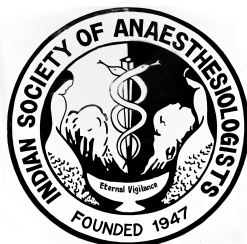


INDIAN SOCIETY OF ANAESTHESIOLOGISTS

KARNATAKA STATE BRANCH

Memorandum and Constitution



Constitution

- *This document is overall governed by the rules and regulations of Indian Society of Anesthesiologists (ISA)(National)*
 - *Rules and Regulations based on the needs and demands of Indian Society of Anesthesiologists (ISA),Karnataka State Chapter are inserted*
 - *Updated as per the Executive Committee and Annual General Body Meetings of ISA,Karnataka,till October 2009*
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Covers the Following Aims and Objectives :

Preliminary Description,Registered Office,Membership,Enrolment of Membership, Cessation of Membership, Management, Elections, Meetings, Journal of the Society, President, Hon. Secretary, Treasurer, Conference, Change in the rules, Branch of the Society, Annual Oration, Appointments, ISA and KISA logo and Flag, Annual PG Quiz, Best PG Paper, Best PG Poster,Best branch of KISA, KISA website

Memorandum

A. The name of the Society -The Society shall be known as the

'INDIAN SOCIETY OF ANAESTHESIOLOGISTS' Karnataka State Branch.

B. The Aims and Objects of the Society

1. To associate together in one corporate body all reputable and registerable medical men and women practising or interested in the science and art of Anaesthesiology.
2. To promote the advancement of Medical Science.
3. To edit and publish Karnataka Anaesthesia Journal
5. To protect the public against irresponsible and unqualified practitioners who profess to be specialists in Anaesthesiology.
6. To encourage scientific research and experimental work on anaesthetic problems.
7. To hold scientific discussions and read papers on Anaesthesiology.

8. To watch and advice on legislations affecting the Anaesthesiology.
9. To hold periodically, conferences at various places, for the betterment of the cause of anaesthesia in Karnataka.
10. To receive donations and subscriptions from persons who are eligible and desire to join the society and to hold the funds for the advancement of Anaesthesiology and betterment of members.
11. To co-operate with other medical and scientific associations.
12. To arrange exhibitions of implements, appliances etc., pertaining to anaesthesia and suggest improvements in these implements and appliances.
13. To make rules when deemed necessary, relating to the discipline and professional conduct of Anaesthesiologists, in association with the National Body (ISA)
14. To make bye-laws, rules and regulations of the society and to delete, change or add to the same as and when necessary.
15. To add all such things as may be incidental or conducive to the attainment of all or any of the above objects.
16. To prepare a directory of Anaesthesiologists in Karnataka who are registered members. This directory shall be compiled by the Hon. Secretary and will be uploaded to the official website periodically.
17. To run schemes for the welfare of Society and members like Family Benefit Scheme etc.

Indian Society of Anaesthesiologists, Karnataka State Chapter

Following are the Rules and Regulations adopted by the General Body of Indian Society of Anaesthesiologists, Karnataka State Chapter at various AGBMs and modified up to 24th October 2009, based on ISA, National Rules and Regulations.

I. Preliminary

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**XVI. Award for Best Paper presentation for Post Graduates (Sponsored
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XXI. Best City Branch of ISA, Karnataka State

XXII. The KISA website : www.isakarnataka.in

I. Preliminary

The society shall be called the "Indian Society of Anaesthesiologists" , Karnataka State Branch with the aims and objects specified in the Memorandum of the Society. In the construction of these rules and regulations, generally, unless repugnant to the context, the singular shall include plural, masculine the feminine and vice versa and within shall include printing, lithograph or other substitute for printing or writing.

II .Registered Office:

1. Registered office of the society shall be located at a place or address of the Honorary Secretary until such time that a permanent headquarters of the society is established. (At present the office would be at Bellary).

III. Membership:

There shall be the following classes of members.

1. Honorary Members: Those persons, who have rendered outstanding service to Anaesthesiology and contributed in exceptional degree to the advancement of this speciality shall be eligible for the membership, provided their names have been unanimously recommended by the Executive Council and passed by a two-third majority in the Annual General Body Meeting.

They shall not vote or hold office in the Society.

2 . Life Associate Members:

Medical post graduates of anaesthesiology registered in India and interested in practice of anaesthesiology, may be admitted by the society as life associate members. They shall not vote or hold office. And are accepted as associate members till qualified. The associate members shall be entitled to all privileges and rights of ordinary/life member but they shall not vote or hold office. After successful completion of their course (qualified), they should

apply to ISA national body for the regularisation of their membership.

3. Founder Members: Members of the Society who assisted in its inception shall be known as founder members.

4. Overseas Members:

Medical practitioners of modern medicine registered in India or registerable in India and possessing qualification in anaesthesiology will be eligible for overseas membership if residing outside India. Their role and responsibilities are governed by rules of ISA National.

5. Life Members:

Medical practitioners of modern medicine registered in India, possessing qualification in anaesthesiology and residing in India will be eligible for life membership in the society. Postgraduate students in anaesthesiology in India are accepted as associate life members and membership will be confirmed as life member only after attaining postgraduate qualification in anaesthesiology. As associated life members they will neither hold office nor vote.

IV. Enrolment of membership :

Application for membership (other than Honorary) shall be made on an application form obtainable from Hony. Secretary of ISA National. This shall be duly completed by the applicant, with duly proposed and seconded by two ordinary/life members of the Society, with their endorsement & ISA number, whose names appear on the register of the Society as valid members. Such application shall be scrutinized by the Hony. Secretary who shall submit such applications to the Governing Council. The Governing Council shall have the right to decide the eligibility and class of membership. Such decision shall be final. Pending final selection of the applicant by the Governing Council, Hony. Secretary may enroll an applicant temporarily as member on receipt of the application and subscription, which will entitle the applicant to privileges of

his class of membership without any rights of voting or attending business meetings.

Membership subscription : As per the ISA National Rules and Regulations : As of Nov.2009,the existing fees are : Life Member / Associate - Rs.5000/-

15% of the subscription amount is to be retained by local branch,10% of the subscription amount is to be sent to the Karnataka State Chapter and the remaining is to be sent to ISA(HQ)

The enrolment amount is revised/renewed every fifth year, on recommendation from Governing council, I S A (National) if approved by two third majorities of members present at AGBM, ISA (National)

V. Cessation of membership :

Membership of the society will cease by voluntary resignation as from a specified date (*Governed by ISA National Rules*).

VI. Management:

The management of the Society (ISA Karnataka) shall be vested with Executive Committee :

1. President
2. Vice President
3. Hony. Secretary
4. Hony. Treasurer
5. Hony. Internal Auditor
6. Editor of Karnataka Anaesthesia Journal
7. Nine E C members(Upto 11,to encourage representation to all areas of state) elected in Annual General Body Meeting
8. Immediate Past – President
9. Immediate past Hony. Secretary
10. Immediate past Hony. Treasurer

VII. Elections :

. The President and the Vice-President shall be elected at an Annual Meeting of General Body. They shall hold office until end of the succeeding Annual General Body Meeting at which they shall install their successors. The past president will not be eligible for election to any office in the society within or below the formation (City/State).

. The Hony. Secretary, the Hony. Treasurer, Hony. Internal Auditor and Editor of the Karnataka Anaesthesia Journal (KAJ) and other members of Governing Council shall be elected at an Annual Meeting of the General Body. They shall hold office for **3 years** after which period they will be eligible for re-election. Ballot papers for Hony. Secretary and Hony. Treasurer will be combined and they will be voted as a team by one single vote.

. Hony. Secretary, Hony. Treasurer and Editor of KAJ and members of E C shall be eligible to hold same office only for two terms.

. Past Hony. Secretary and Past Hony. Treasurer will be eligible to contest for the posts of Editor-KAJ, Vice-President and President only.

. The Hony. Secretary shall notify the vacancies in the E C to be filled at the forthcoming elections, at least three months before the Annual General Body meeting through KAJ. The annual general body meeting is held during the Karnataka State Conference of ISA every year.

. Every nomination together with the written consent of the candidate to contest the election duly proposed and seconded either by two ordinary members should be sent to the Hony. Secretary under registered cover or hand delivery and a receipt obtained, so as to reach him, 30 days before the date of Annual General Body Meeting in which election will be held.

. (a) No person can contest for election unless he is a valid ordinary member of society without any arrears of subscription or a life member. His/her name with his/her written consent should be proposed and seconded by

two ordinary/life members. The proposer and seconder also will have to confirm to the above status. Further, contestant must be a continuous member of society for not less than 10 years for the post of President & Vice-president and not less than 5 years for the rest. In addition, **candidate for President, Vice-President and Hony. Secretary should have served one term of office in the E C earlier.**

Past Secretary and Treasurer are eligible to contest for President. Candidate seeking election for any post should have attended three conferences in the preceding three Annual Conferences. **The incumbent Organizing Chairman and Organizing Secretary of the Annual Conference are not permitted to contest in the election until accounts of the conference are presented to E C and General Body.**

(b) Conference attendance refers to signing AGBM register : Hon.Secretary's office will help the candidates for confirmation of attendance if so requested. The AGBM attendance register for the past conferences will be available with the Hony. Secretary for any reference.

(c) Nomination submitted can be withdrawn by the candidate, through written request to office of ISA

(d) One member will be allowed to contest for only one post in the Executive Committee (EC) and member will have to submit written individual withdrawal letter of nomination made for additional posts in EC before notification of final nomination list or else, all his nominations will be declared invalid.

(e) The Hon.Secretary shall scrutinize all the nominations received and will present all nominations before the EC. The EC will nominate one Chief Election Officer and two Election Officers, who are not contesting in the election, from the EC for conduction of election process. The Chief Election Officer will be responsible for entire election procedures and report to ISA President and Secretary for any advice.

The decision of Chief Election Officer will be final on election matters. All nominations will be verified by the Chief Election Officer along with election officers and preliminary list of contesting candidates will be notified at the ISA office at State conference venue.

(f) Reigning office bearers contesting for the same post or any other post will have to submit their written resignation from present post held before notification of final nomination list; otherwise their nominations will become invalid.

The nominations can be withdrawn by writing 24 hours before final notification and final list of candidates contesting will be notified at the ISA office in conference venue and this will be placed before AGBM for election.

In the absence of any valid nominations as stated above, the General Body shall proceed to hold election of the office bearers from amongst those eligible members present at AGBM. All ordinary members whose subscriptions are in arrears before commencement of the Annual General Body Meeting shall not be eligible for voting or nomination for office bearers or sit in AGBM.

The Chief Election Officer can avail the services of more scrutiny officers from AGBM, to conduct election.

The election shall be by secret ballot with single non-transferable vote per vacancy. ISA Photo Identity Card is mandatory for voting. The chief election officer shall give a ballot paper showing names of all contestants to each eligible voter after getting his signature on the AGBM register.

After the polling is over, AGBM register will be signed by all Election Officers, Chief Election Officer and ISA President in a way that no future alteration is possible. Any correction, cutting or overwriting done in AGBM register during polling will be countersigned by Chief Election Officer. All the ballot papers will be collected and scrutinized by Scrutiny Officers nominated by Chief Election Officer. Signing or initialing the ballot papers by the voter will make the paper invalid.

The Chief Election Officer will ensure safety of sealed ballot box in consultation with President & Secretary. Counting of votes will commence on the last day of conference and the results of election will be announced by the Hon. Secretary at the valedictory function of conference and new office bearers will be installed.

In the event vacancy occurring amongst the office bearers viz. the President, Vice-President, Hony. Secretary, Hony. Treasurer and other EC Members, during the course of any year, the existing members of EC shall elect the office bearer or office bearers in the vacancy or vacancies and person so elected shall hold office for the remaining period for which his predecessor would have hold office. Vacancy so filled shall not exceed three per year.

Office bearers shall cease to hold office:

a. When the period of their election is over,

b. If by a resolution the General Body decides by two third majority of the members present that such office bearer or office bearers be removed from office.

In the event of a last minute sudden cancellation of a conference due to extra ordinary situation or failure to hold Annual General Body Meeting due to lack of quorum, the reigning EC will continue to hold the charge of Society till the succeeding conference/ general body meeting. Past Vice President can contest only for the post of President ISA and not to any other posts in the E C. Contestent for the of post of Vice President should have served as EC member for one term earlier (3 years term).

VIII.Meetings :

The E C shall meet at least thrice an year; third one just before the commencement of the Annual Conference. 1/4th of the total of the E C members shall form quorum. If it is found inconvenient or impracticable to hold E C meeting and if the Hony.Secretary and/or the President deem it desirable that the opinion of the E C be obtained, they shall do so by post or any other mode of communication and act in accordance with the views of the majority.

The Hony. Secretary shall arrange to hold an Annual Meeting of the General Body every year at the time of the Annual Conference of the Society. The

quorum of the General Body shall be 50 or 1/4th of the members of the society whichever is smaller. In the event of lack of quorum an adjournment not exceeding 60 minutes will be allowed for gathering requisite quorum.

Any member desiring to move a resolution at the Annual General Body meeting shall give notice of the same in writing to the Hony. Secretary at least 60 days before the date fixed for the meeting.

The Hony. Secretary shall circulate the agenda along with proposed resolutions for the General Body. Amendment to the resolutions will be received until 48 hours before the General Body meeting.

The President when present shall preside at the meetings of the Governing Council, General Body and the Annual Conference. In the absence of the President, the Vice-President shall officiate for him. In the absence of the President and Vice-President, the senior Past-President shall preside over the meeting. If necessary the meeting shall elect its own chairman for the purpose of the meeting and he/she shall have all the powers of the President.

The E C shall have the power to recommend to the General Body any change in the rules of the Society provided the proposed changes are circulated amongst the members at least 15 days before the meeting of the General Body.

Any member desirous of proposing any change in the rules of the Society shall give at least one-month notice in writing of such a proposal to the Hony. Secretary signed by a proposer and seconded / and supported by five other valid members of the Society. Amendment, variation, repeal or addition to the existing rules shall be made only in the Annual General Body Meeting.

No amendment, variation, repeal or addition to the existing rules shall be made without the sanction of at least 3/4th majority of the members present and voting at a General Body meeting.

The President or Chairman in the event of a tie will have a casting vote.

The voting may be by show of hands or by ballot; whichever is thought desirable by the President except for elections to the E C.

The ruling of the President or Chairman shall be final provided it is within the constitution, rules and regulations of the Society.

The President may whenever he/she thinks necessary and shall upon a requisition with specific agenda signed by at least fifty ordinary/life members of the Society, convene a “Special General Body Meeting” at such place he/she may decide. Such Special General Body meeting shall be held within 60 days from the date of receipt of such requisition only to discuss about the specific agenda for which it is called for.

IX. Journal of the Society (KISA) :

The Society shall publish an official Journal called the “**Karnataka Anaesthesia Journal**” under the direction of an Editorial Board. The Editor of the Journal shall be elected by the General Body. The Editor shall nominate other members of the Editorial Board with the concurrence of the E C and shall see that it is distributed to all parts of Karnataka.

The President, Vice-President and Hony. Secretary & Hony. Treasurer shall be the ex- officio members of the Editorial Board.

The Editorial Board shall have right to form separate bylaws for the conduct and publication of journal.

Separate accounts shall be maintained by Editor of the Journal. The accounts shall be operated by the Editor. These accounts shall be duly audited and submitted to the EC and the General Body for adoption.

Funds may be made available to meet the publication of journal with the consent of E C and approved by AGBM, if the resources of the KISA permit.

A loan may be given from time to time by the Society to Journal for meeting contingencies after taking prior approval of the General Body, which shall direct as to how the same is to be utilized.

Defaulting member’s scientific papers will not be published in KAJ. till their membership is regularized as per existing rule. However, outstanding contribution from non-members may be accepted subject to approval of

Editorial Board.

X. President and Vice President :

The President when present, shall preside over all the meetings of the E C, General Body, Annual Conference and any other committee meeting of which he may be a member. He shall attempt in all possible ways to contribute to the welfare of the people through the medical speciality of Anaesthesiology furthering the aims of the society to the full extent and perform such other services of leadership as are customary.

Shall regulate the proceedings of the meetings and the conference, interpret the rules and by-laws, decide doubtful points and put the resolutions, motions to vote. The ruling of the President or Chairman shall be final provided, that is within the Constitution, Rules and Regulations of the Society.

He shall perform such other duties as are provided in the Rules and Regulations of the Society.

Vice-President : In the absence of the President, the Vice-President shall officiate for him. He shall assist the President in the performance of his duties.

XI. Hony. Secretary :

Subject to the control and regulations, if any of the General Body, the Hony. Secretary shall be responsible for carrying out the directions and decisions of the E C and General Body.

In particular the Secretary shall :

- i. Convene meeting of the E C and General Body, whenever necessary or called upon to do so.
- ii. Have administrative control over all the affairs of the Society.
- iii. Have charge of the office and correspondence of, or in relation to the society.

- iv. Keep minutes of all Meetings of the Association, E C and committees thereof.
- v. Prepare the Annual Report of the Society.
- vi. Be in charge of the furniture, books and all documents and other assets of the Association.
- vii. Collect all dues of the Society and pay all such amounts into the banking account of the

Society and inform the Treasurer from time to time the amount so paid.

viii. Make disbursements and maintain vouchers: any extraordinary expenditure exceeding Rs.1000/- shall be made after obtaining the sanction of the E C.

ix. Perform all such other duties as are incidental to his office.

All notices, communications, letters, memoranda and other papers, whether they are acts of the E C, or of the General Body, or of any officer of the Association shall be signed or authenticated by the Hony. Secretary and when so signed or authenticated shall be conclusive.

The President may allocate all or any of the powers and duties under this or any other clause of these rules to the Hony. Secretary.

XII. Treasurer :

The Hony. Treasurer shall be from the same place as that of Hony. Secretary. In extraordinary circumstances, General Body or E C may direct the Hony. Secretary to work as Secretary-cum-Treasurer. The Treasurer shall maintain true accounts of the funds, other assets connected with or in any way controlled by the Society.

i) The property, movable or immovable belonging to the society shall vest in the E C.

ii) No sale or mortgage, lease or other transfer of immovable property belonging to the Society shall be valid unless at least the President, or Vice President and Hony. Secretary shall execute the document of transfer after approval by the E C and approved in AGBM.

All money of the Society shall be deposited and / or invested,

A. In approved bank or banks. In Government and other negotiable Securities or in any other mode permitted under the act or in accordance with the orders of the Government from time to time.

B. Accounts and other investments in the name of the Society shall be operated by the Hony. Secretary and the Hony. Treasurer.(Subject to Clause 2 above)

C. Accounts of the society shall be audited every year by Chartered Accountant appointed for the ensuing year by the General Body at the Annual General Body Meeting each year. The audited accounts shall be placed before the General Body for adoption. The auditor or auditors shall be paid such remuneration or honorarium as the General Body may fix at the Annual General Body Meeting at which such auditor or auditors may be appointed.

XIII . Annual Conference of I S A , Karnataka Chapter and CMEs / Workshops:

(i).Annual Conference of ISA, Karnataka Chapter :

. General Body at the Annual Meeting shall decide the venue of the Annual Conference of the next two years taking into consideration the recommendation of the E C.

Conference invitation or bid must come from approved city branches of ISA, Karnataka Chapter and the venue of conference must be within the state. Organizing Chairman, Organizing Secretary, Treasurer shall be elected by the conference inviting branch to make necessary arrangement for the conduct of

conference. They will be responsible to the E C of Indian Society of Anaesthesiologists. Where a city branch exists, Organizing Secretary and Treasurer shall be nominated in the form of a majority resolution of the General Body of the city branch concerned, and such resolution shall reach the Hony. Secretary before the meeting of the E C one year before the conference. In extraordinary circumstances General Body or E C may direct the Local Secretary to work as local treasurer of the Annual Conference.

Organising Secretary will be an ex officio / special invitee of the EC of KISA and shall attend the meeting of the E C preceding the conference.

If for some unavoidable reason the question of selecting the venue of the Annual Conference and selection of Organizing Secretary could not be decided by the local general body, the same shall be decided by the E C.

Two ISA Officers will be nominated from E C as Scientific Co-Ordinators to the Organizing Committee to discuss and decide subjects/speakers to be presented at Annual Conference till such time E C takes over the total responsibility of scientific programme.

Scientific papers belonging to defaulting members will not be permitted for presentation. No paper, which has been published in any of the Journals or has been accepted for publication by any Journals will be read at the conference. **Papers read at the Annual Conference may be published subsequently in the Karnataka Anaesthesia Journal.**

The logo of the KISA and the ISA (National) shall be displayed prominently in the intimations/ brochures / invitations of the conference/ website. The same shall be followed on the dias / stage / displays in conference venue and the certificates. The names of the President, Secretary and the Treasurer of KISA should be prominently displayed in the letterhead of the conference / intimations/ brochures / invitations of the conference/ website.

The seating arrangement on the stage for inauguration / valedictory shall

include the President of KISA seated in the centre along with the chief guest and the Chairman of the Organizing Committee. Secretary and Treasurer of KISA and the President and Secretary of host branch of KISA shall be seated on one side and the Secretary and Treasurer, Scientific Committee Chairman of the organizing committee on the other side.

The E C shall frame guidelines for arranging the conference and other protocols to be followed at the conference. This shall be communicated to the Organizing Committee for compliance.

Expenditure entailed in transportation of sick I.S.A. members/dead body along with official escort will be shared by I.S.A and Organizing Committee of that particular conference equally.

10% of the Exhibition Stall Money collected from the industry will be credited to ISA, Karnataka as ISA share by the conference organizers as early as possible. Organizing Chairman and Organizing Secretary will sign an agreement regarding satisfactory conduct of the conference as per protocol. Organisers shall have to submit the audited report of conference accounts within one calendar year failing which their recognition shall be withdrawn temporarily, on recommendation of the E C.

All National/ State past Presidents and their spouse will get Complementary Registration at the Annual Conference. All life members of the society above the age of seventy-five and their spouse will get Complementary Registration at the Annual Conference.

(ii).CMEs/ Workshops / WFSA CMEs :

The rules and guidelines as detailed in the item XIII (i) is applicable with respect to conduct of CMEs / Workshops / PG Excel either at the state level or at the level of the branches (as applicable). Due intimation to the KISA in advance regarding the conduct of such programmes shall be given followed by a report of the same after completion of such programmes. **World Federation of Society of Anaesthesiologists (WFSA) sponsored CMEs** if and when held should be based on the guidelines of WFSA and ISA (National).Proposals for

conduct of WFSA sponsored CME shall be forwarded by the local branch through the KISA and a report of the successful conduct shall be sent to KISA as well as to the ISA (National).

XIV. The Annual Oration (Sponsored by KLE Society, JNMC, Belgaum) :

The KLE Society's JNMC Annual Oration is sponsored and arranged by the KLE's JN Medical College, Belgaum. One oration is conducted in the morning session of first day of the Annual Conference of Indian Society of Anaesthesiologists (ISA), Karnataka Chapter, each year. The choice of the orator, presentation of memento and other facilities are provided for and sponsored by KLE's JNMC fund. The details of the oration must be intimated in advance to the ISA, Karnataka and the organizing Chairman of the ISA, Karnataka State Conference of that year.

XV. The Annual Vijayanagar Post Graduate (P G) Quiz (Sponsored by ISA, Bellary branch) :

The Vijayanagar PG Quiz is the annual P G Quiz for post graduates of anaesthesiology. First started in 2004, the ISA Bellary branch proposed programme is accepted by KISA and ISA, Bellary is responsible for conduct of the quiz programme in co ordination with the organizing committee of the annual conference of ISA, Karnataka, each year. The ISA, Bellary branch will issue certificates of appreciation and prizes to winners and certificates to quiz masters. Selection of quiz masters is to be done by co ordination between ISA, Bellary and organizing Committee of Conference.

Modification (As per resolution in EC meeting at Tumkur in March 2009 and approved in AGM 2009): Vijayanagar PG quiz as requested by ISA, Bellary, is approved to be conducted during the PG Excel Programme each year since 2008 instead of during annual KISA conferences and the same rules and regulations as explained above will apply. The quiz is approved to be conducted as a preliminary written test and a final (audio visual) objective test.

The report of the programme should be submitted to the state body by ISA

Bellary.

XVI. Award for Best Paper (Platform) presentation for Post Graduates (Sponsored by BLDEA's Medical College, Bijapur) :

The PG participants of Karnataka must be **LIFE ASSOCIATE MEMBERS of ISA, National** for participation in the paper presentations during the KISA annual conferences. All the papers should be sent to Secretary, KISA for the selection for the prize session, atleast two weeks in advance of the programme. The judges for the prize session are selected by the ISA, Karnataka and the winners are announced by them. The winner is nominated for the Late Dr. T.N. JHA Memorial & Dr. K.P. Chansoria Travel Grants for the best paper presentation, to be held during the ISACON during the same year. The Secretary of the Local branch and the Secretary of the KISA should intimate the results and report to the Secretary, ISA (national) and the Scientific Committee Chairman of ISACON.

The BLDEA's Medical College, Bijapur will sponsor two prizes and certificates of appreciation to the winners of the PG paper presentation.

XVII. Best Poster Presentation for Post Graduates (Sponsored by ISA, Tumkur Branch) :

The ISA, Tumkur sponsors first and second prizes for poster presentation among post graduates in anaesthesiology in Karnataka to be held during the Annual Conference of KISA from 2010.

The participants should be Life Associate members of ISA to be eligible.

XVIII. Branch of the Society:

The KISA with 13 city branches / chapters as on Oct.2009 should aim to identify potential place for new branch formation and in co ordination with KISA, help in establishment and initiation of new branch each year. A written application is made by **not less than twenty life members** residing in that city

and names of these members should appear in the register of the society at the time of application along with a recognition fee of 1000/- payable to ISA, through KISA.

The branches thus formed shall have same aims and objects as that of the society but shall have right to elect their own Executive Committee and fix their own local subscription besides the Annual Subscription to the parent body. A constitution may be adopted by such branches for their own activities, provided the constitution does not contradict the aims and objectives or the constitutional provisions of the Indian Society of Anaesthesiologists.

Honorary Secretary of such branches shall be responsible for the collection of the subscription of the members.

15% of the Annual Subscription of the members may be retained by the city branch and 10% of the subscription is sent to the Karnataka State Chapter.

The Secretary of such branches shall submit quarterly reports periodically and Annual Report with the balance sheet of accounts to **ISA (HQ), with a copy to ISA, Karnataka State Chapter** every year before 28th November.

Transfer of members from one branch to another branch : A life member or life associate member may be transferred from one branch to another branch as per his/her written request and concurrence from the new branch. No fee transfer is needed. After transfer, the member is not eligible to contest for any post in the new branch for a period of two years.

XIX. Appointments:

E C will have the power to appoint persons, committees amongst the members of the society, whom so ever they shall feel suitable for a specific purpose for the upliftment of society activity.

The above appointment shall be time bound, its purpose and financial implications will be brought to the notice of AGBM for approval. In all

situations, Hon. Secretary shall maintain liaison between E C and Appointees. Hon. Secretary shall have the power to disburse money to the above appointees for their functioning, including TA for their travel. Above appointments shall be reviewed every year by E C and AGBM.

XX. Use of ISA and KISA Logo and Flag :

Karnataka ISA has its own logo, displayed in the letterhead, website and the Karnataka anaesthesia Journal. The ISA National logo and the state logo can be used by the State office and city in their official communications.

The logo of ISA (National) on the top indicates that the Karnataka Chapter of ISA is guided by the same principles and guidelines of ISA (National)

The Role of anaesthesiologists in anaesthesia Care is highlighted at the lower end with “breath of life” indicated and the need for continuous monitoring

The role of anaesthesiologist in Critical Care is enshrined in the logo, beside the flame of life

In case of a body consisting of ISA members desires to use the KISA and ISA logo for a particular purpose, they have to seek permission from the Hony. Secretary in advance, which shall be duly intimated to E C and National Body. Anybody using ISA Logo, name without prior permission shall be liable to prosecution. On all matters, strict protocol based on hierarchy and respect amongst members/ office bearers/ offices be maintained in ISA.

The ISA flag must be hoisted on the first day of the conference / CME before the start of the proceedings. The flag is hoisted by the president of the state.

XXI. Best City Branch of ISA, Karnataka State :

The city branches can apply for best branch prizes to be given during the annual conference of ISA Karnataka each year (Accepted from AGM 2009). The branches should use the same format as available in the ISA

(National) website one month before the state conference.

XXII. The KISA website : www.isakarnataka.in

Launched in March 2009, the Karnataka ISA website should be maintained by the Secretary of KISA or his representative (ISA member) approved by the Executive Committee, with regular updates. It should include details of ISA in Karnataka, list of office bearers, Branches and their activities, Announcements of meetings, KISA Conference, PG Excel, CMEs, work shops, etc.(the hosting branches are encouraged and should be forthcoming in using this website for their programmes, with due payments through the Secretary, KISA), Karnataka anaesthesia Journal, Fees, downloadable ISA forms, rules and regulations, links to ISA national website and other websites of anaesthesiology and patient information. Any suggestions from the members for improvement of the site may be sent to KISA secretary and should be then approved by the EC.

Hon. Secretary ISA (Karnataka State)