

**INDIAN ASSOCIATION FOR CANCER RESEARCH**  
(Soc Reg.Act 1860 Reg. No. Bom/710/80 G.B.B.S.D.)

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**RULES AND REGULATIONS**

1. The Association shall be called Indian Association for Cancer Research. The headquarters of the Association will be in Bombay city with functional branches at various places in India.
2. The objective of the Association shall be to advance research in relation to all aspects of cancer including the exchange of information.
3. The members of the Association shall be:
  - a) Student Members
  - b) Annual Members
  - c) Life Members
  - d) Overseas Annual Members and [ Amendment No.1]
  - e) Overseas Life Members

They shall be selected in such manner and with such rights and duties as the by-laws may provide.

4. Save as otherwise provided by the rules, every member shall pay a subscription of such amount and in such manner as may be decided from time to time as prescribed by the Bye-laws. The Student/Annual Members shall pay to the account of the Association by Cash/Cheque/Bank Draft, an annual subscription of the sum decided by the General Body due on the 1<sup>st</sup> day of April of a calendar year. Any member of the Association may compound all future subscriptions by payment of 10 times annual subscription either in one lump sum or by installments within one calendar year, provided the person does not pay within the time prescribed the balance payment, the amount paid shall be treated as annual subscription for the equivalent subsequent years. The Life Members and Overseas Annual and Life Members shall pay single subscription or equivalent amount in 3 installments in one calendar year. The General Body shall have the right to revise the membership fees periodically in view of the rising cost.
5. Membership of the Association shall be terminated in any of the following ways namely:-
  - a) By resignation, subject to such notice and other requirements as may be prescribed in the bye-laws.
  - b) By default in payment of the subscription as may be prescribed in the bye-laws.
  - c) By the Executive Committee at its discretion, if such termination appears to it to be in the interest of the Association, provided that any person, whose membership is proposed to be terminated under (c) shall have the right to be heard in his/her defense.

6. No person who had been a member of the Association and ceased to be such shall be again eligible for membership until he/she shall have paid all arrears to the association at the time when his/her former membership ceased. He/She shall be declared by the Executive Committee to be eligible for re-election to Membership.
7. The Association shall in each calendar year hold a General Body Meeting as its Annual General Meeting to be held at such time and in such place as may be determined by the preceding General Body Meeting.
8. a) Special Meeting may be called by the President or in his absence by the Vice-President upon the request of the Executive Committee or the request of 2/3<sup>rd</sup> of its members or 75 members whichever is larger.  
  
b) Such a meeting must state the objects of the meeting and must be signed by the requisitionists and deposited with the Hon. Secretary of the Association and may consist of several requests in like form each signed by one or more requisitionists.
9. The Association shall at least once in each calendar year hold scientific meetings or conferences by itself or may be with other bodies, open to each members of the Association. The Executive Committee may arrange to hold such meetings and conferences, in India or elsewhere. When held in India, one such meeting shall be convened in the same place as the Annual General Body Meeting of the Association, but so as not to conflict with the same.
10. Proceedings of the Scientific Meeting shall normally be published.
11. Notice or the Meeting: The Hon. Secretary shall give the notice of the meetings provided that the period of notice will be as follows: Scientific and General Body Meetings- not less than two calendar months- Extraordinary meetings- not less than two weeks-from the date of request; Executive Committee Meetings-not less than one week.
12. There shall be an Executive Committee of the Association to administer the affairs of the Association as per rules and regulations.
13. The Executive Committee shall consist of the President, Vice-President, Hon. Secretary, Hon Joint-Secretary, Hon. Treasurer and Nine Ordinary Members. The immediate past secretary shall be an ex-officio member of the Committee [Amendment No.2].
14. Election Procedure [Amendment No.3]:
  - a) Election will be held for various offices of the Association once every three years.

- b) The following office-bearers of the Association are to be elected from amongst the Life, Ordinary, Student, Overseas Life and Overseas Annual Members of the Association as on 30<sup>th</sup> June of the year
- |      |                             |       |
|------|-----------------------------|-------|
| i)   | President                   | One   |
| ii)  | Vice-President              | One   |
| iii) | Secretary                   | One   |
| iv)  | Joint Secretary             | One   |
| v)   | Treasurer                   | One   |
| vi)  | Executive Committee Members | Seven |
- c) Office bearers cannot hold an office for more than one term consecutively and shall not contest re-election for the same office for a period of three years.
- d) All members with one year standing [Life, Ordinary, Student, Overseas Life and Overseas Annual] are eligible to vote.
- e) The election will be by secret postal ballot.
- f) For purpose of elections, the Executive Committee will appoint a Returning Officer in the year in which election is due.
- g) The Returning Officer will, in the month of July of the year, invite nominations for various offices amongst the members of the Association with one year standing as on roll on June 30<sup>th</sup> of the year. The nominations will be invited on Nomination paper as per Proforma appended. The Returning Officer will also provide a list of members of the current Executive Committee along with the Nomination Papers so that re-nominations in contravention of rule 14(c) above are not made.
- h) The Returning Officer will seek the consent of nominees for various offices and only on receipt of the consent, their names will be included on ballot paper.
- i) For efficient functioning, Secretary and Treasurer and either President or Vice-President will be from Bombay, the headquarters of the Association.
- j) The ballot papers will be sent by post to members latest by the end of September.
- k) Marked ballot papers should be returned to the Returning Officer before the date specified for the purpose.
- l) All ballot papers received by the Returning Officer on or before the last date will be opened by the Returning Officer who will also arrange for their counting.
- m) Results of the election will be finalized and communicated to the Executive Committee by the Returning Officer before the Annual General Body Meeting.

#### 15. The President and Vice-President:

- a) The President and Vice President shall be Annual or Life Members of the Association who are not in default as per clause 5 of the Constitution and will be elected members of the Executive Committee.
- b) The term of Office of the President and Vice President shall be of three years. They shall not be eligible for re-election to the same post consecutively for a period of three calendar years after the expiry of their term [**Amendment No.4**].

16. The Hon. Secretary and Hon. Jt. Secretary:

- a) The Hon. Secretary and Hon. Jt. Secretary shall be Annual or Life Members of the Association who are not in default as per clause 5 of the Constitution and shall be elected members of the Executive Committee.
- b) The term of Office of the Hon. Secretary and Hon. Jt. Secretary shall be of three years. They shall not be eligible for re-election to the same post consecutively for a period of three calendar years after the expiry of their term [**Amendment No.5**].

17. The Hon. Treasurer:

- a) The Hon. Treasurer shall be Annual or Life Members of the Association who is not in default as per clause 5 of the Constitution and will be elected to the Executive Committee.
- b) The term of Office of the Hon. Treasurer shall be of three years. They shall not be eligible for re-election to the same post consecutively until a period of three calendar years after the expiry of his/her term [**Amendment No.6**].

18. Executive Committee Members:

The term of Office of the Executive Committee Members shall be of three years. They shall not be eligible for re-election for three calendar years to the same office consecutively. The Editor of the NEWS LETTER will be ex-officio member of the Executive Committee for three years. [**Amendment No.7**].

19. Vacancies in the Office:

- a) In the event of a vacancy occurring in the office of the President, the Vice-President will take over the office of the President, for the remaining period of the tenure. The vacancy arising thereof will be filled by co-option by the Executive Committee.
- b) In the event of the vacancy occurring in the office of Hon. Secretary or of Hon. Treasurer, or Hon. Jt. Secretary the vacancy will be filled by co-opting one of the members of the Executive Committee for remaining period of the tenure.
- c) Any vacancy occurring in the Executive Committee Members, other than annual retirement, shall be filled by the Executive Committee by co-option.
- d) Five members shall constitute a quorum at meetings of the Executive Committee.
- e) The proceedings of the Executive Committee shall not be invalidated by an accidental omission to give any notice-required in the constitution and bye-laws or by any vacancy among its members or by any defect in the election or qualification of any of its members.

20. Finance:

- a) The funds and assets of the Association shall be derived from the annual subscription of members, grants, donations and other endowments accepted by the Executive Committee on behalf of the association. They shall be administered by
- b) The Hon. Treasurer acting on instructions from the Executive Committee for the furtherance of the objectiveness of the Association.
- c) An account in the name of the Association shall be opened in the bank. Account shall be operated by the Treasurer and one of the office bearers of the Executive Committee.
- d) The accounts of the Association shall be audited annually and a report and a budget made by the Hon. Treasurer shall be presented to the Annual General Body Meeting of the Association.
- e) Accounting year of the Association shall be from 1<sup>st</sup> January till 31<sup>st</sup> December.

21. The General Body Meeting shall have the power to appoint auditors and other experts as per need of the Association and decide the payments of such experts. The Executive Committee shall have power to invest, deposit the money or open separate accounts in the banks as per need.

22. Amendments to the Constitution:

Proposition for any amendments, extension, abridgement or deletion of constitution of the Association including the purpose for which it has been established, and any decision on the amalgamation of the Association either wholly or partially with any other association shall be announced by a circular to all members of the Association at least 3 months before holding a General Body Meeting or a Special Meeting for the said purpose. In the special meeting two-thirds or more members at the meeting should vote in favor of the proposal for its acceptance.

23. Dissolution:

If the Association is dissolved, dissolution shall be carried out according to S.R.Act 1960. The assets of the body shall not be divided among the members, but will be passed to a body established for charitable purposes only and having objects similar to those of the Association.