

Revised ADDITIONAL Proposed constitution of ISCCM

Existing

Proposed

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<p>13. BRANCHES</p> <p>13.1 All City Branches shall follow by the Constitution of the Society. Branches will follow society constitution in letter and spirit when a provision is not there in branch constitution.</p>	<p>13. BRANCHES</p> <p>13.1 Any City having at least 10 valid life members of the Society can form a Branch.</p> <p>Applications for the formation of City Branch shall be made to the General Secretary who after due scrutiny shall place before the National Executive Committee his / her recommendations for their consideration. The decision of the National Executive Committee shall be final. The Secretary of the proposed City Branch after receiving the approval letter to form the City Branch from the General Secretary will proceed to open a bank account in the name of "ISCCM - City Branch -----" and complete all other necessary formalities viz. charity commissioner, society registration, legal and other taxation or any other relevant/related formalities of society formation. The city branch will be solely responsible for maintaining its own accounts, including auditing of the accounts, investments, filling of income tax returns and tax liabilities and any other related/relevant matters and liabilities. No liabilities, financial or legal or any other matters arising of/in regards to above shall be the responsibility of the Central Body.</p>
<p>13.2 Membership of the Society is mandatory to become a member of the City Branch. There shall be no separate membership form or fees of the City Branch</p> <p>13.4 All members must pay their dues to the Central Office of the Society only. All City Branches will forward the entire amount of membership fees along with membership form of the society to the Headquarters if received by them. No additional membership fees are to be collected by the city branch from the member. (see also clause 3.4.1)</p> <p>13.5 The administrative, financial and local academic activities of the Branches are governed by their own Executive Committee.</p>	<p>13.2 Membership of the ISCCM National automatically becomes a member of the local Branch. There is no separate Membership or Membership form for the local Branch. No Local/City branch can make its local member.</p> <p>All City Branches shall be governed by the Constitution of the Society. Branches will follow society constitution in letter and spirit when a provision is not there in branch constitution.</p> <p>The administrative, financial and local academic activities of the Branches will be governed by their own Executive Committee.</p> <p>13.3. The head of the City Branch shall be known as 'Chairman' and not as 'President'. The Local Executive Committee shall consist of 1 Chairman, 1 Secretary, 1 Treasurer and 6</p>

Committee members.

13.3.1 City branch can form their local committees for regulating and conducting various affairs at their city level. The details of such committees should be sent to the center and uploaded in the Branch management system. It will strictly follow the rules laid down in the constitution. They can have co-opted members to form their committees and also for conduction of various activities at local level.

13.3.2 A copy of the Branch letterhead containing the names of city branch office bearers should be sent to the center within one month of constitution of a new body and also be uploaded in the Branch Management system.

13.3.3. The Local Executive Committee shall hold its executive meeting at quarterly intervals in a given year or more often if required.

13.3.4 The Local Executive Committee shall maintain proper records of the minutes of their executive committee meeting and annual general body meeting.

13.3.5 All members must pay their dues to the Central Office of the Society only. All City Branches will forward the entire amount of membership fees along with membership form of the society to the Headquarters if received by them. No additional membership fees are to be collected by the city branch from the member.

13.3.6 Center will send 50% of the membership fees as city branch share if the city branch is submitting its audited account regularly. Local body cannot charge extra fees related to membership.

13.3.7 The share will be paid by the Centre only if the city branch had completed all compliances like submission of audit report, election report, and branch report to the

centre by 31st December. There will be no carry forward of the branch share.

13.3.8 City branch members will be entitled for all the privileges applicable from the center. Lifelong subscription of soft copy of the journal

13.3.9 Will get discount in national / Local conference registration fees if their email and mobile numbers are updated with the BMS and the center database.

13.3.10 Through members login in the website can have additional accesses
Life members have the Right to vote and contest in elections

13.4.

13.4.1 Free access to webcasts

They can apply for research grants.

Paediatricians and nurses can also be a part of city branch if they are registered with the National Body.

13.4.2 City branch preferably should have a fixed address after at least two years of its formation.

13.4.3 Every branch will promote academic, educational and research activity in their branch. A minimum of two academic activities in a year is mandatory. The attendance and details of the meetings along with photographs should be uploaded in the branch management system of their own city. All educational and research activities should also be loaded in the Branch management system.

13.5.1 Each City Branch must Upload/submit an Annual Report of its activities in each calendar year, as well as a copy of its audited accounts in the Branch Management System and also to the National Secretariat before 31st of Dec. every year. Branch will send their audited accounts, minutes of the meetings held, annual report to

the center before 31st Dec. every year Same needs to be uploaded with the BMS. All publications related to city branch should also be updated in the Branch Management System

13.5.2 Branch Management system of the city needs to be updated on regular bases by the chairman and secretary with members email addresses and mobile numbers as mandatory. The City Branch may organize local academic activities in any sub-specialty of Critical Care Medicine. The central office shall not be responsible for providing any form of financial assistance to hold these academic activities.

13.6.1 All proceeds of registration and sponsorship must be deposited in official registered local ISCCM branch account. If the national conference has been planned by the center in a city, where there is a city branch of ISCCM then the local city branch of ISCCM cannot hold state, zonal conference, meetings seminars, workshops, and symposia. the local branch can only conduct regular monthly academic activities of no more than 100 delegates. The City Branch will not sponsor/co-sponsor/advertise for any organization with similar ideology for any academic/ Non-Academic programs without prior written approval of the National Executive Committee.

13.7. The local city branch will not share the ISCCM patented logo with any other Organisation without prior written permission from President, General Secretary. the local branch of ISCCM is permitted to use the logo in local ISCCM official functions, local meeting, local seminars, CME, workshop provided the registration amount and sponsorship amount is been deposited in local official registered ISCCM bank account.

13.7.1The National Executive Committee at any given time reserves the rights to discuss / scrutinize / question any such sponsorship / co-sponsorship by the City Branch which has worked against the interest of the Society. The Chairperson and Secretary of the concerned City Branch in which case, will be called to the National Executive

Committee for investigation. The matter after due investigation in the National Executive Committee meeting, if some prima facie is found by 2/3 majority of the attending members, the matter will be referred to the General Body for necessary course of action/ measures. The decision taken at the General Body Meeting will be final and binding on the concerned city branch.

13.7.2 Once the AGM is over, until the next AGM if any matter arises and needs intervention, scrutiny and action will be taken by the center ISCCM executive committee with 2/3 majority.

13.8.1 Use of ISCCM Logo By Branches: As a member everyone has got the right to use the ISCCM logo for creative academic activities. The permission has to be taken directly from the center for brand use. The details of the activities have to be sent in advance to the center for permission. Permission will be granted after due approval of President, general secretary. An amount of Rs. 50,000/- will be charged and deposited to centre ISCCM account as endorsement charges. the proof of collection and deposition has to be sent to the center for record keeping purpose.

if any other organisation apart from ISCCM wishes to take endorsement of isccm and use its logo for meeting, seminar, state conference, national conference, workshop then the organisation needs to pay an endorsement fee to ISCCM center as follows:

1) local meeting, seminar, CME, workshop, conference: Rs. 50,000/- fifty thousand only rupees INR

2) state, zonal meeting , conference, seminar, cme, workshop: Rs. 75000/- seventy five thousand rupees INR

3) National meeting, CME, conference, workshop, CME: 1,00,000/- one lac rupees only.

13.8.2 For all ISCCM city branch activities all collection money should be deposited with city

	<p>branch account only, no separate account should be opened at any cost for different purposes. The signing authorities and city branch account remains the same.</p> <p>13.8.3 A member wishing to resign his / her membership shall send a written communication to the general secretary.</p> <p>13.8.4 Membership fees paid by the members to the society is not refundable and the name of such member shall be removed from the membership register after approval by the national executive committee in its regular meeting.</p> <p>13.8.5 Membership suspension against Misconduct: Centre can take a decision of suspension of membership of any member when 2/3rd of the city branch members gives evidence of misconduct in writing against him or her which shows interest against the society. As per the constitution of the society any unacceptable or improper behavior, by a member which can create harm to the society will be considered as misconduct. If center receives any complaint from local member with support of 2/3 city branch life members, this complaint will be scrutinized by center & appropriate action will be taken after detailed report of observer appointed by center with EC mandate.</p>
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	<p>13.9. BRANCH MANAGEMENT SYSTEM (BMS) ISCCM is growing every year, after 24 years it has more than 10000 members with 76 branches all over the country. With the increase in the number of branches and passage of time it was felt that other than few branches the activities, participation and involvement of other branches with centre are decreasing. It was also felt that their involvement in National election is decreasing. Hence the Idea of this Branch</p>
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	<p>Management system (BMS) was launched. Branches were made with a motive to evenly spread out the knowledge of critical care and ISCCM activities all over the country. Branches were given the rights to organise their own academic and social activities and also to organise the National Conference. Branch constitution was also made to maintain uniformity. All branch activities along with their audit report is submitted to the centre annually. It is the centre’s job to review the branch activities annually. Credentials are given accordingly depending upon the involvement of branches with the centre and other activities.</p> <p>Through branch management system (BMS) every branch is linked directly to the centre. Instead of centre ,the stakeholder is now the branch. The chairman and secretary of the branch has open access to upload and de-load in their webpages assigned. They have freedom of uploading all their activities, election results, audit reports on their own. They can conduct their city branch election also through that. Every branch member has got an access right to the BMS so that they can give their feedback. Grievances against the branch, member or centre can also be put through branch management system.</p> <p>Overall BMS was developed to make the two-way communication better between branches and centre in a much smoother way. Branch and Individual participation in central activities to increase. An absolute transparent state can be maintained between the branch and the centre. Branch activities can be directly loaded and website can be directly handled by the branch themselves. A competitive attitude can be developed amongst branches so that ISCCM progresses faster.</p>
<p>13.11 ELECTIONS 13.11.1 The new executive committee shall take office immediately after the Annual General Body Meeting of the Branch.</p>	<p>13.11 ELECTIONS CITY BRANCH ELECTIONS (Note: Dates , timing , intimation notices, tenure period are subject of modification in next EC)</p>

<p>13.11.2 The Executive Committee shall hold its executive meeting at quarterly intervals in a given year or more often if required.</p> <p>13.11.3 The Executive Committee shall maintain proper records of the minutes of their executive committee meeting and annual general body meeting</p> <p>13.11.4 Executive committee of the City Branch will be constituted either by representation from individual hospital, if so possible; by rotation every two years or through local elections to all committee posts every two years. The dates of election will be the same as for the National Executive Committee posts every year. The result of which will be communicated by the Chairman/SECRETARY of the respective City Branch to the General Secretary by 30th November of each year. It is the responsibility of city branch to conduct election every two years, failing which the office bearers OF LOCAL CITY BRANCH will be debarred from contesting the national election.</p>	<p>13.11.1 In 2017, Center has decided to support all city branch with electronic voting system as a complimentary service.</p> <p>13.11.2 All city branches shall hold elections every 2 years. City Branch Secretary will announce election between 15th to 30th Nov. He will inform each member a list of vacancies in the Executive Committee and invite nominations for these vacancies. The nomination paper will contain the candidate's name, address and the post for which the candidate is nominated, He should be proposed by one valid member and duly signed by the Proposer and the candidate, signifying his/her willingness to stand for the election and to serve on the Executive Committee if elected.</p> <p>13.11.3 Before the election starts an election officer will be appointed by the center (Non-EC, Non-Contesting), belongs to the same city branch who will scrutinize and conduct the entire election.</p> <p>13.11.4 If there is any doubt in the candidature of the applicant, by the appointed election officer, the nomination Papers should be sent to the center through E-mail for Scrutiny. In that case the validity of the member will be checked at the central level.</p> <p>13.11.5 At least one-year membership is mandatory to have a voting right in the city Branch elections</p> <p>13.11.6 Canvassing in any form will result in automatic disqualification from the election process. This includes emails, SMS, social media etc.</p> <p>13.11.7 The result of the election has to be communicated by the Chairman of the respective City Branch to the General Secretary. The results should be informed ASAP of announcement of elections results which will also be called completion of election process.</p> <p>13.11.8 The full details of the results of the election will be submitted to the EC and uploaded with Branch Management System for its approval.</p>
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	<p>voice votes in the city branch general body meeting. A proper notification for the same has to be given at least one month in advance.</p> <p>SPECIAL SITUATION: (Approval right remains with National President and Secretary)</p> <p>13.11.17 In case of small branches, with prior approval from center, the members of the local EC can continue to function in case two thirds of the life members of the local branch pass a resolution stating this and send it to the center. With this provision the Chairman can continue for no longer than 3 terms. The immediate past chairman and secretary will be ex-officio members of the next EC of the branch.</p> <p>13.11.18 If elections are not held as per constitution, the previous executive committee of the branch will stand dissolved automatically without any notice.</p> <p>13.11.19 Non-compliant branches will be suspended by the National executive committee. If any branch, thus suspended, will have to re-apply for re- recognition to National executive committee.</p> <p>13.11.20 The National Executive Committee alternatively (over and above clause) reserves the rights to dissolve the city branch or only dismiss the office bearers of the City Branch with caretaker office bearers in their place till fresh elections are held (within three months) should clause for election be not complied for a consecutive period of two years.</p> <p>These dismissed office bearers will not be eligible for re-election to any executive / academic committee posts in the City Branches or National Executive Committee of ISCCM for a period of four years.</p>
	<p>13.12 ELECTION DISPUTES</p> <p>13.12.1 Any complaint pertaining to any process of election must be lodged with the General Secretary or President ISCCM National. The complaint must accompany appropriate evidence related to irregularity and also a letter mentioning the details of irregularity and also containing signature of 2/3rd of the branch members.</p>

	<p>13.12.2 If the complaint is found to be genuine than an enquiry committee will be formed by President and Secretary. The committee will do an appropriate enquiry and will submit its report to the EC. The final decision will be taken by EC.</p>
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