

5/11/64389 23-12-09



पश्चिम बंगाल WEST BENGAL

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वैयक्तिक या अर्थिक बन्धु रि
वर्ग (समाज) विहित कया कयका
कारिका वाकावाचकव,

Regulations of Association
Registered:
Sd/-

5/11/64389

Speech and Hearing Association of India,
West Bengal Branch.

Memorandum of Association
Registered on 12/10/2009
Sd/-



Speech and Hearing Association of India
West Bengal Branch
12/10/2009



By publishing a Journal devoted to the field of Speech-Language and Hearing.

5/11/64389

Speech and Hearing Association
West Bengal Branch

Registrar of Firms, Societies &
Non-Trading Corporations, West Bengal

Suman Kumar
04/09/09

T.C.
M. No. 6420/10/09

সংগঠনের পূর্ব প্রাপ্ত বহুতালিকা
নং (সংসদে) বিচার করা হইবে
অতিরিক্ত বাধ্যতাবদ্ধ

WEST BENGAL SOCIETIES REGISTRATION ACT
MEMORANDUM OF ASSOCIATION

OF

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21/5/09

1. Name of the society shall be:

~~WEST BENGAL BRANCH OF INDIAN SPEECH AND HEARING ASSOCIATION (WB~~
ISHA)
SPEECH AND HEARING ASSOCIATION OF INDIA,
WEST BENGAL BRANCH

2. Registered Office of the society shall be situated at:

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Ali Yavar Jung National Institute for the Hearing Handicapped,
Eastern Regional Centre, B.T.Road, Bon Hooghly, Kolkata, 700090.

3. The Aims and Objectives for which the society is established are:

To encourage scientific study of the processes involved in Speech - Language and Hearing, to promote investigation of Speech-Language and Hearing disorders, foster improvement of therapeutic procedures for such disorders, to stimulate exchange of information among persons thus engaged and disseminate such information:

- a) By encouraging basic scientific research and experimental work in Speech-Language and Hearing.
- b) For obtaining facilities for research and for guiding such research.
- c) To promote high educational and research standards in the field of Speech-Language and Hearing.
- d) By establishing committee on educational standards to supervise, advice, monitor and, develop and implement educational standards laid down by the association for training by various institutions in the country.
- e) By holding scientific discussions and reading papers related to the field of Speech-Language and Hearing.
- f) By establishing and maintaining a museum, a reference library furnishing it with books, reviews, magazines, etc., relating to Speech-Language and Hearing.
- g) By watching and advising on legislation affecting Speech- Language and Hearing specialists and the persons affected with Speech-Language and Hearing disorders.

By publishing a Journal devoted to the field of Speech-Language and Hearing.



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Suman Kumar
West Bengal Branch of Indian
Speech and Hearing Association (ISHA)

REGISTERED/RECORDED FILED
2009
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Suman Kumar
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- i) By bringing together members of the association periodically at conventions and continuing education programs, seminars and workshops and, in general by working for alleviating the problems of Speech-Language and Hearing afflicted population in the Indian Union.
- j) ~~By holding properties movable or immovable that may be necessary or advantageous for the aforesaid objectives, to purchase and to sell, to lease and to mortgage the same for the purpose of the association and to construct, alter and maintain its own building necessary for the transactions of the association.~~
- k) By receiving donations and contributions from members as well as from generous public and by holding the same in trust for any particular purpose or purposes for the advancement of the field of Speech-Language and Hearing.
- j) ~~By~~ By co-operating with the medical and allied associations connected with Speech-Language and Hearing in Indian Union or outside for the promotion of the field.
- k) ~~By~~ By organizing exhibitions of machinery, implements, tools, appliances, aids, etc., connected with or pertaining to Speech- Language and Hearing field in different parts of the country and to improve the implements, machinery, instruments and appliances related to the field.
- n) ~~By making subsidiary rules and regulations of the association and to delete after and amend or add to the same as and when necessary for purposes of better management.~~
- l) ~~By~~ By doing all such other things as may be incidental and conducive to the attainments of the aims and objectives of the association.
- m) ~~By~~ The functions and objects of the society shall always remain restricted within the meaning of the section 4(2) of the West Bengal Society Registration Act 1961 irrespective of any object mentioned in the present document in agreement or opposed to the said section.

Suman Kumar
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Before commencing the activities of the Society necessary approval/permission will be obtained from the Govt. or other appropriate / concerned authorities as and when required.

The income and properties of the society whatsoever derived or obtained shall be applied solely towards the promotion of the object of the society and no portion thereof shall be paid to or divided amongst any of its members by the way of profits.



Suman Kumar
Secretary

Suman Kumar
04/09/09
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4. The names, address and descriptions of the members of the Governing Body:

S. N.	Name & Address	Description
1.	Dr. A. K. Sinha Asst. Director, AYJNIHH, ERC B.T.Road, Bon Hooghly Kolkata-700090	President
2.	Mr. Partho Pratim Ghosh, Audiologist & Speech Language Pathologist (ASLP) Calcutta Hearing Clinic 18/A Sarat Bose Road. Kolkata-700026	Vice President
3.	Mr. Suman Kumar Lecturer (Sp & Hg), AYJNIHH,ERC , B.T.Road, Bon Hooghly Kolkata-700090	Secretary
4.	Mrs. Srabanti Khemka, Lecturer (Sp & Hg), AYJNIHH, ERC, B.T.Road, Bon Hooghly Kolkata-700090	Treasurer
5.	Mr. Chandan Saha, Audiologist & Speech Language Pathologist (ASLP) G+1, "Tapovan" No.24, Kendua, Main Road, Garia, Kolkata-700084	Joint Secretary
6.	Mr. Dibyendu Bhattacharya, Audiologist & Speech Language Pathologist (ASLP) 20 A Chaitanya Avenue, Durgapur, 743205, WB	Executive Member
7.	Mr. Indranil Chatterjee Lecturer (Sp & Hg), AYJNIHH, ERC, B.T.Road, Bon Hooghly Kolkata-700090	Executive Member
8.	Mr. Bireswar Biswas, Audiologist & Speech Language Pathologist (ASLP) 522/D K.G.R Path, Haralal Nagar, Kancharapara, 24PGS(N), 743145	Executive Member
9.	Ms. Minakshi Kusari, Audiologist & Speech Language Pathologist (ASLP) 39 Rishi Aurobindo Sarani, B.T. Road, Kolkata-700090	Executive Member



Suman Kumar

Suman Kumar
04/09/09

5. We, the several persons whose names, addresses and occupations are hereunto subscribed are desirous of being formed into an association in pursuance of this memorandum of association.

S. N.	Signature	Address	Occupation
1.	M.S.	Asst. Director, AYJNIHH, ERC B.T.Road, Bon Hooghly Kolkata-700090	Service
2.	Parthe Ghosh	ASLP Calcutta Hearing Clinic 18/A Sarat Bose Road, Kolkata-700026	Pvt. Practice
3.	Suman Kumar (SUMAN KUMAR)	Lecturer (Sp & Hg), AYJNIHH, ERC B.T.Road, Bon Hooghly Kolkata-700090	Service
4.	Chandan Saha	ASLP, G+1, "Tapovan" No.24, Kendua, Main Road, Garia, Kolkata-700084	Pvt. Practice
5.	Shrabanti (SRABANTI KHENKA)	Lecturer (Sp & Hg), AYJNIHH, ERC B.T.Road, Bon Hooghly Kolkata-700090	Service
6.	Dibyendu Bhattacharya	ASLP, 20 A Chaitanya Avenue, Durgapur, 743205	Service
7.	Chatterjee KINDRANIL CHATTERJEE 20/05/09	Lecturer (Sp & Hg), AYJNIHH, ERC B.T.Road, Bon Hooghly Kolkata-700090	Service
8.	Bannu Bannu	ASLP, 522/D K.G.R Path, Haralal Nagar, Kancharapara, 24PGS(N), 743145	Service
9.	Minkeshi Kusari	ASLP, 39 Rishi Aurobindo Sarani, B.T. Road, Kolkata-700090	Service

Witness to the above signatures,

Signature

(B. N. Rao)

Address

AYJNIHH, BTRD, Bon Hooghly, Kolkata

Occupation

Lecturer.

Dated the

20.5.09.

Suman Kumar
04/09/09



Suman Kumar
Secretary
West Bengal Branch of Indian
Speech & Hearing Association (WBISHA)

5/11/64389 23-12-09

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INDIA NON JUDICIAL

पश्चिम बंगाल WEST BENGAL

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5/11/64389

Hearing of
Speech and ~~Meeting~~ Association of India
West Bengal Branch.

Regulations of Association
Registered.

Sd/-



Suman Kumar

West Bengal Branch
Speech & Hearing Association (WBISHA)

Registered
Non-Trading Corporation
Suman Kumar
24/09/09

- c) **Ordinary Members:** Those who hold a degree in Speech- Language and Hearing from a recognized school or college of Speech-Language and Hearing from India or abroad and having paid their annual membership fee.
- d) **Associate Members:** They shall be those who are not primarily from the field of Speech-Language and Hearing but from a related discipline (medical or non-medical) closely associated with the field and holding a minimum of graduate degree in their respective discipline and having paid towards annual subscription fee.
- e) **Student Members:** They shall be those who are undergoing under graduate training in Speech-Language Pathology and Audiology and, having paid their annual subscription fee.

Membership Subscription

- a) Subscription shall be paid in advance. All categories of memberships, a processing fee of Rs. 50/-(for members in India) and \$10 for overseas members shall be charged.
- b) Life Membership: Life membership fee shall be Rs 1000 and, \$100 for members abroad.
- c) Ordinary Membership: The annual subscription for the ordinary members shall be Rs. 500 and, \$ 50 for the members abroad.
- d) Associate Membership: The annual subscription for the Associate members shall be Rs. 750 and, \$ 50 for the members abroad.
- e) Student Membership: The annual subscription for the Student members shall be Rs 250 and, \$50 for the students abroad.

3. Cessation of Membership

Any member shall cease to be a member- a) on the acceptance of his resignation from membership, b) on his becoming insane or insolvent , c) on his conviction of any offence in connection with the formation, promotion, management or conduct of affairs of society or a body corporate or of any offence involving moral turpitude.

4. Register of Members:

There shall be a register maintained at the registered HO of the association, by the Secretary, in which names of all the members of the association shall be entered with their names, addresses corrected from time to time, qualification, occupation, the date of admission, and date of cessation of membership.



Suman Kumar
Secretary & Managing Association (A/BS/MA)

Suman Kumar
04/09/09

5. Rights and Obligations of Members:

- a) All Honorary members of the Association shall be entitled to participate in all activities of the association and shall receive the journal free of all charges. They shall not be entitled to vote at the meetings of the association or to hold the position of office bearers.
- b) All life members and ordinary members shall be entitled as of right to participate in all activities of the association including right to vote (one vote per member), and shall also be entitled to receive the journal free of all charges during the continuance of membership.
- c) All associate members and student members of the association shall be entitled to participate in all activities of the association and shall also be entitled to receive the journal free of all charges during the period of their membership. But they shall not be entitled to vote at the meetings of the association or to hold the position of office bearers.
- d) Students shall be allowed to present papers provided they are either a student or ordinary or a life member of the association.

6. Expulsion and removal

Frequent actions of any member, if found by the Governing Body is detrimental to the interest and is in violation of the rules and regulations of the Society, he may be after due enquiry, censured, suspended or expelled from the membership by the Governing Body. In that case the Governing Body shall first serve the member concerned with a show cause showing therein the charges framed and ask him to submit his statement of defense within a month. On receipt of the explanation, the Governing Body shall have the power to take a suitable action against the delinquent member after allowing him to defend his case. If no reply to the show cause notice is received within a month, the Governing Body may take an ex-parte decision.

For any act of expulsion or termination no such member shall be entitled to prefer any claim for compensation or damage even if proved on subsequent date that such act of expulsion or termination was wrongful and/or unlawful.

GOVERNING BODY

1. Composition

The management of the association shall vest in Governing Body that shall consist of eleven members. The members of the Governing Body shall be persons with qualification in Speech-Language Pathology and/or Audiology who have been a life member of the association.



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1. President
2. Vice President
3. Secretary
4. Joint Secretary
5. Treasurer
6. Editor, Journal of Speech and Hearing
7. Four Committee members

Nomination for Election

- i) The Honorary General Secretary under the direction of the GB shall call for nomination for various posts of the EC from the qualified members of the association. This shall be communicated through the WB ISHA newsletter.
- ii) The nominations shall be called two months before the Annual General Body Meeting. The nomination closes one month before the General Body Meeting. Withdrawal of nomination is allowed even on the floor of the house up till before the election. The election shall be held at the General Body meeting.
- iii) Nomination papers for the posts of all office bearers (above mentioned) must reach the Honorary General Secretary within stipulated time.
- iv) Nomination should be filed in the format prescribed and be proposed and seconded by the registered eligible members of the association.
- v) If no nominations are received for any specific post(s) or if the elected office bearer fails to assume the office, the GB can for the nomination from the floor and shall nominate the person.
- vi) The GB shall form an election committee with Returning Officer for the smooth conduct of the election.
- vii) The Returning Officer shall be responsible till the results are declared and the same shall be handed over to the President of the association with full signature, date, and station and with official designation.

Election of the Office Bearers

- i) The President shall be elected at every Annual General Body Meeting by Ballot. The President shall hold office as ex-officio member as Vice President for the running year,



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04/09/09

President - for the succeeding year and as ex-officio member as past president for the next year.

- ii) The election of Honorary General Secretary, Joint Secretary from the Registered Head Office, Honorary Treasurer, Chairman of the Committee of Education Standards and Ethics, , Editor of the Journal and the four members of the EC:
- (a) The General Body at the Annual General Body Meeting shall elect an Honorary General Secretary, Joint Secretary, Honorary Treasurer, , and the Editor of the Journal of the association who shall hold office for a period of ~~three years~~ ^{two years} or till the next Annual General Body Meeting whichever is longer.
- (b) Four members: The general body shall also elect four members to the Governing Body at the Annual General Body Meeting who shall hold office for a period of two years.
- (c) In the event of vacancy occurring amongst office bearers of the General Body during the course of any year, the existing members of the Governing Body shall nominate the office bearer or office bearers in the vacancy or vacancies and the persons so nominated shall hold additional charge till the next annual general body meeting.

Terms of the Office

All office bearers are entitled to hold office for one term and shall retire after expiry of the term; but shall be eligible for reelection, only for another consecutive term. And, no one shall hold more than one post at the same time except in the exigency. Members who wish to contest for the second term should have relinquished the office of the GB.

Resignation/Removal

The resignation and removal of the G. B. members shall be dealt with as has been prescribed as in the case of other members noted herein before.

2. Meeting

- a) The members of the Governing Body (GB) shall meet at least thrice a year physically before the Annual General Body Meeting. The GB meeting shall be called with one month notice.
- b) In the event of not able to meet physically, the Hon General Secretary in consultation with the President of WB ISHA shall use the electronic media or postal services to obtain the opinion on specific issues of importance.
- c) Any seven members of the Governing body shall form a quorum.



Su Secretary
West Bengal Branch of Indian
Speech & Hearing Association (WBISHA)

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- d) The president when present shall preside at all the meetings of the Executive Council and in his absence; the Immediate Past- President or the Vice President shall preside. If all the three happen to be absent, the meeting may elect its own Chairman and for the purposes of the meeting, he shall have all the powers of the President.
- e) In the event of a very important agenda on the Executive Council meeting, the President at his discretion may direct that in his absence either the Vice President or the Immediate Past- President to preside.
- f) In every case of voting the President or the Chairman will have a vote; in every case of a tie, the Chairman or the President shall have additional or casting vote.
- g) The voting could be either by show of hands or by ballot.
- h) Whenever it is found inconvenient to call a meeting of the GB and the Honorary General Secretary deems it desirable that the opinion of the GB should be obtained on any particular matter or matters where their opinion is required, he shall do so by post or by electronic mail and act in accordance with the view of the majority.
- i) The President has the power to call for an GB meeting in the matters of urgency in consultation with the Hon. Gen. Secretary.

3. Notice and quorum

7 days' notice of the meeting specifying the place, time and the general nature of business to be transacted shall be given to every member of the Governing Body. Emergency meeting may be called on 24 hours notice. 1/3rd members personally present shall constitute a quorum for the meeting and if a quorum is not present within 30 minutes of the time, members present shall adjourn the meeting.

4. Procedure of the meeting

The President or in his absence the Vice-President shall preside over all meetings of the Governing Body and in their absence members present shall elect a Chairman of the meeting. All questions before the meeting will be decided by a majority of votes, each members having one vote. The President or the Chairman shall have a second or casting vote in addition to his own vote in case of equality of votes.

5. Power and duties of the office bearers

The Governing Body shall have general power of supervision and conduct over all the affairs of the society and in particular shall discharge the following duties: (i) To appoint sub-



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West Bengal Branch of Indian
Speech & Hearing Association, Kolkata

Suman Kumar
04/09/09

committee with such power and duties as may be considered necessary or expedient. (ii) To accept donation, gift, subscription, movable or immovable property for the objects of the society. (iii) To sell, lease, mortgage or otherwise dispose of and deal with all or any part of the property of the society, (iv) To keep proper accounts of the society and to open bank account in the name of the society in one or more banks. (v) To co-opt not more than two members to the Governing Body. (vi) To appoint a person or persons on payment to assist the Secy. / Treasurer in the maintenance of account, etc. (vii) To conduct any other business not specified herein for the attainment of the object of the society provided such business is not repugnant to such object. (viii) Society can acquire property both movable and immovable property for the use of the Society.

SAFE CUSTODY OF PROPERTIES

1. The Governing Body shall be responsible for the safe custody of the funds, properties and assets of the society.

2. The funds of the society shall be kept in banks/post offices/ Mutual Funds and be invested in any securities specified under Sec. 20 of the Indian Trust Act, 1882.

BOOKS OF ACCOUNTS AND INSPECTION

The books of account and other statutory books shall be kept at the registered office and shall be open to inspection of the members at such time and place as the Governing Body directs on a written request made by any member.

ACCOUNTING YEAR

The accounting year of the society shall be from 1st day of April of each year to 31st day of March of following year.

GENERAL MEETINGS

Annual General Meeting:

The president of the association shall preside over all the official meetings and functions of the association.

- a) The Annual General Body Meetings (AGB) of the Association shall be held at a time and place to be notified by the Honorary General Secretary, and such meetings shall be held within eighteen months after the previous one unless the GB by a majority resolves otherwise.



[Signature] Sunar Kumar
04/09/19

- b) The Honorary General Secretary shall give at least two months notice of the AGB Meeting and shall call for agenda items to be placed before the general body for action.
- c) The time and place of the annual meetings shall be decided by the general body.

Agenda: The business to be transacted at the A. G. M. shall be : (a) to confirm the minutes of the last A. G. M. and of special general meeting if any, (b) to adopt with or without modification the report of the working of the Society for the previous year; (c) to pass audited accounts of the Society for the previous year ended; (d) to appoint qualified Auditor or Auditors; (e) to transact such business as may be fixed by the Governing Body; (f) to transact such other business as may be brought forward by giving 14 days previous notice from any member; (g) to conduct general election.

Quorum of the meeting: 1/3rd members personally present at the commencement of the meeting shall constitute the quorum.

Manner and Method of Voting: The Chairman of the meeting shall decide the manner and method of voting at the outset of the meeting

Special General meeting:

A Special General Meeting may be convened by the Governing Body at any tune in view of urgency of the matter. At least 7 days notice shall be given to every member for special general meeting.

Members may request the Governing Body for special General meeting by placing a requisition signed by 2/3rd of total members. In that case the Governing Body shall convene a special general meeting within a month from the receipt of such notice. In default by the Governing Body, the requisitionists shall hold such meeting provided no business other than those specified in the notice shall be transacted.

Extra-ordinary general meeting:

The Governing Body may direct to convene an Extra-ordinary general meeting for consideration of addition, alteration or amendment of the memorandum/regulations, of the Society. 7 days notice along with the proposed draft of change shall be sent to members before the meeting. The resolution for change, amendment etc. of the Memorandum and Regulations be carried out it accepted by the three fourths of the members present at the meeting.



Suman Kumar

Suman Kumar
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DUTIES OF THE OFFICE BEARERS

1) President : shall (a) preside over all meetings of the Society; (b) take all disciplinary actions such as removals, dismissals etc., in consultation with the Governing Body; (c) advise the Secretary in any matter requiring urgent attention; (d) call emergency meeting.

2) Vice President: In the absence of the President, the Vice- President shall perform all the duties of the President.

3) Secretary: shall (a) convene all meetings of the Society; (b) maintain minute books of all meetings; (C) issue general circulars and notices; (d) receive all applications for membership which shall be placed before the Governing Body; (e) sign on behalf of the Society all receipts for all sums received as subscriptions etc.; (f) sign and give pay order on all bills for payments; (g) get the accounts of the Society audited by a Chartered Accountant; (h) ensure compliance with statutory requirements; (i) transact all other business subject to the direction of the Governing Body.

4) Joint Secretary: In the absence of the secretary. The Joint Secretary shall perform all the duties of the secretary.

5) Treasurer : shall (a) collect and receive all sorts of subscriptions, donations and deposit of money and grant receipts thereof; (b) maintain and keep cash book and such other accounts as are necessary; (c) operate bank account jointly either with the Secretary or the President; (d) prepare the budget in consultation with the Secretary for consideration of the Governing Body.

MAINTENANCE AND AUDIT OF ACCOUNTS

The Society shall maintain books of accounts as required under Sec. 15(1) (a), (b) of the Act. The accounts shall be audited by a duly qualified auditor as stated in Sec. 15 (2) of the Act.

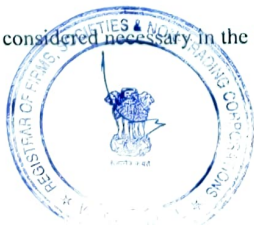
SUIT & LEGAL PROCEEDINGS

All suits and legal proceedings by or against the Society shall be in the name of the Secretary or such person as shall be appointed by the Committee.

ALTERATION OF MEMORANDUM & REGULATIONS

The Memorandum and Regulations may be altered, modified, rescinded or added to by special resolutions passed by the 3/4th members in a general meeting called for the purpose.

The Governing Body shall have powers to make, alter modify or rescind such regulations as may be considered necessary in the interest of smooth functioning of the society.



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Suman Kumar
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DISSOLUTION OF SOCIETY

Subject to the provisions of Sections 24 & 27 of the West Bengal Societies Registration Act, 1961 or any Statutory modifications thereof, the Society may be dissolved by a resolution to that effect passed by 3/4th members of the society at a general meeting. The said meeting shall also decide the manner of disbursement of the funds and assets of the Association, if any, after dissolution.

We, the undersigned members of the Governing Body of the Society, do hereby certify that the above is a true copy of the Regulations of Society.

Signature of three members of the Governing Body:

- 1. 
- 2. *Suman Kumar*
- 3. 

Dated 20/05/09 20th day of May 2009



CERTIFIED TRUE COPY



*Compared by:
05/01/10*

adl Registrar of Firms, Societies & Non-Trading Corporations West Bengal

Suman Kumar

Suman Kumar
01/09/09