

CONSTITUTION
OF THE
INDIAN SOCIETY FOR VETERINARY SURGERY
(ISVS)

Registration No. 17 of 1978-79, dated 18.04.1978



Headquarters
Department of Veterinary Surgery and Radiology
College of Veterinary Sciences
Lala Lajpat Rai University of Veterinary and Animal Sciences
Hisar – 125 004, Haryana

CHAPTER –I

GENERAL INFORMATION

1.1 Name of the organization

The name of the organization shall be “***The Indian Society for Veterinary Surgery***”(ISVS). The society has been registered under the Societies Registration Act XXI of 1860 and as amended by Punjab Amendment Act 1957: as Indian Society for Veterinary Surgery, Hisar (Haryana) with Registration No.17 of 1978-79 on 18.04.1978 by Registrar of Societies Haryana.

1.2 Headquarters

The headquarter will be at the place where the society has been originally registered i.e. HISAR (Haryana). Executive Secretary/ Joint Secretary/ Additional Secretary (**one of them**) and Treasurer of the ISVS **will mandatorily be located at the Headquarter Hisar.**

1.3 Objectives

- 1 To provide a common platform for the members to present, discuss and formulate scientific information obtained after organized research, clinical trials or analysis of personal experiences in field of Veterinary Surgery, Anaesthesiology, Radiology and Imaging and allied areas.
- 2 To keep abreast with the current advancements of the different disciplines of the Veterinary Surgery, Anaesthesiology, Radiology and other Imaging techniques.
- 3 To arrange orations by renowned scientists for the benefit of the members
- 4 To organize events to exchange ideas regarding formulation and execution of research, education and extension activities related to field of Veterinary Surgery, Anaesthesiology, Radiology and Imaging.
- 5 To promote creative research, inventions and modifications which are of direct utility to Veterinary Surgery, Anaesthesiology, Radiology or Imaging in particular and to livestock in general.
- 6 To cooperate with the other national and international sister associations for furthering the objectives of the society.
- 7 To organize the conferences, symposia, etc. at national level once in a year with a theme pertaining to the field of Veterinary Surgery and to facilitate exchange of knowledge, research, innovative ideas and insight on a specific topic or theme.
- 8 To publish scientific journal of the society named “*Indian Journal of Veterinary Surgery (IJVS)*” and Newsletter biannually for incorporating the research and clinical works carried out in Veterinary Surgery, Anaesthesiology, Radiology and Imaging.
- 9 To offer Fellow, and Associate Fellow ISVS and other Awards to the deserving life members of the society.
- 10 To offer Lifetime Achievement for Excellence to eminent senior life members of the society.
- 11 To establish Local Chapters of the society in different zones/ states of India to further the objectives of the Society.

1.4 Jurisdiction

The jurisdiction of the society will be all over India.

1.5 Zones

The Society shall have following zones:

- 1 ***Northern:*** Jammu and Kashmir, Punjab, Haryana, Himachal Pradesh, Chandigarh, New Delhi.
- 2 ***Western:*** Rajasthan, Gujarat, Maharashtra, Goa, Daman and Diu, Dadra and Nagar Haveli
- 3 ***Eastern:*** Bihar, Jharkhand, Odisha, West Bengal.
- 4 ***Southern:*** Telangana, Andhra Pradesh, Karnataka, Kerala, Tamil Nadu, Pondicherry, Andaman and Nicobar Islands, Lakshadweep.
- 5 ***Central:*** Uttar Pradesh, Madhya Pradesh, Chhattisgarh, Uttarakhand.
- 6 ***North-East:*** Assam, Arunachal Pradesh, Sikkim, Tripura, Mizoram, Manipur, Meghalaya and Nagaland (approved in 46th G. Body meeting held at Bhubaneswar on 08.12.2023).
- 7 **Armed Forces/ Union Territories:** (approved by G. Body meeting held at Calcutta on 22.12.1991).

CHAPTER - II

MEMBERSHIP

2.1 Membership

Any Veterinary/ Medical graduate actively engaged in teaching, research and/or clinical practice in the field of Veterinary Surgery, Anaesthesiology, Radiology and Imaging and other allied areas qualifies to be a member.

2.2 Founder Members

Life members shall be called as founder members if they join the society in the year of establishment

2.3 Honorary Members

Honorary membership may be granted by Executive Council to persons of eminence who have directly or indirectly contributed /rendered commendable services to uphold the dignity of Veterinary Surgery, Anaesthesiology, Radiology and Imaging.

2.4 Life Members

Any eligible qualified person as mentioned above shall apply for Life membership with prescribed Life member Fee shall be admitted/ enrolled as life member from date of his/her registration. Each Life Member shall be issued Life Membership certificate mentioning date, month and year of his/her enrolment/ registration.

2.5 Privileges of life member

- a) Every life member of the society is entitled to attend the general body meetings, conferences, symposia, seminars, etc. under the aegis of the society and shall be entitled to receive the publications of the society.
- b) He/ she shall have the right to vote in the meetings and to move resolutions within the framework of the ISVS constitution.
- c) A life member shall be eligible to hold any office of the society if he/ she satisfies the condition and have minimum of five year standing in the society as life member.
- d) An honorary member shall not, however, enjoy the right of voting, or right to hold any office. They would be special invitees to all functions.

2.6 Membership subscription:

- a) Life-membership: Rs.2,000/- (**subject to revision from time to time**)
- b) Overseas member: US\$500/-
- c) Honorary membership: No subscription
- d) Readmission Fee: Rs.200/-

2.7 Mode of Admission (Life Member Registration/ Enrolment):

Executive Secretary/ Additional/ **Joint Secretary** (whosoever located at headquarter Hisar) shall be responsible for enrolment of members of the society and issue of Life member certificates.

1. Duly filled Membership registration/ enrolment application in prescribed form shall be send to the Executive /Additional **Joint Secretary (whosoever located at headquarter Hisar)** at **headquarter Hisar address directly or through zonal secretaries** with prescribed Life member Fee in form of a Demand Draft or in any other form in favour of Treasurer, ISVS, payable at State Bank of India, HAU branch Hisar, (IFSC: SBIN0001566, Branch code 1566). The payment of Life Member fee may also be made **through online transfer or in cash**.
2. Blank forms shall be made available on **the website of the ISVS** or by the Executive Secretary/ Additional/ **Joint Secretary (whosoever located at Headquarter Hisar)**
3. On receipt of life member fee, Treasurer of ISVS will issue receipt and inform **the Joint Secretary**, who will inform applicant regarding his / her enrolment as life member with life membership number and date/month/year of registration
4. Provision of enrolling new life members through **On-line** Payment has also been made and kept on ISVS website-<http://isvs.in/online-application.html> (Approved in 46th GB meeting held at Bhuwaneshwar on 08.12.2023).
5. Life Membership certificate should have Society registration number, Life member number, full name of member, his/her state, and date/month /year of registration/ enrolment with the concealed seal of the society and the signature of the Executive Secretary and President of ISVS.
6. In the event of loss of life membership certificate, a duplicate certificate may be issued with the approval of President of ISVS by The Executive Secretary/ Additional Secretary/ **Joint Secretary** of ISVS (**whosoever located at headquarter Hisar**) ISVS on payment of Rs 200/- fee.
7. The Executive Secretary/ Additional Secretary/ **Joint Secretary (whosoever located at headquarter Hisar)** shall maintain list of Life members and update list periodically as and when new members are enrolled. The updated list of life members shall be made available to the Advisor, President, Executive Secretary, Treasurer, Editor-in-Chief of IJVS and also to Organizing Secretary of Symposium.
8. The Executive Secretary/ Additional Secretary/ **Joint Secretary** of ISVS (**whosoever located at headquarter Hisar**) shall keep all duly filled life member application forms after registration/ enrolment of Life members as permanent record with update list of Life members (both hard and soft copies) being custodian of all records and assets of the society.
9. For enrolment and related queries for Life membership correspondence should be made with **the Joint Secretary, Department of Veterinary Surgery & Radiology, College of Veterinary Sciences, Lala Lajpat Rai University of Veterinary and Animal Sciences, Hisar - 125004 (Haryana)**.

CHAPTER - III

ORGANOGRAM

3.1 The General Body shall comprise of life members and meet at least once in a year.

3.2 The Executive Council: A life member of ISVS after five years attending ISVS regularly shall be eligible to contest for any post of the Executive Council except that of President and Executive Secretary. Executive Council shall consist of the following:

- | | |
|---|------|
| a) Advisor: | One |
| b) Immediate Past President: | One |
| c) President: | One |
| d) Vice-Presidents: | Five |
| e) Executive Secretary: | One |
| f) Additional Secretary: | One |
| g) Joint Secretary: | One |
| h) Treasurer: | One |
| i) Zonal Secretaries: | Six |
| j) Editor-in-Chief: | One |
| k) Executive Editor: | One |
| l) Associate Editor: | One |
| m) Editor, ISVS Newsletter | One |
| n) Public Relation Officer | One |
| o) Website In-charge | One |
| p) Invited member(s) as decided by Advisor/President | |

3.3 The Editorial Board shall consist of the following:

- | | |
|--------------------------|-----|
| a) Editor-in-Chief: | One |
| b) Executive Editor: | One |
| c) Associate Editor: | One |
| d) Members of the Board: | 15* |

*** The Chairperson** of Editorial Board shall be **the President or in his absence, senior most Vice-president of the society.**

AMENDMENTS

- The post of "Public Relation Officer" is included vide amendments made to the constitution at General body meeting on 13.01.1986 at Anand.
- All available past Advisor, Presidents and Executive Secretaries to be included as special invitee (As per decision of 34th G B meeting held at Pondicherry on 08.12.2010).
- The position of Advisor included as per amendment made in 44th G.B. Meeting held at Pantnagar on 26.02.2022.
- The post of Additional Secretary has been created as per amendment made in 45th G.B meeting held at Nagpur on 13.01.2023.
- Instead of four, there will be Five Vice Presidents representing each zone as per amendment made in G.B meeting held at Hisar on 16.11.2019. For this purpose, Eastern and North-East zones will be treated as one Zone.
- The post of Editor, Newsletter has been included as Ex-officio Member in the Executive Council as per decision taken in 48th G.B. Meeting held at Jabalpur on 28.02.2026.

CHAPTER -IV

FORMATION OF ISVS BODY

4.1 Executive Council

By Election: Members of the Executive Council shall be elected/ nominated by unanimous vote or by a simple majority vote by the life members in the General Body meeting at time of ISVS symposium.

- The term of office of each member of the Executive Council in one or other position would be of two years except that of the Advisor, Executive Secretary, Joint Secretary, Treasurer, Editor-in-Chief, Executive Editor and Public Relation Officer, whose tenure will be of six years. (Approved by GB meetings held at Bangalore on 09.12.1995 and at 44th Pantnagar on 26.02.2022).
- An Executive Council will be in office for the duration of two years. However, if election cannot be held due to unavoidable circumstances the existing Executive Council will continue to function in a care taker capacity till the election is held.
- All the office bearers will hold their offices of the society in an honorary capacity.

4.2 Each year or as the case may be, audited account of the society by a registered Chartered Accountant with update list of life members/ list of elected Executive Council members of the society shall be submitted/filed mandatorily with the Registrar of Jt. Stock companies for renewal of registration of the society with consultation/ association of the Executive Secretary/Additional Secretary/ **Joint Secretary (whosoever is located at Headquarter Hisar).**

4.3 Editorial Board (15 members)

The Chairperson of Editorial Board shall be the President or in his/her absence, senior most Vice-president of the society.

4.4 Advisory Board (10 members)

The Chairperson of Editorial Board shall be the President or in his/her absence, senior most Vice-president of the society.

- The Editor-in-Chief, Executive Editor, Associate Editor, and members of Editorial and Advisory boards shall be nominated by the Executive Council on recommendation of the Editor-in-Chief and approved by the General Body.
- Similarly, Newsletter Editor shall also be nominated by the Executive Council.

4.5 Funds of the Society

The Society shall collect funds for its routine official work, for the conduct of the Society activities, for medals, awards and related expenditures.

4.6 The source of funds shall be

- a) Membership fees
- b) Grants received from Central/State Governments
- c) Security amount donated by sponsoring person for institution of ISVS awards
- d) Donations from citizens if given to enhance the objective(s) of the society without any condition.
- e) Subscription for the journal.
- f) Savings from Annual Symposiums/ Conferences.

4.7 All income and assets of the society will be used only for the purpose of the society. No remuneration will be paid to any member or office bearer of the society except for some specific services such as for secretarial or account works.

4.8 The purpose of expenditure and amount shall be recommended by the Executive Council and approved by the General Body.

4.9 Accounting Year

The accounts of the society will be audited between two consecutive ISVS Symposium.

CHAPTER - V
FUNCTIONS AND POWERS

5.1 Executive Council

- a) To supervise the overall management and proceedings of the society.
- b) To execute all decisions taken by the General Body to achieve objectives of the society.
- c) To arrange and /or give approval for the conferences/ seminars/ symposia, etc.
- d) To admit/ re-admit any member of the society.
- e) To fill *ad hoc* vacancy of the various committees.
- f) To appoint the organizing committee for conferences to be held in different parts of the country.
- g) To appoint various accreditation/ evaluation/ judging committees related to different Awards of ISVS and other sub-committees.
- h) To accord approval for title and theme of symposium and name of Orator related to Oration Award.
- i) To accord approval for opening of local chapters in different parts of the country.
- j) To keep liaison and to monitor activities of local chapters to further the objectives of the society at regional level.
- k) To keep a liaison between sister societies in India and abroad as well as international bodies to further the objectives of the society.
- l) To propose and recommend to the General Body to frame, alter, add, repeal rules, regulations and by-laws of the society.
- m) To approve and sanction all financial expenditure to be incurred by society for its different activities.
- n) To sanction funds for organizing workshops/ hand on training by local chapters and zonal secretaries (where local chapters are not existing).
- o) To approve financial power of the President, Executive Secretary and the Joint Secretary located at headquarter.
- p) To decide and approve the proposal for Fellow, Associate Fellow and different awards and their guidelines.
- q) To approve the names of the auditors for internal audit of the account of the year and then recommend the audit report for approval of General Body.
- r) To consider any issue/ matter(s) raised by members and recommend to the general body in the interest of the Society.

5.2 Advisor

- a) The Advisor shall supervise, advice, guide, coordinate and monitor different activities of the society including Executive Council, Editorial Board, other office bearers and its members within framework of constitution of the society for its smooth functioning and welfare.
- b) The Advisor shall be nominated by the Executive Council and approved by General Body for a period of six years from among retired senior most life members, who has made significant contribution for development, upliftment and welfare of society as office bearer/ member of Executive Council for considerable duration, and used to attend ISVS conferences on regular basis. The Advisor of the society will not have voting right.

5.3 President

- a) The President shall be the constitutional Head and the sole authority of the society for its credit, growth and expansion.
- b) He/ she will represent the society on all the ceremonial occasions.
- c) He/she will guide and supervise the working of the society in consultation of the Advisor.
- d) He/she shall preside over all the meetings of the Society and shall coordinate the activities of different committees such as Executive Council, General Body, Editorial Board and its committees including Local Chapters for smooth functioning of the society.
- e) The President shall give the fellowship award, life time achievement for Excellence awards and Dr. Godfred David Award for Best Ph.D. Research of the society in the inaugural and valedictory function of ISVS.
- f) He/she shall have the privilege of exercising his vote in case of equal division of votes in Executive Council or General Body (GB)
- g) The President shall hoist ISVS Flag before start of inaugural session of the symposium/ conference of the society.
- h) In absence of the President senior most Vice President shall execute the power of the President.

5.4 Vice-President

- a) The Vice-Presidents shall assist the President in the discharge of his duties or when the powers are delegated by the President.
- b) Senior most Vice-President shall carry out the duties of the President in his absence and preside over General Body, Executive Council, Editorial Board meeting etc.
- c) The Vice Presidents will take initiative to organize seminar/ workshop/ training program at their zonal level in association with Zonal Secretaries/ Local Chapters and also monitor and coordinate their activities.
- d) They will take appropriate steps to start Local Chapters, if does not exist. They should liaison with Zonal Secretaries, ISVS members and HODs of department of Veterinary colleges of their zone for their active participations in activities of the society, encouragement for enrolment of new life members and collect news related to different activities of members of ISVS.

5.5 Executive Secretary

The Executive Secretary, under the direction of the Advisor/ President and/ or General body, Executive Council of the society and its committees shall:

(The Executive Secretary, in his absence, the Joint Secretary located at headquarter will circulates agenda of meetings, issue circulars containing decisions and policies of the society after getting the approval of the Executive Council. **In no case any Executive Member(s) act at his/ her own and give directive statement to the members of the society)**

- a) Give effect to the resolution of General Body and Executive Council and their committees.
- b) The Executive Secretary shall record, review and report the activities and achievements of the Society in the Executive council and general body meetings.
- c) Convene meetings of the General Body, Executive Council and its committees including Local Chapters; invite, prepare and circulate the agenda and notes among the Executive Council members with consultation/ concurrence of Advisor/ President.
- d) Record the proceedings/ minutes of meetings of the Executive Council, General Body and other committee, and circulate the same with consultation/ concurrence of the Advisor/ President to members of Executive Council for information.
- e) Review Actions taken from time to time and take appropriate steps for implementations of decisions/ resolutions of the Executive Council and General Body with consultation/ concurrence of the Advisor/ President. Present the status reports in E.C. subsequent meetings.
- f) Carry on all official correspondence and sign all the documents in the name of the society and maintain a record thereof.
- g) Shall be custodian of records including registration documents and seal of the society; maintain up-to-date Life membership roster and other records of the Society, if stationed at Headquarter Hisar. Otherwise, all these responsibilities **will lie with Additional/ Joint Secretary, whosoever stationed at the HQ.**
- h) The Executive Secretary shall co-ordinate the activities of all the local chapters of the country in consultation of Advisor/ President of the society.
- i) Shall coordinate organization of the Annual Conference/ Symposium and the arrangements of its various sessions with the help of Organizing Secretary with approval of the Executive Council.
- j) Shall propose Title and theme of symposium and name of Guest speakers in consultation with the Organizing Secretary for approval of the Executive Council.
- k) Shall constitute different judging and others committees with help of the Additional Secretary/ Joint Secretary for evaluation of different Awards of the society with approval of the Executive Council.
- l) Shall coordinate and manage evaluations of different awards with the help of the Additional Secretary and Joint Secretary.

- m) Shall delegate power or assign responsibilities to the Additional/ Joint Secretary related to different activities and/or awards. (Responsibilities of the Executive, Additional and Joint secretaries related to different awards approved in EC meeting dated 12.05.2024).
- n) The Executive Secretary will be responsible for preparation of citations, certificates and medals of ISVS and all intimations regarding Awards and medals with the help of Additional Secretary/ Joint Secretary and Treasurer with due approval of Executive Council.
- o) The Executive Secretary shall facilitate and apply for financial grants of assistance of ICAR and other agencies for organizing conferences/ symposium, publication of IJVS etc through Treasurer of the society each year.
- p) The Executive Secretary may sanction up to Rs 10,000/- at time for expenditure related to society' works on written request made jointly by the Joint secretary and Treasurer. For expenditure(s) above Rs. 10,000/- at time the approval of the President and or Executive Council is mandatory. In such cases the written request is to be made jointly by the Joint Secretary and Treasurer to the President through the Executive Secretary.
- q) The Executive Secretary shall timely submit utilization certificate and feedback report to ICAR each year.
- r) The Executive Secretary shall jointly operate the Account(s) of ISVS with the Treasurer, if stationed at Headquarter Hisar. **Otherwise, the account(s) will be operated jointly by Joint Secretary and the Treasurer.**
- s) The Executive Secretary shall take necessary measures for **renewal of registration of the society each year** or as the case may be, if required as per bylaw of the Societies Registration Act XXI of 1860 and as amended by Punjab Amendment Act 1957.

5.6 Additional Secretary and Joint Secretary

- a) Additional Secretary and Joint Secretary will assist the Executive Secretary in the discharge of his/her duties.
- b) Senior among them shall have all the powers and responsibilities of the Executive Secretary in his/ her absence or when the powers are delegated / distributed between them by him/her.
- c) The Additional Secretary/ Joint Secretary, **whosoever stationed at Headquarter Hisar** shall be custodian of **all records and assets ISVS including the registration documents and SEAL of the society**, proceedings of executive council and general body meetings, records of different awards of the society, copies of citations of Fellow, dully filled life member application forms etc. and maintain up-to-date life membership roster.
- d) The Additional Secretary/ Joint Secretary **whosoever stationed at Headquarter Hisar** shall be responsible for enrolment of life members, update and maintenance of list of Life members and provide updated list of life members to the Advisor, President, Executive Secretary, treasurer and Organizing secretary of proposed annual conference.

- e) The Additional Secretary/ Joint Secretary, **whosoever stationed at Headquarter Hisar** shall jointly operate all the Account(s) of ISVS with the Treasurer.
- f) The Additional Secretary/ Joint Secretary shall assist/help the Executive Secretary in constituting judging committee, coordinate and monitor evaluations and compilations of judging committee reports related to different awards of the society.
- g) The Additional Secretary/ Joint Secretary, **whosoever stationed at Headquarter Hisar** shall be responsible for issue of letters to the recipients of different awards informing title of paper, name of Award and /or appreciation certificate. **Such letter shall be issued only after submission of presented paper to the Editor-in-Chief within three months** with information to the Additional/ Joint secretary **stationed at Headquarter Hisar**.
- h) The Additional Secretary/ Joint Secretary, **whosoever stationed at Headquarter Hisar** shall take all necessary measures with the treasurer ISVS for facilitation of financial grants and renewal of registration of the society each year or as the case may be as per bylaws of registration of the professional societies.

5.7 Treasurer

- a) The Treasurer shall **be the custodian of the financial assets of the society** shall maintain different accounts in respect of all the financial transaction and receive subscriptions and other revenues on behalf of the society.
- b) The Treasurer shall open and maintain one or more Bank accounts in title name of the Society in one or more nationalized banks as required with cheque book facilities. These accounts shall be operated and closed jointly **by the Executive Secretary/Additional Secretary/ Joint Secretary (whosoever is located at Headquarter Hisar)** under the direction and **approval of the Executive Council**.
- c) The Treasurer shall deposit all receipts in the form of cash/ draft etc. on same day in scheduled Bank (s) in the name of the Society. In the event of holidays, the deposits should be made on the next working day.
- d) The Treasurer shall maintain detailed and up-to-date accounts pertaining to receipts and expenditure of the society and maintain all such records like cash book etc. and get the account of the society audited annually
- e) The Treasurer can have cash **imprest amount of Rs.500/-** or as specified by **the Executive Council** from time to time and the same may be recouped as and when necessary.
- f) He/she shall obtain **prior sanction/ approval in writing jointly** with Additional Secretary/ **Joint Secretary** (whosoever stationed at **Headquarter Hisar**) from the **President/ Executive Secretary for expenditures and payment of bills**.
- g) The Treasurer shall be responsible for preparation of Gold Medals/Mementos and appreciations certificates etc of different Awards of the society in consultation with the Executive/ Joint Secretary on the basis of detail list of awards announced **each year provided by the Joint secretary** stationed at Headquarter/ the Editor-in-Chief with **approval of the EC**. He/ she shall maintain details of numbers of Gold Medals/ Mementos prepared and actually presented each year. These details shall be presented before EC for information and their uses.

- h) **Withdrawal** of cash from the account of the society shall be made **jointly by the Joint Secretary and the Treasurer.**
- i) Make **all payments by cheques** signed by him and the Executive Secretary/Additional Secretary/ **Joint Secretary (whosoever is located at Headquarter Hisar)** or by **on-line transactions** with concurrence of **Joint Secretary** and **with prior approval of the President/ Executive Secretary in writing.**
- j) Shall timely submit online /off line applications for grants of ICAR and other agencies for organizing the annual conference, publication of IJVS etc. of the society each year in consultation with the Executive Secretary/Additional Secretary/ **Joint Secretary (whosoever is stationed at Headquarter Hisar).**
- k) Shall timely submit **utilization certificate and feedback report** to ICAR /funding agency each year **in consultation of the Executive Secretary.**
- l) Present an annual report of the financial status of the Society to the Executive Council and General Body at the time of annual conference **duly audited by internal auditors** appointed by the executive council each year.
- m) **During Internal audits the Treasurer shall present/ produce**
 - i. **All the receipts/receipt books** used during the year of audit both at Headquarter and Editorial office.
 - ii. **Receipts issued for the money received from subscription** of journal, institution of awards & from organizing secretary of the ISVS conference.
 - iii. **Despatch registers** of both Headquarter and Editorial office
 - iv. **Documents related to permission for advance(s)** taken from the Executive secretary/President for various expenses.
 - v. **Receipts of payments of various expenses** of both Headquarter and Editorial office
 - vi. **Receipts for payment of bills** for preparation of gold medals/ mementoes etc indicating number of gold medals/mementoes prepared,
 - vii. **Records of gold medals/mementoes** got prepared and actually utilized in preceding year.
- n) Submit annual financial status (receipt and expenditure) of the society dully audited by registered Chartered Accountant each year for legal compliance to the Executive Council and for its publication in the subsequent issue of the journal.
- o) The Treasurer shall take all necessary measures for renewal of registration of the society each year or as the case may be as per requirement in association with the Additional Secretary/ Joint Secretary, **whosoever stationed at Headquarter Hisar** as per bylaw of the Societies Registration Act XXI of 1860 and as amended by Punjab Amendment Act 1957.

5.8 Public Relation Officer: shall be nominated by the Executive Council and approved by the General Body.

The Public Relation Officer shall:

- a) Collect funds for the Society from individuals, firms and well wishers
- b) Enrol new members for the Society.
- c) Collect advertisements for the Journal/Souvenir.
- d) Propagate the aims and objectives of the Society amongst members of profession.

5.9 Zonal Secretaries

- a) Zonal Secretaries shall be responsible for the activities of the society in their respective zone.
- b) Enroll new members for the Society.
- c) Keep liaison with the Vice President, Convener of Local Chapter, Head of departments of Veterinary Colleges and life members of the society.
- d) The Zonal Secretaries shall organize short term training, workshop, seminar etc in association with Local Chapter(s) and the Vice President in their respective zones.
- e) All the correspondence from different zones of India shall be made directly to the Zonal Secretaries who will be responsible to the Executive Secretary of the society.

5.10 Editorial Board

- a) Editorial Board consists of the Editor-in-Chief, Executive Editor, Associate Editor and 15 members. The members shall be proposed by the Editor-in-Chief and approved by the Executive Council/ General Body. **The tenure of the Editorial Board shall be for three years.**
- b) The Editorial Board shall arrange for the registration and initiation of other formalities necessary for starting publication of **Indian Journal of Veterinary Surgery**.
- c) Shall decide the style or the format, etc. of the journal and may decide and modify the cost of the system of distribution, exchange, etc. of the journal, its reprints and other supplements that may be published.
- d) The Board shall advise the Editor-in-Chief / and formulate rules and regulations in improving upon the standard of the journal and its NAAS rating and/or related issues to ensure its high standard.
- e) They shall receive scientific papers, scrutinize them on merit and shall accept or reject them on recommendations of referee(s)/ reviewers.
- f) The members of the Editorial Board will be responsible for timely reviewing of the manuscripts sent to them.

5.11 Advisory Board

- a) The journal will have an advisory board consisting of 10 senior members as regular members and all the previous Editor-in-Chief and Executive Editors as permanent members.
- b) The tenure of the regular advisory Board members would be **three years**.
- c) The advisory Board will hold annual meetings, discuss the issues related to the up-gradation of the journal and advise measures for improvement.
- d) The advisory board shall consider the recommendations of the Editorial Board and Executive Council and take final decision on the style, format and frequency of the journal, and system of distribution, subscription charges, reprint charges and other matters related to the publication of the journal.

5.12 The Editor-in-Chief/ Executive Editor/ Associate Editor

- a) Shall discharge his/her duties under the overall directions of the Editorial and Advisory Boards.
- b) The Editor-in-Chief will have overall responsibility of the publication of ***“Indian Journal of Veterinary Surgery”***.
- c) The Executive Editor/ Associate Editor shall assist the Editor-in-Chief and shall act in the place of Editor-in-Chief in his absence or if nominated by the Editor-in-Chief.
- d) The Editor-in-Chief/ Executive Editor shall publish the journal biannually. The Journal will have review/ research/ clinical articles, short communications and instructions to authors in each issue of the journal. If necessary third or supplementary issue shall also be published to accommodate timely publication of received research papers.
- e) Receive scientific papers, scrutinize them on merit and shall accept or reject them on recommendations of referee(s).
- f) Take necessary steps to improve the quality of the journal and its NAAS rating/ impact factor.
- g) The Editor-in-Chief may take the advice of the Editorial and Advisory Board in improving upon the standard of the journal and other related issues.
- h) In case of major change in policy matter, the Editor-in-Chief shall take the approval of Executive Council on recommendation of the Editorial Board.
- i) Make provision of online availability and accessibility of the journal to scientists/ life members.
- j) Pass on all direct or indirect receipts of the Society publication to the treasurer for being credited into the Society Account in the bank.
- k) The Editor-in-Chief shall maintain separate bank accounts jointly operated by the Editor-in-Chief and Executive Editor.
- l) Submit duly signed receipt and expenditure and annual audited statement of the account to the Executive Council for their approval and publish the same in the subsequent issue of the journal.
- m) Invite advertisements or donations for IJVS. Rates for colour pages/black and white pages etc., may be fixed by the Editor-in-Chief and editorial board with approval from the Executive Council.
- n) The Editor-in-Chief will **put up a brief report** about the publication of the journal during each Annual symposium.
- o) To publish abstracts of the papers actually presented during ISVS annual symposium as proceedings in the official journal of the Society in on-line mode.
(Amendment made in General Body meeting held at Nagpur on 15.10.1996)

Note: In view of the increasing number of scientific papers presented at the ISVS Annual Symposium, and the growing recognition of outstanding contributions through the award of Gold, Silver, and Bronze Medals in each scientific session, the demand for publication space in the official journal has significantly expanded. The inclusion of review articles and lead papers has further emphasized the necessity for enhanced dissemination of scholarly work. Accordingly, the Executive Council of ISVS has resolved to publish the Indian Journal of Veterinary Surgery (IJVS) tri-annually (three issues per year) with effect from 2026 (Amendment made during the 48th General Body Meeting of ISVS held on 28.10.2026 at Jabalpur).

5.13 Editor-Newsletter

The society will also publish biannual on-line **Newsletter/ The Synapses. Editor-Newsletter** shall be nominated by the Executive Council and approved by the General Body.

5.14 Website In-charge

He/ she will be responsible for maintaining ISVS official website in consultation with the Advisor, President and Executive Secretary. Contents/items/information/documents provided and approved by the Executive Secretary with concurrence of the Advisor/ President should only be uploaded on the ISVS website. Any alteration/ modification/ addition/ deletion should be done with concurrence of the Executive Secretary and after approval of the Executive Council.

Note:

- The Website In-charge shall be nominated by the Executive Council and approved by the General Body.
- The budget for this purpose will be provided with approval of the Executive Council.
- The tenure of Editor-Newsletter and Website In-charge would be for **six years**.

5.15 Meetings

1. General Body

The General Body shall be the supreme body of the society **that can take policy decisions and lay guidelines for the healthy functioning of the society**. It shall consist of all life members of the society presided by the President and shall meet at least once in a year during the Annual Convention/Symposium of the society.

- a) The President or in his absence, the available senior most Vice-President, shall preside over the meeting of the Society. When both, the President and Vice-Presidents are absent, the General Body shall elect any **senior most member** other than the Executive Secretary/ Additional Secretary/ Joint Secretary/ Treasurer as Chairman for the meeting.
- b) The Executive Secretary, Treasurer and Editor-in-Chief will present reports about their activities before the General Body for their approval.
- c) At all General Body meetings, the decision of the majority of those present shall prevail and in case of necessity voting may be adopted. In case of equal votes, the Presiding Officer shall have a second or casting vote.
- d) Any member of the Society may propose any resolution in furtherance of the objectives of the society for consideration provided notice thereof has been given to the Executive Secretary at least two weeks in advance with information to the Advisor/ President. The Executive Council shall however, reserve the right of admitting or rejecting such resolutions without assigning any reasons. The proposer of the rejected resolution shall have a right to appeal to the General Body.

- e) The General Body will be the final authority to accept, modify or reject any such proposal(s) as per the constitution.
- f) The General Body will have the power to approve the constitution or its modification/ amendment by 2/3rd majority decision.
- g) The extraordinary meeting of General Body may be convened by the President if request made to the Executive Secretary in writing by not less than 50 life members from different parts of the country specifying the purpose and urgency for which the meeting has to be convened.

2. Executive Council

The Executive Council shall meet at least once in a year prior to the General Body Meeting at time of Annual Conference to discuss and approve/ recommend issues related to the society. However, the Executive Council meeting can also be held at any time off-line or in on-line mode as and when required. The agenda for such meetings will be invited from the EC members and compiled and finalized by the Executive secretary with concurrence of the Advisor and President. The Date & time of the council meeting and its agenda will be circulated to EC members by the Executive Secretary at least a week in advance with concurrence of Advisor and President. The Executive Council may also transact such business by E-mail and such business shall be considered as having been conducted at a meeting provided the documents are affixed with date and signature of members.

Note: The Proceeding(s) of the General Body and Executive Council Meeting(s) shall be recorded and prepared by the Executive Secretary/ Additional Secretary/ Joint Secretary and duly signed proceeding(s) shall be circulated to all members of the Executive Council for information through e-mail. The objection, if any, may be communicated within a week. The objection received thereafter will not be considered.

5.16 Annual Conventions/ Symposium/ Conference

It will be held once in a year at any one of the Agricultural/ Veterinary University, Veterinary College or Veterinary Institution or in any other institution of the country. Request for holding/ organizing the convention/ symposium for a particular year should be received from interested Agricultural/ Veterinary University, Veterinary College or Veterinary Institution. If the request is only from one place, generally the General Body approve the request on recommendation of the Executive Council for holding the convention/ symposium at that particular venue for that particular year. However, in case requests are from more than one place the matter shall be placed before the Executive Council meeting to discuss and decide the venue of Annual Convention on merit. Generally, the Head of Department of Veterinary Surgery & Radiology of allotted University/ College/Institution or any Head of organization is designated as Organizing Secretary by the President during the preceding Annual Convention and Society Flag is handed over to him/her during plenary session.

5.17 Registration Fees of ISVS Symposium/ Conference

Categories	Without Late Fees	With Late Fees
• Life members	Rs. 7,000/-	Rs. 7,500/-
• Non-members	Rs. 8,000/-	Rs. 8,500/-
• Students (Members)	Rs. 3,500/-	Rs. 4,000/-
• Students (Non-member)	Rs. 4,000/-	Rs. 4,500/-
• Accompanying person*	Rs. 3,000/-	Rs. 3,500/-
• SAARC Countries delegate	Rs. 8,500/-	Rs. 9,000/-
• International delegate	US \$300	US \$300
• Retired Life members	Rs. 3,000/-	Rs. 3,000/-
• Senior Life members above 70 years	NIL	NIL
• Senior Life members above 80 years**	NIL	NIL

Life member, who retires from the active service, shall be charged 50% of registration fee

*Spouse and two children less than 12 years of age.

**Registration charges and other expenses will be exempted for delegates with spouse.

Revision of the registration fee, if necessary, will only be reviewed after every two years taking into considerations the registration fees of sister societies (EC Meeting 12.05.2024).

5.18 General Guidelines for Organizing Secretary/ Convenor of ISVS Convention/ Congress/ Symposium

1. The name of Organizing Secretary shall be approved by Executive Council/ General body. He or She is to be the senior faculty/officer from the place where symposium/ conference/ seminar/ workshop is to be organized.
2. The Organizing Secretary will be fully responsible for overall physical, technical and financial arrangements of the symposium/ conference/ seminar/ workshop.

Preparatory Guidelines

3. The core committee to be constituted by the organizing secretary will have members preferably from the Department of Veterinary Surgery & Radiology. However, the members from other departments of the Institution may be enrolled in the local committees.
4. The Organizing Secretary must finalise the symposium title/ theme, dates, lead paper speaker(s) and technical sessions schedule in due consultation with the Executive Secretary and approval of the Executive Council ISVS before circulation.
5. The information brochure and list of ISVS awards with regulations to be approved by the Executive Secretary with approval of the Executive Council of ISVS prior to publication and circulation.
6. The Organizing Secretary is to ensure that the deadline for submission of abstracts will be at least one month before the scheduled dates of symposium. **Abstracts received late must not be considered/ included in the compendium.**

7. The technical committee of the organizing/host institute will have a **sole responsibility of screening the abstracts and allocating the sessions etc.**
8. The technical sessions schedule (list of the abstracts along with allocated sessions) and **soft copy of compendium in word file form** is to be provided to the Executive Secretary, ISVS **at least 15 days prior to the date of symposium.**
9. The Organizing Secretary of concerned ISVS Symposium may propose three names of eminent personalities with resumes from the field of Veterinary Sciences/ one Health Science/ Animal Resource Development or Rural Development preferably from geographical area of Venue of the symposium for **Oration Award** to the Executive Secretary **at least three months prior to date of symposium.**

Financial Guidelines

10. The Organizing Secretary is to be fully responsible for arranging appropriate funds for the successful organization of the event.
11. Prior permission shall be taken from the Executive Secretary to **open a bank account for organizing the conference.** The account shall be operated jointly by two members of the organizing Committee preferably other than the Organizing Secretary/ Convener. The signatures of persons operating the account be also got verified from the Executive Secretary. **Such account in Bank must be closed within a maximum of six months after the dates of the conference.**
12. It is mandatory on part of the Organizing Secretary to provide complete accounts of the Convention/ Congress/ Symposium/ Conference, duly audited by a Chartered Accountant to the Executive Secretary/ Treasurer of the ISVS, as soon as possible, and latest a month **before the next Convention. The balance amount must be deposited in the central bank account of ISVS through the Treasurer/ Executive Secretary.**

Guidelines for Technical Sessions

13. Before the inaugural session, arrangement will be made for **hoisting the Flag of the Society** by the President ISVS or in his absence senior most Vice-President.
14. The Organizing Secretary to finalize sitting arrangement of dignitaries on the Dias **during inaugural and general body** with due consultation the Executive Secretary and concurrence of the Advisor and President ISVS.
15. Name of any person to be felicitated will not be decided by the Organizing Secretary/ Convener of Symposium at his own level except for in case of local dignitaries, Vice-Chancellors and other officers of the Host University/ Institute. **In such cases, plaque and/ or citation of ISVS will not be awarded and felicitation will be as per local customs.**
16. The Organizing Secretary must ensure that no more than **three technical sessions** are conducted in parallel at a given time. The schedule of technical sessions is to be finalized date/ day wise in consultation with the Executive Secretary and information of the Advisor & President. This should be clearly indicated in the technical bulletin. In no case the deviation is permitted, with exceptions only after **approval from the Executive Council ISVS.**

17. The Organizing Secretary must ensure that the **total number of lead papers should be restricted to only four to five in a symposium in cyclic manner.**
18. The Lead paper is to be substituted/ replaced by **Lifetime Achievement for Excellence Award presentations in concerned technical session(s).**
19. **There should not be lead paper in competitive Award sessions** i.e. M.R. Patel Best field veterinarian Award, Best Clinician Award and Young Surgeon Award.
20. **Routine clinical case report(s) of one to two cases shall be accepted only for poster presentation.**
21. As far as possible, Chairman, Co-chairman and/ or Rapporteurs of the technical sessions should be senior members i.e. retired members, Dean, DR. HOD, Professor and senior Associate Professor should not have any paper in the session being conducted by them. They should be intimated well in advance about their appointment, and their consent and availability should be taken.
22. The Organizing Secretary must ensure that technical sessions must not be **compromised for want of local visits.** In other words, **local visit(s) must not be scheduled during technical sessions except for ladies and children.**
23. The poster sessions materials must remain displayed through all days of the symposium. The author for poster papers should be requested to be present during the tea break near his/ her posters so that members of judging committee and delegates can seek clarifications, if needed.
24. The Organizing Secretary should make all necessary arrangements for smooth conduct of technical sessions. Any deficit may immediately be attended and rectified by the organizing team. Feasibility of Internet and video camera facilities during technical sessions should be explored and if possible. should be arranged.
25. The Organizing Secretary should ensure the availability of ad lib drinking water and tea/ coffee during/ in between/ after the technical sessions for the delegates.

General Considerations

26. The Organizing Secretary should personally monitor the boarding and lodging facilities arranged for the delegates. **The accommodation of Society Patrons, Advisor, President, Executive Secretary, Joint Secretary, Additional Secretary and Treasurer should be provided preferably at one place near to the venue of symposium/ seminar/ workshop.**
27. Accompanied persons with delegates will include only spouse and two children less than 10 years of age. In case a delegate is accompanied by other person (s), he/she has to make his/her own arrangement for their boarding & lodging.
28. The Organizing Secretary should ensure the adequate transportation facilities for timely pick up and drop of the delegates, especially seniors and lady delegates during the Symposium/ Conference/ Seminar/ Workshop.
29. **The plenary session should be held after 12:30/ 01.00 PM on the third day of the conference.**

30. Efforts should be made to organize exhibition of books/ equipment/ instruments/ professional and technical products for the benefit and knowledge of the delegates.
31. The Organizing Secretary is responsible **to submit the soft copies of photographs, videos, compendium both in word file and PDF forms etc to the society headquarters for record** and updating website within a month after the event.
32. Organizing Secretary **must avoid arrangement of female dancer during gala dinner. Cultural program may be arranged as per local custom.**

CHAPTER – VI

RULES AND REGULATIONS FOR LOCAL CHAPTERS OF ISVS

6.1 Rules and Regulations

1. A local chapter can be opened with minimum of **10** life members of ISVS. Only life members of the ISVS can become members of the local chapter. No additional fee will be charged.
2. The office bearers of the local chapter shall be as follows:
i) Convener ii) Co-convener iii) Finance Secretary
3. The members of the local chapter will elect these office bearers and communicate the names to the Executive Secretary of the Society with information to the Advisor and President. **The tenure** of office bearers of Local Chapters will be of **three years**. Election of office bearers of the local chapter shall be made after every three years on expiry of tenure of previous office bearers.
4. **The duties of the Convener will be as those of the President of ISVS, of Co-convener as those of the Executive Secretary and of the Finance Secretary as those of Treasurer; but limited to the concerned local chapter only.**
5. The office bearers of the local chapters will have no automatic right to be member the executive council of ISVS by virtue of being office bearers of the local chapter. However, they can be on the Executive Council, if elected, in the elections of the ISVS.
6. The local chapters will arrange own finances for activities of their Local Chapters.
7. The local chapter will undertake activities within the framework of the constitution of the Society. However, Executive Secretary will be duly informed about such activities well in advance with information to the Advisor/ President.
8. It will be responsibility of the Convenor of the local chapter to submit report of different activities undertaken at least one month before date of annual ISVS convention/ symposium each year to the Executive Secretary with copies to the Advisor and President for inclusion in annual report to the Society.
9. The local Chapter shall conduct activities such as organization of symposium, seminar, workshop, short term training, exhibition etc. and enrol life members
10. Financial support shall be provided to maximum of Rs 50,000/- for organization of each event of hand-on training on approval of the Executive Council on merit. Only two local chapters/ Institutions will be provided such financial support in each financial year on first come first serve and on merit basis.
11. The request for financial support will be made in **October** to the Executive Secretary and the proposals must be received by 30th November of each year to him/her.
12. For raising funds, local chapter shall make a written request to the Executive Secretary ISVS to **obtain receipt books from the Treasurer of ISVS**. The funds so raised will be operated through a nationalized bank jointly by the Co-convenor and Finance Secretary. Permission to open such an account will be obtained from the Executive Secretary of ISVS.

13. A statement of accounts of the local chapter, duly audited by a registered Chartered Accountant along with counterfoils of used receipt books will be handed over to the **Treasurer** of ISVS at the annual conventions each year with information to the Executive Secretary. The balance amount should be deposited in the central bank account of ISVS through the Treasurer/ Executive Secretary.
14. However, the Convenor of concerned local Chapter may request to return the transferred amount to a maximum of 75% for organising any event/purpose related to ISVS.
15. **Award and honours will not be instituted by any local chapter on behalf of ISVS.**
16. The correspondence address of the office of the local chapter with a list of enrolled members will be sent to the Executive Secretary of ISVS. The list will be updated every year.
17. On-line meetings shall be arranged of office bearers of all Local Chapters at least twice (in each semester) per year by the Executive Secretary with information to the Advisor and President. They will also be invited in such meetings of Local Chapters.
18. The date & time of the meeting will be circulated to the of Local chapters office bearers with consultation of the Advisor and President by the Executive Secretary at least a week in advance. No TA/DA will be paid by the Society to attend the meeting.
19. If it is noticed by the Executive Council of the ISVS that at any time the activities of any local chapter are not in accordance with the letter and spirit of the constitution of the ISVS, the Executive Council may close such a local chapter.

CHAPTER - VII
MISCELLANEOUS

7.1 Withdrawal and Cancellation of Membership

- a) A life member may withdraw from the society by signifying his desire to do so in a letter addressed to the Executive Secretary mentioning clearly the reasons. The withdrawal may be permitted with approval EC. The society, however, shall not be liable to return any fee that has been paid by the life member in advance.
- b) Life membership of an individual may be cancelled temporarily or permanently from the society on recommendation of the Executive Council by General Body provided if their commendation is accepted by two third majority of the General Body (of the registered members present in GB meeting). In such case his/her name will be removed from the list of life member intimating the member concerned by the Executive Secretary.
- c) The cancellation of membership of an individual is recommended only if the individual intentionally done any act of omission(s) found to be detrimental to the functioning of the society or acted against the interest of the society.
- d) A member who has been expelled temporarily shall be eligible for re-admission to membership on a fresh application and payment of Life member fees subject to the approval of Executive Council.

7.2 Vacancies

In case casual vacancy arising from demise, resignation/ permanent impediment of a member to carry out the mandate of the Executive Council/ Editorial Board may be filled up by nomination made by the President with approval of the Executive Council later.

7.3 Property of the Society

- a) The property, movable and immovable, belonging to the society shall be deemed to be vested for the time being in the Executive Council, and in all proceedings, civil and criminal, shall be described as the property of the Executive Council of the Society by their property title.
- b) The income and property of the society from where so ever derived shall solely be spent on the promotion of the society and no portion thereof shall be distributed among its members by the way of dividend, bonus etc. This does not exclude the members from receiving from the Society Award, Medals and other honours, if any, in recognition of the research contributions as judged by a committee set up for this purpose.

7.4 Amendment of Constitution/ Regulations

The constitution/ regulations of the ISVS can be revised/modified/ amended and updated only by the approval of the General Body. The Executive Council may constitute a committee(s) with the approval of the General Body for review/ modification and updating of the ISVS constitution/ regulations including also the different Awards. The committee(s) will submit report within specified period of time

to the Executive Secretary. The Executive Council will deliberate the report of the committee and record its views. Finally, the whole matter will be put up before the General Body for its approval or otherwise. If the amendment(s) /modification(s) are accepted by two third majority of the General Body (of the registered member present in General Body), the modification(s)/amendment(s) shall be deemed to have been approved. The amendments thus approved become operative with immediate effect.

7.5 Appellate Authority

The disputed matter/issues if received would be put up before the Executive Council either by an individual member or Local chapter(s). After due consideration, the Executive Council may reject the proposal on its own or will put up its recommendations to the General Body for approval or modification or rejection.

7.6 Legal Matters

All legal matters pertaining to the Society will be looked after by the Executive Secretary and he/she will inform the Executive Council about the progress from time to time. All legal matters to the Society are to be undertaken in the jurisdiction of Hisar

7.7 Records of ISVS

- a) Being custodian of the Executive Secretary/ Additional Secretary/ Joint Secretary (whosoever located/ stationed at headquarter Hisar) shall maintain and preserve **all the records of the society at Headquarter.**
- b) All records i.e. copy of constitution, proceedings of General Body and Executive Council meetings, submitted duly filled life member application forms with allotted LM no and D/M/Y of registration, receipt books, list of life members, detail records of all Awards, citations of fellow etc. of the society both hard and soft copies shall be maintained as **permanent records**. A register with list of all the records shall also be maintained. **Website** will also have a **Section** where soft copy of records shall be maintained. Similarly, a register shall also be maintained for all assets of the society.
- c) Details of original reports including score cards of various evaluation committee and judging committee related to Fellow, Lifetime Achievement for Excellence, Associate Fellow and all other awards shall also be **preserved as least for minimum of three years**. After this period the details of original reports of awards may be destroyed with approval of the Executive Council.
- d) Similarly, **the Treasurer** shall have to maintain and preserve record related to finance of the society. These include annual financial status (receipt and expenditure) of the society duly audited by registered Chartered Accountant and also by internal auditors, receipt books, pass books of bank accounts, cheque books, FDs, copies of approval for various expenditures by competent authority etc.

7.8 Quorum

The following will be the quorum for each meeting:

- a) **General Body Meeting: 20%** of registered available life members.
In absence of requisite quorum, the meeting shall be postponed and shall be reconvened/ held after 30 minutes at the same place and on the same date; **for which no quorum will be necessary/ required**. In case when vote is equal, presiding officer/ chairman of the meeting has the casting vote, which he/she may or may not exercise, in addition to his normal vote.
- b) **Executive Council Meeting: Five Members** which should necessarily consist of
a) Advisor, b) President or Vice President, c) Executive Secretary or Joint Secretary and at least two other office bearers.
- c) **Editorial Board Meeting: Five Members** which should necessarily consist of a) President or Vice President, b) Editor-in-Chief or Executive Editor c) Executive Secretary or Joint Secretary and at least two other office bearers.

7.9 Auditing of Accounts

- a) Accounts of the society shall be maintained in proper way by the Treasurer ISVS. The Society Account shall be audited by internal auditor(s) duly approved by the Executive Council and shall be presented before the General Body for approval each year.
- b) The Treasurer shall also submit annual financial status (receipt and expenditure) of the society dully audited by registered Chartered Accountant each year for legal compliance to the Executive Council.

CHAPTER - VIII

ISVS AWARDS

The society has instituted various awards for its members. The list of awards is as under:

- 1. Fellow of the Indian Society for Veterinary Surgery (FISVS)**
- 2. Fellow of the Indian Society for Veterinary Surgery-Field Vet Clinician (FCISVS)**
- 3. Associate Fellow of the Indian Society for Veterinary Surgery (AFISVS)**
- 4. Memorial Awards** (bestowed in cyclic manner)
 - *Dr. Ratan Singh Memorial Award*
 - *Dr. I.S. Chandana Memorial Award*
- 5. Oration Awards** (bestowed in cyclic manner)
 - *Dr. R.P.S. Tyagi Oration Award*
 - *Dr. P.E. Kulkarni Oration Award*
 - *Dr. O. Ramakrishna Oration Award*
- 6. Lifetime Achievement Awards for Excellence** (bestowed in cyclic manner)
 - *Dr. J.M. Nigam Lifetime Achievement Award for Excellence in Ruminant Surgery*
 - *Dr. Amresh Kumar Lifetime Achievement Award for Excellence in Anaesthesiology*
 - *Dr. A.P. Singh Lifetime Achievement Award for Excellence in Radiology & Imaging*
 - *Dr. Gajraj Singh Lifetime Achievement Award for Excellence in Orthopaedic Surgery*
 - *Dr. S.C. Pathak Lifetime Achievement Award for Excellence in Wild & Zoo Animal Surgery*
- 7. Technical Session Award** (Gold Medal, Silver Medal and Bronze Medal for each session)
 - *Anaesthesiology Session*
 - *Radiology and Imaging Session*
 - *Ruminant Surgery Session*
 - *Equine Surgery Session*
 - *Small Animal Surgery Session*
 - *Orthopaedic Surgery Session*
 - *Ophthalmology Session*
 - *Wild, Zoo, Exotic and Lab Animal Surgery Session*
 - *Avian Surgery Session*
 - *Large Animal Poster Session*
 - *Small Animal Poster Session*
 - *Wild, Zoo, Exotic and Lab Animal Poster Session*

- 8. Dr. M.R. Patel Best Field Veterinarian Award** (for Field Veterinarians)
- 9. Best Clinician Award** (for Faculty members working in university/ institutes)
- 10. Young Surgeon Award** (for surgeons below 35 years of age)
- 11. Dr. A.K. Bhargava Memorial Award** (for Best Research Paper published in IJVS)
- 12. Dr. P.O. George Memorial Award** (for Best Clinical Article published in IJVS)
- 13. Prof. Godfred David Memorial Award** (for Best Doctoral Research in Ruminant Surgery)
- 14. Epignosis** (Extempore for postgraduate students)
- 15. ISVS Travel Grant** (for postgraduate students attending ISVS Symposium)

The details and mode of applications for Awards/ Fellowships including general guidelines (instructions) for applicants are available on ISVS Website (<http://isvs.in/isvs-awards-guidelines.html>). Candidates are requested to read the instructions carefully before filling the application. Candidates competing for the above awards/ fellowships should strictly submit their application in the prescribed format with all necessary documents.

The by-laws of different ISVS awards will be reviewed and if necessary, may be modified/ revised only after every three years.

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