

## **Society of Pharmacovigilance, India**

The constitution was adopted on 19<sup>th</sup> December, 1998 at General Body Meeting of the Association.

1. To promote study of the use and effects of the drugs in population in a rational way.
2. Determine risk/benefit ratio of drugs in the individual and in population.
3. To promote applications of principles of clinical Pharmacology to rational prescribing , the conduct of clinical trials and assessment of outcomes during real life clinical practice.
4. To organize training programmes, workshops, seminars, conferences for promotion of Pharmacovigilance.
5. To promote research in pharmacoepidemiology
6. To institute awards for the development of research in pharmacoepidemiology.
7. To provide research assistance in the field of pharmacoepidemiology.
8. To award fellowship to eminent scientist from amongst members of the association.

### **Membership:**

The association shall consist of the following categories of members.

Ordinary Members: Persons with interest in the field of Pharmacovigilance and possessing following minimum qualifications may be enrolled as members of the association.

1. MBBS
2. B. Pharma
3. B.Sc. Nursing
4. BDS
5. B.A.M.S., B.I.M.S.
6. B.U.M.S.

**Life Members:** The same qualifications shall life members.

**Honorary Members:** The association may elect the ordinary members. These are include:

- a. Distinguished in the field of Pharmacovigilance or allied discipline.
- b. Ordinary members on retiring from full time employment provided he/she had been a regular member for at least eight years immediately prior to retirement. Honorary members shall have no right to vote.

Application for membership: Proposal for ordinary membership or life membership shall be made by two members of the association on forms provided by the General Secretary/Treasurer on request. The proposal received by the General Secretary shall be scrutinized by the executive committee of the Association and place before the next meeting of the general body of the Association for election.

### **Membership Fee:**

1. Each ordinary member shall pay an annual subscription. The amount of which shall be determined by the association from time to time. The subscription shall become due on 1st January each year.
2. Life membership fee shall be lump sum payment. The amount of which shall be determined by the association from time to time.
3. Honorary members are exempted from payment of subscription fee.
4. An ordinary member whose membership fee is not received by 1st April shall forfeit his privilege of receiving the Journal of the Association and also to propose second or be elected to any office of the Association.
5. An ordinary member whose subscription is 2 years in arrears shall cease to be a member

**Executive Committee:** The business of the Association shall be conducted by the Executive Committee elected by members (ordinary or life) of the association. The members of the Executive Committee and their tenure shall be as follows:

<b>Name of post</b>	<b>number</b>	<b>Tenure (years)</b>
President	One	One
Vice-President	Two	One
General Secretary	One	Two
Treasurer	One	Two
Joint Secretary	One	Two
Organizing secretary	One	One
Secretary International Affairs	One	Two
Members of the committee	Six	One
Immediate Past President	One	
Immediate Past General Secretary	One	
Immediate Past Treasurer	One	

### **Meetings:**

**Executive Committee Meeting:** The Executive Committee shall meet at least once a year. The General Secretary shall send notice of the meeting together with the proposed agenda to all the Executive Committee Members at least 4 weeks before the meeting is held. The quorum of the Executive Committee shall be 4 members.

**General Body Meeting:** The General Body of the association consisting of all members of the Association will meet once a year at the time of annual conference. Minutes of the Executive Committee shall be the Agenda for the General Body Meeting. Quorum for the General Body Meeting shall be 15 members.

**Annual Conference:** The Association shall organize an annual conference of all the members of the association. The conference will be devoted to all aspects of Pharmacovigilance and allied discipline. The venue of the annual conference shall be decided at the General Body Meeting of the previous meeting. The organizing secretary of the annual conference shall be responsible for all aspects in the organizing of the annual conference. The Executive Committee of the association shall render technical assistance in drawing out the program of the conference.

**Fiscal Year:** The fiscal year of the association shall be from the first day of April to the last day in March.

**Amendments:**

- (a) **Constitution:** No amendment of the constitution is made except at an Annual Conference Meeting of the association. No amendment shall be made unless 2/3 of the members is in favour. Proposal for any amendments may be submitted to the General Secretary by any member of the Executive Committee or by at least 10 members of the association at least 6 weeks before the Annual General Body Meeting of the Association. The General Secretary shall intimate to all the members of the Executive Committee. The proposal for amendment received at least 4 weeks before the Annual General Body Meeting. The Executive Committee shall consider all proposals and make appropriate recommendations for consideration by the General Body of the Association.
- (b) No amendment of the Bylaws shall be made except at an Annual General Body Meeting of the Association. No amendment shall be made unless it is adopted by the simple majority vote of the members present at the annual General Meeting. The General Secretary shall intimate to all the members of the Executive Committee. The proposal for amendment received at least 4 weeks before the Annual General Body Meeting. The Executive Committee shall consider all proposals and make appropriate recommendations for consideration by the General Body of the Association.

(A) **Subscription:** The annual subscription for the ordinary membership shall be Rs. 100/-

**(B) Academy's Fund:**

- a) The treasurer shall mention the funds of the Association. The following receipts shall be kept in long term fixed deposits in one of the Nationalized Bank.

- Life Membership Fee all
- Donations
- Endowment funds for the award of prizes
- Any savings of the Association

Interest accrued on Life membership fee added to the subscriptions of Ordinary members shall be the available fund of the association. Interest accrued on endowment funds shall be used for the award of respective prizes.

- b) The various office bearer of the Association shall submit projected budget of their office to the treasurer who shall advance money as per availability of funds.
- c) All the funds received in the name of Association by any functionary of the Association shall be sent to Treasurer.

**(C) Fellowship:**

Association shall award fellowship to outstanding scientists subject to following conditions.

1. The applicant should be a life member of the Association with at least 10 years research experience in the field of Pharmacovigilance.
2. The fellowship fee will be Rs. 10,000/- payable after the applicant has been selected to be enrolled as fellow.
3. The fellowship shall be awarded at a special convocation to be held at the time of annual conference of the Association.