

The Indian speech and hearing Association – Gujarat Branch

2005.

MEMORANDUM OF ASSOCIATION

(Amendments adopted from ISHA Memorandum 2002.)

MEMORANDAM OF ASSOCIATION AND RULES AND REGULATIONS

INDIAN SPEECH AND HEARING ASSOCIATION – GUJARAT BRANCH 2005.

NAME: The name of the association shall be "THE INDIAN SPEECH AND HEARING ASSOCIATION – GUJARAT CHAPTER"

REGISTERED OFFICE: The registered office of the association shall be at Ahmedabad or any other city with a minimum of 5 members in Speech and Hearing science. Such a change, however, should not take place earlier than once in seven years and only with the consent of 2/3 bonafied members as per the Register on that day, obtain either in person or by proxy circulated for the specific purpose.

Currently the HO shall be at P.H.C. Hearing Health Care 25 palm spring, Ellisbridge Ahmedaba 380 006..

AIMS AND OBJECTIVES OF THE ASSOCIATION ARE:

To encourage basic scientific study of the processes involved in Speech & Hearing, to promote investigation of speech and hearing disorders, foster improvement of therapeutic procedures for such disorders; to stimulate exchange of information among persons thus engaged and disseminates such information.

By encouraging basic scientific research and experimental work in Speech & Hearing.

By holding scientific discussion and reading papers related to the field of Speech & Hearing.

By bringing together members of the association periodically at conventions and continuing education programs, seminars and workshops and, in general by working for alleviating the problems of Speech & Hearing afflicted population in Gujarat State.

By organizing exhibitions of machinery, implements, tools, appliances, aids, etc., connected with or pertaining to Speech & Hearing field in different parts of the country and to improve the implements, machinery, instruments and appliances related to the field.

By making subsidiary rules and regulations of the association and to delete after and amend or add to the same as and when necessary for purposes of better management.

The affairs of the association shall be managed by an Executive Council consisting of five members elected at the general meetings and in accordance with the rules and regulations of the association annexed herewith.

The income and property of the association shall be applied solely towards the promotion of the objectives of the association set forth in this memorandum of the association and approved by the executive council and no portion thereof shall be paid or transferred directly or indirectly by of profit to any of the member of the association, provided that nothing herein contained shall prevent in good faith of remuneration to any officer or servant of the association who may also be member thereof in return for any work done or services actually rendered to the association nor prevent the payment of interest at the rate not exceeding six % per annum on money borrowed from any member of the association.

The Executive Council shall have full power of control and management of the affairs of the property of the association to engage such officials, servants or other person as may be found necessary for proper conduct and management of the affairs of the Association in carrying out its objectives, all such actions must be brought to the notice of the General Body of the Association at its immediate next meeting.

If upon dissolution of the Association, there shall remain after the satisfaction of all its debts and liabilities and the property whatsoever, the same shall not be paid to or distributed among the members of the Association, or any of them, but shall be given or transferred to INDIAN SPPECH & HEARING ASSOCIATION to be determined by the votes of not less than three fifths of the members present personally or by proxy in meeting at or before the time of the dissolution or in default there of referring to the Principal Court of Original Civil Jurisdiction of Ahmedabad in which the chief building of the society is situated, or any other principal court of original Civil Jurisdiction of the District in which the chief building of the society is situated at that time.

The names, and addresses and the occupations of the first members of the executive council to whom the Rules and Regulations of the association the management of its affairs is entrusted as under.

Sl.No	Name	Address	Post	Signature
01.	Mr. M.D.Dholakia	Consultant Audiologist 3, Hirai Complex Bhatta, Paldi AHMEDABAD	President	<i>M.D. Dholakia</i>
02	Dr.B.Mallikarjun	Consultant Audiologist P.H.C.Hearing Health Care, 25 palm spring Ellisbridge AHMEDABAD	Honorary Secretary	<i>B. Mallikarjun</i>
03.	Mrs Madhavi R Dhru	Consultant Audiologist & Speech Pathologist Pears Speech & Hearing Center, Ellisbridge arogya Samiti, Pritamnagar AHMEDABAD	Honorary Treasurer	<i>M. R. Dhru</i>
04.	Mr. Kirit K Patel	Consultant Audiologist & Speech Pathologist 18 Saibaba Society Meghaninagar AHMEDABAD	Joint Secretary	<i>K. K. Patel</i>
05.	Mr. N.J.Shah	Consultant Audiologist & Speech Pathologist REGAL First Floor Vidyanagar main Road, RAJKOT	Member	<i>N. J. Shah</i>
07.	Ms Sonal Doctor	Speech Pathologist B.M.Institute Ashram Road, Nr. Nehru bridge AHMEDABAD	Member	<i>Sonal Doctor</i>
08.	Mr.Jitendra Patel	Consultant Audiologist & Speech Pathologist 21, Dhartiman Plaza Jail road, MEHSANA	Member	
09.	Mrs. Dipti M Urs	Consultant Audiologist & Speech Pathologist Pears Speech & Hearing Center, Ellisbridge arogyasamalti, Pritamnagar AHMEDABAD	Member	<i>Dipti Urs</i>

RULE I : NAME OF THE ASSOCIATION

The name of the Association shall be **"INDIAN SPEECH, LANGUAGE AND HEARING ASSOCIATION – GUJARAT BRANCH"**

RULE II : INTERPRETATION

In interpretation of these rules and regulations unless repugnant to the context:

The singular shall include the plural and the masculine, the feminine and vice versa and the writing shall include printing, lithograph, and typing or/and other substitute for writing.

RULE III . MEMBERSHIP

LIFE MEMBERS: They shall be those who hold a degree in Speech and Hearing from a recognized University from India or abroad and having paid the life membership fee. Those who contribute Rs. 2500/- towards membership.

ORDINARY MEMBERS: Those who hold a degree in Speech & Hearing from a recognized school or college of Speech & Hearing from India or abroad and having paid their annual membership fee of Rs. 800/-.

ASSOCIATE MEMBERS: They shall be those who are not primarily from the field of Speech & Hearing but from a related discipline (medical or non medical) closely associated with the field and holding a minimum of graduate degree in the respective discipline and having paid towards annual subscription fee.

STUDENT MEMBER : They shall be those who are undergoing degree/post graduate degree training in Speech & hearing and having paid their subscription fee.

RULE IV - Procedure for becoming a member

- (i) Life/Ordinary/Associate membership: The prescribed application form can be had from the Secretary, ISHA-Gujarat Chapter and shall return the same duly filled along DD drawn in Favors of "Indian Speech & Hearing Association – Gujarat Chapter" or cash for the prescribed membership category. The applicant should be duly nominated by two life or ordinary members whose names appear on the register of the association on existing members and such applications shall be sent to the Honorary Secretary.

- (ii) The student members should produce a bona fide certificate from the institution of their study in the format prescribed by the association and shall pay the prescribed membership fee either in cash or by DD
- (iii) The requirement for election as a member may be waived in special cases by recommendation of the committee and two-thirds vote of Executive Council.
- (iv) The members must abide by the code of ethics of the Association
- (v) The executive Council (EC) shall have the right to decide the eligibility and the class to which the applicant belongs. The EC has the right to deny the membership. The decision of the EC shall be final.

RULE V

Membership and financial year of the association shall be from 1st April to 31st March. The secretariat of the association shall be at the place of Hon. General secretary duly elected by the General Body (GB) or as directed by the EC in the event of emergency. The office of the treasurer shall be at the place of the treasurer duly elected by GB or as directed by EC in the event of emergency.

REGISTERED OFFICE (HO): The registered Head Office of the Association shall be at P.H.C. Hearing Health Care 25 Palm Spring, ELLISBRIDGE, AHMEDABAD 380 006. Or any other Center in Speech & Hearing. Such a change, however, should not take place earlier than once in five years and only with the consent of 2/3 bona fied members as per the Register on that day, obtained either in person or by proxy circulated for the specific purpose.

The GB by majority vote can shift the HO from Ahmedabad to any other city in Gujarat deemed fit.

The working hours of the association shall be between 11.00 am to 2.00 pm.

RULE VI

There shall be a register maintained at the registered HO of the association, by the joint secretary, in which names of all members of the association shall be entered with their names, qualification and addresses corrected from time to time.

RULE VII - Cessation of membership

Membership of the association shall cease

- By voluntary resignation as from a specified date, by giving one months notice in writing to the Honorary Secretary. The resignation shall not be effective until the dues of the association are cleared.
- If a member fails to pay the subscription for six months after the due date and in spite of one registered notice with acknowledgement due, demanding payments, either by the Honorary – Treasurer or by Honorary Secretary. However, if the member clears all outstanding dues, the member can be reinstated with the approval of the executive council.
- After a member is in arrears for one year without any valid reason, the executive Council has a right to suspend the membership. Against the notice of suspension of the membership the member concerned has a right to appeal to the executive council within three months of the receipt of the notice. However, this suspension automatically terminates the membership either if the member fails to appeal within the prescribed period or if the General Body confirms the termination, The General Body by $\frac{3}{4}$ majority of the members present at the meeting may reinstate the member on clearing all outstanding dues with a penalty of 50% of the dues.
- By death
- Ipso facto
- Upon sentence after conviction in Court of Justice of any claim involving moral turpitude.
- Upon being deregistered by their primary association/councils on grounds of unethical conduct for the duration of deregistration, or
- Upon forfeiture through misconduct of the qualification by virtue of which the member was eligible for membership, or
- Any member who violates the laws or code of ethics of the Association may be dropped from membership by a three- fourths vote of the executive council. Persons who have thus been dropped may upon a recommendation of a committee on Ethical, practice specially appointed by General Body of the purpose may be reinstated after one year by a $\frac{3}{4}$ vote of the Executive Council.

RULE VIII - Membership subscription

- i) Life membership : Life membership fee shall be Rs 3000/-
- ii) Ordinary membership : The annual subscription for the ordinary membership shall be Rs. 350/-
- iii) Associate membership : The annual subscription for the Associate members shall be Rs. 250/-

Subscription shall be paid in advance

RULE X – Privileges of membership

The budget for the following year shall be planned by the EC and presented to the GB for approval. The Honorary General Secretary in consultation with the president of ISHA- Gujarat Chapter shall execute the plans.

RULE XI - Founder members

Persons whose names appear in the memorandum of the association at the time of registering the association in 2005 shall be the founder members of the association. The names of those members presented at the time of registering the association under the Registrar of Societies Act are given in the annexure.

RULE XII – Privileges of Membership

- All life members and ordinary members shall be entitled as of right to participate in all the activities of the Association including right to vote (one vote per member), and shall also be entitled to receive the journal free of all charges during the continuance of membership.
- All associate members of the association shall be entitled to participate in all the activities of the association and shall also be entitled to receive the journal free of all charges during the period of their membership. But they shall not be entitled to vote at the meeting of the association or to hold the position of office bearers.

RULE XIII – MEETING

The president of the association shall preside over all the official meetings and functions of the association

- The annual General Body Meeting of the Association shall be held at a time and place to be notified by the Honorary General Secretary, and such

meetings shall be held within eighteen months after the previous one unless the Executive Council, by a majority resolved otherwise.

- The Honorary General secretary shall give at least 2 months notice of the annual general meeting and shall call for agenda items to be placed before the general body for action.
- For attending to the needs and requirements of the Annual General Meeting, the Executive Council shall appoint a local secretary from the place where the meeting is scheduled to be held (in consultation with the executive of the affiliated local branch, if existing at the place).
- The quorum at Annual General meeting shall be 50 % of the registered members. If within half an hour of appointed time no quorum is present the meeting shall stand adjourned. The president or in his absence the vice president or past-president can hold the adjourned meeting at his discretion after half an hour where no quorum is required.
- The quorum at a special requisition meeting, which shall be called by 30% of the members, eligible as per the provision of the rule by giving four months notice.
- The Executive Council may call a special General Body meeting whenever deems necessary for a specific agenda only, by giving one-month notice. The quorum for such a meeting shall be twelve or 30% of the registered members.

RULE XIV – MANAGEMENT

The management of the Association shall vest in an executive council that shall consist of seven members. The members of the Executive Council shall be persons with qualification in Speech pathology and /or Audiology who have been a life member of the Association

1. President
2. Vice president
3. Immediate past president
4. Honorary General Secretary
5. Honorary Treasurer
6. Two members elected by the GB

Further, the EC has the right to co-opt members to the EC whenever required for the smooth transactions of the business of the association. It shall also invite members as special invitee and the organizing Secretary of the immediate forth-coming conference for any particular EC meeting. In the event of no nomination from the city of the HO for the post of Joint Secretary, the GB shall nominate a person from the HO.

RULE XV – ELECTION

RULE XV

The books of accounts of the Association shall be audited annually and shall be available for inspection of member only at the annual meeting. Accounts and other annual returns etc., will be submitted annually to the Registrar of Societies as required by the Registration act.

RULE XVI

The honorary treasurer shall maintain a true and accurate account of all money received by the Association either through him or through the Honorary Secretary or through any other source and he shall make a statement regarding the financial position of the Association at the General Meeting.

On or before fourteenth day succeeding the day on which the annual General Meeting of the Association is held, the Treasurer shall file the returns with the Registrar comprising of, list of names, addresses and occupations of the members of the executive council then entrusted with the management of the affairs of the Association and a copy of the Balance sheet and income and expenditure account and any amendments approved by the GB.

RULE XVII

The honorary General secretary and the Honorary Treasurer shall jointly sign all cheques, notes, bills and other negotiable instruments unless the general body by a resolution passed by a $\frac{3}{4}$ majority decides otherwise.

RULE XVIII

Convention of the Association shall be held annually.

RULE – XIX CODE OF ETHICS

Preamble: The profession of Speech and Hearing is a growing field and it is the responsibility of all the members to safeguard the profession against unethical practices.

The preservation of the highest standard of integrity and ethical principles is vital to the successful discharge of the responsibilities of all the members. A precedent thus set will assure us of a healthy growth in future years.

Failure to specify any particular responsibility or practice in this code of ethics should not be considered as denial of existence of such responsibilities or practices that are

equally important. Any act of violation from this code of ethics shall be considered unethical. It is the responsibility of the to bring it to the notice of the association or the committee on Educational Standards of the instances of Violation of the principles incorporated in this code of ethics.

SECTION A

The welfare of the people to whom the profession is serving, be considered of paramount importance.

The member who engages in the professional work must possess appropriate qualifications.

- (a) The member must not provide services for which he has not been properly qualified.
- (b) The member who has not completed his professional qualifications must not provide professional services except in the supervised clinical practical situation as part of the training program. A person holding a professional qualification and taking part time graduate work is not for the purpose of this section, regarded as a student in training.
- (c) The member must not accept any remuneration for providing service until the necessary course work and clinical practical work is completed.

The member must not accept private when his employer forbids it.

The member who holds a part-time appointment in a free clinic must not direct the cases to their private clinics.

The member must follow acceptable patterns of professional conduct in their relations with the persons to whom the profession is serving.

- (a) The member must serve each case to the best of his ability irrespective of who the case is, or how much a case can or will pay for the services.
- (b) The member must not guarantee the results of any speech and hearing consultative of therapeutic procedure. A guarantee of any sort expressed or implied; oral or written is contrary to the professional ethics. A reasonable statement of prognosis be made, but successful results are dependent upon many uncontrolled factors, Hence, any guarantee of any sort is deceptive and unethical.

Any confidential information regarding a case must not be revealed to any unauthorized individuals without prior permission of the case.

The member should not deprive any case of his service based on cast, creed religion, literacy or socioeconomic status.

The member must not exploit cases

- (a) by accepting them for treatment – unnecessarily for monetary benefit and where improvement cannot be reasonably expected to accrue.
- (b) By prolonging the treatment unreasonably for monetary benefit,
- (c) By giving false hopes,
- (d) By giving devices without full satisfaction and acceptance by the case.
- (e) The member must use every resource available including referral to other specialists before preparing a comprehensive rehabilitative program for the cases.

The member must take every precaution to avoid injury to the persons who are being served professionally.

SECTION B

The duties owed by the member to other professional colleagues are many:

1. The profession of speech & hearing calls for professional interaction with different specialties and hence the member is expected to maintain high professional status.
2. The member should establish a harmonious relation with others
3. The member should seek free professional discussion of all theoretical and practical issues, but avoid personal vindictive directed towards professional colleagues or member of allied profession.

SECTION C

Member of ISHA Gujarat Chapter has other responsibilities:

1. The member must not use the name(s) of the association (s), like MISHA, etc., along with professional qualifications as the public may mistake it for higher qualification. If needed the same may be written with elaboration or by specifically mentioning "member of (Organization).
2. The practicing clinician must not act as a dealer for a particular product and trust the same on the cases when options are available. The clientele must have the options to select the product of his choice, which gives him the best satisfaction.
3. The clinicians in practice must not indulge in unhealthy competitive advertisements. If they are recipient of any awards of the association or awards given by business establishments, they shall not use the names of

these awards to promote their practice or for advertisements. They shall include on their business cards the name, qualification, address, type of service being offered, telephone numbers and the ISHA GUJ CHAP life membership number. They shall give location in the classified section of the telephone directory in the manner customarily followed by physicians and attorneys. The name of the association shall not be used in such advertisement.

4. The member must not engage in commercial activities that conflict with the responsibilities of the persons being served professionally or to their colleagues.
5. The member must not permit the professional titles or accomplishment to be used in the sale or promotion of any product related to the professional.
6. The member employed by the manufacturer or Publisher shall adhere to the ethics of their organization and shall not be in conflict with objectives of the association.
7. When the difference of opinion exist between the member, that should be sorted out at their personal level and should not be used as weapons against each other during meetings, conventions or professional discussions.
8. The member should keep the highest professional dignity and integrity in mind whenever any issue concerning the field discussed.
9. The member should help in education of the public regarding speech and hearing problem and other matters lying with in the professional competence.

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ANNEXURE

SUBSCRIBERS TO THE MEMORANDAM OF THE ASSOCIATION

Sl.No.	Name & Qualification	Age	Occupation & Address
01	Mr. M.D.Dholakia B.Sc.(AST) Audiologist & Speech Pathologist	57 Male	Consultant Audiologist & Speech Pathologist, SANKET Speech & Hearing Clinic, 1 st Floor, Shri Namarayan Palace, Kochrab Ashram Ellisbridge, AHMEDABAD 380 006
02.	Dr.B.Mallikarjun M.Sc.,(Sp & Hg) Ph.D. Audiologist & Speech Pathologist	54 Male	Consultant Audiologist & Speech Pathologist, P.H.C. Hearing Health Care, 25 palm spring ellisbridge AHMEDABAD 380 006
03.	Mrs Dipti M Urs B.Sc.,(AST) Audiologist & Speech Pathologist	52 Female	Consultant Audiologist & Speech Pathologist. PEARS Speech & Hearing Center, Ellisbridge Arogya Samiti, Pritamnagar, Ellisbridge AHMEDABAD 380 006
04.	Mrs Madhavi R Dhru B.Sc (AST) Audiologist & Speech Pathologist	54 Female	Consultant Audiologist & Speech Pathologist, PEARS Speech & Hearing Center, Ellisbridge Arogya Samiti, Pritamnagar, Ellisbridge AHMEDABAD 380 006
05.	Mr. Narendra J Shah B.Sc.,(AST) Audiologist & Speech Pathologist	54 Male	Consultant Audiologist & Speech Pathologist, Speech & Hearing Clinic, Regal 1 st Floor, Vidyanagar Main Road RAJKOT
06	Ms Nilam Sarda B.Sc(AST) Audiologist & Speech Pathologist	53 Female	Consultant Audiologist & Speech Pathologist, 103, Venus Opp. Cricket Ground JAMNAGAR 361 001
07	Mrs Kunjalata Desai B.Sc.,(AST) Audiologist & Speech Pathologist	50 Female	Audiologist & Speech Pathologist C/O Dr Vinod Shah ENT Surgeon SHRUTI ENT Hospital SURAT
08	Ms Sonal Doctor B.Sc.,(AST) Audiologist & Speech Pathologist	46 Female	Speech Therapist B.M.Institute of Mental Health Ashram Road, Nr. Nehru Bridge AHMEDABAD 380 009
09	Mr.Anilkumarsingh B.Sc., Audiologist & Speech Pathologist	31 Male	Audiologist & Speech Pathologist K.L.Institute Vidyanagar BHAVNAGAR 364002

10.	Mr. Jitendra Patel B.Sc.,(ASR) Audiologist & Speech Pathologist	32 Male	Consultant Audiologist & Speech Pathologist, 21 Dhartiman Plaza Jail Road, MEHSANA
11.	Mr. Kirit K Patel B.Sc.,(ASR) Audiologist & Speech Pathologist	32 Male	Consultant Audiologist & Speech Pathologist 139 Ellisbridge Shopping Center, Ellisbridge AHMEDABAD 380 006
12	Mr. Iswar Chaudhry B.Sc.,(ASR) Audiologist & Speech Pathologist	33 Male	Audiologist Department of ENT Civil Hospital SURAT
13	Mrs Rita S Shah B.Sc.,(ASR) Audiologist & Speech Pathologist	30 Female	Consultant Audiologist & Speech Pathologist 303, Hemdev House 29 Dhamidhar Society, Paldi AHMEDABAD 380 007
14.	Mrs Alpa M Ganatra B.Sc.,(ASR) Audiologist & Speech Pathologist	33 Female	Audiologist & Speech Therapist Department of ENT SCL Gen. Mun. Hospital Saraspur AHMEDABAD 380 018
15	Mr. Jignesh G Thakker B.Sc.,(ASR) Audiologist & Speech Pathologist	31 Male	Audiologist Samarpan School for the deaf Motera Sabarmati AHMEDABAD
16	Mr. Hemant J Patel B.Sc.,(ASR) Audiologist & Speech Pathologist	31 Male	Consultant Audiologist & Speech Pathologist, Asian Speech & Hearing Clinic, 205, Mangal Murti Complex, Ashram Road AHMEDABAD 380 009
17	Mrs. Nandini U Trivedi B.Sc.,(ASR) Audiologist & Speech Pathologist	26 Female	Speech Therapist "Umang" School for the Deaf Ellisbridge School No 12 Fatehpura, Paldi AHMEDABAD 380 007
18	Mrs. Sheta D Khatia B.Sc.,(ASR) Audiologist & Speech Pathologist	29 Female	Audiologist & Speech Pathologist 16, Prathista Apartment, Gujarat Society, Paldi AHMEDABAD 380 007
19	Mrs. Ruchi V Shah B.Sc.,(ASR) Audiologist & Speech Pathologist	25 Female	Consultant Audiologist & Speech Therapist 11, Sundervan Society, Usmanpura AHMEDABAD 380 014
20	Mrs Renuka Patel B.Sc.,(ASR)	26 Female	Consultant Audiologist & Speech Pathologist, 9, Swapnashastry Society

			Opp Vikram Cinema VISNAGAR 384315
21	Mr. Amit Anand B.Sc., Audiologist & Speech Pathologist	27 Male	Consultant Audiologist & Speech Pathologist, 205 Mangal Murti Complex, Ashram Road AHMEDABAD 380 009
22	Mr. Kumar Uttam Ratan B.Sc., Audiologist & Speech Pathologist	30 Male	Audiologist & Speech Pathologist Saurashtra Audiological & HA Center 102, Gurukrupa Towers RAJKOT 360 001
23	Dr. Hemakshi M Ghoda	43 Female	Consultant Audiologist "Mahashakthi" 2 nd Floor Nr. Stadium Circle Navrangpura AHMEDABAD 380 009