



Guidelines for The State Chapters of Indian Society of Gastroenterology (ISG)

The State chapters of Indian Society of Gastroenterology should have the same aims and objectives as of central body.

Formation

1. Formation of new State Chapter needs approval of the Governing council of ISG.
2. The State Chapters shall be called “Name of the State” State Chapter of Indian Society of Gastroenterology. There shall be only one Chapter in each State.
3. The State Chapters shall register themselves, in their particular area of jurisdiction.
4. State Chapter must follow the constitution of the ISG with regard to membership, elections, functions of the office-bearers and aims and objectives.

Membership of ISG

Life Member

1. To become a Life Member of ISG needs to pay membership fee of INR 15000 +GST.
2. All state chapter members should become the member of central ISG and vice versa
3. Life members are entitled to vote, contest or hold office or attend General Body meeting of ISG as per the provision of ISG Constitution.

Management

1. Subject to the rules and regulations of Indian Society of Gastroenterology each state chapter shall govern itself and for that purpose to make rules and regulations in accordance with the rules and regulations of ISG. Such rules and regulations shall be subjected to ratification by the Governing Body of ISG.
2. Chapter should use correct logo and stationery in confirmation with that approved for the parent body.
3. If due to logistic reasons, there is some variation in name as per registration” chapter of Indian Society of Gastroenterology” should be mentioned in brackets below the name.
4. The chapter can form sub-committees for smooth functioning of chapter activities.
5. It is expected that at least 2 members of national GC will be invited in annual meeting of ISG. Names can be mutually decided after discussion with National President/ Secretary of ISG
6. State Chapter must periodically (once in year) submit a report of its activities to the ISG Secretariat.
7. There will be meeting between office bearers of ISG with State President and secretaries of various chapters of ISG at the annual conference. Agenda, date and time will be fixed by the Secretary General of ISG.



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Governing Council Election

1. The term of the nominated State Chapter and its GC members will be a maximum of THREE years from the date of formation.
2. The following will be the structure of the State Chapters

S.No	Office Bearers	No	Tenure in years
1	President	1	1
2	President Elect	1	1
3	Past President	1	1
4	Secretary General	1	3
5	Treasurer	1	3
6	Governing council Member	6*	3

(* up to 6, 2 per year)

3. The governing council should consist old & new members
4. The names of the office bearers shall be intimated to the National body after due election (or) selection process.

Academic Activates

1. All state chapters of ISG must organize frequent clinical meetings, conferences, workshops, seminars, symposium, CME Program.
2. The Chapters and Branches may organize Conferences. The dates for these conferences shall be at least 2 months before or after the Annual Conference of the Society.

Accounts

1. Each Chapter / Branch should have its own bank account, PAN number. This should be communicated to the parent body as soon as it becomes available. However, the parent body shall not share any financial liability.
2. All tax matters will be the responsibility of the state chapter. No proceedings would be permissible against office bearers of the parent body (ISG) for the lapses of the chapters.

Annual Report

1. It is advisable to all state chapter to conduct annual audit. Audited accounts of the chapters should be submitted every year to the ISG National body by end April.