

# INDIAN PSYCHIATRIC SOCIETY

EASTERN ZONAL BRANCH



MEMORANDUM, RULES  
AND BYE-LAWS

1975

*(As amended upto Oct. 2009)*

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## CONTENTS

	Clause	Page
<b>Part - I</b>		
Name	1	1
Aims and Object	2-5	1
Methods	6-16	1-2
<b>Part - II</b>		
Definitions	1	2
Constitution	2	3
Office	3	3
Register of Members	4	3
Classification of Member	5	3
Termination of Membership	6	4
Re-instatement of Members	7	4
Transfer of Membership	8	4
Privileges of Members	9	5
Responsibilities of Members	10	5
Year of the Society	11	5
Subscription	12	5
Branches	13	6-8
Affiliation with other Societies of Bodies	14	8
Management	15	8
Composition of the Executive Committee	16	8
Powers and Functions of the Exec. Com.	17	9
Amendment to the Memorandum.		
Rules and Bye-laws	18-19	10
<b>Part - III</b>		
Subscription	1	11
Office-bearers of the Society	2	11
Duties and Powers of the Office-bearers	3-7 (i)	11-14
Term of Office	8	14
Election of Office-Bearers, Exec. Com.		
Members and Representatives to the Executive Council of the IPS	9-12	15
Casual vacancy	13	15
Meetings of the Executive Committee	14	16
Date, Time and Agenda	15	16
Notice	16	16
Quorum	17	16
Procedure	18	16
Calling of the Annual Gen. Body Meeting	19	17-18
Extraordinary General Body Meeting	20	19
Appointment of Auditor	21	19
Salaries and Remunerations	22-23	20
Funds of the Society	24-26	20-21
Zonal Psychiatric Conference	27	21
Venue of the Conference	28-29	21
Reception Committee	30	21
Contribution to the Fund of the Society	31	22
Programme of the Conference	32	23
Scientific Papers and Sessions	33	23
Award, Prize, Fellowship	34-35	24

# INDIAN PSYCHIATRIC SOCIETY

## EASTERN ZONAL BRANCH

### PART-I MEMORANDUM OF THE SOCIETY

#### Name

1. The name of the Society shall be 'Indian Psychiatric Society - Eastern Zonal Branch' hereinafter called the 'Society' and its activities shall extend to the states within the Zone as determined by the Indian Psychiatric Society.

#### Aims and Objectives

2. To promote and advance Psychiatric and allied sciences in all their different branches and to promote the improvement of mental health of people and mental health education in the Zone.
3. To promote prevention, control, treatment and relief of all psychiatric disabilities.
4. To promote research in the field of psychiatry and mental health.
5. To deal with any matters relating to mental health concerning the Zone and to do all other things as are cognate to the objects of the Indian Psychiatric Society.

#### Methods

For the attainment and in furtherance of the above objectives, the society may -

6. Hold Psychiatric Conference and periodic scientific meeting of the society.
7. Prepare, print and publish any papers or periodicals or journals or books or monographs in furtherance of the aims and objects of the society and contribute to any such periodicals and assist in the publication and circulations of

the Indian Journals of Psychiatry, the official organ of the Indian Psychiatric Society.

8. Publish annual reports of the Society and from time to time special bulletin for furthering the objects of the Society.
9. Advise the State Government and other bodies within the Zone on the various aspects of psychiatry and mental health including legislative and administrative aspects.
10. Purchase or acquire on lease or otherwise any movable or immovable property necessary or convenient for the purpose of the society.
11. Sell, improve, manage, develop, transfer or dispose of any such property of the Society.
12. Collect subscriptions and donations, disburse funds for all or any of the objectives of the society.
13. Invest any money of the Society not immediately required for any of its objectives in such manner as may, from time to time, to be determined by the society.
14. Create or assist in creating local branches for any of the purposes aforesaid.
15. Do all such things and matters as are incidental or conducive to the attainment of the above objectives or any of them which are subsidiary to the said objectives.
16. Institute, maintain and grant prizes, certificates and other awards.

## **PART-II RULES OF THE SOCIETY**

### **Definitions**

1. (a) 'IPS' shall mean the Indian Psychiatric Society.
- (b) 'Society' shall mean the Indian Psychiatric Society-

### **Eastern Zonal Branch.**

- (c) 'Council' shall mean the Executive Council of the Indian Psychiatric Society.
- (d) 'Member' shall be an inclusive term embracing Fellows, Ordinary Members, Associate Members and Honorary Members elected by the Executive Council of the Indian Psychiatric Society. Whenever the article 'he' has been mentioned, it shall also include 'she'.

### **Constitution**

2. The Society shall consist of members whose names are on the Membership Register of the Indian Psychiatric Society maintained by the Hony. General Secretary of the IPS as provided under Article VII of the Rules and Bye-laws of the IPS and who reside, practice or are employed in a place within the jurisdiction of the society.

### **Office**

3. The office of the Society shall be located in any of the state within the Zone and shall be situated at the place of work of the Hony. Secretary.

### **Register of Members**

4. There shall be a Register in which the names of all the members of the Society contained in the list of Members to be provided by the IPS shall be entered with their qualifications and addresses. The Society shall have no power to enrol any new Member directly. No person who is not a Member of the IPS shall be a Member of the Society.

### **Classification of Members**

5. There shall be four classes of individual membership namely, fellowship, ordinary membership, associate membership, and

honorary membership. The membership status of a Member shall be determined only by the Council of the Indian Psychiatric Society under Article 'IV' of the Rules and Bye-laws of the Indian Psychiatric Society. The Zonal or Local branch shall have no authority to alter the status of membership of any member unless it is so advised by the Council of the Indian Psychiatric Society. One can be enrolled as a life or as an annual member of the categories mentioned above.

### Termination of Membership

6. A person shall cease to be a Member of the Society if his name is removed from the Register of Indian Psychiatric Society under sections 1 and 2 of article VIII of the Rules of the Indian Psychiatric Society.

### Re-instatement of Members

7. If the membership of any person is revived by the IPS under article IX of the Rules of the Indian Psychiatric Society, his membership shall also be revived by the Society on necessary information from the Indian Psychiatric Society.

### Transfer of Membership

8. If a Member leaves the area of his Zonal and/or Local Branch on account of transfer of his residence or place of occupation and goes to another Zonal and/or Local Branch he must clear all dues to the previous Zonal and/or Local Branch and submit to the Indian Psychiatric Society and the Zonal Branch concerned a Clearance Certificate from the previous Zonal and/or Local Branch showing that he has paid all its dues. The fact of transfer should be notified by the Indian Psychiatric Society to the Zonal and Local Branches concerned. The member shall pay his local and/or Zonal Branch subscription for the current year to the branch(es) of which he is a member on the 1st October of the year concerned. Apart from his

annual subscription(s), if there be any, to only one Zonal and/or one Local Branch in a year.

### Privileges of Members

9. Each member of the Society shall have the right -
- (a) to attend the General Body Meeting of the Society and to vote on all issues excepting election of office bearers and representative to the council of the Indian Psychiatric Society, which can exercised only by the Fellows.
  - (b) to receive a copy of the statements of accounts, reports and journal of the Society, whenever available.
  - (c) to attend and take part in any scientific meeting, lectures and demonstrations of the Society.
  - (d) to the use of Society's library and room, if any, set apart for the purpose.
  - (e) to enjoy such other privileges of membership as any from time to time be conferred on members by the Rules and Bye-laws of the Society..

### Responsibilities of the members :-

10. A member whose name has been entered in the Register is obliged to accept the Rules and Bye-laws of the society and follow them No one shall be absolved on the plea that he has not received a copy of the constitution and Bye-laws of the Society.

### Year of the Society :-

11. The financial year of the society shall be from 1st April to 31st March and for any other purpose the period between two consecutive Annual General Body Meetings shall be considered 'one year'

### Subscription :-

12. All member of the Society shall pay their annual membership subscription to the Treasurer of the Indian Psychiatric Society, but the Zonal Branch and/or Local branches are at liberty to collect additional subscription and donation from the Members, including Life Members if it is so decided by the General Body of the Zonal and/or Local branch. A members shall not be permitted to exercise his rights at the Zonal or Local branch level if he does not clear up his dues at all levels of the Indian Psychiatric Society, but he will be permitted to take part in the election of the Representatives to the Council of the IPS so long his name remains on the valid list of members of the IPS.

### Branches

13. For better attainment of the objectives of the Society the members of the Society shall whenever possible group themselves into separate local bodies styled as Local branch of the Indian Psychiatric Society.
  - a) There shall no be more than one Local Branch in any one town or city.
  - b) There shall be a minimum number of 10 members of which two must be fellows in a Local Branch.
  - c) Each Local Branch shall have a local area of functioning to be decided by the Society.
  - d) A formal permission should be obtained from the Society and the Council of the Indian Psychiatric Society to form a Local branch. The Local branch shall come into existence only after the approval of the Council and ratification by the General Body of the Indian Psychiatric Society.

- (e) Subject to the Rules and Bye-laws of the Indian Psychiatric Society, the Zonal or Local branch shall be free to govern itself in such manner as it shall think fit and for that purpose to make from time to time Rules and Bye-laws as it may think fit and to repeal or alter the same as and when it shall consider expedient. The Rules and Bye-laws shall be binding on the members constituting the Branch in reference to which they are made provided that such Rules and Bye-law are in conformity with the Rules and Bye-laws of the Indian Psychiatric Society and have been approved by the General Secretary of the Indian Psychiatric Society subject to subsequent ratification by the Council of the Indian Psychiatric Society.
- (f) The Local branches shall be independent of each other.
- (g) The Local branches within the jurisdiction of the Society shall be guided by the Society in all matters and the office of the Society shall be the medium of communication between the Local branch and the central office of the India Psychiatric Society. In case of difference of opinion on any matter a Local branch shall have the right to appeal to the Council of the Indian Psychiatric Society through the Zonal branch and the decision of the Council of the IPS shall be final.
- (h) In the absence of a Local branch in any particular area where the number of member is less than the minimum number required to form a Local branch, members of that particular area will remain attached to the Zonal branch as 'Direct Members'. However these direct members may join its neighboring Local branch as a co-opted member under the same category as per their enrolment in IPS Register.

- (i) Copies of the Local Branch Rules and Bye-laws and subsequent changes in these, shall be submitted in duplicate to the Society.
- (j) The Society or the IPS shall not be liable for any of the debts or liabilities of the Local branches, nor shall any of the Local branches be liable for any debts and liabilities of the Society or the Indian Psychiatric Society.

#### Affiliation with other Societies of Bodies

- 14. Zonal or Local branch shall not affiliate or be affiliated with any other psychiatric or parapsychiatric organization.

#### Management

- 15. The general management of the Society shall be vested in the Executive Committee.

#### Composition of the Executive Committee

- 16. The Executive Committee shall be composed of the following members of the Society.
  - a) Ex-officio Members :
    - i) The President
    - ii) The Vice-President (President-Elect)
    - iii) The Honorary Secretary
    - iv) The Honorary Treasurer
    - v) The Honorary Editor
    - vi) The Immediate Past President
    - vii) The Retiring Honorary Secretary
  - b) Elected Members :

- i) 10 members elected by the General Body at its Annual General Meeting.
  - ii) One representative from each State branch.
- 17. a) The Executive Committee may meet for the transaction of business, adjourn and otherwise regulate its meetings and proceedings as it thinks fit. A meeting of the Executive Committee at which a quorum is present shall be competent to exercise all or any of the functions of the Executive Committee. All questions arising at any time of the Executive Committee Meeting shall be determined by majority of votes. In every case of equality of votes the President shall have and exercise a second or a casting vote.
  - b) The decision of the Executive Committee of the Society in all matters pertaining to the Society shall be final subject to ratification by the General Body at its Annual General Meeting.
  - c) The Executive Committee shall be entitled to act with authority of the Society in the furtherance of the aims and objectives of the Society and transaction of any business or financial matters that may arise except in respect of acts specially reserved to be done by the Society at a General Body Meeting.
  - d) The Executive Committee shall have the powers to appoint sub-committees as and when necessary. Any such sub-committee may co-opt as members thereof such persons who have experience in matters to be dealt by it. Any member of the Society may be co-opted as member of a sub-committee.
  - e) The Executive Committee shall have powers to write off the whole or a part of the arrears against any individual



member.

- f) The Executive Committee shall have powers to appoint or remove salaried officers and servants of the Society if any.
- g) The Executive Committee shall have powers to frame Bye-laws consistent with the constitution of the Society.
- h) In normal circumstances, an office-bearer shall give three months notice of his desire to resign.
- i) Office bearers of sub-committee must inform the President and the Hony. Secretary if they are unable to serve for any length of time; in such a case alternative arrangements will be made by the Hony. Secretary with approval of the President.
- j) A member of the Executive Committee or an Office bearer shall be considered as 'unable to serve' for the purpose of filling the vacancy by any Executive Committee if he intends to or has resided outside the country continuously for six months or more.

#### Amendment to the Memorandum, Rules and Bye-laws

18. Amendment to the Memorandum, Rules and Bye-laws of the Society may be made at the Annual General Meeting or at an Extraordinary General Body Meeting after adequate notice (which shall not be less than one month) is given. The voting shall be confined to the Fellows of the Society and any amendment to be carried, shall have at least two-thirds majority of voters attending the meeting.
19. Resolution for amendment may be proposed by any member of the Society who shall inform the Hony. Secretary of his desire to do so and sent him a copy of the draft resolution for consideration by the executive committee. The resolution shall

be sent to the Hony. Secretary by 31st July and he shall submit it to the Annual General Body Meeting with comments of the Executive Committee, if any. He should circulate the matter amongst all the members with notice for Annual General Body Meeting.

### PART-III BYE-LAWS OF THE SOCIETY

#### Subscription

1. The annual and life-membership subscription of the Zone shall be Rs. 50/- (fifty) and Rs. 500/- (Five Hundred) respectively. Only life members of the IPS can become life member of the society. No subscription shall be charged for membership above seventy years of age/ However the subscription amount may be subjected to alteration from time to time as deemed necessary by the General Body of the Society.

#### Office Bearers of the Society

2. The society shall have the following office bearers :
  - a) The President
  - b) The Vice-President (President-Elect)
  - c) The Honorary Secretary
  - d) The Honorary Treasurer
  - e) The Honorary Editor

#### Duties and Powers of the Office-Bearers.

3. The President
  - a) The President shall hold office for one year.
  - b) He shall be the Chairman of all the General Body and Executive Committee meetings and, if and when appointed, of any other committee.

- c) He shall have a casting vote in case of equality of votes in addition to his own ordinary vote.
- d) He shall regulate the proceedings of the meetings and conferences and interpret rules and regulations and decide doubtful points at issue.
- e) He shall preserve the order and shall decide on all points of order at or in connection with the meeting. There shall be no discussion on any point of order and the decision of the President shall be final.
- f) He shall be consulted on all important matters concerning the affairs of the Society.

#### 4. The Vice-President (President-Elect)

He shall preside all the meetings in the absence of the President and shall have all the powers of the President on that occasion.

#### 5. The Honorary Secretary

- a) Shall be in charge of the office of the Society.
- b) Shall, ordinarily, conduct all correspondence.
- c) Shall have general supervision of accounts, pass all bills for payment.
- d) Shall get prepared by the Honorary Treasurer a fully audited annual statement of accounts for presentation at the Annual General Body Meeting of the Society.
- e) Shall maintain an up-to-date Register of all members of the Society, branchwise.
- f) Shall organise, arrange and convene meetings, conferences, lectures and demonstrations.
- g) Shall attend meetings of the Society and keep proceedings thereof.

- h) Shall be ex-officio member of all committees.
- i) Shall organise the Society by encouraging the establishment of local branches where they do not exist and by creating a general interest in the Society.
- j) Shall assist the Honorary General Secretary of the IPS in enrolling more new members.
- k) Shall bring any matter which he considers necessary in the interest of the Society to the notice of the Executive Committee for guidance and decision.
- l) When retiring shall hand over the properties, books etc. to the newly elected Honorary Secretary within three weeks after the election.
- m) He shall invite the representatives to the I.P.S. Executive Council as permanent invitee to all executive committee meetings and inform about the proceedings in detail.

#### 6. The Honorary Treasurer

- a) Shall be responsible for collection of subscription and donations from members and well-wishers of the Society.
- b) Shall sign the receipts and prepare statement of income and expenditure of the Society duly audited by an Auditor appointed by the General Body of the Society each year and shall present the same at the Annual General Body Meeting.
- c) Shall make payments at the instance of the Honorary Secretary.
- d) Shall open an account with a Bank and shall have the authority to operate this account for the expenditures of the Society.

- e) When retiring shall hand over cash, account books and other papers and documents connected with works of the Treasurer of the Society to the newly elected Hony. Treasurer within three weeks after the election.

7. (1) The Honorary Editor

- a) Shall be responsible for publication of the Journal of the Society to be known as 'Eastern Journal of Psychiatry'.
- b) Shall be the Chairman of the Editorial Board and the Journal Committee. Members of the Editorial Boards shall be nominated by the Executive Committee in consultation with the Editor. The Journal Committee shall be a sub-committee under the Executive Committee and the Editor shall have power to co-opt, members of the committee.
- c) Shall present his annual report at the Annual General Body Meeting of the Society.
- d) Shall submit an audited statement of accounts to the Honorary Treasurer before 31st August every year.
- e) When retiring shall hand over cash, account books, all papers, books, journals and other papers of the Society received by him as Editor of the Society to the newly elected Honorary Editor with a copy of the list of papers and books and journals accounts, etc. to the Honorary Secretary within three weeks of the election.

#### Term of Office

8. The office bearers and the executive committee members of the Society shall hold office for one year-period between two consecutive Annual General Body meetings.

#### Election of Office bearers, Executive committee Members and Representatives to the Executive

#### Council of the IPS.

9. Election of the President, the Vice-President (President Elect) the Hony. Secretary, the Hony. Treasurer, The Hony. Editor, Executive Committee Members and Representatives to the Executive Council of the I.P.S. shall be held at the Annual General Meeting of the Society.

The Vice President (President Elect) shall be installed as President in the Inaugural session of the Zonal Annual Conference of the subsequent year and shall hold office of the president for a period of one year, i.e. till the next Zonal Annual conference.

10. There shall be two representatives at a time from the Zonal branch to the Executive Council of the IPS an until otherwise decided by the Indian Psychiatric Society, the term of office of each representative shall be for 3 years.
11. At least 30 days notice specifying the place, date and time and the agenda of business to be transacted at the meeting including details of the vacancies to be filled up by election shall be given by the Hony. Secretary of the Society to all Members. Only Fellows of the Society present at the meeting shall have the right to participate in election.
12. The Chairman of the Meeting may, if necessary, appoint a Scrutiny Committee to verify nominations and conduct the election and shall declare the result of election at the meeting.

#### Casual vacancy

13. The Executive Committee shall have power to fill vacancies occurring in its member whether ex-officio or elected during its term of office, except in the case of elected members from the local branches. Such members shall hold office only for the remaining period of the year.

### Meetings of the Executive Committee

14. The meetings of the Executive Committee shall be of three kinds -
- The Ordinary Meeting shall be held at least three times a year.
  - The special meeting shall be held as often as necessary.
  - A requisition meeting shall be called within 6 weeks from the date of receipt of a requisition signed by at least 4 members of the Executive Committee stating the business for which the requisition meeting is required.

### Date, Time and Agenda

15. The date, time, place and agenda of each meeting shall be fixed by the Honorary Secretary in consultation with the President of the Society.

### Notice

16. At least three weeks notice specifying the place, date, time and the agenda of business to be transacted at the meeting shall be given to each member. In emergencies, seven days notice through any medium is permissible.

### Quorum

17. a) Quorum for ordinary or special meeting shall be five including the office bearers.
- b) Quorum for requisition meeting shall be seven and three fourths of the requisitionists must be present at the meeting.

### Procedure

18. b) Nothing except the business for which it is called shall be discussed at the requisition meeting.

- b) If within half an hour from the appointed time a quorum is not present, the meeting if convened on the requisition of members shall be dissolved, but in other cases shall stand adjourned to the next day at the same time and at the same place as previously fixed and at this meeting the members present, whatever their number may be, shall form the quorum and carry on the business.

*Amended*

### Calling of the Annual General Body Meeting

19. The Annual General Body Meeting shall usually be held during the Annual Conference of the Zone before 31st October and date and venue shall be proposed and decided at the Annual General Body Meeting.
- Notice and agenda of the General Body Meeting shall be sent by the Honorary Secretary to all members of the Society at least 30 days before the meeting.
  - Any Fellow may on giving two month's notice, or less if the matter is one of urgency, submit any resolution to the General Body Meetings. The resolution shall be first considered by the Executive Committee after which the Hony. Secretary shall put the resolution before the General Body Meeting for their consideration with the comments of the Executive Committee.
  - The General body Meeting shall be presided over by the President, in his absence by the Vice-President and in the absence of both the President and the Vice-President, by a Fellow elected at the meeting for the occasion.
  - The Executive Committee shall have power to fix or change the date and venue of the Annual Conference and Annual General Meeting of the Society under special circumstances with the consent of the Local branch or member(s) concerned.

- e) Business to be transacted - The business to be transacted at the Annual General Body Meeting shall be taken up in the following order :
- i) Condolence resolutions.
  - ii) Confirmation of the minutes of the preceeding Annual General Body Meeting.
  - iii) Reading and adoption of the Honorary Secretary's report
  - iv) Reading and adoption of the Treasurer's Report and a statement of the Audited Accounts.
  - v) Reading and adoption of the Hony. Editors report.
  - vi) Election of Office-Bearers, Executive Committee Members and Representatives to the Executive Council of the IPS in place of retiring members.
  - vii) Appointment of Auditor.
  - (viii) Amendment of Rules & Bye-laws, if any.
  - (ix) Any other resolutions.
  - (x) Any other business with permission of the chair.
- (f) The proceeding of the General Body Meeting shall be regulated according to the Rules and Bye-laws of the society . Unless otherwise determined by the Rules, every question submitted to the General Body Meeting shall be decided by show of hands and in case of votes the person presiding shall have and exercise a second or casting vote.
- g) The minutes of proceedings of the General Body Meeting shall be recorded in a book kept for the purpose and shall be signed by the President of the

meeting or at the meeting in which they are read and confirmed.

#### Extraordinary General Body Meeting -

20. An Extraordinary General meeting may be called at any time of the year on the requisition of the Executive Committee or 20% (Twenty percent) of the Members of the Society.
- a) Nothing except the business for which it is called shall be discussed at this meeting.
  - b) At least ten days' notice of the meeting with the agenda shall be given to the members.
  - c) The quorum for the meeting shall be 15% of the Fellows of Society.
  - d) If within half an hour from the appointed time a quorum is not present at the meeting called on the requisition of the member it shall be dissolved. But in any other case, it will stand adjourned to the next day at the same time and at the same place as previously fixed and at this meeting the members present whatever be their number shall form the quorum and carry on the business.

#### Appointment of Auditor ;

21. The Honorary Auditor, who may be a member of the society, shall be appointed at the Annual General Meeting of the Society every year for auditing the accounts of the society and whose duties shall be as follows :-
- a) Shall audit the accounts at the end of the year and shall certify to their correctness.
  - b) Shall give suggestion for the keeping of accounts as required.

## Salaries and Remuneration

22. The Honorary Secretary shall keep an imprest account not exceeding Rs. 200/- and shall recoup the amount spent from the treasurer on production of vouchers. Expenditure exceeding Rs. 200/- at a time shall be incurred only with the permission of the Executive committee.
23. The Honorary Secretary and the Treasurer may keep clerks for the Society's administrative work. The remuneration of such staff shall be decided by the Executive committee from time to time, depending on availability of such personnel and the volume of work involved.

## Funds of the Society :

24. Income - The funds or income of the Society shall be derived from the following sources.
  - a) Zonal branch subscription paid to the society by its members.
  - b) Donations
  - c) Share of the surplus amount accumulated in the hands of the Reception committee of the Zonal Psychiatric Conference.
  - d) Advertisement in the Journal or any other publication of the Society.
  - e) Proceeds from the sale of periodicals or books and such other property as may be acquired from time to time.
  - f) Interest on Saving Bank and Fixed Deposit Accounts.
  - g) Contribution from Government or Local Bodies.
25. Expenditure - The Executive Committee shall out of the funds of the Society defray all ordinary expenses such as rents,

salaries, wages and such other changes as may be necessary for carrying on the society.

26. Financial year - The Financial year of the society shall be from the 1st April of one year to 31st March of the following year.

## Zonal Psychiatric Conference

27. There will be organised a Zonal Psychiatric Conference every year or as the General Body may decide, under the auspices of the Society at a suitable place and time to be decided at the Annual General Meeting of the Society. Such conference will usually be held before the 31st day of October.

## Venue of the Conference

28. The Local Branches and any individual member or group of members of the Society shall have the privilege of inviting the Conference.
29. The President of the society for the year shall be the President of the conference. He shall not be charged any registration fee for the conference.

## Reception Committee

30. The Local Branch or Member(s) inviting the conference shall form the Reception committee of the conference and Membership of the Reception Committee shall be open to the following.
  - a) All members of the society
  - b) All medical men with qualifications registrable under Indian Medical degrees Act, 1916 (Act VI of 1916) residing in the town where the conference will be held or its neighborhood.
  - c) All persons who are eligible for Associate Membership

of the IPS

- d) Fee for Membership of the Reception committee shall be determined by the Local branch or the Member(s), as the case may be, inviting the Conference.
- e) All members attending the conference except members of the Reception Committee, the President of the Society and President and Hony. General secretary of the Indian Psychiatric Society, shall pay a Registration fee to the Reception committee. The Reception Committee shall determine the amount of Registration fee in consultation with the Hony. Secretary of the Society.
- f) The Reception Committee shall make arrangement for the boarding and lodging of those attending the Conference, as desired by them on previous intimation and on payment for the same, when required, at the rates fixed by the Reception Committee.
- g) Visitors - The following can attend the Conference as visitors.
  - i) Prominent public men who are specially invited by the Reception Committee to attend the Conference without payment of any fees as Distinguished Visitors.
  - ii) Bonafide student, and any other interested person with or without payment of fees at the discretion of the Reception Committee as visitors, accommodation being available.

#### Contribution to the fund of the Society

31. The Expenses of the Zonal Psychiatric Conference shall be borne by the Reception committee. The society shall not be responsible for any part of the expenses. Fifty percent (50%) of the net income accumulated in the hands of the Reception Committee after meeting all expenses shall be credited to the

funds of the Society and the other half to be credited to the Local branch inviting the conference. If the venue of the Conference is not covered by any local branch of the Society the entire amount of the net income of the conference shall be credited to the Society.

#### Programme of the Conference

32. The Conference should have

- a) Inaugural Session :  
For the address of the Chairman of the Reception Committee and the President of the Society.
- b) Scientific Sessions.  
Open to all members and Visitors
- c) Annual General Meeting of the Society.  
Open to all Members of the Society.
- e) Medical & Scientific Exhibition.  
Organised by the Reception Committee

#### Scientific papers and Sessions

33. The Executive Committee of the Society shall form a sub-committee for scientific sessions to be held during the Annual Conference. This committee shall lay down general orientation of the session, choose subjects for symposium and scrutinise scientific papers, if necessary.
  - a) Papers read or to be read at the scientific sessions of an Annual Conference can only be printed in the Society's Publication.
  - b) If it is not published within 1 1/2 years of its submission of

presentation at the Annual Conference of the Society, the author will be free to publish it elsewhere after intimating the same to the Hony. Secretary of the Society.

#### Award/Prize/Fellowship

34. To encourage research in psychiatry and allied subjects or for any other purpose in keeping with Society's aims and objectives, the society can enter into contract with individuals, institutions, commercial and other bodies to organise competition for prizes, fellowship or bursaries; provided that the minimum amount of contract money or donation shall be not less than fifty percent of the amount fixed by the Indian Psychiatric Society for similar purpose and that the name of the award, prize or fellowship shall not be in the name of any living individual.
35. The Executive committee may initiate negotiation and enter into contract with individuals, institutions, commercial and other bodies for terms and conditions for acceptance of donation for award, prizes, fellowships or bursaries for the promotion of the aims and objectives of the society; provided that no contract shall be valid and binding till it is ratified by the A.G.B.

Corrected upto October 2009

**Dr. C. L. Narayan**

Honorary Secretary  
Indian Psychiatry Society  
Eastern Zonal Branch

#### RULES FOR AWARDS

### LEELABATI - BHOLANATH AWARD

*Donated by Late Dr. G. C. Boral*

1. All the members of Indian Psychiatric Society, Eastern Zonal Branch shall be eligible to compete for the award.
2. The award will be for the best paper presented in the Annual Conference of Indian Psychiatric Society, Eastern Zonal Branch.
3. The intending competitors will have to apply to the Chairman, Award sub-committee with four copies of complete paper by a deadline to be fixed up by the Executive Committee of Indian Psychiatric Society, Eastern Zonal Branch.
4. There will be a minimum gap of 45 days between the last date so fixed up and the corresponding Conference.
5. All the four copies of the written text should be typed in double space on one side of paper. The first page of the text should contain only the title of the paper, names of author and authors if any and the place of research. These particulars except the title should not be reflected anywhere else in the paper. The Chairman of the Awards sub-committee will detach the first page and forward the remaining text to the judges.
6. The evaluation of the papers will be in two parts :
  - a) The written text - 75 marks
  - b) The oral presentation - 25 marks
7. The evaluation of written text will be by three judges as decided by the Award Sub-Committee. Each of the judge will evaluate the paper out of 25 marks and communicate the result to Chairman confidentially. The sum total of the marks awarded by the three judges will form the written text marks



in respect of the paper.

8. In theoretical evaluation the relevant review, objective, methodology, presentation of data and discussion thereon will be adjudged.
9. The best three papers as per evaluation of written text will be considered for oral presentation in the Annual Conference of Indian Psychiatric Society, Eastern Zonal Branch. In case of tie, it will be decided by further comparative evaluation by the chairman, Award sub-committee.
10. The chairman, Award Sub-committee will communicate to the selected authors about the date and time of presentation under intimation to Organizing Secretary of the corresponding conference.
11. The Oral presentation of the selected three papers will be adjudged by three judges appointed for the purpose, by the Chairman, Award Sub-committee from among those attending the Annual Conference, he can forward the result of written text evaluation confidentially to the Organizing Secretary who would act on his behalf.
12. The Oral presentation has to be made by the author or one of the authors, all of whom must be members of IPS, Eastern Zonal Branch. Time allowed for presentation will be 8 minutes to be followed by 2 minutes for discussion.
13. All the three judges of oral presentation will evaluate out of a total of 25 marks and the average will be taken for consideration. The awardee will be decided on the basis of total of written and oral evaluation.
14. All the papers so presented will be eligible for BPSS Award but for this only, the evaluation of Oral presentation will be considered.

## ANNUAL CONFERENCES AND

## OFFICE BEARERS OF DIFFERENT YEARS

Year	Annual Conference	President	Secretary	Treasurer
1971	Ranchi	Dr. A. K. Deb	Dr. B. K. Jha	Dr. B. K. Jha
1972	Calcutta	Dr. A. K. Deb	Dr. Ajit Sikdar	Dr. Ajit Sikdar
1973	Guwahati	Dr. Ajita Chakraborty	Dr. Ajit Sikdar	Dr. Ajit Sikdar
1974	Burdwan	Dr. Ajita chakraborty	Dr. G. C. Boral	Dr. G. C. Boral
1975	Cuttack	Dr. A. K. Deb	Dr. G. C. Boral	Dr. G. C. Boral
1976	Ranchi	Dr. L. P. Varma	Dr. G. C. Boral	Dr. G. C. Boral
1977	Dibrugarh	Dr. R. B. Davis	Dr. G. C. Boral	Dr. G. C. Boral
1978	Bokaro	Dr. A. K. Deb	Dr. S. M. Agrawal	Dr. S. M. Agarwal
1979	Rourkela	Dr. B. Dash	Dr. M. M. Mazumdar	Dr. M. M. Mazumdar
1980	NO CONFERENCE			
1981	NO CONFERENCE			
1982	NO CONFERENCE			
1983	Calcutta	Dr. D. Dutta	Dr. M. M. Mazumdar	Dr. D.C. Mishra
1984	Patna	Dr. R. P. N. Singh	Dr. M. M. Mazumdar	Dr. D.C. Mishra
1985	Darjeeling	Dr. A. B. Dutta	Dr. Subir Bal	Dr. D.C. Mishra
1986	Rourkela	Dr. Govinda Sen	Dr. Dinen Banerjee	Dr. Gautam Banerjee
1987	Ranchi	Dr. Partho Rao	Dr. Dinen Banerjee	Dr. Gautam Banerjee
1988	Guwahati	Dr. Sarojini Dash	Dr. Dinen Banerjee	Dr. Gautam Banerjee
1989	Imphal	Dr. G. C. Boral	Dr. T. Pati	Dr. B. P. Sinha
1990	Digha	Dr. K. K. Rai	Dr. T. Pati	Dr. B. P. Sinha
1991	NO CONFERENCE			
1992	Siliguri	Dr. P. K. Chaudhary	Dr. R. R. Ghosh Roy	Dr. B. P. Sinha
1993	NO CONFERENCE			
1994	Durgapur	Dr. Amiya Chakraborty	Dr. J. Chatterjee	Dr. Tapash Banerjee
1995	Bhubneshwar	Dr. G. C. Kar	Dr. J. Banerjee	Dr. Tapash Banerjee
1996	Shantiniketan	Dr. A. B. Patra	Dr. A. B. Ghosh	Dr. P. Paul
1997	Gangtok	Dr. T. P. Roy	Dr. A. B. Ghosh	Dr. P. Paul

Year	Annual Conference	President	Secretary	Treasurer	Editor
1998	Patna	Dr. D. Bhagwati	Dr. A. B. Ghosh	Dr. P. Paul	Dr. S. Akhtar
1999	Guwahati	Dr. D. Banerjee	Dr. P. K. Singh	Dr. P. Paul	Dr. S. Akhtar
2000	Ranchi	Dr. G. Sharma	Dr. P. K. Singh	Dr. P. Paul	Dr. S. Akhtar
2001	Puri	Dr. Bakshi K. R. P. Sinha	Dr. P. K. Singh	Dr. Vinay Kumar	Dr. V. K. Sinha
2002	Patna	Dr. S. K. Das	D. P. Paul	Dr. Vinay Kumar	Dr. V. K. Sinha
2003	Agartalla	Dr. B. K. Singh	Dr. P. Paul	Dr. A. K. Mallick	Dr. Vinay Kumar
2004	Tezpur	Dr. T. Pati	Dr. P. Paul	Dr. A. K. Mallick	Dr. Vinay Kumar
2005	Bokaro	Dr. S. P. Mukharjee	Dr. P. K. Mohapatra	Dr. A. K. Mallick	Dr. Vinay Kumar
2006	Ranchi	Dr. J. Chakraborty	Dr. P. K. Mohapatra	Dr. Srikumar Mukharjee	Dr. Vinay Kumar
2007	Darjeeling	Dr. S. Haque Nizami	Dr. C. L. Narayan	Dr. Srikumar Mukharjee	Dr. Kangkan Pathak
2008	Bodhgaya	Dr. A. B. Ghosh	Dr. C. L. Narayan	Dr. Srikumar Mukharjee	Dr. Kangkan Pathak
2009	Gangtok	Dr. V. K. Singh	Dr. C. L. Narayan	Dr. Srikumar Mukharjee	Dr. Kangkan Pathak
Outgoing Incoming		Dr. R. R. Ghos Roy	Dr. C. L. Narayan	Dr. Sanjiba Dutta	Dr. Kangkan Pathak