

**THE INDIAN SPEECH-LANGUAGE AND  
HEARING ASSOCIATION (ISHA)**

**Association registered in 1967**



**MEMORANDUM OF ASSOCIATION AND BYELAWS**  
**(Effective from 17 May 2023)**

**ISHA Head Office**  
**All India Institute of Speech and Hearing**  
**Naimisham Campus, Mysore - 570006**  
**Contact: [secretary@ishaindia.org.in](mailto:secretary@ishaindia.org.in)**  
**[admin@ishaindia.org.in](mailto:admin@ishaindia.org.in)**



**MEMORANDUM AND BYELAWS OF THE ASSOCIATION  
THE INDIAN SPEECH-LANGUAGE & HEARING ASSOCIATION, 1967  
CERTIFICATE OF REGISTRATION**

S.25/67-68

Mysore

I hereby certify that the “**INDIAN SPEECH-LANGUAGE & HEARING ASSOCIATION**”, The All India Institute of Speech and Hearing, Mysore-570006, on this day has registered under the Mysore Societies Registration Act, 1960 (Mysore Act No. 17 of 1960).

Fee paid, Rupees fifty only.

Given under my hand at Bangalore, the 15<sup>th</sup> day of December (One thousand nine hundred and sixty-seven only).

Sd/-  
S.RAJU DORAI  
For Registrar of Societies

The Seal of the Registrar of Societies  
In Mysore, Bangalore



**APPROVAL OF REGISTRAR OF SOCIETIES, MYSURU FOR  
AMENDEMENTS OF MEMORANDUM OF ASSOCIATION OF THE  
INDIAN SPEECH-LANGUAGE AND HEARING ASSOCIATION**

**ಕರ್ನಾಟಕ ಸರ್ಕಾರ  
(ಸಹಕಾರ ಇಲಾಖೆ)**  
ಸಂಘ ಸಂಸ್ಥೆಗಳ ನೋಂದಣಾಧಿಕಾರಿ ಹಾಗೂ ಸಹಕಾರ ಸಂಘಗಳ ಉಪ ನಿಬಂಧಕರು, ಮೈಸೂರು  
ಜಿಲ್ಲೆ, ಮೈಸೂರುರವರ ಕಾರ್ಯಾಲಯ,  
ಸಾರ್ವಜನಿಕ ಕಛೇರಿಗಳ ಕಟ್ಟಡ, ನ್ಯೂ ಸಯಾಜಿರಾವ್ ರಸ್ತೆ, ಮೈಸೂರು.  
ನಂ. ಡಿಆರ್‌ಎಂ/ಸಿ-11/ಬೈ.ತಿ/ಸಿ.ಆರ್.03/2023-24  
ದಿನಾಂಕ:17-05-2023

**: ಸ್ವೀಕೃತಿ ಪತ್ರ :**

ಕರ್ನಾಟಕ ಸಂಘ ಸಂಸ್ಥೆಗಳ ಅಧಿನಿಯಮ 1960ರ ಕಲಂ 09 ಮತ್ತು 10ರ ರೀತ್ಯಾ ಪ್ರಕರಣಗಳ ಮೇರೆಗೆ ಅನ್ವಯವಾಗುವಂತೆ ಈ ಕೆಳಗೆ ನಮೂದಿಸಿದ ದಾಖಲೆಗಳ ಸಮೇತ ಕಾರ್ಯದರ್ಶಿ/ಅಧ್ಯಕ್ಷರು, Indian Speech-Language & Hearing Association @, ಮಾನಸ ಗಂಗೋತ್ರಿ, ಮೈಸೂರು ಇವರು ದಿನಾಂಕ: 22-01-2023ರಂದು ವಿಶೇಷ ಸರ್ವಸದಸ್ಯರ ಸಭೆ ನಡೆಸಿ ಸದರಿ ಸಭೆಯ ನಿರ್ಣಯದಂತೆ ಸಂಘದ ಬೈಲಾದಲ್ಲಿ ತಿದ್ದುಪಡಿ ಮಾಡುವ ಸಂಬಂಧ ನಿರ್ಣಯ ಕೈಗೊಂಡು ಸದರಿ ಬೈಲಾದ ತಿದ್ದುಪಡಿಯನ್ನು ಅನುಮೋದಿಸಿಕೊಡುವಂತೆ ದಿನಾಂಕ:14-02-2023ರಂದು ಸೇವಾ ಸಿಂಧು ಮೂಲಕ ಪ್ರಸ್ತಾವೆ ಸಲ್ಲಿಸಿರುತ್ತಾರೆ. ಸದರಿ ಪ್ರಸ್ತಾವೆಯನ್ನು ಪರಿಶೀಲಿಸಿ, ಸಂಘದ ಬೈಲಾದಲ್ಲಿನ ತಿದ್ದುಪಡಿಯನ್ನು ದಿನಾಂಕ:17-05-2023 ರಿಂದ ಜಾರಿಗೆ ಬರುವಂತೆ ಅನುಮೋದಿಸಿ ನೋಂದಾಯಿಸಿದೆ.



ಅಡಕಗಳು:

1. ವಿಶೇಷ ಸಭೆಯ ನೋಟೀಸ್.
2. ವಿಶೇಷ ಸಭೆಯ ನಡವಳಿ.
3. ಸಂಘದ ನಿಯಮ ನಿಬಂಧನೆಯ ತಿದ್ದುಪಡಿಯ ಪ್ರಸ್ತಾವೆ.

ಸಂಘ ಸಂಸ್ಥೆಗಳ ನೋಂದಣಾಧಿಕಾರಿ ಹಾಗೂ  
ಸಹಕಾರ ಸಂಘಗಳ ಉಪ ನಿಬಂಧಕರು,  
ಮೈಸೂರು ಜಿಲ್ಲೆ, ಮೈಸೂರು.



**MEMORANDUM OF ASSOCIATION**  
**OF**  
**THE INDIAN SPEECH-LANGUAGE AND HEARING ASSOCIATION**

**Amendments effective from 17 May 2023**

**Byelaws of the Association approved by the Registrar of Societies, Mysuru  
(Ref: No. DRM/c-11/Bye.Amend/C.R.03/2023-24, dated 17.05.2023)**

**PART I: DEFINITIONS AND ABBREVIATIONS**

1. Definitions and abbreviations: Unless there be anything in the subject or content, inconsistent therewith, the following shall apply:
  - a) “Act” shall mean the provisions set forth under the Karnataka Societies Registration Act, 1960 as amended from time to time.
  - b) “AGM,” sometimes used interchangeably with GBM, means the Annual General Body Meeting of all the members (as defined under subsections 3.2.1 to 3.2.3 of Article 3 of the Indian Speech-language and Hearing Association and held as per provisions of Article 5 of the Byelaws of the Association.
  - c) “Association” or “ISHA” means the “Indian Speech-language and Hearing Association”.
  - d) “Branch” means a Branch of the Association as formed for each State/ Union territory of the Union of India by the different Chapters of the Association in a given State of India/Union territory, as per the provisions of Article 18 of Byelaws of ISHA, and recognized so by ISHA.
  - e) ‘Chapter’ means a Chapter of the Association as formed by members in a given geographical location as per the provisions of Article 18 of Byelaws of ISHA, and recognized so by the Association.

A Chapter shall be affiliated to the Branch of the Association in a given State of India (if a Branch exists in the state) where the Chapter is located.
  - f) “Committees and Sub-committees” shall mean the bodies constituted by the Executive Committee or the General Body of ISHA for a specific purpose.
  - g) “Co-opted Members” shall mean members co-opted by the EC as specified under subsection 6.4 of Article 6 of the Byelaws of the Association.

- h) “Executive Committee” or “EC” means “The Executive Committee of the Indian Speech-language and Hearing Association” as constituted under Sub-section 6.3 of Article 6 of the Bye-laws of the Association.
- i) “General Body” or GB refers to all the members of ISHA, specified under sub-sections 3.2.1 to 3.2.3 of Article 3, as a collective noun.
- j) “ISHACON” means the Annual Conference of the Indian Speech-language and Hearing Association to be held as per provisions of Article 17 of the Byelaws of the Association.
- k) “Journal” or “JISHA” means “The Journal of the Indian Speech-language and Hearing Association”.
- l) “Member” means, unless otherwise specified, Member as defined under Sub clauses 3.2.1 to 3.2.3 of Article 3 of the Byelaws of the Association.
- m) “Membership Register” means the register maintained at the Registered Head Office with details of all categories of members of ISHA as defined under sub-sections 3.2.1 to 3.2.6 of Article 3 of the Byelaws of the Association.
- n) “RHO” means the “Registered Head Office” of the Association presently at Mysuru, Karnataka.
- o) ‘Rules’ shall refer to rules framed under the Memorandum of Understanding or under the different sections of the Byelaws of the Association for the purpose of governing and functioning of the Association.
- p) “SGM or Special General Body Meeting” means the general meeting of the Association convened for a special purpose as per Section 11 Sub-section (3) of the Karnataka Societies Registration Act, 1960.
- q) “Special Interest Group or SIG” shall refer to special groups formed for promoting any one aspect of the field of speech and hearing or professionals.
- r) “Subsidiary rules” mean the identical part of internal rules, approved by the GB, that govern the respective issue on which the Executive Committee has to act.
- s) ‘Year’ means the financial year ending on the 31st day of March or any other date as decided by the GB with the previous sanction of the Registrar of Societies and income tax authorities under Income Tax Rules, 1961.



**PART - II: MEMORANDUM OF ASSOCIATION  
OF  
THE INDIAN SPEECH-LANGUAGE AND HEARING  
ASSOCIATION**

**1. Name**

The name of the Association shall be 'Indian Speech-language and Hearing Association,' and abbreviated as 'ISHA.'

**2. Registered Head Office**

The Registered Head Office (RHO) of the Association shall be at Mysuru where the association is registered, or at any other place as the General Body resolves with a 2/3 majority.

**3. Jurisdiction And Functioning**

3.1 All disputes relating to ISHA shall be subject to the jurisdiction of the courts of law at Mysuru, Karnataka (city where the Association is registered) or the city where the RHO is located.

**4. Aims and Objectives of the Association**

**4.1 Aims**

To promote and foster the speech and hearing profession in all its dimensions and to protect the rights of the professionals as well as the speech and hearing afflicted population whom this profession serves.

**4.2 Objectives**

The objectives of the Association are to

4.2.1 promote and foster the interests of professionals

4.2.2 promote scientific research

4.2.3 provide scientific forums for exchange of information

4.2.4 promote scientific engagements with other associations with similar objectives within the country and across the world

4.2.5 extend the professional horizon which comes under the realm of structural and functional systems of speech language and hearing

4.2.6 promote interdisciplinary academic, clinical and research activities

- 4.2.7 develop standardized procedures for prevention, evaluation, assessment, intervention and management of problems related to speech-language and hearing
- 4.2.8 reap the scientific and technical advancement to better the life of the speech-language and hearing afflicted population as well as to equip the professionals in upgrading their knowledge
- 4.2.9 explore newer areas for the advancement of the profession, professional, clinical and research skills
- 4.2.10 uphold the rights of the speech, language and hearing afflicted population
- 4.2.11 promote public related educational activities
- 4.2.12 liaise with government and non-governmental agencies in formulating policies, programs and their implementation
- 4.2.13 uphold professional ethics
- 4.2.14 promote establishment of branches and chapters of the Association to realize the objectives of ISHA
- 4.2.15 receive any gift or legacy of moveable or immovable assets with or without conditions for promoting the objects of the Association
- 4.2.16 acquire by purchase, lease, or otherwise, any property, rights, or privileges for the purposes of the Association
- 4.2.17 improve, manage, develop, sell, mortgage, lease or let, under-lease or sub-let, dispose of, turn to account or otherwise deal with, all or any part of the property of the Association
- 4.2.18 construct, provide, regulate and maintain immovable properties owned and possessed or other leased structures from government/authorities concerned and utilize for the activities of Association
- 4.2.19 initiate and implement programs for the benefit of the communicatively challenged population throughout India, and
- 4.2.20 establish one or more funds for specific purposes, subject to IT Rules 1961.

## **5. Beneficiaries**

- 5.1 The purpose and objects of Association shall be extended to all the members without discrimination of caste, creed, color, race, gender, religion, language, or region.
- 5.2 The benefits of the Association shall, except those under the ISHA Welfare Fund, be utilized and extended for the benefit of all the target groups—all categories of

members, students and public - without discrimination of caste, creed, color, race, gender, religion, language, region, or country.

## **6. Amendments**

6.1 The Objects and Rules of the Association can be amended only in accordance with the provisions under Section 9 and 10 of the Karnataka Societies Registration Act, 1960. Such amendments shall be approved at a Special General Body Meeting of the Association and shall not be repugnant to provisions under either Section 2(15)(d)(e), read with Section 13(1)(d) of the Act and Section 12A and 80-G of Income Tax Rules, 1961 as amended from time to time.

6.2 Amendments made to the Memorandum of the Association, byelaws, and rules and regulations there under, shall come into force from the day amendments were approved at the special GBM.

## **7. Dissolution of the Association**

7.1 The Association can be dissolved as per provisions under Section 22 and 23 of Karnataka Societies Registration Act, 1960 and Section 12 A and 80G of Income Tax Act, 1961.

7.2 Only the General Body of Members with a 4/5th (Four fifth) majority of the members present can approve dissolution of the Association.

## **8. Amalgamation of the Association**

8.1 The Association can amalgamate with other similar registered Associations in accordance with Section 21 of Karnataka Societies Registration Act, 1960 as well as Section 12 A and 80G of the Income Tax Act, 1961.

8.2 Only the General Body of Members with a 4/5th (Four fifth) majority of the members present can approve amalgamation of the Association with other associations.

## **9. Investment of Funds**

The Association shall make investments in immovable and movable assets in such a manner as it deems suitable to the purpose or objects of the Association. Such investments shall not be repugnant with provisions under Section 2(15), read with Section 13(1)(d) of Income Tax Act 1961 relating to the investments of Association. Further, the Association shall comply with the provisions of section 12A and section 80-G of Income Tax Act, 1961 as amended from time to time.

## **10. Utilization Clause**

The income and funds of the Association shall be solely utilized to further the aims and objectives for which the Association has been formed and no portion of it shall be utilized for any purpose other than the aims and objectives specified in the byelaws of the Association. No part of the funds of the Association or property whatsoever shall be paid

or applied for the personal benefit of the members and office bearers under any circumstance.

#### **11. Irrevocability**

The purpose and objects of the Association are irrevocable for all the time. In the event that the Association is held to be invalid for any reasons whatsoever, under any law in force in India, it shall not result in any asset or benefit in favor of the members, and office bearers of the Association.

#### **12. Residuary Declaration**

On all matters not provided for in these presents, the provisions of the Karnataka Societies Registration Act, 1960 and the Income Tax Act, 1961 and the rules made there under will apply accordingly.

**PART - III : BYELAWS**  
**OF**  
**THE INDIAN SPEECH-LANGUAGE AND HEARING**  
**ASSOCIATION**

**Article 1: Name of the Association**

The name of the Association shall be ‘The Indian Speech-language and Hearing Association’ abbreviated as ISHA.

**Article 2: The General Body**

Supreme authority of the Association shall vest with the General Body of the members of the Association. The decisions of the General Body approved as per provisions in these byelaws shall be binding on all categories of members (specified under sub-sections 3.2.1 to 3.2.6 of Article 3 of these Byelaws) of the association irrespective of whether or not they were present at the time of decision-making.

**2.1 Powers and duties of the General Body**

- 2.1.1 The General Body has the authority to approve or reject any proposal – academic, scientific, clinical, and administrative – mooted by the members or the EC to achieve the objects of the Association.
- 2.1.2 The General Body shall protect the legitimate rights and interests of the members of the Association by lawful means.
- 2.1.3 The General Body shall elect office bearers of the Association leading to the constitution of the Executive Committee.
- 2.1.4 The General Body shall approve the annual budget of the Association based on the proposals brought before it by the EC.
- 2.1.5 The General Body shall assess and fix charges and fees to be charged from the members for various activities of the Association including membership.
- 2.1.6 The General Body shall review the work of the Executive Committee at its AGM and shall make appropriate course correction, if indicated.
- 2.1.7 The General Body shall appoint the auditors to audit the accounts of the Association and fix their remuneration.
- 2.1.8 The General Body may frame such rules and take such decisions from time to time as necessary for the smooth administration of the affairs of the association in consonance with the provisions in these byelaws as well as the KSR Act 1960.

2.1.9 The General Body may alter, rescind, or amend the memorandum of the association as well as byelaws consistent with the provisions of the KSR Act, 1960.

2.1.10 The General Body shall be the appellate authority of the Association. Notwithstanding anything said in this Memorandum of Association and Byelaws, an appeal shall lie with the General Body on all decisions of the EC.

## **Article 3: Membership**

### **3.1 Founder Members**

Persons whose names appeared in the Memorandum of Association at the time of registering of the Association in 1967 are the Founder Members of the Association. However, this shall not entitle them to any privileges or rights in the Association.

**3.2** There shall be of six categories of members as follows:

#### **3.2.1 Honorary Members**

3.2.1.1 They shall be those who are from the field of speech-language and hearing, and have made significant contribution to the cause of speech-language and hearing.

3.2.1.2 EC shall recommend names for honorary membership for approval from the GB.

#### **3.2.2 Life Members**

They shall be those who hold at least an under-graduate degree in the field of speech-language and hearing from an institution / university recognized by the statutory body of the country where the degree was obtained and have paid their life membership fee.

#### **3.2.3 Ordinary Members**

They shall be those who hold at least an under-graduate degree in the field of speech-language and hearing from an institution / university recognized by the statutory body of the country where the degree was obtained and have paid their annual membership fee for the year.

#### **3.2.4 Associate Members**

They shall be those who

- a) hold at least an under-graduate degree in a medical or allied health care field from an institution / university recognized by the statutory body of the country where the degree was obtained
- b) have paid their annual membership fee for this category, and

- c) who have made significant contribution to the growth of the field of speech-language and hearing.

### **3.2.5 Student Members**

They shall be those

- a) who are pursuing an under graduate training program leading to a Bachelor's degree in the field of speech-language and hearing in an institution / university recognized by the statutory body of the country where the program is being pursued, and
- b) have paid their annual membership fee for this category for the given year or for the entire duration of their undergraduate program.

### **3.2.6 International Members**

They shall be those

- a) who hold at least an under-graduate degree in the field of speech-language and hearing from an institution / university recognized by the statutory body of the country where the degree was obtained,
- b) hold a non-Indian passport, and
- c) those who have paid their life membership fee.

3.2.6.1 International members shall necessarily be life members.

**3.3** Annual subscription, to be paid in advance, shall be for the period of the financial year.

**3.4** The EC of ISHA shall recommend on membership fee for different categories of members from time to time for approval from the GB.

### **3.5 Approval of Membership**

3.5.1 The EC shall decide the eligibility and the category of membership of the applicants for membership and make recommendations to the GB of ISHA.

3.5.2 The EC shall have the right to reject application for membership giving reasons there for.

3.5.3 EC shall recommend membership to prospective candidates as per subsidiary rules enunciated in Annexure 1. EC is authorized to frame / amend these subsidiary rules subject to ratification by the General Body of ISHA.

### **3.6 Responsibilities of Members**

The members shall abide by the

- a) bye-laws of the association,
- b) code of ethics of the Association, and
- c) shall not engage in any act against the interest of the association as stated in the aims and objectives of the Association.

### **3.7 Privileges of Members**

- a) Members of the Association are eligible to participate in AGM and vote in the elections.
- b) Only life and ordinary members can hold office in the EC of ISHA.
- c) All members of the Association, specified in sub-sections 3.2.1 to 3.2.6 of these byelaws are eligible to participate in all the academic, clinical and research programs of the Association.
- d) All members of the Association, under all categories, shall have access to the Journal (JISHA) and the Newsletter of the Association.
- e) Members of the Association are eligible for all the benefits that may be extended by ISHA except those under the ISHA Welfare Fund.

### **3.8 Procedure to become a Member under any category**

Interested professionals/students may enroll themselves as members as per their eligibility enunciated under Article 3: Sub clauses 3.2.2 to 3.2.6 and as per subsidiary rules framed under 3.5 and shown in Annexure I.

### **3.9 Cessation of Membership**

3.9.1 Membership of the Association, of all types, shall cease on:

- a) voluntary resignation by the members, or
- b) death, or
- c) disqualification of the member by the University which awarded the academic qualification by virtue of which the member was eligible for membership, or
- d) being sentenced for conviction by a Court of Law for any crime, or
- e) deregistered by the respective statutory council in which a member has been registered, or
- f) moral turpitude
- g) violation of the code of ethics of the Association as determined by the EC of the Association, or
- h) working against the objectives and interest of the Association as determined by the EC of the Association.

3.9.2 In instances of violation of sub-clauses (f) to (h) of Sub-section 3.9.1 above, EC shall first issue a show cause notice to the member and then suspend the member if his/her response is not satisfactory. The ensuing GB will hear the member and expel him/her from ISHA if the member in question is not able to disprove the charges of EC for which he/she has been suspended.



- 3.9.3 A member can be expelled because of violation of sub-clauses (f) to (h) of sub section 3.9.1 by a three fourths majority of the members at the AGM of the Association.

### **3.10 Reinstatement of Membership**

The GB, on the recommendation of the EC, and with three fourths majority, can reinstate a member whose membership was terminated for violation of sub-clauses (c) to (h) of Sub-section 3.9.1 above provided the original cause for disqualification has been withdrawn / set aside by the institutions concerned or by a court of law.

### **Article 4: Financial Year**

Financial year of the Association shall be from 1 April to 31 March of the year or as amended by statutory authorities or by a majority decision at the AGM.

### **Article 5: Annual General Body Meeting**

- 5.1 The President of the Association shall preside over all the AGMs - regular or special - of the Association. In the event of absence of the President, the President-elect shall preside over AGMs. If both are absent then the senior-most member present (as per the ISHA membership) shall preside over the meeting.
- 5.2 The AGM shall be held at a place and time decided by the Executive Committee of the Association. AGM shall be held as per the guidelines and stipulations under Section 11 Sub-section (1) and (2) of the Karnataka Societies Registration Act, 1960.
- 5.3 The General Secretary shall send notification to all the members of the Association through post / courier / e-mail or any official social media platform of ISHA twenty one days prior to the meeting date.
- 5.4 The quorum for the AGM shall be 1/3rd of the total members of the Association or 100 members whichever is less. If there is no quorum by the stipulated time, then the meeting shall be adjourned for 30 minutes. If there is no quorum even after the adjournment, then the members present at the adjourned meeting shall constitute the quorum and the meeting be held.
- 5.5 Any member of the Association wishing discussion on a subject or desiring to introduce a resolution for discussion and decision at the AGM shall do so by giving a written notice at least 10 (ten) days prior to the date of AGM.
- 5.6 A special general meeting (SGM) of the general body may be convened at any time and held as per the guidelines and stipulations under Section 11 Sub-section (3) of the Karnataka Societies Registration Act, 1960
- 5.6.1 A SGM shall be convened at any time by the President on his own or on the requisition of not less than one-third of the members of the EC, or one-tenth of the total number of members of the Association who are entitled to vote. Any member who seeks a special general meeting shall do so by writing to the

General Secretary the business for which he / she wishes the meeting to be convened.

5.6.2 On meeting the stipulations for a SGM as per Section 11 Sub-section (3) of the Karnataka Societies Registration Act, 1960, it is mandatory for the EC to convene a SGM for the consideration of the business stated by the requisitionists on a day not later than forty days from the date of the receipt of the requisition.

5.6.3 In the event that the AGM or the special general meeting cannot be held in the physical mode for any reason, the EC of the Association can hold the same in virtual mode. Such AGM / SGM in the virtual mode is empowered to transact any business of the Association like the AGM / SGM in the physical mode.

## **Article 6: Management**

### **6.1 Executive Committee**

The management of the Association shall vest with an Executive Committee elected by eligible members of the Association present at the AGM. EC shall consist of not less than 13 (Thirteen) and not more than 15 (Fifteen) members at any time.

**6.2** Any member of ISHA other than Associate, International, and Student members, is eligible to hold a position in the EC.

### **6.3 Members of EC**

1. President
2. President-Elect
3. General Secretary
4. Joint Secretary
5. Treasurer
6. Chair - Promotional Activities
7. Chair - Research & Training Promotion
8. Chair - Publications
9. Chair - Public Relations & Liaising
10. Chair - Conventions & Events
11. Chair - Professional Matters
12. Chair - Private Practice
13. Chair – Service Matters

6.3.1 Position in EC is contingent upon membership of ISHA.

**6.4** The EC can co-opt members to advise the EC. However, co-opting shall be issue-based and for a specific duration. The EC shall determine the responsibility and scope of functioning of such co-opted members based on the purpose for which they have been co-opted.

## **Article 7: Powers and Duties of the Executive Committee**

- 7.1 The Executive Committee is the chief executive authority of the Association. It shall function within the limits specified by the GB on policy matters and shall implement all activities and programs approved by the GB.
- 7.2 The Executive Committee shall have all the powers and responsibilities required for administration of the activities of the Association, and may do all such things and acts as are, by law or by these byelaws.
- 7.3 The EC is authorized to amend any of the subsidiary rules relating to the byelaws of the Association for better functioning and get the same ratified by the GB.
- 7.4 The Executive committee shall have the power to constitute committees/sub committees to achieve the objects of the Association.
- 7.5 The Executive committee shall have the power to constitute special forums or groups to achieve objects of the Association for a specified period.
- 7.6 The Executive committee is responsible for formulating the budget of the Association, getting it approved from the GB and carryout the activities within the budgetary limits approved by the GB. However, expenditure exceeding 10% of the budgeted amount on all activities shall be ratified at the ensuing GB.
- 7.7 The EC is responsible for getting the accounts of the Association audited by the auditors nominated by the GB and for timely submission of audited statements to the authorities.
- 7.8 The EC has the power to fill up administrative and professional positions created by the GB.
- 7.9 The EC has the powers to decide on the date and venue of the GB / SGM / Annual conference.
- 7.10 The EC has the authority to decide on the recipients of different awards of the Association as per the subsidiary rules relating to ISHA awards.
- 7.11 The EC is empowered to frame rules and regulations for the smooth conduct of elections whether in the physical mode or virtual mode. Rules so framed shall be in consonance with the relevant provisions under the KSR Act 1960.
- 7.12 On all other issues, not mentioned here, the EC shall function as per the resolutions passed at the GB.

## **Article 8: Election to the Executive Committee**

- 8.1 The members of the Executive Committee as in sub-section 6.3 of Article 6 shall be elected at the GBM of the Association through ballot or unanimously.

- 8.2 In the event that an AGM is called in the virtual mode, the EC can conduct elections to the EC in such a virtual meeting, if required. EC will nominate an Election Officer, as in the physical mode AGM, to conduct and supervise elections.
- 8.3 Elections to the EC shall be conducted as per subsidiary rules/guidelines in Annexure I-a
- 8.4 The President shall hold office for one year while other office bearers shall hold office for two years or till the second AGM following election whichever is longer.
- 8.5 The President-elect shall assume office of the President in the subsequent year of election.
- 8.6 The Joint Secretary shall be from the registered head office of the Association. In the event of no candidature from the RHO, the GB shall nominate a life member from the city of RHO as joint secretary.
- 8.7 No member can hold a position in EC for two consecutive terms (same or different). There shall be a 'cooling off' period of two years between any two positions (same or different).

#### **Article 9: Vacancies, Termination and Removal of EC Members**

- 9.1 In the event of any interim vacancy in the EC for any reason, the residual EC, by a majority decision, shall nominate a member who has been a life member of the Association for 3 years to fill the vacancy. Such nominated member enjoys all the privileges of the position in the EC and shall function for the remaining period of the tenure.
- 9.2 EC membership shall be terminated because of
  - a) death,
  - b) forfeiture, through misconduct, of the qualification by virtue of which the member was eligible for membership,
  - c) deregistration by the statutory council of the respective country of the member,
  - d) acting detrimental to the interests and objectives of the Association,
  - e) moral turpitude,
  - f) violation of the Code of Ethics of the Association, and
  - g) not attending the meetings of EC three times with or without permission.
- 9.2.1 In instances of violation of sub-clauses (d) to (g) of Sub-section 9.2 above, EC shall first issue a show cause notice to the member and then suspend the member if his/her response is not satisfactory. The ensuing GB will hear the member and expel him/her from ISHA if the member in question is not able to disprove the charges of EC for which he/she has been suspended.

9.2.2 A member can be expelled because of violation of sub-clauses (d) to (g) of sub section 9.2 above by a three-fourths majority of the members at the AGM of the Association.

### **9.3 Reinstatement of Membership in EC**

The GB, on the recommendation of the EC, and with a three-fourths majority, can reinstate a member whose membership in EC was terminated for reasons mentioned under Note (b) to (g) of Sub-section 9.2 above provided the original cause for disqualification has been withdrawn / set aside by the institutions concerned or by a court of law.

### **Article 10: Meetings of the Executive Committee**

- 10.1 The Executive Committee shall meet at least once in three months either in physical or virtual mode.
- 10.2 If the EC cannot meet for any reason, then the Secretary shall seek, with the approval of the President, the opinion of the EC members on specific issues of importance.
- 10.3 Two third of the members of the EC or 10 members shall form the quorum for EC meetings.
- 10.4 The President shall preside over all the meetings of the EC. In the absence of the President, the President-Elect shall preside. If both are absent, then the members may select one among them to chair the meeting.
- 10.5 All decisions at EC shall be by a simple majority. In the event of a tie, the President has the power to exercise a casting vote.
- 10.6 The Executive Committee shall conduct and manage the affairs of the Association. It shall present all its decisions/resolutions on all matters to the Annual General Body for approval / ratification. The EC is empowered to perform all such duties asset forth herein and elsewhere in the laws.

### **Article 11: Records and Communication**

- 11.1 All records, correspondence and registers, in physical, electronic or both the modes, shall be maintained at the RHO of the Association.
- 11.2 All communications between members of EC, EC and members of the Association and between GB and members can be in physical or electronic mode. The electronic mode shall include emails, circulation through official social channels of ISHA, or display on the ISHA website.

## **Article 12: Auditing of Accounts**

- 12.1 A chartered accountant, approved by the GB, shall audit the books and accounts of the Association every year.
- 12.2 The audited statement of accounts shall be available for members for inspection at the succeeding GB.

## **Article 13: Operation of Bank Account/s**

- 13.1 The Treasurer along with the General Secretary or the Joint Secretary shall jointly sign all the cheques, notes, bills and other negotiable instruments on behalf of the Association.
- 13.2 The online operation of Bank account/s, particularly money transfer, shall be carried out only by the Treasurer and with specific written authorization from the President or the EC.
- 13.3 All monetary transactions by the authorized officer shall be on the basis of a decision at EC, or by instruction from the President of the Association where indicated.

## **Article 14: Amendments to the Rules and Regulations of the Association**

The rules and regulations of the Association can be amended only in accordance with the provisions under Section 9 and 10 of the Karnataka Societies Registration Act, 1960. Such amendments shall be approved at a Special General Body Meeting (SGM) of the Association and shall not be repugnant to provisions under either Section 2(15)(d)(e), read with Section 13(1)(d) of the Act or Section 12A and 80-G of Income Tax Rules, 1961 as amended from time to time.

## **Article 15: Powers and Duties of the Office Bearers**

The powers and duties of the office bearers shall be as follows:

### **15.1 President**

President shall be the overall Head of the Association, and shall manage the affairs of the Association, and coordinate the work of the EC and its members. He/she shall have the powers of casting vote in case of a tie at EC/GB, and shall exercise emergency powers when indicated.

### **15.2 President-Elect**

The President-elect shall act as President in the absence of the elected President in which capacity he/she will discharge duties of the President except exercising casting vote.

### **15.3 General Secretary**

- 15.3.1** The General Secretary shall be the executive officer of the Association to implement the decisions of EC and shall act as per the decision of the EC and the President.
- 15.3.2** The General Secretary shall be the custodian of all records/registers/properties of the Association.
- 15.3.3** The General Secretary shall conduct all the correspondence of the Association.
- 15.3.4** The General Secretary shall maintain record of proceedings of EC, GB and other committees/sub-committees constituted from time to time.
- 15.3.5** The General Secretary shall put up all files and recommendations for the EC or the President for appropriate decision.
- 15.3.6** The General Secretary shall organize, arrange and convene meetings, conferences, lectures, seminars etc. as decided by the EC.
- 15.3.7** The General Secretary shall be an ex-officio member of all committees constituted by EC, GB, or the President for specific purposes.
- 15.3.8** The General Secretary shall maintain a correct and up-to date register of the members of the Association.
- 15.3.9** The Association shall sue and be sued in the name of the General Secretary. The General Secretary shall represent the Association in all legal matters.

### **15.4 Joint Secretary**

The Joint Secretary shall assist the General Secretary in his/her work and in the absence of the General Secretary, for whatever reason, shall assume the role and responsibilities of the General Secretary.

### **15.5 Treasurer**

- 15.5.1** The Treasurer shall be responsible for receiving and maintaining all the funds of the Association.
- 15.5.2** The Treasurer shall maintain all records/account books pertaining to accounts of the Association.
- 15.5.3** The Treasurer is authorized to sign all cheques (of all accounts of the Association) and other financial instruments along with Secretary or in his absence, the joint secretary.

**15.5.4** The Treasurer is responsible for getting the accounts of the Association audited every year.

**15.5.5** The Treasurer shall prepare the annual budget of the Association in consultation with the members of the EC and get it approved at the AGM.

**15.5.6** The Treasurer shall ensure that no unauthorized payments are made from or received by, the Association.

**15.5.7** The Treasurer is accountable for any irregularities in the finances of the Association as shown by the auditors or any other competent authority.

## **15.6 Chairs**

### **15.6.1 Chair-Promotional Activities**

The Chair - Promotional Activities shall

- a) coordinate with volunteers and agencies to promote the profession, and
- b) build a group of friends of Association from the print and electronic media

### **15.6.2 Chair - Research & Training Promotion:**

The Chair-Research & Training Promotion

- a) shall liaise with speech-language and hearing institutions/programs in the country or their representatives and promote teaching and research in the field of speech and hearing,
- b) is responsible for development and publication of books/monographs and other academic material in the field without claiming editorship or authorship, and
- c) shall promote, liaise and coordinate the work of all the special interest groups of ISHA.

### **15.6.3 Chair - Publications**

The Chair- Publications shall manage and publish JISHA.

### **15.6.4 Chair - Public Relations & Liaison:**

The Chair - Public Relations & Liaison shall

- a) promote the profession with the industry, speech and hearing forums in India and abroad, other professions and NGOs,
- b) monitor and advise on the activities of ISHA Branches / Chapters, and
- c) shall be responsible for the publication of ISHA Newsletter 'Pathfinder'.



### **15.6.5 Chair-Conventions & Events**

The Chair-Conventions & Events shall

- a) prepare a calendar of events in consultation with Branches/Chapters promote events and conventions,
- b) convene annual conventions of ISHA and other events,
- c) be the Chairperson of Scientific Committee of ISHA conventions, and
- d) be a liaison between EC and the organizing committee of ISHACON.

### **15.6.6 Chair - Professional Matters:**

The Chair - Professional Matters shall

- a) work to develop guidelines, best practices, ethics and position statements, and
- b) promote implementation and practice of such good practices/guidelines in the country.

### **15.6.7 Chair – Private Practice**

The Chair – Private Practice shall

- a) liaise between the EC/GB and private practitioners,
- b) bring issues relevant to private practitioners in the area of speech and hearing before EC/GB and help to resolve them,
- c) shall promote good practices and ethics among private practitioners, and
- d) shall strive to provide forums for private practitioners to excel, resolve, discuss and expose issues relevant to them.

### **15.6.8 Chair – Service Matters**

The Chair-Service Matters shall

- a) liaise between the EC/GB and private practitioners,
- b) provide a forum for members employed in government or private institutions to express their unique issues,
- c) take up issues relevant to employees of government and private institutions with appropriate authorities, and
- d) liaise with government for framing of appropriate policies and guidelines for the benefit of employees in institutions.

## **15.7 General rules governing Chairs**

The Chairs mentioned under 15.6.1 to 15.6.8 shall

- a) each constitute a committee of 6-8 members in consultation with EC/President to promote work within their purview,

- b) ensure that members in their respective committees come from different regions of the country,
- c) meet once in three months online,
- d) draw a plan of action in the first quarter itself for implementation,
- e) prepare a budget within the amount sanctioned by EC/GB for the committee's program, and
- f) shall submit a report to the EC on their activities for the EC to place it before the GBM.

#### **Article 16: Specific Funds of the Association**

- 16.1 The Association shall establish specific funds to promote its activities or promote the welfare of the members as well as the speech and hearing afflicted population.
- 16.2 The Association shall frame rules and regulations for the smooth functioning of these funds with the approval of the GB and consider them as subsidiary rules specific to each fund (as given in Annexure II, III and IV)
- 16.3 Any amendment to subsidiary rules, as in Annexure II, III and IV, for the governing of special funds, can only be done by the General Body with a 2/3rd majority. EC shall have no power to amend these subsidiary rules.

#### **Article 17: Annual Conference of ISHA**

- 17.1 The Association shall cause to hold its annual scientific convention and shall frame rules and regulations for the purpose.

##### **17.2 Conduct of Annual Convention**

Annual convention of the Association shall be held as per the subsidiary rules in Annexure V. The EC is authorized to frame such rules or amend them subject to ratification by the General Body.

#### **Article 18: Branches / Chapters of ISHA**

- 18.1 ISHA shall encourage members of a given geographical region to establish Branches / Chapters as may be.
- 18.2 All the Chapters in a given State / Union Territory of India shall be affiliated to the Branch of that particular State/Union Territory of India if the Branch exists.
- 18.3 A professional can remain a member of only one Chapter and one Branch at any given time irrespective of the change in their status or geographical location.
- 18.4 The establishment / working of Branches / Chapters shall be as per subsidiary rules in Annexure VI. The EC is authorized to frame such rules or amend them subject to ratification by the General Body.

### Procedure to become member of ISHA

- a) Applicants will have to fill in a prescribed application and upload it in the ISHA website. The applicants should enclose the following with the application:

A passport size photograph  
 Copy of the degree certificate  
 Endorsement of employment, if applicable  
 Copy of registration with RCI / statutory body  
 Proof of studentship from the institution  
 Proof of payment of applicable membership fee

- b) Membership fee is as follows:

Student membership	Rs. 500/- (annual)
Student Membership (Duration of UG)	Rs. 1000/-
Ordinary membership	Rs. 2000/- (annual)
Associate membership	Rs. 3500/- (life)
Life membership	Rs. 4000/- (life)
International membership	US \$100 or equivalent

***Students members will get a concession of Rs. 500/- if they become life members within 6 months from the date of their degree (announcement of results).***

- c) Applications can be for student, ordinary, associate or life membership. See ISHABylaws for more details.
- d) Applicants can directly pay into the ISHA SB account at Bank of Baroda. The details of ISHA account are as follows

Name	ISHA
Account number	
Bank and Branch	Bank of Baroda, AIISH Branch
IFS Code	

- e) EC of ISHA will scrutinize the applications for completeness of information, and eligibility and category of membership. The Secretary, ISHA will convey the decision of ISHA to the applicants.

- f) Candidates whose request for membership is accepted by the EC will be inducted as members at the ensuing GBM.
- g) EC of ISHA shall decide on the members to be awarded honorary membership of ISHA based on the contribution made by the members to the speech and hearing field. On consent from the awardee, the member will be inducted as honorary member in the ensuing GBM
- h) [Click here](#) to see the description of the different categories of membership and eligibility for the same.
- i) [Click here](#) to complete the application form

## **Rules and Regulations Governing Elections to EC of ISHA**

### **1. General**

- a) The Executive Committee (EC) of ISHA shall conduct elections to elect new office-bearers at the end of the normal tenure of EC. Elections can be put off only under extraordinary circumstances and in any case, on approval of the General Body with a majority of 75%.
- b) The office bearers of the EC of ISHA shall be elected for the stipulated term in the Annual General Body Meeting (AGM) either in physical or virtual mode.
- c) The principles enunciated here are appropriate for elections in the physical as well as virtual mode.

### **2. Process**

- a) Secretary of ISHA shall issue a circular notifying preparation of voter list for the ensuing elections – giving opportunity to members to ensure their eligibility (by clearing their membership dues etc.). A minimum of seven days clear notice shall be given to the members before finalization and publication of the draft voter list.
- b) At the end of this 7-day notice period, the EC shall publish the draft voters list. The members will have another 3 days' time, after the publication of draft voters list, to submit their objections/grievances/claim for inclusion or rejection in the draft voters list. The EC shall finalize and publish the final voters list, on the website of ISHA, after attending to the objections/grievances, if any, from the members. No changes shall be made in the published final voters list thereafter until completion of the election process.

### **3. Nomination of a Returning Officer**

- a) The President shall appoint any senior previous office bearer or any other senior member of the Association as Returning Officer for conducting free and fair elections during Annual General Body Meeting, if needed.
- b) The Returning Officer so nominated by the President may nominate one or two members as polling officers to assist him/her.

### **4. Duties and Responsibilities of the Returning Officer**

The Returning Officer shall conduct elections through secret ballot if there is more than one candidate remaining in the fray for any post after the last date for withdrawal of nominations/ withdrawal on the floor.

## **5. Nominations**

- a) Interested members of ISHA, (ordinary and life members) may submit their signed nomination papers in the prescribed form for vacant positions in the EC. Such nominations shall also be endorsed / seconded by a life member of ISHA and send to the Hon. Gen. Secretary, ISHA.
- b) Eligibility to become member of EC shall be as defined under sub-section 6.2 of Section 6: Management of Part III: Byelaws of the Association.
- c) Members wishing to contest for elections shall ensure their eligibility as stipulated under Section 8.7 of Article 8: Election to the Executive Committee of Part III: Byelaws of the Association.
- d) No member of ISHA can contest for two posts in any election to the EC.

## **6. Elections**

- a) The Returning Officer shall conduct elections, on the day notified, if there is more than one candidate for any post in the EC.
- b) The election shall be either in physical or virtual mode.
- c) The Returning Officer shall decide on the exact process of election, casting of votes, and counting of votes.
- d) The Returning Officer shall compile, finalize, declare and notify the results of the election on the same day and submit a list of elected candidates to the President of the Association.

## **7. Post-Election**

- a) After notification of the results, the Returning Officer shall present the results of elections the President of ISHA who will then place it before the GB for acceptance.
- b) After the proceedings are accepted by the AGM, the General Secretary of ISHA shall display the results on the website of ISHA.
- c) The newly elected members shall assume office on the succeeding day of elections. The outgoing office bearers must hand over the charge of the Association to the newly elected members on the same day.

## **8. Grievances about the Elections and Legal Issues**

- a) Any aggrieved member aggrieved by the election process may represent to the Returning Officer in writing highlighting his/her grievance. Such objections shall be filed within 24 hours from the time of declaration of results. No complaints shall be entertained thereafter.
- b) The Returning Officer shall resolve the issues raised by the aggrieved members within a reasonable time, but in any case, not later than 24 hours after the complaints were filed. The decision of the Returning Officer is final and binding.
- c) Notwithstanding anything said under clause (a) and (b) of , the results of elections, as declared by the Returning Officer, shall remain valid and operational.
- d) The ballot papers shall be preserved for three months or till the date of resolution of any dispute raised by the members on the election process. The ballots cast, in a sealed cover, shall be safeguarded in the ISHA Office. Thereafter, the EC secretariat may destroy the ballot papers with written approval from the EC or the President of ISHA.
- e) The decision of the Returning Officer shall be final in all matters of election and election-related activities.

## **9. Virtual Election**

- a) In the event that an AGM is called in the virtual mode, then EC can conduct elections in the virtual mode.
- b) Elections in the virtual mode will be the same as in the physical mode except that actual voting will happen on a human-machine interface.
- c) Actual voting will take place on a secure platform like Google Form, or Teams, or some such mechanism. Alternately, the EC can request the services of a third party e-voting agency and conduct elections. The EC shall observe financial prudence of the highest degree when third party voting agency route is followed.
- d) The EC shall ensure highest degree of security, secrecy, and objectivity in e-voting.
- e) The elected members will be virtually inducted into the EC as office bearers at the virtual AGM.

## **10. Code of Conduct**

- a) The Returning Officer may issue a code of conduct for the elections.
- b) The candidates or their agents / candidates shall not do any canvassing in the hall where the elections will be held.

- c) The representatives of the candidates inside the polling booth shall not canvas or pressurize any voter in favor of a particular candidate.

#### **11. Others**

- a) If no nominations are received for any vacant position in the EC, then the GB can nominate any member to the EC with the consent of the nominee.
- b) The Joint Secretary shall be from the headquarters of the Association. If there are no mines for the post, then the GB can nominate any member from the region of the headquarters with his/her consent.
- c) Non-compliance of any of the provisions of these rules and regulations, or provisions of byelaws of ISHA shall result in the rejection of nomination papers of candidates.
- d) The validity or otherwise of any objection or challenge to the election process shall be examined by the Returning Officer. He/she shall carefully scrutinize the grievances / objections raised, examine documents if any, and give his/her decision.
- e) The decision of the Returning Officer shall be final and binding on all concerned and shall not be challenged in what so ever manner thereafter.



**‘ISHA Welfare Fund’**  
**A fund to show our affection**

**Rules and Regulations**

- 1) Funds for ‘ISHA Welfare Fund’ can be generated as follows:
  - a) ISHA shall solicit contributions/donations to the fund from her members, institutions conducting training programs in speech and hearing, clinics/centers offering rehabilitation services in the area, and entrepreneurs/enterprises/industrialists who deal with instrumentation in the area. The drive will be initiated after obtaining income tax exemption under Section 80G.
  - b) ISHA shall request members who win any cash award from ISHA or from outside relating to speech and hearing to contribute ten percent (10%) of their award money to this fund.
  - c) ISHA shall initiate a special drive soliciting contributions from our friends working/practicing abroad.
  - d) Fifteen percent (15%) of the membership subscription (all types of membership) received every year shall accrue to this fund.
  - e) Fifteen percent (15%) of the contribution made by branches/chapters who host annual ISHACONs shall come to this fund.
  - f) Fifteen percent (15%) of the administrative fee collected by Organizing committees in ISHACON
- 2) Assistance to families of deceased members shall be as follows:
  - a) An assistance of Rs. 200000/- (Rs. Two hundred thousand only) will be extended prospectively to the family to meet the educational and health necessities - no questions to be asked and none to be answered. However, families are free to return the assistance to ISHA if they do not need it.
  - b) The quantum of assistance can be increased/decreased in the coming years depending on the fund position. However, the increase or decrease shall not be less than 10% (ten percent only). EC is empowered to take a decision in this regard.

- c) ISHA can also extend such assistance to the members of the public, particularly to those who have some kind of a speech or hearing problem. The EC shall decide the quantum and nature of assistance in each case.
- d) ISHA shall start extending grants to prospective instances from the financial year 2024 (after 1 April 2024). It shall engage in accumulation of funds until then.
- e) ISHA shall extend assistance to the distressed family of the demised member of ISHA at the earliest, and in any case not later than 15 days after the demise of the member. The decision of EC in this regard shall be routine.
- f) All members of ISHA other than Associate and student members (as defined under Article 4) are eligible to get help from this fund provided they have been members for at least 10 years.
- g) A member of ISHA can give an advance declaration, at any point in their life time, to the effect that his/her family does not need assistance from this fund after his/her demise. Two members, one a family member, and a second, a life member of ISHA shall witness the letter of declaration. The format of the letter is appended. Members are not allowed to take back or change the declaration once given.

### 3) Management

- a) The Treasurer, and the two Chairs – Private Practice: Speech-language Pathology & Audiology, alternately shall manage this fund and report to the EC/President. The Treasurer has to maintain a separate book of accounts for this fund and get the accounts audited.
- b) EC of ISHA is empowered to frame rules and regulations relating to the management of this fund, or amend these rules, subject to approval from the GBM.
- c) The Treasurer shall submit an exclusive report on the functioning of this fund to the GBM every year.
- d) The General Secretary shall be the custodian of all the records pertaining to this fund.
- e) The EC or the President of ISHA if the EC cannot meet for whatever reason, can take a decision to extend assistance to the family of the demised member. The EC shall ratify the decision of the President.

The Secretary  
Indian Speech & Hearing Association  
HQs – AIISH,  
Naimisham Campus,  
Mysore – 570006

Date:

Sub: Financial assistance from ISHA - Declaration

Sir,

I understand that ISHA has a scheme to assist the families of such of those demised members of ISHA who need assistance. This is a commendable scheme indeed. However, I, ..... (Name of the member) hereby give a declaration that my family, by the grace of God, does not need any such financial assistance, anytime.

I am giving this declaration with the full concurrence of my family members. I further declare that this is my final declaration.

**Witness 1: Family Member**

Signature :

Name :

Relationship to :  
the member

**Witness 2: ISHA Life Member**

Signature :

Name :

Life Membership No. :

Sincerely

**Address of the member**

Signature:

Name:

Membership No.



**Rules and regulations governing “ISHA Building Fund**

1) Generation of Funds

- a) ISHA will solicit contributions/donations to the fund from her members, institutions conducting training programs in speech and hearing, clinics/centers offering rehabilitation services in the area, and entrepreneurs/enterprises/industrialists who deal with instrumentation in the area.
- b) ISHA can request members to donate 10% (Ten percent only) of the cash award that they win from ISHA or any other organization.
- c) ISHA can organize a special drive to solicit contributions from our ISHA friends working/practicing abroad.
- d) Fifteen percent (15%) of the membership subscription (all types of membership) received every year shall accrue to this fund.
- e) Fifty percent (50%) of the contribution made by the branches/chapters who host annual ISHACONS shall come to this fund.
- f) Branches/Chapters can make special contributions to this fund.
- g) Fifteen percent (15%) of the administrative fee collected by Organizing Committees in ISHACON
- h) ISHA can solicit funds from industrialists/organizations/philanthropists under their CSR or other programs.
- i) ISHA can seek funds from MLAs and MPs from their LAF or MPLADS, respectively.
- j) Depending on the quantum of donation, particular rooms / facilities in the proposed building can be named after the member who is contributing. A member has to contribute a minimum of Rs. 5 lakhs to be considered for this honor and only the names of members will be considered. The Complex can be named after the member who contributes Rs. 50 lakhs or more for the cause. EC can frame appropriate guidelines in this regard from time to time including differential quantum of donation for different rooms depending on the size of the room/facility.

k) ISHA should strive to get income tax exemption for the donors under Sections 12A or 80G.

2) Management

a) The Joint Secretary and the Treasurer shall manage this fund and report to the EC/President. The Treasurer has to maintain a separate book of accounts for this fund and get the accounts audited.

b) EC of ISHA is empowered to frame rules and regulations relating to the management of this fund, or amend these rules, subject to approval from the GBM.

c) The Treasurer shall submit an exclusive report on the functioning of this fund to the GBM every year.

## Rules and Regulations Governing New Awards / Orations of ISHA

The purpose of instituting awards is to generate healthy competition amongst students and professionals, recognize their accomplishments publicly, and to inspire them to achieve excellence. Therefore, ISHA may continue to accept proposals to institute awards in speech-language pathology and audiology provided the proposals meet criteria enunciated below:

- a) ISHA shall not accept any proposal for instituting an award, which has a basis / reference / connotation to religion, caste, creed, language, region, gender, or community. Gender difference can only be in the name of the award.
- b) ISHA shall not accept any proposal for instituting an award if the proposal, in the opinion of EC of ISHA, has any commercial interest, directly or indirectly.
- c) ISHA shall consider only those proposals for instituting awards coming from ISHA members or organizations related to speech and hearing.
- d) ISHA shall generally accept the purpose for which the sponsor is instituting the award.
- e) The institution or the individual in whose name the award is proposed to be instituted should have contributed to the growth of the profession of speech and hearing in India. The decision of EC of ISHA is final and binding on this issue.
- f) Awards to be instituted in future will be continued beyond 5 years only if there is augmentation of funds by the original sponsors or their team members or interested members of ISHA or family members of the person in whose name the award is instituted. In the event there is no augmentation of endowment, the awards shall cease to exist and the endowment shall come to the general account of ISHA.
- g) Endowment by institutions / groups of individuals towards the awards shall be not less than Rs. 10.0 lakhs hereafter. Augmentation, once in 5 years, shall not be less than Rs. 1 lakh. However, endowment by an individual towards the awards shall be not less than Rs. 6.0 lakhs and augmentation at every 5 years shall be not be less than Rs. 1 lakh.
- h) The sponsor may withdraw an award with prior approval of EC of ISHA. As and when EC of ISHA accepts request for withdrawal of the award, the endowment fund and all proceeds thereof shall be credited to the general account of ISHA. ISHA shall not return any part of the endowment to the donor.

- i) The sponsor and the ISHA shall enter into a legally enforceable agreement at the time of institution of an award.
- j) There shall be a set of guidelines on the eligibility of prospective awardees, adjudication procedure, constitution of adjudication committee, and qualification of prospective judges for each award. The EC of ISHA shall act upon the recommendations of the adjudication committee and make a decision. The decision of ISHA on adjudication is final and binding.
- k) It is not mandatory that an instituted award has to be awarded every year. If there are no suitable candidates for a given award in any year, then ISHA need not give away the award in that year. EC of ISHA is empowered to take a decision in this regard.
- l) There should be no differentiation between platform and poster presentations while adjudicating an award.
- m) The members of the adjudication committee shall receive an honorarium for their work. The honorarium shall come from the proceeds of the endowment.
- n) The EC of ISHA and the sponsor of the award shall agree to these rules and regulations as well as ISHA protocol for adjudicating an award at the time of institution of the award itself.
- o) EC of ISHA shall be the final authority and its decisions are binding on all in the interpretation of these rules, administration of awards and related issues.
- p) The EC of ISHA is empowered to make rules and regulations in respect of awards and shall get the same approved by GBM through a simple majority. However, GB can amend the approved rules and regulations by a 2/3 majority or as per the provisions of The Karnataka Societies Registration Act, 1960.



## **Guidelines for Annual Convention of ISHA**

### **1 Application process**

- 1.1 Only a Branch/Chapter of ISHA can host annual convention and conference of ISHA.
- 1.2 The inviting Branch/Chapter has to submit a proposal to ISHA, two years before the proposed convention, highlighting the infrastructure/facilities it has. Each of the proposers can present a short video on the proposed venue, its strengths, facilities available etc. before the AGM one year before the proposed convention.
- 1.3 EC of ISHA will place all proposals received, with its recommendation, before the AGM of ISHA whose decision is final.
- 1.4 The AGM will consider, among other things, availability of space for different events like inaugural function, plenary sessions, parallel scientific sessions, poster presentations, GB meeting, facilities for boarding and lodging in the convention campus and outside, and personnel available to make preparations and conduct the event while deciding on the proposal.
- 1.5 The Branch/Chapter whose proposal is accepted by ISHA shall sign a memorandum of understanding (MOU) with ISHA one year before the proposed convention. The terms and conditions of the MOU, as enclosed to these guidelines, are binding on the host Branch/Chapter.
- 1.6 The host Branch/Chapter shall communicate the dates of the proposed ISHACON within 3 months after signing the MOU.

### **2. Invitation to the Members**

After the acceptance of the dates of the convention, both ISHA and the local Organizing Committee can inform ISHA members of the date of conference and invite them to participate.

### **3. Local Organizing Committee**

- 3.1 The Chair – Conventions of EC of ISHA shall be a member of the organizing committee of the convention. He/she shall liaise between ISHA and the hosts of the convention. Regardless of this, the Chairman of the organizing committee or the

Organizing Secretary shall periodically brief ISHA on the preparations for the convention.

- 3.2 The hosts shall also launch a website about the convention at least 8 months before the dates of the convention.
- 3.3 The EC of ISHA will meet once at the city of the proposed convention, say in October or November of the previous year and take stock of the preparations and readiness of the hosts to organize the convention.
- 3.4 The Scientific committee of the convention with nominees from EC of ISHA shall be responsible for arranging scientific sessions, orations, special lectures, paper presentation, poster sessions, nomination of reviewers, evaluation and finalization of the awardees. The committee shall also arrange for ISHA orations and GBM.

#### **4 Inaugural function**

- 4.1 The inaugural function shall be held on the first day of the annual convention which will be presided over by the President of ISHA.
- 4.2 The Organizing committee shall provide time slots for presentations of different orations/awards of ISHA during the inaugural function.

#### **4 Annual General Meeting**

- 4.1 The hosts shall make arrangements for holding the AGM at the venue of the convention on the second day. The organizing committee shall preferably arrange for a 4-hour window for the same.
- 4.2 The Organizing committee shall also extend all assistance to ISHA to conduct elections, if held.

#### **5 Valedictory function**

The hosts shall also make arrangements for holding the valedictory function on the last day of the convention. The President of ISHA will give away different awards for best papers at the function.

#### **6 Financial considerations**

- 7.1 ISHA shall advance a loan to the Organizing Committee on request for the preparations of the conference. The Organizing committee shall return this loan to ISHA on the last day of the convention.

- 7.2 The Organizing committee shall contribute at least 25% of the excess income of the convention or Rs. 5 lakhs, whichever is higher, to ISHA as signed in the MOU.
- 7.3 The Organizing committee is also responsible for collection and remittance of administration fee from the delegates to the convention. The administration fee to be collected from delegates shall be as agreed under the MOU.
- 7.4 The Organizing committee shall host the awardees and members of the EC of ISHA with travel and local hospitalities for the duration of the conference. However, ISHA-ISH awardee shall be treated differently as agreed in the MOU.



## **Guidelines for Branches and Chapters of ISHA**

### **Preamble**

ISHA encourages the establishment of Branches / Chapters of ISHA in the country for enhancing the visibility of the profession as well as to promote professional activities unique to different regions of the country.

“Branch” means a Branch of the Association established by amalgamating different Chapters of the Association in a State of India / Union territory and recognized so by EC of ISHA.

‘Chapter’ means a Chapter of the Association as established by members in a given geographical location and recognized so by the Association. A Chapter shall be affiliated to the Branch of the Association in the State (if a Branch exists there) where the Chapter is located. There can be more than one Chapter in a State or Union territory of India.

### **Name**

The branches/chapters shall be named “Branch / Chapter of Indian Speech-language and Hearing Association.”

### **Objectives of the Branches / Chapters of ISHA**

The objectives and ethics of all Branches / Chapters should align with those of ISHA. However, the activities of Branches and Chapters to achieve their objectives can be different from those of parent body of ISHA.

### **General Rules and Guidelines**

- a) All Branches/Chapters of ISHA shall be governed by the MOU, byelaws and the rules thereof of ISHA as amended from time to time.
- b) There shall be only one Branch in any State / Union territory while there can be more than one Chapter in each State / Union territory.
- c) All Branches / Chapters of ISHA shall place ISHA logo on the right side of their website, letter head and in all their correspondence of whatever nature.

- d) Only a member of ISHA can initiate and establish Branches / Chapters in their respective geographical areas.
- e) A Branch can have members only from the State of birth or work. No professional can hold membership in two Branches at the same time under any circumstance.
- f) As far as possible, a professional shall hold membership in only Chapter to highlight the uniqueness of a given Chapter.
- g) Only professionals with a Bachelor's degree in Speech-language Pathology and Audiology from a RCI recognised institute can become members of any Branch or Chapter.
- h) Professionals with a degree from a foreign university and with RCI registration can become member of any one Branch or Chapter.
- i) Geographical boundary of the Chapter has to be clearly identified and notified. Minimum number of members required to float a Chapter or Branch shall be as notified by the local registering authority.

#### **Jurisdiction of Branches / Chapters of ISHA**

- a) The jurisdiction of a Branch is restricted to the State / Union territory where it is registered. No two Branches / Chapters shall have overlapping jurisdiction and operations in a given geographical area.
- b) Branches: One can become a member of State Branches provided he/she is Only a resident of a State by birth, or who is residing in that State for more than 5 years, or who has been working in that State can become a member of the Branch of a given State.
- c) Chapters: One can become a member of a Chapter in any State provided he/she is resident of that State by birth, or has been residing in that State for more than 5 years, or has been working in that State.
- d) Branches / Chapters shall seek approval of the EC of ISHA for admission of members enrolled by them.

#### **Management of Branches / Chapters of ISHA:**

- a) Only after the EC of ISHA gives approval for establishment as well as Memorandum of the Association / Byelaws can members start the process of registration of a Branch or Chapter.

- b) Branches/Chapters are independent of each other and autonomous as far as their internal management is concerned
- c) ISHA shall not be liable for any of the debts and liabilities of any of the Branches / Chapters.
- d) The Branches/Chapters are required to inform the EC of ISHA of all their activities and shall submit a report to ISHA within a month after the completion of the event.

#### **Protocol for Establishment**

- a) The initiator(s) of a Branch, or a Chapter shall seek permission from ISHA to form a Branch. If there is a State Branch and if members want to establish a new Chapter, then they shall seek approval from the Branch of their State only
- b) The request letter shall be accompanied by a copy of the proposed Memorandum of the Association and byelaws.
- c) Each proposed Branch shall pay a fee of Rs.10,000/- (Ten Thousand rupees only) and each Chapter Rs. 5,000/- (Five Thousand Rupees only) to ISHA as affiliation fee at the time of their application for permission from EC of ISHA.
- d) No Branch or Chapter can register the Branch/Chapter with the Registrar of Cooperative Societies without the approval of EC of ISHA for their MOA and Byelaws.
- e) EC of ISHA shall dispose all applications / requests before it for permission to float a Chapter or Branch within 21 days from the date of application failing which the applicant's request is deemed to be approved.

#### **Disciplinary control over Branches/Chapters**

- a) All braches/Chapters of ISHA shall be under the overall control of EC of ISHA
- b) EC of ISHA shall issue a notice to any Branch or Chapter found to violate the MOA, Byelaws, and rules and regulations of ISHA asking them to desist from such unethical practice. The Branch or Chapter shall submit a compliance report to the EC of ISHA within 15 days from the date of notice failing which EC of ISHA is empowered to initiate any disciplinary action, including expelling, that it seems just and appropriate. However, an appeal shall lie with the GB of members of ISHA.
- c) Office bearers of Branches / Chapters shall sign an undertaking stating that they will abide the byelaws of ISHA in letter and spirit failing which ISHA can initiate suitable action against them.

- d) On all issues covered or not covered in these rules and guidelines as well as interpretation of any of these rules and guidelines, the decision of EC of ISHA is final and binding. However, an appeal shall lie with the GB of ISHA.
- e) The byelaws of ISHA shall be followed in letter and spirit by the Branches / Chapters.
- f) The EC of ISHA reserves the right to amend any of these guidelines from time to time to be ratified at the ensuing GB.



## Members of the First Executive Committee (1967)

The names, addresses and occupations of the first members of the Executive Committee to whom by the Rules and Regulations of the Association the management of its affairs was entrusted as under:

Dr. R.A.F. Cooper Otolaryngologist, Naosary Building, Dr. D.N. Road, Fort Bombay-1	<b>President</b>
Dr. C. Sathyanarayana Otolaryngologist. Chitturi House, 105, P.H. Road, Madras-10	<b>President (Elect)</b>
Dr. Y.P. Kapur Otolaryngologist & Audiologist All India Institute of Speech and Hearing Mysore- 570006	<b>Secretary</b>
Dr. N. Rathna Speech Pathologist All India Institute of Speech and Hearing Mysore- 570006	<b>Treasurer</b>
Dr. Ramesh K. Oza Audiologist & Speech Pathologist Standards Kanta House, Tagore Road Santacruz, West Bombay - 54	<b>Chairman</b> Committee on CESE
Dr. M.L Bhatia Otolaryngologist Prema villa Rai Behafilal Road, Lucknow U.P	<b>Member</b>
Dr. B.P. Apte Otolaryngologist Laxmi sadan, Jungli Maharaj Road Poona-4	<b>Member</b>
Mrs. Nancy De Sa Teacher of the Deaf 15, Dadyseth Road, Chowpathy, Bombay - 7	<b>Member</b>



## Members of the Present Executive Committee (2022-23)

The names and addresses of the members of the executive committee who brought the present set of amendments to the Memorandum of Association and Byelaws.

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2.	Dr. N. Rathna Speech Pathologist	Reader in Speech Pathology, All India Institute of Speech & Hearing, Mysore	33
3.	Mr. J. Bharath Raj Clinical Psychologist	Reader in Psychology All India Institute of Speech & Hearing, Mysore	30
4.	Mr. M.N. Hedge Clinical Psychologist	Lecturer in Psychology All India Institute of Speech & Hearing, Mysore	26
5.	Ms. Rekha Sen Teacher of Deaf	Lecturer in Oral Deaf Teaching All India Institute of Speech & Hearing, Mysore	27
6..	Ms. Shailaja Niakm Speech Pathologist	Reader in Speech Pathology, All India Institute of Speech & Hearing, Mysore	27
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