

1st Executive Board Meeting and 1st Annual General Body Meeting Of

East Zone Academy of Paediatrics

Venue: Convention Hall, Imphal

Date: 5 December 2015, Time: 5 pm

1. President called the meeting to order.
2. Condolence if any report from 11 States. Names and date of birth and date of death to be recorded and read by the secretary. 2 mins silent standing prayer followed by approval of the condolence letter to be sent through the President of the same State.
3. Secretary report by Dr. B.P Jaiswal.
4. The Treasurer's report of the Audited A/c.
5. Memorandum of the EZAP will be tabled by Dr Arup Roy.
6. Any statement or suggestion 11 States.
7. Proposal for amendment of memorandum by Dr. Arup Roy, Office Coordinator.
 - (a) Creation of Facebook / Website for transparency and information of all individual members for 2 way communication.
 - (b) Consent for all the members of the State to be associated as members of EZAP with a contribution of Rs 500/- per year towards preparation the certificate/ office maintenance. This will be collected by the President of each State and send to the Secretary for record by office coordinator. The certificate of membership will be certified by the President and Secretary of the same year and handled by office coordinator, Dr. Arup Roy.
8. Information of the preparation of the PAN card has been completed.
9. PEDI-INFO official journal of EZAP to be published by the Chief Editor contracting the following editorial board.
 - (i) Dr. Gadadhar Sarangi
 - (ii) Dr. S.A. Krishna

- (iii) Dr. Ksh Chourjit Singh
- (iv) President same year
- (v) Immediate Past President
- (vi) President Elect
- (vii) Immediate Past Editor
- (viii) Dr. Arup Roy

Dr. Arup Roy will take necessary steps to register PEDI-INFO at the national level and indexed for the academic benefit of our hon'ble members.

Every States President and Secretary will be responsible to contribute at least 3 articles every year with at least one original article. The best article of the year and highest article sending State will be recognized in the Annual Conference.

The number of articles will be the mirror image of the scientific pursuit of each State.

10.3 EB Meetings coordinator by the Secretary

- Before Presidential Dinner
- After General body
- During Mid term CME

11. Place of Conference and place of EB meeting.

- To be reported by the Secretary EZAP to the President of the same State organizing the conference and the EB meetings and mid term CME by next organizing State. As per the rotation allowed by the East Zone Coordination Committee.

12. Financial and legal of East Zone Coordination Committee to be accepted by the members of the AGM.

13. The corpus fund to be created by 11 States for the maintenance of office and total EB members will be 22.

14. Awards of EZAP

-Non specific Shiromoni and Pioneers Award will be changed to fellowship award. Thenomination will be given by 11 States with details of the original work and experience to the office. This will be collected by the Secretary and subjected to scrutinization by President, President Elect, Imm. Past President, which will be helpful to the Hon'ble members for the carrier projection.

15. Rs. 3000/- to be given for the office management from each States Branch.

16. Award Papers collected from 11 States within March by the office coordinator send to the Secretary selected by the committee of the President, President Elect and Imm. Past Presisent.

17. Communication

- All 11 States will regularly submit a report if any within 5th of the month to the office coordinator regarding achievement or any problem faced by any paediatrician professionally or any natural calamity so that EZAP will extent the hands of assistance.

18. As per the Society Act a Chartered Accountant and a Legal Consultant may be selected by the office coordinator and the fees to be approved by the President, Secretary and Treasure in emergency or the EB if not emergency.

19. The office coordinator will collect the Annual Report of the EZAP and Audited A/c from the Treasurer and submit to the registrar of the Society as per law. The office coordinator is also responsible for the officer for any application or write to information. Office coordinator will be assistant by one staff and the remuneration will be fixed as per the discussion with EB.

20. Minimum Rs 20, 000/- or 10% of total balance of the East Zone PEDICON to be deposited to the Corpus fund of EZAP.

21. Election

- 2 Members from each State

22. EB meeting at Gangtok

- (i) Discussion on Rs 500 each member (one time contribution) and Rs 3000 for each State for the creation of a corpus fund and day to day maintenance of EZAP.
- (ii) TA/DA of EB members attending mid term CME
- (iii) Affiliation to central IAP
- (iv) PEDINFO
- (vi) Discussion on East Zone oration