

NOTICE FOR THE ANNUAL GENERAL BODY MEETING

The Annual General Body Meeting of the Association of Medical Consultants, Mumbai shall be held on the 31st of March 2019 at 4.30pm at Grand Sarovar, Goregaon (West) Mumbai to transact the following agenda.

- 1) Condolences.
- 2) The Returning officers for AMC Online voting & physical Voting-Dr. Sudhir Naik, Dr. Veena Pandit and Dr. Smita Sharma
- 3) To read and confirm the minutes of the Annual General Body Meeting held on the 25th March 2018 at 5pm at The Club Millennium, Juhu, Mumbai.
- 4) To read and confirm the minutes of Special General Body Meeting held on 21st October 2018 at AMC Office, Andheri (East), Mumbai.
- 5) To receive and adopt the audited balance sheet and the income Expenditure statements for the year 2017-2018.
- 6) To appoint Auditors for the year 2019-2020.
- 7) To Ratify the appointment of Dr. Sujata Rao as Zonal Director (March 2016- March 2019)
- 8) To recommend the names proposed by the Managing Committee for the following post of Zonal Directors and Chairman of the following Cells
 - Medicolegal Cell: Dr. Sudhir Naik finishes his 1st term as Chairman of Medicolegal cell and is eligible for reappointment. Managing Committee recommends his name for the 2nd term.
 - Zonal Director: (Jogeshwari to Dahisar) Dr. Sujata Rao finishes her 1st term & is eligible for reappointment. Managing committee recommends her name for the second term.
- 9) To recommend the names proposed by the Managing Committee for the following posts of Trustees
 - Dr. Suresh Rao completes Three terms of 3 years each (Total 9 years) as Trustee. Managing Committee recommends the name of Dr. Kishore Adyanthaya as Trustee.
 - Dr. Niranjana Agarwal completes his 1st term & is eligible for reappointment. Managing Committee recommends his name for the 2nd term as Trustee
- 10) To propose new amendments to the Constitution.
- 11) To read and adopt the Reports of the various cells-Health and Accident Cell, Medicolegal Cell, Social Service Cell, Media Communication Cell, MMC Cell, Consultant Benevolent Scheme Cell, AMC NoAH Cell, Affiliate Unit Cell.
- 12) Enrolments of new members for the year 2018-2019.
- 13) Break for Elections.
- 14) Declaration of Results.
- 15) Letters & Circulars.
- 16) Any other matter with the Permission of the Chair pertaining to aims and objectives.
- 17) Installation of the New President and the New Managing Committee 2019-2020.

In case of lack of quorum (minimum requirement is 35 members or 1/6th of total membership), the meeting will be adjourned for 15 minutes. The meeting will be reconvened at the same venue at 4.45pm and the meeting will be then held even in the absence of quorum.



Dr. Sushmita Bhatnagar
Hon. Secretary

Notice for the Election to the Managing Committee 2019-2020

Nominations are invited from the qualified AMC members, for the following Posts for year 2019-2020

Prescribed Nomination Form is attached. Eligibility for Candidature is highlighted on the Nomination form.

Office Bearers

President - Elect	1
Vice - Presidents	2
Hon. Secretary	1
Hon. Treasurer	1
Joint Treasurer	1
Joint Secretaries	2

Managing Committee Members

Colaba to Prabhadevi	2
Rest of Mumbai City	2
Kurla/Chembur/Ghatkopar and Mulund	2
Bandra to Andheri	5
Jogeshwari to Dahisar	3
Mira Road to Palghar	1
Thane / Kalyan / Dombivali etc.	3
Navi Mumbai to Raigad	2

Last day for submission of Nominations	Saturday 9 th March, 2019 up to 4 pm
Date & Time of Scrutiny	Tuesday 12 th March, 2019 at 4 pm
	All candidates can attend the scrutiny as observers
Last date for withdrawals	Saturday 16 th March, 2019 upto 4pm
Online Election starts:	23 rd March 2019, 6 am
Online Election ends:	30 th March 2019, 5 pm
Onsite election (physical voting)	31 st March 2019, 6-7pm

Please send the complete nomination form to AMC Office.

Submissions presented personally, through Courier Service or Email (Scanned copy of form) are acceptable. Please ensure that you write NOMINATION FORM FOR ELECTIONS on the sealed envelope

Scrutiny will be by election/ returning officers Dr. Sudhir Naik, Dr. Veena Pandit & Dr. Smita Sharma. The decisions of the Scrutinizing Team shall be final & binding on one & all.

CODE OF CONDUCT FOR THE CONTESTENTS FOR ONLINE VOTING

The Code of Conduct becomes effective on 12th March 2019 and will continue till the announcement of the results at the AGM on 31st March 2019.

The candidates and their supporters should adhere to all moral standards during their campaign and show respect and courtesy to one another, conduct themselves with fair play and ethics.

1. No negative campaigning by the candidates is allowed.
2. Campaigning can do done via social media such as SMS, WhatsApp, Email and Facebook
3. **Campaigning cannot be done on the official AMC WhatsApp groups**

There are 52 official AMC groups based on the area. Campaigning cannot be done on these whatsApp groups either by the candidate or their supporters. In case a candidate is found canvassing on these groups their name will be removed temporarily until the declaration of result and will be added back on 1st APRIL 2019. The similar procedure will be followed for a member doing campaigning for a particular candidate in the AMC Whatsapp group. In this interim period should a member temporarily removed wish to send an official message to the other members in the group he can send it via the admin – AMC office.

AMC office will send out one email to all the members before the start of the elections notifying the candidates

4. At no cost should AMC finances be used for campaigning
5. If any complaint is received against any candidate, then the decision regarding the candidature of the candidate is the prerogative of the Returning Officers and will be binding.

**VALID ORIGINAL DOCUMENTS FOR IDENTIFICATION
FOR PHYSICAL VOTING AT AMC ELECTIONS AND ELIGIBILITY FOR VOTING**

1. AMC Identity Card.
2. Voter's Identity Card issued by the Election Commission of India
3. Passport
4. Driving License
5. Photo Credit Card of any Bank
6. PAN Card with Photograph
7. Aadhaar Card
8. Name in the Voter's List of AMC

In AMC elections, only those can vote, who figure in criteria # 8 & present one original criterion # 1 to 7

Programme Schedule for the AGM:

Time	Programme
4.00 pm	Registration & Tea/Coffee
4.30 pm to 6.00pm	AGM
6.00 pm to 7.00 pm	Elections
7.05pm to 8.15pm	Installation of the Incoming President Dr. Mukesh Gupta
	Declaration of Results
	Installation of new Managing Committee Members
8.15 to 9.15pm	D J NITE, Cocktails and Dinner

Attendance to AGM and Entertainment is free
Dinner and Cocktails Rs. 400 per Member/Spouse/Guest
We request prior registration for Cocktails & Dinner



Association of Medical Consultants, Mumbai

Nomination Form for AMC Elections 2019-2020

I wish to contest for the post of _____ / M. C. Member from (Area) _____

Name: _____ L. M. No. _____

Cell No.: _____ Email ID : _____

Address (as per AMC records as on 31 Dec. 2018):

Proposed By : _____ L. M. No. _____ Signature :

Seconded By : _____ L. M. No. _____ Signature :

I fulfil the eligibility criteria, as required by the Constitution of AMC.

I have no dues towards AMC. I am willing to serve AMC unconditionally, if elected, I will be interested to serve unconditionally in the following Cell/s

- | | | |
|--|--|---|
| <input type="checkbox"/> Consultants Benevolent Scheme | <input type="checkbox"/> Health & Accident | <input type="checkbox"/> Infrastructure Cell |
| <input type="checkbox"/> Medico Legal Cell | <input type="checkbox"/> Social Service Cell | <input type="checkbox"/> Public Relation Cell |
| <input type="checkbox"/> Affiliate Unit Cell | <input type="checkbox"/> Website | <input type="checkbox"/> The GRASP |

Date :

Name & Signature of the Applicant

Mumbai

(Dr. _____)

1. EXISTING CLAUSE/ AMENDMENT

New Clause VII:

(VII) - MANAGING COMMITTEE

(a) The Managing Committee of the Association shall consist of:

The Managing Committee of the Association shall consist of The President, TWO Vice Presidents, President Elect, Hon. Secretary, Hon. Treasurer, 2 Joint Secretaries, One Joint Hon. Treasurer, 20 Area Representatives (distributed in proportion to the Membership strength in different areas and to be revised every 5 years beginning from the year 2004-2005 as per the electoral roll), Immediate Past President-(Ex-Officio Member), Chairman of all Cells, Zonal Directors & Trust Board Members. (As amended on 29th March 2009)

1. PROPOSED CLAUSE/ AMENDMENT

New Clause VII:

(VII) - MANAGING COMMITTEE

(a) The Managing Committee of the Association shall consist of:

The Managing Committee of the Association shall consist of The President, TWO Vice Presidents, President Elect, Hon. Secretary, Hon. Treasurer, 2 Joint Secretaries, One Joint Hon. Treasurer, 20 Area Representatives (distributed in proportion to the Membership strength in different areas and to be revised every 5 years beginning from the year 2004-2005 as per the electoral roll), Immediate Past President-(Ex-Officio Member), Chairman of all Cells, Zonal Directors & Trust Board Members. (As amended on 29th March 2009) DIRECTOR AMC -PROJECT INDIA * Correction, Advisor (to existing cell without voting right)

2. EXISTING CLAUSE/ AMENDMENT

New Clause VIII: ELECTION OF THE OFFICE-BEARERS AND AREA REPRESENTATIVES:

A) PROCEDURE FOR THE ELECTION:

ONLINE VOTING HAS BEEN PASSED FOR ALL Annual AMC Elections of Office bearers and Area Representatives. This has been done by holding 2 Spl AGMs on 17th December 2017 and 14th January 2018

In addition the physical voting will be along with the AGM.

(a) Not less than 4 Weeks before the date fixed for the commencement of online voting, the Hon. Secretary shall sent "Notice for Elections" to all the Full-Members of AMC.

All nominations shall be duly proposed and seconded by full members and signed by each of persons thereby nominated in token of his willingness to serve if elected. All such nominations shall be sent to the office of AMC not later than 4 weeks before the meeting upto 4 P.M., in sealed envelopes superscribing thereof as "NOMINATION FORM" or via Email and Fax

(b) The candidates may withdraw their nomination 10 clear days before the date of commencement of online voting.

(c) Online Elections will be held if the number of candidates is more than the number of vacancies.

The Returning officers shall declare the final result in the AGM and the chairperson of the meeting shall declare the elected candidates.

The process of appointment of the returning officers for the future online elections to be put to discussion

NO canvassing of any kind will be allowed at the venue of the Election. Violation of this clause will result in disqualification of the Candidate. The Online ballot papers will bear the signature of the Hon Secretary or in his absence that of Hon. Jt. Secretary. and the signatures of the Returning officers.

Ballot papers without any of the signatures found in the ballot box will be declared invalid.

NO canvassing of any kind will be allowed at the venue of the Election. Violation of this clause will result in disqualification of the Candidate.

For the online voting a Code of Conduct has been proposed in the Spl. AGM held on 17 December 2017 and ratified on 14 January 2018.

The Code of Conduct becomes effective from the morning after the last date of withdrawal and the declaration of the list of contesting candidates

(1) No negative campaigning by the candidates is allowed

(2) The candidates and their supporters should adhere to all moral standards during their campaign and show respect and courtesy to one another, conduct themselves with fair play and ethics. No negative campaigning by the candidates is allowed. Campaigning can do done via social media such as SMS, WhatsApp, email and facebook

(3) Campaigning cannot be done on the official AMC WhatsApp groups.

There are 52 official AMC groups based on the area. Campaigning cannot be done on this WhatsApp group either by the candidate or their supporters. In case a candidate is found canvassing on these groups their name will be removed temporarily until the declaration of result and will be added back. The similar procedure will be followed for a member doing campaigning for a particular candidate in the AMC WhatsApp group. In this interim period should a member temporarily removed wish to send an official message to the other members in the group he can send it via the admin – AMC office.

AMC office will send out one email to all the members before the start of the elections notifying the candidates.

(4) At no cost should AMC finances be used for campaigning.

(5) If any complaint is received against any candidate, then the decision regarding the candidature of the candidate is the prerogative of the Returning Officers and will be binding.

2. PROPOSED CLAUSE/ AMENDMENT

New Clause VIII: ELECTION OF THE OFFICE-BEARERS AND AREA REPRESENTATIVES:

B) PROCEDURE FOR THE ELECTION:

ONLINE VOTING HAS BEEN PASSED FOR ALL Annual AMC Elections of Office bearers and Area Representatives. This has been done by holding 2 Spl AGMs on 17th December 2017 and 14th January 2018

In addition the physical voting will be along with the AGM subject to the review after 3 years by Managing Committee

(a) Not less than 4 Weeks before the date fixed for the commencement of online voting, the Hon. Secretary shall sent "Notice for Elections" to all the Full-Members of AMC.

All nominations shall be duly proposed and seconded by full members and signed by each of persons thereby nominated in token of his willingness to serve if elected. All such nominations shall be sent to the office of AMC not later than 4 weeks before the meeting upto 4 P.M., in sealed envelopes superscribing thereof as "NOMINATION FORM" or via Email and Fax

(b) The candidates may withdraw their nomination 10 clear days before the date of commencement of online voting.

(c) Online Elections will be held if the number of candidates is more than the number of vacancies.

The Returning officers shall declare the final result in the AGM

Code of Conduct 2019:

CODE OF CONDUCT FOR THE CONTESTENTS FOR ONLINE VOTING 2019

The candidates and their supporters should adhere to all moral standards during their campaign and show respect and courtesy to one another, conduct themselves with fair play and ethics.

A. SOCIAL MEDIA INTERACTIONS:

1) AMC shall declare the entire list of candidates with their pictures as shall appear in the ballot paper via email and official AMC social media sites, Face book, Twitter, official WA, etc.

2) Candidates shall not use the logo or Name of AMC in their propagations.

3) Messages sent on social media shall be only preferably between 8am to 8pm.

4) No Propaganda message shall be sent on official AMC social media groups.

5) No negative campaigning by the candidates is allowed.

6) Campaigning can do done via social media such as SMS, WhatsApp, Email and Facebook

7) Campaigning cannot be done on the official AMC WhatsApp groups

There are 52 official AMC groups based on the area. Campaigning cannot be done on these whats App groups either by the candidate or their supporters. In case a candidate is found canvassing on these groups their name will be removed temporarily until the declaration of result and will be added back on 1st April 2019. The similar procedure will be followed for a member doing campaigning for a particular candidate in the AMC Whats app group. In this interim period should a member temporarily removed wish to send an official message to the other members in the group he can send it via the admin – AMC office.

AMC office will send out one email to all the members before the start of the elections notifying the candidates

- 8) At no cost should AMC finances be used for campaigning
- 9) If any complaint is received against any candidate, then the decision regarding the candidature of the candidate is the prerogative of the Returning Officers and will be binding.
- 10) AMC will send an SMS all AMC Members informing their Life Membership Number.

B. FOR THE RETURNING OFFICER:

- 1) The returning officers shall not make any statement in any forum or social media site except Official AMC Groups pertaining to the violation of code of elections.
They will after consensus among themselves talk to the candidate directly via call, mail etc.
- 2) The president ceases to be in charge of any communication relevant to the election process.
All communications shall be sent only by the Returning Officers.
- 3) Any decision or communication by the Returning Officers should be only after consensus among themselves with signature of all returning officers in any communication.
- 4) All the Returning Officers have to be present during the opening of the ballot. In case of absence due unavoidable reasons he shall appoint another in his place with written communication and permission of other returning officers and the same informed to the President.
- 5) Observers shall be allowed during opening of the electronic ballot via written request by the candidates for self or authorized person, one per candidate.
- 6) The election results need to be printed and signed by all the Returning Officers and the software person before declaration of the results.
- 7) Powers of returning officers
 - 1st offence warning to the candidate
 - 2nd offence last warning to the candidate
 - 3rd offence dismissal/ debarment from candidature
- 8) In case of dismissal/ debarment of the candidate, the returning officers will discuss, deliberate, inform the tribunal which consists of 3 trustees of which one will be Managing Trustee.
- 9) The decision of the Returning Officers & Tribunal will be final.

3. EXISTING CLAUSE/ AMENDMENT

New Clause XVII: BOARD OF TRUSTEES:

- (a) Eligibility for Post of Member of Trust Board of AMC “One who has been member of the MC of the AMC for at least FIVE years consecutively or separately, and has been a Past President of the AMC.”AND “One who has been member of MC of the AMC for at least TEN years either consecutively or separately and has held the post of either Vice President, or Zonal Director or Chairman of a cell.

3. PROPOSED A CLAUSE/ AMENDMENT

New Clause XVII: BOARD OF TRUSTEES:

- (a) Eligibility for Post of Member of Trust Board of AMC “One who has been member of the MC of the AMC for at least FIVE years consecutively or separately, and has been a Past President/ TRUSTEE of the AMC.” OR “One who has been member of MC of the AMC for at least TEN years either consecutively or separately and HAS HELD 4 years as OFFICE BEARERS

4. NEW PROPOSED CLAUSE/ AMENDMENT

ADD: New Clause 19 : advisor to existing cells

Eligibility: He/ She should be past chairperson of that existing cell
He/ she will not have voting rights

5. EXISTING CLAUSE/ AMENDMENT

New Clause 20: AMENDMENTS

Add the following:

- (a) Proposal for amending the constitution may come with 4 weeks notice either from the Managing Committee, or 6 weeks from the full member through the Managing Committee for placing before The Annual General Body or a Special General Body Meeting.
- (b) The Constitution shall stand amended if the proposal is approved by the majority or not less than TWO THIRDS of the valid votes counted.
- (c) So far as the amendments in the Memorandum of the Association are concerned, the provisions of Section 12 & 12A of the Societies Reg. Act, 1860; shall apply.

5. PROPOSED CLAUSE/ AMENDMENT

New Clause 20: AMENDMENTS

Add the following:

- a) Proposal for amending the constitution may come with 4 weeks notice either from the Managing Committee, or 6 weeks from the full member through the Managing Committee for placing before The Annual General Body or a Special General Body Meeting.
- b) The Constitution shall stand amended if the proposal is approved by the majority of not less than TWO THIRDS of the valid votes counted present.
- c) So far as the amendments in the Memorandum of the Association are concerned, the provisions of Section 12 & 12A of the Societies Reg. Act, 1860; shall apply.
- d) Preferably one man one post in AMC for eligible candidates if there is a vacancy

Technical corrections

(k) The meeting of the Managing Committee shall be convened by the Hon. Secretary as often as may be necessary, subject to a minimum **of 4 meetings** every year. Seven [7] Days notice shall be necessary for such a meetings, except that for an urgent business, when a shorter notice of not less than 24 hours may be given.

Change to

The meeting of the Managing Committee shall be convened by the Hon. Secretary as often as may be necessary, subject to a minimum **of 6 meetings** every year.

10 Days notice shall be necessary for such a meetings, except that for an urgent business, when a shorter notice of not less than 24 hours may be given.

The Returning officers shall declare the final result in the AGM and the chairperson of the meeting shall declare the elected candidates

Change to

The Returning officers shall declare the final result in the AGM

Ballot papers without any of the signatures found in the ballot box will be declared invalid.

Change to

Online Ballot papers will have the signatures of the Returning officers

The ballot box shall remain open for a minimum period of one hour. At the end of the meeting the ballot papers shall be scrutinized and counted by the Returning officers and election result declared by the Chairman

Change to

The voting on the venue will be held for one hour. At the end of the procedure the electronic counting will begin supervised by the Returning officers. The Returning officers will declare the final result.

Proposed amendments

Proposed amendment

Members to ensure that their email ids and telephone numbers are updated The office to send one sms regarding the same and also inform the member about their LM number which is required for online voting

Proposed Amendment

The PCC, Office Secretary Grasp Editor and Web editor can be appointed by the President from the Elected or the Co opted members of the Managing Committee. In case of Co opted members their post will not considered as the Half office bearers post. The Office Secretary will have to meet the attendance criteria of Office bearers