year, depending on the content.
- B. It shall contain:
 - i. Official messages.
 - ii. Details of Executive / Standing / Sub-committees.
 - iii. Minutes of all business meetings of the Association.
 - iv. Reports of Officers of the Association & all committees.
 - v. Official announcements.

For Karnataka Orthopaedic Association

Secretary General

- vi. List of all new members.
- vii. Advertisements from Medical Institutions / Pharma / Surgical companies, to be decided by the Secretary General.

17. SCIENTIFIC MEETINGS

- I. The annual scientific meeting of the Association shall be called the **KOACON: KARNATAKA ORTHOPAEDIC ASSOCIATION CONFERENCE**.
- II. The conference shall be held in the 1st week of February.
- III. In the extraordinary circumstances that a physical conference cannot be held, the Executive Committee shall postpone the conference for a maximum of 2 months i.e., last week of April.
- IV. The conference has to be conducted in a Hybrid or Virtual Mode, by the last week of April.
- V. The venue of the conference shall be on a rotation basis among the three zones. The order of rotation shall be North Zone - South Zone - Central Zone.

- VI. The Zone demarcations shall be:



A. North Zone: Davanagere, Bagalkot, Belagavi, Ballari, Bidar, Dharwad-Hubballi, Gadag, Haveri, Kalaburagi (Gulbarga), Koppal, Raichur, Vijayanagara, Vijayapura (Bijapur), Yadgiri.

B. Central Zone: Bengaluru, Bengaluru Rural, Chikkaballapur, Tumakuru, Kolar, Ramanagara.

C. South Zone: Chamarajanagara, Chikkamagaluru, Chitradurga, Dakshina Kannada, Hassan, Kodagu, Shivamogga, Udupi, Mandya, Mysuru, Uttara Kannada.

- VII. Bid shall be made from the specified zones in rotation. In the event of there being no bid from the zone, the subsequent zones will be given an opportunity to bid for the conference within two weeks.
- VIII. If no bids are received, the conference will be organised centrally by the President of the Association.
- IX. The selection of the conference venue shall be done by an online election process, from amongst the District Chapters of the specified zone.

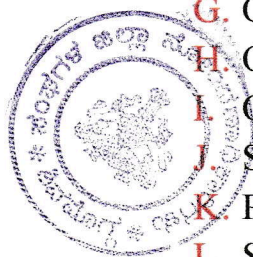
For Karnataka Orthopaedic Association

Secretary General

- X. Details of calling of annual conference procedure, guidelines & protocols to be observed, finances and savings shall be governed by the published guidelines/protocols of KOA drawn up and updated from time to time by decisions taken in executive committee and ratified in annual general body meeting.
- XI. The arrangements, dates and venue of the annual conference may be changed by the Executive committee under the following extra-ordinary circumstances:
- A. Expression of inability / withdrawal by local organizing committee to conduct the conference.
 - B. Act of omission / commission of a serious nature by senior member of organizing committee, grievous enough to affect the conference or sully the name of the Association.
 - C. Illness / Death of the Organising Chairman / Organising Secretary.
 - D. Lack of follow-up of directives from the executive committee regarding programme/ guidelines/ protocols by the local organizing committee.
 - E. Falsification of information of facilities at venue at time of bid.
 - F. Any other condition which the Executive Committee feels is of serious nature and will adversely affect the staging of the conference or the name of the Association.
- XII. In the extra ordinary circumstances that the local organising committee is unable to conduct the conference, it shall be organised by the Association perse.
- XIII. Applications for hosting the annual meeting shall be called, two years in advance, from interested District Chapters on a Standard pro-forma fulfilling criteria lay down from time to time by Executive Committee.
- XIV. The bidding host District Chapter shall:
- A. Designate the proposed Organising Chairman and Organising Secretary.
 - B. Be a registered body.
 - C. Give an undertaking to be accountable for all financial responsibilities of conducting the conference and abide by the directives of the executive committee and the central committee.
 - D. Abide by the financial obligation of contributing a minimum of ten percent of the entire collection of the conference excluding the incidental charges.
- XV. The Organising Chairman and Organising Secretary for the annual

conference shall be nominated by the District Chapter via a written resolution of the Executive of the District Chapter and ratified at the General Body Meeting of the KOA. They shall be responsible for the organization and finances of the conference.

- XVI. Organising Chairman / Organising Secretary / District Chapter President / District Chapter Secretary are responsible for organising and conducting the conference and also in contributing the stipulated amount to KOA.
- XVII. Central Committee will decide the full programme of the conference at least one month in advance. This includes arrangements for scientific deliberations, guest speakers, orators, seminars, symposia, workshops at the Annual Conference.
- XVIII. Any changes in the programme have to be approved by the Central Conference Committee (CCC).
- XIX. The **Central Conference Committee** shall consist of:
- A. President as the Chairman
 - B. Secretary General
 - C. President Elect
 - D. Treasurer
 - E. KOA Journal Editor
 - F. KOA Academic Committee Chairman
 - G. Organising Chairman
 - H. Organising Secretary
 - I. Organising Treasurer
 - J. Scientific Committee Chairman of KOACON
 - K. President of the Host Chapter
 - L. Secretary of the Host Chapter
- XX. The role of Central Conference Committee is to monitor the scientific content including the orations and to implement the protocols of KOA during the conference of KOA.
- XXI. Central Conference Committee shall have academic and financial control over the conference.
- XXII. **Local Organising Committee (LOC)** shall consist:
- A. Organising Chairman
 - B. Organising Secretary



For Karnataka Orthopaedic Association

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- C. Organising Treasurer
- D. President of the Host Chapter
- E. Secretary of the Host Chapter
- F. Scientific Committee Chairman
- G. Chairpersons of various committees
- H. Other members as designated by the Organising Chairman / Organising Secretary.

18. AMENDMENTS TO THE CONSTITUTION

- I. The Executive Committee may, when necessary, propose amendments to the Constitution, provided the proposed amendments are submitted in writing by the Secretary General, to the members of the Association / posted on the website of the Association, at least 30 days before the Extra ordinary Meeting or online Meeting where such amendments shall be voted upon.
- II. The Secretary General shall dispatch a notice of such meeting and of every proposed alteration by email, not less than 30 days before the date of the Meeting and no rules shall be altered unless such notice has been given.
- III. The quorum required to successfully adopt the proposed constitutional amendments shall be one hundred.
- IV. Members may also propose amendments to the Constitution provided they are submitted in writing to the Secretary General of the Association at least 30 days before the scheduled Extra ordinary meeting specially convened for this purpose.
- V. A three-fourth vote of the members present in person during the specially convened meeting or by video link if such a convened meeting is online shall be necessary to adopt any amendments to this Constitution.
- VI. Amendments approved in a special / extraordinary meeting will come into effect after ratification in the Annual General body meeting of the Association which may be on the same day.

19. INDEMNITY

- I. Neither the Officers of the Association nor the members of the Executive Committee nor members of the Association shall be

answerable for any act done in good faith by them for the sake of conformity only, for the monies of the Association other than such as shall come into their own hands or for any collections or receiver of monies appointed by the Central Executive / Council / Branch Executive Committee concerned for any misfortune, loss or damage happening to the Association by reason of any deed executed by them as an office bearer or a member of the Central Executive Committee / Branch Executive Committee or member of the Association or any reason of any error in judgments or more indiscretion on their part in the performance of their duties or otherwise on account except for willful negligence or fraud.

- II. Every Officer of the Association or a member of the Executive Committee or a member of the Association, their heirs, Executors and administration shall at all times be indemnified out of the funds of the association / against all costs, losses, damage and / or expenses whatsoever incurred or sustained by him in the execution of his powers or duties and every person having been and / or being an office bearer or a member of the Central Executive Committee / Branch Executive Committee or a member of the Association, his heirs, executors and administrations shall be indemnified and saved harmless out of the funds of the Association against all action, suits, claims, and demands whatsoever brought / made against him or them either singly or jointly in respect of any engagement of the Association such as may be incurred by his own personal willful neglect or fraud.

20. DISSOLUTION

- I. No less than three-fifth of the Life Members of the Association may determine that it shall be dissolved, and thereupon it shall be dissolved forthwith, or any time agreed upon, and all necessary steps shall be taken by the Executive Committee for the disposal and settlement of the property of the Association, the claims and liabilities, according to the Rules of the Association.
- II. If upon the winding up or dissolution of the Association there remains after satisfaction of all its debts and liabilities any property whatsoever then, the same:
- A. Shall not be paid to or distributed among the Members of the Association, but;
 - B. Shall be given or transferred to some one or more bodies, committees, associations, societies, foundations, or

institutions, corporate or unincorporated having objects similar to the Objects of the Association and which shall prohibit the distribution of its or their income and property among its or their members.

III. Such bodies, committees, associations, societies, foundations, or institutions to receive property are to be determined by the Members of the Association at or before the time of dissolution and in default of that by a Judge of the High Court (or its equivalent) in Bengaluru.



Dr. R. N. N.
TREASURER.

For Karnataka Orthopaedic Association

Secretary General

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