

IADVL KARNATAKA



CONSTITUTION

**INDIAN ASSOCIATION OF DERMATOLOGISTS,
VENERELOGISTS AND LEPROLOGISTS
(KARNATAKA STATE)**



IADVL KARNATAKA CONSTITUTION

Registration Number: DKM/S20/2010-11

Registered Under Karnataka Societies Registration act:1960

IADVL KARNATAKA EXECUTIVE 2025

President

DR. MANJUNATH HULMANI

President-Elect

DR. SAVITHA A.S

Immediate Past President

DR. MITAXARI M.HUGAR

Vice Presidents

DR. VEERESH D & DR. SANJANA A.S

Honorary General Secretary

DR. MAHESH KUMAR C

Treasurer

DR. SUJALA SACCHIDANAND ARADHYA

Joint Secretaries

DR. MONISHA K & DR. VIVEKANANDA ITTIGI

IADVL KARNATAKA CONSTITUTION COMMITTEE

Chairperson

DR. JAYADEV BETKERUR

Convener

DR. SATHISH S

Members

DR. ASHWINI SHETTY

DR. S CHIDAMBARA MURTHY

DR. SUJALA SACCHIDANAND ARADHYA

DR. CHETHANA S G

DR. MUKUND PURUSHOTHAM

DR. ASHWINI S

DR. SANJAY THEJASWI R

Advisors

DR. RAMESH BHAT

DR. NARENDRA KAMATH KARKALA

DR. R RAGHUNATHA REDDY

DR. MANJUNATH HULMANI

DR. MITAXARI HUGAR

DR. SHASHIKUMAR BM

DR. SAVITHA AS

DR. MAHESH C

DR. K H SATYANARAYANA RAO

PRESIDENT'S MESSAGE

It gives me immense happiness and pride to witness the revamping of the Constitution of the Indian Association of Dermatologists, Venereologists and Leprologists (IADVL), Karnataka Branch, during my tenure as President of IADVL Karnataka. This is indeed a significant milestone in the growth and strengthening of our association.

The Constitution forms the foundation and lifeline of our organization, ensuring its smooth, transparent, and ethical functioning. A well-defined and updated Constitution helps us stay aligned with the evolving needs of our members and the dynamic landscape of our specialty.

I express my sincere gratitude to the Constitution Committee Chairman, Dr. Jayadev Betkerur, the Convener, Dr. Sathish. S, and all the committee members for taking up this important responsibility with such dedication and completing it meticulously. My heartfelt thanks also go to the IADVL Karnataka Executive Committee for their unwavering support and cooperation throughout this process.

During this period, we have also undertaken the revamping of various Standard Operating Procedures (SOPs), including the Financial SOP and the CUTICON Karnataka SOP, to bring them in line with current best practices

and to ensure clarity, accountability, and uniformity in our activities.

I urge all members to familiarize with the revised Constitution and SOPs, to understand the rules and regulations that guide our association, and to follow them diligently. Together, by respecting and upholding these guiding principles, we can ensure the continued progress, unity, and ethical strength of IADVL Karnataka.

Let us move forward with renewed commitment and collective vision for the betterment of our association and the specialty we serve.

DR. MANJUNATH HULMANI

President,

IADVL Karnataka

HONORARY GENERAL SECRETARY MESSAGE

It is with immense pride and gratitude that I announce the successful completion of the revision process of our Association's Constitution, together with the revamping of the Financial SOP and the CUTICON SOP. These important tasks were carried out under the able leadership of our Constitution Committee.

I would like to extend my heartfelt thanks to:

Dr. Jayadev Betkerur, Chairman of the Constitution Committee, for overseeing the entire process with dedication, clarity and vision; Dr. Sathish. S, Convener of the Committee, for his steadfast coordination and leadership; And every committee member whose intelligence, hard work, and thoughtful participation made this possible.

Together, we have: Updated and strengthened the Constitution of IADVL Karnataka to better reflect current governance needs, transparency and accountability; Revamped the Financial SOP to ensure robust processes in audit, fund management, budgeting and reporting; Streamlined the SOP for CUTICON Karnataka to ensure clear operational protocols, responsibilities, timelines and fiscal oversight.

These changes mark a significant milestone for our branch. They will serve as a strong foundation for continued growth, supporting the professional development of our members and enhancing our service to the members.

I call upon all members to familiarise themselves with the updated documents, abide by the new protocols, and support the Executive Committee in implementing them in spirit and practice.

Thank you once again to Dr. Jayadev Betkerur, Dr Sathish. S and the entire committee for your invaluable contribution. I look forward to working with each one of you in this renewed framework to build a stronger, more effective IADVL Karnataka.

With warm regards,

DR. MAHESH KUMAR. C

Honorary Secretary General

IADVL Karnataka

CONSTITUTION COMMITTEE CHAIRPERSON MESSAGE

An association can serve its members if it guided by a well-formed Constitution. It will guide us in functioning lawfully and transparently. IADVL KN needed a constitution to fulfil the present-day requirements. Our constitution should be in line with Constitution of IADVL National. Keeping this in view IADVL KN EC during AGBM on 9th November 2024, had decided to constitute a “Constitution Committee”.

After due deliberations and extensive work by members of IADVL KN Constitution Committee we have prepared a comprehensive constitution to guide us. We hope this will be for the satisfaction of all members of IADVL Karnataka branch. The constitution committee takes pleasure in placing this constitution before the EC and all primary members of IADVL Karnataka (IADVL-KN). From now on it is the responsibility of IADVL KN EC and members to implement it and fulfil the aims and objectives of the association and welfare of primary members.

I take this opportunity to thank all the members of this committee for having worked hard and within the time limit. The juniors took up the challenge and the seniors guided them in this arduous task. Their

sincerity and enthusiasm were commendable. I would like to thank IADVL KN EC lead by President Dr Manjunath Hulmani and Honorary Secretary General Dr Mahesh for having faith in our ability to work and give us this responsibility.

Constitution is not merely a “Lawyers” document, it is a vehicle of life and its spirit is always the spirit of association and its aims and objectives. It is a dynamic document that will need to keep in line with new challenges that IADVL KN may face. We will always be available to help our association when the need arises.

“If things go wrong in the constitution the reasons will not be that we have a bad constitution, but what we have to say is that “Man was vile”.

With regards

Dr. Jayadev Betkerur

Chairman Constitution Committee.

President, IADVL KT: 2008-09

President, IADVL: 2021-22.

CONSTITUTION OF IADVL KARNATAKA STATE BRANCH (IADVL KN)

ACRONYMS

ACSI	-	Association of Cutaneous Surgeons of India
AGBM	-	Annual General Body Meeting
AM	-	Associate Life member
EC	-	Executive Committee
EGBM	-	Extra-ordinary General Body Meeting.
GBM	-	General Body Meeting
GB	-	General Body
IASSTD	-	Indian Association for the Study of Sexually Transmitted Diseases.
IADVL	-	Indian Association of Dermatologists, Venereologists and Leprologists.
IMA	-	Indian Medical Association
KMC	-	Karnataka Medical Council
KN	-	Karnataka
LM	-	Life member
NMC	-	National Medical Commission
PLM	-	Provisional Life member
SOP	-	Standard Operating procedure

INDEX

Subject

Page numbers

Part1: Rules 9-26

Rule 1: Name

Rule 2: Registered office

Rule 3: Aims and objectives

Rule 4: Membership

Rule 5: Rights and responsibilities

Rule 6: Chapters

Rule 7: Management of IADVL Karnataka branch

Rule 8: Functions of the state executive committee

Rule 9: Functions of the Karnataka state council

Rule 10: Convening of Meetings

Rule 11: Vacancies in the state council

Rule 12: Roles and responsibilities of the Executive committee members

Rule 13: Funds of Karnataka state branch

Rule 14: Association year and financial year of IADVL KN

Rule 15: Eligibility criteria for office bearers of IADVL KN

Rule 16: Tenure of office bearers

Rule 17: Procedure of election of office bearers of IADVL KN

Rule 18: Rules for nominated posts of IADVL KN

Part 2: Bye laws 27-29

Bye law 1: Standing committees

Bye law 2: Meetings

Bye law 3: CUTICON

APPENDIX

IADVL National Constitution

(i) Section D: Management

- Clause 1- Central council
- Sub clause d- Duties and powers of the Central council
- Clause 3 – Standing Committee

(ii) Section E- Finances

- Clause 1- Funds of the Association
- Sub- clause (b)- Reserve Fund.

PART I: RULES

Rule 1. NAME

The name of the association shall be “Indian Association of Dermatologists, Venereologists and Leprologists”, Karnataka state branch here in after will be called as IADVL Karnataka Branch (IADVL- KN Branch)/ Association. (KN means Karnataka)

Note- However for administrative convenience, the nomenclature of “IADVL-Karnataka” Branch will continue for the purpose of Bank Account and PAN card and any other financial/legal purposes as it may deem fit for the smooth functioning of the association.

Rule 2. REGISTERED OFFICE

The registered office of IADVL KN state branch shall be in the city of Bengaluru and the Secretariat shall be in the place of Honorary secretary general of IADVL KN, which shall be approved by the State branch Executive Committee (EC).

Rule 3. AIMS AND OBJECTIVES

- a) To promote and advance Dermatology, Venereology, Leprology and allied subjects.
- b) To create public opinion in the aforementioned specialities and educate the public in matters related to the treatment and prevention of diseases related to Skin, Hair, Nail, Leprosy, sexually transmitted infections, Aesthetic Dermatology, Dermatopathology and Dermatotomy. IADVL-KN will make every effort as deemed necessary for achieving these objectives.
- c) To hold an annual state conference CUTICON-KN and MIDCUTICON KN. IADVL KN will conduct other conferences namely DERMAZONE,

DERMACON, MIDDERMACON or any other event as and when allotted by IADVL National. These conferences will be held in different parts of the state, on invitation or election, by various chapters.

- d) To constitute district, regional and city chapters.
- e) To help adjoining state branches to hold periodic zonal conferences, meetings, and seminars to enable the members of adjoining areas to have closer interaction.
- f) To conduct free skin camps, school health programs, public awareness and education programs.
- g) To do all other things as are cognate to the aims and objectives of the Association.
- h) To promote and uphold the standards, ethics and legal practice of qualified Dermatologists.

Rule 4. MEMBERSHIP

The members of IADVL KN branch will be all those Bonafide MEMBERS of IADVL with suffix LM/KN/_____, PLM/KN/_____ or ALM/KN/_____ and any other changes made in accordance to the constitution of IADVL National.

Rule 5. RIGHTS AND RESPONSIBILITIES OF MEMBERS

- i) All members of IADVL KN can hold any post in the Association provided they fulfill the criteria given in Rule no 14.
- ii) All Life members of the state branch with suffix LM/KN/..... are eligible to vote during elections as and when held.
- iii) All members both LM and PLM will enjoy all the academic benefits as and when available and as per rule laid out from time to time.
- iv) All LMs are eligible for any financial benefits as and when available, after fulfilling criteria laid down from time to time.

- v) All the members are expected to assist IADVL KN in achieving its aims and objectives as mentioned above.
- vi) All members are expected to conduct themselves in a dignified manner within and outside state, in both IADVL and social platforms, to uphold the stature of IADVL KN.
- vii) No member can have simultaneous membership of two different IADVL state branches.

Rule 6. CHAPTERS

- a) A minimum of TEN (10) members of IADVL KN from any district, city or zone can form a chapter after approval by the State Executive Committee.
- b) The chapter should have an Executive Committee comprising of one (1) President, one (1) Vice-President, one (1) Honorary Secretary General and One (1) Treasurer.
- c) The chapter may chart out their own Rules, regulations and Bye-laws in consonance with the State and National Constitution.
- d) These chapters shall be known and mentioned as “IADVL_KN_ (Name - City, Zone, regional etc) _ Chapter”. The existing chapters and societies will continue with their original names. Only one chapter will be permitted for a city/zone/region under the aegis of IADVL KN.
- e) The chapters shall be autonomous both in their academic and organizational activity as well as their financial liability, but shall, however, function within the gamut of state branch and national as per IADVL KN Constitution. The said chapters will be duly registered as per existing laws. They will have their own PAN card.
- f) The chapters may host Annual Karnataka state conference of IADVL and any other conference as mentioned in Rule3 (c) and organize scientific meetings. Any money saved from such a conference or meet shall be equally shared by the chapter and the state branch.

- g) The chapter may also create a fund of its own, by different sources as outlined in Rule 12 of the Constitution.

Rule 7. MANAGEMENT OF IADVL - KARNATAKA BRANCH (IADVL KN).

1. Executive Committee

It is the Governing body of the IADVL KN that will deal with the general administration of the Association as and when necessary. All the executive and financial power shall lie with IADVL Karnataka State Executive Committee. It is headed by the President as the chairman; who will be the presiding officer of all the meetings, rest of the committee members will be the acting directors of the executive committee.

It consists of:

- a) President
- b) President Elect
- c) Immediate Past President
- d) Vice-Presidents (two)
- e) Honorary Secretary General
- f) Treasurer
- g) Joint Secretaries (two)

2. IADVL KN Executive council.

- a) Executive committee members
- b) Ten (10) members elected either through E- voting or on the floor during AGBM.

3. IADVL KN State Council

- i) Executive committee members of that year.
- ii) IADVL KN Executive council members
- iii) Presidents and Secretaries of the City/Regional/District chapters.
- iv) All IADVL KN members nominated to National Central Council.

- v) All past national Presidents, Honorary General Secretaries and Treasurers from Karnataka state branch
- v) All past Presidents and State Secretaries from the Karnataka or Karnataka-Tamil nadu combined state branch
- vi) Editor of the Karnataka state journal
- vii) Chairman and convenor of standing committee (Constitution, Finance and Academy).
- viii) Chairman and convenor of any other committee formed by EC and during AGBM.
- ix) All Zonal coordinators
- x) Members invited by the President for any particular meeting

Rule 8. FUNCTIONS OF STATE EXECUTIVE COMMITTEE

- (a) To appoint committees and subcommittees, like Constitution, Ethics, Finance, Community Dermatology, Anti-Quackery, Elections Committee, etc., and ratify the President's action taken in exigent circumstances.
- (b) To represent before the State Government, the State Medical Council, or an equivalent organization of the Government of Karnataka or public bodies any matter in which it considers the interests of the Association or the medical profession or the specialties of Dermatology, Venereology, and Leprology or their allied subjects are affected.
- (c) Maintain and regularly update the members' list.
- (d) Maintain the accounts of IADVL-KN
- (e) Update the constitution as and when suggested by the constitution committee and endorsed by the General Body.
- (f) Organize executive committee meetings, General Body meetings and Meetings of branch presidents and secretaries.
- (g) Maintain minutes and records of various business meetings of the IADVL-KN.

- (h) Maintain the IADVL-KN website.
- (i) Publish IADVL-KN news.
- (j) IADVL-KN will Liaison with Karnataka Medical Council (KMC)/ National Medical commission (NMC)/ any other appropriate body appointed by the government of Karnataka/ India to sort out issues if any and sensitize various authorities on academic issues that are of concern to the association.
- (k) To bid for DERMACON, MID DERMACON, DERMAZONE or any other activities with approval of AGBM.
- (l) To guide the city/regional chapters of IADVL KN to conduct CUTICON KN and any other conferences under the aegis of IADVL KN.
- (m) Supervise the activities of various committees of IADVL-KN and the IADVL academy of dermatology.
- (n) To send information (SMS, email, WhatsApp) messages to members as necessary about various IADVL activities.
- (o) To sign any contracts undertaken by IADVL KN with approval of state council or AGBM.
- (p) The Executive committee members and all the other members should make all efforts to increase number of life members and facilitate conversion of PLM to LM and transfer of memberships from other states if any.

Rule 9. FUNCTIONS OF THE KARNATAKA STATE COUNCIL

- a. The State Council shall be the principal governing body of the Association. It shall oversee and regulate the general functioning of the Association and has overall control on all matters related to the Association
- b. The Karnataka State Council shall function and shall have powers at the state level similar to those delineated for the Central Council by Rules (Section D, clause 1 d of the National IADVL constitution)

- c. It will have powers to frame Rules and Bye-laws to conduct the business meetings of the Association.
- d. It will be in charge of the maintenance and administration of its office, library, and other properties of the Association and also for the publications of the Association through its designated office bearers.
- e. The State Council shall also exercise powers which are not hereby or by legislative enactments expressly directed or required to be exercised or done by the Association in a GBM:
- f. To frame Rules and Bye-laws for its own guidance and to alter, amend, or repeal them, subject to ratification by the General Body at the next meeting.

Rule 10: CONVENING OF MEETINGS

CHAIRPERSON OF THE MEETINGS OF THE STATE COUNCIL.

- (a) The President, or in his/her absence one of the Vice-Presidents in the order of seniority, shall preside at all meetings of the State Council.
- (b) In the absence of the President and Vice-Presidents, the State Council shall elect its own Chairperson by a majority vote.
- (c) In the absence of Honorary Secretary General and Treasurer, senior joint secretary will assume duties.
- (d) Annual state council meeting shall be held either physical or online during mid-year (April- May).

Rule 11: VACANCIES IN THE STATE COUNCIL

- (a) Nonattendance of an elected member at three consecutive meetings of the State Council/ AGBM without its permission shall constitute a vacancy.
- (b) If the vacancy is related to the office of the President, the senior Vice-President shall act as President during the remaining term of the former's office.

- (c) Vacancies of Honorary Secretary General or Treasurer shall be filled by Joint Secretaries in order of seniority for the remaining period. The member should have completed tenure at the time of filing nomination.
- (d) Any other vacancies occurring for any reason, including resignation or death, shall be filled by the State Central Council by a majority of votes.
- (e) In the absence of both the President and the senior Vice-President, the second Vice-President shall assume the duties of the President during the remaining period of the former's office.

Rule 12: ROLE AND RESPONSIBILITIES OF EXECUTIVE COMMITTEE MEMBERS

1. Role and responsibilities of President

- (a) The President shall have the authority to call all the meetings of the IADVL executive committee to initiate, control, and guide the activities of the Association, including its scientific, academic, and administrative activities as and when necessary, in a year. President is empowered to call meetings of executive council/ state council/any other meetings
- (b) The President may convene a meeting of the Executive Committee at short notice to deal with urgent matters and should have such actions ratified by the state council and General Body at the earliest.
- (c) To prioritize the goals and the objectives of the Association, the President may launch a presidential program during the year of his/her term of office and periodically assess or evaluate the program activities. By calling meetings as and when needed. At such a meeting, the President can invite eminent personalities, past Presidents, or others to offer their opinions on the subject concerned. However, the invitee can participate academically, without having voting right at the meeting.

- (d) Shall chair all the meetings of the state Council and any of the special committees when appointed.
- (e) Shall preside at the Annual state Conference (CUTICON KN) for the year of his or her office.
- (f) Shall deliver the Presidential address after the inauguration of the conference held for the year of his/her term of office. This is mainly to highlight what IADVL KN has done for its members during his/her term.
- (g) Shall guide and control the activities of the Association along with the Honorary Secretary General who shall normally be in charge of the office of the Association.
- (h) Shall conduct the proceedings of the meetings and conferences held during his or her term of office. In case of any doubt in the regulations and SOPs, the president after discussion with EC shall consult the constitution committee for opinion. If necessary, legal opinion shall be taken. The same process shall be followed for financial issues in consultation with the finance committee and the auditor.
- (i) Shall in extraordinary, unforeseen circumstances, in consultation with the Executive Committee, use his or her discretionary powers to take a decision to resolve any problem.
- (j) Shall in addition to his or her ordinary vote have a casting vote in case of equality of votes, i.e. in case of a tie. If he or she fails to give his or her casting vote, the motion shall be declared invalid.
- (k) Shall continue as a member of the state Council after his or her term of office as President. During this term as a member of the state Council, he or she shall be eligible for voting rights.
- (l) Shall actively supervise the activities of state and chapters either directly or through his or her Vice-Presidents and Joint Secretaries. The President shall also appoint these officers of IADVL as in-charge of their contiguous chapters.

- (m) Shall call meetings of the Executive Committee of the Association to discuss, evaluate, review and assess the activities and general management of the Association.
- (n) Shall liaise with the Headquarters at Bengaluru and supervise the functioning of the office.
- (o) Shall be involved in the process of selection of awardees for various awards of IADVL KN.
- (p) Shall be an ex-officio member of the IADVL KN Academy of Dermatology.
- (q) Shall be one of the selectors of the Chairperson, Convener and members of IADVL KN Academy.

2. Role and responsibilities of Vice President

- (a) Shall act as a presiding officer in the absence of the President, the chair being taken by the Senior Vice President. In the absence of the President and both the Vice Presidents at a meeting, a member of the state Council of the Association shall be elected at the meeting and such a Chairperson shall have the powers of the President for that meeting only.
- (b) Shall be actively involved with the activities of state or chapters allocated by the President.
- (c) Shall attend the organizational and scientific meetings, and send an annual report for publication in the IADVL KN NEWS published at the time of CUTICON KN.
- (d) The two Vice Presidents will also act as zonal coordinators. They shall have regular interaction with the respective chapters and should intimate the IADVL KN about the progress in the membership drive and any problem faced by the concerned chapters and any reportable activities.

3. Role and responsibilities of Honorary Secretary General

- (a) Shall be in charge of the Secretariat.
- (b) Shall conduct all correspondences.
- (c) Shall be in charge of general supervision of accounts, pass all bills for payments and shall sign the cheques jointly with the Honorary Treasurer or in the absence of the Honorary Treasurer with the President. However, if any 2 of the above are not available permission of the President may be taken to authorize one of the Joint Secretaries or one of the Vice Presidents to be authorized as signatory for a specific period and the bank may be informed accordingly
- (d) Shall prepare a budget in collaboration with the Honorary Treasurer and Finance Committee and get it passed at the first General Body meeting and state Council meeting after the AGBM.
- (e) Shall organize, arrange and convene meetings, conferences, lectures and demonstrations.
- (f) Shall attend meetings of the state Council and the GBMs and maintain records of their proceedings.
- (g) Shall be an ex-officio member of all committees constituted by the state Council and shall try to attend their meetings.
- (h) Shall dispatch IADVL KN NEWS including all the circulars for various meetings well in time. The circulars shall be fully informative.
- (i) Shall present the annual report for his or her period of office.
- (j) Shall invite applications for awards, orations, competitions, and other activities for the members of the association.
- (k) Shall maintain and update the IADVL KN website in consultation with the website committee appointed by the GB.
- (l) Shall maintain a register of the members of the state branch with their updated addresses and shall help update the Register of Members of

IADVL by intimating the National IADVL Honorary Secretary General of any change of address in official communication. Any change in status of a member by resignation, termination or re-admission shall be as per the National IADVL Constitution. It is mandatory for Karnataka state branch Honorary Secretary General to regularly update Karnataka state branch members list and send the updated version (separately showing the corrections made) to the National Honorary Secretary General every March. (The reports should also include the activities of the state, city and regional chapters and also problems, if any, faced by the chapters.)

- (m) Shall apply for awards as and when called for by National IADVL.
- (n) Shall be involved in the process of selection of awardees for various awards of IADVL KN.
- (o) Shall be an ex-officio member of the IADVL KN Academy of Dermatology.
- (p) Shall be one of the selectors of the Chairperson, Convener and members of IADVL KN Academy.

4. Role and responsibilities of Treasurer

- (a) Shall receive all amounts of money paid to the Association and deposit them in a nationalized bank to the credit of the Association, the operation of the Bank account being subject to Rule 12.
- (b) Shall be responsible for the collection of subscription from all the members of the Association.
- (c) Shall submit to the Honorary Secretary General a quarterly updated list of the valid members of the Association.
- (d) Shall be responsible for maintaining updated accounts of the Association.
- (e) Shall get all the accounts audited by the auditor of the Association.
- (f) Shall prepare an annual statement of accounts and a balance sheet

showing the financial position of the Association and get it audited by the registered auditor of the Association for the financial year, i.e. 1st April of a year to 31st March next year. He/she will circulate it to all the members in the first issue of IADVL KN NEWS for the year and present it at the closing year's AGBM at CUTICON KN. He/she shall prepare and present the unaudited balance sheet for the remaining months of the year, i.e., from 1st April to 30th November of the year of the Conference and present it at the closing year's AGBM.

- (g) Shall dispose of the bills for payment as sanctioned by the Honorary Secretary General and only on his/ her written order.
- (h) Shall have the right to point out any error or discrepancy in the order of payment of the Honorary Secretary General and refer the order back to him with his remarks. In the event of disagreement between the Honorary Secretary General and the Honorary Treasurer, the matter shall be referred to the President for a decision to be later approved by the state Council at its next meeting.

5. Role and responsibilities of Joint secretaries

- (a) Shall assist the Honorary Secretary General or the President, whenever necessary.
- (b) One of the Joint Secretaries in the order of seniority shall act for the Honorary Secretary General in his/her absence, and under such circumstances, the duties and powers of the Honorary Secretary General shall, for the time being, vest on him/her.
- (c) Shall actively involve themselves with the activities of state or regional/ city/ chapters allocated to them by the President.
- (d) They shall attend their organizational and scientific meetings and send their annual reports of such activities for publication in the IADVL KN NEWS published at the time of CUTICON KN.

6. Role and responsibilities of President elect

- (a) Shall be a member of the State Council with voting rights and shall assist the President in the performance of his or her duties and shall succeed to the office of President during the Annual Conference and Annual General Body Meeting (AGBM) in the year following his/her election as President-Elect.
- (b) Shall be a member of the Venue Inspection Committee for CUTICON KN to be held 2 years later.
- (c) Shall be a member of the Selection Committee to select Chairperson, Convener and members of the IADVL KN Academy whenever required
- (d) Shall be actively involved in EC, state council and GBMs.
- (e) Shall be involved in the process of selection of awardees for various awards of IADVL KN.
- (f) Shall present proposals that have constitutional or financial implications during their presidential tenure in the GBM of the Closing Year
- (g) Such presidential proposals and projects which the President Elect wishes to announce, if they have financial or constitutional implications, shall be included in the agenda of AGBM after due process, as outlined for such purposes and approved in the closing AGBM before they are announced in the valedictory address.
- (h) Shall be an ex-officio member of the IADVL KN Academy of Dermatology.
- (i) Shall be one of the selectors of the Chairperson, Convener and members of IADVL KN Academy.

7. Role and responsibilities of Past president,

- (a) Shall help the President, the Executive Committee and the association with the experience obtained during his/her tenure as a president.

- (b) Shall be a member of the state council with full voting rights.
- (c) Shall be a member of the inspection committee for the venue of CUTICON KN be held 2 years later.
- (d) Shall be a member of the committee to discuss any proposition with possible financial implications sent by the Honorary Secretary General to the Treasurer, Chairperson of the Finance Committee, President, President Elect and Immediate Past President for their opinion. Their opinion on the financial implications of the project should be made available to the General body after submission of the agenda, for its consideration.
- (e) Shall be an ex-officio member of the IADVLKN Academy of Dermatology. Shall be one of the selectors of the Chairperson, Convener and members of IADVL KN Academy.
- (f) Shall be involved in the process of selection of awardees for various awards of IADVL KN.

Rule No 13. FUNDS OF KARNATAKA STATE BRANCH

- a) State share of membership fees will be received from the National IADVL to IADVL KN account as and when membership is approved and members are enrolled.
- b) The state branch may also collect a “state levy” from its members for its general expenditure through a resolution of the State Council.
- c) The state branch shall be entitled to collect funds from the savings of CUTICON KN, MIDCUTICON KN, DERMABASICS, DERMAADVANCE and other conferences as allotted by National IADVL to the state branch.
- d) State branch shall have a reserve fund (as outlined in Section E clause 1 b of the National Constitution of IADVL)
- e) The State branch shall maintain a bank account, for day-to-day activities and may invest or spend its money as and when required (as mentioned in financial SOP’s of IADVL KN).

- f) All the movable and immovable assets or any outlaying money of the state branch belong to the IADVL KN
- g) All the movable and immovable assets shall be in the name of IADVL KARNATAKA STATE BRANCH (IADVL-KN).

Rule no 14. ASSOCIATION YEAR AND FINANCIAL YEAR of IADVL KN

Karnataka State branch and regional/city chapters should have association year from November to October.

Financial year shall be from 1st April to 31st March.

Rule no 15. ELIGIBILITY CRITERIA FOR OFFICE BEARERS OF IADVL KN

A. PRESIDENT ELECT:

- 1. Shall be a life member of the Association in good standing for the previous TEN YEARS.
- 2. Shall have a minimum experience of 15 years in the specialty of Dermatology, Venereology, and/or Leprology, after passing his/her post-graduate qualification in the specialty.
- 3. Shall be exclusively engaged in the practice or teaching and/or Research of these specialties of Dermatology, Venereology, and/or Leprology.
- 4. Must have been actively involved in the affairs of the IADVL in an official capacity either at the

(a) National level as: President/Vice-President/Honorary Secretary General/Honorary Treasurer.

(b) or at the level of IADVL-KN as: Vice President/Secretary/Treasurer.

6. Candidate must declare conflict of interest if any.

B. VICE PRESIDENT (TWO)

- 1. Shall be a Life member of the IADVL KN in good standing for the previous SEVEN YEARS.
- 2. Shall have a minimum experience of 10 years in the specialty of Dermatology, Venereology, and/or Leprology after passing his/her post-graduate qualifications in the specialty.

3. Shall be exclusively engaged in the practice, teaching, and/or research of the specialties of Dermatology, Venereology, and/or Leprology.
4. Must have been actively involved in the affairs of the Association in an official capacity either at (a) the National level as: Honorary Secretary General/ Honorary Treasurer/ Joint Secretary.

(b) or at the IADVL-KN as: Honorary Secretary general/ Treasurer/ Academy chairperson/ Editor in chief of IADVL KN journal.

5. Candidate must declare conflict of interest if any.

C. HONORARY SECRETARY GENERAL ELECT AND HONORARY TREASURER ELECT:

1. Shall be a life member of the IADVL KN in good standing for the previous five (5) years
2. Shall have a minimum experience of 7 years in the specialty of Dermatology, Venereology and/or Leprology after having taken his/ her postgraduate qualification in the specialty.
3. Shall be exclusively engaged in the practice, teaching and/or research of the specialties of Dermatology, Venereology and/or Leprology.
4. Should have held the post of Joint Secretary of IADVL KN or National IADVL.
5. Candidate must declare conflict of interest if any.

D. JOINT SECRETARY:

1. Shall be member of the IADVL KN in good standing for the previous three years.
2. Shall have a minimum experience of five years in the specialty of Dermatology, Venereology and/ or Leprosy, after passing his / her post- graduate qualification in the specialty.
3. Shall be exclusively engaged in the practice, teaching and/or research of research of the specialties of Dermatology, Venereology and/or Leprology
4. Must have been actively involved in the affairs of the Association in an official capacity either as central Council Member/Executive council

members at the IADVL KN, for a minimum period of TWO TERMS/ YEARS either continuous or with breaks.

5. Should have held the positions in city/regional chapters as President or Secretary, or
6. Should have served as Zonal coordinator.
7. Candidate must declare conflict of interest if any.

E. EXECUTIVE COUNCIL MEMBER:

1. Shall be life member of the IADVL KN in good standing for the previous two years.
2. Shall have a minimum experience of 2 years in the specialty of Dermatology, Venereology and/or Leprology after having taken his/ her postgraduate qualification in the specialty.
3. Shall be exclusively engaged in the practice, teaching and/or research of the specialties of Dermatology, Venereology and/or Leprology.
4. Candidate must declare conflict of interest if any.

GENERAL RULES FOR ELECTION OF IADVL KN:

- a. No member will be eligible to contest simultaneously two elected posts of state branch or in combination of post of state branch and post of IADVL Central association.
- b. No member will be eligible to hold simultaneously two elected posts of state branch or in combination, post of state branch and post of IADVL Central association.
- c. No members will be eligible to hold any post in IADVL KN if the member is holding any elected post in other medical associations like IMA, IASSTD, ACSI etc.
- d. Members who are facing any criminal trials are not eligible to contest.
- e. All members contesting for any post should give declaration of conflict of interest in writing while filing nominations.

- f. The State Secretary and State Treasurer, being the Returning Officer and Joint Returning Officer respectively for the election of the State Branch, shall not be eligible to contest for any post as long as they are in office.

Rule no 16. TENURE OF OFFICE BEARERS

The tenure of all the office bearers shall be as follows:

- President- 1 year
- Vice president- 1 year
- Honorary secretary general - 2 years
- Treasurer- 2 years
- Joint Secretaries - 1 year
- Executive council members- 1 year.
- Central council member- 1 year

Rule no 17. PROCEDURE OF ELECTION OF OFFICE BEARERS OF IADVL KN BRANCH

- (a) The IADVL KN branch and City/regional chapters should hold the election every year and new office bearers are to be elected.
- (b) The elected office bearers of IADVL KN to assume the duties during the AGBM.
- (c) Electoral roll: All those life members who are on Karnataka State Register, and have paid all outstanding dues to the branch shall constitute the electoral roll.
- (d) The Election officer shall be the immediate Past President of the preceding year.
- (e) The State Secretary and State Treasurer will be the Returning Officer and Joint Returning Officer respectively for the election of the State Branch.
- (f) The mode of election to be decided by IADVL KN executive committee shall be either by online election by e-voting or at the GBM during CUTICON.

- (g) In case nobody has applied for any posts after the last date for nomination fresh applications will be invited for the vacant posts. Even after that if posts are vacant, elections will be held during GBM.
- (h) In case of situation where President elect/Honorary General Secretary elect/Treasurer elect posts are vacant, the elections will be held during GBM for the vacant posts.

Election process schedule:	
Election declaration	7th July
Application submission last date	31st July
Application Scrutiny	1st to 16th August
Application withdrawal	10th August
E voting	11th to 30th August
Counting of votes	7th September
Filing of objections to election officer	11th September
Declaration of results	During AGBM

Direct election at the time of GBM in CUTICON.

If IADVL KN EC decides for elections to be held as direct at the time of GBM during CUTICON. The following schedule shall be followed:

- a. The Returning Officer shall invite nominations from the floor of the house, scrutinize them, give an opportunity to contestants to withdraw, and then put to election, which is to be conducted by the election officer, whenever nominations are invited from the eligible members in the floor of the house/GBM.
- b. The contesting candidates must be present physically in the hall.
- c. If any post is unfilled then such posts shall be filled by calling nominations from the floor of the house and by following the procedure. Nomination shall be proposed and seconded by Life members and then shall be put for approval by GBM

- d. All election disputes shall be decided by an Arbitration Committee consisting of five available state past Presidents and its decision shall be binding on all the candidates.

Rule 18. RULES FOR NOMINATED POSTS OF IADVL KN

A. Central council members:

1. The number of central council members are based on the following:
5 central council members for the first 100 life members, 1 central council member for each additional 100 members.
2. Shall be life member of the IADVL KN in good standing for the previous five years.
3. Shall have a minimum experience of 5 years in the specialty of Dermatology, Venereology and/or Leprology after having taken his/her postgraduate qualification in the specialty.
4. Shall be exclusively engaged in the practice, teaching and/or research of the specialties of Dermatology, Venereology and/or Leprology.
5. Candidate must declare conflict of interest if any.

B. Zonal Coordinators:

1. Shall be life member of the IADVL KN in good standing for the previous two years.
2. Shall have a minimum experience of 2 years in the specialty of Dermatology, Venereology and/or Leprology after having taken his/her postgraduate qualification in the specialty.
3. Shall be exclusively engaged in the practice, teaching and/or research of the specialties of Dermatology, Venereology and/or Leprology.
4. Candidate must declare conflict of interest if any.

PART II: BYE-LAWS

BYE LAW-1. STANDING COMMITTEES

The State Executive Committee shall form various committees for the furtherance of the aims and objectives of IADVL KN in the state on the pattern and guidelines as in (Section D, Clause 3 of the IADVL National Constitution).

A. Constitution committee

Chairman: One of the past presidents of IADVL KN will be the chairman.

Convener: One of the past Honorary General Secretary or past Honorary Treasurer will be the convener.

Members (9): 2 past presidents, 1 past Honorary General Secretary, 1 past Honorary Treasurer, 3 senior members, 2 Executive committee members.

(President and Honorary General Secretary will be ex-officio members).

B. Finance committee

Chairman: One of the past president or past Honorary General Secretary of IADVL KN will be the chairman.

Convener: Immediate past Honorary Treasurer will be the convener.

Members (9): two past presidents, one past Honorary General Secretary, one past Honorary Treasurer, 3 senior members, 2 Executive committee members.

(President and Honorary General Secretary will be ex-officio members).

C. Arbitration committee:

Arbitration Committee consisting of five available state past Presidents and its decision shall be binding on all the candidates.

BYE LAW-2. MEETINGS.

(a) IADVL KN Executive Committee

The IADVL KN Executive Committee meeting should be held at the time of CUTICON-KN.

The president may call for meeting of Executive Committee as and when situation arises.

b) State Council Meeting

The President may call an urgent State Council meeting at 7 days' notice.

c) General Body Meeting

The General body Meeting shall take place at the time of CUTICON-KN to:

- (i) Hold or announce the election result.
- (ii) To confirm the proceedings of State Council.
- (iii) To adopt an annual budget.
- (i) Approval of the inspected venue of the next annual conference and its program.
- (j) Approval of venue of MID-CUTICON KN.
- (v) To approve the appointment of election officer.
- (vi) To discuss and adopt any proposal from the members which may not be more than two in number and not more than three from a member from the floor.
- (vii) At the discretion of the president maximum two more proposals can be taken with the permission of the president.
- (viii) Installation of newly elected office bearers

The quorum shall consist of minimum of 30 members including EC; in case of non-compliance/ lack of quorum this meeting will be

adjourned for 10 minutes and re-conveyed and continued irrespective of the quorum.

d) Extra-ordinary General Body Meeting (EGBM)

Executive committee or Two-thirds of the State Council members in any situation may request to conduct an Extra ordinary General body meeting then Executive committee shall call a Meeting at 15 days' notice to consider a specific circulated agenda.

BYE LAW-3. CUTICON

1. The IADVL KN branch shall organize an Annual State Conference, named CUTICON KN followed by year, place of conducting, the name of the regional/city branch, hosted by any regional/city branch or on its own, e.g. 9th Annual conference of IADVL Karnataka branch CUTICON- KN, 2018, Mysore hosted by Mysore Dermatology Society on 12th, 13th and 14th October 2018 at Silent Shores Resorts, Mysore.
2. CUTICON-KN shall have a minimum of one and a half to two-day program in which organizational meetings (State Council and General Body Meeting), guest lectures, scientific meetings and symposia, and free papers, shall be organized. There will be an inaugural function on the 1st day afternoon.
3. CUTICON-KN shall be open to all registered IADVL members.
4. The Organizing Committee shall in general follow the same pattern as in the case of DERMACON and should encourage their members for awards, medals and prizes to ensure larger participation.



Indian Association of Dermatologists, Venereologists and Leprologists Karnataka Branch (IADVL KN)

EC 2024-2025



Dr Manjunath Hulmani
President



Dr Mitaxari M Hogar
Imm. Past President



Dr Savitha A S
President Elect



Dr Mahesh Kumar C
Hon. General Secretary



Dr. Sujala Sacchidanand Aradhya
Hon. Treasurer



Dr Veeresh D
Vice President



Dr Sanjana A S
Vice President



Dr Monisha K
Joint Secretary



Dr Vivekananda Ittigi
Joint Secretary



Dr Jayadev Betkerur
Chairperson, Constitution Committee,
IADVL Karnataka



Dr Satish
Conver, Constitution Committee,
IADVL Karnataka