

The Association of Colon and Rectal Surgeons of India ACRSI Constitution

Name: This body will be known as **The Association of Colon & Rectal Surgeons of India ACRSI**. (A Section of ASI),

Objectives:

- a. Propagate the knowledge of Colo-rectal surgery throughout the country.
- b. Exchange the views of modern developments in Colo rectal surgery
- c. Conduct Annual and National conferences, Scientific meetings, Seminars, Symposia and Educational programs.
- d. To encourage zonal meetings and form state branches for furtherance of Colorectal surgery.
- e. To promote establishment of Colorectal units in medical institutions and establish close coordination between the existing institutes & hospitals specializing in Colon & Rectal surgery and teaching institutions and Universities in the area.
- f. To establish closer contact between the organization promoting Colorectal surgery in India and abroad.
- g. To provide input to the Association of Surgeons of India on the publication of articles related to Colorectal diseases in the Indian Journal of Surgery.
- h. To establish Journal, brochures, news letters, periodicals and other material pertaining to Colorectal specialty, inclusive of practice parameters & guidelines.
- i. To advice institutions, hospitals, universities and government concerning teaching, training of medical students (under and post graduates) research and such other matters pertaining to Colorectal diseases and to suggest ways and means for training of paramedical personnel required for development of Colorectal surgery.

- j. To bring together in one co-operative body all qualified doctors and scientists or workers actively practicing or interested in Colorectal diseases.
- k. Any other program approved by the Association for advancement of Colorectal surgery.

Activities

- I) To conduct instructional courses and to conduct fellowship examination
- II) Hold Conferences with National and International faculties
- III) To propagate the art of Colorectal surgery

Membership

Categories

- 1) **Life members:** Members of Association of Surgeons of India
- 2) **Honorary Members :** International Members of high academic calibre in the field of Colorectal Surgery. However they would not have any voting rights.
- 3) **Overseas Members:** Any overseas members who is a member of Associations of Surgeons of India & have other necessary criteria to become a ASSOCIATE life member as mentioned above (1).

Overseas Members: Any overseas members who is a member of Associations of Surgeons of India & have other necessary criteria to become a ASSOCIATE life member as mentioned above (1). Associate member will not have voting rights or rights to hold any position in the ec

Eligibility for Membership and Enrolment

A person who has passed MS general surgery, National Board of Examination in Surgery or any other equivalent degree or diploma recognized by Medical Council of India, in Allopathic stream can become member of this association.

- a. The person must be a life member of The Association of Surgeons of India.

- b. Name will be enrolled as a member on submission of the application form duly filled and the membership fee fixed by the association is paid.

Name will be enrolled as a member on submission of the application form duly filled and required documents uploaded and the membership fee fixed by the association is paid online.

Membership application can be made online as well with uploading of all necessary documents and payment online

- c. The Hon. Secretary of ACRSI will scrutinize the application and place eligible applications before the Governing council. GC has the right to accept or reject the application.

- d. Each member will be issued a Membership card / Membership No.

Members will be issued a membership number and they can download the certificate from the web system online.

- e. There will be a fee for application form, and for life membership, which will be fixed by the general body from time to time. Present membership fees Rs. 5000/- Membership fee includes online charges and taxes which is Rs.5125/- plus GST as applicable will be charged separately
- f. The member must keep the dignity and decorum of the association in all respects.
- g. The member should not have been punished under criminal proceedings by any court.
- h. The member must actively participate in the scientific, academic and other activities of the association.

Finance

1. Finances of the association will be from membership fee, excess of income from conducting the conferences, instructional courses, donations with approval of EC, instituting awards, orations etc.
2. Day to day management is by the Treasurer, who will report to the EC / AGM

Cessation of the Membership

1. By death of a member
2. By a letter of resignation from the member addressed to the Hon. Secretary / President.
3. By resignation of ASI membership
4. By expulsion
Member will cease to be a member of the Association on account of any misconduct, misdemeanour or any other cause deemed to be good and sufficient enough by the Managing Committee for his removal.
The MC shall have powers to SUSPEND any members from its Register for any cause or acts deemed derogatory to the dignity of the Profession and to the ACRSI
If any member ceases to be a member of ASI due to whatsoever reasons
5. Any member who ceases to be a member of respective State medical council / Medical Council of India – exemption if temporarily suspended

General Body Meeting

1. General body meeting must be conducted once in a year at the time of Annual conference at September.
2. The President may call for Extraordinary general body meeting with a specific agenda 15 days' notice, which should be circulated to its all members. 15% of membership of the association may write to the Secretary to hold an EGM with specific agenda for the meeting. If the Secretary does not call for the EGM within 4 weeks, the petitioners can fix the venue and a date and call for the meeting with intimation to the President.
3. The general body has the right to suspend / dismiss a member / members from the membership of the association whose activity brings down the reputation of association, if it is approved by the majority.

Changes In the Bye Laws of the Association

1. Secretary will circulate the proposed changes in the bye laws after the approval of

Executive Committee

2. The changes can be made at the AGM or at EGM specially called for this purpose
3. The proposed change in Bye-law or addition of new law should be circulated among all the members of association at least 4 weeks in advance before AGM.
4. Any change in Bye-laws or new law must be approved by the 2/3rd majority of the general body in attendance or by referendum.

Executive Committee

Executive committee will consist of the office bearers [President, Vice President , Hon. Secretary, Hon. Treasurer and Elected members]. The committee may Co-opt, not exceeding three members, who will not have voting rights. Organising Secretaries. of the preceding and succeeding National and Annual conferences and Instructional Course will attend by invitation. They will have no voting rights.

- a. The executive committee shall meet at least thrice in a year during the National conference (ACRSICON), Annual conference (ASICON) and during Instructional course.
- b. The Agenda for the meeting will be circulated by the Hon. secretary at least 2 weeks before the scheduled date
- c. The Agenda will consist the following
 - i. Meeting called to order
 - ii. Condolences if any
 - iii. Roll call and apologies for absence
 - iv. Presidents opening remarks
 - v. Approval of the minutes of the previous EC meeting and matters arising there on
 - vi. Treasurer's unaudited accounts for the term
 - vii. Consider the details next conference – Annual / National ACRSICON / ASICON /Instructional Course
 - viii. Consider proposals for Hon Membership
 - ix. Consider awarding Hon. Fellowship
 - x. Any other matter brought by members with permission of the President.

- xi. To conclude the meeting with thanks to the Chair
- xii. The quorum for the meeting will be 50% of the elected members. In the absence of required quorum the meeting will adjourned and reconvened after 10 minutes irrespective of the quorum.
- xiii. Hon. Secretary will arrange to have the proceedings audio recorded so that a true account of discussions will be minuted.
- xiv. The minutes of the meeting should be circulated to EC member within a period of 2 weeks and approved by EC. Minutes of the meeting will be confirmed in the next EC meeting.

Honorary Membership of ACRSI

- ☐ Honorary Membership is awarded to those who have made outstanding contribution to the cause of colorectal surgery and contributed to the association.
- ☐ The name for such person should be proposed by a member ACRSI, of good standing. He should furnish detailed bio data of the candidate to the Hon. secretary. This will be processed and placed before the next EC and approval obtained. The decision of the EC would be final.
- ☐ The Hon. Membership will be awarded at the next Annual / National conference. The recipient should receive the same in person. Award in abstentia will be discouraged
- ☐ Not more than three Hon Membership will be awarded in a year.

Honorary Fellowship of ACRSI

- ☐ Hon Fellowship can be awarded only to a member of ACRSI or an international faculty of repute. Member of ACRSI may propose the name of Colorectal surgeon for this award. The bio data will be sent to the Hon Secretary, who will place it before the fellowship board for deliberation. The decision of the board would be informed to the EC for consideration and approval. Decision of the EC would be final in this regard. .This would be awarded at the next convocation of ACRSI. The Awardeeshould receive the award in person.

Office bearers

- a. The activities of the association are governed by the Executive Committee consisting of President, Honorary Secretary, Honorary Treasurer, Vice President and elected members.
- b. Each of the 5 zones will have minimum 2 EC members, more if the Zone have more than 300 members to maximum of 4 EC post . The Journal Editor and Editorial Board will be selected by the EC, but will have no voting rights.
- c. All posts are elected by the members of the association by electronic voting except Editor.
- d. The term of all executive posts is for 2 years.
- e. Henceforth the President Elect will be know as Vice President as per ASI guidelines. If no one is elected to a particular post, except for the President's post, all other posts may be filled by Executive Committee amongst themselves or from the members of good standing of the association.

If no one is elected to a particular post, except for the President's post, all other posts may be filled at the AGM after proposal from the outgoing EC and the Vice President

- f. Vice President will be the Election officer

Vice President will be the Chief Election officer. There will be a tribunal of Immediate Past and Current President to assist the Chief Election officer. Any dispute regarding election has to be first brought to the tribunal notice through the Chief Election officer before approaching any other redressal forum. He / She can approach EC, AGM, ASI or legal remedy if not satisfied with the decision of the tribunal. Failing this, strict disciplinary action can be initiated against the defaulting candidate and his / her election candidature may be cancelled in between the elections too.

***ZONES OF ACRSI**

- i. **EAST ZONE** – WEST BENGAL, ORISSA, ARUNACHAL PRADESH, ASSAM, MANIPUR, MEGHALAYA, MIZORAM, NAGALAND, TRIPURA, SIKKIM
- ii. **WEST ZONE** – MAHARASHTRA, GOA, GUJARAT, RAJASTHAN, DADARA

&NAGAR HAVELI, DAMAN & DIU

iii. **NORTH ZONE** – J&K, PUNJAB, HARYANA, DELHI, UTTAR PRADESH, BIHAR, HIMACHAL PRADESH, UTTARAKHAND, , CHANDIGARH

iv. **SOUTH ZONE** – TAMIL NADU, KERALA, KARNATAKA, PUDUCHERRY (PONDICHERRY)

v. **CENTRAL ZONE** – MADHYA PRADESH, CHHATTISGARH, ANDHRA PRADESH, TELANGANA, JHARKHAND,

General Body Meeting

Existing

1. General body meeting must be conducted once in a year at the time of Annual conference at September.

The GBM will be conducted at the time of the annual conference on day 2 at the end of the scientific deliberation at 6 pm onwards in the hall provided for the same. If any change is deemed necessary than the same should be discussed at EC and approved by it.

Election of the Office Bearers

- a. All office bearers and members of the Executive Committee are eligible for re-election, except the President.

The members must have attended at least two meetings of the association (ACRSICON) in last five years prior to the election year and must be able to produce the attendance certificate along with the nomination form. For example: for the election to be held in 2021, the member must have attendance in minimum 2 conference between 2016 to 2020.

- b. The election will be by electronic voting
- c. Vice President will conduct the election.
- d. The President is eligible only for one term.
- e. Hon Secretary and Hon Treasurer a maximum of two terms.
- f. The Post of Treasurer can be preferred for two terms.

- g. The other executive member can re-apply for the same post after a gap of one term (2 Years).

Duties of the officer bearers

- Members of the EC and Fellowship board should not participate in any activities of breakaway fraction not recognised by ASI. A defaulter member will not be considered as faculty for 3 years in any ACRSI Program. Further they will not be allowed to hold any office of ACRSI.

Duties of the President

The President along with the Hon. Secretary is responsible for the overall running of the association

- a. The President will preside over the executive committee meetings and general body meetings.
- b. If the President is not available, Vice President will conduct the meetings. In the absence of the two, EC may elect a member amongst themselves present to act as Chairman of the meeting
- c. The President must be informed about all activities of the association. It is the duty of the Hon. Secretary to keep the President updated on the various programmes organized under the auspices of the association in various places
- d. The President must be invited by the organizing committee of any meeting conducted under the ACRSI banner. The President must attend the meeting as far as possible or request one of the executive committee members to represent him.
- e. Any one wishes to organize a programme under the banner of Association of Colon & Rectal Surgeons of India, should take permission from the President / Hon. Secretary before declaration of such programme.
- f. The President must be actively involved and preside over the Annual / National meetings of ACRSI as well as all sub committees meetings of the association.
- g. Must ensure that all EC members must do some academic activity in their zone. Failure to do so would not make them eligible to recontest election.

Responsibilities of the Hon. Secretary

Hon Secretary is responsible for the overall functioning of the association on day to day basis

- a. He should maintain the membership register along with the address [postal, email, website] and phone [mobile & landline] etc. updated periodically. The application forms of new members will be accepted after scrutinizing the details.
- b. In consultation with the President, fix the date for the executive committee and general body meeting. He should prepare the agenda and circulate the same well in advance
- c. All activities of the association must be recorded including the subcommittee activities and report to be submitted to the executive committee and general body.
- d. Minute books of EC and AGM must be maintained and handed over to the incoming Hon. Secretary.
- e. The resolutions passed in the executive committee must be circulated to all the members of executive committee within one month of the meeting. Important resolutions are to be communicated all members through the Association Journal / News Letter / E-mails / WhatsApp message.
- f. Hon Secretary will maintain with the Convenor of the Exams, the records of names of the candidates registered for instructional courses and those who have passed the Fellowship examination i.e. FACRSI.
- g. Hon. Secretary. should supervise the preparation and circulation of ACRSI newsletter once in six months. The newsletter will have the details of ACRSI's activity, report on conferences, forth coming events and details of Travelling Fellowships etc.
- h. When any new Byelaw is passed by the general body, same must be updated
- i. Hon Secretary will invite applications for the conduct of Annual and National

conferences and conduct of Instructional course. The dates and venue for the above events should be fixed with the approval of EC.

- j. Hon. Secretary's report regarding all activities of the association of the year should be made available in annual meeting. Hon. Secretary will circulate it to all members along with the notice of the Annual General Body Meeting
- k. Hon Secretary will maintain and update the ACRSI web site
- l. To make a report and send all activities to headquarter timely. Every activity should be reported immediately to earn more points.
- m. Also timely information well in advance to person giving lecture in conference and course is essential.

Also President and Secretary should identify members who habitually opt out (Default) at the last moment during course and conference and avoid inviting them in future.

Responsibility of Hon. Treasurer

- a. Hon Treasurer will maintain the accounts of ACRSI and the accounts of Fellowship examination separately
- b. Fixed deposits of the association and other deposits like government bonds must be kept separately and periodic renewal must be done.
- c. Submit the annual audited accounts at the AGM and circulate the same to all the members of ACRSI along with the notice convening the annual general body meeting. He / She should present un audited accounts at each ECmeeting
- d. Recommend an Auditor for auditing the accounts of ACRSI and Fellowship examination for the approval of executive committee and general body.
- e. Money in excess of the requirement to run day to day expenses of ACRSI should be placed in deposits in a nationalised bank and HDFC in the names of ACRSI.
- f. The Treasurer is authorized to pay the remuneration to the fellowship examiners, whatever the amount is decided by the EC only by cheques.

- g. The Treasurer is authorized to pay the President of ACRSI, President, Vice President, Chairman of Fellowship board, Hon. Secretary, Treasurer & 2 Academic Conveners, second class A/C train fare or Airfare for attending official meetings bycheque only.
- h. The Hon. Treasurer must submit and circulate the audited statement of accounts at least one month before the annual general body meeting.

Conferences

- ☐ The National Conference will be held during August – October of every year for 3-4 days. Conference venue and date, names of Organizing Chairman and Organizing Secretary to be decided one year ahead and get the approval from the executive committee and general body.
- ☐ The Hon. secretary of ACRSI should send the protocols for the conduct of the conference to the Organizing Chairman and Secretary once the venue and dates are approved and finalized by the executive committee of ACRSI.
- ☐ President and Hon. secretary should be actively involved in all aspects of the conduct of the conference including the preparation of brochure and the scientific program.
- ☐ A seed money of Rs. 1,00,000/- (Rupees one lakh only) to be paid to the conferenceorganizing committee for the initial expenditure. This amount is to be refunded toACRSI by the org. committee prior to the start of the conference . The funds for the conference must be raised by the organizing committee.
- ☐ The National / Annual conference accounts must be submitted before the Annual conference of ACRSI during the ASICON (December) so that the secretary can submit it to the executive committee and then the general body.
- ☐ Minimum of Rs 1000/- per delegate present (irrespective of faculty or complimentary registrations) should be paid to the ACRSI irrespective of the profits generated. The audited balance sheet needs to be submitted nevertheless since it has to be given to ASI as its pan card is being used. As the ACRSI Pan Card

and GST are activated, it shall be used thereafter.

- ② Complimentary registration and local hospitalities will be provided by the Organising Committee to the Members of the Executive Committee, Fellowship Board of examinations, Past Presidents of ACRSI and Orators for the current conference.
- ② The selection of guest speakers, Orators and the topics is to be decided at EC meeting for the national and annual conferences. For this purpose, a committee to be constituted with the President of ACRSI as Chairman, Vice President, Imm. Past President and Hon. Secretary as its members. President can co-opt other to assist in the selection and preparation of the scientific programme
- ② Felicitation and distinguished service awards in colorectal surgery to one or two surgeons each year may be awarded. The awardees are to be selected by the executive committee. It should be given to a person who has a significant contribution in the field of colorectal surgery & also a significant contribution to ACRSI.
- ② The programme of the meetings must be finalized and sent to the Hon. Secretary of ACRSI at least 6 months in advance of ACRSICON.

Oration and Guest lectures during National and Annual conference

- a. Presidential oration in Annual meeting & during ASICON.
- b. For any oration in name of any person or body; the concerned person or body must give a corpus of five lacs or equal amount in foreign currency so that sufficient funds by way of interest will be available to defray the expenses to the orator every year.
- c. The oration may be in Annual conference or National conference.
- d. The rules for the selection of the persons for the oration should be framed by a committee consisting of the President, Vice President, Past President, Hon. Secretary & Treasurer and co-opted members by the President.
- e. Selection of candidates for different orations is made by a committee constituted by the executive committee of ACRSI at least one year in advance

of the date of oration.

Board for Fellowship Examination in Coloproctology

- a. The Board of examination will consist of Chairman, Vice Chairman, Convener of Examination, Academic and Joint Academic Convenor and Board Members. The President, Vice President, Hon. Secretary and Hon. Treasurer will be the Ex Officio Members.
- b. All office bearers of Board of examination must be Fellows of ACRSI either conferred upon or by examination.
- c. The term of office bearers will be for two years and they will be eligible to be re-elected for one more term
- d. The members are nominated by the executive committee
- e. The Secretary of ACRSI, the Chairman, Vice Chairman and the Convener along with Academic Convener, Examination Convener and the Organizing Secretary of the instructional course will finalize the list of topics to be discussed in the courses at least six months in advance.
- f. The national faculty for the course will be decided by the Chairman, Vice Chairman, Academic and Examination Conveners along with President, Hon. Secretary and Treasurer of ACRSI
- g. Local faculty members for the course can be decided by the organizing committee of the instructional course and the list of names and topic to be forwarded to the academic convener at least 3 months in advance for approval
- h. Instructional course to be conducted every year in the month of March – April for two days Basic Sciences online and three consecutive days physical attendance covering basics as well as advance sciences in Coloproctology.
- i. The instructional courses should have Panel Discussion, Symposia, Floor Discussion, Lectures, Video Session and Live Demonstration. At the end of each course 'Course Attended Certificate' will be issued to every candidate who has paid for the course & attended course in full.

The duration of course has already been proposed to be reduced to three days with basic part of course material to be sent online to the candidates

The schedule for course should be precise and not hectic. Only the topics which are of clinical importance to be included in teaching program

The overall burden and expenses for the whole process of fellowship course and examination will be reduced not only for the association but also for the organisers and candidates

- j. The Certificate should be signed by the President of ACRSI, the Chairman of the Fellowship Board and Organizing Secretary of the course and the Academic Convenor.
- k. A seed money of Rs. 100,000/- (Rupees one hundred thousand only) to be paid to the course organizing committee for the initial expenditure. This amount is to be refunded to ACRSI by the org. committee prior to the start of the course. The funds for the course must be raised by the organizing committee.
- l. The course accounts must be submitted before the Annual Conference of ACRSI so that the Secretary can submit it to the Executive Committee and then the General Body.
- m. Minimum of Rs. 1000/- per delegate present (excluding the faculty) should be paid to the ACRSI irrespective of the profits generated. The audited balance sheet needs to be submitted nevertheless since it has to be given to ASI as its Pan card is being used.

Registration and local hospitalities must be given to all members of Executive Committee and Fellowship board and academic and joint academic Convenor and all Past Presidents of ACRSI during the conference.

Fellowship examination in ACRSI

- a. Examination should be conducted every year in the month of March / April immediately after the instructional course at a venue provided by the instructional course organizer.
- b. The examination consists of three sections. Section I MCQ and Short questions,

Section II long questions and table viva and Section III will consist of clinical examination.

- c. The types of questions will be decided by the Board of examinations and may be liable to change time to time.
- d. Duration of examination should be of 3 hours each for section I and section II written examination and separate time to be allocated for viva and table viva.
- e. There will be six examiners for Fellowship examinations.
- f. The examiners will be appointed by the fellowship board.
- g. The examiners must be a fellow of ACRSI either conferred upon or by examinations.
- h. Each candidate must pass each section of examination separately. Those who pass Part-I are permitted to appear for Part-II and those who have passed Part I and II to be permitted for Part-III.
- i. The minimum marks for passing each section are 50%
- j. The results of the each section will be announced on the same day after examination is completed.
- k. Those who have passed all sections of fellowship examinations should attend the convocation to get the Fellowship Certificate in person only.
- l. Specified fee must be paid for convocation as Diploma Initiation Fee, this will be fixed by Board of Examination.
- m. Instructional Course fee will be fixed by the Board of Fellowship Examinations.
- n. Only those who have attended Instructional Courses and the National Conference of ACRSI are eligible to appear for the examination. The proof of attendance of the courses and conference attended to be produced while applying for examination. The Overseas members who have the above mentioned criteria may also appear for the fellowship examinations.
- o. The Convener of examination should maintain the names and addresses of those who attended the instructional courses. The Organizing secretary of the instructional course should send the names & addresses to the Convener of examination within a month. The Convener of examination should maintain

the names & addresses of those who appear for the examination.

- p. The Convener of Examination will decide the date of examination and conduct the examination, in setting the questions, selection of cases etc.
- q. The Examiners will be paid Rs. 10,000/- each for travel expenses and be provided complimentary accommodation and food during the period of the Examination. The examiner remuneration may be revised time to time.
- r. The current fees for Instructional course Rs. 10,000/- and examination fees Rs. 15000/- for all three section (Rs. 5000/- for each section). This fee structure is subject to change time to time.

Election of Executive Committee

The Election of the office-bearers and the Executive Committee of ACRSI, will be conducted once in two years

The following posts of officer-bearers will be considered for the elections:

- ☐ Vice-President
- ☐ Honorary Secretary
- ☐ Honorary Treasurer .
- ☐ Executive Committee Members – minimum 2 members from each zone, maximum 4

The nomination form to be filled and forwarded in a sealed envelope to the Chief Election Officer [Vice President]

- 1) Rules for election
- 2) Nomination form

(Personal details are to be sent with the nomination form which is sent by Honorary Secretary)

The nomination form to be filled and forwarded in a sealed envelope by post or on email of the chief election officer or if online application starts in future than apply online before 30th Jun 11 pm. The fees for the same can be paid by DD along with hard copy application or has to be transferred to the association account before the due date and time. The candidates must produce a proof of the fees paid electronically

Rules for the Election of Office-Bearers

1. The Honorary Secretary shall inform all the life members of the association about the election well in advance.
2. Nominations shall be invited on the printed proforma and the nominations shall be duly proposed and seconded by two life members of 5 years standing.

Nomination form must be filled electronically, scanned filled form and send as mentioned above. Incomplete forms will be dismissed. Candidates must provide for all information in the form along with the necessary supporting documents for the same. The proposed and seconded portion may be filled in the hard copy of the form but since proposer or seconder may not be from same city, they can send an email application stating that they are proposing or seconding a particular candidate. The said email has to come from the registered email id with the ACRSI of the Proposer or Secunder only. One can only propose or second only one candidate for whatever post he / she may be contesting. The members of the election tribunal cannot propose or second

3. A life member of good standing means, one who is the Life Member of the ACRSI and ASI.
4. The following shall be the conditions for the eligibility for the posts of office-bearers:

Vice President

1. He / She shall be a life member of good standing with not less than 10 years of

continuous membership of ACRSI.

2. He / she should have held office of ACRSI as one of the Executive Committee member / post for a minimum period of two terms one out of which should be either a Secretary or a Treasurer post
3. He / She should have shown active interest in the activities of the ACRSI by participating in Annual Conferences, by publication of articles in medical journals, by organizing scientific conference and advancing the ideals of the association in general.
4. The term of office for the Vice-President – shall be for a period of two years.
5. He / She is not be eligible for re-election.
6. Nomination fees to be decided at the time of election.
7. There should not be any pending dues of the ACRSI against the member.

Honorary Secretary

1. He / She shall be a fellow of good standing with not less than 5 years of continuous membership
2. The Secretary shall be a fellow who has shown active interest in the activities of the ACRSI and advanced the ideals of the association.
3. He / She shall hold office for a period of two years.
4. He / She should served one elected term in the executive committee of ACRSI including office bearer.
5. He shall be eligible for re-election for one more term.

6. Election will be held if there are more than one candidate
7. Nomination fees to be decided at the time of election.
8. There should not be any pending dues of the ACRSI against the member.

Honorary Treasurer

1. He shall be a fellow of good standing with not less than 5 years of continuous membership.
2. The Treasurer shall be a fellow, who has shown active interest in the activities of the ACRSI and advanced the ideals of the association
3. He / She shall hold office for a period of two years.
4. He / She should served one elected term in the executive committee of ACRSI including office bearer.
5. He / She shall be eligible for re-election for one more terms.
6. Election will be held if there are more than one candidate
7. Nomination fees to be decided at the time of election.
8. There should not be any pending dues of the ACRSI against the member.

Executive Committee Members

1. Each nominee for the post of executive committee members shall be a life member of association of 5 years of good standing

2. He / She should have shown active interest in the activities of the association by advancing the ideals of the association.
3. The term of office for the Executive Committee member shall be for a period of two years.
4. He / She shall be eligible for re-election for one more term.
He / She shall be eligible for re-election for one more term only if he has attended at least 3 EC meeting in the current term out of the 6 usually held or 33% of the no's of EC meeting held during his current term. unless valid reasons are given beforehand.
5. Nomination fees to be decided at the time of election.
6. There should not be any pending dues of the ACRSI against the member.

Rules for Election

1. Election officer – Vice- President will invite the nominations at his / her office.
2. Nominations will be scrutinized by the election officer.
3. Hon. Secretary will provide the list of members in good standing to the election officer either by 31st of May or any other date fixed by Election officer.
 - a.) Hon. Secretary will provide the list of members approved by the GC in its last meeting i.e. along with the April course that year to the election officer either by 31st of May or any other date fixed by election officer but before 31st May. No member after the last GC meeting will be allowed to vote.
 - b) The approved members may be allowed corrections in their data available with the ACRSI office up to 31st July of the year of the election for being eligible for voting in that elections. No corrections in the data would be permitted for that particular election after 31st July of that year
4. Election to be held by electronic voting .

5. Election officer will upload the candidate details on the internet for voting.
6. Notification for election schedule to be declared by 1st June. Nomination to be invited till 15th July. Scrutiny of nomination and declaration of valid candidates on 31st July. Withdrawal date till 15th August. Voting Start on 16th August to 15th September. The dates may change depending upon the circumstances.
Amended : Notification for election schedule to be declared by 1st June. Nomination to be invited till 30th June . Scrutiny of nomination and declaration of valid candidates on 15th July. Withdrawal permitted date till 31st July. Voting if needed to Start on 16th August to 15th September.
7. Counting of votes will done on the following Sunday after 15th September. Counting of votes will done on the first day of ACRSICON preferably (if the same is being held in the second half of September or on the first Sunday after 15th September if ACRSICON dates do not tally as above. result will be declared in AGM of ACRSI in the first event or by mail and website. The dates maychange depending upon the circumstances.
8. Election officer will inform the contestants the time and place of counting by a letter, e-mail, SMS.
Election officer will inform the contestants the time and place of counting by e-mail, SMS and website only if the date of counting is not at ACRSICON for any reason.
9. It will be the duty of the contestant to make sure that he / she, the proposer and seconder are in good standing.
It will be the duty of the contestant to make sure that he / she, the proposer and seconded are in good standing.
It was also decided to raise the election nominations to Rs. 10,000 for President & Vice President, Rs. 7,500 for Secretary & Treasurer, Rs. 5000 for VP & EC.

DISQUALIFICATIONS

1. Any fellow who is in arrears of the dues to the association shall not be eligible
 - a. to hold office
 - b. to propose or second a nomination for the post of office bearer
 - c. to exercise his vote
2. This applies to Conference / Course Organizing Chairman, Secretary and Treasurer who have not submitted audited statement of accounts of their conference at the time election nomination is called. Any fellow, who has not attended a minimum of two annual / national conferences in a period of past five years, shall not be eligible to hold office.

NOMINATION FORM

Proposed for the new Nomination form

Name :

Address:

State: _____ Pin code: _____ Country: _____

Cell / Tel No.: _____ Email: _____

Qualification: _____

ASI Membership No: _____ ACRSI Membership No: _____

ACRSICON attended at: 1 _____ 2. _____
(Please Enclose certificate of attendance)

**if you are part of the current EC (2017-2019) then attendance to 2 EC meeting is prerequisite for filling re-nomination.*

I wish to contest for the post of: (Please tick appropriate box & fill up respective additional information)

NAME OF THE POST	TICK BOX	ADDITIONAL INFORMATION
VICE PRESIDENT		I am life member since _____ EC post held (1) _____ year (2) Secretary or Treasurer _____ year
HON. SECRETARY		I am life member since _____ EC post held (1) _____ year Secretary post held in past (if any) _____ year
		I am life member since _____

HON.TREASURER		EC post held (1) _____ year Treasurer post held in past (if any) _____ year
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EXECUTIVE MEMBER		I am life member since _____ EC meeting attended (1) _____ (2) _____ <i>(Only for members of Current EC seeking re-nomination)</i>
North Zone		
South Zone		
East Zone		
West Zone		
Central Zone		

I hereby give my consent for the same. Signature _____ Date _____

Proposed By: Name _____ Signature _____

ASI/ACRSI membership no: _____

Seconded By : Name _____ Signature _____

ASI/ACRSI membership no: _____

- i. **EAST ZONE** – WEST BENGAL, ORISSA, ARUNACHAL PRADESH, ASSAM, MANIPUR, MEGHALAYA, MIZORAM, NAGALAND, TRIPURA, SIKKIM
- ii. **WEST ZONE** – MAHARASHTRA, GOA, GUJARAT, RAJASTHAN, DADARA & NAGAR HAVELI, DAMAN & DIU
- iii. **NORTH ZONE** – J&K, PUNJAB, HARYANA, DELHI, UTTAR PRADESH, BIHAR, HIMACHAL PRADESH, UTTARAKHAND, , CHANDIGARH
- iv. **SOUTH ZONE** – TAMIL NADU, KERALA, KARNATAKA, PUDUCHERRY(PONDICHERRY)
- v. **CENTRAL ZONE** – MADHYA PRADESH, CHHATTISGARH, ANDHRA PRADESH, TELANGANA, JHARKHAND