AIIMS BHOPAL SPORTS ASSOCIATION

1. **The Name**
   The name of Association shall be "**AIIMS BHOPAL SPORTS ASSOCIATION**" herein after referred as the "**ABSA**"

2. **Headquarters**
   The headquarters of the ABSA shall be situated at Medical College Building AIIMS Bhopal. However temporary office shall function at the residential place of the Hon. Secretary

3. **Objectives**
   1. To conduct annual regular sports, annual sports events, tournament of AIIMS, inter-college zonal meets etc
   2. To carry on experiment with a view to improving methods of sports teaching and to establish institution for this purpose
   3. To co-ordinate with governments other societies, institutions and bodies for the purpose of promoting sports education and spread of knowledge and culture.
   4. To help the students & provide expert guidance to desirable students to play at national & international level.
   5. To guide and assist in the promotion of physical fitness among people.
   6. To provide scientific guidance and assistance to the sports fraternity, regarding the medical and health aspects of training in sports.
   7. To conduct research in the field of sports medicine, sports sciences and allied sciences.
   8. To print and publish articles, periodicals and pamphlets on topics related to sports medicine and allied sciences.
   9. To organize seminars, symposiums and workshops in sports medicine and allied sciences
   10. To be able to trade a software and hardware developed as a result of above activities
   11. To get the ABSA affiliated as a unit of the FIMS (The International Federation of Sports Medicine) and similar organizations
   12. To organize and host sports & physical activity events of other bodies
   13. To do all other acts congenial and conductive to attain the objectives of the ABSA.
   14. To undertake the management of sports infrastructure, courts, Gyms, Swimming pool etc of AIIMS Bhopal
   15. To promote NCC (National Cadet Corps), Air wing and other paramilitary training and drills in AIIMS Bhopal

4. **Membership**
   A. **The Life membership of the ABSA shall be open be:**
      i. Registered Graduates in Allopathic Medicine who are involved in sports and Sports sciences. They shall constitute at least 2/3 of the total membership of ABSA.
      ii. The following categories holding recognized qualifications shall constitute the remaining membership of ABSA.
         a. Physiotherapists
         b. Nurses
         c. Dentists
         d. Scientists
         e. Physical Educationists
         f. Coaches
         g. Persons belonging to other medical faculties
B. **The ABSA shall have the following categories of members.**
   i. **The Patron:** The director of AIIMS BHOPAL shall be the patron of the ABSA.
   ii. **Hon. Life Members:** Honorary Life Membership can be given to dedicated workers in the field of sports and sport medicine, which the Executive Committee can decide and will recommend to General Body.
   iii. **Life Members:** As per ‘A’ above

5. **Dues and Due Dates**
   i. Those who apply for the life membership of the ABSA shall pay a membership fee of Rs. 2,500.00 (Two Thousand Five Hundred only) along with the application. If the application is rejected, the entire amount shall be refunded to the applicant.
   ii. All dues payable to the ABSA shall be paid to the Hon. Secretary / Treasurer on or before 31st March every year, failing which they shall be declared defaulters. Those who fail to pay their dues even at the expiry of the grace period shall cease to be member of the ABSA and shall have no right to attend or to vote in any meeting of the ABSA. Those who once cease to be member of the ABSA may apply fresh if they desire to become members after clearing the outstanding dues.

6. **Financial Year**
   The financial year of the ABSA shall be from 1st April to 31st March.

7. **Office bearers of the ABSA**
   The ABSA shall have the following office bearers:
   1. **President ABSA** – Faculty Incharge Sports AIIMS Bhopal
   2. **Vice Presidents** – 4th year student of MBBS, 4th year student of BSc Nursing, JR III any subject, more vice presidents to be added as more colleges open up in AIIMS Bhopal
   3. **Sports Secretary** - 4th year student of MBBS
   4. **Sports Jt. Secretary** - One MBBS student from each year, One Nursing student from each year
   5. **Sports Treasurer** – to be nominated by Director
   6. **Six to Ten Executive Members ABSA**

8. **Duties and Powers of the office bearers**
   A. **The President:**
      a. The ABSA shall have a President elected by its General Body in its Annual meeting, from among the members of the ABSA and he / she shall be an MBBS graduate.
      b. He shall have supervision and control over the other office bearers of the ABSA and its Executive Committee in the discharge of their respective duties; and also over the working of the ABSA in general.
      c. He shall preside over the General Body and the Executive Committee meetings of the ABSA.
      d. He shall have the powers to convene any meeting of the ABSA, either the General Body or the Executive Committee or any subcommittee, on short notice under his signature, if the Secretary fails to do so, on instruction by him.
      e. He shall have the powers to delegate any of his powers as
the President to any one of the Vice – Presidents.

B. **The Vice Presidents:**
   a. The ABSA shall have three Vice Presidents who shall be elected by the General Body in its annual meeting from among the members of the ABSA.
   b. In the absence of the President, one of the Vice Presidents as designated by the President, or in his failure to do so, as designated by the Executive Committee, shall be responsible to carry out the routine responsibilities of the President.

C. **Hon. Secretary:**
   a. There shall be a Hon. Secretary for the ABSA who shall be elected by its General Body in its annual meeting from among the members of the ABSA and must be an MBBS graduate or Ph.D. in Sports medicine / sports sciences / related subjects.
   b. He shall be the custodian of all records and all movable and immovable properties of the ABSA, and shall maintain an inventory of such properties if any.
   c. He shall administer and execute all routine activities of the ABSA with the assistance and cooperation of the other office bearers and other members of the ABSA wherever required.
   d. He shall convene all meetings of the General Body and Executive Committee, under his own signature.
   e. He shall record and maintain the minutes of all the meetings of the General Body and the Executive Committee, and present the same for approval in the next respective meeting.
   f. He shall receive all the dues payable to the ABSA and hand it over for the Hon. Treasurer, to be deposited in the bank in the name of ABSA.
   g. He shall prepare and present the report of the activities of the ABSA annually and present the same in the Executive Committee for approval, and present it before the Annual General Body meeting.
   h. He shall execute all such other acts and perform all such other duties required to attain the objectives of the ABSA and also execute special responsibilities if any assigned to him by the President, Executive Committee and / or the General Body of the ABSA.
   i. The Secretary shall keep the ABSA HQ informed of all the correspondence related to ABSA from time to time.

D. **Hon. Joint Secretary:**
   a. There shall be a Joint Secretary for the ABSA who shall be elected by the General Body in its Annual meeting from among the members of the ABSA to assist the Hon. Secretary.
   b. In the absence of the Hon. Secretary, he shall be responsible to carry out the routine activities of the ABSA, wither as
E. **Hon. Treasurer:**
   a. He shall receive all dues of the ABSA paid to him direct and paid through the Hon. Secretary.
   b. He shall maintain the income and expenditure account of the ABSA.
   c. He shall honour the bills and vouchers passed by the Hon. Secretary, related to expenditure incurred on behalf of the ABSA, and make the payment.
   d. He shall prepare the statement of accounts of the ABSA annually and present the same before the Executive Committee after proper audit, to be submitted before the Annual General Body meeting for its approval.

9. **Finances**
   a. All money received on behalf of ABSA shall be remitted in a savings bank account in a scheduled bank as decided by the Executive Committee, in the name of the ABSA.
   b. The accounts of ABSA shall be operated by any two of the following office bearers namely President, Hon. Secretary & Treasurer.
   c. The Hon. Secretary shall be empowered to keep with him a maximum amount of Rs. 500.00 (Rupees Five Hundred) at a time as imprest money to spend for the day today administration.

10. **The General Body**
    **Constitution, Duties and Powers**

    1. **The General Body of the ABSA shall consist of:**
       a. Office Bearers of ABSA
       b. Patron of the ABSA
       c. Hon. Life Members of ABSA
       d. Life Members of the ABSA
       e. Five accredited representatives of each State Medicine Association which are duly affiliated to the ABSA as member
       f.

    2. **Duties and powers of the General Body:**
       a. The General Body shall formulate policies regarding the working of the ABSA in general, aimed at attaining the objectives of the ABSA.
       b. It shall elect the office – bearers and the members of the Executive Committee for a period of four years, in its annual meeting.
       c. It shall have the powers to appoint committees or subcommittees for specific purposes and for specific periods.
       d. It shall have the powers to delegate any of its powers or responsibilities to any or group of office bearers or committees or subcommittees constituted by it.
       e. It shall have powers to call for the reports of such committees and to take appropriate action on such reports.
       f. It shall have the powers to seek explanation from any of its members, office bearers or the members of the Executive Committee, on any of their actions in the respective capacities.
g. It shall have the powers to take disciplinary action on any of its members, based on their actions which are found to be detrimental to the attainment of the objectives of the ABSA.

h. It shall consider the annual report of the activities of the ABSA as presented by the Hon. Secretary on behalf of the Executive Committee.

i. It shall consider the annual audited statement of accounts presented by the Hon. Treasurer, as adopted by the Executive Committee.

j. It shall act as an appellate authority to hear and to take final decision on appeals if any received, on actions taken by the Executive Committee.

k. The General Body shall be the supreme body of the ABSA, to take any decision on any matter connected with the organization and execution of its duties and responsibilities; to explain and interpret any rule laid down in this constitution; or on any other point that is not covered by this constitution.

11. The Executive Committee
Constitution, Duties and Powers

1. The Executive Committee shall consist of:
   a. The Office bearers of the ABSA
   b. Six members elected by the General Body from among its members, in the annual general body meeting, when elections are held for the post of President and Secretary.
   c. The out-going President and the outgoing Hon. Secretary shall be ex-officio members of the Executive Committee for a period of four years after relinquishing their office, and shall have the right to vote in that capacity.
   d. Co-opted members not exceeding 3 members for specific meetings.

   **Note:** At least two third of the members of the Executive Committee shall be MBBS graduates.

2. Powers and responsibilities:
   a. The Executive Committee shall be the Governing Body of the ABSA, to execute the policies laid down by the General Body from time to time.
   b. It shall have the powers to delegate specific responsibilities and powers to any member or office bearers, for specific periods.
   c. It shall have the powers to accept or reject applications for membership of the ABSA, in all categories subject to the rules laid down under this constitution. Enrollment in any category shall be reported to the General Body in its next meeting for ratification.
   d. It shall have the powers to appoint subcommittees for specific purposes & for specific periods.
   e. It shall have the powers to co-opt a maximum of three members of the ABSA as its members over those elected by the General Body, for specific meetings.
f. It shall finalize and approve the annual report and audited statement of accounts before it is being presented before the General Body.

g. It shall have the powers to fill up vacancies arising if any among the elected or co-opted members of the Executive Committee, by co-opting from among the members of the ABSA for the remaining period of the term.

h. It shall have the powers to take disciplinary action on any member of the ABSA or its office bearer, subject to ratification by the next General Body meeting.

12. Term of Office, Office Bearers and Members of the Committee

The office bearers and the members of the Executive Committee shall be elected for a period of four years. All of them may seek re-election for the following term. An office bearer, who has completed one term of four years, if he seeks reelection for a succeeding term, shall be deemed to have got elected only if he gets a two third mandate from the eligible members who cast their votes. In case he fails to get this two third majority, he shall not be eligible for nomination, and fresh nominations may be called for from other members, and elections may be held as per normal procedure in the same General Body Meeting. After two consecutive terms, the office bearer is not eligible for reelection for the next term.

13. Meetings

1. General Body Meetings:
   a. The General body meeting of the ABSA shall be held at least once in a year.
   b. The Annual General Body meeting of the ABSA shall be held at the time and venue of the Annual Conference every year.
   c. Thirty days notice shall be served for the General Body Meeting. However, special meetings of the General Body may be convened with seven days notice by the President under his own signature.
   d. If by any chance, the annual conference of the ABSA could not take place with in six months after completion of one year after the previous conference, the Annual General Body meeting shall be convened at New Delhi by the President or Hon. Secretary giving the notice.

2. Executive Committee Meetings:
   a. The Executive Committee shall meet prior to every General Body meeting, at the same venue.
   b. The Executive Committee may meet any number of times as required to transact important business. Unless otherwise decided by the majority of members of the Executive Committee, such meetings shall be held in New Delhi.
   c. Fifteen days notice shall be served for the meetings of the Executive Committee.
   d. Emergency meetings of the Executive Committee may be convened at a short notice of the seven days.

Note: All meetings of the General Body and the Executive Committee shall normally be convened by the Hon. Secretary giving due notice except the emergency meetings which shall be convened by the
14. Quorum

a. The quorum of the General Body meetings of the ABSA shall be twenty five of which at least five shall be from the Executive Committee.
b. The quorum for the Executive Committee shall be five of which at least two shall be office bearers.
c. If there is no quorum for the meetings of the General Body or Executive Committee, the same shall stand adjourned of one hour from the scheduled time. For all adjourned meetings those present shall constitute the quorum when the meeting reassembles after the stipulated period of adjournment.

15. Voting

a. Every member attending the meeting of the Executive Committee of the General Body, eligible to vote as per the constitution, shall have one vote, in that meeting.
b. Each State Sports Medicine Association affiliated as a member of the ABSA, shall have five votes or 10% of total membership of the Association, whichever is less. The name of such accredited representatives of the affiliated units shall be given before the General Body Meeting.
c. Hon. Life Member shall not be eligible to vote in any meeting of the ABSA in that capacity.
d. Life members of ABSA shall have the right to vote.
e. The Patron shall have no voting right.
f. Members of affiliated units who have not cleared their dues to ABSA as per article 5 of the constitution shall have no voting right in the Executive Committee and General Body Meetings.
g. Members of the Executive Committee including the ex-officio members shall have the right to vote in the meeting of the Executive Committee. Co-opted members shall have no voting right.
h. The Chairman at any meeting shall have a casting voting in the event of a tie.
i. The Secretary will declare the program of election and will invite the nominations for the post of President and Secretary at least two months in advance prior to the annual conference, in which elections are due. Nomination for President and Secretary shall be received by the Secretary in office 15 days prior to the annual conference. If the secretary fails to call for nominations, the General Body may elect the President and Secretary after calling for nominations during the annual conference in which elections are due.

16. Indemnity

Any number or an office bearer of the ABSA shall be indemnified of all liabilities which may occur during his normal discharge of duties in the respective capacity or in the discharge of any special duty assigned to him
by the General Body or the Executive Committee or the President of the ABSA, save those which are proved to have caused by his willful negligence.

17. Amendments
Amendments to this constitution can be made only by the Special General Body of the ABSA, and the same shall stand amended only if such proposal for specific amendments is voted in its favour by two third of the members but not less than 25 members, present and having voting right. Proposal if any such amendments, shall be circulated among the members of the ABSA 30 days in advance, preferably along with the notice of the Special General Body meeting or earlier to it so that the members may be enabled to study the same.

18. Dissolution
In the event of the dissolution of the ABSA at any time, all movable and immovable properties and other assets owned by it, after clearing all its liabilities shall be handed over to the AIIMS BHOPAL with an understanding that the same shall be used for similar objectives as that of the ABSA as envisaged in this constitution.

19. Dispute
If any question arises or in case of any dispute, whether person has been duly nominated or appointed, as or is entitled to be a member of any association or any committee of the institution, the matter shall be referred to the Director AIIMS BHOPAL, whose decision thereon shall be final and binding.

20. Declaration
This constitution of the AIIMS BHOPAL SPORTS ASSOCIATION is adopted at the Special General Body Meeting of the ABSA held on .............................., 2013 at MEDICAL COLLEGE BUILDING CAMPUS, AIIMS BHOPAL and is currently in force.