

**SOCIETY OF TOXICOLOGIC PATHOLOGY- INDIA
(STP-I)**

(Registered Society under Karnataka Society Registration Act, 1960)

Registration Number: 757/04-05

(formed on 15/03/2004, amended on 29/10/2010)



CONSTITUTION AND BY-LAWS

OF

SOCIETY OF TOXICOLOGIC PATHOLOGY - INDIA (STP-I)

The Society of Toxicologic Pathology - India (STP-I) was founded on 15th March 2004 under the presidentship of Dr. S. J. Seshadri, as an association primarily for pathologists working in the field of toxicological pathology. The STP-I is a non-profit making organization and has been registered under Karnataka Society Registration Act, 1960 (Registration number: 757/04-05) subsequently amended on ab/10/2010.

CONSTITUTION OF THE SOCIETY OF TOXICOLOGIC PATHOLOGY - INDIA

ARTICLE I- THE SOCIETY, ITS OBJECTIVES AND FUNCTIONS

Section 1. Name

This society shall be called “Society of Toxicologic Pathology-India” The STP-I is a non-profit making organization registered under Karnataka Society Registration Act, 1960 on 15th March 2004 (Registration number: 757/04-05) subsequently amended on ab/10/2010.

Section 2: Mission

The mission of STP-I is to serve welfare of humans and animals through the advancement in field of Toxicologic pathology. The same would be achieved by evaluation of toxic effects of chemical, environmental and pharmaceutical agents/pollutants to which human or animals are exposed by accident or intention.

Section 3: Objectives

The objectives of the Society of Toxicologic Pathology - India is

1. To enhance the knowledge of pathology in relation to toxicologic causes in animals
2. To share thoughts and update recent developments in the field of Toxicologic- Pathology towards enriching the standards among members to meet international requirements.
3. To periodically review advances in Toxicologic Pathology and ensure adopting them
4. To recognize outstanding merit and extraordinary contributions by workers in the field

Section 4: Activities

1. To bring together practitioners of Toxicologic Pathology under one banner
2. To organize Conference of Toxicological Pathologists every 2 years as a regular feature.
3. To offer training courses in Toxicological Pathology and related fields for the benefit of in-service working groups and for those in entry levels
4. To collaborate with the International Federation of Societies of Toxicologic Pathology and other Societies of Toxicological Pathology for mutual benefits
5. To maintain web-site which would both serve as news window to promote STP-I and its activities
6. To publish news letter and journal under the authority of competent Editorial Board

7. To generate continuing mechanisms for the fiscal strengthening of the STP-I and its initiatives for institution of promoting recognition/awards including young scientist award.
8. To constitute board to certify Indian Toxicologic Pathologists

ARTICLE II- MEMBERSHIP

Section 1:

Primary Membership: Any person with minimum qualification of post-graduation in pathology (veterinary, fishery, or medical) with their respective fields involved in drug metabolism and pharmacokinetics / chemical / fertilizer industries towards safety assessment, research or involved in teaching or by virtue of training, experience and / or scientific contributions; is eligible for primary membership of STP-I with voting rights, subject to approval by Central Council. Primary membership may be obtained by one time payment of registration fee of `2500/=. The primary members shall pay annual subscription fee of `500/= towards affiliation with International Federation of Societies of Toxicologic Pathology and for online subscription of “Toxicologic Pathology” journal. The annual subscription fee is subject to minor variations from time to time.

Section 2:

Associate Membership: Any person with post-graduation in the field of Pathology (Veterinary, Fishery or Medical), Pharmacology / Toxicology not practicing but having a passion for Toxicologic Pathology though working in allied fields , is eligible for Associate membership without voting rights. Associate membership may be obtained by onetime payment of registration fee of `2500./=.. Associate membership in case of pathologists with change in career pursuits towards safety assessment, teaching, or research or by virtue of training experience or scientific contributions in toxicologic pathology may become transferable to Primary membership with its prescribed requirements there of, subject to approval by Central Council, on application for the same by the concerned / interested

Section 3:

Student Membership: Students working towards career in toxicologic pathology at any recognized university are eligible for Student membership without voting rights for the period of their studies. Student membership may be obtained by one time payment of registration fee of `500/=. Such Student members shall become eligible to Associate membership by additional payment of `2000/= or Primary membership with its requirements thereof, on completion of their post-graduation, subject to approval by Central Council

Section 4:

Honorary Fellowship: Highly acclaimed individuals, who have demonstrated exemplary contributions to the advancement and objectives of STP -I.

Section 5:

Cancellation of Primary membership: Any primary member failing to pay annual subscription fee towards IFSTP and Toxicologic Pathology Journal consecutively for two years shall forfeit his rights as primary member and shall be treated as associate member

Section 6:

Editor: one of the executive members of the central council shall co ordinate with General Secretary to edit news letter quarterly. As and when a corpus fund get created for publication of a journal with defined frequency of publication, the General body shall elect a full time Editor from among primary members and the Editor shall also be a functionary on the central council. The Editorial board shall be constituted by the President of the STP-I based on guidelines got approved by the General body in session / circulate and get ratified as and when it meets.

Section 7:

Privileges of the membership

1. All the members of society are entitled for a free copy of the news Letter/Journal published by the Society. The Managing Editor of the news Letter/Journal shall arrange to regularly mail the same to Members.
2. All members of the society are eligible to attend the STP-I and other affiliated society's conference at discounted rates.
3. Free access GoRENI website through IFSTP.

BY LAWS OF THE SOCIETY OF TOXICOLOGIC PATHOLOGY - INDIA

ARTICLE III- GOVERNING BODY

Section 1: General Assembly

The governing body of STP-I is the General body of its members, which shall hold a meeting at least once in two years for approval of accounts of previous 2 years succeeding the earlier meet .It shall be the ultimate forum to make decisions relating to the policies of the society as and when situations of disputes arise through voice votes or by secret ballot towards elucidating 2/3rds majority from among primary members'

Section 2: Duties of the General Assembly

1. The duties of the General Assembly shall be to elect / to enable the constitution of the Central Council consisting of the President, the vice president, general secretary, treasurer and four executive committee members. One among the four executive committee members shall work as editor (until position of Editor become necessary as a whole time functionary on the council)
2. The General Assembly shall be responsible for approving membership dues and disbursement of funds
3. The General Assembly shall solicit invitations to host conferences and shall select the host

4. The General Assembly shall consider and decide to accept the recommendations of the Central council for the “Honorary fellowship award” on the basis of the findings of a search committee constituted by the council for the purpose of such recognitions.
5. The Central Council shall serve from the end of conference session in which it gets elected, till the conclusion of the succeeding conference.
6. The General Assembly may amend the Constitution and the By Laws of the society subject to approval by 2/3rds of the members present with voting rights.
7. The General Assembly shall decide on any other relevant STP-I business and programmes

Section 3: Central Council

1. The Central Council of the Society shall consist of the President, the Vice President, General Secretary, Treasurer and four Executive committee members. One among the four Executive committee members shall work as editor. (until a full time Editor becomes included)
2. The immediate Past President shall become nominated as Advisor on the central council and shall be a regular invitee / observer
3. The Central Council shall have the authority drawn from the General Body to appoint “sub-committees with specific terms of references”, “ the Honorary Fellow-Search committee” from time to time.; as well as the identification of the Returning Officer for holding election of office bearers of the Central council when due. These committees so constituted by the Central council shall report to the Central Council towards enabling its effective functioning of the Society
4. Each officer of the Society shall perform the duties usually incumbent upon their respective office.
5. The offices of the Central Council shall be for two years, i.e., from the end of conference in which constituted till conclusion of next conference.
6. All the meetings of the Society shall be presided over by the President, or in his absence, by the Vice President. In the absence of either of them, a person elected for the purpose by the General Assembly shall preside

ARTICLE IV- ELECTION

Section 1: Election of Central Council

1. At least four weeks before General Assembly meeting, the general secretary shall notify each primary member of the election for the new officers of Central Council
2. Any interested “Primary Member” desirous of serving the society shall send his/her **voluntary offer** to serve in the capacity of his/her choice of office along with his/her biodata, forward the same in a sealed cover to the general secretary to be forwarded to Returning officer. In that voluntary offer with bio-data, the member shall indicate the programmes, he/she proposes to adopt and achieve during his/her tenure in office towards bettering the existing standards of the society and further strengthening.
3. Selection of Returning officer shall be from among the senior primary members attending the General Assembly and not interested to contest.
4. In the absence of voluntary offers, the Returning officer shall, during the 40 General Assembly, announce a convention of filling up positions by invitations from among those present

in the General Assembly. The out-going President shall become Advisor on the council to provide guidance to the council.

5. The newly elected Central Council shall assume office with immediate effect and continue in office till the next election

6. Outgoing Central Council shall submit audited statements of accounts and reports to the new Central Council. The conference organiser shall submit the audited statement of conference accounts to the new Central Council, and, transfer the unutilised fund from conference, to the Central Council

7. Secretary of Chapters of the Society or units, wherever functional shall be ex-officio member of the Central Council. The election of representatives of the Chapters of the Society units shall be conducted by the Secretary-Treasurer of the respective Chapters/units by calling for nominations followed by elections and the other guidelines developed by the central executive in this regard.

8. Meeting of the Central Council shall be held as and when required and at least once a year by teleconference or in person prior to the General Assembly Meeting. Notice convening the Council Meeting should be sent to the members at least 10 days in advance. A minimum of 75% of officers shall form the quorum for the Central Council Meeting.

9. The Central Council shall nominate person or persons to represent STP-I at the National and International Bodies, Associations and Committees, as and when necessity arises. The Central Council shall also approve the admission of members to the Society under appropriate membership category mentioned under

Section 2: Disputes

Any disputes arising out of the conduct of elections shall be got settled by the Returning officer in the general body meeting itself./ failing which his decision shall be final towards satisfying that no policy violation has taken place.

ARTICLE V- OFFICERS

Section 1: President

The President of STPI shall be the Constitutional Head of the Society. He/She shall preside over all the meetings of the Central Council and General Body. He/She shall represent the Society on all the ceremonial occasions. He/She shall delegate his/her rights and powers to the Vice President if he/she so desires. He/She shall have the privilege of exercising his/her vote in case of equal division of the Central Council and General Assembly. He/She shall have the privilege of representing the Society at the meeting of the International Federation of Societies for Toxicological Pathology and similar other International and National organisations. He/She shall provide the mature type of leadership to the Society and always strive to protect its prestigious image without sacrificing its interests at all times. He/She shall develop the programmes of the society for the two year period in- office in consultation with the team of office bearers with him , assign specific programme component to each one of them and get each one of them involved in the over-all interest of the society. He/She shall ensure that the general secretary alone remains the official spokes person of the society and all others strengthen him with their full participation within the council.

Section 2: Vice President

The Vice President shall carry out all the functions of the President in the absence of the latter, and also such other functions delegated to him/her by the President. In essence the Vice President shall function as the shadow of the President, virtually involving his/herself with the full knowledge of the status of functioning of the society with the readiness to respond to the needs of the society as and when called upon.

Section 3. General Secretary

The General Secretary shall be the effectively functional official-spokes-person of the society in constant contact with the members within; and environment around at national and inter-national levels; responsible for the day-to-day running of the Society ; looking around watchfully for making use of all technical interactions that become available through visits of eminent specialists in toxicologic-pathology or allied fields and programming in consultation with the president , means of beneficially utilising interactions with them ; and for proper maintenance of the office records For this purpose he/she shall be given a part or full time administrative staff, and expenses in this regard shall be paid by the Society. He/She in intimate co-ordination with the treasurer and other office bearers explore all healthy venues of approach in generating financial resources from within and abroad that could be perennial. Every office bearer shall be motivated by the president and general secretary to make a recognisable effort in this direction with accountability and no office bearer shall remain un-utilised /under-utilised. He/She shall make it a regular feature to organise and hold a quarterly teleconference type of central council meeting for periodically reviewing the status of the society. He/She shall ensure that no office bearer excuse himself/herself. The minutes of such meetings shall be got posted by e-mailings or in exceptional instances, as web-site postings. He/She shall also operate the bank accounts of STPI jointly with the Treasurer.

He/She shall prepare the agenda for the meetings of the Central Council and General Assembly when required, as per the Regulations prescribed here. He/She shall scrutinize and submit for approval by the Central Council, the applications for Membership of STPI, record the proceedings of the Central Council and General Assembly, circulate the minutes within a month thereof to all the members of the Central Council, take appropriate steps to implement the recommendations and resolutions of the Central Council and General Assembly, present reports on the activities of STPI at the General Assembly of the Meetings of the society as prescribed in the rules and maintain close relationship with Chapters units of the Society. He/She may delegate one or more of his/her powers and duties to the Treasurer with the knowledge and approval of the president.

Section 4. Treasurer

The Treasurer shall receive the funds on behalf of the Society, issue receipts and maintain proper accounts. He/She will operate the bank accounts jointly with the Secretary. He/She shall maintain the account of the Society in proper form, submit them for annual auditing by a competent auditing system, and place them before the Central Council and the General Assembly at their annual meetings for approval. The financial year for purpose of accounts of the Society shall be April 1st to March 31st. He/She shall advance such funds as decided by the Central Council to the President, General Secretary and Managing Editor to enable them to carry out their normal functions as prescribed in those Regulations. The Managing Editor when appointed shall account to Treasurer for the funds placed at his disposal for publishing the news letter/Journal. He/She

shall function as a shadow of the secretary in getting to know resourceful personalities, beneficiaries of the society and the like in order to extend a helping hand to the general secretary in times of needs and follow-ups.

The Treasurer shall make available to the Chapters / units wherever functional, one fifth of the membership fee of the such chapters per year for the normal functioning of their Chapters.

He/She shall co-ordinate the financial activities of all the Chapters units of STP-I and the expenditure incurred by the other officers of STP-I and prepare a consolidated report and present it at the annual General Assembly meeting and preceding Central Council meeting.

At the General body meetings of STP-I the Treasurer shall present the Budget indicating the budgeted amount for the previous revised estimates and actual expenditure for the financial year and the budget estimates for the following year. Expenditure on items in excess of what was provided for in the budget or on new items shall be subject to approval by the Central Council and the same shall be reported to the General Assembly at its next meeting.

Section 5. STP-I Chapters / units

Chapters / units of the Society shall be formed in any zone / s in the Indian Union where ever **practical** .For the purpose of organising a Chapter all classes of members of the Society residing in that zone/s shall be taken into consideration. There shall not be more than one chapter in any state.

Section 6. Management of STP-I Chapters / units

Every Chapter shall be managed by an Executive Committee responsible to the General Assembly of the Chapter of the STP-I and shall consist of Chairman, Vice-Chairman, Secretary and Treasurer and three executive committee members. The Secretary shall necessarily be its representative on the Central Council. The election to the office of the Chapter/unit shall be on similar guidelines adopted for the constitution of the Central Council.

Section 7. Functioning of STP-I Chapters

The Chapters of STP-I shall conduct their academic activities in the field by calling for frequent meetings, seminars and the like. The Chapter shall collect the membership fee, retain one fifth of such fee and send the balance to the Treasurer, STP-I Central Assembly. The one fifth of the membership fee retained by the Chapter shall enable the Chapter to conduct its activities. If necessary the Chapter may collect additional funds for its activities and applications can be obtained from the Centre. Each year if necessary, the funds of the state chapters shall be audited by the internal auditing system constituted by the chairman of the state chapter and reported to Central Council.

Section 8: Accounts of STP-I Chapters

The Chapters / units shall conduct their academic activities in promotion of the objective of the Society. Proper audited account shall be submitted to the Treasurer of the STP-I every year by December 31, who in turn will consolidate all the reports on accounts from the various Chapters

and present it to the Central Council and General Assembly at their annual meetings. The Secretary of the state chapter will be responsible for convening meetings of State Chapters.

Section 9. Extraordinary Meetings

The President or the Central Council shall convene extraordinary General body meetings on request made to the General Secretary in writing by not less than 25 Members drawn from among primary members of STP-I. Such request shall state specifically the purpose for which the meeting has to be convened with 21 days prior notice to members.

Section 10: Casual vacancy

Casual vacancy arising on the Central Council due to resignation of any one member or for other reasons can be filled by nomination by the Central Council from among the life members of STPI. Such nominated member shall continue in office during the residuary period of the person occupying the office.

Section 11: Appellate Authority

The decision of the Central Council shall be final on any dispute arising in relation to the interpretation of these Regulations or with regard to any matter for which no provision is made in this constitutions. Such decision of the Central Council shall, however, be placed before the General body that shall have the right to modify or reverse the decision of the Central Council. With regard to matters not provided for in these Regulations the decision of the General body shall be final.

ARTICLE VI: AMENDMENTS TO CONSTITUTION

The Regulations of the Society can be altered only at the General body meeting and after notice has been given two weeks beforehand. No alteration shall be made unless two thirds of those with voting power are in its favour. The Central Council shall be responsible for formulating proposals (i) on policy matters relating to the functioning of the Society, (ii) on modifications, (iii) on nominations of honorary fellowship of the Society and (iv) such other functions referred to it by the General body. The General body of STP-I shall be the final authority to initiate, accept, reject or modify the proposals.

ARTICLE VII: PROPERTIES AND FUNDS

Section 1:

Awards- Any individual/Institution desirous of extending corpus fund, the annual interest of which utilizable for awards such as young scientist award and the likes shall need to have approval of the Central Council

Section 2:

The society's financial year begins on April 1st and ends on March 31st of each year.

Section 3:

Fixed Deposits of Funds: The funds of the Society shall be deposited in a scheduled bank approved by the Central Council in the name of the Society. The bank account shall be operated jointly by the Treasurer and the General Secretary. The Council shall have the right to make suitable investments of its funds and report the same to the General body at the earliest opportunity.

Section 4:

Meetings of the Society are private and the proceedings shall on no account be communicated to the Press by none other than the official spokes person of the Central Council.

Section 5:

Records of the Society: Routine correspondence and similar records of the STP-I shall be preserved for at least five years. Records which are likely to be of permanent or historical value and exchange news Letter/Journals shall be preserved in the Society's Archives to be located at a place decided by the General body. As office-bearers change, a written list of records handed over to the succeeding incumbent shall be placed on the Society's files.

Section 6:

Reserve Fund: Registration fees of the members and other funds of the society generated in the course of training programmes, conferences, and the like in the context of various scientific pursuits shall be deposited as reserve fund. If we cannot use the reserve fund for the ongoing expenses, then only the ,ife membership fee can be kept as reserve fund.

Section 7:

Donation- Amounts received by the society other than the registration / membership fee as contributions without motives or expectations of returns shall be welcome for the overall growth of the society and shall be valuably acknowledged by extension of certificate during the conference/s subject to the approval of the central council

ARTICLE VIII: DISSOLUTION**Section 1:**

The Society may be dissolved in accordance with the following procedure:

1. The General Assembly may adopt, by majority vote, a resolution recommending the dissolution of the Society together with a plan of distribution of assets and submit the question of dissolution and the plan of distribution to the members of the society

2. A copy of such resolution shall mailed to each member at his/her last known address and the answer must be received by the General Secretary before the ballots are to be counted, not less than 90 days from the day the resolution was posted to member.

3. The resolution to dissolve the society and to adopt a plan of distribution shall become effective provided a minimum of 75% of all the membership votes on the proposed resolution, and by an affirmative vote of two-thirds of those votings approves the said resolution

Section 2:

Upon dissolution the Society shall, within 90 days, distribute its assets and accrued income as determined by the approved plan of distribution.