

# THE INDIAN ASSOCIATION OF FORENSIC ODONTOLOGY, INDIA

Registration No. 192 of 2002

## BYE-LAWS

### PART I

1. **NAME:** “The Indian Association of Forensic Odontology, India”. shall herein after be called as “The Association”
2. **ADDRESS:** The address of the registered office of the Association shall be at a place of the Secretary’s choice; presently at “No. 24, 18th Avenue, 92nd Street, Ashok Nagar, Chennai – 600083, Tamil Nadu, India”.
3. **FORMATION:** The Association was founded on 21.11.01 and registered in 2002 with the Registrar of Societies, Central Chennai as No. 192 /2002 under the Societies Act 1975.
4. **JURISDICTION:** The Association is within the jurisdiction of the Registrar of Societies, Chennai (Central), Pin Code No. 600018.
5. **BUSINESS HOURS:** The business hours of the Association shall be between 10.00A.M. and 4.00P.M. on all days, except Sundays and other public Holidays of the State / Central Government.
6. **AIMS AND OBJECTS:** The aims and objects of the Association are:
  - a) To provide a meeting place for the Dental Surgeons of India to promote the feelings of oneness, among its members.
  - b) To establish and maintain a centre for members to exchange their knowledge, skill and expertise in the field of Forensic Odontology.
  - c) To provide relief(s), financial and material, to the deserving persons who want to pursue their higher studies and/or participate in conferences. The quantum of relief, the number and the eligible candidates will be decided by the Executive Committee / Annual General Body meeting (EC/AGM).
  - d) To conduct seminars, workshops, meetings, and conferences for the purpose of advancement of forensic odontology.

- e) To deposit the surplus funds in any nationalized bank, in accordance with the financial guidelines of the State and Central Governments on the subject.
- f) To raise funds for the development of the Association, to buy lands, and construct buildings consisting of meeting halls, library, laboratory etc., and to apply for Income Tax exemption.
- g) To carry on such other activities as is considered necessary in the common interest of the members of the Association.

**7. LEGAL MATTERS:** The Secretary of the Association shall be the person empowered to take legal action for and on behalf of the Association, subject to the general direction of the EC / AGM of the Association (and employ a person for clerical, typing and other related work on a reasonable remuneration to be decided by the EC / AGM). The Association can engage a counsel for any legal work and can pay reasonable remuneration, to be decided by the EC / AGM.

## PART II

### **MEMBERSHIP**

- 1. ELIGIBILITY:** All Registered Dental Surgeons in part A of the Indian Dentists Register are eligible to become life members of the Association, subject to the provision in these bye-laws and after approval by the EC.
- 2. MEMBERS**
  - a) A life member is one who has become a member of the Association for life on payment of necessary fee, which shall be decided, periodically by the AGM. Every life member shall have the right to participate in AGM, including Extraordinary GM (EGM) and have the right to vote on any issue or stand for office bearer's election. Members can attend, on payment, seminars, workshops, meetings, conferences etc.  
\*The life membership fee is Indian Rupees ₹ 5,000/-.
  - b) A Patron / Honorary member is one chosen by the EC for his/her significant contribution to the Association and to the Science of Forensic Odontology. He/she is not entitled to contest or vote in the AGM for the election of any office bearer. However, he/she is entitled to attend and take part in the deliberations.

c) \*An Affiliate Member is a foreign national who is a qualified and registered dentist in their home country. He/she is not entitled to contest or vote in the Annual General Body Meeting (AGM) for the election of any office bearer. However, he/she is entitled to attend and take part in the deliberations.

i. The Affiliate Membership fee for the South Asian Association for Regional Cooperation (SAARC) countries is ₹ 7,500/-.

ii. The Affiliate Membership fee for other countries is US\$150/-.

d) \*An Associate Member is an Indian national residing in India, who is not a dentist, but has a keen interest and/or demonstrable experience in forensic odontology. He/she is not entitled to contest or vote in the AGM for the election of any office bearer. However, he/she is entitled to attend and take part in the deliberations. The Associate Membership fee is ₹5,000/-.

\* As amended in the AGM held on 20-09-2014

**3. REGISTER:** The Secretary shall maintain a register of all the members.

**4. DISQUALIFICATION OF A MEMBER:** Any member shall be ineligible to be a member of the Association if he/she conducts himself against the interest and welfare of the Association activities or found to be working against the elected office bearers, or found unfit by EC / AGM.

**5. DISQUALIFICATION OF AN OFFICE BEARER / MEMBER:** Any office bearer/ member can be removed by the EC, after providing a reasonable and valid opportunity to the office bearer / member subject to approval by the AGM/ EGM. The office bearer / member can be reinstated after a lapse of 5 years only if approved by the AGM/ EGM.

### PART III

#### **1. MANAGEMENT**

The administration of the Association shall be by a committee consisting of the following with their terms of office:

President (2 years)	President Elect (2 years)	
Immediate Past President (2)	2 Vice Presidents (2 years)	
Secretary (4 years)	Treasurer (4 years)	Editor (4 years)
Founder Secretary (Life)	Joint Secretary (2 years)	5 EC Members (2 years)

There shall be 5 EC members for the first 100 members with an addition of one EC member for every additional 100 members or part thereof. All the office bearers shall be nominated by the EC and, if present in the AGM can be approved unanimously or, if absent, nominations can be called for and approved unanimously or, if there is a contest, elected through secret ballot, from amongst the members who are present in the AGM.

All the office bearers shall hold office for the period mentioned, from the date of election or for the unexpired portion in that year. They are eligible to hold the office, if elected, for a maximum of 2 additional terms.

All office bearers should have been a life a member for a minimum of 5 years of which 2 years should be as EC members, except EC members who should have been a life member for a minimum of 2 years.

The powers of each office bearer are specified separately but their action should be within the majority of the overall powers of the executive committee and the executive committee is accountable and answerable to the General Body.

**2. POWERS OF THE EXECUTIVE COMMITTEE:** The EC shall exercise all the duties and functions cast upon it under the bye-laws. It is open to the EC to admit / expel any member referred to in the previous paragraphs, by a simple majority for reasons that constitutes misconduct and anti-association activities.

a) The EC shall deal with all movable/immovable properties of the Association by making reasons by resolutions.

- b) The EC shall be responsible for all the compliance to the provisions in the Tamil Nadu Societies Registration Act, 1975.
- c) The EC shall meet as often as necessary or at least once in three months to transact any business in the interest of the Association. The quorum for the EC shall be 5, of which one should be an EC member.
- d) The EC shall be presided over by the President or, in his/her absence, by the Vice President, or in his/her absence by any other member who is present in the meeting.
- e) The EC shall have the powers to invest the funds of the Association in any Nationalized Bank.
- f) The notice for the EC meeting shall be 14 days.

#### **PART IV**

##### **1. GENERAL BODY**

- a) There shall be at least one AGM consisting of all the members in a financial year and it shall be within 9 months of closing of accounts.
- b) An EGM can be convened by the President, either *suo moto* or on the written request of not less than 1/3 strength of members on roll. 30 days clear notice shall be given for the AGM/ EGM.
- c) The Quorum for the AGM will be (20) members. If the requisite number of members is not present even after 30 minutes of the appointed time, then, those present will automatically form the quorum notwithstanding the required quorum, prescribed above. All other resolutions can be passed in the AGM by a simple majority.
- d) The Financial year (April-March) shall be the Accounting year and shall be subject to Audit. Copies of bye-laws etc. will be made available on payment.
- e) The agenda for the AGM shall be sent with meeting notice and there shall be no discussion or resolution in the AGM except those that are included in the agenda: but it is open to the AGM, to discuss and move any resolution, subject to the specific permission of the Chair.
- f) Any member who is desirous to bring any resolution in the AGM shall give 14 days advance notice with sufficient copies of such resolution duly proposed and seconded by eligible members.

## **2. ANNUAL CONFERENCE**

- a. An annual conference shall be conducted every year, with the guidelines prescribed by the Association.
- b. The invitation for the annual conference should be in person at the AGM, with a written request by a competent authority/person with details of available infrastructural facilities.
- c. The Annual conference shall be of 2 days duration. Every effort shall be made to encourage members to develop academic excellence in the science of Forensic Odontology.
- d. During the inaugural function, the President and Hon. Secretary, shall be on the dais.
- e. Arrangements should be made to conduct EC and AGM
- f. For every registered delegate, ₹100/- shall be paid to the IAFO.
- g. The profit, if any, of the Annual Conference and Workshops organized under the IAFO shall be transferred in full to the IAFO, after due auditing. In the event of a deficit, it shall be borne by the Organizing Committee. The audited Accounts should be submitted within 6 months.

## **PART V**

### **MISCELLANEOUS**

- a. The President shall preside over all the meetings and he/she is responsible for the smooth and fair conduct of the meeting.
- b. The Secretary shall be responsible for all the execution/implementation of the resolutions and for the overall control of all the affairs of the Association including that of election.
- c. The Treasurer shall be responsible for all the receipts and expenditure of the Association and shall present the Annual Accounts to the EC / AGM. The accounts shall be audited annually by a chartered accountant. All accounts will be translated through Nationalized Banks and will be maintained in the name of the Association.

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