

CONSTITUTION *of* BAP



বাংলাদেশ এসোসিয়েশন অব সাইকিয়াট্রিস্টস (বিএপি)
Bangladesh Association of Psychiatrists (BAP)

Reg. No.: Dh-09797

This constitution is approved in the Annual General Meeting of
Bangladesh Association of Psychiatrists held
on 03 December 1993.

This constitution is amended in the 25th Annual General
Meeting of Bangladesh Association of Psychiatrists held
on 29 April 2018.

This constitution is amended in the 28th Annual General
Meeting of Bangladesh Association of Psychiatrists held
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on 20 December 2022.

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Meeting of the Bangladesh Association of Psychiatrists held
on 01 December 2023.

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1. Name

বাংলাদেশ এসোসিয়েশন অব সাইকিয়াট্রিস্টস

BANGLADESH ASSOCIATION OF PSYCHIATRISTS

(Hereinafter referred to as the association)

2. Registered Office

The registered office of the association shall be situated in Dhaka.

3. Language

Bengali and English shall be two official languages.

4. The Monogram

It is the official symbol of Bangladesh Association of Psychiatrists which bears the identity of the association. The figure indicates the abbreviation of the association BAP is written in calligraphy. The two extended intercepting line from the head - abscissa and ordinate monogram which is the outline of human head. The half of the head including face is black in color which is the sign of the psychiatric abnormality and disorders. Rest part of the head in white color indicates scientific treatment of psychiatric disorders. In this part the indicate scientific methods of measurement of behavior and mental process. These lines also indicate the multifactorial aetiology and multiple approach of treatment of psychiatric disorders. The official monogram of Bangladesh Association of Psychiatrists is a registered trademark.

5. Aims and Objectives

i. To establish a non-profiting, non-political, professional forum of the persons related with psychiatry and related subjects.

- ii.** To create and maintain a spirit of unity, co-operation, solidarity and fellow feeling among the psychiatrists of Bangladesh.
- iii.** To protect and advance the interests, rights and privileges of psychiatrists of this country and to uphold the dignity, honor and prestige of psychiatrists in Bangladesh.
- iv.** To promote collaboration among medical scientists interested in psychiatric diseases and in allied matters- Psychological medicine.
- v.** To encourage and undertake research and other scientific work in the field of psychological medicine.
- vi.** To co-operate with other national and international organizations for research and dissemination of knowledge in the field of psychological medicine.
- vii.** To publish scientific journals, periodicals and health education materials.
- viii.** To organize and maintain a library of the association.
- ix.** To organize conferences and seminars in the fields of psychological medicine and other related disorders.
- x.** To provide an organization for the benefit and services to the patients suffering from various psychiatric and psycho-social problems.
- xi.** To organize, establish and maintain a system for rehabilitation of psychiatric patients.

xii. To promote and maintain liaison services among different branches of medicine.

xiii. To educate the public by creating and promoting awareness programs for psychiatric illness and their prevention.

xiv. To perform all other functions that may be necessary for fulfillment of the above mentioned objectives.

6. Income of the Association

The income of the association shall be derived from the following sources.

i. Subscription of the members.

ii. Subscription of the life-members.

iii. Special contributions or donations raised directly.

iv. Income derived from the journal and other publications of the association.

v. Income during annual general medical conference.

vi. Requests received by legacies from persons wh desire to benefit the association.

vii. Subscription from affiliated bodies.

viii. Such other sources as may be authorized by the Executive Committee.

7. Funds

i. All money shall be received by the treasurer and shall be deposited in a schedule bank or banks approved by the Executive Committee. The account shall be in the name of the association and shall be operated upon ordinarily by the joint signature of treasurer and general secretary or the president, in case of absence of both general secretary and president any other person may be empowered by the Executive Committee.

ii. The treasurer shall keep the accounts and statements of audited income and expenditure that shall be presented to the annual general meeting by treasurer or general secretary.

iii. If it is deemed to be desirable by the Executive Committee, a separate fund may be opened for the journal of the association. This fund will be operated by the editor of the journal of BAP and the general secretary or the treasurer of the association jointly.

iv. The Executive Committee shall open a separate account for Psychiatrists' Welfare Fund. This account will be operated by the joint signature of the treasurer and general secretary or the president, in case of absence of both general secretary and president any other person may be empowered by the Executive Committee (amendment according to the decision in the 17th Annual General Meeting of the association).

8. Expenditure

i. The income and property of the association from whatever sources derived shall be applied solely towards the promotion of the objectives of the association as set forth in this memorandum of the association.

- ii.** Grant sum of money out of funds of the association for the promotion of the medical, health and other matter in such manner as may from time to time be determined by the association.
- iii.** Erect, maintain, improve and keep in any building or buildings for the purpose of the association.
- iv.** Invest any amount of the association, not immediately required for any of its objects, in such manner as may from time to time be determined by the association.
- v.** Assist, subscribe to co-operate, affiliate or affiliated to or amalgamate with any other public body whether incorporated, registered or unregistered having altogether or in part objects similar to those of the association.
- vi.** Do all such other lawful things as may be incidental of conductive to the promotion and carrying out of the foregoing objects or any one of them.
- vii.** Defray all ordinary expenses and pay rents, salaries and such other charges as necessary for carrying on the work of the association.
- viii.** Shall provide for the issue of the journal of the association and such other publications as may be authorized.
- ix.** Shall provide money for scientific and other purpose as it may consider advisable for furtherance of the objectives of the association.

9. Members

Eligibility of membership -

- i.** Psychiatrists holding the following degrees - DPM, M.Phil, FCPS, MRCPsych, PhD, MD, MCPS, DCAP or any other equivalent degree recognized by BMDC.
- ii.** Postgraduate students in 2nd part of FCPS (Psych), DPM or student of all other degrees mentioned above.
- iii.** Person who has a postgraduate medical qualification and has after acquiring such qualification devoted considerable time in the field of psychiatry-
 - (a) For at least five yearsOr
 - (b) For at least three years, in case he/she has published two papers in the specialty.
- iv.** Person who is medical graduate and has after his graduation-
 - (a) At least two years' experience in the field of psychiatry.
 - (b) Can produce the evidence that he is continuously working in psychiatry and has made psychiatry as a postgraduate career.
- v.** Graded Psychiatrists of Army Medical Core run by AFMI.

10. Classification of Members

The membership of the association shall be of following categories:

- i. Patron.
- ii. Fellows
- iii. Honorary fellows
- iv. Member
- v. Life member
- vi. Associate member

i. Patron

(a) Any corporate body can at the discretion of the Executive Committee may be enrolled as a patron of the association. An individual other than a corporate body, who is in the opinion of the Executive Committee, may contribute to the image and objective of the association significantly and who wishes to enroll as a patron, can be enrolled at the discretion of Executive Committee.

(b) Any corporate body or any individual donating five lac taka may at the discretion Executive Committee be enrolled as a patron of the association.

Patrons will have no voting rights nor can they propose, second or hold any office bearer of the association.

ii. Fellows

Fellowship is recognition of achievement and not a promise. Selection of a fellow predicates that the fellowship certificate is awarded. The indices for fellowship shall be:

- (a) Minimum experience of ten years after post-graduation in psychiatry.

(b) Continuous membership of association for not less than seven years.

(c) Should have made a significant contribution to the field of psychiatry

iii. Honorary Fellows

The Executive Committee may elect only by unanimous vote of those present at the meeting, a person who in its judgment is a renewed scientist in the field of Medical science other than psychiatry, psychology and social medicine.

iv. General Member

The person who has fulfilled criteria described in "Eligibility of membership" (article-9) shall be qualified to be admitted as a member of the association.

v. Life Member

Any person who is qualified to be admitted as an general member, can be on a single payment of Tk. 5,000/- be admitted as life member. A life member upon admission as such, shall not be liable to pay annual subscription.

NB:

A general/life member of BAP who completed post-graduation from another discipline/ who is not working in the field of psychiatry for many years can be considered to become an associate member of the association.

If a general/life member of BAP discontinues working in the field of psychiatry, they shall be considered to become an associate member of the association.

vi. Associate Member

Any person not otherwise qualified to be an ordinary member but is engaged in the field of Psychiatry, Psychology and related field may subject to the approval of the Executive Committee, become an associate member of the association. An associate member shall have no right to vote or hold office of the association. The annual fee of an associate member is Tk. 2,500/- per annum.

11. Privileges and Obligations of Membership

i. Each year subscriptions shall entitle the member to all privileges of the membership of the association including those of receiving the journals for the current year.

ii. Every member and life member shall be supplied with copies of all publications of the association, either free of charges or at such rates as the association may fix from time to time. The Executive Committee shall have the power to fix subscription fee for the journal for members, if this is thought to be necessary in future by the Executive Committee.

iii. Every member and life member shall have the right to attend and take part in discussion in all general and clinical meetings, lectures and demonstrations organized by the association.

iv. Every member and life member shall have the rights to vote on all regulations put forward at any of the general meeting of the association in the manner as stipulated in the bye-laws.

v. Every member and life member shall have the right to vote in the election of the Executive Committee of the association and to be elected as members of the Executive Committee given the condition that the member or life member has cleared all his dues (including

annual membership subscription fees, development and maintenance fees for life members, Psychiatrists' Welfare Fund) before publication of the voter list.

vi. Every member and life member shall enjoy all other privileges that may hereinafter be offered by the association.

12. Duration of Membership

Every member shall remain a member until his membership is terminated in accordance with the provisions hereinafter contained.

13. Subscription

i. The member shall pay a subscription of Tk. 1000/- (One thousand) per annum at a time to the association.

ii. Life member shall pay lump sum of Tk. 5000/- (Five thousand) in lieu of yearly subscription.

iii. Life member shall pay a subscription of Tk. 500/- (Five hundred) per annum at a time to the association for development and maintenance purpose.

iv. Fifty percent of the annual subscription fees collected from the members of the branch committees and membership fees from the new members shall be kept in the respective branch committees for development and other maintenance purposes and the remaining fifty percent shall be deposited in the central BAP account.

v. Every Executive Committee member shall pay a subscription of 5000 taka yearly alongside their regular fees (annual membership fees, development and maintenance purpose fees, psychiatrists' welfare fund)

vi. The financial year of the association to be counted from January-December.

14. Termination of Membership

The membership of the association may be terminated in the following ways:

i. Default in the payment of subscription: Removal of name from member's register due to non-payment of subscription after the notice as follows: if the subscription is not paid within five months after due date, the member shall be notified about his/her default giving him/her thirty days' time to clear his/her dues, all privileges of the membership will be suspended. This shall be strictly considered, and the membership may even be cancelled.

ii. Termination by resignation: A member at any time may resign from his membership by giving 30 days' notice in written to the general secretary of the association. The resigning member shall have to pay up all the dues against his/her. His resignation shall be considered by Executive Committee.

iii. Removal on grounds of undesirable conduct: If the conduct of any member deemed to be prejudicial to the interest of the association or medical profession, humiliation to any member of the association, the Executive Committee may ask the member to submit a written explanation of his/her conduct. In event of the explanation being found unsatisfactory, the member may be asked to either apologize or resign from the association. If the member agrees to apologize, resigns or even refuses to submit an explanation to defend his/ her conduct, an inquiry shall be held. If the member is found guilty, he/she may be expelled from the association.

iv. The Executive Committee may, by a resolution, remove a member from office if such a member fails, without reasonable cause, to attend four consecutive meetings thereof.

15. Re-eligibility

i. Any member who has ceased to be a member by resignation or non-payment of subscription can be admitted on fresh application to be made by him and on payment of any dues outstanding against him on the date when he/she ceased to be member. The Executive Committee may, however, have the right to forego a part or whole of any outstanding dues against such member.

ii. The member whose name has been removed "on the ground of undesirable conduct" may be re-admitted on the expiry of five years or thereafter provided their application for re-admission is supported by 2/3 of the Executive Committee testifying to his good conduct during the interim period.

16. Management of the Association

The activities of the association should be guided and impelled by two bodies:

- (a) General body
- (b) Executive Committee

17. General Body

All the life members and members should form the general body.

i. Function and power of the general body:

The general body shall direct and regulate the general affairs of the association and shall have power:

- (a) To take resolutions on any affairs that shall be binding on the Executive Committee.

- (b) To frame, alter or repeal rules and by-laws of the association.
- (c) To frame, alter or repeal rules and by-laws and administration of the association rooms, library and properties for the organization and direction of the publication.
- (d) To appoint committee, sub-committee, standing committee etc. on any affairs.
- (e) To represent any matter in which they consider that the interest of the association or its members are affected, before the Government or other public or any properly constituted authority.
- (f) The decision of the general body in all matters, not covered by these rules, shall be the final.

ii. Meeting of the General Body

- (A) Annual general meeting
- (B) Emergency or extra-ordinary meeting
- (C) Requisition meeting

A. Annual General Meeting

- i.** The annual general meeting of the association shall be held in December on such date and such time and place as may be fixed by the Executive Committee.
- ii.** The notice of the annual general meeting together with its agenda, shall be served at least fifteen days before the date fixed for the meeting.
- iii.** Business to be transacted at annual general meeting.
 - (a) Election of the Executive Committee or as the case may be to fill any causal vacancy in Executive Committee if necessary.

- (b) Confirmation of the minutes of the last annual general meeting.
- (c) Adoption of annual report submitted by the General Secretary.
- (d) Adoption of the audit report submitted by the treasurer.
- (e) Consideration of the budget for the coming year.
- (f) Resolution brought forward by the individual member Executive Committee of the association.
- (g) Any other business with permission of the President or the Chairman of the annual general meeting.

B. Emergency or extra-ordinary Meeting

- i.** An emergency meeting of the association may be called by the General Secretary in consultation with the President for the transaction of any urgent business.
- ii.** The notice of an emergent meeting together with its agenda shall be served at least three days before the date fixed for the meeting.

C. Requisition Meeting

- i.** If at least one third of the total members, life members and members of the association request the General Secretary in writing to call a meeting of the association to transact any business specified by them, the General Secretary shall call a meeting of the association within thirty days of receipt of such notice.
- ii.** The receipt of requisition meeting together with agenda shall be served at least fifteen days before the date fixed for meeting.

18. Quorum

Quorum of annual general meeting and emergency or extraordinary meeting shall be one-third and for requisition meeting shall be one-half of total members.

19. Executive Committee

i. Composition of Executive Committee

1. President 1 (one)
2. Vice President 3 (three)
3. General Secretary 1 (one)
4. Joint Secretary 2 (two)
5. Treasurer 1 (one)
6. Organizing Secretary 1 (one)
7. Secretary of Scientific affairs 1 (one)
8. Secretary of Social Welfare 1 (one)
9. Secretary of International Affairs 1 (one)
10. Press and Publication Secretary 1 (one)
11. Office Secretary 1 (one)
12. Members 12 (twelve)
13. Ex-Officio members
 - a. Immediate Past President
 - b. Immediate Past General Secretary
14. Officio members
 - a. President / Secretary of Branch committee(s)
Or Convener/ Member Secretary of Ad Hoc Committee(s)
 - b. Advisor Specialist in Psychiatry from CMH Dhaka/senior most psychiatrist from Armed Forces, Dhaka 1 (one)

N.B.

The president or general secretary of a full-fledged Branch committee and the convener or member secretary of a Branch Ad Hoc Committee shall be considered as members of the central Executive Committee of Bangladesh Association of Psychiatrists (BAP) decided by the respective branch or ad-hoc committee.

If there is no Advisor specialist in Psychiatry, the serving senior most psychiatrist from Armed Forces, Dhaka shall be considered as a member of the central Executive Committee.

ii. Functions and power of the Executive Committee

- (a) To convene national or international conferences on matters relating to psychiatric medicine.
- (b) To receive, collect, manage and disburse funds.
- (c) To keep and maintain proper accounts.
- (d) To acquire, hold and dispose property, both movable and
- (e) To appoint and dismiss or to take any other disciplinary action against any employee of the association.
- (f) Generally to perform such other functions as it may consider necessary or expedient for the purpose of carrying out the objectives of the association.

iii. Meeting of the Executive Committee

- (a) All meetings of the Executive Committee shall be held at such times and places as the General Secretary, in consultation with President may appoint; provided that at least one meeting of the Executive Committee shall be held once in three months. If a member of the Executive Committee fails to attend 3 (three) consecutive EC meetings, he/she will be considered uninterested and dismissed from the committee. In that case new member will be enrolled by the Executive Committee.
- (b) An ordinary meeting of the Executive Committee shall be held by at least seven days' notice which together with the agenda of the meeting, shall be signed and issued by the General Secretary.
- (c) An emergency meeting of the Executive Committee may be called by the President or by General Secretary in consultation with the President, by 24 hours' notice.

(d) No business shall be transacted at any meeting of the Executive Committee unless a quorum of 10 (ten) members present.

(e) The member of Executive Committee shall have one vote and in case of equality of votes, the person presiding over the meeting shall have a second or casting vote.

(f) All matters at a meeting of Executive Committee shall be decided by votes of the majority of the members present.

iv. Election of the Executive Committee

(a) The election of the Executive Committee of the association shall be held every two years on the day of the annual general meeting of the association by secret ballot voting by the members and life members of the association.

(b) The election shall be conducted by an Election Commission appointed by the Executive Committee. The members of the Election Commission shall be debarred from seeking election. Election Commission shall consist of a chairman and two members. It shall be preferred that the chairman of Election Commission has previous experience in conducting election as a chairman/member of Election Commission.

(c) All interested candidates have to collect the nomination form from BAP office at a cost of Tk. 2000/- (Two thousand) per form.

(d) The two years tenure of the newly elected Executive Committee shall be executed from the day of taking charge from the previous committee. In case of any unavoidable circumstances (e.g. natural or man-made disasters), if the annual general meeting cannot be held in due time, the previous committee shall remain in-charge.

(e) The voters' list of the election shall be prepared with names of the members enrolled in the register of members two months before the date of the election. The members enlisted in the voters list are only entitled to take part in the election (contest, nominate and cast vote). The final voter list shall be published by Election Commission 30 days before the election.

NB. A membership of at least 6 months shall be required for every member to vote in the election of the Executive Committee of the association.

(f) A notice of the election stating the date, time and place fixed for the election shall be given by the chairman or member of the Election Commission to all members of the association, not less than 30 days before the date of election.

(g) The candidates for the posts of the Executive Committee must be a member of the association for at least one year standing at the time of submitting the nomination. The President shall be at least 45 years of age and post-graduate qualification in psychiatry at the time of submission of nomination paper.

(h) No one in receipt of a salary or honorarium from the funds of the association can be elected as a member of the Executive Committee.

(i) The nomination paper in the prescribed form of the eligible candidates duly proposed and seconded by the bonafide members of the association should be duly signed by the candidates with date and must reach the Election Commission at least 20 days before the date of election. The Election Commission shall scrutinize the nomination paper and publish the name of the candidates for the election at least 15 days before the election.

Any candidate can appeal to the Election Commission within 2 days after publishing the names of valid candidates.

(j) Any candidate can withdraw his/her name from the candidature 12 days before the date of election by submitting a withdrawal letter in prescribed form with signature to the Election Commission.

(k) The final list of contesting candidates shall be published 10 (ten) days before the date of election by the Election Commission.

(l) The ballot papers shall be issued by the members of the Election Commission to all the voters at the time of election.

(m) The Election Commission shall scrutinize and count votes after closing time of election. The candidates or their agents may be present at the time of counting if they so wish.

(n) The unofficial result of the election shall be declared by the Election Commission soon after counting has completed.

(o) These rules shall however, be exempted for the election of the Executive Committee to be held at last part of the year 1993, which shall be elected by direct secret ballot by the members present in annual general meeting. The Election Commission for such Executive Committee shall be appointed by convening committee of the association.

v. Duties and power of the Office Bearers

1. President

i. Shall be Chairman of all meetings of the association and the Executive Committee and over committees of which he/she may be a member.

ii Shall preside over at the Annual Conference and the Seminars, Symposium and Convention organized by the association.

iii Shall guide and control the activities of the association in consultation with the Executive Committee.

iv Shall regulate the proceedings of the meeting, interpret the roles and regulations and decide doubtful points.

v Shall, in addition to his/her ordinary vote have a casting vote in case of equality of votes.

vi Shall be Ex-Officio member of the Executive Committee.

vii Shall hold office for 2 years of the term.

Note: In the event of an emergency arising by absence from any cause, the duties of the President shall devolve upon the Senior Vice President and in his absence of all the Vice Presidents, on a member of the Executive Committee to be decided by the Executive Committee.

2. Vice-President

i In the absence of the President in the meeting of the association and the Executive Committee, Senior Vice-President, the Junior Vice-President shall be the Chairman.

ii In the long absence of the President due to any cause the Senior Vice-President shall be elected by the Executive Committee to act as in-charge of President for the rest of the President's term.

3. General Secretary

With the help of the Joint Secretary, General Secretary shall do the followings:

- i** Shall be in charge of the Central Office.
- ii** Shall conduct all correspondences.
- iii** Shall have general supervision of accounts, pass all bills for payments and sign cheque.
- iv** Shall get prepared by the treasurer an annual statement of accounts, audited by the auditor for adoption by the General Body.
- v** Shall prepare a budget and get it passed at the annual meeting of the General Body.
- vi** Shall organize or arrange and convene meetings, conferences, lectures and demonstrations.
- vii** Shall attend meeting of the General Body and the Executive Committee and keep proceedings thereof.
- viii** Shall be Ex-Officio member of all committees and sub-committees.
- ix** Shall maintain a correct and a up to-data register of all members of the association.
- x** Shall organize the association with the help of the Organizing Secretary.
- xi** Shall bring any matter which he/she consider necessary in the interest of the association to the notice of the Executive Committee for guidance and decision.
- (xii)** Shall be responsible for the proper execution of all decisions of the association and of the Executive Committee.

4. Joint Secretary

i The Joint Secretary shall help the General Secretary in all the works in looking after the office, in conducting correspondence, in preparation of agenda of meetings preparing statement of accounts etc.

ii Shall be in-charge of General Secretary in his long absence due to any cause.

5. Treasurer

i. Shall receive all moneys of the association and deposit them in a bank or banks approved by the Executive Committee to the credit of the association and operate jointly by the General Secretary or the President or the person empowered by the Executive Committee.

ii. Shall be responsible for collection of subscriptions of the members.

iii. Shall have the right to point out any error or discrepancy in the order of payment of the General Secretary and refer the order back to him/ her with his/her remarks. In the event of any disagreement still persisting between the General Secretary and the Treasurer, the matter shall be referred to the President for the final decision.

iv. Shall be responsible for keeping up to-date the accounts of the association with all the account books up to-date.

v. Shall get accounts audited by the auditors of the association.

vi. Shall prepare periodic statement of accounts to be placed before the Executive Committee.

vii. Shall prepare an annual statement of accounts and balance sheet showing the financial position of the association and get it audited by the auditors appointed at the annual general meeting and put it for adoption by the General Body.

20. Branch committee of BAP

i. Prerequisites for Branch committee formation

- (a) To be a member of the Branch committee, it is mandatory that he/she is a member of the Bangladesh Association of Psychiatrists.
- (b) The Branch committee can be formed only at the divisional level.
- (c) If needed, two divisions can together form a single Branch committee.
- (d) For the formation of a Branch committee, a minimum of 16 (sixteen) members shall be required.
- (e) For the formation of a Branch Ad Hoc Committee, a minimum of 10 (ten) members shall be required.
- (f) The already existing Branch committees are required to reform according to the above conditions.
- (g) The Branch committee must be approved by the central Executive Committee.

ii. Composition of the Branch Committee shall be as follows:

(a)	President	1 (one)
(b)	Vice- President	1-2 (one to two)
(c)	General Secretary	1(one)
(d)	Treasurer	1 (one)
(e)	Joint Secretary	1-2 (one-two)
(f)	Organizing Secretary	1 (one)
(g)	Social Welfare, Scientific & Cultural Secretary	1 (one)
(h)	Office Secretary	1 (one)
(i)	Members	7-10 (seven to ten)
	Total	15-20 (fifteen to twenty)

No business shall be transacted at any meeting of the committee unless a quorum of 7 (seven) members are present.

iii. Composition of the Branch Ad Hoc Committee shall be as follows:

(a)	Convener	1 (one)
(b)	Member Secretary	1 (one)
(c)	Members	8-10 (eight to ten)
	Total	10-12 (ten to twelve)

No business shall be transacted at any meeting of the committee unless a quorum of 5 (five) members are present.

21. Journal of the Association

There shall be a Journal of the association. It will be published regularly under the management of the Editorial Board.

i. Editorial Board of the Journal

The Editorial Board of the Journal shall be elected by the Executive Committee for two years and shall be an independent board.

Composition of the Editorial Board:

- 1) Editor
- 2) Executive Editor
- 3) Associate Editors
- 4) Review Editors
- 5) Section Editors
- 6) Members
- 7) Advisory Board
- 8) President and General Secretary of the association shall be ex-officio members.

ii. Functions of the Editorial Board

- (a) Shall help the Editor in regular publication of the Journal.
- (b) Shall meet as often required before such publication.
- (c) Shall scrutinize the articles to be published in the Journal and editor refuse for publication.
- (d) Shall have powers to select references and collaborators.
- (e) If a fund for the journal or account of the Journal is established by decision of the Executive Committee, the Editor and General Secretary or Treasurer of the Association will jointly operate the account.

iii. Meeting of the Editorial Board

The meeting of the Editorial Board should be held quarterly, preferably before publication of each issue of the journal of the association. However, the Editor may call a meeting of the Editorial Board at any time if needed.

22. Conference of the association

Taking into consideration various circumstances, it shall be proposed that the international and national conferences on psychiatry take place together every 2 years. The place and time shall be decided by the Executive Committee of the association. The conference will be organized and conducted by an organizing committee appointed by the Executive Committee.

23. Affiliation/ Federation

i. For the furtherance of the aims and objects of the association, the association shall have the right to affiliate or be affiliated or to form federation with any international, national or regional association, society or scientific organization either in Bangladesh or abroad on terms mutually decided upon and approved by General Body.

ii. Members of the affiliated bodies shall be reciprocally entitled to such privileges as agreed upon.

iii. The association can terminate any such affiliation or federation after due notice or either side by resolution at the General Body meeting.

24. Amendment of the rules

i. The rules may be amended in an annual general meeting of the association by votes of not less than $\frac{2}{3}$ (two third) of the total life members and members of the association.

ii. No amendment may be moved unless notice has been sent to General Secretary at least 20 days before the date fixed for the annual general meeting (This rule shall not be executed in the annual general meeting to be held in the last part of the year 1993, where amendment should be done on the same day).

iii. General Secretary shall circulate the proposed amendment among all the life members and members, at least 10 days before the date fixed for the annual general meeting (This rule shall not be executed in the annual general meeting to be held in the last part of the year 1993, where amendment should be done on the same day).

25. Regulations

The Executive Committee may make regulations to carry out the purpose of these rules.

