

## Format for Constitution

<b>Front Page</b>	- Society Logo
	- Name of the Society
	- Memorandum & Rules & Regulations of the _____ Obstetric & Gynaecological Society
	Society Registration Number _____
	Address :
	Contact Numbers :
	Email ID :
	Website : <i>(if you have)</i>
<b>Rules &amp; Regulations of the _____ Obstetric &amp; Gynaecological Society</b>	1) Name of the Society
	2) Registered Office of the Society
	3) The Objects of the Society
	4) Membership Eligibility
	5) Classes of Membership
	6) Fees for Membership
	7) Register of Members
	8) Privileges of Members
	9) Resignation from Membership
	10) Readmission to Membership
	11) Removal from Membership
	12) General Body
	13) Management
	14) Managing Council
	15) Office Bearers
	16) Election to the Managing Council
	17) Eligibility to the various Offices of the Society
	18) Representative to FOGSI Managing Committee
	19) Vacancy in the Managing Council
	20) Functions & Powers of the Managing Council
	21) Duties of the Office Bearers
	22) Meetings
	23) Quorum
	24) Minutes of the Meetings
	25) Official Financial Year
	26) Funds
	27) Board of Trustees
	28) Statement of Accounts
	29) Framing new Rules, Regulations and Amendments to the Existing Rules and Regulations
	30) Resolutions
	31) Date of Annual General Body / General Body meeting in which the Constitution has been formed
	32) Guests
	33) Dissolution of the Society